



# **SOUTH WAIRARAPA DISTRICT COUNCIL**

*Kia Reretahi Tātau*

## **Agenda**

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

**IN**

**Waihinga Centre, Texas Street  
Martinborough**

**&**

**Via audio-visual conference**

**ON**

**21 September 2022**

### **MEMBERSHIP OF COUNCIL**

**HIS WORSHIP THE MAYOR**

**Mr Alex Beijen**

Deputy Mayor Garrick Emms

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

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

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





## **SOUTH WAIRARAPA DISTRICT COUNCIL MEETING**

### **Agenda 21 September 2022**

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#### **NOTICE OF MEETING**

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

#### **SWDC Affirmation**

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

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

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#### **Open Section**

- A1.** Apologies
- A2.** Conflicts of interest
- A3.** Acknowledgements and tributes
- A4.** Public participation
  - As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.*
  - Please note: Electioneering is not permitted in council meetings or on council premises – your cooperation is appreciated.*
  - If electioneering is deemed to be taking place, the Chair of the meeting or council officers will bring your session to a close.*
- A5.** Actions from public participation
- A6.** Extraordinary business
- A7.** Community Board / Māori Standing Committee

<b>A8.</b>	Confirmation of Minutes <i><b>Proposed Resolution:</b> That the minutes of the Council meetings held on 10 August 2022 and 24 August 2022 are a true and correct record.</i>	Pages 1-10
<b>B</b>	<b>Minutes from Committees and Community Boards</b>	
<b>B1.</b>	Minutes of Council Committees and Community Boards	Pages 11-40
<b>C</b>	<b>Decision Reports from Chief Executive and Staff</b>	
<b>C1.</b>	Risk and Resilience Strategy <i>Amanda Bradley, General Manager Policy and Governance will be speaking to this report</i>	Pages 41 -129
<b>C2.</b>	Revenue and Financing Policy Review <i>Karon Ashforth, General Manager Finance will be speaking to this report</i>	Pages 130-138
<b>C3.</b>	Featherston Masterplan – Concept Option, Masterplan Master Development and Detailed Design <i>Russell O’Leary, General Manager Planning and Environment will be speaking to this report</i>	Pages 139-151
<b>C4.</b>	Destination Wairarapa Memorandum of Understanding 2022—2025 <i>Harry Wilson, Chief Executive will be speaking to this report</i>	Pages 152-215
<b>C5.</b>	Approval of the Wairarapa Economic Development Strategy 2022-25 <i>Harry Wilson, Chief Executive will be speaking to this report</i>	Pages 216-260
<b>C6.</b>	Dog Control Policy and Practices 2021/2022 <i>Rick Mead, Environmental Services Manager will be speaking to this report</i>	Pages 261-265
<b>C7.</b>	Revoking Policies <i>Steph Frischknecht, Policy and Governance Advisor will be speaking to this report</i>	Pages 266-304
<b>C8.</b>	Delegation to the Chief Executive during the 2022 Interim Election Period <i>Steph Frischknecht, Policy and Governance Advisor will be speaking to this report</i>	Pages 305-312
<b>D.</b>	<b>Information Reports</b>	
<b>D1.</b>	Māori Partnership and Representation Report <i>Amanda Bradley, General Manager Policy and Governance will be speaking to this report</i>	Pages 313-328
<b>D2.</b>	Application to the World Health Organisation’s Global Network for Age-Friendly Cities and Communities <i>Amanda Bradley, General Manager Policy and Governance will be speaking to this report</i>	Pages 329-331
<b>D3.</b>	Wairarapa Combined District Plan Review – Continuation of Joint Committee <i>James Witham, Planning Manager will be speaking to this report</i>	Pages 332-340
<b>D4.</b>	Action Items	Pages 341-348



## E. Chairperson's Report

### E1. Report from His Worship the Mayor

Pages 349-350

## F. Members Reports

### F1. Member report from Cr Colenso

Pages 351-376

## G. Public Excluded Business

### G1. Public Excluded Minutes for Confirmation

(distributed separately)

**Proposed Resolution:** *That the public excluded minutes of the Council meetings held on 30 June 2022, 10 August 2022 and 24 August 2022 are a true and correct record.*

### G2. Receive Public Excluded Minutes of Council Committees

(distributed separately)

### G3. Public Excluded Recommendations from Finance, Audit and Risk Committee

(distributed separately)

*Councillor Hay, FAR Committee Chair will be speaking to this report*

### G4. Risks to Council IT Systems and Infrastructure

(distributed separately)

*Paul Gardner, General Manager HR & Corporate Services will be speaking to this report*

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

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Confirmation of Public excluded minutes of Council meeting held on 30 June 2022; links to meeting held on 18 May 2022 - New Licence to Occupy of South Wairarapa Sports Stadium Annex – Card Reserve Report	Good reason to withhold exists under section 7(2)(h), 7(2)(i) and section 7(2)(b)(ii)	Section 48(1)(a)
Confirmation of Public excluded minutes of Council meeting held on 10 August 2022; links to Council meeting held on 30 June 2022	Good reason to withhold exists under section 7(2)(i) and section 7(2)(b)(ii)	Section 48(1)(a)
Confirmation of Public excluded minutes of Council meeting held 24 August 2022; Lake Ferry Holiday Park Report	Good reason to withhold exists under section 7(2)(a), section 7(2)(g), and section 7(2)(h)	Section 48(1)(a)
Receive the Public excluded minutes of the Finance, Audit and Risk Committee meeting held on 22 June 2022; Mid-Year Pulse Survey Staff Engagement Report	Good reason to withhold exists under section 7(2)(a) and 7(2)(f)(ii)	Section 48(1)(a)
Receive the Public excluded minutes of the Finance, Audit and Risk Committee meeting held on 3 August 2022; Risks to Council IT Systems and Infrastructure / Outstanding Water Debtor's Reports	Good reason to withhold exists under section 7(2)(a) 7(2)(b)(ii), 7(2)(f)(ii) and 7(2)(j)	Section 48(1)(a)
Receive the Public excluded minutes of the Assets and Services Committee meeting held on 13 July 2022; links to meeting held on 1 June	Good reason to withhold exists under section 7(2)(b)(ii)	Section 48(1)(a)

<b>Report/General Subject Matter</b>	<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
2022 - Council's Lease/Licence Property Portfolio Report		
Public Excluded Recommendations from Finance, Audit and Risk Committee	Good reason to withhold exists under section 7(2)(a) and 7(2)(b)(ii)	Section 48(1)(a)
Risks to Council IT Systems and Infrastructure	Good reason to withhold exists under section 7(2)(j)	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:

<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
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 enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)
The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 7(2)(b)(ii)
The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons. The withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of such members, officers, employees, and persons from improper pressure or harassment.	Section 7(2)(f)(ii)
The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	Section 7(2)(h)
The withholding of the information is necessary to maintain legal professional privilege.	Section 7(2)(g)
The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.	Section 7(2)(j)



**SOUTH WAIRARAPA  
DISTRICT COUNCIL**  
*Kia Reretahi Tātau*

## **SOUTH WAIRARAPA DISTRICT COUNCIL**

### **Minutes from 10 August 2022**

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- Present:** Mayor Alex Beijen (Chair), Deputy Mayor Garrick Emms, Councillors Pam Colenso, Leigh Hay, Brian Jephson, Alistair Plimmer, Pip Maynard, Brenda West, Rebecca Fox and Colin Olds.
- In Attendance:** Harry Wilson (Chief Executive Officer), Russell O’Leary (Group Manager Planning and Environment), Stefan Corbett (Group Manager Partnerships and Operations), Karon Ashforth (General Manager Finance), Amanda Bradley (General Manager Policy and Governance), Sheil Priest (General Manager Communications and Engagement), Paul Gardner (General Manager HR and Corporate Services), Robyn Wells (Principal Advisor Water Transition), Catherine Clouston (Communications Advisor) and Amy Andersen (Committee Advisor).
- Also in Attendance:** Destination Wairarapa: Anna Nielson (General Manager) and Chrissie Cummings (Product Development Manager).
- Conduct of Business:** This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 10:00am. All members participating via audio-visual conference counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting was live-streamed is available to view on our YouTube channel. The meeting was held in public under the above provisions from 10:00am to 12:30pm except where expressly noted.
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### **Open Section**

Cr Plimmer read the Council affirmation.

**A1. Apologies**

There were no apologies.

**A2. Conflicts of Interest**

There were no conflicts of interest.

**A3. Acknowledgements and Tributes**

Cr Maynard acknowledged the passing of Mr Johns and Mrs Donaldson who were members of the local rural community.

Mayor Beijen acknowledged the Tora and White Rock residents who have been isolated by the recent weather events.

**A4. Public Participation**

There was no public participation.

**A5. Actions from public participation**

There was no public participation.

**A6. Extraordinary Business**

There was no extraordinary business.

**A7. Community Board / Māori Standing Committee Reports from Meetings**

There were no members present.

**A8. Minutes for Confirmation**

*COUNCIL RESOLVED (DC2022/61)* that the minutes of the Council meetings held on 30 June 2022 and 14 July 2022 are a true and correct record, subject to the correction of Niniwa Munro's name in the minutes from 30 June 2022.

*(Moved Cr Emms/Seconded Cr Plimmer)*

Carried

**C Decision Reports from Chief Executive and Staff**

**C1. Three Waters Reform – Better Off Tranche 1 Funding Decision Report (Item Moved)**

Mr Corbett, spoke to matters outlined in the report and responded to members queries on the approach; process; timeframes and distribution of funding; appropriate governance models; and obligations to accepting the funding.

*COUNCIL RESOLVED (DC2022/62) to:*

1. Receive the Three Waters Reform – Better Off Tranche 1 Funding Decision Report.

*(Moved Cr Jephson/Seconded Cr Hay)*

Carried

2. Agree to apply for the money from DIA and delegate authority to the CEO to enter into a Funding Agreement between DIA and SWDC and Crown Infrastructure Partners Limited (as monitor) for Three Waters Reform – Better Off Package (Tranche 1 Funding) of \$1.88m.

*(Moved Cr Jephson/Seconded Cr Fox)*

Carried

*[Read together]*

3. Approve the submission of a Better Off Funding Proposal to DIA entitled 'South Wairarapa Community Wellbeing Fund' incorporating the following main programme components:

- 3.1 Creates a SWDC Community Wellbeing Fund (CWBf) to the value of \$1.88m over Financial Years 2022/23 and 2023/24.
- 3.2 Funding decisions and oversight of community project applications to the Fund will be via a governance group made up of Councillors, ELT members, mana whenua and community representatives, formed by Council resolution.
- 3.3 The community will be actively encouraged to submit community wellbeing projects for funding.
- 3.4 Governance may decide to fund selected community projects that meet well defined fund criteria.
- 3.5 Council management in close discussion with Councillors may decide to accelerate projects in the Long-Term Plan with a strong community wellbeing dimension.
4. Delegate authority to the CEO for the content of the draft Funding Proposal as described in this paper to be submitted by Council to DIA through their online Grant Management System before 30 September 2022.  
(Moved Cr Fox/Seconded Cr West)

Carried

## **B Recommendations from Committees and Community Boards**

### **B1. Minutes of Council Committees and Community Boards**

*COUNCIL RESOLVED (DC2022/63) to:*

1. Receive the information.  
(Moved Cr Fox/Seconded Cr Emms)  
[Read together]
2. Receive the minutes of the Māori Standing Committee meeting 21 June 2022.
3. Receive the minutes of the Greytown Community Board meeting 25 May 2022 and 22 June 2022.
4. Receive the minutes and public excluded minutes of the Martinborough Community Board meeting 30 June 2022.
5. Receive the minutes of the Featherston Community Board meeting 28 June 2022.
6. Receive the minutes of the Finance, Audit and Risk Committee meeting 22 June 2022.
7. Receive the minutes of the Assets and Services Committee meeting 13 July 2022.
8. Receive the minutes of the Planning and Regulatory Committee meeting 13 July 2022.

(Moved Cr Colenso/Seconded Cr Hay)

Carried

### **B2. Recommendations from Assets and Services Committee Report**

Cr Jephson spoke in support of the recommendations.

Members posed questions on the consultation with others who share the site location and commended the work done by Greytown Trails Trust to support the

initiative and the collaboration between marae and community to bring the project to fruition.

*COUNCIL RESOLVED (DC2022/64) to:*

1. Receive the Recommendations from Assets and Services Committee Report.  
(Moved Cr Hay/Seconded Cr Maynard) Carried
2. Approve the Nuku-Pewapewa Pou Project subject to agreement of the project from relevant mana whenua and the Māori Standing Committee, and other users of Clifford Square.  
(Moved Cr Olds/Seconded Cr Hay) Carried

**B3. Recommendations Finance, Audit and Risk Committee Report**

Cr Hay spoke in support of the recommendation.

Members discussed the possible re-naming of the Fraud and Corruption policy.

*COUNCIL RESOLVED (DC2022/65) to:*

1. Receive the Recommendations from Finance, Audit and Risk Committee Report.  
(Moved Cr Hay/Seconded Cr Plimmer) Carried
2. Approve that ELT present updates on the Significant Risk Register to the Finance, Audit and Risk Committee on a quarterly basis.  
(Moved Cr Hay/Seconded Cr Fox) Carried

**C Decision Reports from Chief Executive and Staff**

**C2. South Wairarapa District Dog Pound Report**

Mr Wilson spoke to matters outlined matters in the report.

Mr O'Leary and Mr Mead responded to members questions on the total costs and previous allocations of funding, timeframes for completion of the dog pound, increasing external communications relating to progress, discussions with other local councils, penalties and costs set through the next annual planning process, and state of play with the contract.

Members were informed there is a possible MOU with Carterton on use of the dog pound.

*COUNCIL RESOLVED (DC2022/66) to:*

1. Receive the South Wairarapa District Dog Pound Report.  
(Moved Cr Jephson/Seconded Cr West) Carried
2. Approve unbudgeted provision of an increase of \$116,500 in CAPEX to complete the build of the Pound with a 10% contingency fund.  
(Moved Cr Colenso/Seconded Cr Hay) Carried

The meeting was adjourned at 11:13am

The meeting was resumed at 11:30am

**C3. Hinekura Road Retrospective Resolution Report**

Mr Corbett responded to members questions about the progress on the work and movement with the slip due to recent bad weather.

*COUNCIL RESOLVED (DC2022/67) to:*

1. Receive the Hinekura Road Retrospective Resolution Report.  
(Moved Cr Maynard/Seconded Cr Colenso) Carried
2. Revoke the resolution DC2022/58, point 4, passed at the Council meeting held on 14 July 2022.
3. Approve up to \$100,000 (GST exclusive) capital grant from the Rural Road Reserve to support the creation of a temporary farm track built by private landowners to reconnect the Hinekura community to the road on the Martinborough side.  
(Moved Cr Maynard/Seconded Cr Jephson) Carried

**C4. Wellington Water 2022-23 Purchase Order Report**

Ms Ashforth spoke to matters outlined in the report.

*COUNCIL RESOLVED (DC2022/68) to:*

1. Receive the Wellington Water 2022-23 Purchase Order Report.  
(Moved Cr Jephson/Seconded Cr West) Carried  
[Read together]
2. Note that the purchase order (PO 39251) is within the Annual Plan 2022-23 water budgets approved by Council on 30 June 2022.
3. Approve Purchase Order 39251 for Wellington Water, for the amounts of \$311,637 of management fees, \$3,784,090 of Operating Programme, and \$5,325,223 of capital programme, for the 2022-23 financial year.  
(Moved Cr Olds /Seconded Cr Plimmer) Carried

**D Information Reports**

**D1. Destination Wairarapa 2022 General Manager's Financial Report**

Mayor Beijen and Mr Wilson spoke to matters included the report. Mr Wilson responded to questions from members relating to profits.

Members posed questions to Ms Neilson and Ms Cummings relating to data collation and the activities covered by MBIE, membership income and benefits and support for small businesses.

Action 409: Destination Wairarapa to provide more comprehensive data on tourism expenditure and how that might be managed between Infometrics and Masterton. A Bradley/A Nielson

*COUNCIL RESOLVED (DC2022/69) to receive the Destination Wairarapa 2022 General Manager's Financial Report.*

*(Moved Cr Emms/Seconded Cr Maynard)*

Carried

**D2. Action Items Report**

Members discussed updates to open action items 739, 551 and 306.

Members closed actions 222, 346, 223.

Action 411: To provide updates on aerial water surveying through the PGF (Provincial Growth Fund); added to actions items for Assets and Services Committee. *S Corbett*

*COUNCIL RESOLVED (DC2022/70) to receive the District Council Action Items Report.*

*(Moved Cr Fox/Seconded Cr Colenso)*

Carried

**E Chairperson's Report**

**E1. Report from His Worship the Mayor**

Mayor Beijen spoke to matters as outlined in the report.

Members posed questions to the Mayor on the Mayor's Taskforce budget, LGNZ courses and the Wellington Water Committee meeting.

*COUNCIL RESOLVED (DC2022/71) to receive the report from His Worship the Mayor.*

*(Moved Cr Fox/Seconded Cr West)*

Carried

**F Public Excluded Business**

**F1. Confirmation of Public Excluded Minutes**

**F2. Receive Public Excluded Minutes of Council Committees**

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

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Confirmation of public excluded minutes of Council meeting held on 30 June 2022	Good reason to withhold exists under section 7(2)(i) and section 7(2)(b)(ii)	Section 48(1)(a)
Receive the public excluded minutes of the Finance, Audit and Risk Committee meeting held on 22 June 2022	Good reason to withhold exists under section 7(2)(a) and 7(2)(f)(ii)	Section 48(1)(a)
Receive the public excluded minutes of the Assets and Services Committee meeting held on 13 July 2022	Good reason to withhold exists under section 7(2)(b)(ii)	Section 48(1)(a)



This resolution (DC2022/72) 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 enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)
The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 7(2)(b)(ii)
The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons. The withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of such members, officers, employees, and persons from improper pressure or harassment.	Section 7(2)(f)(ii)

*(Moved Cr Maynard/Seconded Cr Fox)*

Carried

The meeting closed at 12:30pm

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)



## **SOUTH WAIRARAPA DISTRICT COUNCIL EXTRAORDINARY MEETING**

### **Minutes from 24 August 2022**

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<b>Present:</b>	Mayor Alex Beijen (Chair), Deputy Mayor Garrick Emms, Councillors Pam Colenso, Leigh Hay, Brian Jephson, Alistair Plimmer, Pip Maynard, Brenda West (arrived 9:06am), Rebecca Fox and Colin Olds.
<b>In Attendance:</b>	Harry Wilson (Chief Executive Officer), Russell O’Leary (Group Manager Planning and Environment), Stefan Corbett (Group Manager Partnerships and Operations), Karon Ashforth (General Manager Finance), Amanda Bradley (General Manager Policy and Governance), Sheil Priest (General Manager Communications and Engagement), James O’Connor (Manager Partnerships and Operations), Rick Meads (Environmental Services Manager), Catherine Clouston (Communications Advisor), Suzanne Clark (Property Portfolio Advisor) and Amy Andersen (Committee Advisor).
<b>Conduct of Business:</b>	This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference. All members participating via audio-visual conference counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting was live-streamed is available to view on our YouTube channel. The meeting was held in public under the above provisions from 9:00am to 2:58pm except where expressly noted.
<b>Public Forum:</b>	Mary Tipoki and Raihānia Tipoki

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### **Open Section**

Cr Maynard read the Council affirmation.

#### **A1. Apologies**

There were no apologies.

#### **A2. Conflicts of Interest**

Cr Emms declared a conflict of interest as he is currently the President of the Wairarapa Racing Club and this entity operates a motorhome park.

#### **A3. Acknowledgements and Tributes**

There were no acknowledgments and tributes.

**A4. Public Participation**

Mrs Tipoki, supported by Mr Tipoki, spoke about the Lake Ferry Holiday Park in relation to the lease she currently holds. Mrs Tipoki highlighted the work she and her whanau have completed on the campground and her interactions with Council over the past three years. Mr Tipoki expressed disappointment with the manner in which the matters have been handled.

**A5. Actions from public participation**

Members sought clarification from Mr Tipoki on matters including communication with Council and ways to move forward.

Members noted these matters would be further discussed in public excluded under item B1.

**A6. Extraordinary Business**

There was no extraordinary business.

**B Public Excluded Business****B1. Lake Ferry Holiday Park Report**

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
Lake Ferry Holiday Park	Good reason to withhold exists under section 7(2)(a), section 7(2)(g), and section 7(2)(h)	Section 48(1)(a)

This resolution (DC2022/73) 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 maintain legal professional privilege.	Section 7(2)(g)
The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	Section 7(2)(h)

*(Moved Cr Hay/Seconded Cr Colenso)*

Carried

The meeting closed at 2:58pm

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

# SOUTH WAIRARAPA DISTRICT COUNCIL

21 SEPTEMBER 2022

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## AGENDA ITEM B1

### MINUTES OF COUNCIL COMMITTEES AND COMMUNITY BOARDS

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#### **Purpose of Report**

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

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the information.*
2. *Receive the minutes of the Māori Standing Committee meeting 2 August 2022.*
3. *Receive the minutes of the Greytown Community Board meeting 3 August 2022.*
4. *Receive the minutes of the Martinborough Community Board meeting 11 August 2022.*
5. *Receive the minutes of the Featherston Community Board meeting 9 August 2022.*
6. *Receive the minutes of the Finance, Audit and Risk Committee meeting 3 August 2022.*
7. *Receive the minutes of the Assets and Services Committee meeting 24 August 2022.*
8. *Receive the minutes of the Planning and Regulatory Committee meeting 24 August 2022.*

#### **1. Executive Summary**

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

## **2. Appendices**

Appendix 1 -      Māori Standing Committee meeting 2 August 2022  
                         Greytown Community Board meeting 3 August 2022  
                         Martinborough Community Board meeting 11 August 2022  
                         Featherston Community Board meeting 9 August 2022  
                         Finance, Audit and Risk Committee meeting 3 August 2022  
                         Assets and Services Committee meeting 24 August 2022  
                         Planning and Regulatory Committee meeting 24 August 2022

Contact Officer:    Amy Andersen, Committee Advisor

Reviewed By:        Amanda Bradley, General Manager Policy and Governance

# Appendix 1

- Māori Standing Committee meeting 2 August 2022
- Greytown Community Board meeting 3 August 2022
- Martinborough Community Board meeting 11 August 2022
- Featherston Community Board meeting 9 August 2022
- Finance, Audit and Risk Committee meeting 3 August 2022
- Assets and Services Committee meeting 24 August 2022
- Planning and Regulatory Committee meeting 24 August 2022

**MĀORI STANDING COMMITTEE**  
**Minutes from 2 August 2022**

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<b>Present:</b>	Narida Hooper (Chair), Andrea Rutene, Gillies Baker, Violet Edwards-Hina, Karen Mikaera, Mayor Alex Beijen, Councillor Pip Maynard and Councillor Garrick Emms
<b>In Attendance:</b>	Harry Wilson (Chief Executive), Councillor Brenda West, Amanda Bradley (General Manager Policy and Governance), Siv Fjaerestad (Community Development Coordinator) and Kaity Carmichael (Committee Advisor)
<b>Conduct of Business:</b>	This meeting was conducted in public in the Supper Room, Martinborough Town Hall, Texas Street, Martinborough between 6.00pm and 7.24pm and was live streamed on the Council's YouTube Channel. All members participating via video conference counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.

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**PUBLIC BUSINESS**

Members opened with a karakia.

**1. EXTRAORDINARY BUSINESS**

There was no extraordinary business.

**2. APOLOGIES (YouTube streaming 2.40)**

*MSC RESOLVED (MSC 2022/27)* to receive apologies from Cr Jephson and Herewini Ammunson and apologies from Mayor Beijen leaving early.

*(Moved Hooper/Seconded Cr Maynard)*

Carried

**3. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**4. ACKNOWLEDGMENTS AND TRIBUTES**

There were no acknowledgements and tributes.

**5. PUBLIC PARTICIPATION**

There was no public participation.

**6. ACTIONS FROM PUBLIC PARTICIPATION**

There were no actions from public participation.

**DISCLAIMER**

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



**7. MINUTES FOR CONFIRMATION** (*YouTube streaming 4.02*)

**7.1 Māori Standing Committee – 21 June 2022**

*MSC RESOLVED (MSC 2022/28)* that the minutes of the Māori Standing Committee meeting held on 21 June 2022 be confirmed as a true and correct record.

*(Moved Mayor Beijen/Seconded Mikaera)*

Carried

**8. CHAIRPERSON REPORT**

**8.1 Chairperson Report** (*YouTube streaming 4.34*)

*MSC RESOLVED (MSC 2022/29)* to receive the Chairperson Report.

*(Moved Cr Emms/Seconded Rutene)*

Carried

Ms Hooper provided further information on the initiative to support collaboration between iwi/Māori and Council to create a rautaki that expresses a co-governance approach. Ms Hooper undertook inviting Justine Smith to present on this project. Mayor Beijen and Ms Bradley provided clarification on the process involved in the Water Service Entity Submission Report.

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

**9.1 Rangatira Nuku-Pewapewa Pou Project Report** (*YouTube streaming 11.00*)

*MSC RESOLVED (MSC 2022/30):*

1. To receive the Rangatira Nuku-Pewapewa Pou Project Report.

*(Moved Rutene/Seconded Cr Maynard)*

Carried

2. To note the committee supports the Rangatira Nuku-Pewapewa Pou project.

*(Moved Edwards-Hina/Seconded Cr Maynard)*

Carried

Ms Hooper spoke to the story behind the Rangatira Nuku-Pewapewa Pou and outlined the project engagement process.

Ms Hooper invited the committee to tree planting on the Featherston side of the bridge on the 14 August 2022, as part of the project.

Ms Carmichael undertook sending a letter of support for the project to the Featherston Community Board on behalf of the committee.

**9.2 Welcoming Communities Programme Report** (*YouTube streaming 19.22*)

*MSC RESOLVED (MSC 2022/31)* to receive the Waharoa Ki Ngā Hapori – Welcoming Communities Programme Report.

*(Moved Cr Emms/Seconded Mikaera)*

Carried

Ms Fjaerestad spoke to aims and objectives of the Welcoming Communities Programme and highlighted the outcomes of the pilot programme within local communities. Ms Fjaerestad requested recommendations for successful and meaningful engagement with mana whenua, hapū, marae and whānau Māori about the programme and relevant opportunities.

Members queried the resourcing for the program and Ms Fjaerestad undertook sending the employment opportunity advertisement to the committee.

**DISCLAIMER**

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**9.3 Wairarapa Rangatahi Strategy Review Report (YouTube streaming 30.00)**

*MSC RESOLVED (MSC 2022/32) to:*

1. Receive the Wairarapa Rangatahi Strategy Review Report.  
(Moved Cr Emms/Seconded Cr Maynard) Carried
2. Note that the South Wairarapa District Council has agreed to developing a regional Wairarapa Rangatahi Strategy with Masterton and Carterton District Councils  
(Moved Rutene/Seconded Cr Maynard) Carried
3. Note that the committee support the proposed approach for engagement with rangatahi Maori.  
(Moved Edwards Hina/Seconded Rutene) Carried

Ms Fjaerestad spoke to items outlined in the report.

Ms Fjaerestad requested feedback from the committee on specific hapū, hapori, ropū or whānau Māori in the South Wairarapa that should be involvement in the engagement process.

Members undertook sharing the opportunity with relevant groups/individuals who may be interested.

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

**10.1 Action Items Report (YouTube steaming 48.09)**

*MSC RESOLVED (MSC 2022/33) to receive the Action Items Report.*

(Moved Mikaera/Seconded Baker) Carried

Members discussed open action items and noted further updates. Members discussed potential dates for the strategy wananga and Ms Hooper and Ms Rutene undertook setting a date and programme with support of Ms Bradley.

**10.2 Income and Expenditure Report (YouTube steaming 53.17)**

*MSC RESOLVED (MSC 2022/34) to receive the Income and Expenditure Report for the period ending 30 June 2022.*

(Moved Mayor Beijen/Seconded Baker) Carried

Mayor Beijen left the meeting at 6.55pm.

**10.3 Officer's Report (YouTube steaming 54.00)**

*MSC RESOLVED (MSC 2022/35) to receive the Officer's Report.*

(Moved Edwards-Hina/Seconded Baker) Carried

Members discussed the options outlined for the Tauherenikau River Pipeline crossing and noted the ongoing lack of engagement with mana whenua.

Members queried the possibility of an alternative water source for Featherston.

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**MSC NOTED:**

Action 358: To request the current Wellington Water budget and a report outlining the critical issues and risks including, but not limited to: safe drinking water and wastewater management.

Members noted that for the committee to support culturally appropriate problem solving, further information was needed.

Members discussed the importance of looking at water as a significant Māori asset and not separating out individual projects as these disjointed conversations cause confusion and impact progress towards feasible solutions.

**MSC NOTED:**

Action 359: To schedule a half day Water Wananga with Māori, hapū, marae, iwi, Wellington Water and council officers.

Ms Carmichael undertook providing potential dates.

Members queried the project governance structure for the management of Featherston wastewater disposal plan. Members requested clarification on members and queried no Councillors or Community Board members were involved. Members queried why Ms Hooper was not documented in the project steering group.

**11. MEMBER REPORT** *YouTube streaming 1.00.06)*

There was no member report.

Members closed with a Karakia.

The meeting closed at 7.24pm.

**Confirmed as a true and correct record**

.....Chairperson

.....Date

**DISCLAIMER**

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



- Present:** Ann Rainford (Chair), Simone Baker, Graeme Gray and Councillor Alistair Plimmer
- In Attendance:** Mayor Alex Beijen, Amanda Bradley (General Manager, Policy & Governance), James Whitham (Planning Manager), Steph Frischknecht (Policy & Governance Advisor) and Kaity Carmichael (Committee Advisor)
- Also In Attendance:** Jen Butler (Pukaha Mount Bruce) and Helen Meehan (Wharekaka Trust Board)
- Conduct of Business:** This meeting was conducted in public in the WBS Room, Greytown Town Centre between 6.00pm and 7.36pm.

**1. EXTRAORDINARY BUSINESS**

There was no extraordinary business.

**2. APOLOGIES**

*GCB RESOLVED (GCB 2022/38) to receive apologies from Councillor Fox and Shelley Symes.*

*(Moved Rainford/Seconded Cr Plimmer)*

Carried

**3. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**4. ACKNOWLEDGMENTS AND TRIBUTES**

There were no acknowledgements and tributes.

**5. PUBLIC PARTICIPATION**

Helen Meehan – Wharekaka Trust Board

Ms Meehan provided an update on the Boards plan for Wharekaka following the closing of residential care and noted that three streams of activity were being considered: Health Support and Advice; Social Support and Activity; and Accommodation. Ms Meehan requested feedback and suggestions from the community on the proposed plan and future opportunities.

Jen Butler – Pukaha Mount Bruce

Ms Butler spoke to the grant application for street flags on behalf of Pukaha Mount Bruce and thanked the board for their support of the project.

**6. ACTIONS FROM PUBLIC PARTICIPATION**

Members queried the financial sustainability of the proposed Wharekaka plan and Ms Meehan provided clarification.

Members noted that under the current grants policy funding the flags would make the organization ineligible for other Council funding. Ms Butler withdrew the funding application and members undertook purchasing a new set of street flags in support of the Pukaka Mount Bruce Garden Tour. Ms Rainford undertook following up on potential flag design.

**7. COMMUNITY BOARD MINUTES**

**7.1 Greytown Community Board Minutes – 22 June 2022**

*GCB RESOLVED (GCB 2022/39)* that the minutes of the Greytown Community Board meeting held on 22 June 2022 be confirmed as a true and correct records, pending the correction of Cr Fox being noted present.

*(Moved Cr Plimmer/Seconded Gray)*

Carried

**8. CHAIRPERSON REPORT**

**8.1 Chairperson Report**

*GCB RESOLVED (GCB 2022/40)* to:

1. Receive the Chairperson Report.

*(Moved Cr Plimmer/Seconded Baker)*

Carried

2. Grant up to \$300 for three cherry trees and grass seed in the Greytown dog park, to be funded through the beautification fund.

*(Moved Cr Plimmer/Second Gray)*

Carried

3. Pay \$216 + GST to Lamb Peters for the printing of the first sign for Papawai Marae.

*(Moved Cr Plimmer/Seconded Gray)*

Carried

4. Grant up to \$150 for paint to support the maintenance of the Bus Shelter in Greytown.

*(Moved Rainford/Seconded Cr Plimmer)*

Carried

5. Support the Puakaka Wairarapa Garden Tour by funding up to \$1,000 + GST for a set of Street Flags, to be owned by the community board, funded through the beautification fund.

*(Moved Rainford/Seconded Gray)*

Carried

Ms Rainford spoke to items outlined in the Chairperson Report.  
Ms Bradley provided clarification on the process of a speed review and changes of speed limits on public roads. Ms Bradley noted that the process was currently under review and undertook providing a timeline for this to the board.

*GCB NOTED:*

Action 363: Mayor Beijen to contact local law enforcement and request speed checks in the areas of Papawai Road, Wood Street and Fabian Road in Greytown.

Ms Rainford thanked those involved with the organization of Greytown Arbor Week 2022.

*GCB NOTED:*

Action 364: Request to access some soil from the Greytown cemetery for use in the Greytown Dog Park planting.

Members debated whether further funds should be spent on planting of the Main Street barrels and discussed the responsibility of maintenance of the barrels.

*GCB NOTED:*

Action 365: Mayor Beijen to explore the possibility of 500 tulip bulbs for planting in the Main Street barrels.

Action 366: Request the feasibility of Council taking on the responsibility and maintenance of the barrels.

Members debated the use of public money for use in future years and whether the bench seating will fit into the final design of the skate park. Ms Bradley undertook following up on the financial policies around this.

Members discussed the responsibility for maintenance and replacement of community bus shelters and noted approval for work would be needed. Members were supportive of the painting of the current shelter and noted that a replacement bus shelter from Greater Wellington may be possible.

Members discussed providing an increased donation to the Menz Shed for their ongoing work.

## **9. DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF:**

### **9.1 Road Naming Report**

*GCB RESOLVED (GCB 2022/41) to:*

1. Receive the Road Naming Report  
(Moved Baker/Seconded Gray) Carried
2. Approve the naming of "Kaitara Park Lane" for the proposed private road at 162 Wards Line, Greytown.  
(Moved Cr Plimmer/Seconded Gray) Carried

## 9.2 **Financial Assistance Report (item withdrawn)**

Application for financial assistance was withdrawn by the applicant.

## 10. **INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF**

### 10.1 **Revoking Policies Report**

GCB RESOLVED (GCB 2022/42) to:

1. Receive the Officers' Report.  
(Moved Cr Plimmer/Seconded Gray) Carried
2. Note that Council will be asked to consider revoking the following policies: Committees and Working Parties (A100), Hire of Council Facilities (E200), Display of Artworks in the Greytown Town Centre (E700), Street Days, Appeals and Raffles (H600), and Street Banners and Flags (C700).  
(Moved Baker/Seconded Gray) Carried

Ms Frischknecht spoke to items outlined in the report and provided clarification on member queries.

### 10.2 **Officers' Report**

GCB RESOLVED (GCB 2022/43) to receive the Officers' Report.

(Moved Gray/Seconded Baker) Carried

Members discussed items outlined in the report, including the Tauherenikau Pipeline. Ms Bradly and Cr Plimmer provided clarification on the upcoming Greytown and Martinborough Community Liaison Group for Water Treatment Plants.

Members noted the detail outlined in the report and requested an executive summary outlining areas important to the Greytown Community.

### 10.3 **Income and Expenditure Report**

GCB RESOLVED (GCB 2022/44) to receive the Income and Expenditure Report for the period ending 30 June 2022.

(Moved Baker/Seconded Gray) Carried

**10.4 Action Items Report**

*GCB RESOLVED (GCB 2022/45) to receive the Action Items Report  
(Moved Cr Plimmer/Seconded Gray) Carried*

Members discussed open action items and noted further updates.

**10.5 Peony Drive Road Naming Report**

*GCB RESOLVED (GCB 2022/46) to receive the Peony Drive Road Naming Report.  
(Moved Cr Plimmer/Seconded Gray) Carried*

Mr Whitham spoke to items outlined in the report. Members debated the necessity of changing the name and noted that a road naming change request would be necessary if residents wanted to pursue a change.

**11. NOTICES OF MOTION**

There were no notices of motion.

**12. MEMBER REPORTS (INFORMATION)**

There were no member reports.

The meeting closed at 7.36pm.

**Confirmed as a true and correct record**

.....Chairperson

.....Date





**Minutes – 11 August 2022**

<b>Present:</b>	Mel Maynard (Chair), Aidan Ellims, Nathan Fenwick, Councillor Pam Colenso and Councillor Pip Maynard
<b>In Attendance:</b>	Mayor Beijen, Stefan Corbett (Group Manager, Partnership and Operations), Steph Frischknecht (Policy & Governance Advisor) and Kaitlyn Carmichael (Committee Advisor)
<b>Public Participation</b>	Joy Cooper (Wharekaka Board Trust)
<b>Conduct of Business:</b>	This meeting was conducted in public in the Supper Room, Martinborough Town Hall, Texas Street, Martinborough between 6.30pm and 8.33pm and was live streamed on the Council's YouTube Channel. All members participating via video conference counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.

**1. EXTRAORDINARY BUSINESS**

There was no extraordinary business.

**2. APOLOGIES**

*MCB RESOLVED (MCB 2022/26) to receive apologies from Michael Honey.*

*(Moved Maynard/Seconded Ellims)*

Carried

**3. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**4. ACKNOWLEDGMENTS AND TRIBUTES**

Mr Ellims acknowledged the work of Council contractors and staff during the recent severe weather events.

Ms Maynard acknowledged the passing of Judith Donaldson and Murray Johns and extended condolences to their families.

**5. PUBLIC PARTICIPATION**

Joy Cooper – Wharekaka Trust Board

Ms Cooper provided an update on the Boards proposal for Wharekaka following the closing of residential care and discussed the community consultation process. Ms Cooper requested a submission from the board on the proposed plan and future opportunities.

## 6. ACTIONS FROM PUBLIC PARTICIPATION

Members acknowledged the significance of Wharekaka in the community and discussed potential options for future use.

Mr Ellims undertook advertising the upcoming consultation sessions on the Martinborough Community Board Facebook page.

## 7. MARTINBOROUGH COMMUNITY BOARD MINUTES

### 7.1 Martinborough Community Board Minutes – 30 June 2022

*MCB RESOLVED (MCB 2022/27)* that the minutes of the Martinborough Community Board meeting held on 30 June 2022 be confirmed as a true and correct record, pending the correction of the meeting date.

*(Moved Cr Maynard/Seconded Cr Colenso )*

Carried

### 7.2 Martinborough Community Board Minutes – 30 June 2022

*MCB RESOLVED (MCB 2022/28)* that the public excluded minutes of the Martinborough Community Board meeting held on 30 June 2022 be confirmed as a true and correct record.

*(Moved Cr Colenso/Seconded Fenwick)*

Carried

## 8. DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

### 8.1 Street Flag Application Report

*MCB RESOLVED (MCB 2022/29):*

1. To receive the Street Flag Application Report.

*(Moved Ellims/Seconded Fenwick)*

Carried

2. To approve the Martinborough Music Festival Trusts request for the installation of 13 street flags in Martinborough from 5 September to 30 September 2022, for the Martinborough Music Festival.

*(Moved Cr Maynard/Seconded Cr Colenso)*

Carried

Members discussed the necessity of organisations requesting street flag installation on an annual basis and discussed the application process.

### 8.2 Financial Assistance Report

*MCB RESOLVED (MCB 2022/30):*

1. To receive the Financial Assistance Report

*(Moved Cr Maynard/Seconded Fenwick)*

Carried

2. To fund \$1,000 to the Martinborough Business Association for Christmas garland decorations to be used in public spaces, to be funded through the beautification fund.

*(Moved Ellims/Seconded Fenwick)*

Carried

3. To fund \$500 to the Martinborough Youth Trust to support the 2022 community fireworks event.

*(Moved Ellims/Seconded Fenwick)*

Carried

Cr Colenso abstained

Members queried the placement of garlands in the community and requested confirmation from the applicant on where the garlands will be located.  
Members queried the location of the fireworks display in Martinborough.

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

### **9.1 Revoking Policies Report**

*MCB RESOLVED (MCB 2022/31):*

1. To receive the Revoking Policies Report  
(*Moved Cr Maynard/Seconded Ellims*) Carried
2. To note that Council will be asked to consider revoking the following policies: Committees and Working Parties (A100), Hire of Council Facilities (E200), Display of Artworks in the Greytown Town Centre (E700), Street Days, Appeals and Raffles (H600), and Street Banners and Flags (C700).  
(*Moved Cr Colenso/Seconded Fenwick*) Carried

Ms Frischknecht spoke to items outlined in the report and responded to members queries on revoking the Committees and Working Parties (A100) and the Street Banners and Flags (C700) policies.

Members noted that the Greytown Community Board would be appropriately positioned to provide feedback on the Display of Artworks in the Greytown Town Centre (E200).

### **9.2 Income and Expenditure Report**

*MCB RESOLVED (MCB 2022/32) to receive the Income and Expenditure Statement for the period ending 30 June 2022.*

(*Moved Cr Colenso/Seconded Ellims*) Carried

Members noted that the funds for the Martinborough Community Garden have been committed for several years and requested that the \$1,000 for the funding of the water tank be returned to the grant fund. Ms Carmichael undertook following up with Martinborough Community Garden on the status of the committed grant for \$800.

### **9.3 Action Items Report**

*MCB RESOLVED (MCB 2022/33) to receive the Action Items Report.*

(*Moved Cr Maynard/Seconded Ellims*) Carried

Members discussed open action items and noted further updates.  
Members queried the progress on scoping of potential sites for the Martinborough Community Garden and discussed potential options. Mayor Beijen undertook liaising with Mr Corbett and a representative from Martinborough Community Garden to provide a list of potential locations to the next meeting.

### **9.4 Officers' Report**

*MCB RESOLVED (MCB 2022/34) to receive the Officers' Report.*

(*Moved Cr Colenso/Seconded Fenwick*) Carried

Mr Corbett spoke to items outlined in the report and responded to member queries on the current status of the roading program of work and the Greytown Smart Meters program trial. Mr Corbett confirmed that Council had not yet been updated on the trial and no decisions to extend the trial have been made. Members queried the scheduled maintenance program of culverts in the ward. Mayor Beijen provided clarification and invited Mr Ellims to speak on the issue at the upcoming Assets and Services meeting. Mr Corbett undertook providing a further update on the process.

## **10. NOTICES OF MOTION**

There were no notices of motion.

## **11. CHAIRPERSON REPORT**

### **11.1 Chairperson Report**

*MCB RESOLVED (MCB 2022/35) to receive the Chairperson Report.*

*(Moved Cr Colenso/Seconded Fenwick)*

Carried

Ms Maynard spoke to items outlined in the Chairperson Report noted recent participation in the Greytown and Martinborough Community Liaison Group for Water Treatment Plants. Ms Maynard undertook providing updates on the meetings to the board.

Mr Corbett provided an update on the Hinekura Road Relief Fund and the program of work. Mr Corbett noted that there are remaining funds available for use by the community use and requested the board take the opportunity to encourage residents apply.

Cr Maynard acknowledged the work of Ms Ngamoki and Ms Dawson in the creation and distribution of Covid-19 Home Care kits in the district,

*MCB NOTED:*

Action 426: Write a letter on behalf of the board acknowledging the work of Ms Ngamoki and Ms Dawson on the covid home care kits.

## **12. MEMBER REPORTS**

There were no member reports.

The meeting closed at 8.33pm.

**Confirmed as a true and correct record**

.....Chairperson

.....Date



**Minutes – 9 August 2022**

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

**In Attendance:** Amanda Bradley (General Manager, Policy & Governance), Russell O’Leary (Group Manager, Planning and Environment) and Steph Frischknecht (Policy & Governance Advisor)

**Conduct of Business:** The meeting was conducted in public in Kiwi Hall, 62 Bell Street, Featherston, between 7.00pm and 8.48pm.

**1. EXTRAORDINARY BUSINESS**

There was no extraordinary business.

**2. APOLOGIES**

*FCB RESOLVED (FCB 2022/32) to receive apologies from Cr Colin Olds.*

*(Moved Shepherd/Seconded Bleakley)*

Carried

**3. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**4. ACKNOWLEDGMENTS AND TRIBUTES**

There were no acknowledgments and tributes.

**5. PUBLIC PARTICIPATION**

There was no public participation.

**6. ACTIONS FROM PUBLIC PARTICIPATION**

There were no actions from public participation.

**7. FEATHERSTON COMMUNITY BOARD MINUTES – 28 JUNE 2022**

*FCB RESOLVED (2022/33) that the minutes of the Featherston Community Board meeting held on 28 June 2022 be confirmed as a true and correct record.*

*(Moved Gray/Seconded Tahinurua)*

Carried

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

There were no decision reports from Chief Executive and staff.

**DISCLAIMER**

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## 9. INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

### 9.1 Revoking Policies Report

*FCB RESOLVED (FCB 2022/34) to:*

1. Receive the Revoking Policies Report.  
*(Moved Bleakley/Seconded Gray)* Carried
2. Note that Council will be asked to consider revoking the following policies: Committees and Working Parties (A100), Hire of Council Facilities (E200), Display of Artworks in the Greytown Town Centre (E700), Street Days, Appeals and Raffles (H600), and Street Banners and Flags (C700).

*(Moved Shepherd/Seconded Tahinurua)* Carried

Members queried the inclusion of events in the Street Days Policy and Ms Bradley provided clarification.

### 9.2 Officer's Report

*FCB RESOLVED (FCB 2022/35) to receive the Officer's Report.*

*(Moved Bleakley/Seconded Gray)* Carried

Members queried the consultants and budget involved in the Tauherenikau Pipe project and noted the importance of Māori Standing Committee involvement in the process.

*FCB NOTED:*

Action 387: Request further information on the budget for the Tauherenikau Pipe project.

Members queried topics for discussion at the upcoming Water Hui between Wellington Water and the Māori Standing Committee and noted that members would like to be involved in the hui.

Members queried the contractors being used by Wellington Water and noted concern with the increasing cost of water maintenance services in the ward. Ms Bradley noted that this information could be obtained through a LIGOMA process.

Members voiced concern with Featherston becoming a growth node and the cost/ability of water services to accommodate this.

Members queried an update on the status of Featherston Bowling Club alcohol licencing and Mr O'Leary undertook providing clarification.

Members raised concern with the lack of community consultation and the information presented in the report and requested confirmation of when the Featherston Wastewater Community Meeting would be rescheduled.

*FCB NOTED:*

Action 388: Request the possibility of the consent for the Featherston Wastewater Treatment being extended.

Action 389: Request clarification on the wastewater systems issues in Featherston, Greytown and Martinborough and whether these areas could be solved together.

## DISCLAIMER

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

*FCB RESOLVED (FCB 2022/36) to approach the Māori Standing Committee and request to attend the upcoming Water hui with Wellington Water.*

*(Moved Cr Emms/Seconded Bleakley)*

Carried

### **9.3 Action Items Report**

*FCB RESOLVED (FCB 2022/37) to receive the Action Items Report.*

*(Moved Shepherd /Seconded Bleakley)*

Carried

Members discussed open action items and noted further updates. Mr Shepherd provided an update on the Welcome to Featherston signage.

### **9.4 Income and Expenditure Report**

*FCB RESOLVED (FCB 2022/38) to:*

1. Receive the Income and Expenditure Report for the period ending 30 June 2022.

*(Moved Tahinurua /Seconded Cr Emms)*

Carried

2. Approve \$7845 + GST to purchase an NZ Box Storage Box, to be funded from the beautification fund.

*(Moved Gray/Seconded Tahinurua)*

Carried

## **10. NOTICES OF MOTION**

There were no notices of motion.

## **11. CHAIRPERSON REPORT**

### **11.1 Chairperson Report**

There was no Chairperson Report.

## **12. ELECTED MEMBER REPORTS (INFORMATION)**

### **12.1 Claire Bleakley Member Report**

Ms Bleakley spoke to items outlined in her report and proposed the date of 10 December for the Featherston Christmas Parade. Members discussed necessity of a traffic management plan and Ms Bleakley undertook following up.

*FCB RESOLVED (FCB 2022/39) to:*

1. Approve \$500 +GST to support the Featherston Christmas Parade.

*(Moved Tahinurua /Seconded Shepherd)*

Carried

## **13. REPORTS FROM YOUTH REPRESENTATIVES (INFORMATION)**

There were no youth representative reports.

The meeting closed at 8.48pm.

### **DISCLAIMER**

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Confirmed as a true and correct record

.....Chairperson

.....Date

**DISCLAIMER**

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## **FINANCE, AUDIT AND RISK COMMITTEE**

### **Minutes from 3 August 2022**

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<b>Present:</b>	Councillors Leigh Hay (Chair), Pam Colenso, Garrick Emms, Brenda West, Colin Olds, Brian Jephson, Mayor Alex Beijen.
<b>In Attendance:</b>	Harry Wilson (Chief Executive), Amanda Bradley (General Manager Policy and Governance), Paul Gardner (General Manager HR & Corporate Services), Karon Ashforth (General Manager Finance), Catherine Clouston (Communications Advisor) and Amy Andersen (Committee Advisor).
<b>Conduct of Business:</b>	<p>This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 10.00am. All members participating via audio-visual conference count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting was live-streamed and is available to view on our YouTube channel.</p> <p>The meeting was held in public under the above provisions from 10.00am to 12:54pm except where expressly noted.</p>

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#### **Open Section**

- A1. Apologies**  
*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/28) to accept apologies from Independent Member, Kit Nixon.*  
*(Moved Mayor Beijen/Seconded Cr Olds)* Carried
- A2. Conflicts of Interest**  
There were no conflicts of interest declared.
- A3. Public Participation**  
There was no public participation.
- A4. Actions from Public Participation**  
There were no actions from public participation.

#### **A5. Extraordinary Business**

Ms Bradley spoke to matters outlined in the report.

Members posed questions on crisis management response (WREMO training, communications (internal and external), community support and inclusion of Community Boards), climate change, historical risks and the prioritisation of risks. Members commended the Policy and Governance team for the work completed on the register to date.

*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/29) to:*

1. Add Item C1, Appendix 2 to the agenda because there was a delay in confirming all data for the Significant Risk Register and this item cannot be deferred until the next meeting, as it is best practise to have the most updated information available prior to the election of the new Council.  
*(Moved Cr Jephson/Seconded Cr West)* Carried
2. Recommend to Council that ELT present updates on the Significant Risk Register to Finance, Audit and Risk Committee on a quarterly basis.  
*(Moved Cr Olds/Seconded Mayor Beijen)* Carried
3. Action 375: Seek further advice from the Planning Team if there is capacity to identify any potential residual risk relating to historical consents, *H Wilson*.

#### **A6. Minutes for Confirmation**

*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/30) that the minutes of the Finance, Audit and Risk Committee meeting held on 22 June 2022 are a true and correct record.*

*(Moved Cr West/Seconded Cr Colenso)* Carried

#### **B Decision Reports**

There were no decision reports.

#### **C Information and Verbal Reports from Chief Executive and Staff**

##### **C1. Policy and Governance Report**

Ms Bradley spoke to matters outlined in the report, including the Resident's Perception Survey (inclusion in the Annual Report) and the policy review programme.

Ms Bradley responded to members' questions regarding the levels of stakeholder engagement and methodology used to compile the Resident's Perception Survey, the adoption of the code of conduct by Council in the new triennium and the current list of Council policies – available to view on the SWDC website:

<https://swdc.govt.nz/governance/policies/>

*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/31) to receive the Policy and Governance Report.*

*(Moved Cr Colenso/Seconded Cr Jephson)* Carried

## **C2. Action Items Report**

Members discussed and sought updates to Action 248.

*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/32) to receive the Action Items Report.*

*(Moved Cr West/Seconded Cr Emms)*

Carried

## **D. Public Excluded Business**

- D1.** Confirmation of Public Excluded Minutes
- D2.** Risks to Council IT Systems and Architecture Report
- D3.** Outstanding Water Rates Debtor's Report

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

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Confirmation of the Public Excluded Minutes for Finance, Audit and Risk Committee held on 22 June 2022	Good reason to withhold exists under section 7(2)(a) and 7(2)(f)(ii)	Section 48(1)(a)
Risks to Council IT Systems and Architecture Report	Good reason to withhold exists under section 7(2)(j)	Section 48(1)(a)
Outstanding Water Rates Debtor's Report	Good reason to withhold exists under section 7(2)(a) and 7(2)(b)(ii)	Section 48(1)(a)

This resolution (FAR2022/33) 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 prevent the disclosure or use of official information for improper gain or improper advantage.	Section 7(2)(j)
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 maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment.	Section 7(2)(f)(ii)
The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 7(2)(b)(ii)

*(Moved Cr Olds/Seconded Cr Jephson)*

Carried

The meeting was adjourned at 10:56am

The meeting was resumed in public excluded at 11:06am

The meeting closed at 12:54pm.

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)



## **ASSETS AND SERVICES COMMITTEE**

### **Minutes from 24 August 2022**

---

<b>Member's Present:</b>	Councillors Brian Jephson (Chair), Garrick Emms, Pip Maynard, Alistair Plimmer and Mayor Alex Beijen.
<b>Also in Attendance:</b>	Councillor Pam Colenso, Leigh Hay and Colin Olds.
<b>Staff In Attendance:</b>	Harry Wilson (Chief Executive Officer), Stefan Corbett (Group Manager Partnership and Operations), Tim Langley (Roading Manager), James O'Connor (Manager Partnership and Operations), Robyn Wells (Principal Advisor Water Transition), Catherine Clouston (Communications Advisor) and Amy Andersen (Committee Advisor). Gary Cullen - Wellington Water (WWL).
<b>Conduct of Business:</b>	<p>This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference. All members participating via audio-visual conference were counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting was live-streamed and is available to view on our <a href="#">YouTube channel</a>.</p> <p>The meeting was held in public under the above provisions from 12:30pm to 1:53pm except where expressly noted.</p>

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#### **Open Section**

##### **A1. Apologies**

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/39) to accept apologies from Cr Fox.*

*(Moved Mayor Beijen/Seconded Cr Emms)*

**Carried**

Cr Plimmer left the meeting at 12:32pm

##### **A2. Conflicts of Interest**

There were no conflicts of interest declared.

**A3. Public Participation**

There was no public participation.

**A4. Actions from Public Participation**

There was no public participation.

**A5. Extraordinary Business**

There was no extraordinary business.

**A6. Minutes for Confirmation**

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/40)* that the minutes of the Assets and Services Committee meeting held on 13 July 2022 are a true and correct record.

*(Moved Mayor Beijen/Seconded Cr Maynard)*

Carried

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/41)* that the public excluded minutes of the Assets and Services Committee meeting held on 13 July 2022 are a true and correct record.

*(Moved Cr Jephson/Seconded Cr Maynard)*

Carried

*Mayor Beijen Abstained*

Cr Plimmer returned to the meeting at 12:34pm.

**B Decision Reports from Chief Executive and Staff**

There were no decision reports.

**C Information and Verbal Reports from Chief Executive and Staff**

**C1. Partnership and Operations Roading and Amenities Report**

Mr Corbett spoke to matters outlined in the report, including updates on the delivery of this year's roading work programme.

Mr Corbett introduced Mr O'Connor who recently joined the Partnerships and Operations team.

Mr Corbett responded to members questions regarding funding for roading; clearance of waterways; sourcing of aggregate; the recent significant weather events; and follow up on the new septic tank installed at Ngawi.

Members acknowledged the work completed by the Roading Team this year.

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/42)* to receive the Partnership and Operations Amenities and Roading Officers' Report.

*(Moved Cr Maynard/Seconded Cr Emms)*

Carried

**C2. Partnership and Operations Water Report**

Mr Corbett, with support from Mr Wilson, spoke to matters outlined in the report and responded to members questions regarding engagement with mana whenua and improvements in governance; water race networks; issues relating to Featherston inflow and infiltration; the Martinborough water treatment plant abatement notice and updates to the Featherston Consent project management plans.

Mr Corbett tabled a report from WWL (Featherston Wastewater Treatment Plant Governance) which had been made available to members after the agenda had been released; this will be made available on the [SWDC website](#).

Ms Wells provided members with updates to the Three Waters Reforms, including a transition roadshow and confirmation the application Council made in August for the *Better-Off Funding* has been accepted.

Action 437: WWL to provide further details on the Martinborough and Greytown water treatment plant upgrades, *S Corbett*.

Action 438: Create a separate line for the Martinborough water treatment plant abatement notice within the Significant Risk Register, *A Bradley*.

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/43)* to receive the Partnership and Operations Amenities and Roading Officers' Report.

*(Moved Cr Maynard /Seconded Cr Jephson)*

Carried

**C3. Action Items Report**

Members sought updates to Actions 15 and 162.

Members closed Action 415.

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/44)* to receive the Action Items Report.

*(Moved Cr Jephson/Seconded Mayor Beijen)*

Carried

Members acknowledged Cr Jephson's contribution to the Planning and Regulatory Committee and Council.

The meeting closed at 1:53pm.

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)



**PLANNING AND REGULATORY COMMITTEE**  
**Minutes from 24 August 2022**

---

**Members present:** Councillors Pam Colenso (Chair), Colin Olds, Brenda West and Mayor Beijen.

**Also in attendance:** Councillors Leigh Hay, Pip Maynard and Brian Jephson.

**Staff in attendance:** Harry Wilson (Chief Executive Officer), Russell O’Leary (Group Manager Planning and Environment), Rick Mead (Environmental Services Manager), Steph Frischknecht (Policy and Governance Advisor), James Witham (Planning Manager), Catherine Clouston (Communications Advisor) and Amy Andersen (Committee Advisor).

**Conduct of Business:** This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference. All members participating via audio-visual conference counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting was live-streamed and is available to view on our [YouTube channel](#).  
The meeting was held in public under the above provisions from 10:43am to 11:36am except where expressly noted.

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**Open Section**

Cr Colenso gave apologies for the late start due to previous meeting running over time.

**A1. Apologies**

*PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2022/25) to accept apologies from Cr Rebecca Fox.*

*(Moved Cr Olds/Seconded Cr Hay)*

Carried

**A2. Conflicts of Interest**

There were no conflicts of interest declared.

**A3. Public Participation**

There was no public participation.



**A4. Actions from Public Participation**

There was no public participation.

**A5. Extraordinary Business**

There was no extraordinary business.

**A6. Minutes for Confirmation**

*PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2022/26)* that the minutes of the Planning and Regulatory Committee meeting held on 13 July 2022 are a true and correct record.

*(Moved Cr West/Seconded Cr Hay)*

Carried

**B. Decision Reports from Chief Executive and Staff**

There were no decision reports.

**C. Information and Verbal Reports from Chief Executive and Staff**

**C1. Planning and Environment Group Report**

Mr O'Leary spoke to matters outlined in the report and responded to members request for an update on progress to develop the Featherston Masterplan.

Mr Mead responded to members questions regarding the proposed Dog Pound; members discussed the merits of providing further key messages and information to the community on the progress of the build.

Cr West left the meeting at 11:10am.

Cr West returned to the meeting at 11:12am.

Mr Witham, supported by Mr O'Leary, responded to members questions about road signage updates and developments under the Wairarapa Combined District Plan (WCDP) review.

*PLANNING AND REGULATORY RESOLVED (P&R2022/27)* to receive the Planning and Environment Group Report.

*(Moved Cr Hay/Seconded Cr Colenso)*

Carried

**C2. Review of Regulatory Policy Report**

Ms Frischknecht spoke to matters outlined in the report and responded to members questions about engaging community in policy development, working collaboratively with other local councils and required timeframes to finalise the policies discussed today.

Mr Mead and Mr Witham, supported by Mr Wilson, responded to members questions about the Dangerous and Insanitary Buildings Policy.

PLANNING AND REGULATORY RESOLVED (P&R2022/28) to:

1. Receive the Review of Regulatory Policy Report.

*(Moved Cr Colenso/Seconded Cr Olds)*

Carried

*[Read together]*

2. Note that a review of the Psychoactive Substances Local Approved Products Policy, Local Easter Sunday Shop Trading Policy, Dangerous and Insanitary Buildings Policy and Control of Dogs Policy and Bylaw is about to commence.
3. Endorse the proposed approach to progress the review of these policies and bylaw.

*(Moved Cr Hay/Seconded Mayor Beijen)*

Carried

**C3. Action Items Report**

Noted Action 559 remains open due to current build.

PLANNING AND REGULATORY RESOLVED (P&R2022/29) to receive the Action Items Report.

*(Moved Cr Colenso/Seconded Mayor Beijen)*

Carried

The meeting closed at 11:36am

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

# SOUTH WAIRARAPA DISTRICT COUNCIL

21 SEPTEMBER 2022

## AGENDA ITEM C1

### RISK AND RESILIENCE STRATEGY

#### **Purpose of Report**

To seek endorsement from Council for the adoption of the Risk and Resilience Strategy.

#### **Recommendations**

Officers recommend that the Council:

1. *Receives the 'Risk and Resilience Strategy' Report.*
2. *Adopt the Risk and Resilience Strategy.*

#### **1. Executive Summary**

The Long-Term Plan 2021-31 highlighted the need for South Wairarapa District Council (SWDC) to understand its risks against climate change and prepare for it.

A Risk and Resilience Strategy has been developed by the SWDC Climate Change Advisor (Appendix 1). This Strategy only focuses on SWDC activities and has been developed accordingly to Ministry of Environment Guide ('A Guide to local climate change risk assessments') released in 2021.

Therefore, the Strategy will help South Wairarapa District Council in adapting to climate change and maintaining an acceptable level of service for its residents over time.

#### **2. Appendices**

Appendix 1 – SWDC Risk and Resilience Strategy

Contact Officer: Melanie Barthe, Climate Change Advisor

Reviewed By: Amanda Bradley, General Manager, Policy & Governance

# **Appendix 1 – SWDC Risk and Resilience Strategy**

# INTERNAL RISK AND RESILIENCE STRATEGY



**SOUTH WAIRARAPA  
DISTRICT COUNCIL**  
*Kia Reretahi Tātau*

## Table of contents

1	Glossary.....	7
2	Introduction .....	9
3	Executive summary .....	10
4	Methodology.....	14
5	Council's remits and responsibilities .....	17
6	Climate change scenarios and timeframes .....	18
6.1	Climate change scenarios .....	18
6.1.1	IPCC Assessment Report 5 (AR5) .....	18
6.1.2	IPCC Assessment Report 6 (AR6) .....	19
6.1.3	Climate change scenarios used in this report .....	20
6.2	Timeframes .....	20
7	Climate change projections and hazards .....	21
7.1	Climate change projections and hazards in brief.....	21
7.2	Temperatures.....	23
7.2.1	Maximum temperatures.....	23
7.2.2	Minimum temperatures.....	29
7.2.3	Hot days .....	35
7.2.4	Heatwave days .....	41
7.3	Rainfall .....	47
7.3.1	Annual mean rainfall.....	47
7.3.2	99 <sup>th</sup> percentile of daily rainfall .....	51
7.4	Dry spells .....	55
7.5	Wind.....	61
7.6	Sea level rise.....	63
7.7	Wildfire.....	65
7.8	Climate hazards.....	65
8	Elements at risk and screening against hazards .....	66
8.1	Value domains.....	66
8.2	Elements at risks .....	67
8.3	Screening against hazards.....	68
9	Risks rating .....	70
10	Mitigation actions .....	71
11	Opportunities.....	73
12	Next steps .....	73
13	Conclusion.....	73
14	References .....	74

15	Appendices.....	75
15.1	Appendix 1: Detailed Risks rating and cascading impacts .....	75
15.1.1	Value domain: Built environment.....	75
15.1.2	Value domain: Natural environment .....	81
15.1.3	Value domain: Economy .....	81
15.1.4	Value domain: Human .....	82
15.1.5	Value domain: Governance.....	82
15.2	Appendix 2: Detailed mitigation measures.....	84
15.2.1	Value domain: Built environment.....	84
15.2.2	Value domain: Natural environment .....	86
15.2.3	Value domain: Economy .....	86
15.2.4	Value domain: Human .....	86
15.2.5	Value domain: Governance.....	87

## Table of figures

Figure 1: Risk equation based on exposure, sensitivity, and adaptive capacity.....	14
Figure 2: Council's remits.....	17
Figure 3: Emissions of the main greenhouse gases across the RCPs .....	18
Figure 4: Future annual emissions of CO <sub>2</sub> across five illustrative scenarios.....	19
Figure 5: Summary of climate change projections for CDC and SWDC .....	22
Figure 6: Annual mean maximum temperature (°C, 1986-2005) .....	24
Figure 7: Modelled annual mean maximum temperature change (°C, RCP4.5).....	25
Figure 8: Modelled annual mean maximum temperature (°C, RCP4.5) .....	26
Figure 9: Modelled annual mean maximum temperature change (°C, RCP8.5).....	27
Figure 10: Modelled annual mean maximum temperature (°C, RCP8.5) .....	28
Figure 11: Annual mean minimum temperature (°C, 1986-2005).....	30
Figure 12: Modelled annual mean minimum temperature change (°C, RCP4.5) .....	31
Figure 13: Modelled annual mean minimum temperature (°C, RCP4.5).....	32
Figure 14: Modelled annual mean minimum temperature change (°C, RCP8.5) .....	33
Figure 15: Modelled annual mean minimum temperature (°C, RCP8.5).....	34
Figure 16: Annual Hot Days (≥25°C, 1986-2005) .....	36
Figure 17: Modelled changes in Annual Hot Days (RCP4.5) .....	37
Figure 18: Modelled Annual Hot Days (RCP4.5) .....	38
Figure 19: Modelled changes in Annual Hot Days (RCP8.5) .....	39
Figure 20: Modelled Annual Hot Days (RCP8.5) .....	40

Figure 21: Annual Heatwave Days (1986-2005).....	42
Figure 22: Modelled changes in Heatwave Days (RCP4.5) .....	43
Figure 23: Modelled changes in Heatwave Days (RCP4.5) .....	44
Figure 24: Modelled changes in Heatwave Days (RCP8.5) .....	45
Figure 25: Modelled changes in Heatwave Days (RCP4.5) .....	46
Figure 26: Annual Mean Rainfall (1986-2005) .....	48
Figure 27: Modelled Annual Mean Rainfall Changes (RCP4.5) .....	49
Figure 28: Modelled Annual Mean Rainfall Changes (RCP8.5) .....	50
Figure 29: Annual 99 <sup>th</sup> Percentile Daily Rainfall (1986-2005) .....	52
Figure 30: Modelled Annual 99 <sup>th</sup> Percentile Daily Rainfall Changes (RCP4.5) .....	53
Figure 31: Modelled Annual 99 <sup>th</sup> Percentile Daily Rainfall Changes (RCP8.5) .....	54
Figure 32: Annual 10-day Dry Spell Days (1986-2005).....	56
Figure 33: Modelled changes in annual 10-day Dry Spell Days (RCP4.5).....	57
Figure 34: Modelled annual 10-day Dry Spell Days (RCP4.5).....	58
Figure 35: Modelled changes in annual 10-day Dry Spell Days (RCP8.5).....	59
Figure 36: Modelled annual 10-day Dry Spell Days (RCP8.5).....	60
Figure 37: Modelled Annual Windy Days (>10m/s) (RCP4.5) .....	61
Figure 38: Modelled Annual Windy Days (>10m/s) (RCP8.5) .....	62
Figure 39: Projected Sea Level Rise - +0.50m .....	63
Figure 40: Projected Sea Level Rise - +1.00m .....	64
Figure 41: Projected Sea Level Rise - +1.50m .....	64


#### Table of tables

Table 1: Summary of climate change projections for SWDC and CDC.....	10
Table 2: Screening against climate hazards .....	11
Table 3: Risk rating – South Wairarapa District Council .....	12
Table 4: Mitigation measures – South Wairarapa District Council .....	12
Table 5: Value domains.....	14
Table 6: Exposure rating scale .....	15
Table 7: Vulnerability matrix.....	15
Table 8: Vulnerability rating scale.....	15
Table 9: Risk matrix .....	16
Table 10: Summary of climate change projections for SWDC and CDC.....	21
Table 11: Projected maximum temperature changes (°C, relative to 1986-2005).....	23
Table 12: Projected minimum temperature changes (°C, relative to 1986-2005) .....	29



Table 13: Projected hot day changes (relative to 1986-2005).....	35
Table 14: Projected heatwave days changes (relative to 1986-2005).....	41
Table 15: Projected annual mean rainfall changes (relative to 1986-2005).....	47
Table 16: Projected 99 <sup>th</sup> percentile of daily rainfall changes (relative to 1986-2005) .....	51
Table 17: Projected dry spell changes in days (relative to 1986-2005) .....	55
Table 18: Projected windy day changes (relative to 1986-2005) .....	61
Table 19: Projected Relative Sea Level Rise (including Vertical Land Movement) .....	63
Table 20: Exposure rating scale .....	66
Table 21: Elements at risks for South Wairarapa District Councils.....	67
Table 22: Screening against climate hazards .....	69
Table 23: Risk rating – South Wairarapa District Council .....	70
Table 24: Mitigation measures – South Wairarapa District Council .....	72
Table 25: Risk rating – Water supply .....	75
Table 26: Risk rating – Wastewater .....	76
Table 27: Risk rating – Stormwater drainage.....	76
Table 28: Risk rating – Land transport .....	77
Table 29: Risk rating – Buildings, parks, and campgrounds.....	78
Table 30: Risk rating – Council’s other properties (bare land) .....	79
Table 31: Risk rating – Solid waste management .....	80
Table 32: Risk rating – Forest.....	81
Table 33: Risk rating – Council’s budget .....	81
Table 34: Risk rating – Civil defence .....	82
Table 35: Risk rating – Employees and elected members .....	82
Table 36: Risk rating – Governance .....	83
Table 37: Mitigation measures – Built environment .....	85
Table 38: Mitigation measures – Natural environment.....	86
Table 39: Mitigation measures - Economy .....	86
Table 40: Mitigation measures - Human.....	86
Table 41: Mitigation measures - Governance.....	87

## Authors

	Established by	Verified by
Name	Mélanie BARTHE	Amanda Bradley
Title	Climate Change Advisor	Policy and Governance Manager
Date	06/09/2022	
Signature		

## Document review

Version	Date	Review details
<b>2022_v00</b>	22/08/2022	First draft
<b>2022_vf</b>	06/09/2022	Final version

## Disclaimer

*The information in this strategy is true and complete to the best of our knowledge. All recommendations are made without guarantee on the part of the author or South Wairarapa District Council. The author and publisher disclaim any liability in connection with the use of this information.*

# 1 Glossary

## Definitions

**Adaptive capacity:** The ability of systems, institutions, humans, and other organisms to adjust to potential damage, to take advantage of opportunities, or to respond to consequences (IPCC, 2014a). It relates to how easily/efficiently an element at-risk can adapt (autonomously) or be adapted (planned) when exposed to a climate hazard.

**Climate change hazard:** Hazards are defined as climate-related events (such as floods or heatwaves), or evolving trends or their gradual physical impacts (IPCC, 2014b).

**Climate change mitigation:** A human intervention to reduce emissions or enhance the sinks of greenhouse gases (IPCC)

**Direct risk:** Direct risks are those where there is a direct link between a hazard and an element at risk that is exposed and vulnerable. For example, storms and flooding damaging buildings and infrastructure, droughts leading to crop failure, or extreme temperatures causing heat stress.

**Elements at risk:** Elements at risk refers to the people or systems affected by a physical risk – e.g., assets, ecosystems, cultural taonga, infrastructure, etc.

**Exposure:** The presence of people, livelihoods, species or ecosystems, environmental functions, services, and resources, infrastructure, or economic, social, or cultural assets in places and settings that could be adversely affected by a climate hazard (IPCC, 2014a).

**Governance:** The NCCRA defines governance as: “the governing architecture and processes of interaction and decision making that exist in and between governments, economic and social institutions”.

**Indirect risk:** Indirect risks are further removed from a hazard – for example, impacts on mental health, disruptions to supply chains, migration, social wellbeing, and cohesion. They are the result of direct risks elsewhere, which can be local or distant. Figure 5 shows examples of direct and indirect risks.

**Mitigation:** Implementation of measures intended to reduce the damage associated with risks

**Opportunities:** They are the positive outcomes that may arise from a changing climate.

**Physical risks:** Physical risks are those resulting from climate change hazards and are the focus of this guidance. These can be acute, such as increasingly extreme weather (e.g., cyclones, droughts, floods). They can also arise from longer-term (chronic) shifts in precipitation, temperature, sea-level rise, and more variable weather patterns. Physical risk is generally the potential for losing something of value, for example, when a person’s home is damaged by flooding or fire.

**Risk:** The potential for consequences where something of value is at stake and where the outcome is uncertain, recognising the diversity of values. Risk is often represented as probability or likelihood of occurrence of hazardous events or trends multiplied by the impacts if these events or trends occur. The term risk is used to refer to the potential, when the outcome is uncertain, for adverse consequences on lives, livelihoods, health, ecosystems and species, economic, social, and cultural assets, services (including environmental services), and infrastructure. Risk results from the interaction of vulnerability, exposure, and hazard. To address the evolving impacts of climate change, risk can also be defined as the interplay between hazards, exposure, and vulnerability (IPCC, 2014c).

**Sensitivity:** It refers to the degree to which an element at risk is affected, either adversely or beneficially, by climate variability or change (IPCC, 2014a). Sensitivity relates to how the element will fare when exposed to a hazard, which is a function of its properties or characteristics.

**Transition risks:** Transition risks are typically associated with the shift to a lower-carbon economy (TCFD, 2017) – for example the financial and legal implications of climate-related policies, shifting

away from fossil fuels or to low-carbon technologies. In this guide, transition risks are also those arising in communities as they move towards climate resilience and begin adaptation. In this context, adaptation must address fairness and equity, and ensure that decisions do not worsen pre-existing inequities.

**Vulnerability:** It refers to the propensity or predisposition to be adversely affected by a climate hazard. Vulnerability encompasses a variety of concepts, including sensitivity to harm, and lack of capacity to adapt (or adaptive capacity) (IPCC, 2014a).

### Acronyms

**AR5:** IPCC Assessment Report 5

**AR6:** IPCC Assessment Report 6

**CDC:** Carterton District Council

**CO<sub>2</sub>:** Carbon dioxide

**GHG:** greenhouse Gas

**GWRC:** Greater Wellington Regional Council

**IPCC:** Intergovernmental Panel on Climate Change

**KPI:** Key Performance Indicator

**MfE:** Ministry for the Environment

**NIWA:** National Institute of Water and Atmospheric research

**RCP:** Representative Concentration Pathways

**SLR:** Sea Level Rise

**SWDC:** South Wairarapa District Council

## 2 Introduction

**Climate Change is the biggest environmental challenge we are facing.**

As Wairarapa is already experiencing the effect of Climate Change, especially temperature increase, droughts, sea level rise and erosion, South Wairarapa District Council (SWDC) is committed to doing its part in mitigating and adapting to Climate Change.

In 2015, the mayors signed the New Zealand Local Government Leaders' Climate Change Declaration and committed to:

- Develop and implement ambitious action plans that reduce greenhouse gas emissions and support resilience within our own councils and for our local communities. These plans will:
  - promote walking, cycling, public transport and other low carbon transport options;
  - work to improve the resource efficiency and health of homes, businesses and infrastructure in our district;
  - support the use of renewable energy and uptake of electric vehicles;
- Work with our communities to understand, prepare for and respond to the physical impacts of climate change;
- Work with central government to deliver on national emission reduction targets and support resilience in our communities.

In 2020, SWDC alongside with Carterton District Council adopted the Ruamāhanga Strategy and action plan which aims at reducing the greenhouse gas emissions.

In the light of Central Government work on climate change adaptation (National Climate Change Risk Assessment released in 2020, National Adaptation Plan due to be released in 2022) it appeared that SWDC had to pay careful attention to climate related risks. That is why it was decided to develop the Risk and Resilience strategy. This strategy aims to:

- Identify all the climate related risks the Council is facing<sup>1</sup>;
- Rate the risks identified;
- Identify mitigation measures to reduce the level of impact.

---

<sup>1</sup> Note that this strategy does not aim at identifying the climate related risks the district is facing. This work is currently underway otherwise (see [here](#) for more information).

### 3 Executive summary

#### Methodology

The methodology adopted in this Internal Risk and Resilience Strategy follows “He kupu ārahi mō te aromatawai tūraru huringa āhuarangi ā-rohe – A guide to local climate change risk assessments” released by MfE in 2021.

#### Council’s remits and responsibilities

South Wairarapa District Council is in charge of: Governance, Economic, cultural and community development, Regulatory and planning, Transportation, Solid waste management and 3-Waters.

#### Climate change scenarios

In its fifth assessment (AR5), the IPCC (Intergovernmental Panel on Climate Change) set up different scenarios called Representative Concentration Pathways (RCPs). They depend on the greenhouse gas emissions. RCP2.6 is a low emissions scenario, RCP4.5 is a low to moderate emissions scenario, RCP6.0 is a moderate emission scenario and RCP8.5 is a high emissions scenario.

In its sixth assessment (AR6), the IPCC established five new scenarios called Share Socio-economic Pathways (SSPs).

This risk and resilience strategy uses the climate change scenarios RCP4.5 and RCP8.5.

#### Timeframes

The timeframes used in this risk and resilience strategy are the short-term (present day), mid-term (2040-2050) and long-term (2090-2100).

#### Climate change projections

	RCP4.5		RCP8.5	
	2040	2090	2040	2090
Maximum temperature	+0.75 - 1.25°C	+1.25 – 1.75°C	+0.75 - 1.50°C	+2.50 – 4.00°C
Minimum temperature	+0.50 – 0.75°C	+0.75 – 1.25°C	+0.50 – 0.75°C	+1.50 – 2.50°C
Hot days	Up to +20 days	+1 to +30 days	Up to +30 days	+5 to +70 days
Heat wave days	Up to +20 days	Up to +30 days	Up to +20 days	Up to +70 days
Rainfall	-2% to +4%	±4%	-2% to +8%	±8%
99 <sup>th</sup> Percentile daily rainfall	-1 to +15%	+2 to +15%	+1 to +15%	+3 to +30%
Dry spell	+1 to +12 days	-4 to +10 days	-1 to +10 days	+1 to +12 days
Windy days	-5 to +5 days	-1 to +6 days	+1 to +5 days	+2 to +12 days
	RCP4.5		RCP8.5	
	2050	2100	2050	2100
Projected Sea Level Rise	+0.39m - +0.60m	+0.90m - +1.42m	+0.42m - +0.63m	+1.14m - +1.72m
	2040	2090		
	2040	2090		
Fire hazard	+100% to +150%	+100% to +150%		

Table 1: Summary of climate change projections for SWDC and CDC

## Climate hazards

The following climate change hazards are considered in the risks assessment:

- Extreme weather events (wind and rain);
- Sea level rise, coastal flooding, and erosion;
- Inland flooding;
- Erosion and land slide;
- Droughts;
- Wildfire;
- Heatwave.

## Elements at risks and screening against climate hazards

Five value domains were identified: built environment, natural environment, economy, human and governance. Those value domains are aligned with the value domains used in the National Climate Change Risk Assessment and the MfE guidance released in 2021.

Many elements were identified in this strategy: water supply, wastewater, stormwater, land transport, buildings, parks and campgrounds, other Council's properties, solid waste, forests, Council's budget, civil defence, employees, and elected members and finally, governance.

Value domain	Element at risk	Climate hazards							
		Extreme weather events (wind and rain)	SLR, coastal flooding and erosion	Inland flooding	Erosion and landslide	Droughts	Wildfire	Heatwave	Climate change
Built environment	Water supply	✓		✓	✓	✓	✓		
	Wastewater	✓		✓		✓	✓		
	Stormwater	✓		✓					
	Land transport	✓	✓	✓	✓		✓	✓	
	Buildings, parks, and campgrounds	✓	✓	✓		✓	✓	✓	
	Other council's properties	✓	✓	✓	✓	✓	✓	✓	
	Solid waste	✓	✓	✓	✓		✓		
Natural environment	Forest	✓			✓	✓	✓	✓	
Economy	Councils' budget								✓
Human	Civil defence								✓
	Employees and elected members								✓
Governance	Governance								✓

**Table 2: Screening against climate hazards**

## Risks rating

Risk statement	Risk rating					Consequence rating
	Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
Risk to the water supply due to climate hazards	Extreme	Extreme	Extreme	Extreme	Extreme	Major
Risk to the wastewater due to climate hazards	Extreme	Extreme	Extreme	Extreme	Extreme	Major
Risk to the stormwater drainage due to climate hazards	High	High	Extreme	Extreme	Extreme	Major
Risk to land transport due to climate hazards	High	High	Extreme	Extreme	Extreme	Major
Risk to buildings, parks, and campgrounds due to climate hazards	Extreme	Extreme	Extreme	Extreme	Extreme	Major
Risk to Council's other properties (bare land) due to climate hazards	Low	Low	Low	Low	Moderate	Minor
Risk to solid waste management due to climate hazards	High	High	High	High	Extreme	Major
Risk to the forests due to climate hazards	Moderate	Moderate	High	High	Extreme	Major
Risk to the Council's budget due to climate change	High	High	Extreme	Extreme	Extreme	Major
Risk to civil defence due to climate change	Moderate	Moderate	High	High	Extreme	Major
Risk to SWDC's employees and elected members due to climate change	Moderate	Moderate	High	High	High	Moderate
Risk to governance due to climate change	High	High	High	High	High	Catastrophic

**Table 3: Risk rating – South Wairarapa District Council**

## Mitigation actions

Risk statement	Current mitigation measures
<b>B1 – Built environment</b>	
<b>Risk to the water supply due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Maintenance of the network</li> <li>- Resilience of the water supply, water supply treatment and water supply storage</li> <li>- Water conservations measures</li> <li>- Partnership with GWRC and Wellington Water</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>Risk to the wastewater due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Maintenance of the network</li> <li>- Partnership with GWRC and Wellington Water</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>Risk to the stormwater drainage due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Maintenance of the network</li> <li>- Partnership with GWRC and Wellington Water</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>Risk to land transport due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Maintenance of the network</li> <li>- Protect the road against climate hazards (e.g., Ecoreef)</li> <li>- Partnership with GWRC and Wellington Water</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>Risk to buildings, parks, and campgrounds due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Regular maintenance</li> <li>- Increase building efficiency through energy audits</li> <li>- Early warning systems in the campgrounds</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>



Risk statement	Current mitigation measures
Risk to Council's other properties (bare land) due to climate hazards	<ul style="list-style-type: none"> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
Risk to solid waste management due to climate hazards	<ul style="list-style-type: none"> <li>- Regular maintenance of the transfer station</li> <li>- Support from the different fire brigades on the district</li> <li>- Regular rubbish collection</li> <li>- Strategic documents</li> </ul>
<b>N1 – Natural environment</b>	
Risk to the forests due to climate hazards	<ul style="list-style-type: none"> <li>- Forest managed by a contractor (Contract needs to be reviewed)</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>E1 – Economy</b>	
Risk to the Council's budget due to climate change	<ul style="list-style-type: none"> <li>- Reduce our dependency to high carbon goods and services</li> <li>- Apply to the different funding opportunities available</li> <li>- Strategic documents</li> </ul>
<b>H1 – Human</b>	
Risk to civil defence due to climate change	<ul style="list-style-type: none"> <li>- Strategic documents</li> <li>- Train staff members at running an EOC</li> </ul>
Risk to SWDC's employees and elected members due to climate change	<ul style="list-style-type: none"> <li>- Strategic documents</li> <li>- Communication and education</li> </ul>
<b>G1 – Governance</b>	
Risk to governance due to climate change	<ul style="list-style-type: none"> <li>- Strategic documents</li> <li>- Coordinate climate change adaptation and mitigation with other territorial authorities (including GWRC) and central government</li> <li>- Mana Whenua officer hired by the Council to create genuine partnerships with Māori</li> <li>- Use online services (data storage, meetings, etc)</li> <li>- Effective communication</li> </ul>

**Table 4: Mitigation measures – South Wairarapa District Council**

### Opportunities

Even though climate change raises many issues that must be addressed sooner rather than later, climate change also offers opportunities to SWDC:

- Opportunity to have access to different fundings to mitigate adapt to climate change;
- Opportunity to lead the community in climate change mitigation and adaptation;
- Opportunity to offer our community a safer place to live;
- Opportunity to increase our reputation across the district, the region, and the country.

## 4 Methodology

The methodology adopted in this Internal Risk and Resilience Strategy follows “He kupu ārahi mō te aromatawai tūraru huringa āhuarangi ā-rohe – A guide to local climate change risk assessments” released by MfE in 2021.

### Elements at risks and value domain

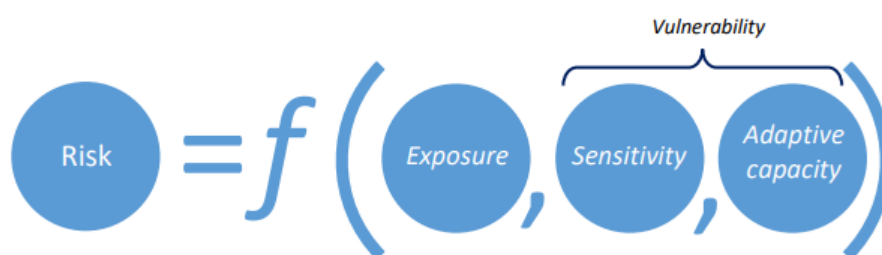
Value domain	description
Built environment	The set and configuration of physical infrastructure, transport, and buildings.
Natural environment	All aspects of the natural environment that support the full range of our indigenous species, he kura taiao (living treasures), and the ecosystems in terrestrial, freshwater, and marine environments.
Economy	The set and arrangement of inter-related production, distribution, trade, and construction that allocate scarce resources.
Human	People’s skills, knowledge, and physical and mental health (human); the norms, rules, and institutions of society (social); and the knowledge, heritage, beliefs, arts, morals, laws, and customs that infuse society, including culturally significant buildings and structures (cultural).
Governance	The governance architecture and processes in and between governments, and economic and social institutions. Institutions hold the rules and norms that shape interactions and decisions, and the agents that act within their frameworks.

Source: A guide to local climate change risk assessment, MfE, 2021

**Table 5: Value domains**

### Risk rating

To rate a **risk**, **exposure** to the hazard and **vulnerability** must be combined. Vulnerability is a combination between **sensitivity** and **adaptive capacity**.



Source: Otago Climate Change Risk Assessment, 2021

**Figure 1: Risk equation based on exposure, sensitivity, and adaptive capacity**

## Exposure

Exposure rating	Definition
Extreme	Significant and widespread exposure of elements to the hazard (>75%)
High	High exposure of elements to the hazard (50-75%)
Moderate	Moderate exposure of elements to the hazard (25-50%)
Low	Isolated elements are exposed to the hazard (5-25%)

Source: A guide to local climate change risk assessment, MfE, 2021

**Table 6: Exposure rating scale**

## Vulnerability

		Sensitivity			
		Low	Moderate	High	Extreme
Adaptive capacity	Very low	Moderate	High	Extreme	Extreme
	Low	Low	Moderate	High	Extreme
	Medium	Low	Moderate	Moderate	High
	High	Low	Low	Low	Moderate

Source: A guide to local climate change risk assessment, MfE, 2021

**Table 7: Vulnerability matrix**

Vulnerability rating	Definition
Extreme	Extremely likely to be adversely affected, because the element or asset is highly sensitive to a given hazard and has a low capacity to adapt
High	Highly likely to be adversely affected, because the element or asset is highly sensitive to a given hazard and has a low capacity to adapt
Moderate	Moderately likely to be adversely affected, because the element or asset is moderately sensitive to a given hazard and has a low or moderate capacity to adapt
Low	Low likelihood of being adversely affected, because the element or asset has a low sensitivity to a given hazard and has a high capacity to adapt

Source: A guide to local climate change risk assessment, MfE, 2021

**Table 8: Vulnerability rating scale**

## Risk rating matrix

		Exposure			
		Low	Moderate	High	Extreme
Vulnerability	Extreme	Moderate	High	Extreme	Extreme
	High	Low	Moderate	High	Extreme
	Moderate	Low	Moderate	Moderate	High
	Low	Low	Low	Moderate	High

Source: A guide to local climate change risk assessment, MfE, 2021

**Table 9: Risk matrix**

## 5 Council's remits and responsibilities

South Wairarapa District Council is in charge of: Governance, Economic, cultural and community development, Regulatory and planning, Transportation, Solid waste management and 3-Waters.

### Council's remits



**Figure 2: Council's remits**

### Council's roles

Councils have a variety of roles including:

- Facilitating solutions to meet local needs;
- Enabling democratic local decision-making;
- Advocating on behalf of the local community with central government, other local authorities and other agencies;
- Development of local resources;
- Management of local infrastructure including network infrastructure (e.g., roads, sewage disposal, water, stormwater, flood and river control works) and community infrastructure (e.g., libraries, parks and recreational facilities);
- Environmental management;
- Planning for future needs;
- Ensuring that there are systems in place to effectively monitor the governance of the district and its resources including prudent financial management, balancing resources for existing and future requirements, and procedures to assess and monitor services.

### Council's employees and elected members

- One Mayor and nine Councillors for the financial year 2020/2021
- 66 Full-time Equivalent (FTE) for the same period

## 6 Climate change scenarios and timeframes

### 6.1 Climate change scenarios

In its fifth assessment (AR5), the IPCC (Intergovernmental Panel on Climate Change) set up different scenarios called Representative Concentration Pathways (RCPs). They depend on the greenhouse gas emissions. RCP2.6 is a low emissions scenario, RCP4.5 is a low to moderate emissions scenario, RCP6.0 is a moderate emission scenario and RCP8.5 is a high emissions scenario.

In its sixth assessment (AR6), the IPCC established five new scenarios called Shared Socio-economic Pathways (SSPs).

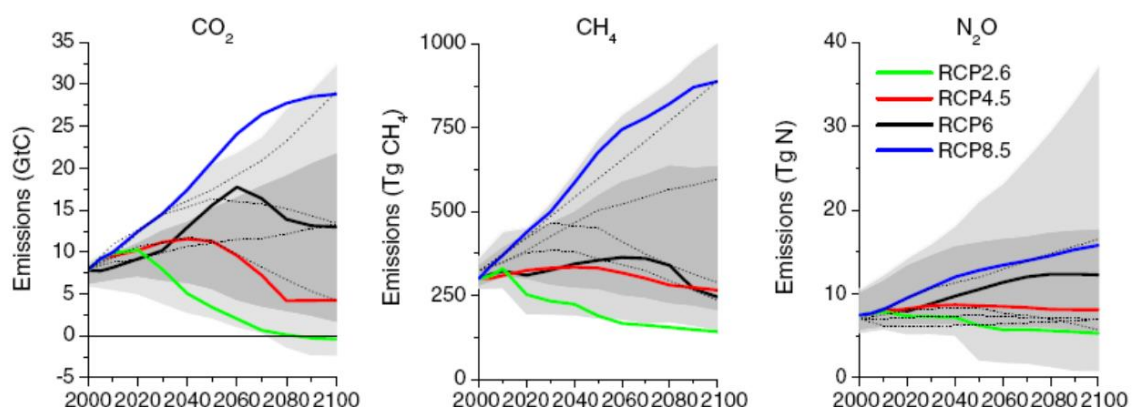
This risk and resilience strategy uses the climate change scenarios RCP4.5 and RCP8.5.

#### 6.1.1 IPCC Assessment Report 5 (AR5)

The RCPs describe four different pathways of GHG emissions and atmospheric concentrations, air pollutant emissions and land use:

- **A stringent climate change mitigation scenario (RCP2.6):** aims to keep global warming likely below 2°C above pre-industrial temperatures. CO<sub>2</sub> emissions peak in 2020 and start to decline to reach net zero in 2050 and zero in 2100. Radiative forcing reaches 2.6 W.m<sup>-2</sup> at year 2100, relative to pre-industrial conditions;
- **A low/intermediate scenario (RCP4.5):** CO<sub>2</sub> emissions peak in 2040 and start to decline to reach net zero in 2080. Radiative forcing reaches 4.5 W.m<sup>-2</sup> at year 2100, relative to pre-industrial conditions;
- **An intermediate scenario (RCP6.0):** CO<sub>2</sub> emissions peak around 2060 and start to decline. Radiative forcing reaches 6.5 W.m<sup>-2</sup> at year 2100, relative to pre-industrial conditions;
- **A scenario with very high GHG emissions (RCP8.5):** no measures are taken to reduce the greenhouse gas emissions. Radiative forcing reaches 8.5 W.m<sup>-2</sup> at year 2100, relative to pre-industrial conditions.

Scenarios without additional efforts to constrain emissions ('baseline scenarios') lead to pathways ranging between RCP6.0 and RCP8.5.



Grey area indicates the 98<sup>th</sup> and 90<sup>th</sup> percentiles (light/dark grey) of the literature. The dotted lines indicate four of the SRES marker scenarios. Note that the literature values are not harmonized

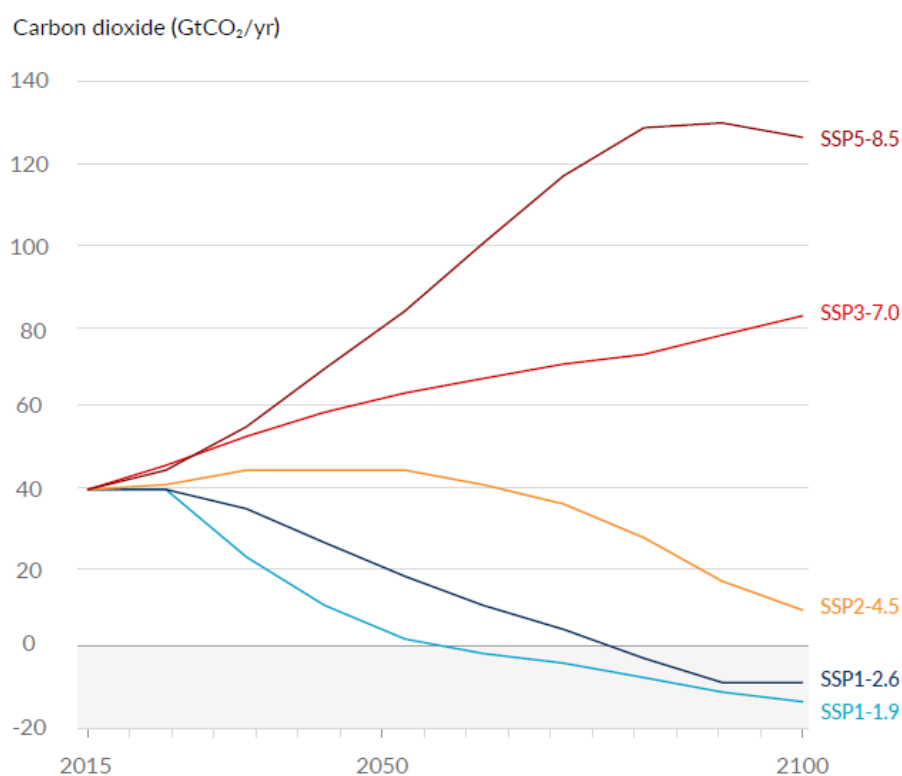
Source: *The representative concentration pathways: an overview*, Van Vuuren et al., 2011 - <https://link.springer.com/article/10.1007/s10584-011-0148-z>

**Figure 3: Emissions of the main greenhouse gases across the RCPs**

### 6.1.2 IPCC Assessment Report 6 (AR6)

The SSPs describe four different pathways of GHG emissions and atmospheric concentrations, air pollutant emissions and land use:

- **SSP5-8.5:** very high GHG emissions scenario (CO<sub>2</sub> emissions roughly double from current levels by 2050);
- **SSP3-7.0:** high GHG emissions scenario (CO<sub>2</sub> emissions roughly double from current levels by 2100);
- **SSP2-4.5:** intermediate GHG emissions scenario (CO<sub>2</sub> emissions remain around current levels until the middle of the century);
- **SSP1-2.6:** low GHG emissions scenario (CO<sub>2</sub> emissions declining to net zero around or after 2050 and varying levels of net negative);
- **SSP1-1.9:** very low GHG emissions scenario (CO<sub>2</sub> emissions declining to net zero around or after 2050 and varying levels of net negative).



Source: *Climate Change 2021 – The Physical Science Basis – Summary for Policymakers, IPCC, 2021*

**Figure 4: Future annual emissions of CO<sub>2</sub> across five illustrative scenarios**

### 6.1.3 Climate change scenarios used in this report

In its guide to local climate change risk assessments, MfE recommends using the RCP4.5 and RCP8.5: the lower mid-range and high-end scenarios. Therefore, those scenarios will be used in this risk and resilience strategy.

The RCP8.5 scenario is useful to identify the most significant risks if warming continues unabated. The RCP8.5 'high-end' scenario is a precautionary, underpinning assumption for a risk assessment. Predicting emissions trajectories, and their likelihood, is complex and depends on factors including climatic and atmospheric science, socio-economic and technological change over time, and international/national climate policies. Most, if not all, are extremely hard to predict with certainty.

The RCP4.5 scenario is useful to identify risks under a more ambitious reduction pathway, where emissions peak around 2040 and then decline.

## 6.2 Timeframes

The timeframes used in this risk and resilience strategy are the short-term (present day), mid-term (2040-2050) and long-term (2090-2100).

In its guide to local climate change risk assessments, MfE recommends using the following timeframes:

- **Present day:** Current and short-term risks and impacts,
- **2040-2050:** Mid-term risks and impacts,
- **2090-2100:** Long-term risks and impacts.



## 7 Climate change projections and hazards

More detailed information can be found in the report '[Climate change projections for the Wairarapa](#)', NIWA, 2021, [here](#).

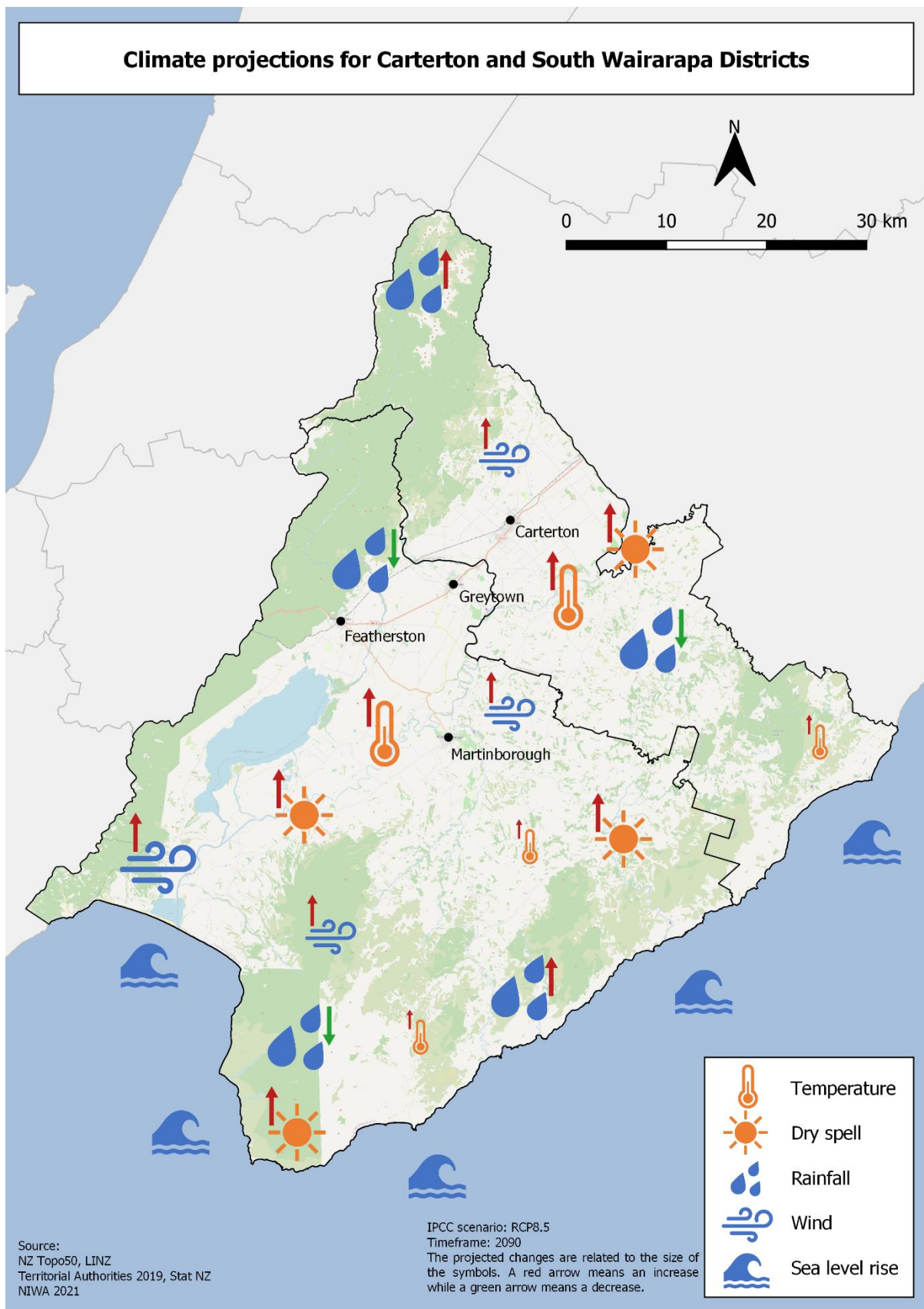
### 7.1 Climate change projections and hazards in brief

	RCP4.5		RCP8.5	
	2040	2090	2040	2090
Maximum temperature	+0.75 - 1.25°C	+1.25 – 1.75°C	+0.75 - 1.50°C	+2.50 – 4.00°C
Minimum temperature	+0.50 – 0.75°C	+0.75 – 1.25°C	+0.50 – 0.75°C	+1.50 – 2.50°C
Hot days	Up to +20 days	+1 to +30 days	Up to +30 days	+5 to +70 days
Heat wave days	Up to +20 days	Up to +30 days	Up to +20 days	Up to +70 days
Rainfall	-2% to +4%	±4%	-2% to +8%	±8%
99 <sup>th</sup> Percentile daily rainfall	-1 to +15%	+2 to +15%	+1 to +15%	+3 to +30%
Dry spell	+1 to +12 days	-4 to +10 days	-1 to +10 days	+1 to +12 days
Windy days	-5 to +5 days	-1 to +6 days	+1 to +5 days	+2 to +12 days

	RCP4.5		RCP8.5	
	2050	2100	2050	2100
Projected Sea Level Rise	+0.39m - +0.60m	+0.90m - +1.42m	+0.42m - +0.63m	+1.14m - +1.72m

	2040	2090
Fire hazard	+100% to +150%	+100% to +150%

Table 10: Summary of climate change projections for SWDC and CDC



Source: CDC & SWDC, 2022

**Figure 5: Summary of climate change projections for CDC and SWDC**

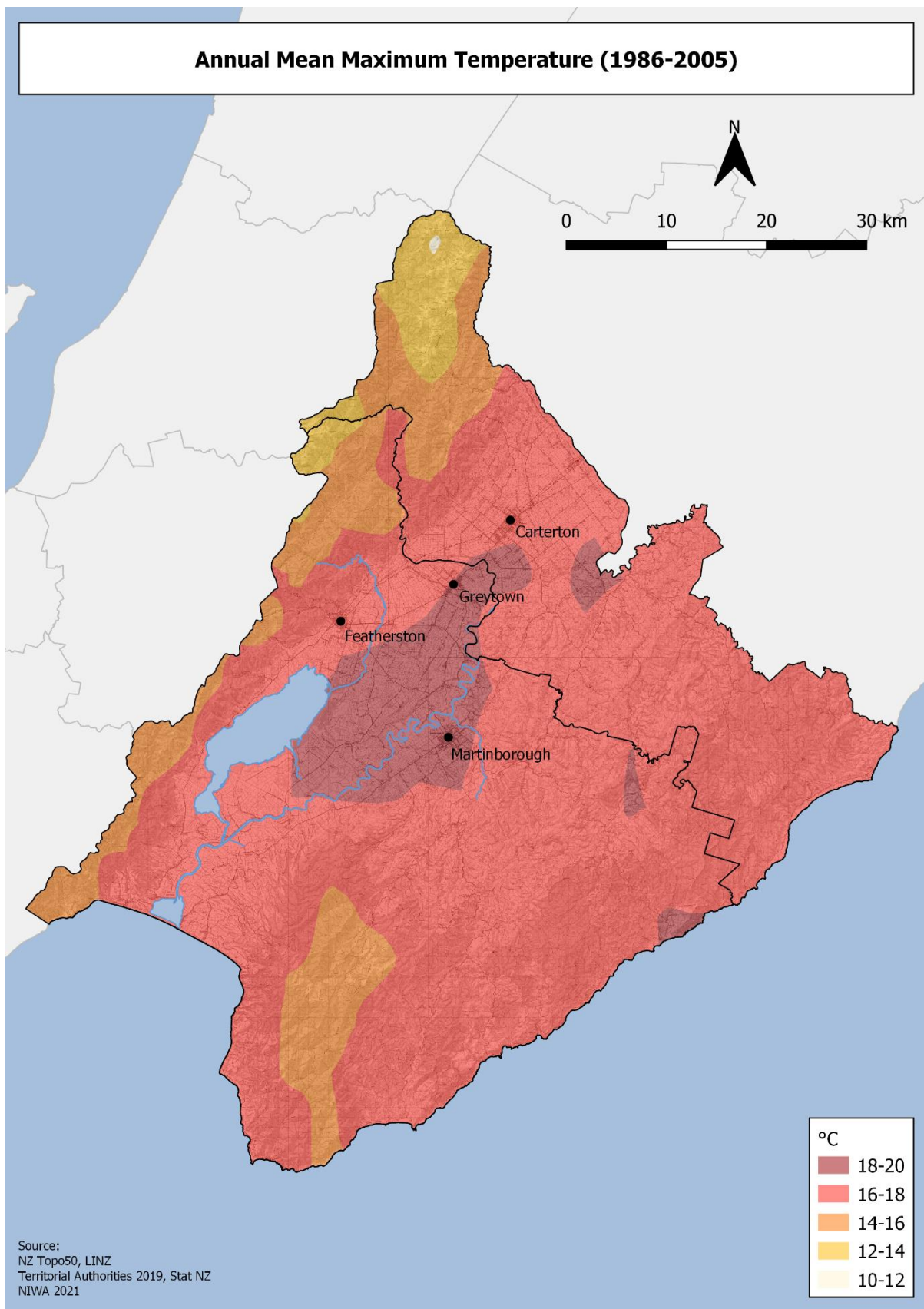
## 7.2 Temperatures

### 7.2.1 Maximum temperatures

	RCP4.5		RCP8.5	
	2040	2090	2040	2090
Annual				
	+0.75 - 1.25	+1.25 - 1.75	+0.75 - 1.50	+2.50 - 4.00
Seasonal				
Summer	+0.75 - 1.25	+1.25 - 2.00	+0.75 - 1.50	+2.50 - 4.50
Autumn	+0.75 - 1.25	+1.25 - 2.00	+1.00 - 1.50	+3.00 - 4.00
Winter	+0.75 - 1.25	+1.25 - 2.00	+0.75 - 1.50	+2.50 - 4.00
Spring	+0.50 - 1.00	+1.00 - 1.75	+0.50 - 1.25	+2.00 - 3.50

Source: Climate change projections for the Wairarapa, NIWA, 2021

**Table 11: Projected maximum temperature changes (°C, relative to 1986-2005)**



Source: Climate change projections for the Wairarapa, NIWA, 2021

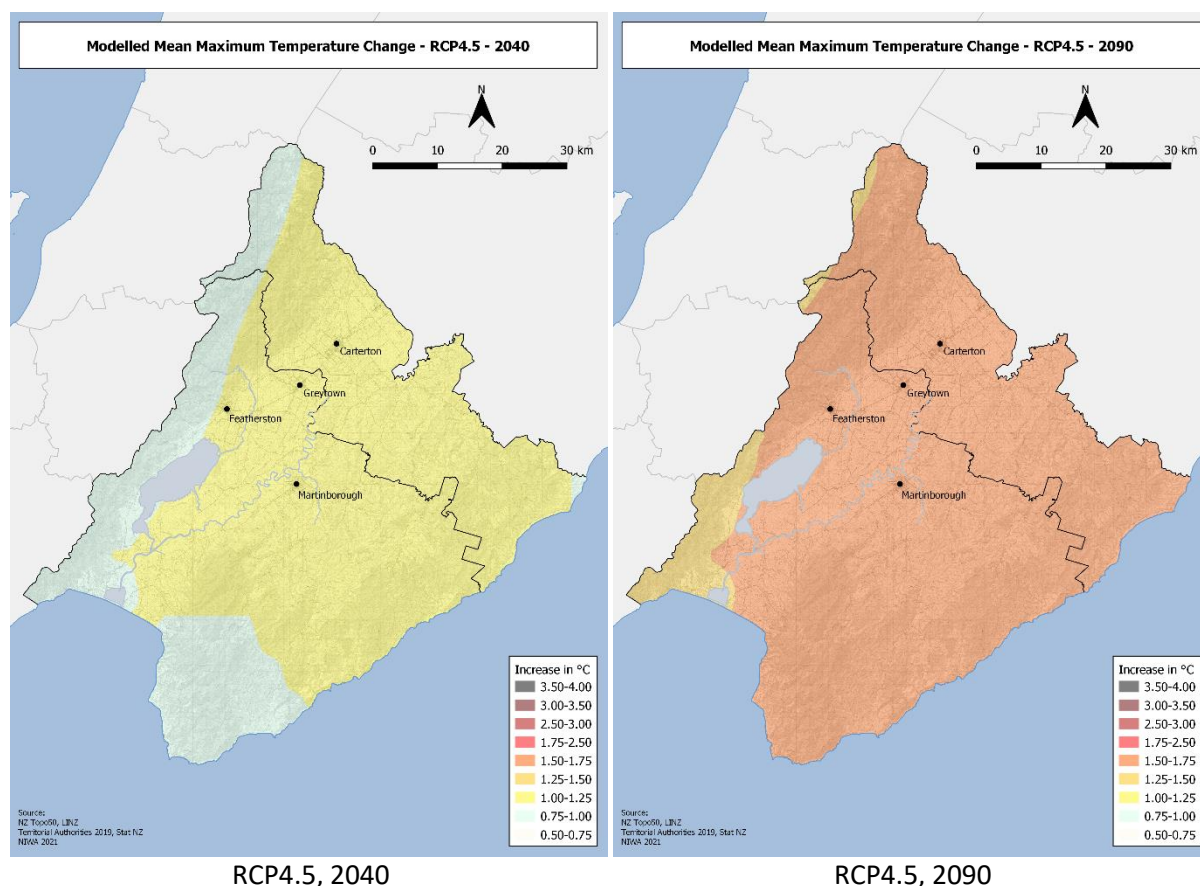
**Figure 6: Annual mean maximum temperature (°C, 1986-2005)**

## RCP4.5

### Modelled mean maximum temperatures change:

By 2040, annual mean maximum temperatures are projected to increase by 0.75-1.25°C under RCP4.5.

By 2090, projected changes to annual mean maximum temperatures are higher than 2040, with increases of 1.25-1.75°C for the area.



Source: Climate change projections for the Wairarapa, NIWA, 2021

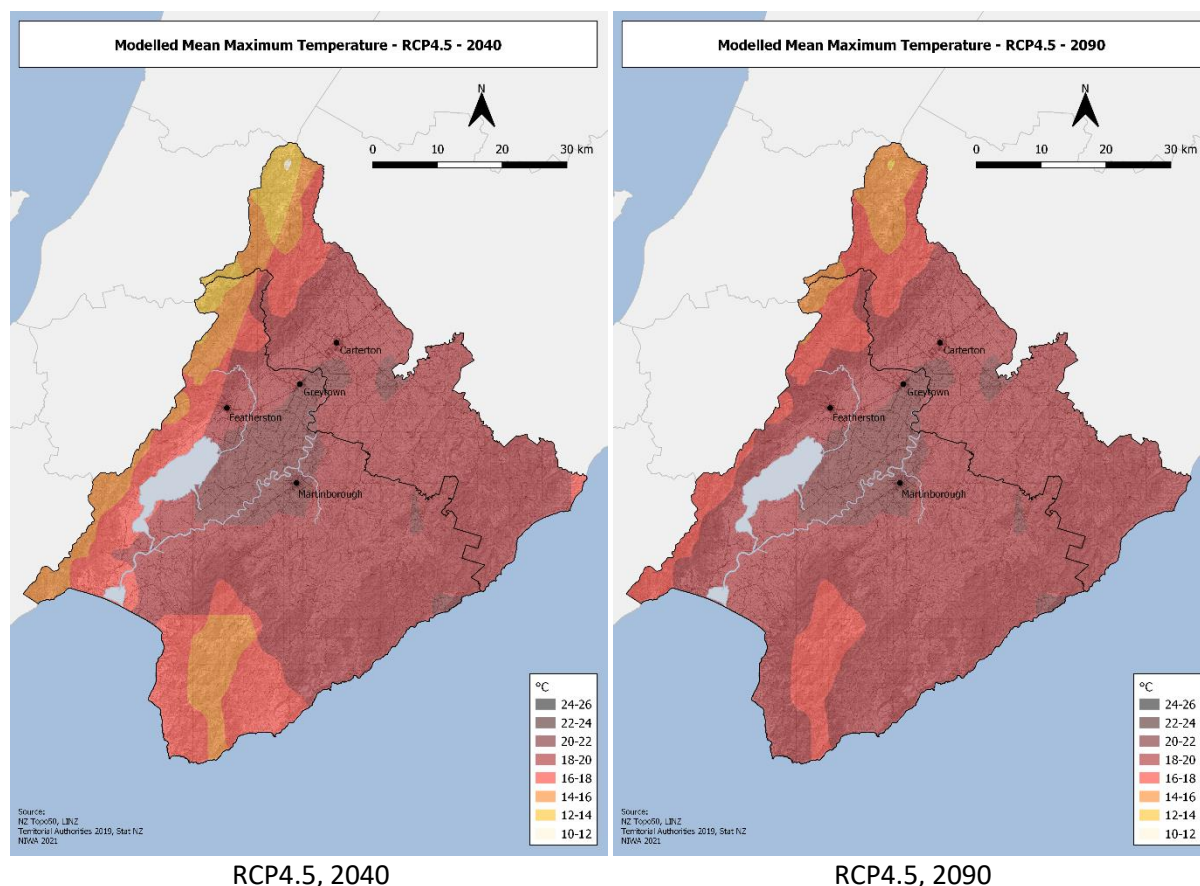
**Figure 7: Modelled annual mean maximum temperature change (°C, RCP4.5)**



### Modelled mean maximum temperatures:

By 2040, annual mean maximum temperatures could range between 10 and 22°C. The warmest (mean annual ranging from 20 to 22°C) areas are located in the Ruamāhanga plain, around Greytown, Martinborough and Gladstone. The coolest areas are located at the ranges (Remutaka Range, Tararua Range and Aorangi Range).

By 2090, annual mean maximum temperatures could range between 12 and 22°C. The warmest areas are very similar to the warmest areas projected for 2040. However, we note that the temperature in coolest areas (the ranges) have significantly increased between 2040 and 2090.



Source: *Climate change projections for the Wairarapa, NIWA, 2021*

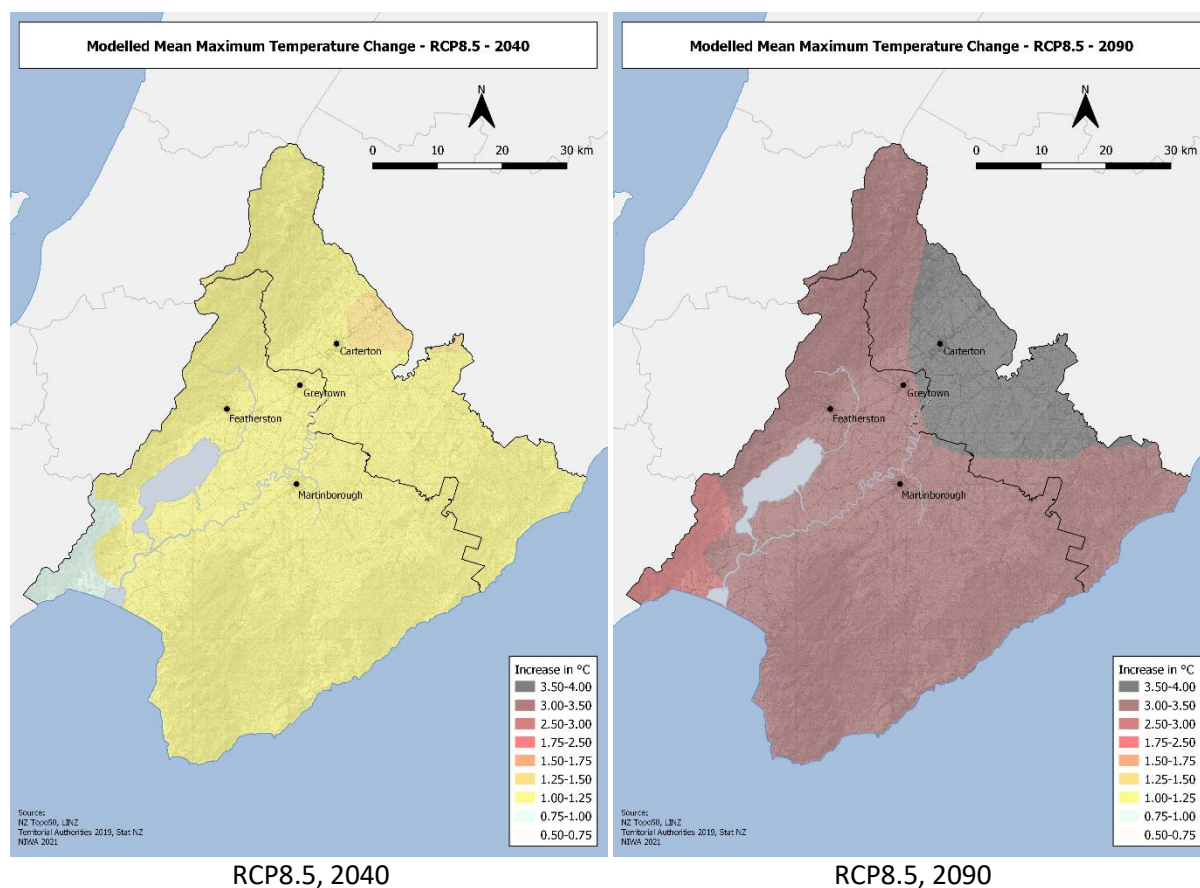
**Figure 8: Modelled annual mean maximum temperature (°C, RCP4.5)**

## RCP8.5

### Modelled mean maximum temperatures change:

By 2040, annual mean maximum temperatures are projected to increase by 0.75-1.50°C under RCP8.5.

By 2090, projected increases to maximum temperatures are considerable, with annual increases of 2.50-4.00°C projected for the Wairarapa.



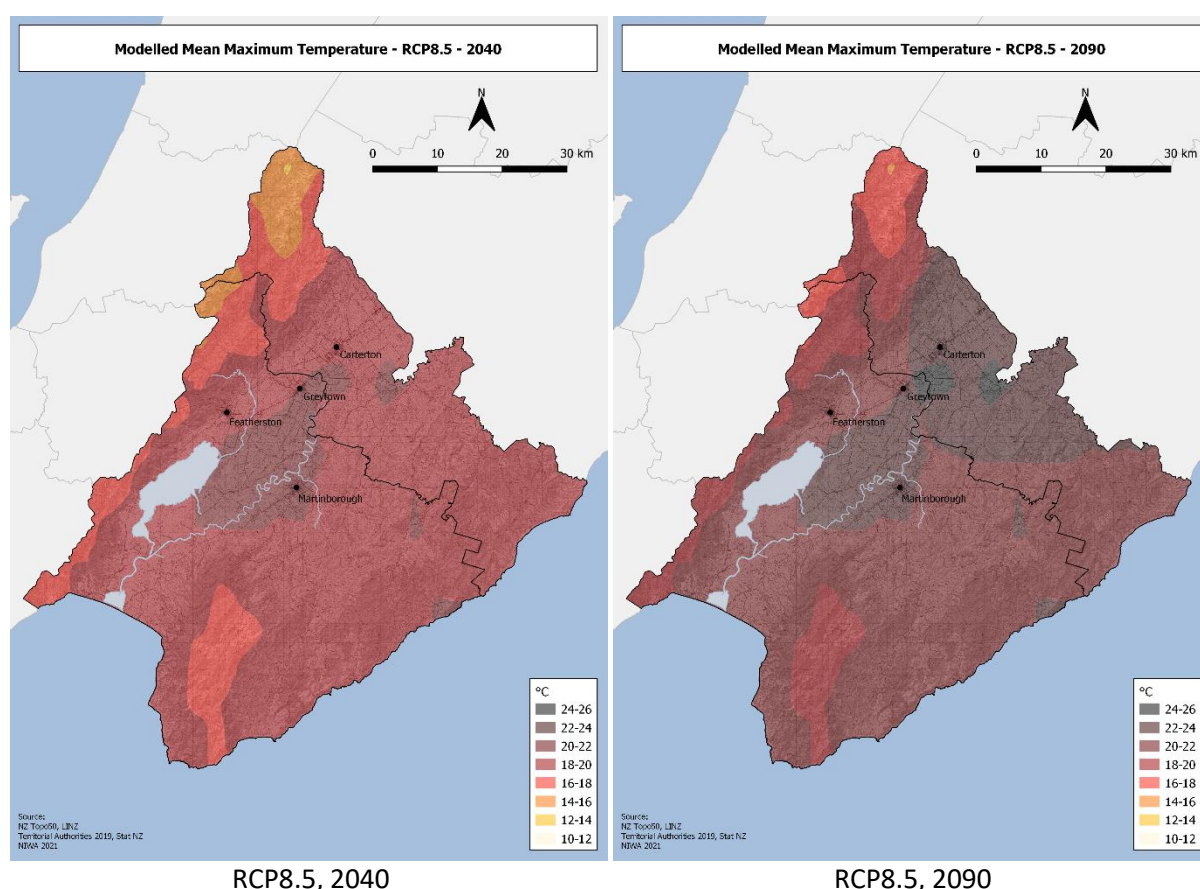
Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 9: Modelled annual mean maximum temperature change (°C, RCP8.5)**

### Modelled mean maximum temperatures:

By 2040, annual mean maximum temperatures could range between 12 and 22°C. The warmest (mean annual ranging from 20 to 22°C) areas are located in the Ruamāhanga plain, around Greytown, Martinborough and Gladstone. The coolest areas are located at the ranges (Remutaka Range, Tararua Range and Aorangi Range).

By 2090, annual mean maximum temperatures could range between 14 and 26°C. The warmest areas have significantly increased compared to 2040 and could occupy most of the plains. The area located between Greytown and Carterton as well as Gladstone could have an annual mean maximum temperature over 24°C. The Remutaka Range, the Aorangi Range and the southern part of the Tararua Range could have an annual mean maximum temperature ranging between 18 and 20°C while the northern part of the Tararua Range ranges between 14 and 18°C.



Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 10: Modelled annual mean maximum temperature (°C, RCP8.5)**

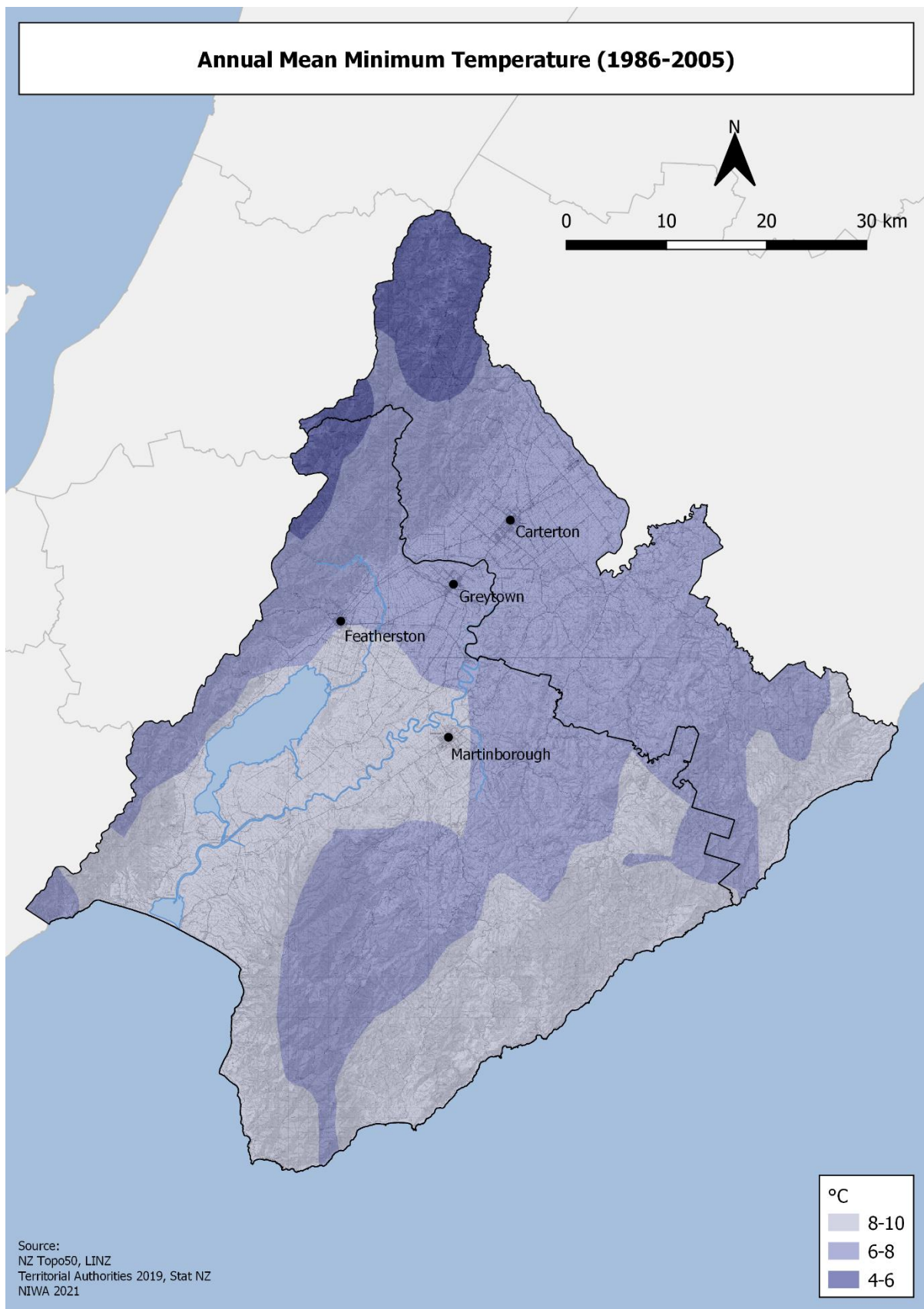


## 7.2.2 Minimum temperatures

	RCP4.5		RCP8.5	
	2040	2090	2040	2090
Annual				
	+0.50 – 0.75	+0.75 – 1.25	+0.50 – 0.75	+1.50 – 2.50
Seasonal				
Summer	+0.25 – 0.75	+0.75 – 1.25	+0.50 – 0.75	+1.50 – 2.50
Autumn	+0.50 – 1.00	+0.75 – 1.50	+0.50 – 1.00	+2.00 – 3.00
Winter	+0.25 – 0.75	+0.50 – 1.00	+0.25 – 0.75	+1.25 – 2.00
Spring	+0.25 – 0.75	+0.75 – 1.25	+0.50 – 0.75	+1.50 – 2.50

Source: *Climate change projections for the Wairarapa, NIWA, 2021*

**Table 12: Projected minimum temperature changes (°C, relative to 1986-2005)**



Source: *Climate change projections for the Wairarapa, NIWA, 2021*

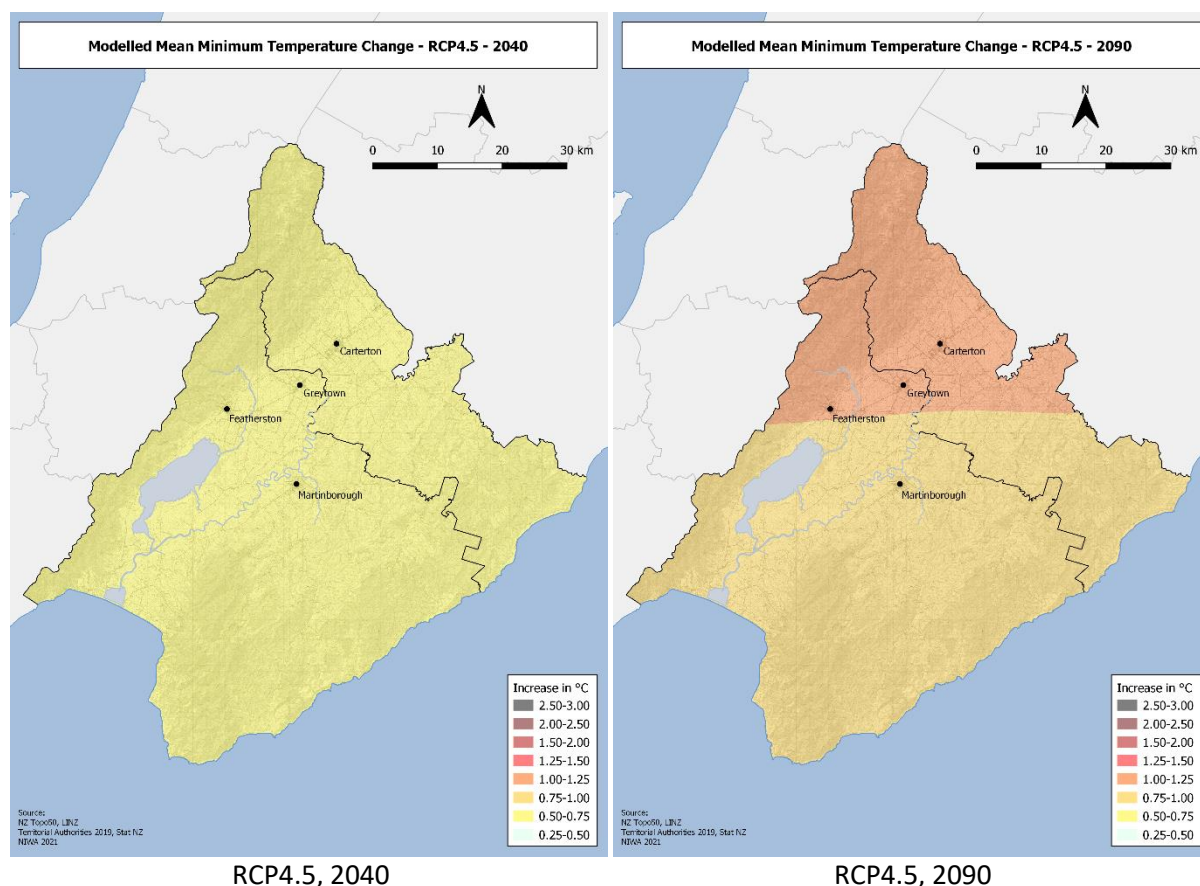
**Figure 11: Annual mean minimum temperature (°C, 1986-2005)**

## RCP4.5

### Modelled mean minimum temperatures change:

By 2040, annual mean minimum temperatures are projected to increase by 0.50-0.75°C under RCP4.5.

By 2090, increases to annual mean minimum temperatures of 0.75-1.25°C are projected for the Wairarapa.

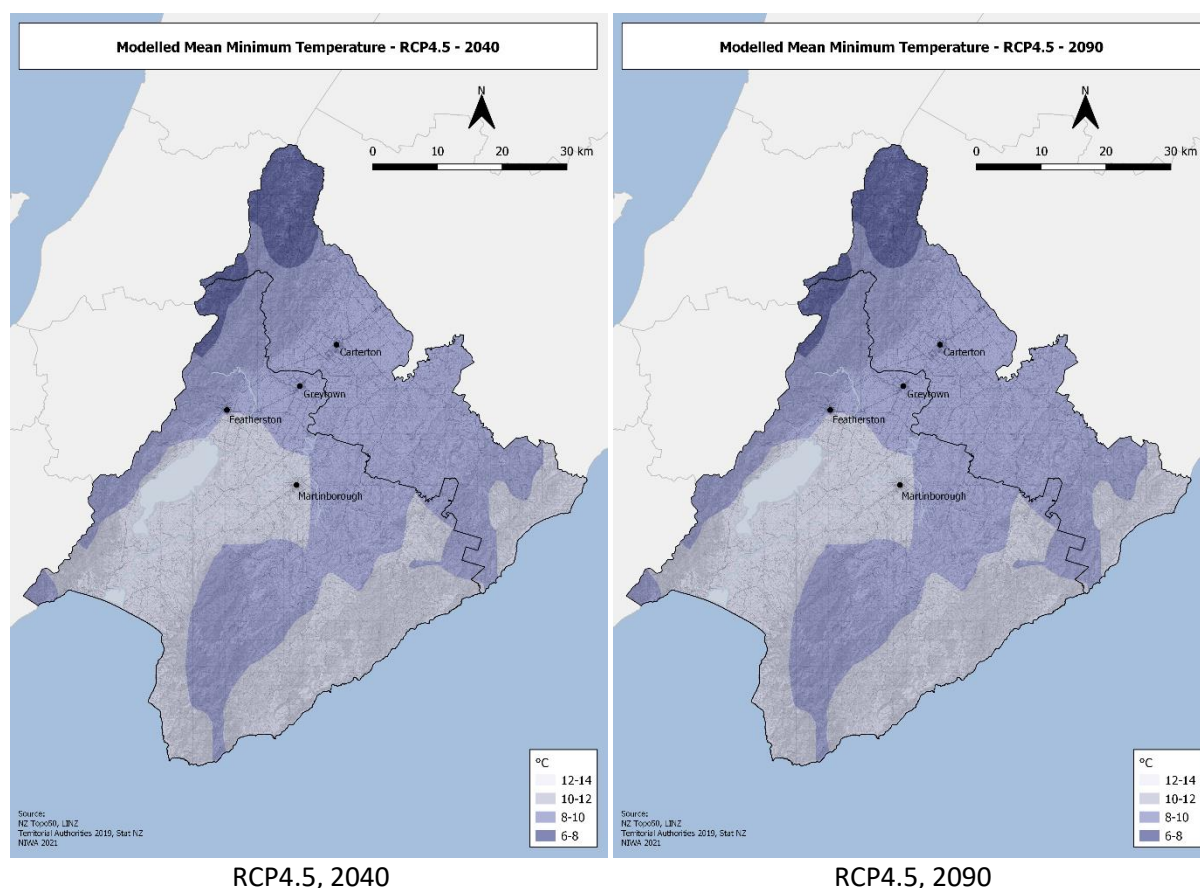


**Figure 12: Modelled annual mean minimum temperature change (°C, RCP4.5)**

### Modelled mean minimum temperatures:

By 2040, annual mean maximum temperatures could range between 6 and 12°C. The warmest (12 to 14°C) areas are located along the coastline and the southern side of the Ruamāhanga plain (around Lake Wairarapa and Martinborough). The northern part of Tararua Range is the coolest (6 to 8°C) area of Carterton and South Wairarapa Districts.

We note the same range of changes for 2090 than 2040.



Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 13: Modelled annual mean minimum temperature (°C, RCP4.5)**

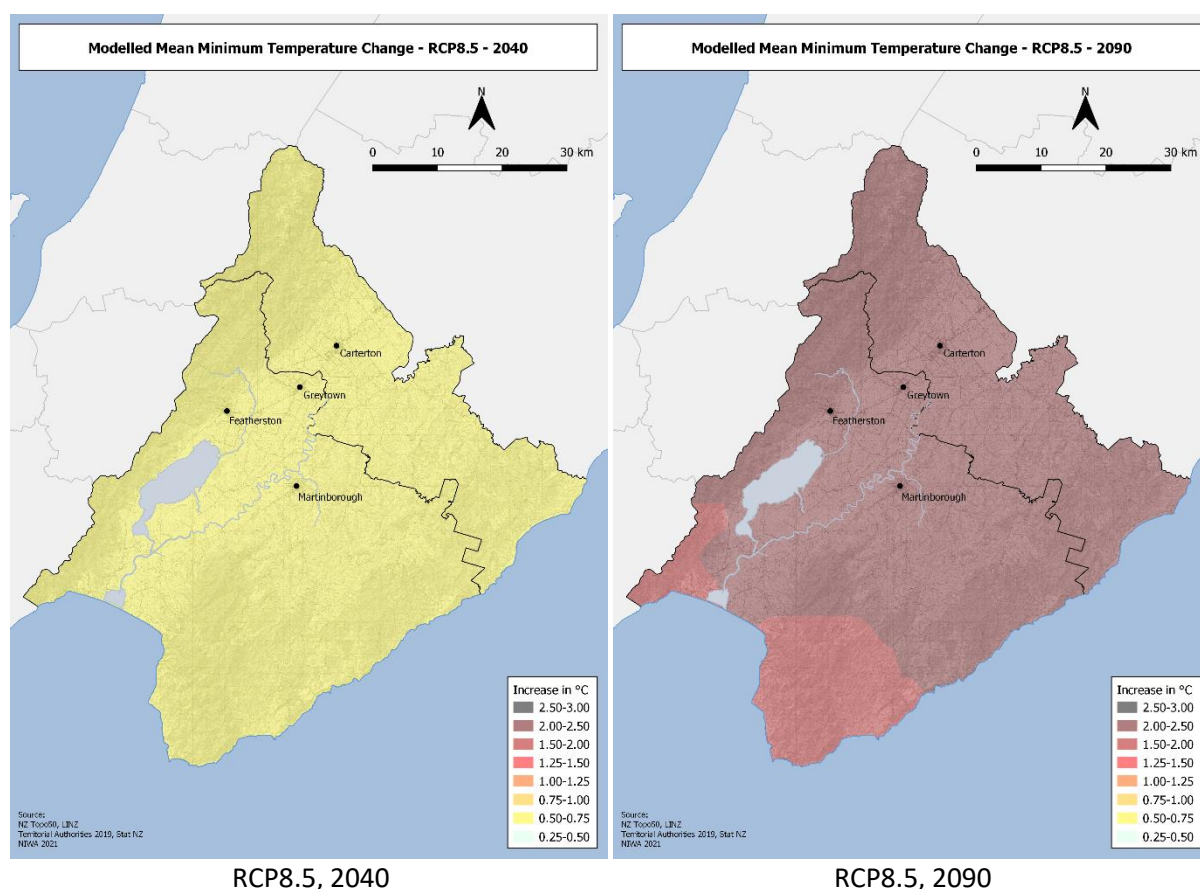
## RCP8.5

### Modelled mean minimum temperatures change:

By 2040, annual mean minimum temperatures are projected to increase by 0.50-0.75°C under RCP8.5 in the Wairarapa.

By 2090, projected increases to minimum temperatures are greater than under RCP4.5, with annual increases of 1.50-2.50°C projected for the Wairarapa.

Notably, the projected increases in maximum temperature are greater than the projected increases for minimum temperature in the Wairarapa. This would result in an enhanced diurnal temperature range (i.e., the difference between the daily maximum and minimum air temperature).



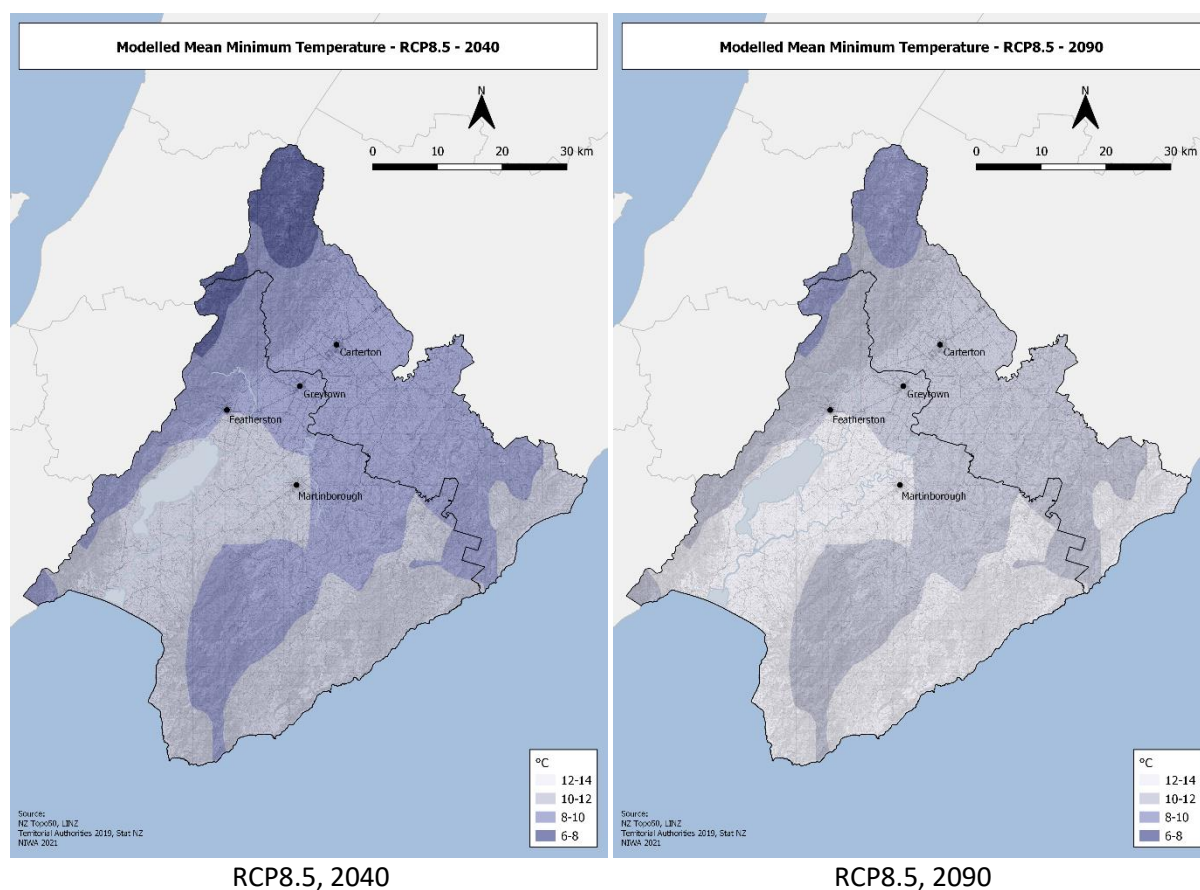
**Figure 14: Modelled annual mean minimum temperature change (°C, RCP8.5)**



### Modelled mean minimum temperatures:

The changes modelled with RCP8.5 for 2040 could be very similar to the ones modelled with RCP4.5 for 2040.

By 2090, annual mean maximum temperatures could range between 8 and 14°C. The warmest (14 to 16°C) areas are located along the coastline and the southern side of the Ruamāhanga plain (around Lake Wairarapa and Martinborough). The northern part of Tararua Range is the coolest (8 to 10°C) area of Carterton and South Wairarapa Districts.



Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 15: Modelled annual mean minimum temperature (°C, RCP8.5)**

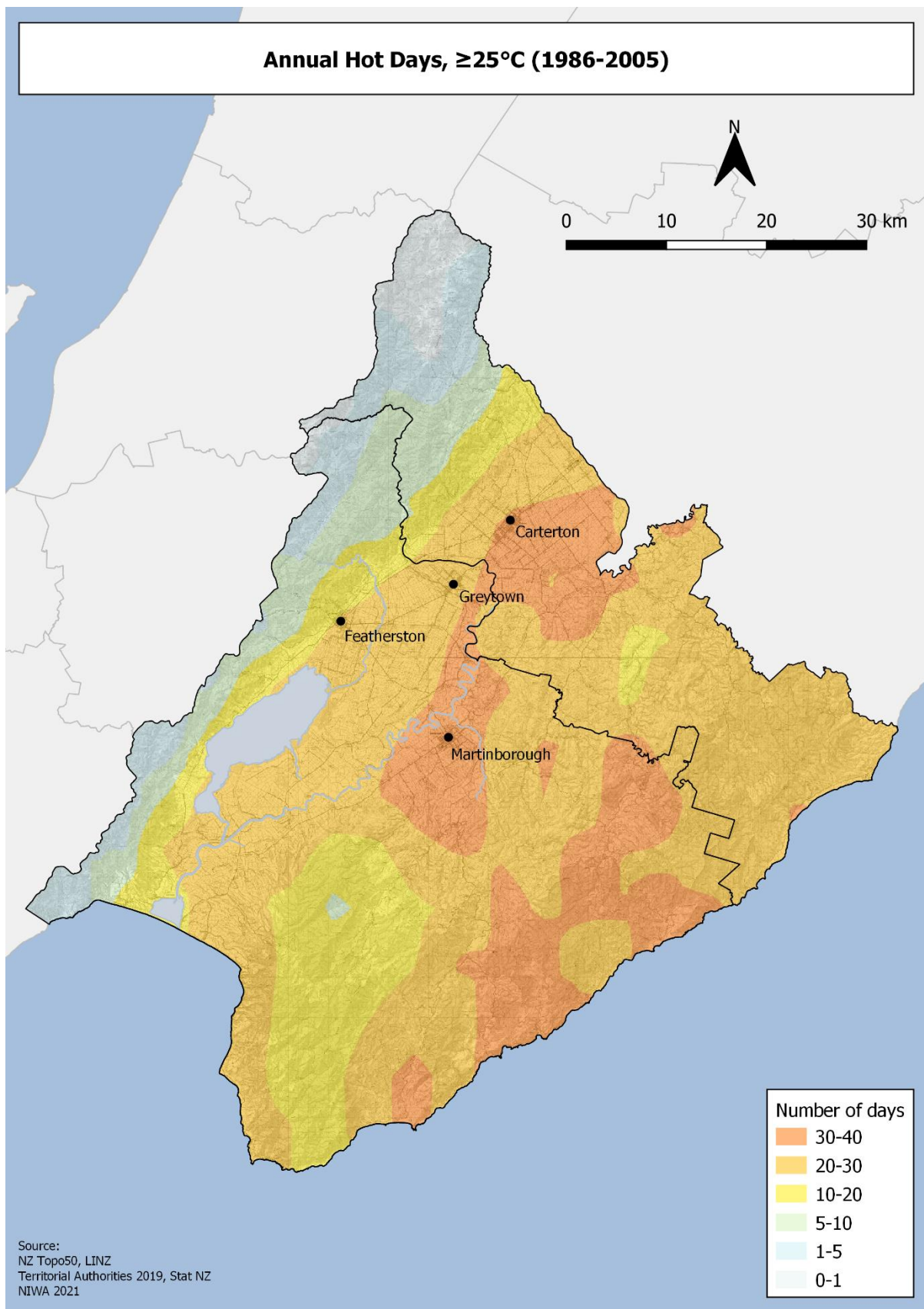
### 7.2.3 Hot days

In this report, a hot day is considered to occur when the maximum temperature is 25°C or higher.

RCP4.5		RCP8.5	
2040	2090	2040	2090
Up to +20	+1 to +30	Up to +30	+5 to +70

Source: *Climate change projections for the Wairarapa, NIWA, 2021*

**Table 13: Projected hot day changes (relative to 1986-2005)**



Source: *Climate change projections for the Wairarapa, NIWA, 2021*

**Figure 16: Annual Hot Days ( $\geq 25^{\circ}\text{C}$ , 1986-2005)**

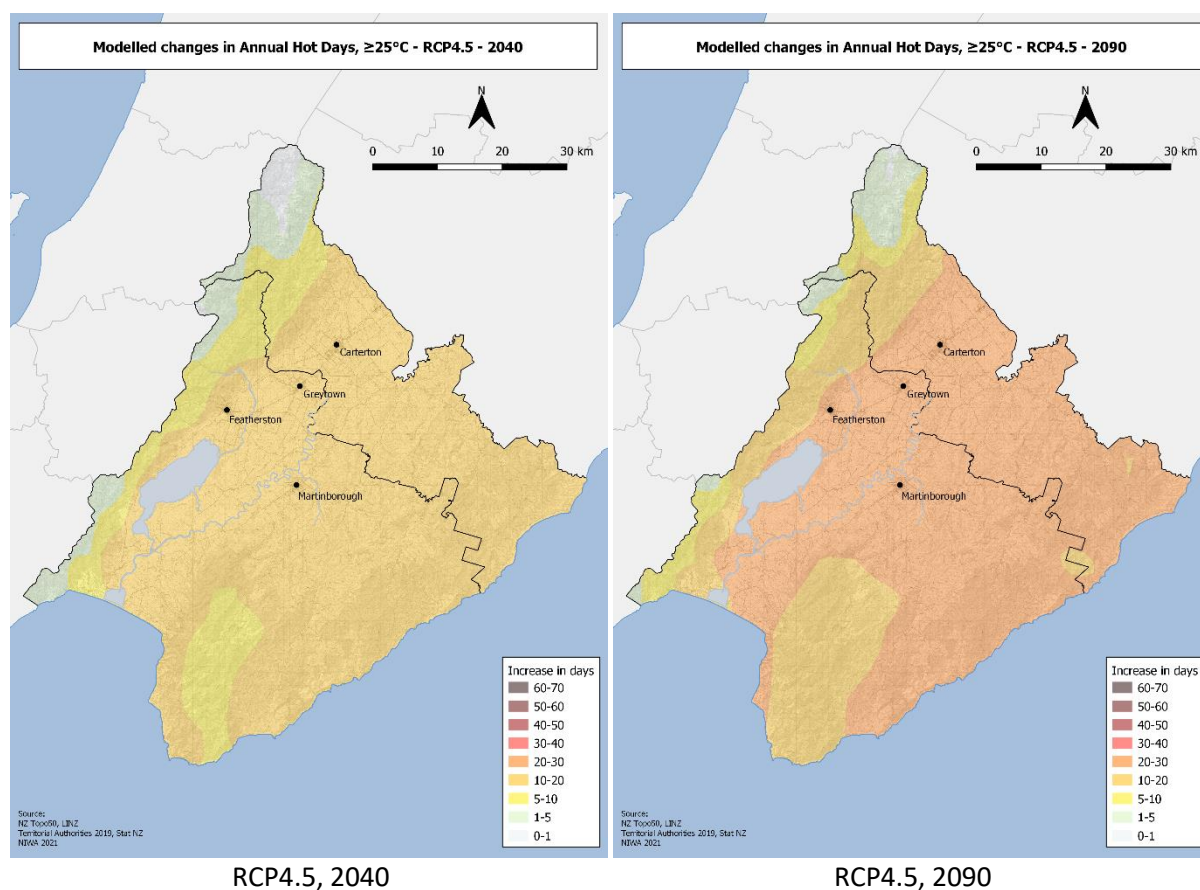


## RCP4.5

Modelled hot days change:

By 2040, increases of 5 to 20 hot days are projected for most of the Wairarapa. Smaller increases of up to 5 hot days are projected for high elevation western parts of the area.

By 2090, increases of 10-30 hot days are projected for most of the area. Smallest increases of up to 10 hot days are projected for western high elevation parts of the Wairarapa.



Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 17: Modelled changes in Annual Hot Days (RCP4.5)**

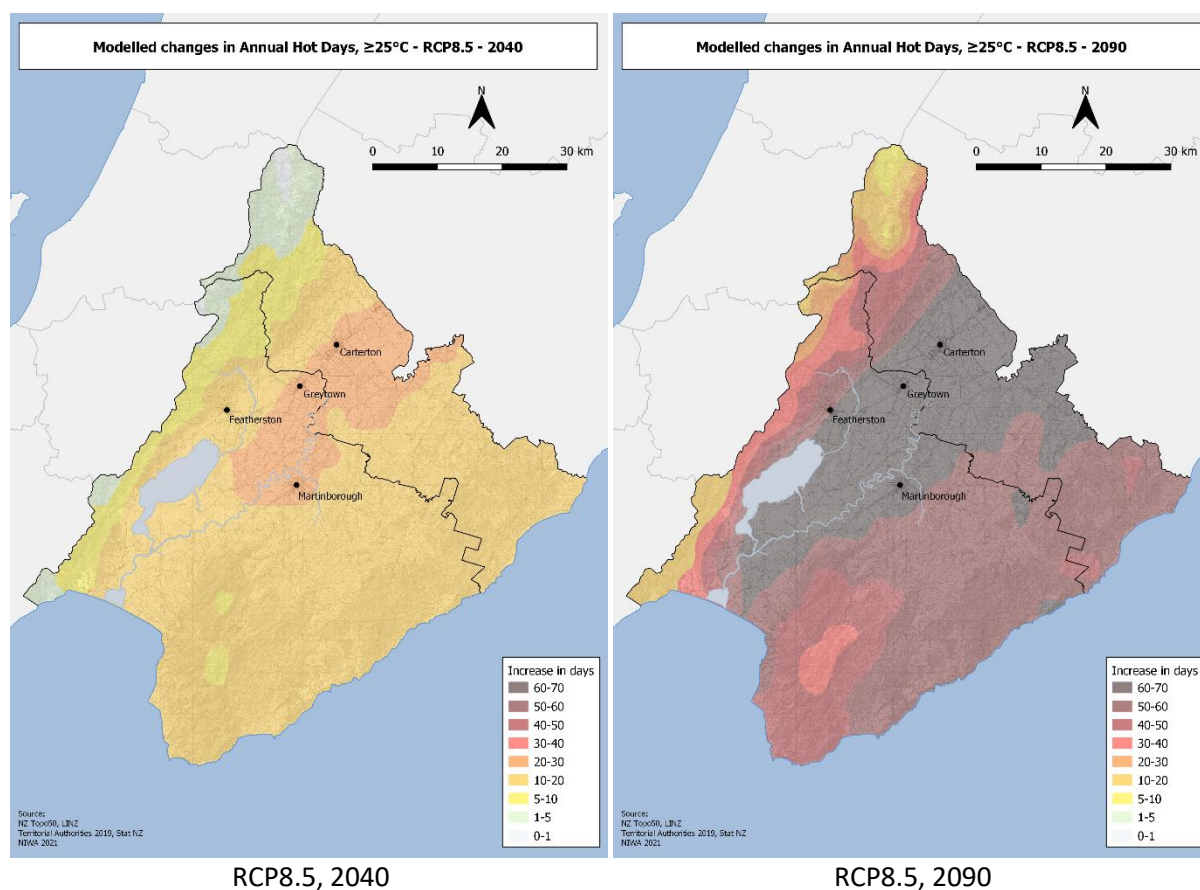


## RCP8.5

### Modelled hot days change:

By 2040, an increase of up to 30 hot days is projected for the Wairarapa. The largest increases of 20-30 days are projected for central areas from Gladstone / Carterton to Martinborough.

By 2090, considerable increases of 5-70 hot days are projected for the Wairarapa. Largest increases of 60-70 hot days are projected for many inland and low elevation locations stretching from Gladstone / Carterton to Pirinoa. This is the equivalent of approximately 8-10 additional weeks of hot days compared to the historic climate.



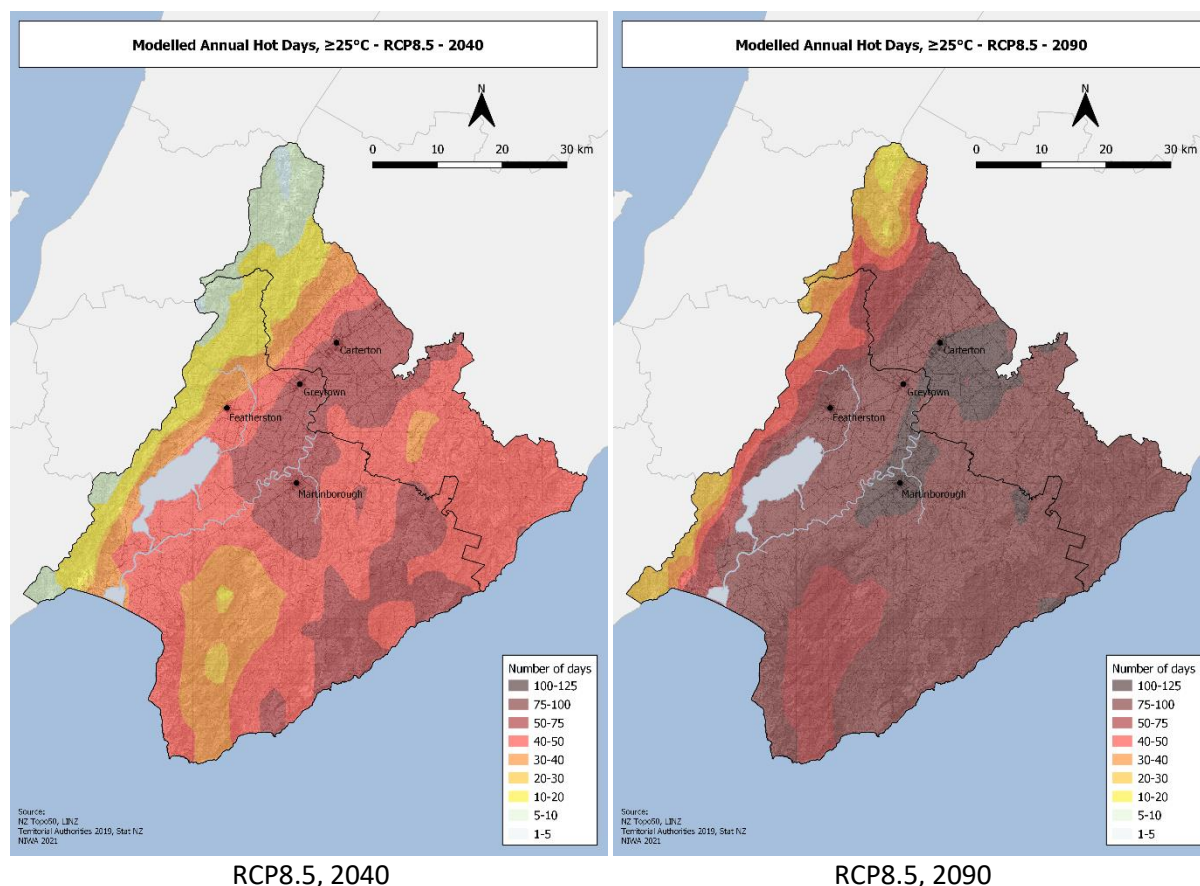
Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 19: Modelled changes in Annual Hot Days (RCP8.5)**

### Modelled hot days:

By 2040, the Ruamāhanga plain (around Carterton, Gladstone, Greytown and Martinborough) and the Eastern South Wairarapa District could have up to 50 to 75 hot days per year. The ranges could have fewer hot days (between 1 to 40 days).

By 2090, most of the area could have between 75 and 100 hot days per year. The area around Carterton, Gladstone and Martinborough could have even more hot days with up to 125 hot days. The number of hot days in Aorangi range could range between 50 to 75 days. The Tararua Range and the Remutaka Range could have between 10 and 75 hot days.



Source: *Climate change projections for the Wairarapa, NIWA, 2021*

**Figure 20: Modelled Annual Hot Days (RCP8.5)**

#### 7.2.4 Heatwave days

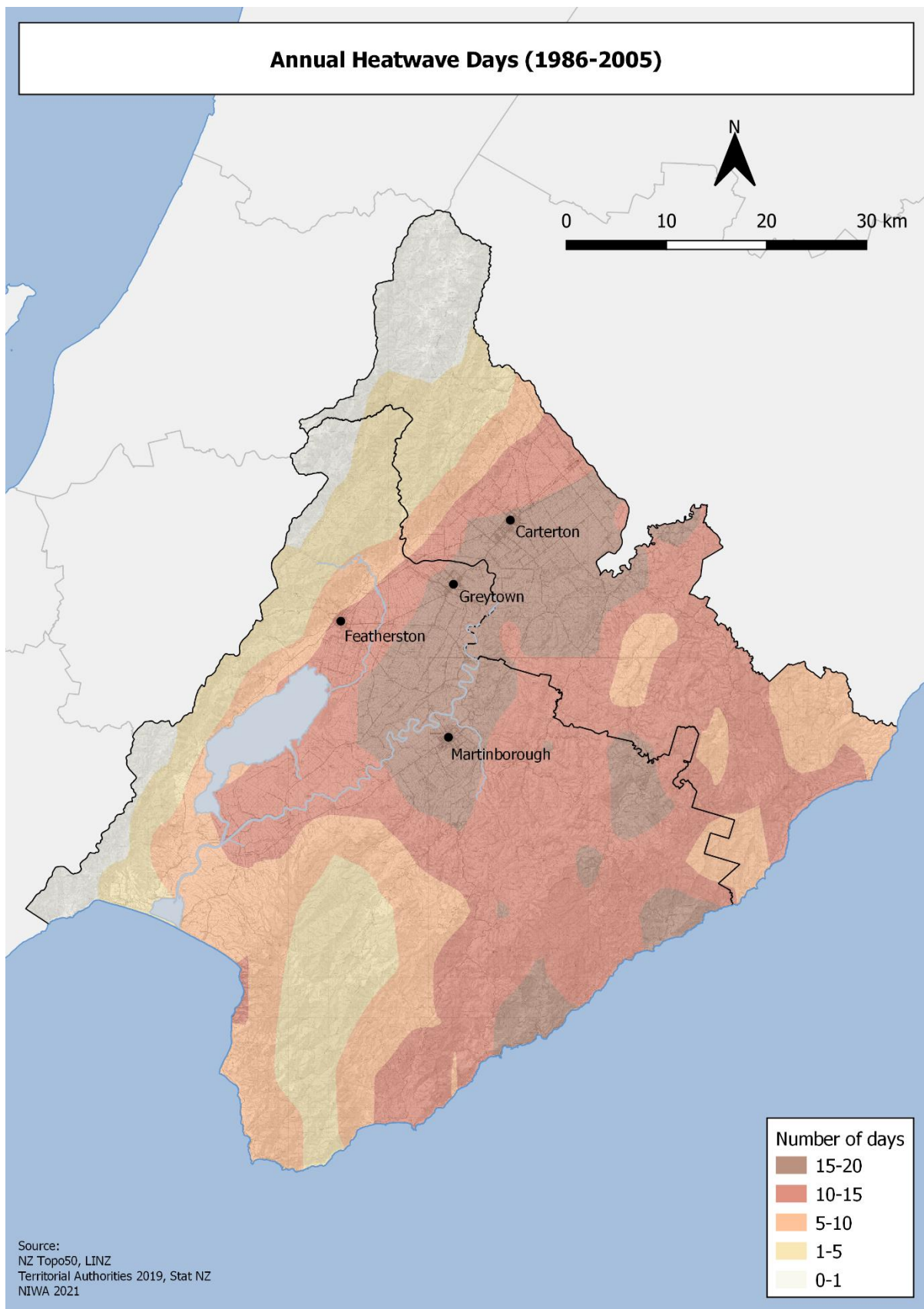
The definition of a heatwave as considered here is a period of three or more consecutive days where the maximum daily temperature exceeds 25°C. This calculation is an aggregation of all days per year that are included in a heatwave (i.e.,  $\geq$  three consecutive days with maximum temperature  $> 25^{\circ}\text{C}$ ), no matter the length of the heatwave. Thus, a 3-day heatwave contributes 3 days, and a 5-day heatwave contributes 5 days, and a single 3-day and a single 5-day heatwave add up to 8 days for a year, etc. The annual heatwave days are then averaged over the 20-year period of interest (e.g., 2031-2050).

RCP4.5		RCP8.5	
2040	2090	2040	2090
Up to +20	Up to +30	Up to +20	Up to +70

Source: *Climate change projections for the Wairarapa, NIWA, 2021*

**Table 14: Projected heatwave days changes (relative to 1986-2005)**





Source: Climate change projections for the Wairarapa, NIWA, 2021

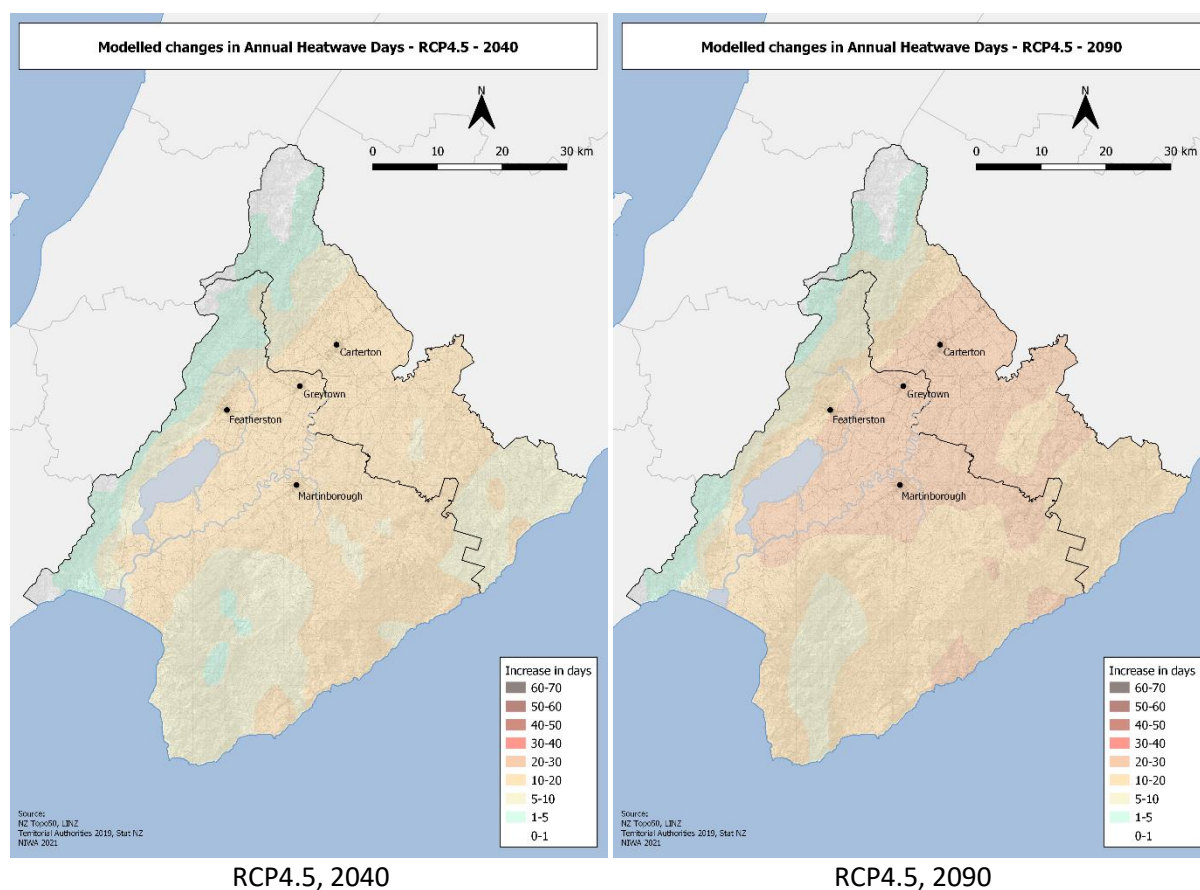
**Figure 21: Annual Heatwave Days (1986-2005)**

## RCP4.5

### Modelled heatwave days change:

By 2040, increases of up to 20 heatwave days are projected for the Wairarapa, with highest increases of 10-20 heatwave days projected for most of the Ruamāhanga plain.

By 2090, increases of up to 30 heatwave days are projected for the Wairarapa, with highest increases of 20-30 heatwave days projected for many places in the Ruamāhanga plain.



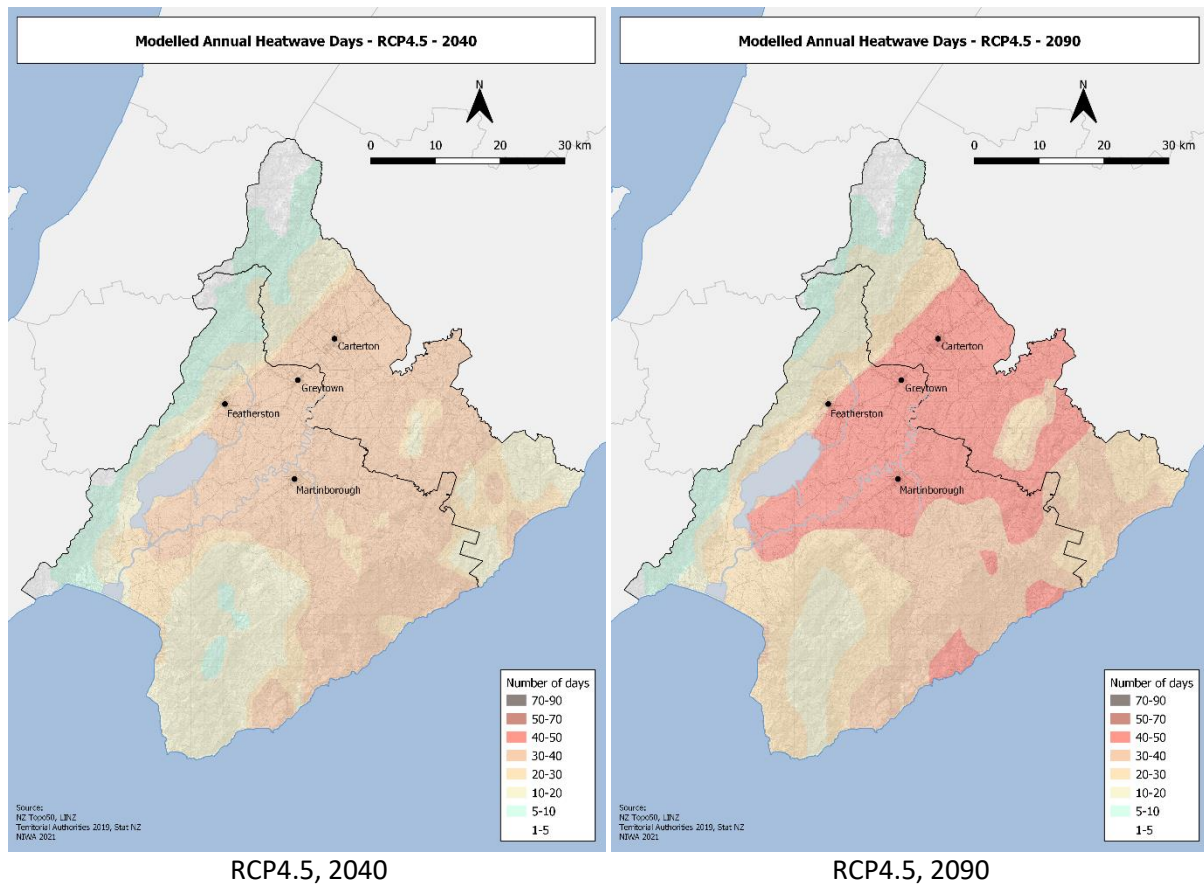
Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 22: Modelled changes in Heatwave Days (RCP4.5)**

### Modelled heatwave days:

By 2040, most of the area could have between 20 and 40 heatwave days per year. The ranges could have fewer hot days (between 1 to 10 days).

By 2090, most of the area could have between 30 and 50 heatwave days per year. The ranges could have fewer hot days (between 1 to 30 days).



Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 23: Modelled changes in Heatwave Days (RCP4.5)**

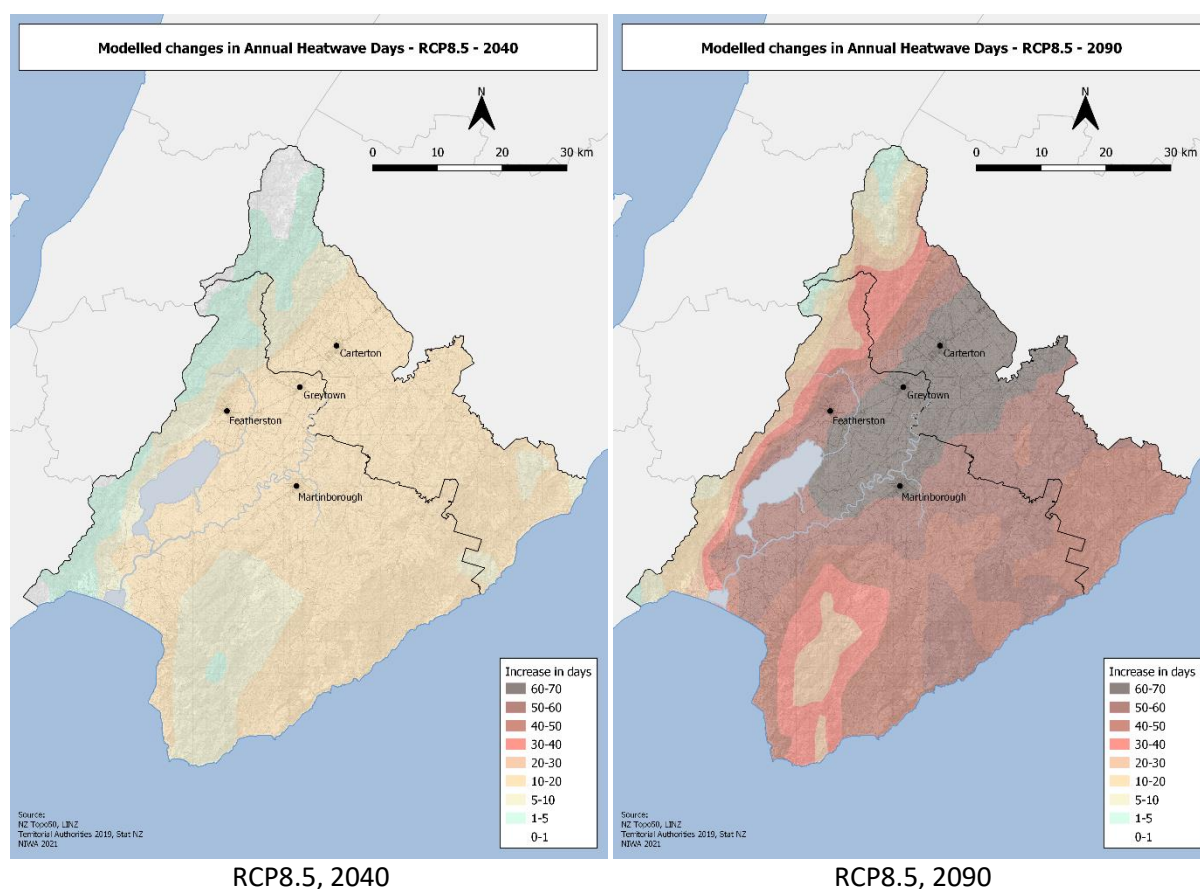


## RCP8.5

### Modelled heatwave days change:

By 2040, the pattern of change under RCP8.5 is similar to that projected for the same time period under RCP4.5, with a projected increase of up to 20 heatwave days for the Wairarapa.

By 2090, considerable increases of up to 70 heatwave days are projected for the Wairarapa. Largest increases of 60-70 heatwave days are projected for inland areas from Gladstone / Carterton to Martinborough. This is the equivalent of approximately 8-10 additional weeks of heatwave days compared to the historic climate. Given these areas already observe 15-20 heatwave days, an increase of this magnitude would result in some areas observing a prolonged heatwave lasting almost the entire summer season.



Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 24: Modelled changes in Heatwave Days (RCP8.5)**



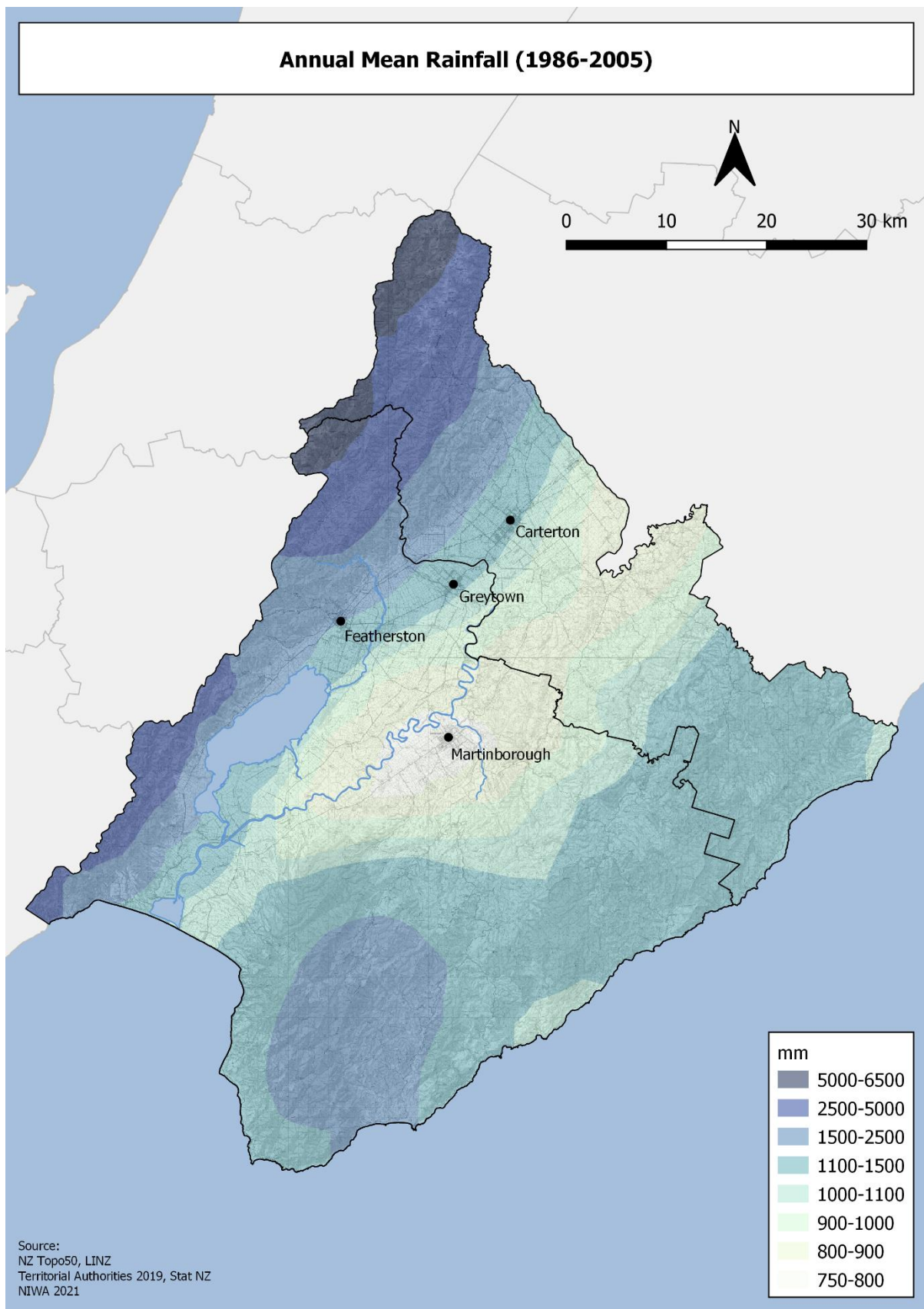
## 7.3 Rainfall

### 7.3.1 Annual mean rainfall

	RCP4.5		RCP8.5	
	2040	2090	2040	2090
Annual				
	-2% to +4%	±4%	-2% to +8%	±8%
Seasonal				
Summer	-8% to +2%	-2% to +8%	-4% to +8%	-12% to +8%
Autumn	±4%	±8%	-2% to +8%	Up to -12%
Winter	-2% to +8%	±8%	±8%	-4% to +12%
Spring	-4% to +8%	Up to -8%	-8% to +2%	-12% to +4%

Source: *Climate change projections for the Wairarapa, NIWA, 2021*

**Table 15: Projected annual mean rainfall changes (relative to 1986-2005)**



Source: *Climate change projections for the Wairarapa, NIWA, 2021*

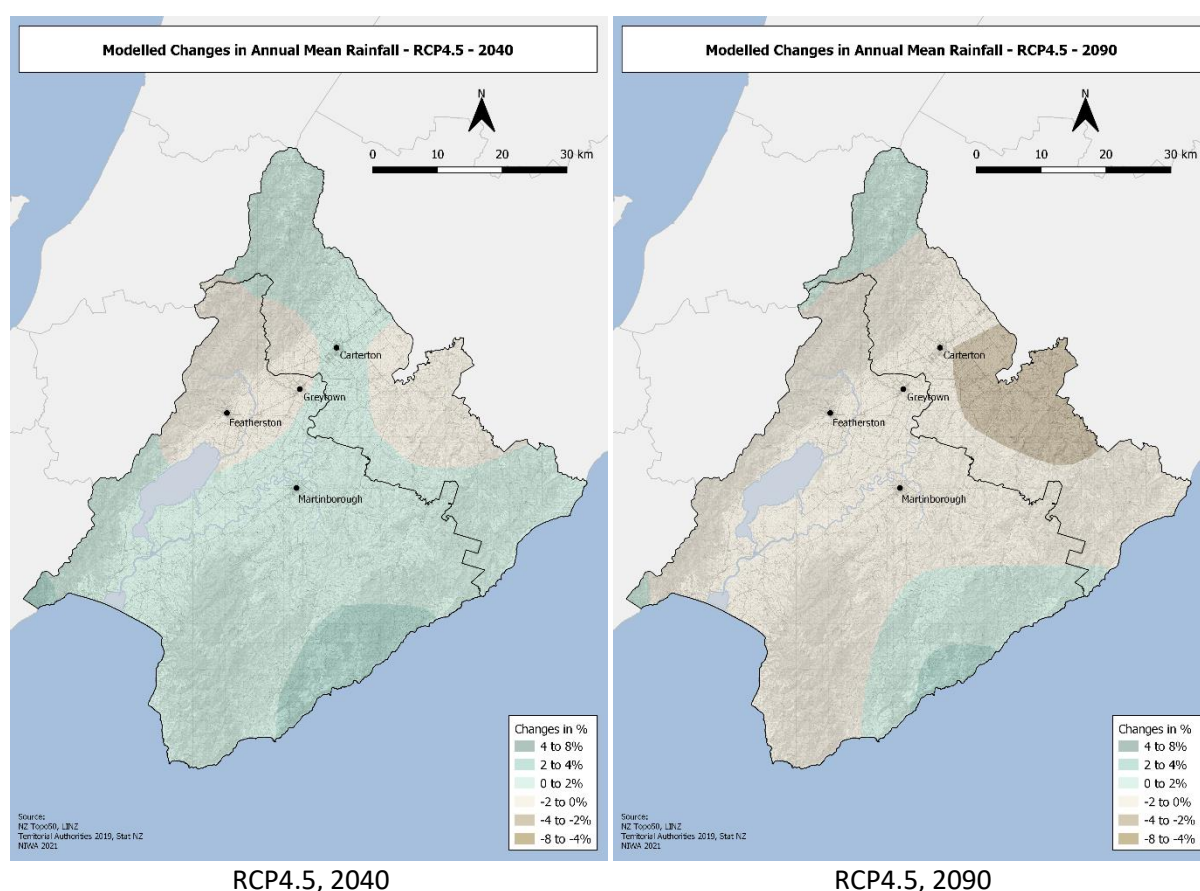
**Figure 26: Annual Mean Rainfall (1986-2005)**

## RCP4.5

### Modelled annual mean rainfall change:

By 2040, projected change in annual rainfall ranges from -2% to +4% throughout the area. Greater changes are projected seasonally, with summer decreases of up to 8% projected for all but parts of the eastern coastline, and winter increases of up to 8% projected.

By 2090, annual rainfall changes of  $\pm 4\%$  are projected for the Wairarapa. Again, there are more noticeable changes projected at the seasonal scale. Decreases of 2-8% are projected for many parts in winter and spring, whilst increases of 4-8% are projected for northern and eastern parts of Carterton and South Wairarapa Districts.



Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 27: Modelled Annual Mean Rainfall Changes (RCP4.5)**

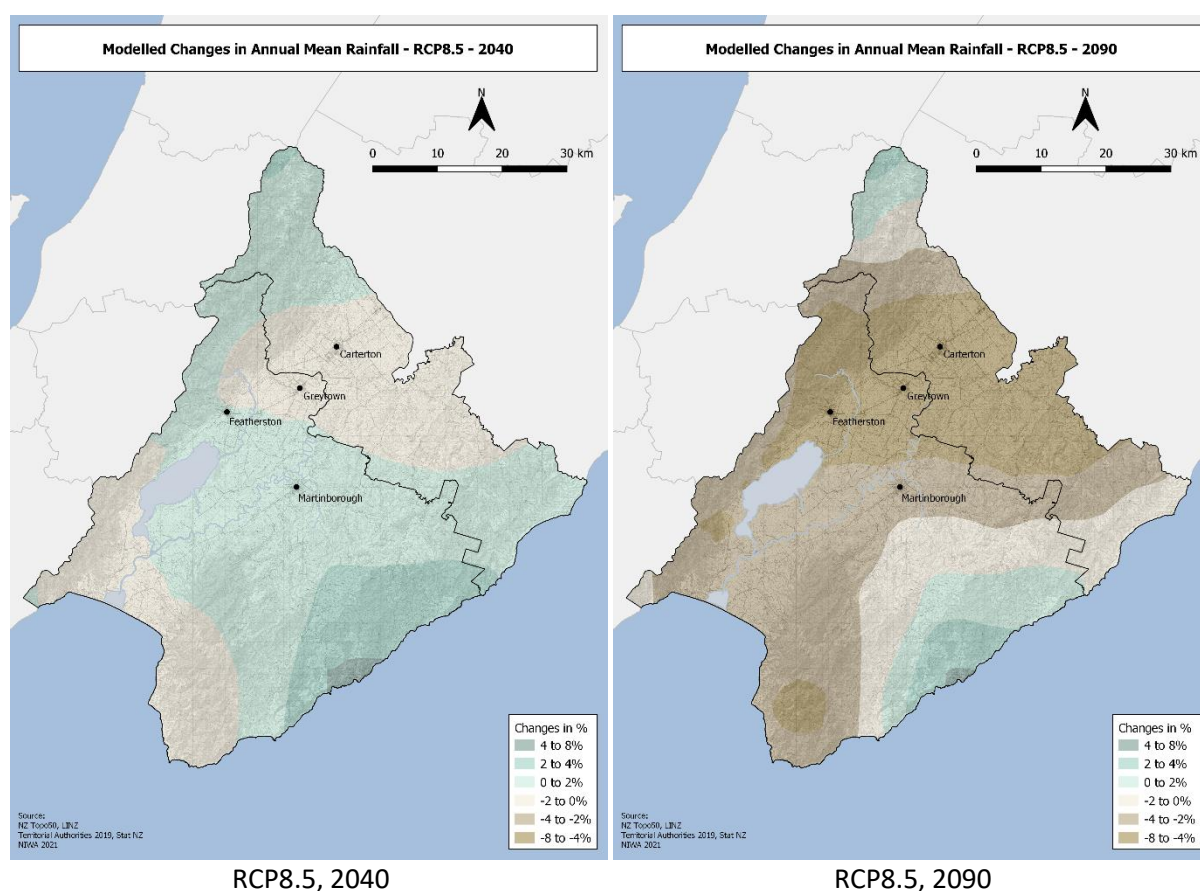


## RCP8.5

### Modelled annual mean rainfall change:

By 2040, projected change to annual rainfall ranges from -2% to +8% throughout the area. Rainfall decreases of 4-8% are projected around Palliser Bay in spring, with increases of 4-8% projected for parts of the eastern coastline in summer.

By 2090, a stronger pattern of change is evident, with a more prominent decrease in projected rainfall for many parts of the Wairarapa compared to other RCP scenarios. At the annual timeframe, projected rainfall changes of  $\pm 8\%$  are projected. A summer rainfall reduction of 8-12% is projected for inland areas about Carterton and Gladstone. Autumn and spring rainfall reductions of 4-8% are projected for large parts of the Wairarapa. Winter changes of  $\pm 2\%$  are projected for many parts of the area. The exception is north-western and south-eastern parts, where winter rainfall is projected to increase by 4-8% (and 8-12% in parts of the Tararua Range).



Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 28: Modelled Annual Mean Rainfall Changes (RCP8.5)**

### 7.3.2 99<sup>th</sup> percentile of daily rainfall

The 99<sup>th</sup> percentile of daily rainfall refers to the amount of rainfall exceeded by the top 1% of wet days ( $\geq 1$  mm of rainfall). For example, if the 99<sup>th</sup> percentile is 80 to 180 mm daily rainfall (like on top of the Tararua Range), it means that only 1% of the wet days have more than 180 mm of daily rainfall.

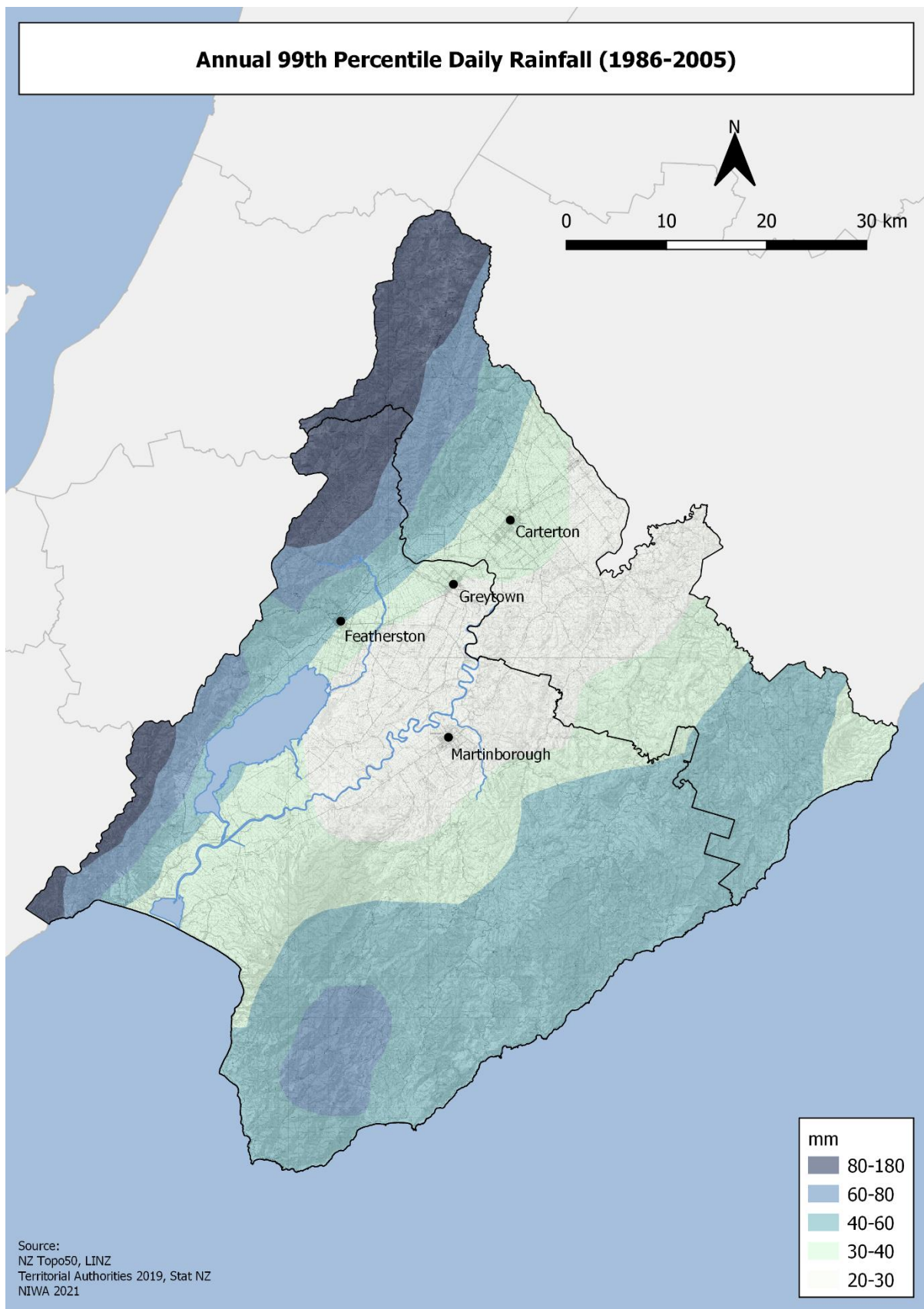
RCP4.5		RCP8.5	
2040	2090	2040	2090
-1 to +15%	+2 to +15%	+1 to +15%	+3 to +30%

Source: *Climate change projections for the Wairarapa, NIWA, 2021*

**Table 16: Projected 99<sup>th</sup> percentile of daily rainfall changes (relative to 1986-2005)**

The range of projected changes illustrate that rainfall indicators do not necessarily respond linearly to different RCP scenarios, and highlight the greater uncertainty associated with the rainfall signal, compared to temperature.

Note that the 99<sup>th</sup> percentile is a relatively low threshold for engineering purposes (Ministry for the Environment, 2008). Projections of rare and extreme rainfall events can be accessed [here](#), via NIWA's High Intensity Rainfall Design System.



Source: *Climate change projections for the Wairarapa, NIWA, 2021*

**Figure 29: Annual 99<sup>th</sup> Percentile Daily Rainfall (1986-2005)**

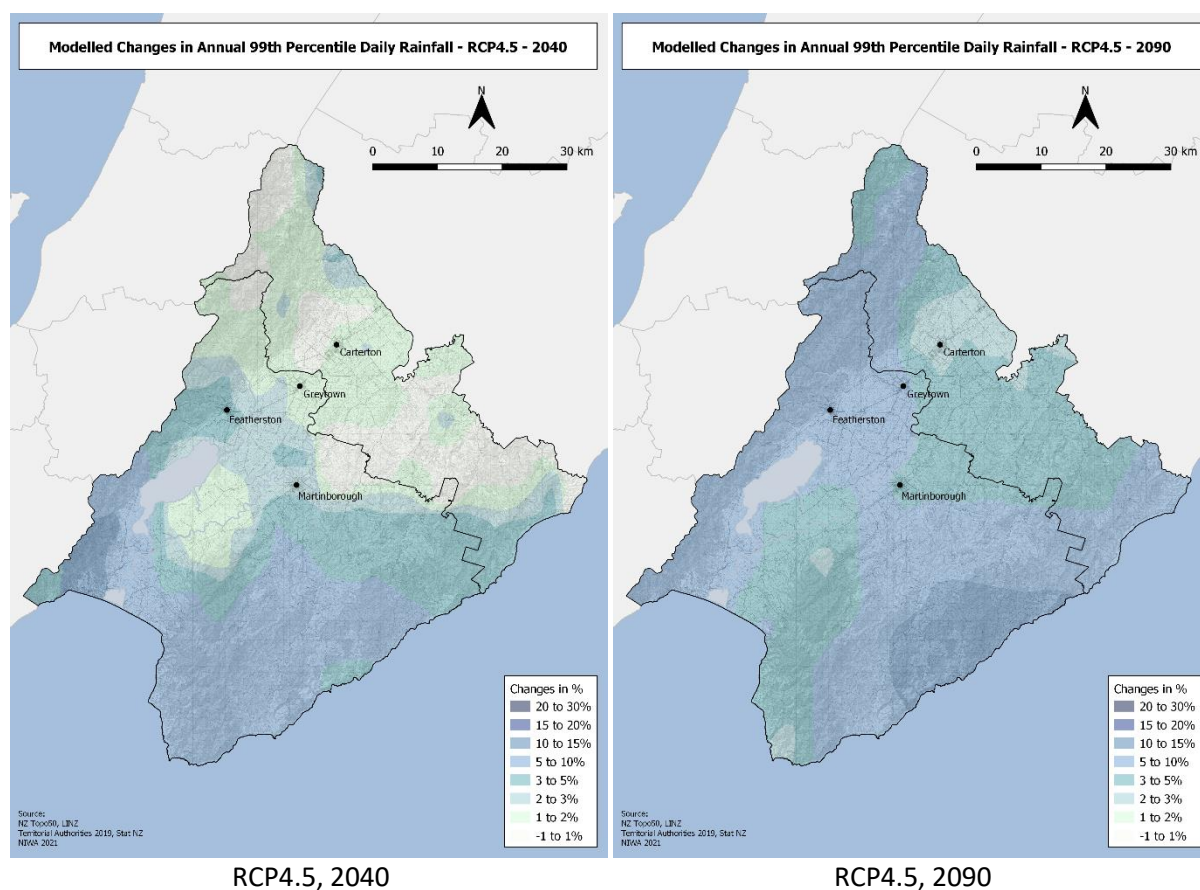


## RCP4.5

### Modelled annual 99<sup>th</sup> percentile daily rainfall change:

By 2040, the magnitude of the annual 99<sup>th</sup> percentile daily rainfall is projected to increase by up to 10% for most of the Wairarapa. An increase of 10-15% is projected for a small area in the southwest of the area.

By 2090, projected changes range from +2% to +15% in the Wairarapa. The projected greatest increase of 10-15% could occur at Tukurumuri and Te Awaiti.

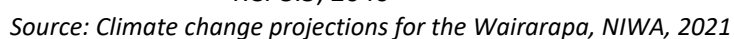


Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 30: Modelled Annual 99<sup>th</sup> Percentile Daily Rainfall Changes (RCP4.5)**

Modelled annual 99<sup>th</sup> percentile daily rainfall change:

By 2090, increases of 3-30% are projected for the area. Largest increases of 20-30% are projected for isolated eastern areas near Tuturumuri and Te Awaiti.



**Figure 31: Modelled Annual 99<sup>th</sup> Percentile Daily Rainfall Changes (RCP8.5)**

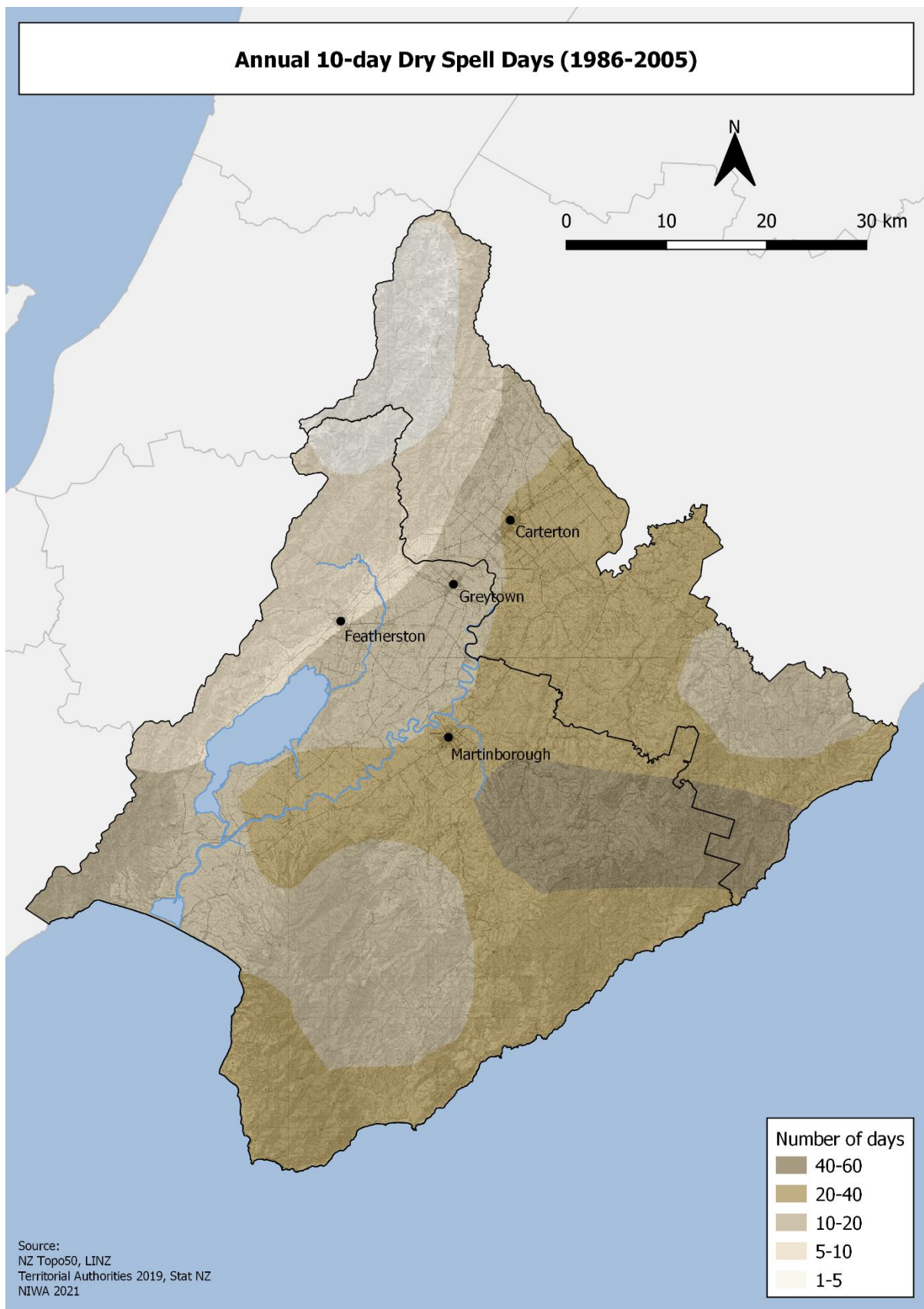
## 7.4 Dry spells

The definition of a dry spell as considered here is a period of ten or more consecutive days where the daily rainfall is less than 1 mm on each day. This calculation is an aggregation of all days per year that are included in a dry spell (i.e.,  $\geq$  ten consecutive days with daily rainfall  $< 1$  mm), no matter the length of the dry spell. Thus, a 10-day dry spell contributes 10 days, and a 13-day dry spell contributes 13 days, etc.

RCP4.5		RCP8.5	
2040	2090	2040	2090
+1 to +12	-4 to +10	-1 to +10	+1 to +12

Source: *Climate change projections for the Wairarapa, NIWA, 2021*

**Table 17: Projected dry spell changes in days (relative to 1986-2005)**



Source: Climate change projections for the Wairarapa, NIWA, 2021

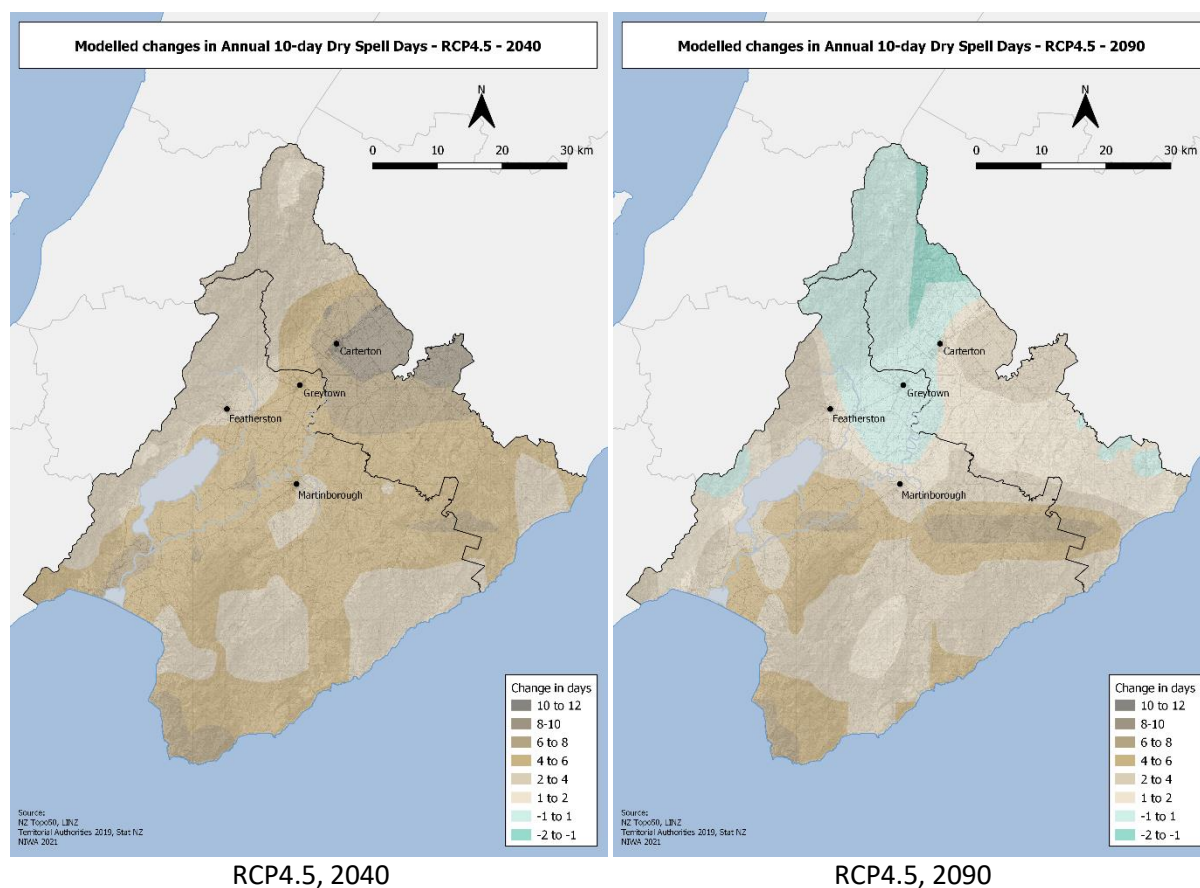
**Figure 32: Annual 10-day Dry Spell Days (1986-2005)**

## RCP4.5

### Modelled changes in annual 10-day dry spell days:

By 2040, increases of 1 to 10 dry spell days are projected for the Wairarapa, with highest increases of 8-10 dry spell days projected near Carterton and Gladstone.

By 2090, projected changes to dry spell days range from a decrease of 2 days to an increase of 8 days.



Source: Climate change projections for the Wairarapa, NIWA, 2021

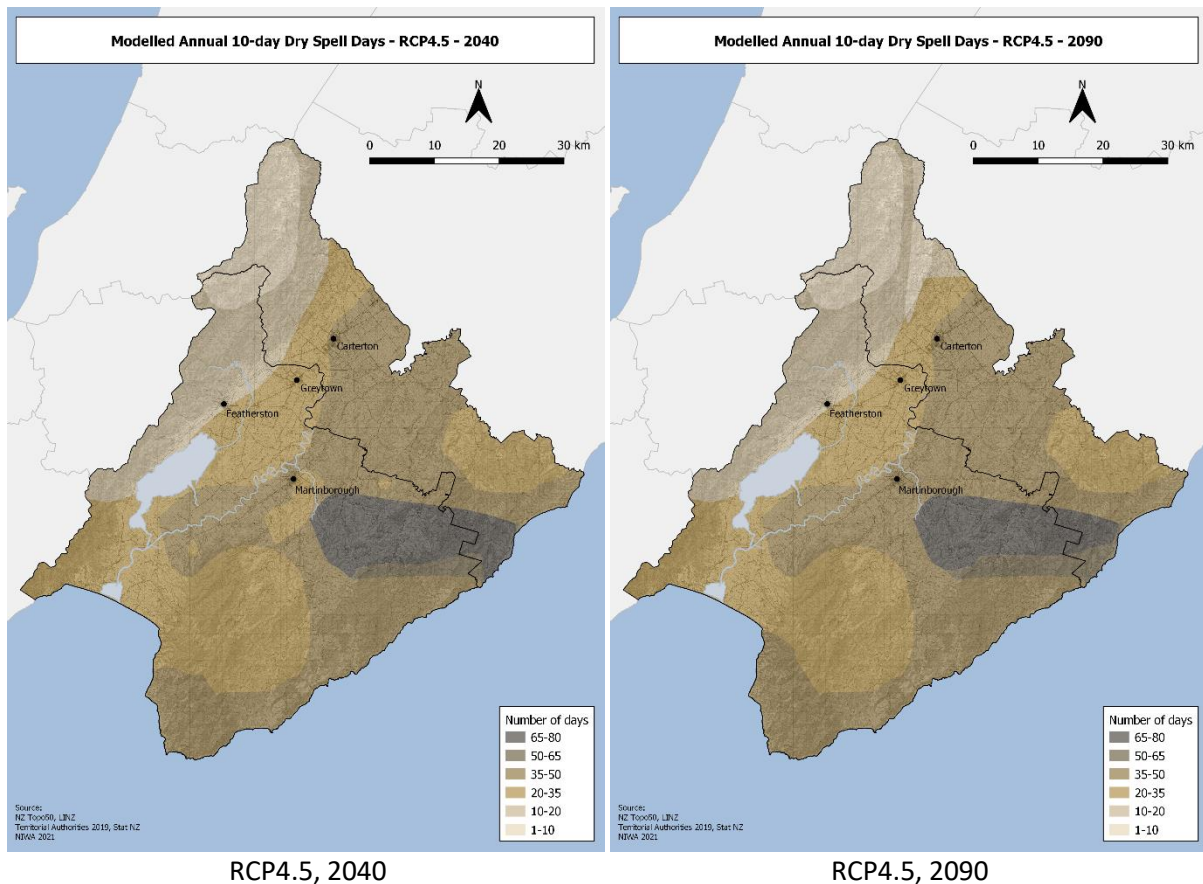
**Figure 33: Modelled changes in annual 10-day Dry Spell Days (RCP4.5)**



### Modelled annual 10-day dry spell days:

By 2040, the area could have between 1 to 80 days of 10-day dry spells per year. The driest area is located on the east.

Apart from very localised differences, 2090 could be very similar to 2040.



Source: Climate change projections for the Wairarapa, NIWA, 2021

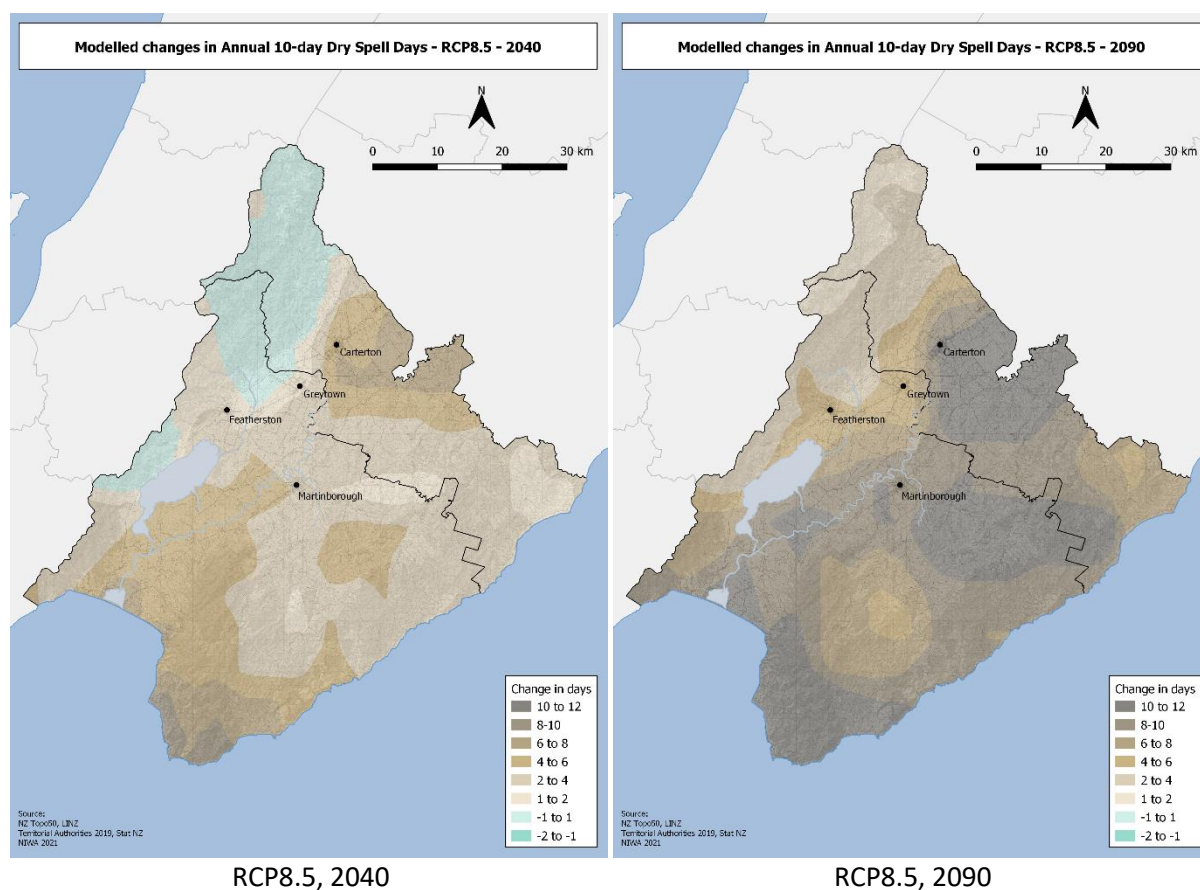
**Figure 34: Modelled annual 10-day Dry Spell Days (RCP4.5)**

## RCP8.5

### Modelled changes in annual 10-day dry spell days:

By 2040, projected changes to dry spell days range from a decrease of up to 1 day through to an increase of up to 10 days, with highest increases of 8-10 days for an isolated portion of the south coast around Ngawi.

By 2090, projected increases of 6-12 dry spell days are common for many parts of the Wairarapa. Smallest increases of 1-4 dry spell days are projected for north-western parts of the area.



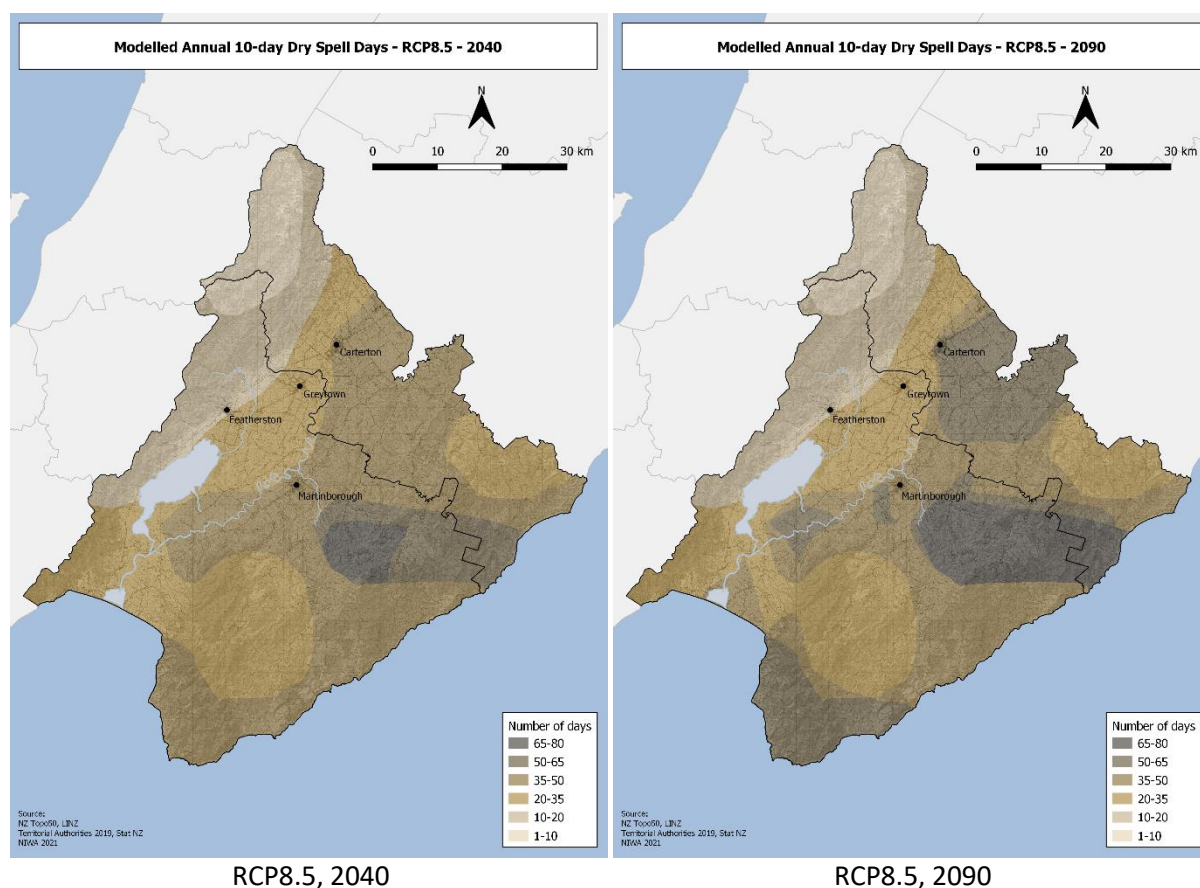
Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 35: Modelled changes in annual 10-day Dry Spell Days (RCP8.5)**

### Modelled annual 10-day dry spell days:

By 2040, most of the area could have between 1 to 65 days of 10-day dry spells per year. The driest area is located on the east. Note that a small area in the eastern range could see an increase to up to 85 days of 10-day dry spells per year.

By 2090, most of both districts could have between 20 and 80 days of 10-day dry spells per year.



Source: Climate change projections for the Wairarapa, NIWA, 2021

**Figure 36: Modelled annual 10-day Dry Spell Days (RCP8.5)**



## 7.5 Wind

A 'windy day' is considered here to have a daily mean wind speed of 10 m/s (36 km/h) or more.

RCP4.5		RCP8.5	
2040	2090	2040	2090
-5 to +5	-1 to +6	+1 to +5	+2 to +12

Source: Climate change projections for the Wairarapa, NIWA, 2021

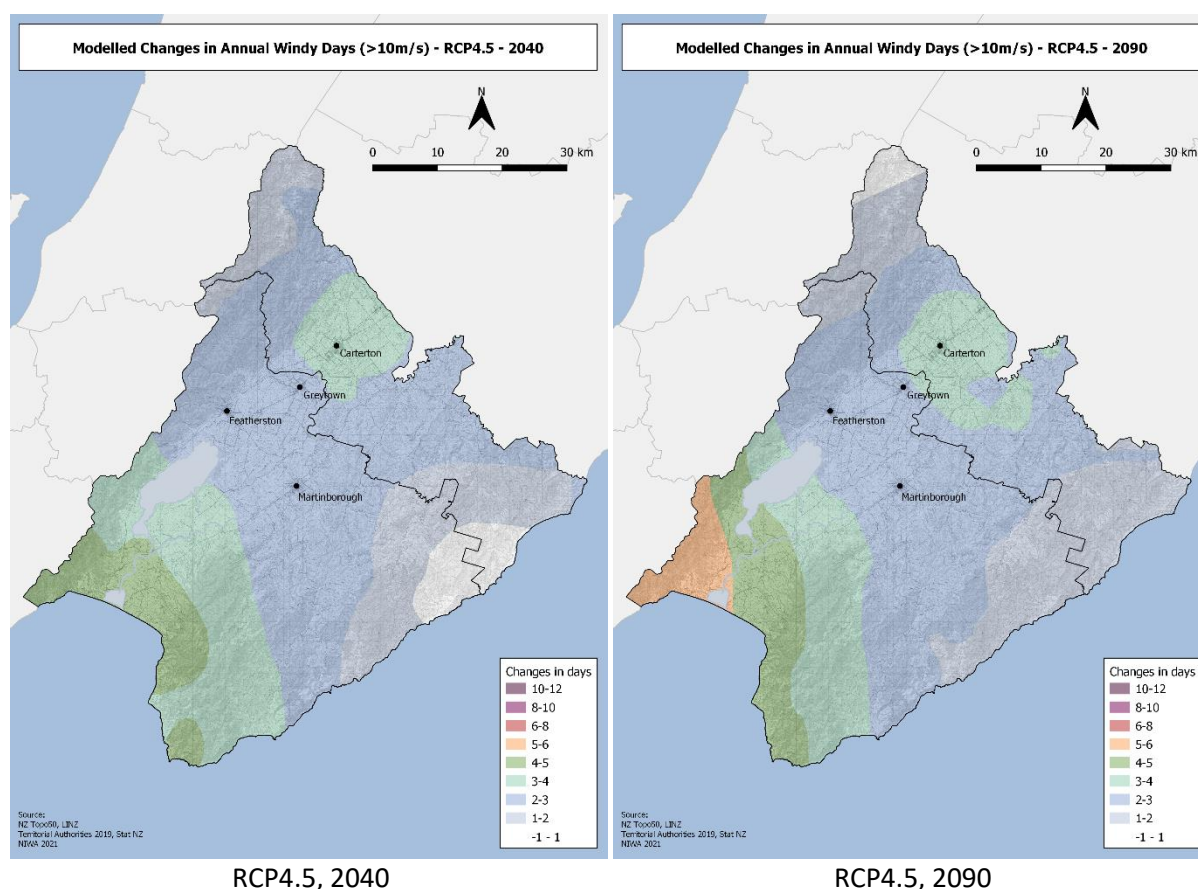
**Table 18: Projected windy day changes (relative to 1986-2005)**

### RCP4.5

#### Modelled annual windy days change:

By 2040, projected changes to windy days range from a decrease of up to 1 day to an increase of up to 5 days. Projected decreases are limited to an isolated coastal portion near the border of the South Wairarapa and Carterton Districts. The greatest increases of 4-5 windy days are projected in southwestern parts including Ngawi, Lake Ferry and Pirinoa.

By 2090, projected changes to windy days range from a decrease of up to 1 day to an increase of up to 6 days. Greatest increases of 5-6 windy days are projected about the far southwest of the area.



RCP4.5, 2040

RCP4.5, 2090

Source: Climate change projections for the Wairarapa, NIWA, 2021

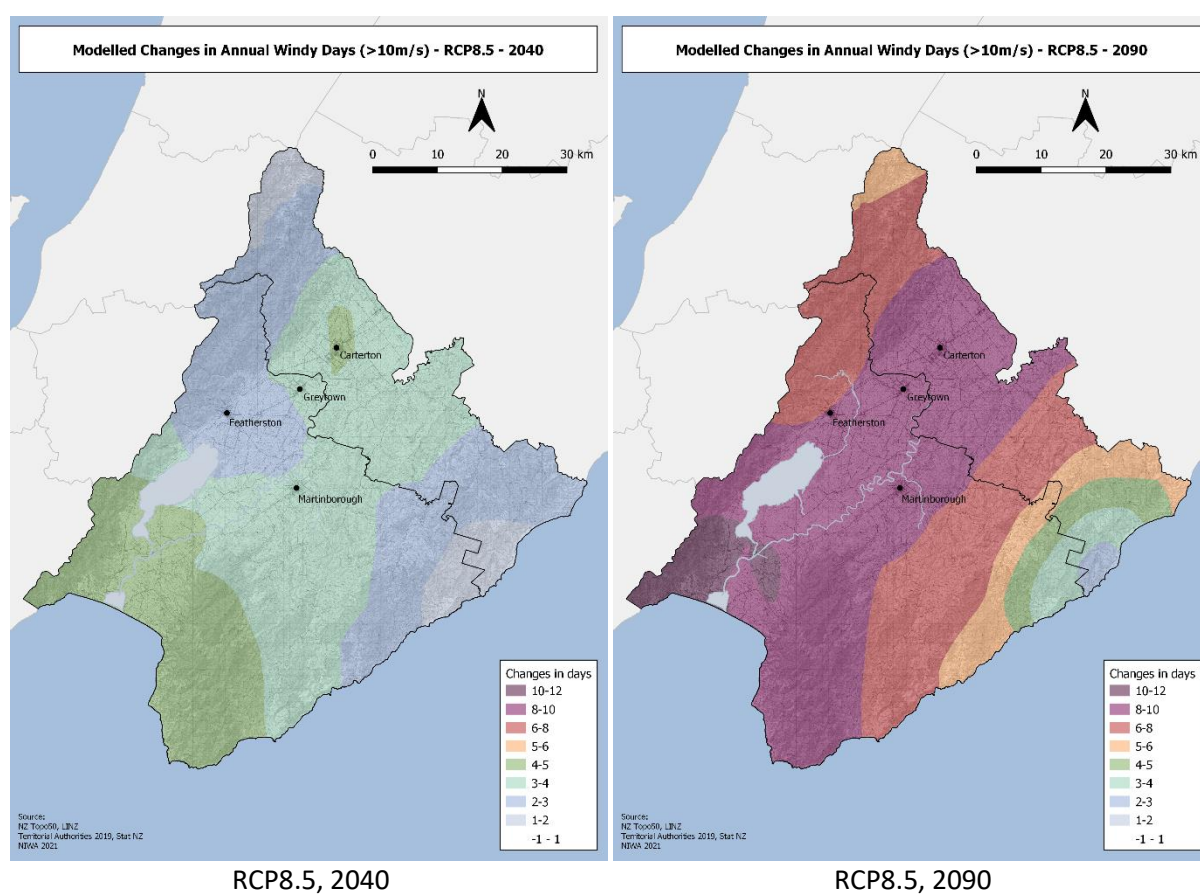
**Figure 37: Modelled Annual Windy Days (>10m/s) (RCP4.5)**

## RCP8.5

### Modelled annual windy days change:

By 2040, windy days are projected to increase by 1 to 5 days throughout the Wairarapa, with highest increases of 4-5 days for southern parts of the area and around Carterton.

By 2090, windy days are projected to increase by 2 to 12 days throughout the Wairarapa. Highest increases of 10-12 days are projected for the far southwest around Lake Ferry and Pirinoa, with increases of 8-10 days projected for most of the Wairarapa's main centres including Martinborough, Greytown and Carterton.



Source: Climate change projections for the Wairarapa, NIWA, 2021

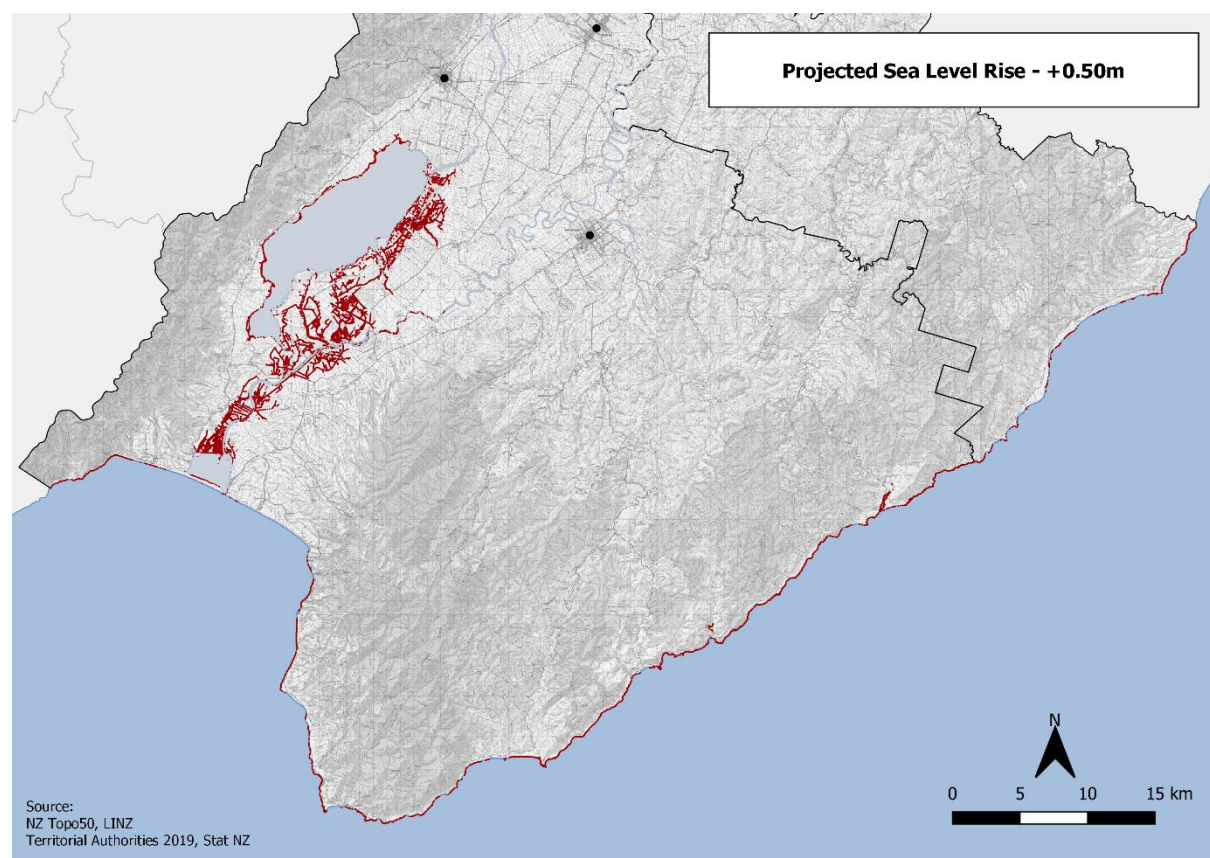
**Figure 38: Modelled Annual Windy Days (>10m/s) (RCP8.5)**

## 7.6 Sea level rise

	RCP4.5		RCP8.5	
	2050	2100	2050	2100
	+0.39m - +0.60m	+0.90m - +1.42m	+0.42m - +0.63m	+1.14m - +1.72m
SLR per Districts				
South Wairarapa District	+0.41m - +0.60m	+0.94m - +1.42m	+0.44m - +0.64m	+1.18m - +1.73m
Carterton District	+0.33m - +0.59m	+0.77m - +1.40m	+0.36m - +0.62m	+1.02m - +1.69m

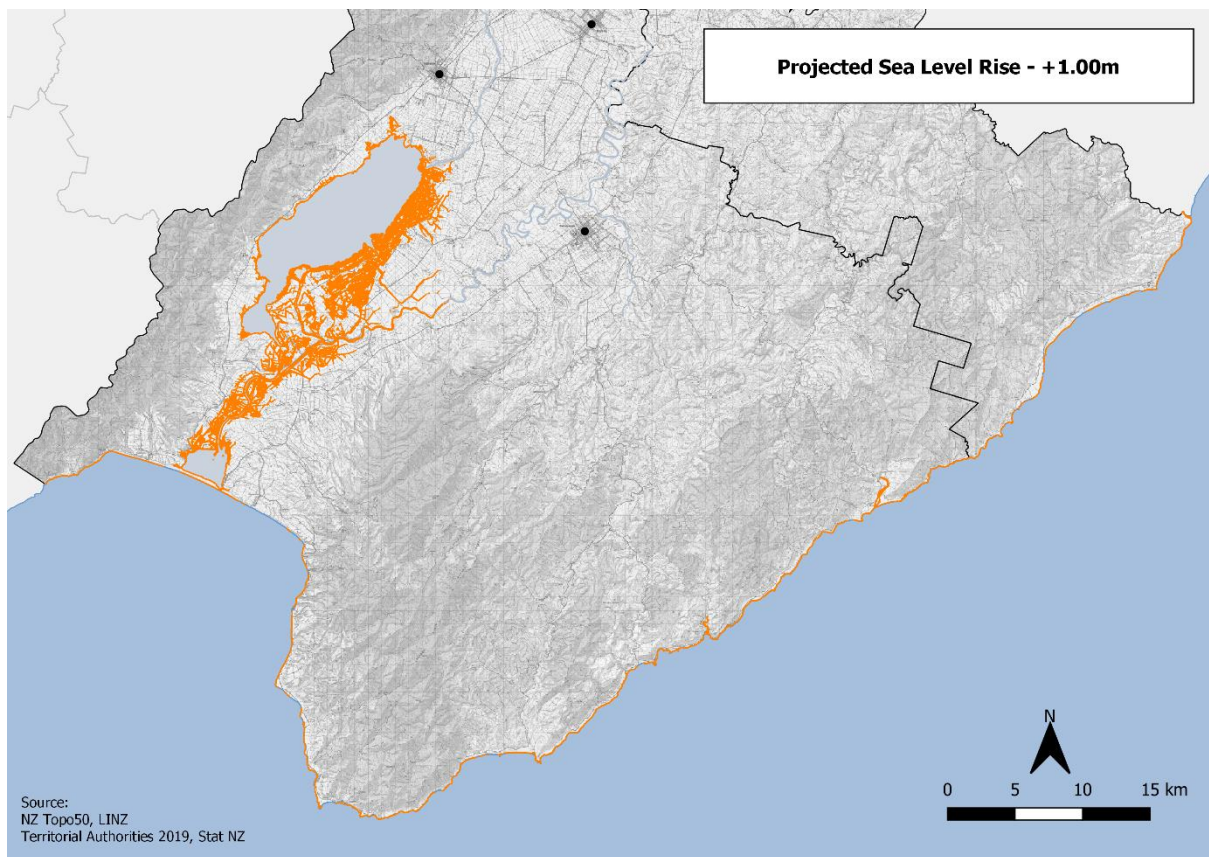
Source: Searise Project, 2022, <https://www.searise.nz/>

**Table 19: Projected Relative Sea Level Rise (including Vertical Land Movement)**

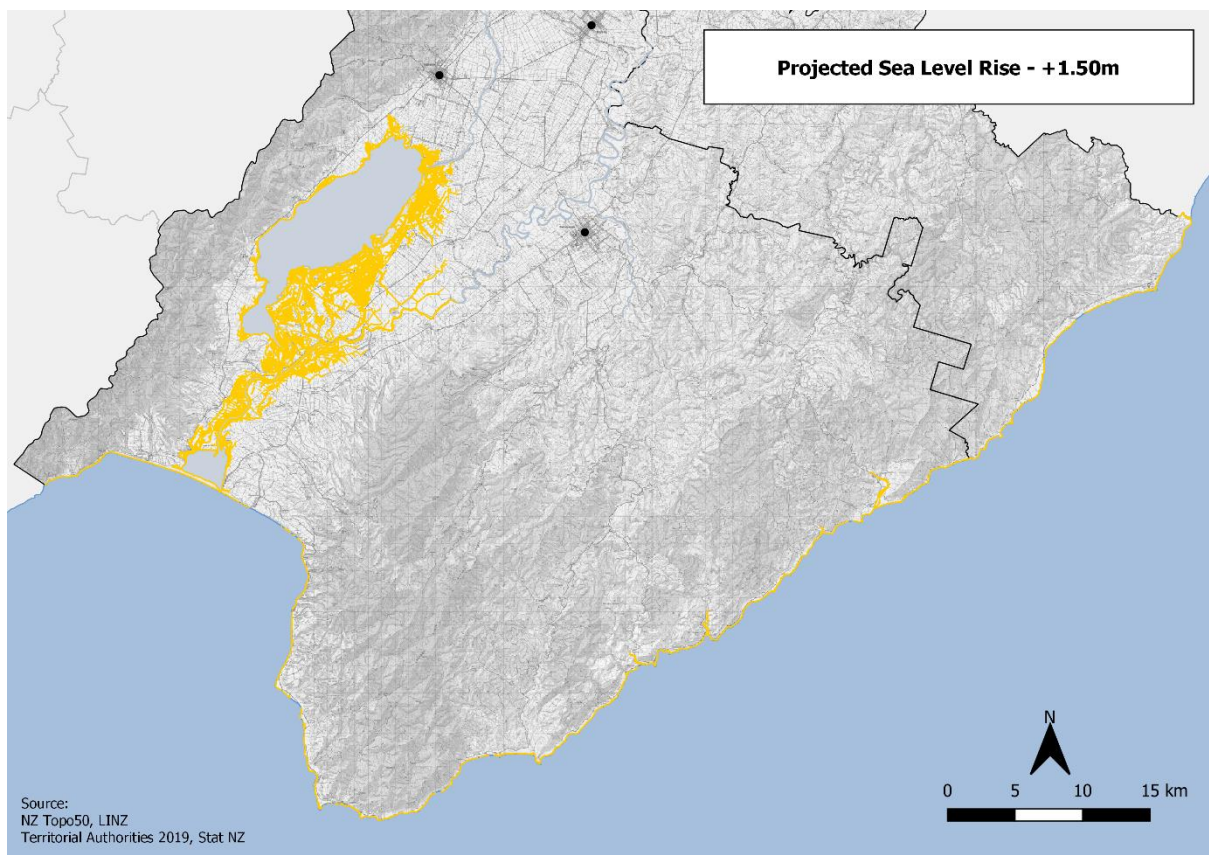


**Figure 39: Projected Sea Level Rise - +0.50m**





**Figure 40: Projected Sea Level Rise - +1.00m**



**Figure 41: Projected Sea Level Rise - +1.50m**

## 7.7 Wildfire

The number of days of very high and extreme forest fire danger may increase by 100% to 150% (same for all the scenarios and timeframe considered).

## 7.8 Climate hazards

According to the climate change projections, the following climate change hazards are considered in the risks assessment:

- Extreme weather events (wind and rain);
- Sea level rise, coastal flooding, and erosion;
- Inland flooding;
- Erosion and land slide;
- Droughts;
- Wildfire;
- Heatwave.

## 8 Elements at risk and screening against hazards

### 8.1 Value domains

Five value domains were identified: built environment, natural environment, economy, human and governance. Those value domains are aligned with the value domains used in the National Climate Change Risk Assessment and the MfE guidance released in 2021.

Value domain	description
Built environment	The set and configuration of physical infrastructure, transport, and buildings.
Natural environment	All aspects of the natural environment that support the full range of our indigenous species, he kura taiao (living treasures), and the ecosystems in terrestrial, freshwater, and marine environments.
Economy	The set and arrangement of inter-related production, distribution, trade, and construction that allocate scarce resources.
Human	People's skills, knowledge, and physical and mental health (human); the norms, rules, and institutions of society (social); and the knowledge, heritage, beliefs, arts, morals, laws, and customs that infuse society, including culturally significant buildings and structures (cultural).
Governance	The governance architecture and processes in and between governments, and economic and social institutions. Institutions hold the rules and norms that shape interactions and decisions, and the agents that act within their frameworks.

Source: *A guide to local climate change risk assessment, MfE, 2021*

**Table 20: Exposure rating scale**

## 8.2 Elements at risks

Many elements were identified in this strategy: water supply, wastewater, storm water, land transport, buildings, parks and campgrounds, other Council's properties, solid waste, forests, Council's budget, civil defence, employees, and elected members and finally, governance.

Value domain	Element at risk	
Built environment	Water supply	Water supply
		Water supply network
	Wastewater	WWTP
		Sewerage network
	Stormwater	Stormwater network
	Land transport	Roading infrastructure
		Bridges and culverts
	Buildings, parks, and campgrounds	Buildings
		Swimming pools
		Parks
		Campgrounds
	Other council's properties	
	Solid waste	Solid waste collection
		Transfer station
Natural environment	Forest	
Economy	Councils' budget	
Human	Civil defence	
	Employees and elected members	
Governance	Governance	

**Table 21: Elements at risks for South Wairarapa District Councils**

### 8.3 Screening against hazards

Value domain	Element at risk		Climate hazards							
			Extreme weather events (wind and rain)	SLR, coastal flooding and erosion	Inland flooding	Erosion and landslide	Droughts	Wildfire	Heatwave	Climate change
Built environment	Water supply	Water supply	✓		✓	✓	✓	✓		
		Water supply network	✓		✓	✓				
	Wastewater	WWTP	✓		✓		✓	✓		
		Sewerage network	✓		✓					
	Stormwater	Stormwater network	✓		✓					
	Land transport	Roading infrastructure	✓	✓	✓	✓		✓	✓	
		Bridges and culverts	✓	✓	✓					
	Buildings, parks, and campgrounds	Buildings	✓					✓	✓	
		Swimming pools					✓	✓		
		Parks	✓		✓		✓	✓	✓	
		Campgrounds	✓	✓	✓		✓	✓	✓	
	Other council's properties		✓	✓	✓	✓	✓	✓	✓	
	Solid waste	Solid waste collection	✓	✓	✓	✓		✓		
		Transfer station	✓					✓		



Value domain	Element at risk	Climate hazards							
		Extreme weather events (wind and rain)	SLR, coastal flooding and erosion	Inland flooding	Erosion and landslide	Droughts	Wildfire	Heatwave	Climate change
Natural environment	Forest	✓			✓	✓	✓	✓	
Economy	Councils' budget								✓
Human	Civil defence								✓
	Employees and elected members								✓
Governance	Governance								✓

**Table 22: Screening against climate hazards**

## 9 Risks rating

The risks rating for South Wairarapa District Councils is the results of a collaboration between employees and elected members. Workshops were run to identify the different ratings.

The risks rating and cascading impacts are further developed in the appendices (section 15.1 Appendix 1: Detailed Risks rating and cascading impacts, page 75).

Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
				Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
B1 – Built environment									
Water supply	Risk to the water supply due to climate hazards	Extreme weather events, erosion, droughts and wildfires may impact the water supply, and the water supply network	Risk on the human health	Extreme	Extreme	Extreme	Extreme	Extreme	Major
Wastewater	Risk to the wastewater due to climate hazards	Extreme weather events, inland flooding and wildfires may impact the wastewater treatment plant	Risk on the human health	Extreme	Extreme	Extreme	Extreme	Extreme	Major
Stormwater drainage	Risk to the stormwater drainage due to climate hazards	Extreme weather events and inland flooding may impact the stormwater network	Increased risk of flooding Risk on human health	High	High	Extreme	Extreme	Extreme	Major
Land transport	Risk to land transport due to climate hazards	Extreme weather events, erosion, inland flooding, droughts, wildfires and increased temperatures and heatwaves may impact the roading infrastructure	Some communities may be isolated due to road outages Health and safety issues	High	High	Extreme	Extreme	Extreme	Major
Buildings, parks, and campgrounds	Risk to buildings, parks, and campgrounds due to climate hazards	Extreme weather events, inland flooding, droughts, wildfires and increased temperatures and heatwaves may impact the buildings, the swimming pool and the parks and reserves	Health and safety risk	Extreme	Extreme	Extreme	Extreme	Extreme	Major
Council’s other properties (bare land)	Risk to Council’s other properties (bare land) due to climate hazards	SLR, coastal flooding, extreme weather events, inland flooding, erosion, droughts, wildfires and increased temperatures and heatwaves may impact SWDC’s coastal properties and other SWDC’s properties	-	Low	Low	Low	Low	Moderate	Minor
Solid waste management	Risk to solid waste management due to climate hazards	Extreme weather events, inland flooding, erosion and wildfires may impact solid waste collection and transfer station	-	High	High	High	High	Extreme	Major
N1 – Natural environment									
Forest	Risk to the forests due to climate hazards	Droughts, wildfires, erosion, extreme weather events, inland flooding and increased temperatures and heatwaves may impact the forests owned by SWDC	The Council is liable for its forests registered under the ETS (replant if removed, fines, etc)	Moderate	Moderate	High	High	Extreme	Major
E1 – Economy									
Council’s budget	Risk to the Council’s budget due to climate change			High	High	Extreme	Extreme	Extreme	Major
H1 – Human									
Civil defence	Risk to civil defence due to climate change			Moderate	Moderate	High	High	Extreme	Major
Employees and elected members	Risk to SWDC’s employees and elected members due to climate change		Reduced level of service	Moderate	Moderate	High	High	High	Moderate
G1 – Governance									
Governance	Risk to governance due to climate change			High	High	High	High	High	Catastrophic

Table 23: Risk rating – South Wairarapa District Council

## 10 Mitigation actions

The mitigation actions for South Wairarapa District Council are the results of a collaboration between employees and elected members. Workshops were run to identify the different actions.

The mitigation actions are further developed in the appendices (section 15.2 Appendix 2: Detailed mitigation measures, page 84).

Risk statement	Current mitigation measures
<b>B1 – Built environment</b>	
<b>Risk to the water supply due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Maintenance of the network</li> <li>- Resilience of the water supply, water supply treatment and water supply storage</li> <li>- Water conservations measures</li> <li>- Partnership with GWRC and Wellington Water</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>Risk to the wastewater due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Maintenance of the network</li> <li>- Partnership with GWRC and Wellington Water</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>Risk to the stormwater drainage due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Maintenance of the network</li> <li>- Partnership with GWRC and Wellington Water</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>Risk to land transport due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Maintenance of the network</li> <li>- Protect the road against climate hazards (e.g., Ecoreef)</li> <li>- Partnership with GWRC and Wellington Water</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>Risk to buildings, parks, and campgrounds due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Regular maintenance</li> <li>- Increase building efficiency through energy audits</li> <li>- Early warning systems in the campgrounds</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>Risk to Council's other properties (bare land) due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>Risk to solid waste management due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Regular maintenance of the transfer station</li> <li>- Support from the different fire brigades on the district</li> <li>- Regular rubbish collection</li> <li>- Strategic documents</li> </ul>
<b>N1 – Natural environment</b>	
<b>Risk to the forests due to climate hazards</b>	<ul style="list-style-type: none"> <li>- Forest managed by a contractor (Contract needs to be reviewed)</li> <li>- Support from the different fire brigades on the district</li> <li>- Strategic documents</li> </ul>
<b>E1 – Economy</b>	
<b>Risk to the Council's budget due to climate change</b>	<ul style="list-style-type: none"> <li>- Reduce our dependency to high carbon goods and services</li> <li>- Apply to the different funding opportunities available</li> <li>- Strategic documents</li> </ul>
<b>H1 – Human</b>	
<b>Risk to civil defence due to climate change</b>	<ul style="list-style-type: none"> <li>- Strategic documents</li> <li>- Train staff members at running an EOC</li> </ul>
<b>Risk to SWDC's employees and elected members due to climate change</b>	<ul style="list-style-type: none"> <li>- Strategic documents</li> <li>- Communication and education</li> </ul>

Risk statement	Current mitigation measures
<b>G1 – Governance</b>	
<b>Risk to governance due to climate change</b>	<ul style="list-style-type: none"> <li>- Strategic documents</li> <li>- Coordinate climate change adaptation and mitigation with other territorial authorities (including GWRC) and central government</li> <li>- Mana Whenua officer hired by the Council to create genuine partnerships with Māori</li> <li>- Use online services (data storage, meetings, etc)</li> <li>- Effective communication</li> </ul>

**Table 24: Mitigation measures – South Wairarapa District Council**

## 11 Opportunities

Even though climate change raises many issues that must be addressed sooner rather than later, climate change also offers opportunities to our councils:

- Opportunity to have access to different fundings to mitigate adapt to climate change;
- Opportunity to lead the community in climate change mitigation and adaptation;
- Opportunity to offer our community a safer place to live;
- Opportunity to increase our reputation across the district, the region, and the country.

## 12 Next steps

### Risk register

This Risk and Resilience Strategy follow “He kupu ārahi mō te aromatawai tūraru huringa āhuarangi ā-rohe – A guide to local climate change risk assessments” released by MfE in 2021. Therefore, the vocabulary used is in line with this guidance.

However, a work has to be done to adapt the results and the vocabulary from this strategy into the Risk Register from SWDC.

### Implementation of the mitigation measures

Most of the mitigation measures identified are already implemented. As such, they are already part of the KPIs and do not require further performance measurement.

### Review

The Risk and Resilience Strategy was first developed in 2022. The climate change projections used are based on the scenarios developed in the IPCC AR5. In 2021, the IPCC released its AR6 with updated scenarios. However, those scenarios are global scenarios, and they are not currently downscaled and usable at a local level. As soon as downscaled scenarios will be released for the Wairarapa, the Risk and Resilience Strategy will need to be updated.

A review of the strategy will also be necessary each time the council’s assets, infrastructure or properties change.

## 13 Conclusion

Developing and implementing this Risk and Resilience Strategy allows South Wairarapa District Council to be well aware of all the climate related risks the organisation is facing and how to mitigate those risks.

This strategy will be widely used by SWDC especially in the strategic documents such as Long-Term Plans, Annual Plans, Assets Managements Plans, etc.

## 14 References

### Websites

IPCC: <https://www.ipcc.ch/report/ar6/wg1/> - consulted on 23/02/2022

### Publication, books, articles

2020/21 Annual report, South Wairarapa District Council, 2021

Climate change projections for the Wairarapa, report prepared by NIWA for GWRC, 2021

He kupu ārahi mō te aromatawai tūraru huringa āhuarangi ā-rohe – A guide to local climate change risk assessments, MfE, 2021

Climate Change 2021 – The Physical Science Basis – Summary for Policymakers, IPCC, 2021

Climate Change and variability – Wellington Region, report prepared by NIWA for GWRC, 2017

Wellington Region climate change extremes and implications, report prepared by NIWA for GWRC, 2019

Coastal Hazards and Climate Change – Guidance for Local Government, MfE, 2017

Preparing Coastal Communities for Climate Change, report prepared by Mitchell Daysh for GWRC, 2019

Otago Climate Change Risk Assessment, Tonkin+Taylor, 2021

A guide to local climate change risk assessment, MfE, 2021

15 Appendices

15.1 Appendix 1: Detailed Risks rating and cascading impacts

15.1.1 Value domain: Built environment

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
B1 – Built environment – Water supply											
B1.1	Extreme weather (wind and storms)	Water supply	Risk to the water supply due to extreme weather events	Extreme weather events may contaminate the water supply and/or damage the infrastructure	Risk on the human health	Moderate	Moderate	High	High	Extreme	Major
B1.2	Inland flooding	Water supply	Risk to the Greytown water supply due to inland flooding (Waiohine river)	The bores located next to the Waiohine River are at risk of flooding. This may cause outages and/or pollution of the water supply for Greytown.	Risk on the human health	Moderate	Moderate	High	High	High	Major
B1.3	Erosion	Water supply	Risk to the water supply due to erosion prone land	Erosion may impact the water supply on Tauherenikau Road (damage to the intake, water pollution, etc)	Risk on the human health	High	High	High	High	Extreme	Major
B1.4	Droughts	Water supply	Risk to the water supply due to droughts	Droughts may impact the water availability and increase the water restrictions	Risk on the human health	Extreme	Extreme	Extreme	Extreme	Extreme	Major
B1.5	Wildfire	Water supply	Risk to the water supply due to the wildfires	Wildfires may cause pollution and impact the water quality	Risk on the human health	Low	Low	Moderate	Moderate	High	Major
B1.6	Extreme weather (wind and storms)	Water supply network	Risk to the water supply network due to extreme weather events	Extreme weather events may cause outages at the water treatment plant	Risk on the human health	Moderate	Moderate	High	High	Extreme	Major
B1.7	Inland flooding	Water supply network	Risk to the water supply network due to inland flooding	Inland flooding of the water supply network could potentially contaminate the water	Risk on the human health	Low	Low	Moderate	Moderate	Moderate	Major
B1.8	Erosion	Water supply network	Risk to the water supply network due to erosion prone land	Erosion may locally impact the water supply network and cause outages and/or water contamination (especially at Boar Bush Gully Road, Featherston)	Risk on the human health	High	High	High	High	Extreme	Major

Table 25: Risk rating – Water supply

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
B2 – Built environment – Wastewater											
B2.1	Extreme weather (wind and storms)	WWTP	Risk to the WWTP due to extreme weather events	Extreme weather events may cause outages at the WWTP as well as an overwhelm of the systems	Untreated wastewater can be released in the natural environment causing pollution and a risk to human health	Extreme	Extreme	Extreme	Extreme	Extreme	Major
B2.2	Inland flooding	WWTP	Risk to the WWTP due to inland flooding	Less than 1% of the Featherston WWTP is located in a flood zone. Over 90% of the Greytown and Martinborough WWTPs are located in a flood zone.	Untreated wastewater can be released in the natural environment causing pollution and a risk to human health	Extreme	Extreme	Extreme	Extreme	Extreme	Major
B2.3	Droughts	WWTP	Risk to the WWTP due to droughts	In period of droughts, the water levels in Donalds creek may be too low to receive the water after treatment in Featherston WWTP (no irrigation option at the moment)	It may not be possible to be compliant with the resource consent	Low	Moderate	Low	Low	Moderate	Major
B2.4	Wildfire	WWTP	Risk to the WWTPs due to wildfire	WWTPs may be impacted by wildfires (impact on pumps and other assets)	Untreated wastewater can be released in the natural environment causing pollution and a risk to human health	High	High	High	Extreme	Extreme	Major
B2.5	Extreme weather (wind and storms)	Sewerage network	Risk to sewerage network due to extreme weather events	Sewerage may be impacted by extreme weather events and overflow	Untreated wastewater can be released in the natural environment causing pollution and a risk to human health	High	High	Extreme	Extreme	Extreme	Major
B2.6	Inland flooding	Sewerage network	Risk to sewerage network due to inland flooding	Sewerage may be impacted by inland flooding and overflow	Untreated wastewater can be released in the natural environment causing pollution and a risk to human health	High	High	Extreme	Extreme	Extreme	Major

**Table 26: Risk rating – Wastewater**

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
B3 – Built environment – Stormwater drainage											
B3.1	Extreme weather (wind and storms)	Stormwater network	Risk to stormwater networks due to extreme weather events	Increased storms create possibility stormwater systems are more likely to be overwhelmed, increasing flood risk	Increased risk of flooding Risk on human health	High	High	Extreme	Extreme	Extreme	Major
B3.2	Inland flooding	Stormwater network	Risk to stormwater networks due to inland flooding	Inland flooding overwhelms the stormwater network which may increase the flood intensity	Increased risk of flooding Risk on human health	High	High	Extreme	Extreme	Extreme	Major

**Table 27: Risk rating – Stormwater drainage**



Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
B4 – Built environment – Land transport											
B4.1	Extreme weather (wind and storms)	Roading infrastructure	Risk to roading infrastructures to extreme weather events	Extreme weather events may cause outages of the roading network (debris, etc)	Some communities may be isolated due to road outages	High	High	Extreme	Extreme	Extreme	Moderate
B4.2	SLR, Coastal flooding	Roading infrastructure	Risk to roading infrastructures to SLR, coastal flooding and erosion	6.7% of the roading network follows the coast and is at risk from sea level rise which, combined with severe weather and high tides, may cause damages and outages	Some communities may be isolated due to road outages	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
B4.3	Erosion	Roading infrastructure	Risk to roading infrastructures due to erosion prone land	1.1% of the roading network is located in erosion prone area which, combined with other hazards (extreme weather events, droughts, SLR, etc), may cause damage and outages	Some communities may be isolated due to road outages	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
B4.4	Inland flooding	Roading infrastructure	Risk to roading infrastructures due to inland flooding	7.4% of the roading network is located in flood zones which may cause damage and outages	Some communities may be isolated due to road outages	Moderate	Moderate	High	High	High	Moderate
B4.5	Droughts	Roading infrastructure	Risk to gravel roads due to droughts	Increased dust issues on gravel roads due to droughts and dry weather	Health and safety issues	Moderate	Moderate	Moderate	Moderate	High	Minor
B4.6	Wildfire	Roading infrastructure	Risk to roading infrastructure due to wildfire	Wildfires may cause outages and damages of the roading network	Some communities may be isolated due to road outages	Moderate	Moderate	High	High	Extreme	Minor
B4.7	Increased temperatures and heatwaves	Roading infrastructure	Risk to roading infrastructure due to heatwave	Heatwaves may cause damages of the roading network (melted tar, etc)		Moderate	Moderate	Moderate	High	Extreme	Minor
B4.8	SLR, Coastal flooding	Bridges and culverts	Risk to bridges and culverts due to SLR, coastal flooding and erosion	SLR and coastal flooding may damage the bridges and culverts	Some communities may be isolated due to road outages	Moderate	Moderate	Moderate	Moderate	Moderate	Major
B4.9	Extreme weather (wind and storms)	Bridges and culverts	Risk to bridges and culverts due to extreme weather events	Extreme weather events may damage the bridges and culverts	Some communities may be isolated due to road outages	High	High	Extreme	Extreme	Extreme	Major
B4.10	Inland flooding	Bridges and culverts	Risk to bridges and culverts due to inland flooding	Inland flooding may damage the bridges and culverts	Some communities may be isolated due to road outages	High	High	Extreme	Extreme	Extreme	Major

**Table 28: Risk rating – Land transport**

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
B5 – Built environment – Buildings, parks and campgrounds											
B5.1	Extreme weather (wind and storms)	Buildings	Risk to the buildings due to extreme weather events	Extreme weather events may damage the buildings (damaged roofs, windows, etc due to the wind and leaks due to rain)		Moderate	Moderate	Moderate	Moderate	High	Moderate
B5.2	Wildfire	Buildings	Risk to the buildings due to wildfires	Wildfires may damage Council's buildings		Low	Low	Low	Low	Low	Major
B5.3	Increased temperatures and heatwaves	Buildings	Risk to the buildings due to increased temperatures and heatwaves	The AC systems in the buildings may not be able to cope with heat waves	Health and safety risk for staff members in the offices and residents in community buildings (e.g., libraries, etc)	Low	Low	Low	Moderate	High	Minor
B5.4	Droughts	Swimming pools	Risk to the swimming pools due to droughts	Water scarcity may impact the ability to fill the swimming pools owned by SWDC		Low	Low	Low	Low	Low	Minor
B5.5	Wildfire	Swimming pools	Risk to the swimming pools due to wildfires	Wildfires may damage the swimming pools		Low	Low	Low	Low	Low	Moderate
B5.6	Extreme weather (wind and storms)	Parks	Risk to the parks and reserves due to extreme weather events	Parks and reserves may be damaged by heavy rain and strong winds (e.g., damages on trees, etc)		Low	Low	Moderate	Moderate	High	Moderate
B5.7	Inland flooding	Parks	Risk to Greytown Soldiers Memorial Park due to inland flooding	33% of the park is at risk of inland flooding. This may cause damages to the park		Low	Low	Moderate	Moderate	Moderate	Moderate
B5.8	Droughts	Parks	Risk to the parks and reserves due to droughts	The vegetation in the parks may suffer from droughts (lack of water)		Moderate	High	Moderate	Moderate	High	Moderate
B5.9	Wildfire	Parks	Risk to the parks and reserves due to wildfires	The parks may be damaged by wildfires		Low	Low	Extreme	High	Extreme	Moderate
B5.10	Increased temperatures and heatwaves	Parks	Risk to the parks and reserves due to increased temperatures and heatwaves	The vegetation in the parks may suffer from increased temperatures and heatwaves		Low	Low	Low	Moderate	High	Moderate
B5.11	Extreme weather (wind and storms)	Campgrounds	Risk to the campgrounds due to extreme weather events	The campgrounds may be damaged by heavy rain and strong winds (e.g., damages on trees, etc)		Moderate	Moderate	Moderate	Moderate	High	Moderate
B5.12	SLR, Coastal flooding	Campgrounds	Risk to the campgrounds due to coastal flooding (permanent or not)	Ngawi campground, South Tora Campground and Te Awaiti campgrounds are exposed to SLR		Extreme	Extreme	Extreme	Extreme	Extreme	Moderate
B5.13	Inland flooding	Campgrounds	Risk to the campgrounds due to inland flooding	Lake Domain Campground is officially in a flood zone. North Tora Campground and Te Awaiti Campground are located next to a river mouth (Awhea and Oterei rivers)		Moderate	Moderate	High	High	High	Major
B5.14	Droughts	Campgrounds	Risk to the campgrounds due to droughts	The vegetation in the campgrounds may suffer from increased temperatures and heatwaves		Low	Low	Low	Low	Low	Minor
B5.15	Wildfire	Campgrounds	Risk to the campgrounds due to wildfires	The campgrounds may be damaged by wildfires		Low	Low	Extreme	High	Extreme	Moderate
B5.16	Increased temperatures and heatwaves	Campgrounds	Risk to the campgrounds due to increased temperatures and heatwaves	The vegetation in the campgrounds may suffer from increased temperatures and heatwaves		Low	Low	Low	Low	Moderate	Minor

Table 29: Risk rating – Buildings, parks, and campgrounds

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
B6 – Built environment – Council’s other properties (bare land)											
B6.1	SLR, Coastal flooding	Coastal properties	Risk to SWDC properties due to coastal flooding (permanent or not)	All the coastal properties and properties localised around Lake Wairarapa (20 properties in total, 125ha, 15% of all SWDC properties in surface) are at risk of coastal flooding (permanent or not) due to SLR	Risk on the infrastructure localised behind those properties (e.g., roads, buildings)	Low	Low	Low	Low	Low	Minor
B6.2	Extreme weather (wind and storms)	SWDC properties	Risk to SWDC properties due to extreme weather events	SWDC properties (bare land) may be damaged by heavy rain and strong winds (e.g., damages on trees, etc)		Low	Low	Low	Low	Moderate	Insignificant
B6.3	Inland flooding	SWDC properties	Risk to SWDC properties due to inland flooding	21 properties (bare land) are at risk of inland flooding (90 ha, 11% of the surfaces own by SWDC)		Low	Low	Low	Low	Low	Insignificant
B6.4	Erosion	SWDC properties	Risk to SWDC properties due to erosion prone land	7% of SWDC properties (57.5 ha) are located on erosion prone land		Low	Low	Low	Low	Low	Insignificant
B6.5	Droughts	SWDC properties	Risk to SWDC properties due to droughts	Vegetation on SWDC properties (bare land) may suffer from droughts (lack of water)		Low	Low	Low	Low	Low	Insignificant
B6.6	Wildfire	SWDC properties	Risk to SWDC properties due to wildfires	SWDC properties (bare land) may be damaged by wildfires		Low	Low	Low	Low	Moderate	Insignificant
B6.7	Increased temperatures and heatwaves	SWDC properties	Risk to SWDC properties due to increased temperatures and heatwaves	Vegetation on SWDC properties (bare land) may suffer from increased temperatures and heatwaves		Low	Low	Low	Low	Moderate	Insignificant

Table 30: Risk rating – Council’s other properties (bare land)

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
B7 – Built environment – Solid waste management											
B7.1	Extreme weather (wind and storms)	Solid waste collection	Risk to solid waste collection due to extreme weather events (roads closures, etc)	Solid waste collection may not be possible due to road closure because of extreme weather events		Low	Low	Moderate	Moderate	High	Minor
B7.2	SLR, Coastal flooding	Solid waste collection	Risk to solid waste collection due to SLR and coastal flooding	Solid waste collection may not be possible due to road closure because of SLR and coastal flooding		Low	Low	Low	Low	Low	Minor
B7.3	Inland flooding	Solid waste collection	Risk to solid waste collection due to inland flooding	Solid waste collection may not be possible due to road closure because of inland flooding		Low	Low	Moderate	Moderate	Moderate	Minor
B7.4	Erosion	Solid waste collection	Risk to solid waste collection due to erosion prone land	Solid waste collection may not be possible due to road closure because of erosion		Low	Low	Low	Low	Low	Minor
B7.5	Wildfire	Solid waste collection	Risk to solid waste collection due to wildfire	Solid waste collection may not be possible due to road closure because of wildfire		Low	Low	Low	Low	Moderate	Minor
B7.6	Extreme weather (wind and storms)	Transfer station	Risk to transfer stations due to extreme weather events	Transfer station may be damaged by extreme weather events (polluted runoffs, dispersion of the waste due to wind, etc)		Moderate	Moderate	High	High	High	Major
B7.7	Inland flooding	Transfer station	Risk to Martinborough transfer station due to inland flooding	Martinborough transfer station may be damaged by inland flooding (dispersion of the waste, etc)	Nitrogen leakage into the ground	Moderate	Moderate	High	High	High	Moderate
B7.6	Wildfire	Transfer station	Risk to the transfer station due to wildfire	The risk of fire in the transfer station may be increased due to climate change. This risk is also increased by the compost pile setting up in fire.		High	High	High	High	Extreme	Major

Table 31: Risk rating – Solid waste management

15.1.2 Value domain: Natural environment

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
N1 – Natural environment – Forest											
N1.1	Droughts	Forests	Risk to the forests due to droughts	276 ha of forest are at risk against drought. This includes 37.65 ha of forest registered under the ETS and an additional 39.1 ha managed by a contractor	The Council is liable for its forests registered under the ETS (replant if removed, fines, etc)	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
N1.2	Wildfire	Forests	Risk to the forests due to wildfire	276 ha of forest are at risk against wildfire. This includes 37.65 ha of forest registered under the ETS and an additional 39.1 ha managed by a contractor	The Council is liable for its forests registered under the ETS (replant if removed, fines, etc)	Moderate	Moderate	High	High	Extreme	Major
N1.3	Erosion	Forests	Risk to the forests due to erosion prone land	61 ha (22% of SWDC forest) of forest are located on erosion prone land	The Council is liable for its forests registered under the ETS (replant if removed, fines, etc)	Low	Low	Low	Low	Moderate	Moderate
N1.4	Extreme weather (wind and storms)	Forests	Risk to the forests due to extreme weather events	276 ha of forest are at risk against extreme weather events (e.g., trees damaged by strong winds, etc). This includes 37.65 ha of forest registered under the ETS and an additional 39.1 ha managed by a contractor	The Council is liable for its forests registered under the ETS (replant if removed, fines, etc)	Low	Low	Moderate	Moderate	High	Moderate
N1.5	Increased temperatures and heatwaves	Forests	Risk to the forests due to increased temperature and heatwave	Vegetation may suffer from increased temperatures and heatwaves	The Council is liable for its forests registered under the ETS (replant if removed, fines, etc)	Low	Low	Low	Moderate	High	Moderate

Table 32: Risk rating – Forest

15.1.3 Value domain: Economy

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
E1 – Economy – Council’s budget											
E1.1	Climate change	Council's budget	Risk for the Council's income due to climate change	Risk of decreased income due to climate change (e.g., if residents face hardship)		Low	Low	Low	Low	Moderate	Major
E1.2	Climate change	Council's budget	Risk of increased cost of doing business due to climate change	Risk of increased cost of doing business due to climate change (e.g., increased maintenance budget, etc)		Moderate	Moderate	High	High	Extreme	Major
E1.3	Climate change	Council's budget	Risk of increased premiums due to climate change	Risk of increased premiums due to climate change		High	High	Extreme	Extreme	Extreme	Major
E1.4	Climate change	Council's budget	Risk of increased carbon price due to climate change	Risk of increased carbon price due to climate change		Low	Moderate	Moderate	High	High	Moderate
E1.5	Climate change	Council's budget	Risk of ETS liabilities due to climate change	Risk of ETS liabilities due to climate change		Low	Low	Moderate	High	High	Moderate

Table 33: Risk rating – Council’s budget

15.1.4 Value domain: Human

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
H1 – Human – Civil defence											
H1.1	Climate change	Civil defence	Risk of increased pressure on Civil Defence due to climate change	Pressure on Civil Defence may be higher due to increase natural disasters		Moderate	Moderate	High	High	Extreme	Major

Table 34: Risk rating – Civil defence

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
H2 – Human – Employees and elected members											
H2.1	Climate change	Staff and elected members	Risk to Council's staff and elected members due to climate change	Health and safety risk on staff and elected members due to climate change (e.g., increased temperatures, heat waves, floods, etc)	Reduced level of service	Moderate	Moderate	High	High	High	Moderate

Table 35: Risk rating – Employees and elected members

15.1.5 Value domain: Governance

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
G1 – Governance											
G1.1	Climate change	Governance	Risk of maladaptation due to climate change	Poor climate change considerations, lack of resources, etc may lead to maladaptation		High	High	High	High	High	Catastrophic
G1.2	Climate change	Governance	Risk to local democracy and participation due to climate change	Risk to democracy and participation due to climate change (power outages, internet accessibility, access to the office, etc)		Low	Low	Moderate	Moderate	High	Major
G1.3	Climate change	Governance	Risk to mana whenua relationships due to climate change	Risk to relationship between mana whenua and council due to climate change (poor CC adaptation and mitigation, poor engagement, etc)		Moderate	Moderate	High	High	High	Major
G1.4	Climate change	Governance	Risk to level of service due to climate change	Level of service may decrease over time due to increased maintenance costs, increase climate hazards, etc		Low	Moderate	High	High	High	Major
G1.5	Climate change	Governance	Risk of non-compliance to new regulations, legislation and/or resource consents due to climate change	regulations and legislation are currently changing fast. There is a risk of non-compliance for the Council due to the speed of changes		Moderate	Moderate	High	High	High	Major
G1.6	Climate change	Governance	Risk of litigation due to climate change	Climate change actions and/or inactions from the Councils create a risk of litigation from residents and other stakeholders		Low	Moderate	Moderate	High	High	Major

Risk ID	Climate hazard	Element at risk	Risk statement	Risk description	Potential downstream (cascading) impacts	Risk rating					Consequence rating
						Present	Mid 2050 RCP4.5	Mid 2050 RCP8.5	Long 2100 RCP4.5	Long 2100 RCP8.5	
G1 – Governance											
G1.7	Climate change	Governance	Risk to the Council's reputation due to climate change	Climate change actions and/or inactions from the Councils may decrease the Council's reputation over time		Low	Moderate	Moderate	High	High	Moderate
G1.8	Climate change	Governance	Risk to the stability of the system due to climate change	Risk to the stability of the system due to climate change (power outages, internet accessibility, staff's access to the office, etc)		Low	Low	Low	Low	Low	Major

Table 36: Risk rating – Governance



15.2 Appendix 2: Detailed mitigation measures

15.2.1 Value domain: Built environment

Risk statement	Current mitigation measures	Mitigation measure to investigate
B1 – Built environment		
Risk to the water supply due to climate hazards	<ul style="list-style-type: none"><li>- Multiple water supplies</li><li>- Multi barrier water treatment</li><li>- Good water storage</li><li>- Maintenance of the network</li><li>- Reduce water losses (leak detection)</li><li>- Smart water meters</li><li>- Water restrictions</li><li>- Promote residents and businesses resiliency through discounted water tanks</li><li>- Water tanks on new dwellings (only for non-potable water) as part of the Combined District Plan review</li><li>- Water conservation education</li><li>- Partnership with GWRC and Wellington Water</li><li>- Support from the different fire brigades on the district</li><li>- Water supply requirements for firefighting</li><li>- Risk management framework</li><li>- Wairarapa Water resilience strategy 2021</li><li>- Combined District Plan</li><li>- Assets Management Plans and Infrastructure Strategy</li><li>- Long Term Plan and Annual Plan</li></ul>	<ul style="list-style-type: none"><li>- 3-Waters reform</li><li>- Investigate alternative water supply</li><li>- Increase water storage</li><li>- Investigate recycling grey water</li><li>- Investigate different ways to price water in order to manage the demand</li><li>- Investigate the option of providing discounted efficient shower heads and other water saving devices to residents</li></ul>
Risk to the wastewater due to climate hazards	<ul style="list-style-type: none"><li>- Maintenance of the network</li><li>- Reducing storm water in sewerage</li><li>- Increased land irrigation</li><li>- Communication and education of the Community</li><li>- Partnership with GWRC and Wellington Water</li><li>- Support from the different fire brigades on the district</li><li>- Water supply requirements for firefighting- Risk management framework</li><li>- Combined District Plan</li><li>- Assets Management Plans and Infrastructure Strategy</li><li>- Long Term Plan and Annual Plan</li></ul>	<ul style="list-style-type: none"><li>- 3-Waters reform</li><li>- Investigate desludging the ponds</li><li>- Investigate the option of varying the loading capacity for land irrigation (deficit irrigation)</li></ul>
Risk to the stormwater drainage due to climate hazards	<ul style="list-style-type: none"><li>- Maintenance of the network</li><li>- Collaboration with the Community (cleaning leaves, etc)</li><li>- Communication and education of the Community</li><li>- Partnership with GWRC and Wellington Water</li><li>- Support from the different fire brigades on the district</li><li>- Water supply requirements for firefighting</li><li>- Risk management framework</li><li>- Combined District Plan</li><li>- Assets Management Plans and Infrastructure Strategy</li><li>- Long Term Plan and Annual Plan</li></ul>	<ul style="list-style-type: none"><li>- 3-Waters reform</li><li>- Investigate cleaning drains and sumps</li><li>- Investigate low impact storm water solutions and urban design (green engineering)</li><li>- Investigate the development of ground models and storm water models</li><li>- Investigate the role of the water races in stormwater management</li></ul>
Risk to land transport due to climate hazards	<ul style="list-style-type: none"><li>- Maintenance of the network, especially drains, shoulders and culverts</li><li>- Increase energy dissipation to reduce the speed of water ahead of drains, culverts, bridges, etc</li><li>- Signage, temporary accesses and/or detours can be installed in case of road damage or closure</li><li>- Assessment of the sizes of all the culverts on the district to increase resilience of the network (keep the road open at all times)</li><li>- Protect the road against sea level rise and storm surge (e.g., Ecoreef)</li><li>- Partnership with GWRC and Wellington Water</li><li>- Support from the different fire brigades on the district</li><li>- Water supply requirements for firefighting</li><li>- Risk management framework</li><li>- Combined District Plan</li><li>- Assets Management Plans and Infrastructure Strategy</li><li>- Long Term Plan and Annual Plan</li></ul>	<ul style="list-style-type: none"><li>- Increase our level of service or resilience when responding to climate event damage (e.g., increased size of culverts, etc)</li><li>- Investigate the roads that are appropriate flood paths and the road that are not</li><li>- Managed retreat</li></ul>



Risk statement		Current mitigation measures	Mitigation measure to investigate
B1 – Built environment			
Risk to buildings, parks, and campgrounds due to climate hazards	Buildings	<ul style="list-style-type: none"> <li>- Increase building efficiency through energy audits</li> <li>- Support from the different fire brigades on the district</li> <li>- Water supply requirements for firefighting</li> <li>- Risk management framework</li> <li>- Combined District Plan</li> <li>- Long Term Plan and Annual Plan</li> </ul>	<ul style="list-style-type: none"> <li>- Investigate Building Act Compliance</li> <li>- Investigate solar panels feasibility</li> </ul>
	Swimming pools	<ul style="list-style-type: none"> <li>- Reduce water losses in the swimming pools</li> <li>- Support from the different fire brigades on the district</li> <li>- Water supply requirements for firefighting</li> <li>- Risk management framework</li> <li>- Combined District Plan</li> <li>- Long Term Plan and Annual Plan</li> </ul>	<ul style="list-style-type: none"> <li>- Investigate covering the pools</li> </ul>
	Parks and reserves	<ul style="list-style-type: none"> <li>- Parks and Reserve Management Plans</li> <li>- When planting, choose species with low need for water</li> <li>- Parks and reserves regular maintenance and exceptional maintenance in case of climate event</li> <li>- Check the health of trees</li> <li>- Support from the different fire brigades on the district</li> <li>- Water supply requirements for firefighting</li> <li>- Risk management framework</li> <li>- Combined District Plan</li> <li>- Long Term Plan and Annual Plan</li> </ul>	<ul style="list-style-type: none"> <li>- Work with the community (clean up days, etc)</li> <li>- Investigate reduced mowing frequency to enhance biodiversity, soil moisture, soil quality, heat island effect, etc</li> </ul>
	Campgrounds	<ul style="list-style-type: none"> <li>- Signage</li> <li>- Early warning systems</li> <li>- Support from the different fire brigades on the district</li> <li>- Risk management framework</li> <li>- Camping in Coastal Areas 2009 (amended 2013) Bylaw</li> <li>- Coastal Reserves Management Plan</li> </ul>	<ul style="list-style-type: none"> <li>- Identify other campground sites with fewer risks</li> <li>- Collaboration with the community and education</li> <li>- Temporary closures</li> </ul>
Risk to Council's other properties (bare land) due to climate hazards		<ul style="list-style-type: none"> <li>- Support from the different fire brigades on the district</li> <li>- Water supply requirements for firefighting</li> <li>- Risk management framework</li> <li>- Combined District Plan</li> <li>- Long Term Plan and Annual Plan</li> </ul>	
Risk to solid waste management due to climate hazards		<ul style="list-style-type: none"> <li>- Support from the different fire brigades on the district</li> <li>- Water supply requirements for firefighting</li> <li>- Regular rubbish collection so the residents and businesses are not overloaded with waste if the collection cannot happen due to climate event</li> <li>- Regular maintenance of the transfer station and exceptional maintenance in case of damage by a climate event</li> <li>- Risk management framework</li> <li>- Wellington Region Waste Management and Minimisation Plan</li> <li>- Combined District Plan</li> <li>- Long Term Plan and Annual Plan</li> </ul>	<ul style="list-style-type: none"> <li>- Investigate containment of green waste to reduce nitrogen leaching</li> </ul>

Table 37: Mitigation measures – Built environment

15.2.2 Value domain: Natural environment

Risk statement	Current mitigation measures	Mitigation measure to investigate
N1 – Natural environment		
Risk to the forests due to climate hazards	<ul style="list-style-type: none"><li>- Forest managed by a contractor (Contract needs to be reviewed)</li><li>- Right tree at the right place (exotic vs native)</li><li>- Support from the different fire brigades on the district</li><li>- Water supply requirements for firefighting</li><li>- Risk management framework</li><li>- Long Term Plan and Annual Plan</li><li>- Combined District Plan</li></ul>	<ul style="list-style-type: none"><li>- Fire breaks</li></ul>

Table 38: Mitigation measures – Natural environment

15.2.3 Value domain: Economy

Risk statement	Current mitigation measures	Mitigation measure to investigate
E1 – Economy		
Risk to the Council’s budget due to climate change	<ul style="list-style-type: none"><li>- Long Term Plan and Annual Plan</li><li>- Risk management framework</li><li>- Reduce our dependency to high carbon goods and services</li><li>- Apply to the different funding opportunities available</li></ul>	

Table 39: Mitigation measures - Economy

15.2.4 Value domain: Human

Risk statement	Current mitigation measures	Mitigation measure to investigate
H1 – Human		
Risk to civil defence due to climate change	<ul style="list-style-type: none"><li>- Rely on National Civil Defence Emergency Management Plan</li><li>- Rely on Civil Defence &amp; Emergency Management (CDEM)</li><li>- Rely on Wellington Region Emergency Management Office (WREMO)</li><li>- Train staff members at running an EOC Risk management framework</li></ul>	<ul style="list-style-type: none"><li>- Develop a Council Emergency Management Plan</li></ul>
Risk to SWDC’s employees and elected members due to climate change	<ul style="list-style-type: none"><li>- Flexible working policy</li><li>- Access to the right technology to work remotely</li><li>- Efficient buildings</li><li>- Communication and education</li><li>- Risk management framework</li></ul>	<ul style="list-style-type: none"><li>- Well-being strategy</li><li>- Investigate discussion with LGNZ to keep the opportunity of running Council meetings online</li><li>- Investigate how to mitigate fatigue factor (due to climate events, etc) – Council needs a back up to keep business going and decision-making process</li></ul>

Table 40: Mitigation measures - Human

15.2.5 Value domain: Governance

Risk statement	Current mitigation measures	Mitigation measure to investigate
G1 – Governance		
Risk to governance due to climate change	<ul style="list-style-type: none"><li>- Long Term Plan and Annual Plan</li><li>- Risk management framework</li><li>- Provision increased budget for maintenance in the LTP and Annual Plans</li><li>- Consistency across all organisations (including for the climate change assumptions) with the Climate change advisor’s help</li><li>- Coordinate climate change adaptation and mitigation with other territorial authorities (including GWRC) and central government</li><li>- Climate change considerations in all the Councils' activities - WIP</li><li>- Lobby Central Government (more guidance, more budget, more resources, etc)</li><li>- Keep ourselves informed of all new regulations</li><li>- Mana Whenua officer hired by the Council to create genuine partnerships with Māori - WIP</li><li>- Store our data into the cloud - WIP</li><li>- Online meetings available</li><li>- Education for staff members, elected members and community - WIP</li><li>- Effective communication from the Council to the community</li></ul>	

Table 41: Mitigation measures - Governance

# SOUTH WAIRARAPA DISTRICT COUNCIL

21 SEPTEMBER 2022

## AGENDA ITEM C2

### REVIEW OF REVENUE AND FINANCING POLICY REPORT

#### **Purpose of Report**

For Councillors to consider, debate and confirm the step one of the process that is required when undertaking a review of Council's Revenue and financing policy.

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the Report on the initial review of the Revenue and Finance Policy.*
2. *Having considered the initial assessment of the funding needs analysis, including any changes made at this meeting, adopts the 'initial funding needs analysis', included in Appendix 1.*
3. *Recommends to the 2022/25 Council that it considers the step one results to confirm the step one analysis prior to commencing step two to the review.*

#### **1. Executive Summary**

Good practice requires the Council to review its Revenue and financing policy approximately every ten years from first principles basis. The process must follow the requirement to complete the two steps that are set out in the Local Government Act 2002 (LGA).

Generally, a first principles review will take approximately 12 months and before the proposed policy can be given effect to, it must be formally consulted on through the requirements of the LGA.

As previously agreed, step one is to be completed before the 2022 Local government election in October, and that the new Council either amends or confirms step one. It is expected that the new Council would complete step two and consult in parallel with the 2023/24 Annual plan.

Council has undertaken an initial assessment of the requirements of step one by way of a series of workshops, therefore the purpose of the report is for Council to fully consider the initial assessment, and either modify or confirm that assessment.

## **2. Background**

Council is required to have a Revenue and financing policy. This policy sets out Council's view following public consultation for each activity as to how they are to be funded including listing the types of rates that are to be used.

The policy leads other policies including the rates remission, postponement development and/or financial contributions, liability management and investment policies.

Section 101(3) LGA requires the Council to develop the policy in two steps. In the first step, it must consider in relation to each activity to be funded the following:

- Community outcomes to which the activity primarily contributes
- Distribution of benefits – who gets the benefit the whole/part of community or individuals?
- The period the benefits are expected to occur
- Extent that actions or inactions contribute to the need to undertake the activity (exacerbators)
- Costs and benefits of funding the activity separately from other activities

The second step requires the Council consider the results of step one and modifies (if required) the allocation of tools that were identified in step one based on the overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental, and cultural well-being of the community.

Some examples of that might be considered by the Council could include:

- does the outcome from step one support the strategic direction or initiatives of the local authority?
- is the mix of funding sources sustainable in the long-term?
- what are the size and materiality of any shifts in funding and how do these affect the community?
- are there any implications on different property types related either to the services provided or their impact on activities?
- what are the current and projected future economic conditions?
- legal and other constraints?
- are there any implications on community or cultural groups?

## **3. Discussion**

### **3.1 Process required to be followed**

Council previously resolved that it would undertake a Revenue and financing policy on a first principles approach, where the Council starts with a clean sheet, therefore the steps required in a first principles approach are as follows:

1. Set out the high-level principles and objectives
2. Complete the Funding Needs Analysis (FNA) Section 101(3) (Step 1)
3. Model the rates impact on the FNA (Step 1)
4. Update the FNA (Step 2)

5. Model and confirm the preferred rates allocation option
6. Draft Revenue & financing policy and supporting rating policies
7. Draft the proposal and supporting information for consultation
8. Carry out community consultation
9. Hear submissions
10. Update and amend policies after considering submissions
11. Adopt new policies
12. Set the rates
13. Implement new rating system

Council has now completed the initial Funding Needs Analysis (FNA) as set out in the attachment as required by Section 101(3) (a) Local Government Act 2002 through a number of workshops.

It is important that Council debates, and where required modifies its initial assessment for each activity. It is important to note that the allocation, rationale and proposed funding sources will be reconsidered in step two.

### **3.1.1. Expected timeframe**

Following the elections, the new Council will either adopt or amend step one and then proceed with step two with the intention of consulting the new Revenue and financing policy, together with new or amended rates in conjunction with the 2023/24 Annual plan.

The timeline below is based on the assumption that this report is adopted to together with the amended funding needs analysis, and that the new Council will have consider and modified step one before the end of November 2022.

Step	Dates	
	Start	Finish
1. New Council to confirm the step one assessment	31 October 2022	28 November 2022
2. Model & assess the initial rates impact on the funding needs analysis (Step 1)	28 November 2022	16 December 2022
3. Modify and update the funding needs analysis based on the step two principles	16 December 2022	13 February 2023
4. Consider the use of remission and or postponement policies	13 February 2023	27 February 2023
5. Model and confirm the preferred rates allocation option	13 February 2023	27 February 2023
6. Draft Revenue & financing policy and supporting rating policies	27 February 2023	13 March 2023
7. Draft the proposal and supporting information for consultation	27 February 2023	13 March 2023
8. Carry out community consultation	14 March 2023	15 April 2023

Step	Dates	
	Start	Finish
9. Hear submissions	15 April 2023	15 May 2023
10. Update rates and amend policies after considering submissions	15 May 2023	1 June 2023
11. Adopt new policies	1 June 2023	30 June 2023
12. Set the rates	1 June 2023	30 June 2023
13. Implement new rating system	1 July 2023	

### 3.2 Consultation

While there is no consultation required resulting from the decision associated with this report, as noted above it is expected that consultation will take place in conjunction with the 2023/24 Annual plan.

### 3.3 Legal Implications

Section 102 (2) (a) LGA requires the Council to have a Revenue and financing policy.

Section 101 (3) LGA sets out the process on how a local authority should decide who should pay including specifying the two-step process.

Section 103 details disclosure requirements of a Revenue and financing policy.

### 3.4 Financial Considerations

This review has been included in the Annual Plan and Budget for 2022/23.

## 4. Conclusion

As good practice requires the Council to review its Revenue and financing policy approximately every ten years on first principles basis and there are several items that need further review, but those items should not be considered in isolation, thus a first principles approach is appropriate.

## 5. Appendices

Appendix 1 – Initial Funding Needs Analysis

Contact Officer: Philip Jones, on behalf of Council

Reviewed By: Karon Ashforth, General Manager, Finance

# **Appendix 1**

## **Initial Funding Needs Analysis**



Activity	Considerations required by Section 101 (3) (a)					Proposed allocation		Rationale	Proposed Funding Sources	
	Community Outcome	user/beneficiary pays principle	intergenerational equity principle	exacerbator pays	costs and benefits	Whole district	Part or individuals		Operational	Capital
<b>Governance</b>	Social	Very low	Nil	Low	Low	100%	0%	All rate payers and residents have the ability to benefit from this activity	General rate	Nil
Finance and Corporate Support										
Communications	Social	Low	Nil	Low	Nil	100%	0%	All rate payers and residents have the opportunity to be informed and understand council activities	General rates and fees & charges for LGOIMA	Nil
Emergency management and civil defence	Social	Nil	Nil	Nil	Low	100%	0%	All people benefit from having civil defence and emergency management plans	General rate	Nil
<b>Planning and Regulatory Services</b>										
<i>District Plan (reviews and development)</i>	Economic	Low	Medium	Medium	Nil	90%	10%	The District Plan provides certainty for the use of the land and therefore benefits the whole district. However, private plan changes usually benefit the individual.	General rate, borrowings for District Plan changes and fees & charges for recovery of private plan changes	Nil
<i>Resource consent applications</i>	Social	High	Low	Low	Low	20%	80%	As the primary benefactor is the applicant, however, pre-application guidance and some advice is provided by Council.	Fees & charges & general rates	Nil
<i>Resource consent appeals</i>	Social	High	Low	Low	Low	100%	0%	As the primary benefactor is the submitter and there is no legal ability to charge, recognising the court does have the ability to impose costs.	General rate	Nil
<i>RMA monitoring and compliance</i>	Social	Medium	Low	High	Low	50%	50%	The monitoring benefits the whole district, non compliance is not meeting conditions by the consent holder	General rate and fees & charges (enforcement penalties)	Nil
<i>Building consents</i>	Social	High	Low	Low	Low	100%	0%	The primary benefactor is the applicant and subsequent building owners.	Fees & charges	Nil
Public nuisance, health and noise	Social	Low	Nil	High	Medium	*100%	*100%	There is significant public benefit in provision of services, however, penalties should be applied to those who do not comply.	General rate and fees & charges (enforcement penalties)	Nil
Safe and sanitary buildings	Social	High	Nil	High	Medium	100%	0%	The owner/occupier has not taken the reasonable steps to keep the building safe and sanitary, however, there is no ability to recover those costs and therefore the general rate is the only funding source.	General rate	Nil
<b>Animal control</b>										
Dog control	Social	Medium to high	Medium	High	Low	20%	80%	The activity is because individual dog owners are not controlled and therefore safe. By having this activity, enhances safety for whole community.	General rates and fees & charges (enforcable penalties)	Loans, reserves and general rates

Activity	Considerations required by Section 101 (3) (a)					Proposed allocation		Rationale	Proposed Funding Sources	
	Community Outcome	user/beneficiary pays principle	intergenerational equity principle	exacerbator pays	costs and benefits	Whole district	Part or individuals		Operational	Capital
Stock control	Social	Medium	Low	Very High	Low	10%	90%	There is assurance that the stock will be secured.	General rates and fees & charges (enforceable penalties)	Nil
Alcohol	Social	Medium	Low	High	Low	25%	75%	Because enforcement and monitoring is required, those costs should be recovered from users where possible, however, there is a benefit to the whole district in having a safe and enforceable alcohol policy.	General rates and fees & charges (enforceable penalties)	Nil
Safe food	Social	Medium	Low	High	Low	25%	75%	Because enforcement and monitoring is required, those costs should be recovered from users where possible, however, there is a benefit to the whole district in having a safe and enforceable safe food policy.	General rates and fees & charges (enforceable penalties)	Nil
<b>Community Facilities and Services</b>										
Council facilities	Social	Low	High	Low to medium	Medium	85%	15%	The whole of the district have the ability to use the facilities, therefore the majority of the district receive the benefit. There are some facilities that allow individual or exclusive use. There is an obligation to maintain heritage assets.	General rates and some fees & charges	Loans, reserves, financial contributions, grants and subsidies, and general rates
Cemeteries	Social	Medium	High	Low	Nil	80%	20%	The availability of a place of internment as does the heritage value. There is benefit to individuals in their ability to secure plots.	General rates, fees & charges, grants & subsidies	General rates, fees & charges, grants & subsidies, loans & reserves
Senior Housing	Social	High	High	Low to medium	Nil	20%	80%	The community have requested that we support this activity by the provision of affordable accommodation for people experiencing housing insecurity	General rates, fees & charges, grants & subsidies	General rates, fees & charges, grants & subsidies, loans & reserves
Libraries	Social	Medium	Low to medium	Low	Low	100%	0%	The library services provide holistic benefits across the whole of the district.	General rates, fees & charges, grants & subsidies	General rates, fees & charges, grants & subsidies, reserves
Campgrounds	Social	High	High	Low	Low	0%	100%	These are leased for commercial return.	Fees & charges	Fees & charges, reserves
Camping areas	Social	Medium	Medium to high	Low to medium	Low	90%	10%	The primary benefit is for the whole of the district however, there are flow on effects to the commercial sector as well as individuals using the facility.	General rates, fees & charges, grants & subsidies	General rates, fees & charges, grants & subsidies, reserves
Investment Properties	Economic	High	High	Nil	Nil	0%	100%	The purpose of the commercial investment is to provide a return for the ratepayer.	Fees & charges	Fees & charges, reserves and loans

Activity	Considerations required by Section 101 (3) (a)					Proposed allocation		Rationale	Proposed Funding Sources		
	Community Outcome	user/beneficiary pays principle	intergenerational equity principle	exacerbator pays	costs and benefits	Whole district	Part or individuals		Operational	Capital	
Solid waste and recycling	Environmental										
Waste collection		High	Low	High	Low	10%	90%	The primary benefit is to the individual because of the convenience of waste collections, and contributes to a cleaner district.	General rates, differential targeted rates, fees & charges	Nil	
Closed Landfill		Nil	High	Low	Low	100%	0%	As these relate to a previous activity, Council cannot identify any beneficiary, therefore the whole district must pay for any subsequent costs.	General rates	General rates	
Transfer stations		High	High	Low	Low	10%	90%	The primary benefit for the users of the transfer station, however, there is a benefit for the whole district of the availability of the transfer station.	General rates, fees & charges	General rates, fees & charges, loans and reserves	
Recycling		High	Low	Medium	Low	0%	100%	The collection of recycling benefits the individual and the reuse of the materials, and the waste stream benefits the contractor.	Differential targeted rates, fees & charges Possible Grants & subsidies	Nil	
Community development		Social	Low	Low	Low	Low	100%	0%	The whole community benefits from community development.	General rates, grants & subsidies	Nil
Economic development		Economic	Low	Low	Low	Low	50%	50%	There are three distinct groups that benefit from economic development: the whole district, all commercial enterprises, and targeted focus sectors.	General rates, differential targeted rates, grants & subsidies	Nil
Land Transport											
Roading	Economic	High	High	Medium to high	Low	20%	80%	People predominately use the roads for personal or economic purposes, and the wider community benefit from the roading corridor (essential services).	General rate, targeted differential rate, fees & charges, grants & subsidies	General rate, targeted differential rate, fees & charges, grants & subsidies, financial contributions, loans & reserves	
Footpaths	Social	Medium	High	Low	Low	80%	20%	Everyone has the ability to use footpaths.	General rate, targeted differential rate, fees & charges, grants & subsidies	General rate, targeted differential rate, fees & charges, grants & subsidies, financial contributions, loans & reserves	

Activity	Considerations required by Section 101 (3) (a)					Proposed allocation		Rationale	Proposed Funding Sources	
	Community Outcome	user/beneficiary pays principle	intergenerational equity principle	exacerbator pays	costs and benefits	Whole district	Part or individuals		Operational	Capital
Cycletrails and cycleways	Social	High	High	Low	Low	100%	0%	Everyone benefits from cycling and walking activities that makes our roads and footpaths safer. This also contributes to recreational values.	General rate, grants & subsidies	General rate, fees & charges, grants & subsidies, financial contributions, loans & reserves
<b>STORMWATER</b>										
Stormwater Management	Environmental	Medium	High	Low to medium	Low	20%	80%	While reticulated stormwater properties receive benefit, the whole district receives benefit and accessibility.	Differential targeted rate	Targeted differential rate, fees & charges, financial contributions, loans & reserves
<b>Water Supply</b>										
Treatment and supply	Social	High	High	Low to medium	Low	0%	100%	The user benefits from safe, clean and clear drinking water.	Differential targeted rate, fees & charges	Targeted differential rate, fees & charges, financial contributions, loans & reserves
Water races	Economic	High	High	Low to medium	Low	0%	100%	Provides stock water, high urban amenity and for urban stormwater	Differential targeted rate, fees & charges	Targeted differential rate, fees & charges, loans & reserves
<b>Sewerage</b>										
Reticulation	Social	High	High	Medium	Low	0%	100%	Individual benefits from waste water removal	Differential targeted rate, fees & charges	Targeted differential rate, fees & charges, financial contributions, loans & reserves
Treatment	Environmental	Medium to high	High	Low	Low	20%	80%	Everyone benefits from improving the whole environment	Differential targeted rate	Targeted differential rate, fees & charges, financial contributions, loans & reserves

AGENDA ITEM C3

**FEATHERSTON MASTERPLAN – CONCEPT OPTION, MASTERPLAN DEVELOPMENT AND DETAILED DESIGN REPORT**

**Purpose of Report**

To seek endorsement on the preferred Featherston Masterplan Concept Option to proceed to the development and detailed design stage of the Draft Featherston Masterplan.

**Recommendations**

Officers recommend that the Council:

1. *Receive the 'Featherston Masterplan – Concept Option, Masterplan Development and Detailed Design' report.*
  - a) *Approve Vision 1 “Featherston- A thriving community of workers, families and creatives all supporting each other” to be included in the Draft Masterplan for formal consultation, or;*
  - b) *Approves Vision 1 “Featherston- A thriving community of workers, families and creatives all supporting each other” and Vision 2 Featherston- Resilient, Creative Caring” to be included in the Draft Masterplan for formal consultation and the community to respond with their preferred Vision 1 or 2.*
2. *Approve Concept Option 1(Intensification around the existing town centre and existing train station) to proceed to the Draft Masterplan detailed design stage.*
3. *Endorse the two detailed design plans as priorities for the masterplan being:*
  - 3.1 *A detailed design of the Pathway and link from the town centre to the rail station.*
  - 3.2 *A detailed design of the main street.*

**1. Executive Summary**

The Council prioritised and approved the development of a Featherston Masterplan following the adoption of its District Spatial Plan in 2021. Featherston has been identified as a town suitable for transit-oriented development in the District Spatial Plan and in the Wellington Regional Growth Framework (2021). More recently, it has also been identified by the Wellington Regional Leadership Committee as a Complex Development Opportunity (CDO). It has been identified as a CDO for a range of reasons including being in a key location to achieve strategic objectives and the need for partnerships to ensure delivery of outcomes.

The preparation of a Foundation Discussion Document was the first stage of developing the masterplan for Featherston. This includes gathering evidence to underpin the masterplan and engaging with hapū/iwi, the community and stakeholders to hear their views. Three challenges and opportunities were identified in the Foundation Document

- Creating a pleasant town centre along the main street which also serves as a state highway
- Ensuring that there is capacity for growth, with associated infrastructure
- Protecting what is valued (such as family living/lifestyle options) while enabling future intensification, housing choice and change

Two Concept Options in response to these challenges and opportunities were developed from early engagement and were released for informal feedback 22 July to 19 August 2022. The 2 Concept Options were: Concept Option 1 (Intensification around the existing town centre and existing rail station) and Concept Option 2 (Moving the existing rail station nearer to the existing town centre and intensifying around both).

There were eleven questions asked via a hardcopy and online survey. Five 'drop in' sessions were also held within this timeframe. There was a high level of engagement with feedback received from 186 people and extensive discussions on social media.

Of the two options proposed, Concept Option 1 received the greatest level of support with the request for some adjustments, in particular more of a focus on the main street as well as a better connection from the main street to the train station. In addition to this, six key themes emerged and underpinned most submissions. These being:

1. Community and vision
2. Town centre development
3. Infrastructure capacity
4. Housing options and choice
5. Better connections
6. Value of reserves and parks

The information and themes captured from the engagement and consultation to date including the early engagement, discussions with stakeholders and government agencies, input from iwi/hapu and submissions have supported the recommendations of this report. Once the preferred option has been approved, the Draft Masterplan will be developed for the Featherston Growth Area (Node), and this will include two specific detailed design plans. The Draft Masterplan will be reported to the December Council meeting for review and adoption to enable formal consultation under the Local Government Act 2002 in late January-February 2023.

## **2. Discussion**

### **2.1 Masterplan Concept Plan Options**

Three high level concept options were an outcome of the agency charette held in April 2022. One of these options (Option 3) looked at whether or not it would be practical or feasible to have the town centre located next to the existing rail station. This option was ruled out after an economic review of the intensification options by Mike Cullen, UrbaCity. This review concluded that moving the *“town centre would lose direct regional access to the regions”* that the existing location of the town centre is on a movement network and that such networks are *“fundamental to urban commerce”*. He concluded that *“moving of the town centre is not a realistic option”*. Two options (see appendices) were therefore put forward for Council consideration and presented to the Featherston Community for informal feedback.

Concept Option 1 (Intensification around the existing town centre and existing rail station) and Concept Option 2 (Moving the existing rail station nearer to the existing town centre and intensifying around both) which reflects a more traditional ‘Transit Orientated Development’.

The Featherston Masterplan Concept Options and Foundation Document were released for feedback from 22 July through to 19 August 2022. Eleven questions were asked via a hardcopy and online survey. Five ‘drop in’ sessions were also held within this timeframe. 154 survey responses were received and 32 people attended the drop-in sessions. A total of 186 people provided feedback.

Concept Option 1 was the most preferred option with 95 people (64%) supporting retaining the current train station location and intensifying around it. 86 people mentioned that there was no need to move the station as it was close enough to town, provides sufficient parking and mainly serves locals.

15 people (10%) supported moving the train station as a way to stimulate the town centre.

33 people (22%) did not support either of the options. Of those that didn’t support either option or didn’t know (four people), infrastructure was mentioned as a concern and others believed that changes were needed to both, such as reducing density in parts of town. The most mentioned change, with 33 mentions, was creating a corridor from the town center to the shops, whether this be a well-lit, covered walkway with art or by introducing an additional mixed-use zone between town and the station.

Based on the feedback received and the clear support for Concept Option 1, it is recommended that Option 1 - Intensification around the existing town centre and existing rail station is approved to be further developed into the Draft Featherston Masterplan.

### **2.2. Vision**

From early engagement with the community, local businesses, and groups, it’s clear that what makes Featherston special is its strong community, its large number of volunteers and the way that people work together to make a difference. This also came through strongly in the survey responses. In order to guide the Masterplan a draft vision was put out to the community for feedback:

### **‘A strong, caring community where there is a place for everyone’**

Of the survey responses, 121 people agreed that the proposed vision was reflective of Featherston as it currently is, but people wanted a more aspirational vision that captures the uniqueness and qualities of the town that aren’t found elsewhere.

From the suggestions received through the survey results and the discussion at the Featherston Masterplan Workshop, the preferred draft vision has been amended to:

- **Vision 1: Featherston - A thriving community of workers, families and creatives all supporting each other**

This draft vision has used the language of submitters particularly that what makes Featherston unique are the people that live there and who have been described as a mix of creatives, workers and families. There were numerous mentions that people want Featherston to be thriving, which has also been captured in the vision.

Cr Colenso suggested ‘Place’ should be replaced with ‘Community’ to reflect the strong sense of community. This change is reflected in the preferred vision.

The advantages of this vision are:

- 121 people supported the first draft, and this amended vision is still reflective of that
- Reflects the language and suggestions of residents
- It is future focused
- It provides guidance to the masterplan, noting that the plan needs to accommodate families, workers and creatives and include initiatives that contribute to a thriving community.

The disadvantage of this vision is:

- It is longer

Mention was made in the recent Masterplan workshop that shorter visions may be more effective. There is the option to have more than one vision that people can respond to in the draft Masterplan if this is preferred by Council. In response to the mentions made, the second vision is:

- **Vision 2: Featherston - Resilient, Creative, Caring**

The advantages of this vision are:

- It is shorter, more concise
- It reflects the language of residents

The disadvantage of this vision is:



- Does not provide any additional aspiration/isn't future focused
- Doesn't identify the uniqueness of Featherston; could apply anywhere

For these reasons, it is recommended that Vision 1 "A thriving community of workers, families and creatives all supporting each other" is adopted for the Draft Featherston Masterplan.

Alternatively, there is the option to take both Visions 1 and 2 out to the community as part of consultation on the Draft Masterplan and ask people to choose one or the other.

### **2.3. Density**

Through early engagement with the community, we heard that increasing house prices have impacted the affordability of Featherston as a place to live for those who have traditionally lived there. To help with housing affordability and availability, the concept options considered allowing further subdivision of existing lots beyond what is provided for by the District Plan. As a starting point, the concepts looked at potential site sizes of down to 300m<sup>2</sup> in the General Residential Zone and down to 200m<sup>2</sup> in the Medium Density Residential Zone. Currently the minimum average residential site size in Featherston is 500m<sup>2</sup>.

Two questions were asked about these densities, what people liked and what they didn't like. From the submissions and discussions had, there was general support for increased density within Featherston with 69% supporting increasing density while 31% didn't support increasing density. The main reasons for supporting increased density were:

#### Homelessness

Overall people wanted to ensure that everyone had a home that was affordable and warm. There is hidden homelessness in Featherston and social housing is needed.

#### Older people

There are a limited number suitable sized, warm homes for older people as most homes are too large and have too large of a garden/section to maintain. When discussing increased density with older people, most said they would like to feel secure in their house and have interactions with others.

#### Younger people

Houses are no longer affordable for younger people and some people are looking at moving back to Wellington. Younger people were happy to have a smaller section if it meant that they could purchase a house.

#### Families

Submissions raised that families needed space and people would still like to see larger sections (500m<sup>2</sup>) plus for families.

Of those that didn't support increased densities, the main concerns were infrastructure capacity, followed by mention that the sections were slightly too small as there still needed to be options for families. These considerations will be taken into account when undertaking the Draft Masterplan and creating design guides.

There was general support for design guides in Featherston with 96 people supporting the development of a design guide. In order to create a design guide, the existing qualities of Featherston will be examined (such as road setbacks, outdoor living areas which all add to the existing character). A design guide would aim to retain these existing qualities while ensuring increasing density is done well and is sympathetic of the town's qualities. The design guide would be principal based rather than rule based. The rule-based framework would be retained within the District Plan (standards such as setbacks, daylighting etc).

#### Implementation in the District Plan

The South Wairarapa Spatial Plan directs retention of the current density provisions for both Greytown and Martinborough in the Operative District Plan. These are currently set for residential zones within the South Wairarapa District as a minimum site area/density of 400m<sup>2</sup> minimum area and an average site area of at least 500m<sup>2</sup> both excluding accessways (net site area). The direction from the South Wairarapa Spatial Plan included relooking at density for Featherston based on it being identified as a transport-oriented growth node. This has not been undertaken as part of the District Plan review as the Featherston Master Plan project will undertake this work in detail. The results of the Featherston Master Plan will be brought into the District Plan when it and supporting requirements have been completed. Carterton and Masterton Districts currently have different densities in the Operative District Plan and these will be reviewed along with the spatial extents of their residential zones.

#### **2.4. Detailed Design Plans**

The community supported further developing Concept Option 1. Two very clear requests for amendments of Concept Option 1 came out of the submissions. These requests were to better connect the train station with the town centre and to improve the main street in both appearance and functionality. It is therefore recommended that as part of the Masterplan development, two detailed design plans are undertaken as follows:

- A detailed design of the Pathway and link from the town centre to the rail station. People saw this as also serving as a sculpture trail and innovative walkway/cycleway. This is in keeping with Mike Cullen's comments that there is a need to have more aspirational/transformational environment that complements intensification.
- A detailed design of the main street which may include traffic calming, planting, new paving, change of speed limit etc

#### **2.5. Reserves**

Submitters mentioned that they would like to see better use of parks and reserves especially with an increased density. At the Featherston Masterplan Workshop, a discussion was had on whether Featherston had enough reserve land and if there was a standard on how much reserve land was required based on the number of people. A standard that has been applied in the past is 4 hectares of reserves land per every 1000 persons (with a mix of passive and active space).

Featherston currently has a population of 2,600, over 30 years the population is projected to increase by 1,700 bringing the total population to 4,300. Based on this projected

population, 17.2ha of reserve land would be needed. Within the Featherston growth area, there is currently 13.3ha of reserve land, of which 5.2ha is passive space and 8.1ha is active space. It is noted that Ōtauirā reserve and One Tree Hill have not been included in this calculation as they are outside of the town boundary, if they were included it would bring the total reserve land to 32ha.

These numbers suggest that additional reserve land may be required in the future. It is noted that the District Plan is currently being reviewed, the provisions on financial contributions will ensure that as development occurs, a reserve contribution will be taken which can be used to obtain, develop and enhance reserve land. The reserve provisions are also being reviewed as part of the District Plan Review and can feed into the Masterplan process.

Further, reserves will be looked at as part of the development of the Featherston Masterplan including, connectedness, sign postings, functionality, and usability.

## **2.6. Industrial land**

Featherston's main street currently has a mix of zoning with commercial near the middle and industrial on the east and west sides of the main street. Most of the industrially zoned sites along the main street are commercial and residential activities. There is also a larger industrial zone at the end of Birdwood Street near the railway line. The industrial zoning within the town centre reflects the historic uses of Featherston such as the rubber factory, chocolate factory etc. Concept Option 1 proposed to change the zoning within the main street so there is a town centre zone in the middle to provide for the core commercial activities. On either side of the town centre (the current industrial zoned land), a mixed use area was proposed. Mixed use would provide for a range of activities, including both commercial and residential.

Due to the proposed removal of the existing industrial zoning on the main street, a question was asked whether Featherston needed any additional industrial land. 59 people did not think more industrial land was needed, 54 people were not sure and 33 people thought that additional industrial land could help the Featherston economy as long as it provided for light industrial activities such as workshops for trades people etc. Some submitters agreed that more people working within the town would provide greater support to commercial businesses. Of those who didn't want more industrial land, mention was made that there was enough industrial land at Birdwood Street but it needed to be better utilized.

Some submissions mentioned that they, or other businesses had been wanting to establish light industrial activities within Featherston but there was either no land available or it was not suitable for their activity. Businesses that were mentioned included workshops for trades, mechanic's etc. All of which were small in scale.

Although Featherston is largely a commuter town at present, as the population grows people will look for work within the town. A level of self-sufficiency is needed, and land would need to be available to provide for these mentioned smaller scale light industrial activities. Provision of industrial land is also in keeping with the draft updated Vision 1. This Masterplan process will work through opportunities for light industrial within the current zoning.

## **2.7. Māori Engagement and the Featherston Masterplan Foundation Discussion Document**

At the elected members workshop on 1 September 2022 a question was raised about the engagement the Featherston Masterplan team has had with Māori.

Council's consultant adviser Ree Anderson has been ensuring appropriate engagement throughout this process. This started with an initial conversation with the Chair of the Māori Standing Committee in February 2022. Following this conversation, the option to report and discuss engagement with the Māori Standing Committee was canvassed. However, the masterplanning team was advised to work through Pae tū Mōkai o Tauria and its representatives.

Ree duly did this and met both in person and online on various occasions with Pae tū Mōkai o Tauria representatives Narida Hooper (Secretary), Karen Mikaere (Treasurer and mana whenua) and Riki Hiemer (Chair).

The Chair, Riki Hiemer kindly, in a voluntary capacity, emailed, texted and left voicemail messages with whanau, as she had prepared a set of questions to assist with feedback. The questions asked of whanau follow:

- What are some of the highlights about living/being in Featherston?
- What are some of the lowlights about living/being in Featherston?
- Thinking about the infrastructure (e.g roads, drainage, waste water, power supply, buildings, parks - incl sports fields, walkways, camping areas etc..) what are the things that are working well in Featherston?
- Thinking about the infrastructure (e.g roads, drainage, waste water, power supply, buildings, parks - incl sports fields, walkways, camping areas etc..) what are the things that are NOT working well in Featherston?
- What (do you believe) is the most important thing for you (your whanau) right now?
- What (if anything) is getting in the way of achieving that?
- What can be done to help achieve that?

Eleven responses were received, of these one person was mana whenua and a resident, nine were Māori residents and one was not resident.

The responses to the questionnaire were reviewed and the paragraph 2.1 Tangata Whenua was drafted for the Featherston Masterplan Foundation Discussion Document. This paragraph was reviewed by Narida Hooper and Riki Hiemer and they were both comfortable that it captured the key themes from the feedback received.

It is also noted that Warren Maxwell (Ngāti Kahungunu) and a long-time resident of Featherston is involved in commenting on the masterplan through his involvement with Fab Feathy.

Additionally, some initial contact has been made through Narida Hooper with Darrin Apanui who is GM of Rangitāne Tū Mai Rā Trust and a member of the Wellington Regional Leadership Committee. Further meetings are being planned with Darrin Apanui.

Nevertheless, it will be important going forward to ensure that there is capacity for Māori to be actively involved in the development of the masterplan. This is in keeping with Part 2 and 6 of the Local Government Act 2002 which “*provide principles and requirements for councils that are intended to facilitate participation by Māori in local government decision-making processes*”.<sup>1</sup>

To this end, two representatives from Pae tū Mōkai o Taurira have been invited to join the Design Charette with government agencies and council staff and advisers in October 2022.

## **2.8. Next Steps and Formal Consultation**

Once the preferred Concept option has been approved, further and more detailed work needs to be undertaken, including:

- Design Charette with government agencies and Pae tū Mōkai o Taurira reps - October 2022
- Further engagement with iwi and hapu
- Engagement with youth (Kuranui College)
- Engagement Regional Leadership Forum
- CDO project meetings
- Drawings, mapping
- 2 Detailed design options developed (to be agreed with council)
- High level design public realm/parks
- Quantity survey (costings)-relative feasibility
- Draft Masterplan prepared
- Feedback and Clr/Com Board Workshop(s)
- Draft Masterplan December 2022

It is intended that the Draft Masterplan will be reported to the December Council meeting. Formal consultation under the Local Government Act would not begin until late January-February 2023. Five weeks would be provided for submissions, drop-in sessions etc during February. In March/April submissions would be analysed and likely reported back to Council in April. Provision will be made for submitters to speak to their submissions in keeping with the special consultative procedures under the Local Government Act 2002. Following the hearing of submissions, the Masterplan would be

<sup>1</sup> Localcouncils.govt.nz see: [https://www.localcouncils.govt.nz/lqip.nsf/wpg\\_URL/About-Local-Government-Māori-Participation-in-Local-Government-What-does-the-Local-Government-Act-say-about-The-Treaty](https://www.localcouncils.govt.nz/lqip.nsf/wpg_URL/About-Local-Government-Māori-Participation-in-Local-Government-What-does-the-Local-Government-Act-say-about-The-Treaty)

finalised with decisions from elected members in May/June 2023. It is noted that workshop and meeting dates have not yet been confirmed and these dates may be subject to change.

The Masterplan will influence the 2024/25 LTP (Y3) budget planning which will start mid-late 2023. When the 2021-31 LTP is reviewed 2024/25 further provision can be made for initiatives stemming from the Master Plan

### **3. Conclusion**

The Featherston community is a highly engaged community and has taken a keen interest in the development of the Masterplan through the various established networks. Endorsing the further development of Concept Option 1 and the two proposed areas to have detailed design will enable the Draft Featherston Masterplan to capture the communities' thoughts and ideas, along with responding to and providing for the growth that Featherston is experiencing now and into the future.

### **4. Supporting Information**

#### **2.9. Long Term Plan - Community Outcomes**

The Featherston Masterplan has been identified as a priority within the Long Term Plan and aligns to delivering on all LTP outcomes.

#### **2.10. Treaty of Waitangi**

Pae tū Mokai o Taurira representatives have been engaged in developing the Foundation Discussion Document. That engagement is to continue as the Master Plan is developed further. It is anticipated that others including Rangitāne Tū Mai Rā Trust will be engaged further also as the Master Plan is developed.

### **5. Appendices**

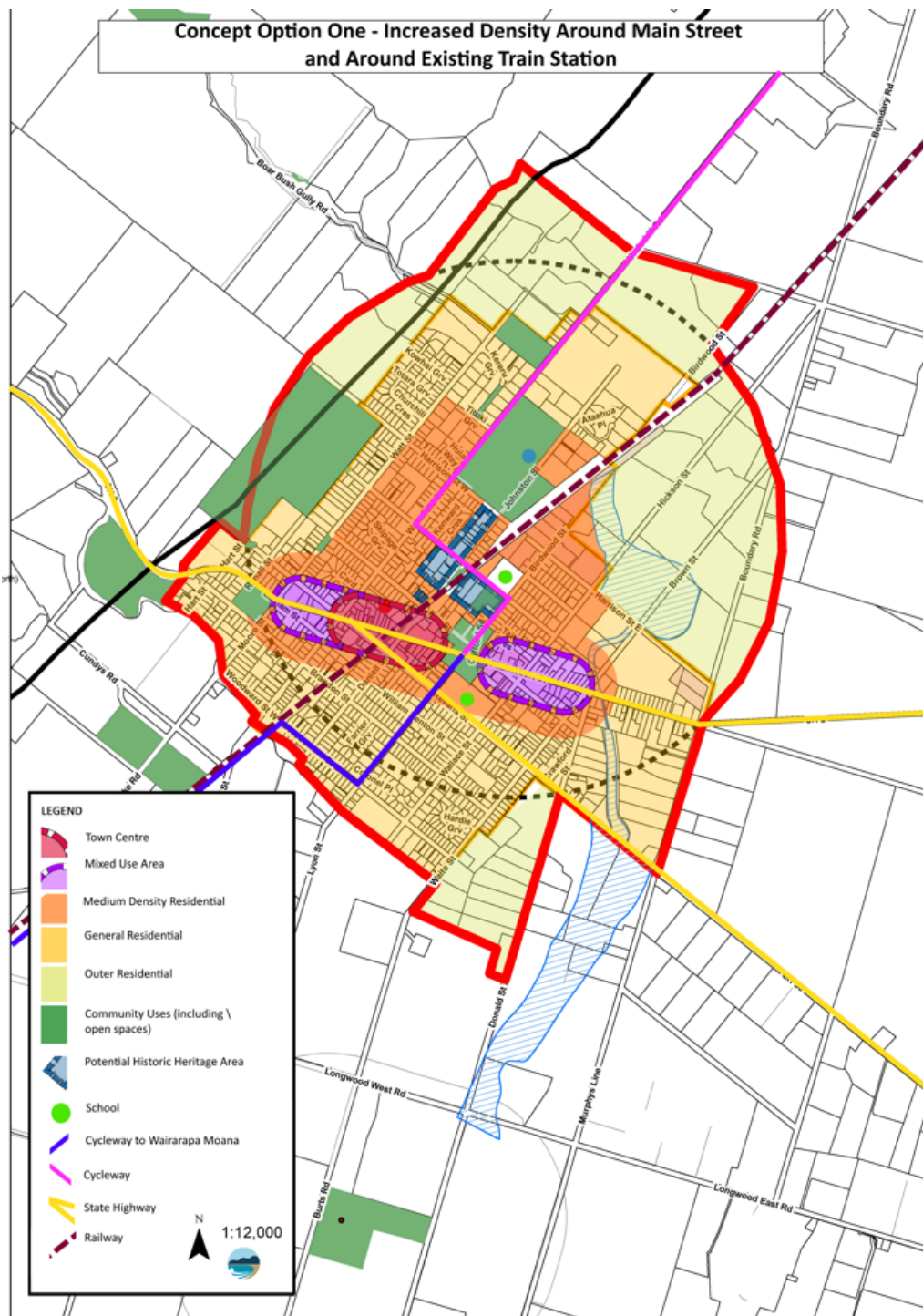
Appendix 1 – Concept Option 1 and 2

Contact Officer: Kendyll Harper, Intermediate Planner

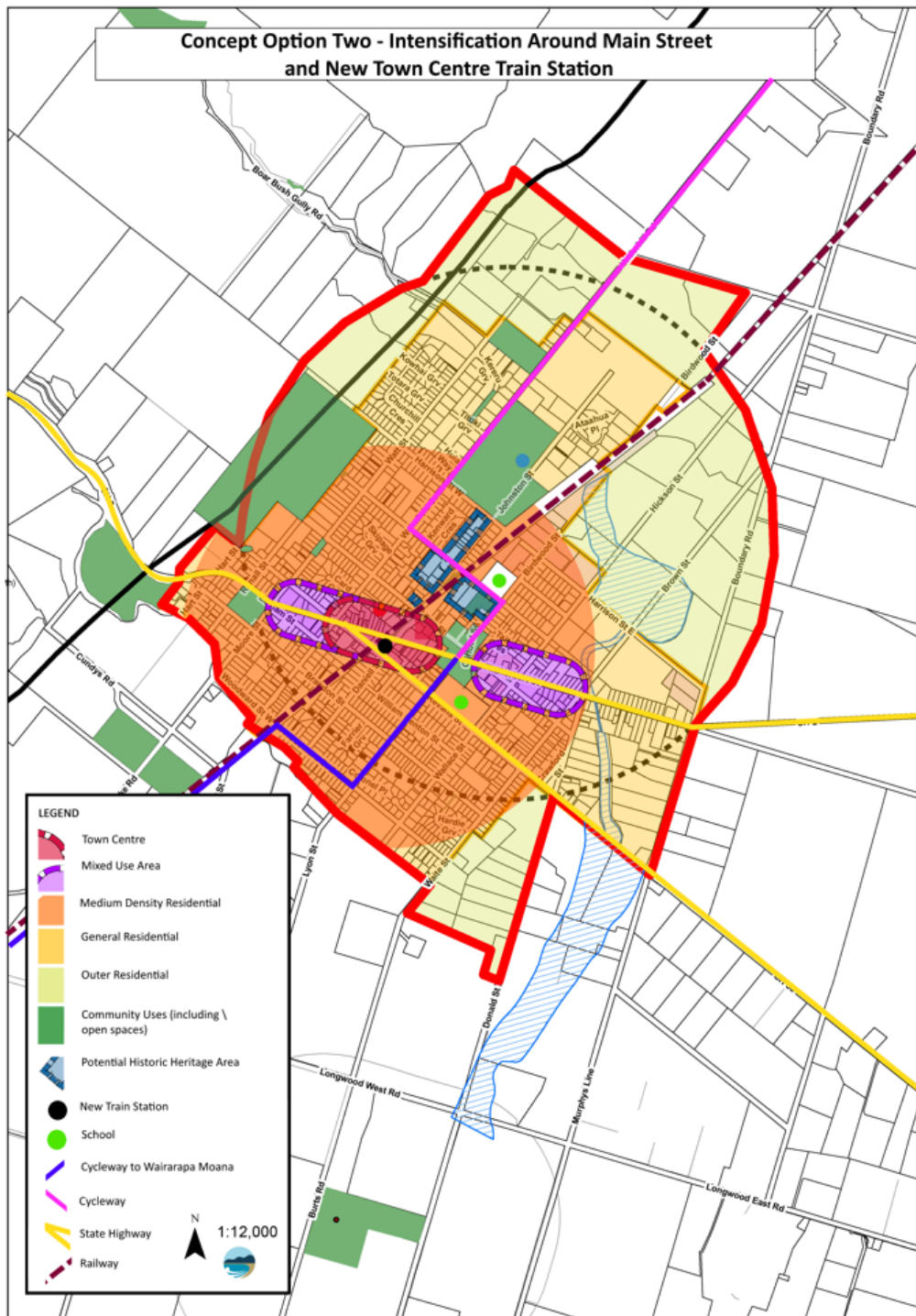
Reviewed By: Russell O'Leary, Group Manager Planning and Environment

# **Appendix 1**

## **Concept Option 1 and 2**







# SOUTH WAIRARAPA DISTRICT COUNCIL

21 SEPTEMBER 2022

## AGENDA ITEM C4

### DESTINATION WAIRARAPA MEMORANDUM OF UNDERSTANDING 2022-2025

#### **Purpose of Report**

The purpose of this report is to seek Council approval of the proposed Memorandum of Understanding (MOU 2022—2025, contained in Appendix 1) between Destination Wairarapa, Masterton, Carterton and South Wairarapa District Councils for 2022 to 2025.

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the 'Destination Wairarapa Memorandum of Understanding 2022—2025' Report.*
2. *Approves the proposed Destination Wairarapa Memorandum of Understanding (MOU) 2022-2025 between Destination Wairarapa, Masterton District Council, Carterton District Council and South Wairarapa District Council contained in Appendix 1.*
3. *Notes that the MOU will not be operational until all parties formally approve it.*

#### **1. Background**

The economic development strand of Council's He Hiringa Tangata He Hiringa Whenua identifies supporting tourism as one of its main objectives, and one of the ways identified to achieve that is to continue to support DW to attract visitors through the promotion of our region to domestic and international tourism markets. Therefore, there is good alignment between the He Hiringa Tangata He Hiringa Whenua, the activities of DW and the MOU.

Since the endorsement of the previous MOU, the Wairarapa Destination Management Plan has been developed by Destination Wairarapa with support by TRC Tourism and endorsed by all three Wairarapa district councils. The Destination Management Plan is designed to ensure that the region is governed to enable effective destination management and ensure strong positive visitor economy growth. The Destination

Management Plan guides the work of Destination Wairarapa and other partners in the tourism space.

In addition, DW operates the i-Sites in Masterton and Martinborough.

## **2. Strategic Fit**

The economic development strand of Council's He Hiringa Tangata He Hiringa Whenua identifies supporting tourism as one of its main objectives, and one of the ways identified to achieve that is to continue to support DW to attract visitors through the promotion of our region to domestic and international tourism markets. Therefore, there is good alignment between the He Hiringa Tangata He Hiringa Whenua, the activities of DW and the MOU.

Since the endorsement of the previous MOU, the Wairarapa Destination Management Plan has been developed by Destination Wairarapa with support by TRC Tourism and endorsed by all three Wairarapa district councils. The Destination Management Plan is designed to ensure that the region is governed to enable effective destination management and ensure strong positive visitor economy growth. The Destination Management Plan guides the work of Destination Wairarapa and other partners in the tourism space.

In addition, DW operates the i-Sites in Masterton and Martinborough.

## **3. Proposed changes to the Memorandum of Understanding**

It is intended that the MOU remains largely unchanged from the 2019-2022 version. Proposed changes are highlighted below:

- The removal of percentage targets for growth in domestic and international visitor spend. This is due to the uncertainty around tourism in the current COVID and post COVID environment.
- Removal of references to specific tourism outcomes that were part of the original Wairarapa Economic Development Strategy. These have been replaced by actions set out in the Destination Management Plan.
- Strengthened commitment to working with iwi partners in the tourism space.
- Specific inclusion of deliverables already tasked to DW, particularly marketing responsibilities and the operation of the two i-Sites.

#### 4. Options Considered

		Advantages	Disadvantages
1.	Approve the MOU 2022-2025	Continued funding for DW.  Progress made towards achieving outcomes in Council and Wairarapa-wide economic development strategies.	None
2.	Approve the MOU 2022-2025 with amendments	Depending on amendments - continued funding for DW; Progress made towards achieving outcomes in Council and Wairarapa-wide economic development strategies	Other TLAs (and DW) may not agree to amendments and the MOU may not progress.
3.	Do not approve the MOU 2022-2025	Funding commitment delays.	DW is unable to continue operating; achievement of Council's strategic objectives in the tourism area aren't realised.

It is recommended that Council proceed with option 1, which ensures DW are a committed delivery partner for the visitor and tourism industries, aligns with our Long-Term Plan Community Outcomes and our strategy: He Hiringa Tangata He Hiringa Whenua.

#### 5. Legislative, Strategic and Policy Implications

As stated, continuing to support DW contributes to MDC achieving outcomes identified in He Hiringa Tangata He Hiringa Whenua and the Destination Management Plan.

#### 6. Significance, Engagement and Consultation

The decision to approve the MOU 2022-2025 has been assessed as not being significant under the Significance and Engagement Policy as: the decision doesn't relate to a strategic asset; it doesn't involve a change in level of service provided by Council; there is unlikely to be a high level of community interest in the decision; the decision doesn't impact on debt, rates or the financial figures in the LTP; or involve MDC exiting an existing activity or adding a new activity.

## **7. Financial Considerations**

Continued funding (inflation adjusted) for DW has been included in the 2022/2023 Annual Plan.

## **8. Implications for Māori**

DW has committed to working closely with iwi in the development of tourism enterprises.

## **9. Communications/Engagement Plan**

No communication or engagement plan is required.

## **10. Environmental/Climate Change Impact and Considerations**

There are no environmental/climate change considerations arising from the approval of the agreement.

## **11. Appendices**

Appendix 1 – Destination Wairarapa MOU Draft September 2022

Appendix 2 – Destination Wairarapa Management Plan

Contact Officer: Amanda Bradley, General Manager Policy and Governance

Reviewed By: Harry Wilson, Chief Executive Officer

# **Appendix 1 – Destination Wairarapa MOU Draft September 2022**



**Memorandum of Understanding between:**

**Masterton District Council**

**Carterton District Council**

**South Wairarapa District Council**

September 2022

## Destination Wairarapa Incorporated

### Memorandum of Understanding

#### Introduction:

The three Wairarapa Territorial Authorities (TLA's), Masterton District Council (MDC), Carterton District Council (CDC) and South Wairarapa District Council (SWDC) collectively referred to as the Funders, agree to continue to collectively invest in Destination Wairarapa Inc (DW), the ~~Wairarapa's~~ Regional Tourism Organisation for the Wairarapa (RTO).

The current MOU expires 30<sup>th</sup> September 2022. In accordance with the provisions of this Memorandum, the Funders have agreed to continue to invest for a further three years from 1 October 2022 to 30 September 2025.

In early 2022 the three Wairarapa TLA's endorsed the Wairarapa Destination Management Plan. The Destination Management Plan is designed to ensure that the region is governed to enable effective destination management and ensure strong positive visitor economy growth. The Destination Management Plan guides the work of Destination Wairarapa and other partners in the tourism space.

**Commented [MS1]:** Have added this paragraph to introduce the Destination Management Plan

#### Investment Conditions:

DW will be governed by a Board of six officers comprising:

- One Officer appointed by each TLA
- Three officers appointed by the DW membership

The role of the Board is to ensure effective operation of DW as the RTO, ensuring appropriate tourism strategies, business planning and effective financial management practices are developed and implemented.

DW will maintain strict financial controls, provide regular and effective financial reports and be audited independently on an annual basis.

DW will enlist the support of stakeholders including funders, communities, tourism operators, event organisers and others associated with the visitor industry.



DW's goals and activities will be set out in a Destination Wairarapa strategy which shall be updated regularly following input from members, the Funders, and other stakeholders, and signed off by the Board following endorsement by the Funders.

The deliverables of DW's activities are:

- (i) To increase the number of visitors to the Wairarapa, the length of time they stay in the region and the amount they spend. Specifically, DW are tasked with delivering 3% growth in domestic and 6% in international visitor spend per annum and in line with the Tourism Industry Aotearoa's Tourism Beyond 2025 framework. In particular, this growth needs to be seen across between each the winter period. This information will be reported as Wairarapa and by TLA where available

**Commented [MS2]:** Have removed the number targets due to the uncertainty of tourism in the current COVID, and post-COVID environment

- (ii) Communicate with Wairarapa's various a range of Wairarapa community-based organisations and the wider business community to understand how they see their community themselves engaging with tourism. Assisting them where practicable to develop a tourism strategy for their community in line with the overarching destination strategy management plan.

(iii) —

- (iv) Work on the following specific deliverables of the WEDS Tourism Actions:  
Destination Strategy ensuring it's granular enough to be meaningful to the Wairarapa Food Tourism Event  
Wairarapa Moana and Castlepoint iwi developments

**Commented [MS3]:** Removed as no longer relevant with the WEDS refresh

(v)(ii) —

- (iii) Lead (with support of key partners) the delivery of workstreams under the following strategic imperatives as set out in the Destination Management Plan:
  - a. Enhance the Beacon – Empowering Destination Development
  - b. Light the Way – Unlocking Destination Marketing

- (iv) Support partners in the delivery of workstreams under the following strategic imperatives set out in the Destination Management Plan:
  - a. Effective Navigation – Enabling Destination Management
  - b. Chart the Course – Leading Environmental Regeneration

**Commented [MS4]:** Have inserted workstreams from the Destination Management Plan

- (v) Work with iwi to determine their tourism aspirations and provide support in the development of experiences, in conjunction with Wairarapa Economic Development Strategy and other partners.

**Commented [MS5]:** Strengthened commitment to working with iwi partners

- (vi) Market the region, with a particular focus on the natural environment, public facilities and non-commercial activities, to the visitor audience.

(vii) Provide two iSites (currently based in Masterton and Martinborough) that highlight activities, facilities and events across the region.

**Commented [MS6]:** Adding in deliverables already tasked to DW

(viii) Champion, on behalf of the tourism industry, participation in sustainability programmes.

~~(vi)~~(ix) To provide an online Wairarapa events calendar and a PDF downloadable version of major events

~~(vii)~~(x) Represent the Wairarapa in the Business Events market in partnership with suitable venues, activities and other services

~~(viii)~~(xi) Represent the Wairarapa in the Inbound market in partnership with suitable venues and activities

~~(ix)~~(xii) Host Provide links to the Wairarapa core economic development information around Buy & Invest, Live & Work and Study on the DW website

**Commented [MS7]:** DW website not the natural home for this. Should be located on the Grow Wairarapa website

~~(x)~~(xiii) To provide a balanced budget

~~(xi)~~(xiv) To report quarterly to the councils, including attending council meetings. The report is to cover progress towards all deliverables.

### Investment Provisions:

From 1 October 2022 the Funders will budget a three-year investment commitment (aligned with financial years) towards the operating costs of Destination Wairarapa.

#### ***Masterton District Council***

Commit \$282,914 plus GST, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year) to be applied each year via the council's Annual Plan.

#### ***Carterton District Council***

Commit \$55,968 plus GST, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year) to be applied each year via the council's Annual Plan.

#### ***South Wairarapa District Council***

Commit \$131,950 plus GST, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year) to be applied each year via the council's Annual Plan.

All payments shall be quarterly on invoice unless otherwise agreed.

**Commented [MS8]:** This is the 2019 funding model - based on a 60/28/12 split

## **Appendix 2 – Destination Wairarapa Management Plan**

# GUIDING THE WAY TO A SUSTAINABLE FUTURE

A Destination Management Plan for Wairarapa

OCTOBER 2021





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

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#### Acknowledgement

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

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# Contents

Executive Summary	iii
Destination Wairarapa	1
Community Aspirations	3
Positioning the region	7
Experience Opportunities	13
Requirements for growth	15
Risks and Mitigations	18
Strategic Priorities	20
Priority Projects	31
APPENDICES	32
Appendix a. Current visitor industry	33
Appendix b. Wairarapa visitor sector	38
Appendix c. Access into and around the region	40
Appendix d. Tourism New Zealand domestic market segments	41
Appendix e. Colmar Brunton	41



# Executive Summary

“Through one lighthouse, you guide many ships”

author, Lisa Wingate

Consider a lighthouse.

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

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

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



## STRATEGIC PRIORITIES

### Vision

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

### Goal

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

### Strategic Priorities

1

**Effective Navigation**  
Enabling Destination Management

3

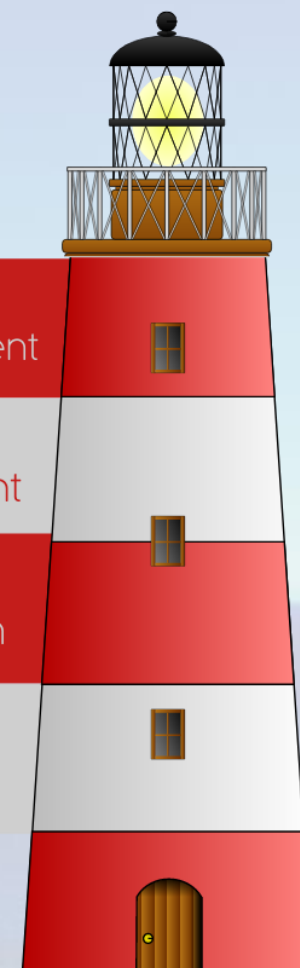
**Enhance the Beacon**  
Empowering Destination Development

2

**Chart the Course**  
Leading Environmental Regeneration

4

**Light the way**  
Unlocking Destination Marketing





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

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

# Destination Wairarapa

## BACKGROUND CONTEXT

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

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

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

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

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

Despite the geographical size of the region, the population base for the Wairarapa is comparatively small. During these times of stress and upheaval, focus must turn to the

immediate needs of the community and the regions leaders who make up the bulk of the WEDS governance group had to priorities their areas of attention. This meant that solving the tourism and economic development structural challenge was put on hold.

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

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

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

## DEFINING THE DESTINATION

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

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

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



# Community Aspirations

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



## SOCIAL WELLBEING

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



## CULTURAL WELLBEING

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



## ENVIRONMENTAL WELLBEING

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



## ECONOMIC WELLBEING

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

## SOCIAL WELLBEING

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

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

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

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

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

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

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



## CULTURAL WELLBEING

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

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

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

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

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

## ENVIRONMENTAL WELLBEING

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

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

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

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

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



## ECONOMIC WELLBEING

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

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

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

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

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

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



# Positioning the region

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

## VISITOR DEMANDS AND PERCEPTIONS

As part of the research conducted for the development of this destination management plan, Colmar Brunton<sup>1</sup> completed work to understand what the current perceptions are of the Wairarapa as a destination, and what aspects of the destination help to increase the appeal of the region for potential target markets. The research identified a range of attributes that appealed to a range of visitors. These related to wineries, cute villages, native birdlife, easy bush walks, lighthouses, great food, museums, and wonderful people. Appeal in the destination increased dramatically for domestic visitors once they were made aware of what there is to do within the region. This points to an awareness issue for the destination, but also strong opportunities to develop experiences that help visitors engage with the destination in real and authentic ways.

Based on this recent consumer research, Wairarapa's key experiences were identified as: Martinborough, Castlepoint, Cape Palliser, and its wine and food festivals. These experiences are particularly appealing to the 'Treat Myself'; 'Wine, Food, & Scenery'; and 'Relaxation & Wellbeing' segments<sup>2</sup> of the domestic New Zealand Market.



<sup>1</sup> Colmar Brunton Domestic Traveller Research and Big Data Analysis 2020

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

## HERO EXPERIENCES

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

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

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

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

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

## SUPPORTING THEMES

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

### Dark Skies:

TARGET SEGMENTS: Explore Nature, Knowledge Seeking

The region is currently well on its way to becoming New Zealand's second dark skies reserve. This will come with a commitment from local government to manage and maintain light pollution within the region. According to research<sup>3</sup>, 80% of the Earth's land mass suffers from some level of light pollution which badly affects the ability to see many of our stars. With the designation of a dark sky reserve, visitors will know and accept that what they have the chance to see in the Wairarapa will far surpass what they have been able to see in their hometowns. Adding in a cultural element will help to cement the unique Māori view of our stars and what they have meant as a navigational aid.

### Primary Industries:

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

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

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



### Food and Wine Tourism:

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

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

### Cycling Trails and Tours:

TARGET SEGMENTS: Explore Nature, Sports and Events

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

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

### Māori Tourism:

TARGET SEGMENTS: Knowledge Seeking

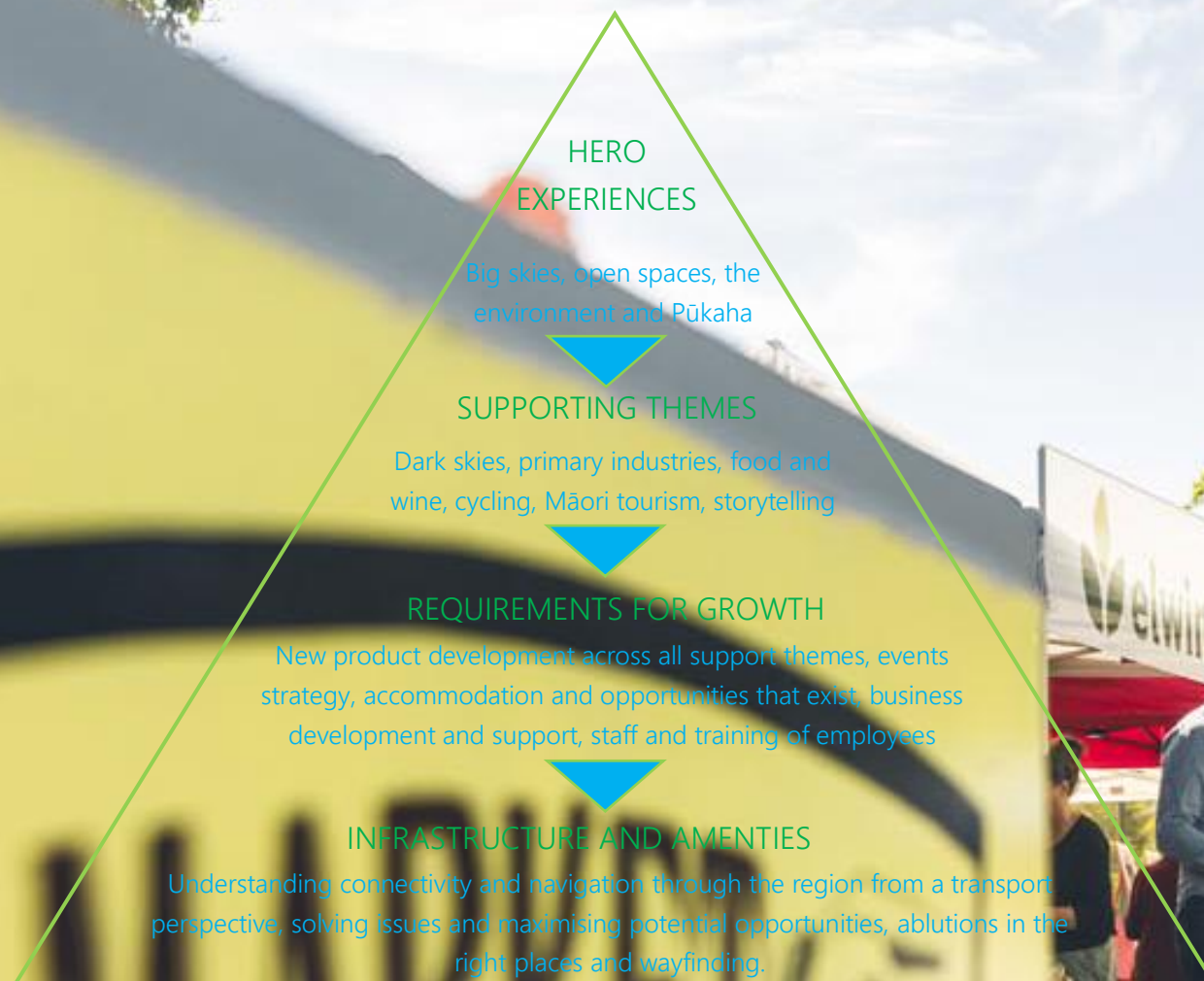
Both Ngāti Rangitāne and Ngāti Kahungunu have tourism aspirations that complement each other and provide additional opportunity for the region to develop strength as a destination for visitors. Unique Maori tourism experiences that tell the story from Kupe, to Papawai, Maori celestial navigation, trading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

### Storytelling:

TARGET SEGMENTS: Knowledge Seeking, Explore Nature

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

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





## MARKETING PILLARS

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



VILLAGE CHARM



WILD CONTRASTS



ALWAYS EXPLORING



PASSIONATE PRODUCERS

### RATIONAL

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

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

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

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

### tone of voice

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

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

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

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

## IDEAL VISITOR

Post COVID research into the domestic market has found that 72% of New Zealanders intend to take a domestic holiday in the next 12 months, and that there is an increasing desire to take shorter weekend or short stay breaks throughout the year. Scenario modelling from Tourism New Zealand shows that this domestic tourism demand will continue to be more than 98% of pre-COVID levels for the next two years, rising to over 110% in 2023. However, due to the changing nature of international borders and spikes in COVID levels in key markets around the world, and the slow speed of vaccination globally, a recovery to 78% of pre-COVID demand is not forecast until the end of 2023.<sup>4</sup>

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

Other visitor segments include:

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

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

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

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<sup>4</sup> Tourism New Zealand Scenario Models (Dec 2020)



# Experience Opportunities

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







**VILLAGE  
CHARM**



**ALWAYS  
EXPLORING**



**PASSIONATE  
PRODUCERS**



**WILD  
CONTRASTS**





# Requirements for growth

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

## EXPERIENCE DEVELOPMENT

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

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

## MUTUALLY BENEFICIAL PARTNERSHIPS

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

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

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

## IWI DEVELOPMENT

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

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

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

## EVENTS STRATEGY DEVELOPMENT

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

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

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

## ACCOMMODATION

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

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

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

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

## ENGAGEMENT WITH COUNCILS

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

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

<sup>5</sup> Tourism Industry Aotearoa data as cited in MBIE Infrastructure insight series 2016

## FUTURE PROOFING TRANSPORT

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

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

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

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

# Risks and Mitigations

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

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

# Strategic Priorities

## Vision

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

## Goal

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

## Strategic Priorities

1

### Effective Navigation

Enabling Destination Management

3

### Enhance the Beacon

Empowering Destination Development

2

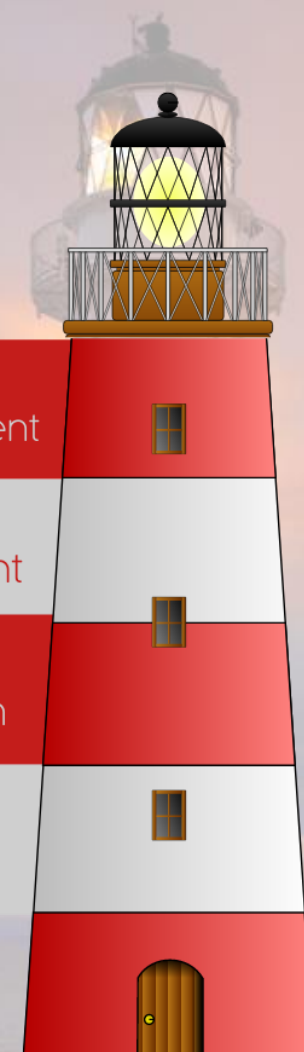
### Chart the Course

Leading Environmental Regeneration

4

### Light the way

Unlocking Destination Marketing





## STRATEGIC IMPERATIVE 1

### EFFECTIVE NAVIGATION - Enabling Destination Management

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

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

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

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



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

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



## STRATEGIC IMPERATIVE 2

### ENHANCE THE BEACON – Empowering Destination Development

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

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

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

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

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



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

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



## STRATEGIC IMPERATIVE 3

### CHART THE COURSE – Leading Environmental Regeneration

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

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

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

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

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





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

## STRATEGIC IMPERATIVE 4

### LIGHT THE WAY – Unlocking Destination Marketing

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

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

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

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



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

# Priority Projects

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





# APPENDICES

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



## APPENDIX A. LAND MANAGERS AND REGULATORY AGENCIES

### DESTINATION WAIRARAPA

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

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

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

### South Wairarapa District Council

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

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

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

### Carterton Council

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

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

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

### Masterton District Council

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

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

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

### WellingtonNZ

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



## Mana Whenua – Rangitāne Tū Mai Rā Trust

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

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

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

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

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

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

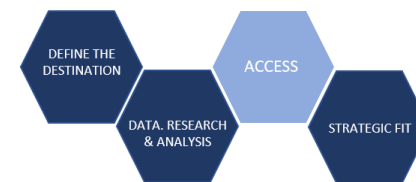
## Greater Wellington Regional Council

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

Parliament such as the Local Government Act 2002 and the Resource Management Act 1991 provide the council with a framework for their activities.

## Department of Conservation

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



## APPENDIX B: STRATEGIC CONTEXT

### National Tourism Strategic Context

#### TOURISM 2025 AND BEYOND

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

The Framework has four key goals:

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

#### NEW ZEALAND/ AOTEAROA GOVERNMENT TOURISM STRATEGY

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

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

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

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

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

#### NEW ZEALAND TOURISM SUSTAINABILITY COMMITMENT

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

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

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

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

## District Plans and Relevant Tourism Strategies

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

#### Long-term and Annual Plans

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

#### Wairarapa Combined District Plan

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

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

#### Wairarapa Economic Development Strategy

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

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

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

## Future Tourism Strategies

### WELLINGTON REGIONAL DESTINATION MANAGEMENT PLAN

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

## APPENDIX C: CURRENT VISITOR INDUSTRY

### Visitor Accommodation



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



### Café's restaurants and Bars

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

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

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



### Conference Facilities

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

### Events and Stadium facilities

**1** plus a number of rural halls

**16** Recreation and Sports facilities

Urban Public Spaces and public parks



**16**  
Council parks and reserves



### Tourism Attractions and activities

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

**19** Cultural/historical

**41** Active

**2** Wildlife

**4+** Natural

**39+** Wine and Food

**6+** Boutique shopping

**5+** Night

**3** Urban parks

**2** Flightseeing

**4** Fishing (fresh and salt)

**2+** Others



## APPENDIX D. WAIRARAPA VISITOR SECTOR

### Current visitor spend

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

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

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

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

### Visitors and visitor nights

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

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

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

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

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

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

### Length of Stay

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

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

<sup>6</sup> Destination Wairarapa I-SITE audit

## VISITOR ECONOMY SNAPSHOT

Total arrivals at commercial accommodation in Wairarapa for the year to September 2019<sup>7</sup> was approximately 139,552 arrivals. Due to the fact that visitors staying with friends and family and those who opt to stay in peer-to-peer accommodations are not captured, this number will be quite a lot higher as Wairarapa has a high number of private and per-to-peer accommodation options. Total guest nights for this period was 268,988 (37,295 international, 231,693 domestic guest nights).

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

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



## APPENDIX E. ACCESS INTO AND AROUND THE REGION

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



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



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



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



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

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



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

## APPENDIX F. TOURISM NEW ZEALAND DOMESTIC MARKET SEGMENTS

### Travel Trends

Tourism New Zealand have provided updated domestic market Segments<sup>8</sup> provides information on the target segments within the domestic market. The 2020 global pandemic has had an impact on future travel trends and travel decisions with visitors seeking:

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

TNZ research – domestic trends

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

- Activities that consistently came up to encourage people to experience the region - cycling and walking, food and bev, events.

### Potential market size

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

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

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

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

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

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

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

## Current Visitor segments and Target markets for Wairarapa

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

Other visitor segments include:

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

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

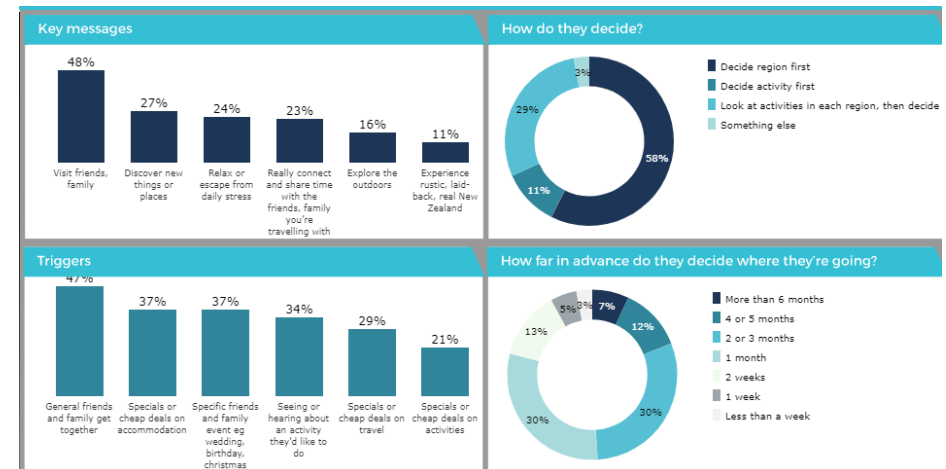


FIGURE 1 TRAVEL PLANNING FOR POTENTIAL DOMESTIC VISITORS TO WAIRARAPA

## Wellington

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

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

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

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

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



Queenstown





## APPENDIX G. COLMAR BRUNTON

### What is driving current appeal for Wairarapa?

Overall for Wairarapa (international and domestic visitors):

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

Figure 1. Emotion & Attributes word cloud



Figure 2. Emotion word cloud



### Domestic traveller survey key outakes:

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

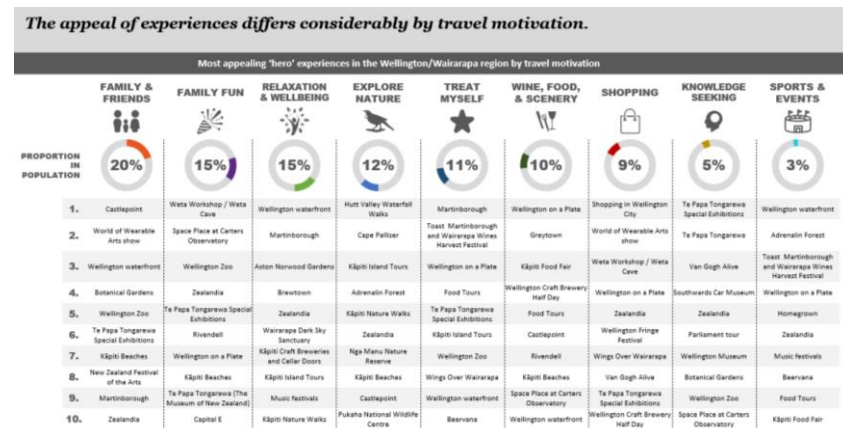
In terms of domestic visitor segments – Wairarapa has the most (but still a relatively low 10-16%) interest from 'family and friends', 'explore nature', 'treat myself', 'wine, food and scenery', 'knowledge seeking', and 'sports and events'.

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

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

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

Figure 3. The appeal of experiences



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

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

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

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

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

**Figure 4.** Reasons for visiting the Wairarapa



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

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

"If there wasn't such an awful hill to get over there and back, I get motion sickness." <i>Quite good, visitor from Wellington City</i>	"Less scumbags." <i>Okay, visitor from Kāpiti Coast</i>
"Better weather. Small towns like Greytown and Martinborough are very expensive." <i>Quite good, visitor from Manawatu/Whanganui</i>	"More activities and shopping places. Also, good to have some more palaces to eat." <i>Quite good, visitor from Hutt Valley</i>
"Not having the Remutakas to have to drive over and back or no car if I take the train." <i>Quite good, visitor from Wellington City</i>	"Wider range of food options." <i>Quite good, visitor from Wellington City</i>
"Road tunnel through the Remutaka Range?" <i>Quite good, visitor from Wellington City</i>	"Everything closes early." <i>Okay, visitor from Wellington City</i>
"Warmer weather." <i>Quite good, visitor from central North Island</i>	"More varied attractions." <i>Okay, visitor from Kāpiti Coast</i>
"More attractions and things to see. Statues, native trees in locations the people vacate." <i>Quite good, visitor from Hutt Valley</i>	"Having more time available." <i>Quite good, visitor from Hutt Valley</i>
"A bike trail where you could hire bikes, more day walks or short walks, a market day." <i>Quite good, visitor from Kāpiti Coast</i>	"Wider range of food options." <i>Quite good, visitor from Wellington City</i>
	"More eating options." <i>Quite good, visitor from Hutt Valley</i>

Source: R3b.  
Base: New Zealanders who visited the Wairarapa in the last three years and rated their experience 'quite good', 'okay', or 'not good', n=154.

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

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





215

# SOUTH WAIRARAPA DISTRICT COUNCIL

21 SEPTEMBER 2022

## AGENDA ITEM C5

### APPROVAL OF THE WAIRARAPA ECONOMIC STRATEGY 2022-25

#### Purpose of Report

The purpose of this report is to seek Council approval of the refreshed Wairarapa Economic Development Strategy 2022-25 (WEDS), as included as Appendix 1, the 2022-25 workplan as included as Appendix 2, and the WEDS Memorandum of Understanding (MOU), as included as Appendix 3. The refreshed WEDS, once approved by all three Wairarapa district councils, replaces the previous WEDS and sets the strategy and workplan for region wide economic development activity.

#### Recommendations

Officers recommend that the Council:

1. *Receive the 'Approval of the Wairarapa Economic Strategy 2022-25' Report.*
2. *Notes that the Wairarapa Economic Development Strategy (2018) was reviewed by HenleyHutchings;*
3. *Notes that following the review a refreshed Wairarapa Economic Development Strategy (WEDS) was prepared by HenleyHutchings, and refined by MDC staff with support from the WEDS Forum and WellingtonNZ staff;*
4. *Notes that the refreshed WEDS was presented to the Combined Wairarapa District Councils forum on 17 August 2022;*
5. *Approves the refreshed WEDS included as Appendix 1, including the 2022-2025 workplan (Appendix 2);*
6. *Delegates authority to the Chief Executive to approve minor proofing corrections and final designs of the publication version of the WEDS;*
7. *Approves the WEDS Memorandum of Understanding (MOU) included as Appendix 3;*
8. *Delegates authority to the Chief Executive to sign the approved WEDS MOU;*
9. *Notes that the WEDS and the MOU will not be operational until all parties formally approve these documents;*
10. *Notes that the WEDS will be publicly launched in November 2022, with the incoming Council to be invited to the launch; and*
11. *Directs that the WEDS Forum is provided with cost estimates for the actions in the workplan for their December 2022 meeting.*

## **1. Background**

The original WEDS came about as an initiative from the three Wairarapa District Councils in collaboration with Greater Wellington Regional Council (GWRC). The WEDS was adopted in 2018 and set out a vision for the Wairarapa as the “best of rural and urban living”.

In 2021, the decision was taken to review the WEDS in order to develop a refreshed strategy, agreed set of priorities and an action plan for implementation. HenleyHutchings (who developed the original WEDS in 2018) were contracted to undertake the review work and provide a refreshed strategy. From the refreshed strategy, WellingtonNZ staff based in the Wairarapa were to create a work plan to support the rollout of the WEDS.

HenleyHutchings commenced the review in October 2021 which involved desktop research and extensive engagement via workshops, surveys and interviews. From this work a refreshed strategy was developed and provided to the WEDS Forum in June 2022. This strategy was further refined by MDC staff with direction from the WEDS Forum. Alongside this, WellingtonNZ developed the associated 2022-2025 workplan (Appendix 2).

The refreshed WEDS is based on a new vision, “Thrive Wairarapa – A Thriving Community, Alive with Opportunity”. Activities in the plan are grouped under different focus areas and centred around either growing comparative advantage (opportunities) or building resilience (enablers).

Following endorsement of the WEDS and its associated workplan by all three Wairarapa district councils, the publication version of the WEDS will be finalised by the contracted designers, Bluddy Brilliant. It is proposed that the refreshed WEDS will be launched in November 2022 by the WEDS Forum and the three incoming Wairarapa District Councils.

## **2. Discussion**

### **2.1 WEDS 2018**

The WEDS (2018) came about as an initiative from the three Wairarapa District Councils in collaboration with GWRC. Development of the WEDS, undertaken by HenleyHutchings, included stakeholder engagement through both stakeholder interviews and meetings of action groups in each key industry sector. Iwi and the Wellington Regional Economic Development Agency (WREDA) were also consulted. The WEDS was adopted by the three Wairarapa district councils in 2018.

The WEDS was based on the vision for Wairarapa as “the best of rural and urban living”. It focused on three key industry sectors: added-value food and beverage, visitors and tourism and knowledge-intensive industries. These key sectors were then supported by key people enablers – housing, knowledge and skills, and business development – “to enable the growth and development of our communities to achieve sustainable growth in our key sectors with no one left behind”.

## **2.2 The review of the WEDS**

In 2021, the decision was taken to review the WEDS to develop a refreshed strategy, agreed set of priorities and an action plan for implementation. The review was put out to tender, with HenleyHutchings being selected to undertake the review.

The review commenced in October 2021. The review was underpinned by both desktop research on the Wairarapa and comparator regions, and significant engagement across the Wairarapa community. A total of twenty-six in-depth interviews were undertaken across a range of businesses and industries. A public survey on economic development priorities received 132 returns and helped inform the refreshed strategy. A multi-stakeholder group featuring industry leaders and local government also met twice for day long workshops and provided feedback on the key areas of the strategy.

The review showed that since the release of the WEDS, a large amount of experience has been gained in the region on the design and implementation of a region-wide strategy. There has also been a significant change in the economic environment in both the Wairarapa and across the country. There has been steady growth in the region, coupled with falling unemployment and low interest rates (until recently). There have also been significant rises in house and land values, impacts of the ongoing COVID-19 pandemic, challenges around immigration, and rising inflation.

From the review, a number of key lessons have emerged, and these have guided the formulation of the refreshed strategy:

- Less is more – too many projects can impact on effectiveness. They can dilute effort and resources and hinder focus on more significant projects.
- Resourcing – clear funding sources are needed for major projects. Without the discontinuing of the Provincial Growth Fund, this is a significant challenge.
- Leadership – responsibility for decision making and prioritisation needs to be clearly distilled.
- Partnership – genuine partnership with iwi adds strength and momentum to economic development.
- Cohesion – stronger focus needed on joining initiatives together.
- Long term planning – need to think long as well as short term, which helps to stay on track with more difficult projects.
- Evidence – activity needs to be based on evidence, not just on hunches or chasing funding availability.

## **2.3 The refreshed WEDS**

This refreshed WEDS focuses on what is good for the Wairarapa, recognising the strengths and challenges, and builds and leverages off the work that has come before.

It focuses on the uniqueness of the Wairarapa region, and our key priorities and opportunities. It is practical and deliverable.

The WEDS is in two parts. The first part sets out what is trying to be achieved, including the vision, key drivers, and areas of success. The second part details the work to be undertaken to ensure the success of this strategy.

The refreshed WEDS is based on a new vision, “Thrive Wairarapa – A Thriving Community, Alive with Opportunity”. It identifies two ways to help deliver this vision: opportunities, which focuses on growing comparative advantage, and enablers, which focuses on building resilience.

The opportunities and enablers sit under primary areas of focus. While these primary areas of focus allow grouping together of complementary workstreams, workstreams are likely to cut across more than one focus area. For example, we would expect workstreams grouped under “Iwi Focus” to feature in the other areas of focus. The five areas of focus are:

- People Focus
- Business Focus
- Iwi Focus
- Land Use Focus
- Digital/Tech Focus

For each of the areas of focus there are a number of programmes and initiatives for delivery. These programmes are detailed in the strategy and set out in the associated workplan in Appendix 2.

## **2.4 Governance and Delivery**

It is proposed that the WEDS Forum oversees the delivery of the WEDS workplan. The Forum is made up of the Mayors and Chief Executives of the three Wairarapa district council's, iwi representatives, industry representatives, WellingtonNZ, and an independent Chair, Adrienne Young-Cooper.

The delivery of the workplan will be led by WellingtonNZ staff based in the Wairarapa, with support by the wider WellingtonNZ organisations. A Memorandum of Understanding has been drafted (attached as Appendix 3) for the Wairarapa district councils and WellingtonNZ. The MOU sets out:

- the roles and responsibilities of the Wairarapa district councils and WellingtonNZ in supporting the delivery and implementation of the WEDS;
- the funding commitments from the Wairarapa district councils in supporting the delivery and implementation; and
- the role, responsibilities, structure and membership of the WEDS Forum.

If Council approves the WEDS, workplan and MOU, it is recommended Council directs that the WEDS Forum is provided with cost estimates for the actions in the workplan for their December 2022 meeting. These cost estimates will support final decisions on prioritisation for delivery.

### 3. Options considered

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

Option	Advantages	Disadvantages
1 Council approves the WEDS, workplan and MOU	<p>Wairarapa has a refreshed strategy that directs economic development activity and aligns with wider regional strategies.</p> <p>Progresses review work undertaken by an external contractor.</p> <p>Current Councils see this work through to completion.</p>	<p>Incoming Councils do not have the opportunity to further refine the strategy.</p>
2 Council does not approve the WEDS, workplan and MOU	<p>All incoming Councils would have the opportunity to further refine the strategy</p>	<p>Further delays work to support the implementation of the strategy.</p> <p>Reputational risk for Council given the extensive community engagement.</p> <p>Delays work that has been in progress since October 2021.</p>

### 4. Recommended approach

It is recommended that the Council approves the Wairarapa Economic Development Strategy. The WEDS provides the region with clear direction for economic development activity, and links with the Wellington Regional Economic Development Plan.

### 5. Supporting information

#### 5.1 Strategic, Policy and Legislative Implications

The WEDS is not a legislative requirement. However, it provides a strategic plan for economic development across the Wairarapa region.

The WEDS aligns with the recently launched Wellington Regional Economic Development Strategy (WREDS), with the Wairarapa region actions in the WREDS also reflected in the WEDS. The involvement of WellingtonNZ in the delivery of both



strategies will support a more joined up approach within Wairarapa and across the Wellington region.

## **5.2 Significance, Engagement and Consultation**

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

Extensive consultation was undertaken as part of the review and refresh of the WEDS. Input was sought from across business and industries, with feedback used to develop the refreshed WEDS.

## **5.3 Financial Considerations**

The WEDS is a plan for economic development across the whole of the Wairarapa. Throughout this WEDS it is evident that councils will have a role to play in the delivery of the WEDS. The WEDS sets out the strategic objectives for achieving social, economic, cultural, and environmental success for the region. However, the action plans that sit with those objectives are the responsibility of all stakeholders involved – council is very much a stakeholder of economic development. Funding for the delivery of the WEDS comes out of the funds set aside for economic development as part of the long-term plan of each of the three Wairarapa district councils. MDC's contribution for the 2022/23 financial year is \$100,000 + GST plus an adjustment for inflation based on the annual Consumer Price Index.

WellingtonNZ, who is providing delivery resource for the WEDS, is funded through Greater Wellington rates.

## **5.4 Iwi/Māori Considerations**

Mana whenua have been involved throughout the development of the WEDS, particularly at the governance level through their membership of the WEDS Forum and through interviews and workshops with HenleyHutchings. Some of the goals and aspirations in the WEDS are detailed in the Iwi Focus area, but it is expected that iwi will be engaged and involved across the strategy.

## **5.5 Environmental/Climate Change Impact and Considerations**

Climate change and the environment have been a consideration during the development of the WEDS. A key part of the vision is environmental responsibility, with a focus on Wairarapa playing its part in the new low carbon economy.

## **6. Next steps**

Carterton District Council and Masterton District Council will consider the WEDS at their upcoming September 2022 meetings.

If the WEDS is approved by all three councils, final design work will be completed for the publication version. It is expected that the WEDS will be launched in November 2022.

If the WEDS MOU is approved, the three Wairarapa District Council CE's and the WellingtonNZ CE will sign the document.

Cost estimates for the actions in the workplan will be requested for the December 2022 WEDS Forum meeting. Following this meeting these details will be provided to the three councils.

## **7. Appendices**

Appendix 1 – WEDS 2022/25 Draft Document

Appendix 2 – WEDS 2022-2025 Action Plan

Appendix 3 – WEDS MOU with Councils

Contact Officer: Amanda Bradley, General Manager Policy and Governance

Reviewed By: Harry Wilson, Chief Executive Officer

# **Appendix 1 – WEDS 2022/25 Draft Document**

**DRAFT**



**Wairarapa  
Economic Development Strategy**

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Rautaki Whanaketanga Ohaoha o Wairarapa

TAGLINE

“Striving for our community thriving”





## THE TWO WAYS WE CAN HELP WAIRARAPA TO THRIVE

## indicators of success

### OPPORTUNITIES Growing Comparative Advantage *Fostering enterprise that will underpin the future economy*

- Sector Development**
  - Providing support to sectors eager to improve their position
- Business Acceleration**
  - Providing support to businesses looking to scale up
- Iwi/Māori Economy**
  - The Māori economy continues to grow and strengthen through opportunities for collaboration, joint investment and enterprise
- Optimise Land Use**
  - Encouraging the introduction of value-added food and fibre activities and to build water resilient land uses
- Advanced Digital & Technology Adoption**
  - Encouraging technology adoption by local businesses

### ENABLERS Building Resilience *Protecting what we have got and working to make it better*

- Capable People**
  - Retaining and attracting productive people
  - Building skill levels to national equivalents and above
- Robust Businesses**
  - Building depth and capacity into local businesses
  - Enhancing business competence, especially in digital
- Iwi Partnerships**
  - An ongoing sustainable working relationship across all sectors
- Adequate Water**
  - Ensuring there is sufficient good quality freshwater into the future
- Enabling Infrastructure**
  - Ensuring transport infrastructure develops at pace in line with current plans
  - Placing strong emphasis on the enhancement and extension of digital connectivity

### IF WE ARE SUCCESSFUL, WE WILL SEE:

- Iwi/community partnerships**
  - An active Iwi/Māori economy
  - A stronger Iwi voice
  - A shared sense of direction built on mutual respect
- Enterprise improvement**
  - More businesses
  - Improved employer skills
  - Greater use of digital capabilities
- Environmental improvement**
  - Restoration of forests and wetlands
  - Improved water quality in lakes and rivers
  - Improved soil quality
- Prosperity improvement**
  - Rising household incomes
- More jobs, better training**
  - Rising skill levels
  - Jobs to match
- Low carbon economy**
  - Playing our part in creating a new low carbon economy



Wairarapa  
Economic Development Strategy

Rautaki Whanaketanga Ohaoaha o Wairarapa



## Contents

Foreword .....	5
Section 1: The Strategy - What we are trying to achieve .....	7
Context .....	7
Vision .....	8
Key Drivers .....	8
Indicators of success .....	9
The WEDS Matrix .....	9
Enablers – Building Resilience .....	13
Opportunities – Building comparative advantage .....	14
Section 2: Action Plan – How we are going to do it .....	17
PEOPLE FOCUS AREA .....	17
Building Resilience: Capable People .....	17
Growing Comparative Advantage: Sector Development .....	18
BUSINESS FOCUS AREA .....	19
Building Resilience: Robust Businesses .....	19
Growing Comparative Advantage: Business Acceleration .....	19
IWI FOCUS AREA .....	20
Building Resilience: Iwi Partnership .....	20
Growing Comparative Advantage: Iwi/ Māori Economy.....	21
LAND USE FOCUS AREA .....	21
Building Resilience: Adequate Water .....	21
Growing Comparative Advantage Programme: Optimise Land Use .....	22
DIGITAL/TECHNOLOGY FOCUS AREA .....	23
Building Resilience: Enabling infrastructure.....	23
Growing Comparative Advantage: Advanced Digital and Technology Adoption.....	24

## Foreword

Since the release of the first Wairarapa Economic Development Strategy (WEDS) in 2017/18, a huge amount of experience has been gained in taking a region-wide approach to economic development. In addition, the environment around economic development has changed. There have been five years of steady growth in the national economy, falling unemployment and low interest rates. There have also been rampant property values, COVID-19 limitations, national controls on immigration and more latterly a significant uptick in inflation. In regional terms the advent and the departure of the Provincial Growth Fund has been a major influence on resource availability for regional projects.

A refresh of the WEDS was timely given the fast-moving context for the Wairarapa. The refresh of this Strategy has been overseen by the WEDS Forum. The Forum is made up of the Mayors and Chief Executives of the three Wairarapa district council's, iwi representatives, industry representatives, WellingtonNZ, and an independent Chair, Adrienne Young-Cooper. The refresh work, undertaken by HenleyHutchings, was funded by WellingtonNZ.

It was important to us that a wide range of people and views fed into the development of the refreshed WEDS for 2022 to X. Stakeholder engagement was significant, with 26 in-depth interviews conducted. A survey with 132 responses was undertaken with individuals and interested parties. A multi-stakeholder group met twice for day-long workshops and sifted through the evidence and their own experience to provide advice.

With four years of experience and greater knowledge of the dynamics of the local economy and community, this refresh has adopted some key lessons from the first iteration of the WEDS. In particular, that less is more, leadership and resourcing are important questions to be answered at the start of any programme, Iwi partnerships with Rangitāne o Wairarapa and Ngāti Kahungunu o Wairarapa, are essential for any successful regional plan, and that work in the economic development space needs to be linked to other initiatives, with thinking beyond the short term.

Partnership and collaboration will be the foundation of success for the WEDS. Wairarapa is a small region with a big heart. It does not have the resources of many other regions. It makes up for that by actively working together with a common purpose and shared energy. From the example of the partnership of iwi, councils and community, other partnerships will grow, and the region will flourish. We will seek to build a genuine understanding of our common values around environment, people and enterprise and our future prosperity.

The refreshed WEDS focuses on what is good for the Wairarapa, recognising our strengths and challenges, and builds and leverages off the work that has come before. It focuses on the uniqueness of the Wairarapa region, and our key priorities and opportunities. It is practical and deliverable.

The WEDS is in two parts. The first part sets out what we are trying to achieve, including the vision, key drivers, and areas of success. The second part of the WEDS details the work to be undertaken to ensure the success of this strategy.

The release of the refreshed WEDS comes at a good time. The world is moving into a different phase of the COVID -19 pandemic but is currently faced with economic and political uncertainties. Domestic tourism continues to grow, while the population of the Wairarapa is growing and changing as more people take advantage of the increased flexibility in working arrangements. New technology and industry continue to emerge, change is taking place, and we want to harness this.

We also want to be sure that this Strategy works across the community, from business owners through to those who are currently underserved by the system, from the older generation through to young people trying to find their way in the world. This is the region's Strategy, and we hope that it can help us continue to grow and develop.

The action plan detailed in the refreshed WEDS will be overseen by the WEDS Forum, on behalf of the three Wairarapa district councils, and supported by WellingtonNZ staff based in the region. This arrangement is further detailed in a Memorandum of Understanding, which is available on the WEDS website.

(From the Mayors and Adrienne)

## Section 1: The Strategy - What we are trying to achieve

### Context

A close study of the Wairarapa economy and community illustrates a number of key characteristics of the region which help define the direction of the refreshed Wairarapa Economic Development Strategy (WEDS). The most important of these characteristics are listed here:

- **Comparative Advantage**

Successful regions generally have two or three areas in which they excel. Examples are Marlborough in wine, Southland in dairying, Waikato in agri-business, Taranaki in energy and Bay of Plenty and Hawke's Bay in horticulture. Wairarapa lacks decisive areas of comparative advantage. There are areas where it has shown promise such as wine, artisan and tourism, and there are opportunities to grow and harness these sectors.

Clusters of comparative advantage can bring economies of scale to an economy with shared infrastructure and logistics helping create a more cost-effective foundation for enterprises.

- **People and skills**

There is strong growth in the old and young populations, with the older population bringing cash to the economy. But there is negligible growth in the economically productive age of 18 to 60 years. These are the people who populate the enterprises that drive the economy. Employment growth is behind the national average, and we need to attract more people in the productive age group to the region to sustain a push for robust areas of comparative advantage, nor is there the required quantity and range of skills.

- **Economic trends**

After a long period of low growth, there has been steady growth in the last five years in line with the rest of New Zealand. People in the Wairarapa have felt more prosperous than they have for a long time. This has been significantly aided by population growth and people bringing wealth to the region through retirement and remote employment.

These windfall gains are nice to have but need to be supported by a resilient economy. A resilient economy needs sustainable long-term growth of local employment and enterprise, ideally some of which is clustered in areas of comparative advantage.

- **Productivity**

While there has been an improvement in productivity in recent years, the Wairarapa is at best on the national productivity average. This is the result of many things, but in particular, the small scale of businesses, skill deficits and the lower level of technology enablement of businesses.

Technology enablement is particularly important because it can facilitate the production of small volume and short run products marketed directly to the end user. By cutting out the middleman cost Wairarapa producers can produce bespoke products at a lower cost making them more competitive.

- **Urbanisation**

Wairarapa sees itself as a rural region however growth is taking place in urban based businesses and occupations. This is not sufficiently recognised, perhaps even ignored. Most of the faster growing

enterprises are not in the agricultural sector. The Wairarapa is becoming, like the rest of New Zealand, increasingly urban.

- **Shared sense of direction for the future**

The Wairarapa has not so far been able to articulate a shared sense of direction for the future that has resonated widely across the region. This strategy, alongside joined up leadership, is an opportunity to create strong forward momentum for the economy and community.

- **Changing Climate**

Climate change will impact the Wairarapa significantly effects and adaption will be required. Lifestyle values are very high in the Wairarapa, and economic development needs to be considered in a way that does not erode these values.

## Vision

A vision seeks to capture and galvanise the spirit that will lead the Wairarapa forward. The vision for the refreshed WEDS is:

**“Thrive Wairarapa”**

*A Thriving Community, alive with opportunity*

**Tūrangawaewae**

a sense of place, identity, connection and belonging

**Humming**

vibrant and exciting, attractive to visitors and business

**Resilient**

Adapt in the face of adversity: resilient households, businesses, infrastructure

**Innovative**

enabling new ideas, problem-solving , building comparative advantage

**Value-added**

improving value and productivity

**Environmentally Responsible**

promote restoration, preservation, land-use optimisation and water resilience

## Key Drivers

As part of the engagement and consultation that supported the development of this strategy, some key drivers that the strategy needs to give effect to, which reflect the vision, were identified. These drivers are:

- **Lifestyle and Wellbeing**

Lifestyle is very important to people in the Wairarapa. While opinions differ on what defines the “Wairarapa” lifestyle, the question has to be asked at every turn: *“How is what we are doing contributing to the wellbeing of people in the Wairarapa”*.

- **Environment**

The environment is important to the people of the Wairarapa. Proximity to the natural environment is a key reason why many people live and work in the region. The Wairarapa also has lots of businesses that rely on the environment, geography, and climate of the area for their success.

Environmental themes are woven through several of the focus areas, particularly the land use and business focus areas. Responding to this theme involves bearing in mind environmental considerations and including them as a consideration in land use development and the types of businesses that are supported.

- **De-carbonisation**

In this day and age, it is impossible to prepare a credible economic development strategy without reference to the carbon transition we are facing as a nation and a global community.

The approach taken in the WEDS is to encourage a diverse range of steps which together can add up to something more substantial. The principle of carbon transition needs to lie behind everything we do so that we are creating a future-proofed economy.

## Indicators of success

If we are moving in the right direction, and delivering the results that we want, we will see the following indicators of success across the work programme.

<b>Iwi/community partnerships</b>	an active Iwi/Māori economy; a stronger Iwi voice; a shared sense of direction built on mutual respect
<b>Enterprise improvement</b>	more businesses, improved employer skills, greater use of digital capabilities
<b>Environmental improvement</b>	restoration of forests and wetlands, improved water quality in lakes and rivers; improved soil quality
<b>Prosperity improvement</b>	rising average household incomes
<b>More jobs; better training</b>	rising skill levels; jobs to match
<b>Low carbon economy</b>	playing our part in creating a new low carbon economy

## The WEDS Matrix

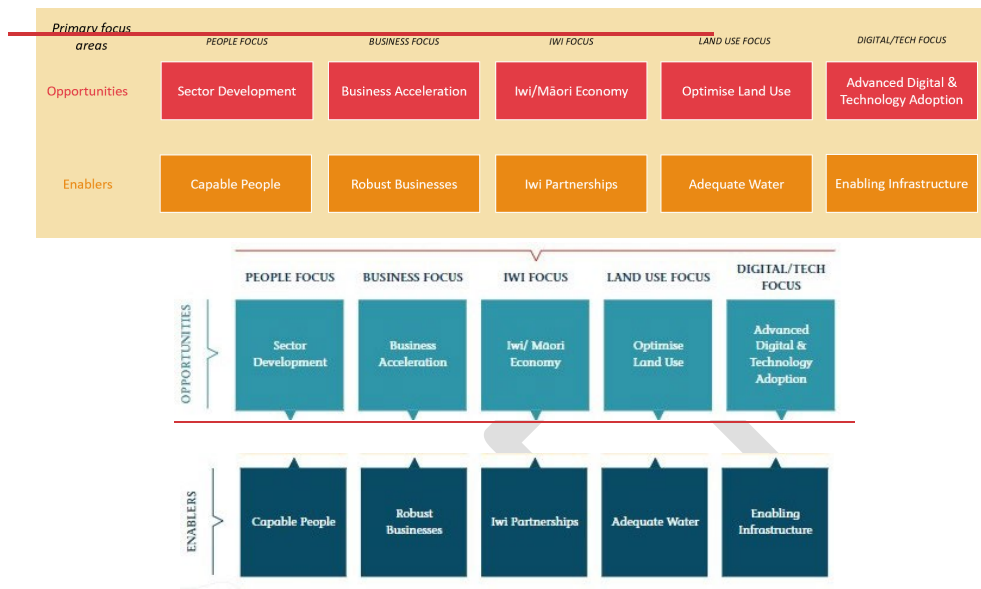
The WEDS Matrix translates the vision and key drivers into an action plan. The matrix is made up of a number of elements that build towards the whole.

### Opportunities and Enablers

There are two ways to help the Wairarapa achieve its vision to thrive: opportunities, which focuses on growing comparative advantage, and enablers, which focuses on building resilience.

For this Strategy we have five opportunities and five enablers, as set out in the table below.





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## Primary areas of focus

The opportunities and enablers sit under a primary area of focus. While these primary areas of focus allow us to group together complementary workstreams, workstreams are likely to cut across more than one focus area. For example, we would expect workstreams grouped under “Iwi Focus” to feature in the other four enablers. The primary areas of focus are explained further below.

The “PEOPLE FOCUS” has foundation activities which include building skills, attracting, and training people. The opportunity it supports is the growth and development of sectors like tourism, construction, and primary industries, to take best advantage of those capable people. Sector development is vital to growing comparative advantage.

“BUSINESS FOCUS” recognises that businesses are the basic building block of economic development. Capable and efficient businesses spawn robust economic activity. This brings the WEDS right down to the level of people in business or sectors.

“IWI FOCUS” will be built on a genuine partnership and opportunities for participation with Rangitāne o Wairarapa and Ngāti Kahungunu o Wairarapa. A Māori Economic Development Strategy/Framework will guide Māori economic development, with opportunities to link with the broader regional WEDS programme.

“LAND USE FOCUS” is important for developing land-based comparative advantage like horticulture, but for that to be successful it needs to be built on reliable and adequate water in a climate change environment. This focus area also supports land-use optimisation, water resilience and preservation activities.

“DIGITAL/TECHNOLOGY FOCUS” addresses a number of key matters. This focus must be built on a satisfactory digital network. Digital communication requires a digital culture. Businesses with strong digital capability often see benefits in efficiency, flexibility, and innovation. Digital connectivity and literacy help to overcome the small size and isolation of businesses in the Wairarapa.

#### WEDS Matrix – Overview of Programme

The WEDS Matrix provides an overview of the total WEDS programme, describing the outcome and activities for each of the opportunities and enablers.

# THE WEDS MATRIX

## OPPORTUNITIES

Growing Comparative Advantage



## ENABLERS

Building Resilience

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# THE WEDS MATRIX



The following section describes in detail the outcomes and activities in each of the focus areas.

## Enablers – Building Resilience

We have identified five enablers to build resilience through this strategy. Each of these enablers are described in terms of an outcome and have one or two activities to take forward.

- I. **Capable people** – a contemporary Wairarapa needs capable people. For the Wairarapa community and economy the most productive area for building capability is in vocational skills. They are the practical skills that build an economy, and they are in clear demand.
- II. **Robust businesses** – The Wairarapa is a region of small businesses that could use additional support to ensure that they are good employers and business managers. There are over 6,000 businesses across the region, and a high proportion are self-employed, or small business that do not employ any staff. To progress the economy, greater resilience and robustness is required in these businesses, along with supporting new enterprise, growth opportunities and innovation
- III. **Iwi Partnerships** – Treaty Settlements will continue to build the capacity and capability of Iwi and Māori owned businesses. Iwi partnerships and Iwi representation continuing on the WEDS Forum helps with building linkages with the wider regional WEDS programme and identifying further opportunities as they arise.
- IV. **Adequate water** – Changing climate and increasing commercial and residential demand will have significant impacts for the Wairarapa, particularly around the availability of reliable freshwater. The provision of a resilient water supply will require both public and private sector responses. The public sector needs to get planning provisions right. It also needs to deal with regulatory issues such as water allocation to ensure there is sufficient water to go around and that it is being used productively. The private sector needs to invest in water capture/storage and efficient use.

The scale of enablement required for water resilience is considerable. Given the regulatory reforms currently underway, particularly the progression of the Three Waters reforms through Parliament, any work in this space will need to be considered alongside the impacts of these changes. Greater Wellington Regional Council are refreshing the Wairarapa Water Resilience Strategy, and developing an implementation plan, which will guide the work in this space. The WEDS programme will reflect this implementation plan, with opportunities explored for targeted support.

- V. **Enabling infrastructure** – The Wairarapa faces a number of infrastructure challenges. Some are already being actively managed, particularly in the transport area where the Greater Wellington Regional Council and the Regional Land Transport Committee are active on rail and road upgrades.

Digital technology is crucial to the success of the Wairarapa because of its small size. Technology capability will make the Wairarapa more competitive in the modern economy. Local business with good digital connectivity makes this possible. While the level of connectivity is improving, there are still reported to be many black spots and system under-performance. Advocacy is required to ensure that the agencies responsible do what must be done, not just today but into the future too.

## Opportunities – Building comparative advantage

There are five opportunities to build comparative advantage through this Strategy. As with the enablers, they are described in terms of an outcome.

**I. Sector Development**

Opportunities most often grow from within sectors. Strong sector leadership is often associated with successful businesses and vice versa. In the Wairarapa, sectors such as tourism and construction have shown themselves to be energetic in operating as a sector. For example, *Destination Wairarapa* was one of the first Regional Tourism Organisations in New Zealand to produce a Destination Management Plan, which has now been adopted by all three Wairarapa Councils. This will enable cohesive partnership with WEDS activity to cultivate opportunities in the plan.

This opportunity involves encouraging sectors to make plans and implement them. Early contenders are construction (already advanced), primary (already advanced but lacking integration), health, technology, and the wine sector. However, any sectors looking for support will be considered. We will also look to identify emerging sectors for support.

**II. Business Acceleration**

There are a number of local businesses who could use additional support, funding and capability to start-up, scale-up or grow innovative ideas with regional benefit. WEDS will act as an enabler and connector of opportunities alongside regional partners such as *Business Wairarapa*.

**III. Iwi/Māori economy**

Local Iwi in the Wairarapa are focusing on a number of areas already identified in the WEDS.

Initiatives are emerging in primary sector, energy, and tourism, and other areas. A Māori Economic Development Strategy, developed in partnership, will focus effort and continue to connect and harness the variety of funding and capital sources that can support this work.

**IV. Optimised Land Use**

Land uses change for many reasons, often because of changing market forces, consumer demand and changing agricultural practices. Environment is a major consideration in land use change. Regulations and climate change prospects are currently strong change agents in land use, and use and will continue to be into the future.

The opportunity is for new or extended land uses optimised for high value, such as horticulture. In fact, horticulture initiatives were strongly supported by the stakeholders spoken to as part of the refresh of the WEDS. There is also an opportunity to support existing land use, recognising the place for existing land use in the region.

There is a strong link with water availability because reliable water is invariably a key ingredient to such development. It can also be used to incentivise optimal use of land.

**V. Advanced Digital and Technology Adoption**

The focus of this opportunity is on enhancing the digital capability of Wairarapa businesses, the workforce, and the community more generally. Success for a small region in a very big world is the ability to be “asymmetrical”, that is, able to respond quickly to markets with more bespoke products and able to adapt to market shifts and changes.



Digital capability is a major, though not the only factor in asymmetrical business. However, it is well established internationally that digital competence and adoption is closely associated with business success. Recent survey work done at a National and regional level in response to COVID-19 identified that digital capability and upskilling was the number one concern for New Zealand businesses.

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## Section 2: Action Plan – How we are going to do it

This section details the programmes and initiatives to deliver the outcomes we are seeking, grouped by focus area.

### PEOPLE FOCUS AREA

#### Building Resilience: Capable People

There is almost a perfect storm in the skills and recruitment field resulting in acute shortages of labour at all skill levels right across the Wairarapa economy. There are strenuous efforts being made to remedy this situation and urgent support is required.

##### Situation

- The progress of key growth sectors is impeded by a lack of labour.
- A large proportion of young people who have schooled in the Wairarapa leave the region for tertiary education, including vocational training.
- The Wairarapa has a lower population in the productive age groups (16-55 years old) than similar regions in New Zealand.
- With the large number of self-employed or very small businesses there are a lack of capacity and capability amongst employers to bring through young staff.
- Attitudes to employment and training are changing.
- Levels of technology skills are low but rising.

##### Recommended activities

- **Support delivery of the 2022 Wairarapa Workforce Development Plan**  
**WEDS will support and enable the Regional Skills Leadership Group (RSLG) to implement the refreshed workforce plan, where the goal is to grow the Wairarapa workforce by 2000 people by 2030.**
  - It is critical to change perceptions of people about Wairarapa is from a place that people leave to learn, to a place where people increasingly stay for employment and learning.
  - There is a desire to push the Wairarapa as a “Destination Employment Region” with an emphasis on vocational skills and with stronger emphasis on sectors important to Wairarapa’s present and future.
  - This is an ambitious shift in perceptions, and a significant effort would be required to turn around these perceptions.
- **Leverage Workforce Opportunities**
  - Harnessing results of the Government’s Reform of Vocational Education, Te Pūkenga, to maximise opportunities for learners and ensuring course offerings and skillsets are aligned with Wairarapa workforce and business needs.
  - Enabling workforce sector groups to identify industry-specific needs and act on them.
  - Creating programmes of ‘taster’ experiences to help young people navigate their options

- Supporting and upskilling employers toward building progressive workplaces with positive culture that helps attract and retain talent.
- **Student/Industry Connection Hub**
  - WEDS and the RSLG to support Te Pūkenga in scoping a hybrid physical/digital connection hub between students, industry, and regional employers to improve learning offerings, apprenticeship and work experience opportunities, and understand future needs/challenges of the local workforce.
  - WEDS to support the scoping of a 'Gap Year' style programme to promote vocational training and upskilling/earning opportunities for school leavers and young people entering the workforce.
- **Align with workforce plan objectives:**
  - Having increased the number of young people (18 – 25-year-olds) in employment.
  - Maintaining or decreasing our unemployment and NEET<sup>1</sup> rates.
  - Increasing the number of young people (18 – 25-year-olds) participating in training.
  - Upskilling vocational employees to meet (and ideally exceed) the national average.
  - Improved collaboration and communication between training providers and industry bodies, with programmes that consider Iwi aspirations and outcomes for Māori.
  - Expanded offerings for learners in both traditional and 'learn while earning' situations.

## Growing Comparative Advantage: Sector Development

The productivity and performance of people will be enhanced by strong businesses and sector groups. The point of intervention for opportunities in the “people focus” area is sector development.

### Situation

- Most sectors in the Wairarapa are small.
- There is limited support to the businesses within sectors and the load of leading the sector often falls on a small number of people.
- Sectors with a strong sector identity and viable sector leadership tend to prosper.
- There are several sectors that are highly active, notably the tourism sector which has recently completed a Destination Management Plan and a Māori Tourism Strategy.
- Other sectors with this self-starting mindset include construction and to an extent the primary sector, health, wellbeing and social assistance and the digital sector. There is also a Māori business group that is active.
- There is a history across New Zealand and in the Wairarapa of sectors pushing for hub developments such as a food and beverage, an agri-business hub, or a technology hub. To be successful they need to be built on the sound foundation of a sector plan and committed leadership.

### Recommended activities

- **Support for the Tourism Sector**
  - This sector already has a plan and is now moving to the implementation phase.

<sup>1</sup> Not in Education, Employment, or Training

- Activity should not only take account of tourism and visitors, but also the attraction of people to live and work in the region, and those wishing to relocate new and existing businesses to complement the sector (including accommodation and services).
- This sector is given priority not only because it is well-advanced but because of its potential to be a pathfinder for other sectors.
- **Support sectors to develop sector plans.**
  - This would involve identifying the most willing and ready sectors and those with sufficient scale to impact the economy.
  - A format for sector development planning would be valuable.

## BUSINESS FOCUS AREA

### Building Resilience: Robust Businesses

The most basic building block of a regional economy is the businesses that conduct the day-to-day economic transactions of the region. The stronger the businesses, the stronger the regional economy and community. The Wairarapa is a region of small business because of its small size. That can be an asset in terms of agility and flexibility and a handicap in terms of lack of scale.

#### Situation

- Small number of substantial businesses to provide sector leadership.
- Small number of people in roles who can offer operational leadership and encourage innovation.
- The Chamber of Commerce (Business Wairarapa), which has a role in business support, is small and without access to stable funding sources.
- Support for business is split between local provision through Business Wairarapa, and regional provision through the Wellington Chamber and WellingtonNZ, an approach which lacks coordination development.
- There is no effective mentor programme available locally.

#### Recommended activities

- **Support for generic business capability development**
  - WEDS activities to leverage the full suite of business development opportunities available through *WellingtonNZ*, *CreativeHQ* and *Business Wairarapa* to foster development and growth.
  - WEDS activities to identify businesses and business groups with significant regional potential and connect them with acceleration and funding opportunities available through central government and other networks.
  - Communicate, connect, and leverage all regional-wide opportunities to ensure maximum local benefit and uptake.

### Growing Comparative Advantage: Business Acceleration

There may only be a handful of businesses in the Wairarapa with the potential to scale up their operation and either form the basis of or enhance the evolving area of comparative advantage. These businesses are strategically important to the Wairarapa, and attention should be given to them.

#### Situation

There are a number of organisations and entities that can help with scale-up such as:

- **Creative HQ** – this is a Wellington-based incubator which operates nationally and online. Its focus is bringing forward cohorts of start-ups.
- **BizDojo** – this is a Wellington-based shared space operator not unlike 3 Mile in Carterton which aims to create communities of talented people with a passion for business.
- **Callaghan Innovation** – this is an R&D based incubator and source of grant-funding for innovation.
- **3 Mile** – looking at ways of strengthening this shared space concept.

The difficulty for the Wairarapa is that the first two of these support businesses operate on a commercial model which makes it difficult for small Wairarapa businesses to take advantage of their services. A solution needs to be found to enable access of these promising businesses to these services which is sustainable for all concerned.

#### Recommended activities

- **Develop scaling services for promising Wairarapa businesses**
  - This service is so specific it may be that arrangements are on a case-by-case basis.
  - It is vital if this is the case that promising businesses do not fall through the cracks.

## IWI FOCUS AREA

### Building Resilience: Iwi Partnership

There are opportunities to actively align Iwi/Māori economic development initiatives with the overall WEDS programme. Having Iwi representation at the WEDS Forum at a governance level ensures that opportunities can be both identified and agreed.

#### Situation

- Iwi relationships with local and regional government are strengthening.
- These relationships are beginning to take the form of partnerships indicating that they have the potential of stability and longevity.
- The current WEDS Forum includes Iwi representation, with their oversight, advice and input providing significant value.

#### Recommended Activities

- **Iwi representation**
  - That Iwi continue as representatives on the WEDS Forum to provide oversight and direction on the implementation of the WEDS and its associated Action Plan.

- That iwi/Post-Settlement Governance Entity representatives continue to be members of the WEDS Forum and common economic development goals can be considered in Iwi/Council Memorandum of Partnership Agreements.

## Growing Comparative Advantage: Iwi/ Māori Economy

### Situation

- Both Rangitāne o Wairarapa and Ngāti Kahungunu o Wairarapa have Iwi-wide economic development activities and have formalised investment arms.
- Both Iwi have commercial developments underway.
- Māori tourism is gaining an identity and is a key part of the Wairarapa Tourism Destination and Action Plan. A specific Māori tourism plan has been developed. Projects of the future such as the Wairarapa Moana restoration, 5 Towns Trail and Dark Skies have strong Iwi ties.

### Recommended activities

- **Develop a Māori Economic Development Strategy.**
  - Iwi are planning to develop their own economic development plan that outlines their priorities and aspirations for the Wairarapa. It will outline aspirations and priorities for Wairarapa Māori and Māori economic development in the Wairarapa.
- **Include Wairarapa Māori business representation in the WEDS Forum.**
- **Māori in Business Network**
  - A Māori in Business Network would provide the operational underpinning for this framework. This could take the form of a formal entity or just a network and could draw on similar initiatives in other parts of the country.
- **Māori Tourism**
  - A Māori Tourism Plan has been developed under the auspices of Destination Wairarapa.
- **Māori-owned specialist products and services enterprises**
  - The Māori Economic Development Strategy may identify opportunities around Māori owned specialist products and services enterprises.
- **Whānau at the centre**
  - Whānau and whānau resilience/wellbeing are at the centre of Māori economic development. An important aspect of this is a focus on employment of whānau, capacity and capability building, and increasing and strengthening Māori owned businesses.

## LAND USE FOCUS AREA

### Building Resilience: Adequate Water

Water resilience is a subject with a wider significance than the scope of WEDS. It is an area where WEDS has an interest, can potentially play a role, but is one party in a collaborative enterprise.

#### Situation

- The freshwater challenges involved in climate change in the next few decades are immense. There will be benefits and challenges. In terms of shortfalls in available water, the Wairarapa will be one of the most affected areas in New Zealand.
- Public awareness of the implications of those challenges for the Wairarapa economy and community is low and out of proportion to the likely scale of the impact.
- Water is vital to the Wairarapa economy as most core industries are water users and there is growing urban demand. Insufficient available water will stifle economic growth and will challenge the strongly held value of people in the Wairarapa around lifestyle and environment.
- Agricultural water is already fully allocated in the water deficit period of summer and climate change will further severely constrain water availability, reaching crisis proportions as soon as 2040, if not before.
- There are also pressures on urban water availability and the impending Three Waters arrangement will change the oversight of municipal water supply and disposal.
- Local Iwi have a strong interest in the future of water, and this is built into legislation under Te Mana o te Wai (National Policy Statement for Freshwater Management).
- Prior to the preparation of the Wairarapa Water Resilience Strategy the dimensions of the water resilience challenge were not well understood. Even with the Water Strategy, there are still many very important and as yet unanswered questions. For example, what is the capacity of aquifers, what is the potential of nature based (green solutions) and how will water resilience be funded in a fair and equitable manner?

#### Recommended activities

- **Give support to the Greater Wellington Regional Council for the implementation of the Wairarapa Water Resilience Strategy and ~~the Wellington Regional Leadership Group for practical implementation of the programme of work.~~**
  - Greater Wellington Regional Council are refreshing the Wairarapa Water Resilience Strategy, and developing an implementation plan, which will guide the work in this space. The WEDS programme will reflect this implementation plan, with opportunities explored for targeted support to the implementation team ~~expected to be established by the Wellington Regional Leadership Group~~

#### Growing Comparative Advantage Programme: Optimise Land Use

Optimising land use opens up the possibility of the development of comparative advantage in specialised horticulture and arable land uses. This is arguably the strongest opportunity for enhanced comparative advantage in the Wairarapa at present.

#### Situation

- Gaining greater wealth and more resilience than presently from the land and water assets of the Wairarapa, is a key element of the WEDS.
- This will arise from a greater variety of land uses with an emphasis on higher value and more specialist uses such as various types of horticulture and arable farming systems.



- The question of appropriate land use has also come into focus as a result of trends such as reduced water availability, changing market conditions, population increase and the demand for lifestyle properties.
- An aspect of the land use equation is the development of the Wairarapa Combined District Plan where the local councils have a joined-up approach to planning and land use.
- In addition, spatial planning will gain a higher profile with the advent of the proposed Spatial Planning Act which is part of the suite of Acts designed to replace the Resource Management Act.
- The land use issue has at least three facets:
  - Pasture to other uses – horticulture, arable leading to more intensive use on the valley floor
  - Residential growth – around towns and lifestyle holdings gobbling up agricultural land
  - Pasture to trees – driven by carbon farming
- The drivers are market forces, lifestyle trends and to an extent regulatory (water quality) effects.
- In the longer term a key driver of land use change will be climate change.
- Opportunities in optimising land use:
  - Over a longer period, there has been growth in wine production though that has stalled in recent years.
  - There has been growth in a number of alternative crops such as olives, but like wine, their volumes are small when measured on a national scale.
  - There has also been steady growth in artisan products of various types produced from agricultural diversification.

#### Recommended activities

- **Develop capacity to facilitate land use ~~change~~-optimisation with a land use initiatives identification and support brief.**
  - This would involve the provision of a leadership facilitation capability working in association with stakeholders and the regional council, to encourage serious consideration of the potential of ~~optimising~~ land use ~~change~~ as a basis for expanding comparative advantage in horticulture and arable farming systems.
  - Leverage existing capacity through Ministry of Primary Industry I's *Sustainable Food and Fibre Futures* fund, and the Māori agri-business programme.
- **Develop stakeholder innovation hubs when and where appropriate.**
  - It is possible that the facilitation work would build the basis of future development which might then be taken over by development hubs such as a food and fibre hub, but there is much groundwork to be done before such a hub could become a successful reality.
- **Determine food and fibre priorities**
  - Pursue opportunities to grow jobs, value and connections in the food and fibre sector in Wairarapa, contributing to our regional food story while considering climate change impacts

## DIGITAL/TECHNOLOGY FOCUS AREA

### Building Resilience: Enabling infrastructure

The problem of ageing or inadequate infrastructure is not unique to the Wairarapa, but the problem with some infrastructure assets in the Wairarapa is becoming acute, such as municipal water. It is particularly acute for the Wairarapa because of the population growth it has experienced in recent years, and which is likely to continue.

There are two areas that have been on the Wairarapa “to do” list for many years, namely road and rail. Air, in the sense of Hood Aerodrome, has also been on the list and was included in the 2018 WEDS following which, it received a significant financial input from the Provincial Growth Fund for the development of ancillary services.

### Situation

- The challenges of water, particularly rural water, have been covered in the “Adequate Water” enabler
- The question of urban water is clouded by the proposed “Three Waters” programme which will detach municipal water management from district councils and transfer it to a wider regional entity. For that reason, consideration of urban water infrastructure is largely beyond the scope of this Strategy.
- Future upgrade programmes for rail, both the rails themselves and rolling stock, are at various stages in a regional process associated with the Regional Land Transport Committee, Waka Kotahi, and Kiwi Rail.
- The prospect of a commercial air service out of the Wairarapa is less an infrastructure issue and more a commercial one. Air New Zealand withdrew its regional services across the country in the early to mid 2010a, and it is unlikely they will be re-established. Other operators have indicated a strong interest in establishing a commercial air service and are monitoring the development of Hood Aerodrome closely.
- A broader consideration of infrastructure might include public buildings, facilities and amenities which are part of district plans and are seen as outside the scope of this Strategy.
- Digital infrastructure is the other major consideration and while there has been steady improvement, development in the Wairarapa has always been a bit behind the cities and is still sub-standard in some rural areas. There is also an argument that it is not future-proofed when the question of emerging technologies is considered. This situation is unacceptable if the Wairarapa sees itself as becoming more digitally sophisticated and relying on digital capability to build robustness into its local businesses.
- Anecdotal evidence of deficits in digital infrastructure abounds, but a definitive analysis of the current situation and future digital infrastructure needs has not been undertaken, ~~as a result of which this matter does not progress.~~

### Recommended activities

- **Undertake a digital infrastructure stocktake within the next two years with digital advocacy as required.**
  - This should have a problem-solving focus and should be linked to the business acceleration goals of this Strategy.
  - The action coming out of this may be advocacy.

### Growing Comparative Advantage: Advanced Digital and Technology Adoption

The advancement of digital technology will be based on the emergence of a digital technology culture in the Wairarapa. In some respects, this is a generational development as young people move through the age

groups and bringing with them increasing levels of digital capability. The Wairarapa needs more focused and active development than the generational incoming tide of digital awareness and practice.

### Situation

- Although only anecdotal evidence is available, it appears that the active integration of digital technology into the Wairarapa is slower than the national average.
- There is evidence of local businesses operating in digital media and digital gaming markets, for example, but it is limited.
- There are service companies providing digital support to companies, but these are generally small.
- Being co-located with Wellington, which has a strong digital and technology industry, and sees itself as a leader in the growth of these technologies in New Zealand, then the Wairarapa has the potential to share in that development.
- For example, there is potential for remote working based on Wellington businesses and service companies supplying not only Wellington businesses, but businesses nation-wide.
- There is also the question of emerging technologies that are going to be crucial to economic development in the future such as 5G and AI.

### Recommended activities

- **Prepare a Digital Sector Strategy.**
  - It would be focused on development of the **digital culture** with particular attention being paid to the growth of digitally based enterprises such as gaming companies.
  - It is assumed that subsequent initiatives would emerge from the WEDS
  - This would include a review of access to emerging technologies and their benefits to Wairarapa
- **Instigate digital training and capability-building in Wairarapa**
  - Connect and leverage national and online digital training programmes for business.
  - Expand the digital training offering in schools and communities through *Grow WaiTech*.
- **Encourage digital culture initiatives.**
  - That WEDS provides encouragement for emerging digital culture initiatives that are already taking place or contemplated.

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## **Appendix 2 – WEDS 2022-2025 Action Plan**

Focus Area	Initiatives	Actions - FY23	Actions to FY25
<b>IWI FOCUS</b>			
Resilience (enablers)	Grow WEDS/Iwi partnership	Build Iwi representation on the WEDS Forum (incl PSGE representatives) to ensure collaboration and oversight of common economic development goals for regional and cultural benefit.	Partnership between WEDS and Iwi has become BAU. Council and WEDS agreements are refined to support Iwi objectives and ongoing development plans.
Comparative advantage (opportunities)	Māori Economic Development Plan	WEDS to support development of a Joint Iwi Economic Development framework for Wairarapa	Framework is ongoing, refreshed as required in alignment with WEDS reviews.
	Establish a Māori in Business Network (Including Maori employers)	Network formed and legal entity incorporated. Membership base developed, promoted & expanded.	Grow Network to inform regional data and understand group needs/opportunities. Reach BAU.
	Māori Tourism Strategy	Support production of a Māori Tourism Development Strategy for Wairarapa, in partnership with both Iwi under the <i>Destination Management Plan</i>	In conjunction with the <i>Destination Wairarapa</i> , support and foster Māori tourism and investment opportunity
<b>PEOPLE FOCUS</b>			
Resilience (enablers)	Deliver the 2022 <i>Wairarapa Workforce Plan</i>	WEDS to support and enable the <i>Regional Skills Leadership Group</i> (RSLG) to implement the workforce plan, where the goal is to grow the local workforce by 2000 people by 2030.	Workforce groups are sustainably established and fully subscribed. Wairarapa work is embedded in the Wellington RSLG and the new Te Pūkenga framework.
	Harness Te Pūkenga reforms to maximise opportunities for learners and local employers	Support foundation work with UCOL and RSLG as reforms are implemented.  Support scoping work for the introduction of a physical industry/ student connection hub at UCOL ('Lighthouse' and 'Gap' proposals)	Form detailed proposal for initial business case and/or presentation to stakeholders for funding of major programmes detailed in the Wairarapa Workforce Plan.
Comparative advantage (opportunities)	Support for the Tourism Sector	Identify WEDS overlap with the Destination Management Plan and partner with <i>Destination Wairarapa</i> to leverage opportunities with sufficient scale to impact the local economy.	Horizon opportunities include: - <i>Dark Skies</i> accreditation - <i>Wairarapa Moana</i> - <i>Five Towns Trail</i> project - Food and Fibre - Agribusiness/technology
<b>BUSINESS FOCUS</b>			
Resilience (enablers)	Business Capability Development	Collaborate with <i>Business Wairarapa</i> and WellingtonNZ to deliver tailored business support activities to equip, encourage & enable local businesses to upskill and grow. Promotion and connection to existing opportunities not previously open to local business.	Provide industry connection to WNZ resources and support as a permanent local function.  Scale-up delivery to meet emerging business and industry needs.
	Business Acceleration Programme	Identify local initiatives with significant regional potential, and connect them with acceleration, funding or upscale opportunities available through central govt, WNZ or other networks.	Grow WEDS Forum as a platform for identifying, connecting and supporting local initiatives to succeed.
Comparative advantage (opportunities)	Develop scaling services for Wairarapa Businesses	In conjunction with stakeholders, conduct research / needs analysis for current (and future) business growth needs.	Scoping potential includes: - New business attraction - Start-up cohort support - Seed funding/venture capital - Employer upskilling - WNZ Tech Sector Strategy
<b>LAND USE FOCUS</b>			
Resilience (enablers)	Water Resilience	WEDS to support GWRC with communicating the refreshed <i>Wairarapa Water Resilience Strategy</i> , and assist the Wellington Regional Leadership Committee to coordinate engagement and funding activities.	WEDS to support any future <i>Wairarapa Water Entity</i> in a facilitation/advocacy role when established, and support implementation of resulting activities.
Comparative advantage (opportunities)	Facilitate land-use diversification	WEDS to advocate and facilitate Land-use change opportunities alongside regional councils and stakeholders in horticulture and arable farming	Leverage and connect to support from MPI-specific programmes and funding streams. Promote success stories and opportunities to wider audiences
	Determine Food & Fibre Priorities	Pursue opportunities to grow jobs, value and connections in the Food & Fibre sector in Wairarapa, contributing to our regional food story & identity.	Build on this foundation through developing links with Kapiti and Horowhenua food & fibre projects. Identify emerging opportunities at a regional level to tie in Wairarapa.

<i>DIGITAL / TECHNOLOGY FOCUS</i>			
Resilience (enablers)	Digital Infrastructure	WEDS to advocate for a digital infrastructure stocktake within the next 2 years, and work with service providers and regional council to advocate for problem solving and service improvement.	Use this data to inform a <i>Digital Sector Strategy</i> for Wairarapa. Pay particular attention to high-growth digital enterprises (such as gaming/film) alongside emerging technologies. Tie Wairarapa into WellingtonNZ <i>tech sector strategy</i> .
Comparative advantage (opportunities)	Digital training & capability building	Connect Wairarapa businesses to digital training platforms and upskilling opportunities.  Support <i>Grow WaiTech</i> to expand the digital training offering available in schools and local communities.	Encourage and support emerging digital culture initiatives already underway or in planning.

## **Appendix 3 – WEDS MOU with Councils**



<b>AGREEMENT TITLE:</b>	<b>MEMORANDUM OF UNDERSTANDING BETWEEN: SOUTH WAIRARAPA DISTRICT COUNCIL (SWDC), MASTERTON DISTRICT COUNCIL (MDC), CARTERTON DISTRICT COUNCIL (CDC), AND THE WELLINGTON REGIONAL ECONOMIC DEVELOPMENT AGENCY LTD (TRADING AS "WELLINGTON NZ") FOR THE IMPLEMENTATION OF THE WAIRARAPA ECONOMIC DEVELOPMENT STRATEGY</b>
<b>PERIOD OF VALIDITY:</b>	1 July 2022 – 30 June 2024
<b>DATE ADOPTED:</b>	
<b>FILE REF:</b>	

### Founding Principle

*Nāu te rourou, nāku te rourou, ka ora ai te iwi<sup>1</sup>*

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

### Purpose

This Memorandum of Understanding ("MOU") defines the commitment of the three Wairarapa District Councils in partnership with the Wellington Regional Economic Development Agency Ltd (Trading as "WellingtonNZ") to support the delivery and implementation of the Wairarapa Economic Development Strategy 2022 ("WEDS"). This MOU confirms:

- the roles and responsibilities of the three Wairarapa District Councils and Wellington NZ in supporting the delivery and implementation of the WEDS.
- the funding commitments from the three Wairarapa District Councils in supporting the delivery and implementation of the WEDS.
- the role, responsibilities, structure and membership of the WEDS Forum.

### Background

The three Wairarapa District Councils and WellingtonNZ Ltd jointly launched an economic development strategy and action plan for the Wairarapa region, the "WEDSAP" in October 2018. The WEDSAP was developed to maintain momentum in the region's economy and plan for a future which allows growth.

In 2021, it was agreed that the WEDSAP be reviewed and refreshed given the significant economic changes resulting from the Covid-19 pandemic to provide direction and a focused action plan for the next three years.

The WEDS review work was undertaken by *Henley Hutchings Ltd* under contract with Masterton District Council (on behalf of the three Wairarapa District Councils); and supported by WellingtonNZ employees.

The WEDS Review was undertaken alongside and in partnership with Wairarapa Mana Whenua representatives on the WEDS Forum and more widely during the review process.

<sup>1</sup> This whakatauki is about collaboration and acknowledging that everyone has something to offer or contribute for the benefit of all

A parallel Wairarapa Māori economic development plan is being led by Wairarapa Iwi, and this MOU acknowledges the commitment of all parties to support and steer the two strategies towards a common future.

The purpose of the WEDS Forum is to execute a programme of action on behalf of all parties. Ultimately, it aims to lead the way for inclusive and sustainable economic development activity across the Region.

### **WEDS Vision**

The shared WEDS vision for the Wairarapa is “*Thrive Wairarapa*” – a thriving community alive with opportunity. 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.

### **Roles and Responsibilities**

#### WellingtonNZ

1. WellingtonNZ undertake to:

- a. Employ and fund a *Programme Manager* to support the delivery and implementation of the WEDS, as per the position description.
- b. Employ and fund a *Project Coordinator* for the Wairarapa Regional Skills Leadership Group (WRS LG), who also provides secretariat support for the delivery and implementation of the WEDS, as per the position description.
- c. Provide all employee management functions (for the positions described in 1.a and 1.b) through WellingtonNZ policies and systems, including responsibility for the delivery of agreed outputs.
- d. Provide administrative support via access to WellingtonNZ office spaces, assets and resources (Note that additional Wairarapa-based office facilities are to be funded through the WEDS annual budget).
- e. Provide managerial support to the WEDS Executive team to implement the WEDS workplan.
- f. Provide a financial mechanism to receive and manage the WEDS budget.
- g. Commit to attendance as members of the WEDS Forum meetings.
- h. Foster positive relationships with economic development stakeholders at a regional level that enhances the implementation of the WEDS and Wellington Regional Economic Development Plan.

#### WellingtonNZ employees

2. The WellingtonNZ Employees (the *WEDS Executive team*) undertake to:

- a. Implement the WEDS Workplan as agreed by the WEDS Forum,<sup>2</sup> and actions as agreed from time to time by the WEDS MOU partners and in consultation with Wairarapa Iwi.

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<sup>2</sup> With the overarching WEDS Workplan agreed by the three Wairarapa District Councils

- b. Project-manage delivery of the WEDS Workplan, including accountability for the annual budget, and maintaining direct oversight of agreed workstreams.
- c. Annually (by December) provide an update of the Workplan and Budget for the next financial year to the funding parties for inclusion in their annual planning process.
- d. Prepare and finalise business cases as required to support the delivery of the WEDS.
- e. Act as the conduit between Wairarapa economic development stakeholders and WellingtonNZ, ensuring coordinated information flow and leveraging access to WellingtonNZ support resources for local benefit. Facilitate opportunities for local businesses and investors gain the assistance and guidance of WellingtonNZ.
- f. Foster positive relationships with all WEDS stakeholders, including but not limited to; Councils, Iwi, Destination Wairarapa, Business Wairarapa, the Wairarapa Regional Skills Group, Private Industry, Community groups and other agencies of local interest.
- g. Delegate partial or full accountability of some workstreams to relevant third-party stakeholders where appropriate and endorsed by the WEDS Forum.
- h. Administer WEDS Forum meetings, including construction of the meeting agenda through liaison with MOU partners, distribution of reports and identifying opportunities for external input or specialist advice. Minutes to be generated and distributed to all parties in a timely manner following each meeting.
- i. Maintain a proactive approach to identify new opportunities and initiatives to support the implementation of the WEDS and bring these to the WEDS Forum for discussion as they arise.
- j. Inform the WEDS Forum of risks, issues and opportunities that arise, which may negatively or positively impact delivery of the Workplan or have significant effect on the Wairarapa economy. Such matters should be raised in a timely manner (out of session where appropriate) with consultation undertaken to propose actions.
- k. Work with Council staff across all three Wairarapa District Councils in a way that promotes a culture of open and timely information sharing to improve programme efficiency and enhance interoperability in the region.
- l. Remain appraised of all Government, charitable and organisational funding sources and programmes available to support the implementation of the WEDS and seek to connect this expertise with key stakeholders. Pursue all avenues to identify private investment and external funding to ensure maximum economic leverage for the WEDS workplan.
- m. Produce quarterly progress reports on the Workplan and Budget to the MOU parties.
- n. Generate and distribute an annual report including financial summary no later than 31 August to the signatory parties.
- o. Provide advice and data to inform the Councils' Annual Plan and Long-Term Plan forecasts, focusing on Economic Development priorities, projects, and budget allocations.

- p. Champion and promote the WEDS. Commit resources where appropriate to deliver successful project outcomes, or to bridge gaps in capacity, knowledge, or time to achieve desired outputs.

### The three Wairarapa District Councils

#### 3. The three Wairarapa District Councils undertake to:

- a. Commit representation (Mayor and Chief Executive) on the WEDS Forum.
- b. Commit to supporting the agreed WEDS Workplan.
- c. Commit to the funding arrangement outlined in the funding provisions section of this MOU.
- d. Provide their respective elected members with updates on the implementation of the WEDS when necessary, and in between the quarterly reporting.
- e. Consider requests for funding on a case-by-case basis as requested by the WEDS Forum (over and above the agreed Workplan budget); when supported by annual plan commitments, business analysis and WEDS Forum endorsement.
- f. Uphold the principles of the Treaty of Waitangi by encouraging participation and seeking engagement with mana whenua. Actively identify and support Māori economic development opportunities.
- g. Encourage Council staff to build working relationships with the WEDS Executive team and wider economic development stakeholders. Promote a culture of open and timely information sharing to improve programme efficiency in the delivery and implementation of the WEDS.
- h. Promote wider Council staff understanding of the WEDS.
- i. Ensure that the actions and decisions of the WEDS Forum are communicated to the community through provision of reports and/or Forum minutes to relevant Council meetings.
- j. Consider the provision of technical support, advice, and council resources (on a case-by-case basis), including but not limited to:
  - k. Council facilities, offices, and meeting rooms.
  - ii. Hardware and IT support on-site for remote access attendance and workshops.
  - iii. Business analysts, project managers, specialist advisors.
  - iv. In-confidence access to council-generated or purchased reports, business cases and data.
  - v. Communications, engagement, and marketing support services.
  - vi. Access to community forums, i.e. local boards or external advisory groups.
- i. Promote the WEDS through their respective Council websites and social media channels.
- j. Inform the WEDS Forum of risks and issues that arise, which may impact delivery of the Workplan. Such issues should be raised in a timely manner with consultation undertaken early to investigate potential solutions or risk mitigation.

- k. Notify the WEDS Forum of new opportunities and initiatives to support the delivery and implementation of the WEDS and the wider Wairarapa economy.
- l. Engage with the WEDS Forum as part of Annual Plan and Long-Term Plan processes, to ensure Economic Development projects and budgets are recognised in annual and long-term plan budgets.

### **Funding Provisions**

The three Wairarapa District Councils individually agree to their respective funding contributions for implementing the WEDS.

The funding (as set out below) will be paid to WellingtonNZ, invoiced in four equal quarterly instalments as per the following individual financial commitments:

#### ***Masterton District Council***

Commit \$100,000 + GST each financial year, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year), to be applied each year via the Council's Annual Plan.

#### ***Carterton District Council***

Commit \$60,000 + GST each financial year, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year), to be applied each year via the Council's Annual Plan.

#### ***South Wairarapa District Council***

Commit \$75,000 + GST each financial year, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year), to be applied each year via the Council's Annual Plan.

### **Renewal of Funding**

Before 30<sup>th</sup> June 2024, MDC, CDC, and SWDC will meet to establish any further commitment to WEDS investment. Any decision will be confirmed to WellingtonNZ in writing with at least three months' notice of 30<sup>th</sup> June 2024.

### **Carry-Over of Funds**

Any funds not committed by the WEDS Workplan at the end of each financial year, are to be carried over to the next financial year, or otherwise refunded by mutual agreement of the three Wairarapa District Councils.

### **Performance Measures**

In the first term of the refreshed WEDS, it is anticipated that the Workplan will be *outputs* based, rather than *outcomes* based. This will be reviewed at the end of the first term of this MOU with a view to incorporating performance measures for the next Long Term Plan cycle. As such, the WEDS Executive team commits to the following annual deliverables for 2022/23 and 2023/24:

#### **Deliverables**

1. Administer WEDS Forum meetings periodically (as acceptable to the Chair), including:
  - a. Constructing the agenda through liaison with MOU partners and through the Chair for endorsement.
  - b. Identifying key personnel to present at or attend meetings where appropriate.
  - c. Provision of meeting packs (agenda, relevant reports) at least three working days in advance.

- d. Securing an appropriate meeting location or facilitating remote access for members.
  - e. Distributing draft minutes and action items within five working days of meeting completion.
  - f. Identifying where information should be withheld from the public in agenda, reports and minutes in accordance with the Local Government Official Information and Meetings Act 1987.
2. Prepare quarterly activity reports for acceptance by the three Wairarapa District Councils:
    - a. To commence from the 1<sup>st</sup> quarter of 2022/23 until completion of the MOU.
    - b. Measuring progress of the Workplan and informing changing priorities or issues.
    - c. To include summary of Iwi engagement and project alignment opportunities.
    - d. To include copies of WEDS meeting agendas and associated meeting minutes held within that quarter.
    - e. To include Programme Managers summary and forecast for the next quarter.
  3. Prepare an annual report to present to all MOU signatories by the 31<sup>st</sup> of August each financial year:
    - a. Report by Chair of the Governance Group.
    - b. Annual financial statement and expenditure, with new budget forecasts.
    - c. WEDS Forum performance against the roles and responsibilities agreed in the MOU.
    - d. WEDS Forum progress against delivery of the Workplan, including variances.
    - e. Proposed changes to the Workplan for adoption in the following year.

## **WEDS Forum**

### Structure and Purpose

The WEDS Forum provides oversight and direction on the implementation of the WEDS and its associated Action Plan.

### Membership:

The three Wairarapa District Councils agree to appoint an independent Chair to head the WEDS Forum. The Independent Chair will be paid a stipend for their contribution, as agreed by the Councils in the annual budget forecast. In addition to the Chair, the WEDS Forum membership consists of representatives from the three Wairarapa District Councils, Greater Wellington Regional Council, Mana Whenua, local industry, business, tourism, and WellingtonNZ Leadership.

The WEDS Forum membership consists of primary voting members, supported by non-voting advisory members. Observers will generally be Council staff members and invitees as appropriate. Primary voting members are expected to attend scheduled meetings or appoint an alternate. A quorum shall be represented by a minimum of six voting members.

### **The primary WEDS Forum voting members include:**

1. Representation from Local Government:
  - a. The Independent Chair
  - b. Mayor of Masterton District Council
  - c. Mayor of Carterton District Council
  - d. Mayor of South Wairarapa District Council

- e. Chief Executive, Masterton District Council
- f. Chief Executive, Carterton District Council
- g. Chief Executive, South Wairarapa District Council
- h. Wairarapa Representative, Greater Wellington Regional Council

2. Representation from local Iwi:

- a. Rangitāne Tū Mai Rā Trust / Tū Mai Rā Investments
- b. Ngāti Kahungunu ki Wairarapa Tāmaki nui-ā-Rua Trust

3. Representation from professional sectors:

- a. Chairperson, Destination Wairarapa
- b. Primary Industry Leader (by agreement of the WEDS Forum)
- c. Commercial/business sector Leader (by agreement of the WEDS Forum)

**The WEDS Forum advisory members (non-voting) include:**

4. Representation from WellingtonNZ:

- a. General Manager WellingtonNZ Ltd
- b. Chief Executive, WellingtonNZ Ltd

5. Representation from local industry:

- a. General Manager, Business Wairarapa
- b. General Manager, Destination Wairarapa
- c. Chairperson, Wairarapa Regional Skills Leadership Group

**The Forum observers include:**

- d. Council Staff or their alternates from the three Wairarapa District Councils
- e. Representation from the Ministry for Business, Innovation and Employment
- f. Invitees as appropriate.

Refer Attachment 1 for current list of WEDS Forum members.

**WEDS Forum Membership Expectations**

1. Members of the WEDS Forum undertake to:

- a. Oversee the finalisation of the WEDS and associated Action Plan, with endorsement by the three Wairarapa District Councils in 2022.
- b. Oversee launch of the WEDS in 2022.
- c. Oversee and provide direction on the implementation of the WEDS and associated Action Plan.
- d. Commit to attend all WEDS Forum meetings for the duration of the WEDS lifecycle.
- e. Receive and review all reports and pre-agenda reading in preparation for WEDS Forum meetings.



- f. Draw on member organisations and networks to provide insights, initiatives and solutions to economic development challenges and opportunities in the Region.
- g. Inform the Executive team and Chair of issues and risks that arise through member organisations.
- h. Provide constructive input and advice throughout the meeting, and actively assist with issue resolution.
- i. Ensure the principles of the Treaty of Waitangi are upheld, through active engagement with Iwi.
- j. Champion the process, by supporting progress of the Workplan and promoting the WEDS within their respective organisations and across stakeholder groups.

### **External expertise**

The WEDS Forum recognise the following existing organisations for their unique expertise and relationship to the WEDS, and may leverage their advice or support for delegated outputs over the lifecycle of the WEDS:

- a. Destination Wairarapa
- b. Business Wairarapa
- c. Wairarapa Skills Leadership Group

### **Treaty Principles**

All parties agree to uphold the principles of the Treaty of Waitangi. Participation will be sought with Wairarapa Iwi representatives at all stages of the WEDS refresh, and all parties agree to open communication and information-sharing.

### **Good Faith**

All parties agree to act in good faith with each other which includes, but is not limited to, the early disclosure of any issues that may preclude the successful completion of the responsibilities arising under this MOU.

### **Dispute Resolution**

Any matter causing dispute between the three Wairarapa District Councils and WellingtonNZ Ltd must be aired and attempted to be resolved between the parties in the first instance. In extremis, mediation may be appointed by the Chair.

### **Review Period**

The MOU will be reviewed by the WEDS Forum at the end of 2023/24 (to align with the end of the Long-Term Plan period) and will be endorsed by the three Wairarapa District Councils. An annual workplan and budget forecast will be included annually for approval by Councils. For the avoidance of doubt, the funding arrangements will not be subject to review until the renewal of funding provisions in this MOU apply.

### **Dissolution of MOU**

This MOU shall expire on 30 June 2024 unless extended or terminated by mutual agreement of all parties, with at least 3 months' notice. Written confirmation from all parties shall be sufficient to extend the MOU by a further defined period (not exceeding three years).

# SOUTH WAIRARAPA DISTRICT COUNCIL

21 SEPTEMBER 2022

## AGENDA ITEM C6

### DOG CONTROL POLICY AND PRACTICES 2021/2022

#### **Purpose of Report**

To enable Council to adopt the report on dog control policy and practices in order to meet the requirements of Section 10A of the Dog Control Act 1996.

#### **Recommendations**

Officers recommend that Council:

1. *Receive the 'Dog Control Policy and Practices 2021/2022' Report*
2. *Recommend that pursuant to Section 10A of the Dog Control Act 1996, the attached report (Appendix 1) on Dog Control Policy and Practices for 2021/2022 be adopted.*
3. *Recommend officers be authorised to publicly notify the report.*

#### **1. Background**

Section 10A of the Dog Control Act 1996 requires Council to publicly report, at the end of each financial year, on the implementation of our Dog Control Policy, our dog control practices and relevant statistics on dog control related matters for the district.

The report must be available to the public and notified by a public notice.

#### **2. Appendices**

Appendix 1 – Dog Control Policy and Practices 2021/2022

Contact Officer: Rick Mead, Manager Environmental Services

Reviewed by: Russell O'Leary, Group Manager Planning and Environment

# **Appendix 1 - Dog Control Policy and Practices 2021/2022**

## ***INFORMATION AND STATISTICS ON COUNCILS DOG CONTROL ACTIVITIES FOR THE YEAR 1 JULY 2021 TO 30 JUNE 2022***

### **1. Dog Control in the South Wairarapa**

The district is situated in the southern part of Wairarapa and the southeastern most part of the North Island. It covers an area of 2,484 square kilometers. It is mainly a rural area, although it contains three small towns, Featherston, Martinborough and Greytown.

Council employs two full time Regulatory Officers whose responsibilities include carrying out day-to-day dog and animal control activities as well as bylaws compliance monitoring and enforcement. These officers provide 24 hour 7 days per week coverage as required.

During this period Council has had to cope with the impact of COVID 19 and interruptions to staffing of the roles.

Council works with local veterinarians, neighbouring councils, the SPCA and the Police, when carrying out its functions.

### **2. Dog Registration and Other Fees**

The registration fees for dogs were approved in June 2021 and publicly notified.

Small adjustments to our fees were made across the board in order to cover increased operating costs.

Council has maintained different registration categories and fees for urban and rural dogs as well as desexed or entire dogs.

#### **2.1 Control of Dogs Policy and Bylaw**

The Policy and Bylaw were adopted by Council on 19 September 2013. These are up for review in the forthcoming year. A wider bylaw review for the non-consolidated bylaws is due to take place in conjunction with reviewing the Dog Control Policy.

#### **2.2 General**

Council continues to provide some auxiliary items such as Dog collars, Bark collars, etc., which are available for purchase for all dog owners at Council's Martinborough office, Featherston and Greytown service centers.

Officers and management are now placing greater emphasis on a graduated response model when looking at enforcement activities. The fees associated with impoundment include a tiered impounding fee which escalates for subsequent impoundment.

### **3. General comments on animal management**

#### **3.1 New Pound**

Officers have undertaken an extensive investigation into various options for the design and build of a complaint pound facility. Council has approved the construction of a modern innovative concept for a pound that meets the needs of the local communities within the region.

This project is now being implemented.

### 3.2 Community education

Council has a key performance indicator in our dog control area that requires three community education sessions to be undertaken each year.

Officers are looking to do wider offerings of these education courses to businesses who may be involved with accessing private property (e.g., rental managers and tradespeople). However, the COVID pandemic has meant this activity was halted.

## 4. Dogs Prohibited, Leash Only and Dog Exercises Areas

Council's Bylaw sets out the areas which are "Dog Prohibited", "Leash Only" and "Dog Exercise Areas".

## 5. Complaints Commentary

Number of complaints received.

Complaints	Numbers		
	2019/20	2020/2021	2021/22
Barking / Whining	24	47	35
Aggressive behaviour / Rushing	11	16	14
Wandering/fouling/uncontrolled	94	134	121
Attack on Person	13	7	7
Attack on stock	3	0	1
Attack on Pet	11	16	12
Welfare concerns	3	4	4
Lost dogs	16	31	13
Found dogs (of which were lost)	16	30	2
<b>Total</b>	<b>191</b>	<b>297</b>	<b>209</b>
	<b>Impact of COVID 19</b>	<b>Impact of COVID 19</b>	<b>Impact of COVID 19</b>

## 6. Dog Registration, Enforcement and Service Request Statistics for South Wairarapa District Council

Dog Registration, Enforcement and Service Request Statistics	Numbers		
	2019/20	2020/2021	2021/22
Number of dog owners	1941	2022	2088
Number of probationary owners	0	0	0
Number of disqualified owners	0	0	0
Number of registered dogs	3273	3388	3448
Number of rural dogs	2035	2090	2134
Number of urban dogs	1238	1298	1353
Number of dogs classified as dangerous under Section 31	1	1	2
Clause 1(a) due to owner conviction	1	1	1
Clause 1(b) due to sworn evidence	0	0	0
Clause 1(c) due to owner admittance	0	0	0
Number of dogs classified as menacing	23	33	26
Dogs classified as menacing under Section 33A			
<i>(Section 33A 1(b) - the territorial authority considers the dog may pose a threat to any person, stock, poultry, domestic animal, or protected wildlife).</i>	9	16	15
Dogs classified as menacing under Section 33C			
<i>(Section 33C (1) - the territorial authority has reasonable grounds to believe that the dog belongs wholly or predominantly to one or more breeds or types listed in Schedule 4 of the amendment Act 2004).</i>	10	17	11
Infringement notices issued	120	104	97
Failing to register	92	97	86
Failure to keep dog controlled or confined	5	1	9
Failure to keep dog under control	1	3	0
Failure to implant microchip transponder	19	0	0
Failure to comply with the effect of dangerous classification	0	0	0
Failure to comply with the effect of menacing classification	2	0	2
Failure to carry a leash	0	0	0
Failure to comply with Bylaw	1	3	0
Failure to undertake owner education programme or dog obedience course (or both)	0	0	0
Impounded dogs	76	70	38

# SOUTH WAIRARAPA DISTRICT COUNCIL

21 SEPTEMBER 2022

## AGENDA ITEM C7

### REVOKING POLICIES

#### Purpose of Report

To seek councillor approval to revoke several policies that officers consider are no longer required or would be more appropriate in another format.

#### Recommendations

Officers recommend that the Council:

1. *Receive the 'Revoking Policies' Report.*
2. *Agree to revoking the following policies: Committees and Working Parties (A100), Hire of Council Facilities (E200), Display of Artworks in the Greytown Town Centre (E700), Street Days, Appeals and Raffles (H600), and Street Banners and Flags (C700), and support officers undertaking the suggested further actions.*

#### 1. Background

The purpose of policies is to set direction and guide the principle of why we do something. It is different from the "how" which is a process or procedure and could be in the form of a guide, application form or public facing information on the Council website.

A review of policies is underway and officers have identified a number of policies that we consider are no longer required or would be more appropriate in another format:

- Council, Committees and Working Parties Policy (A100)
- Hire of Council Facilities Policy (E200)
- Policy for the Display of Artworks in the Greytown Town Centre (E700)
- Street Days, Appeals and Raffles (H600)
- Street Banners and Flags Policy (C700).

The full policy documents are available in Appendix 1.



Council approval is sought to revoke these policies and to support officers in undertaking the suggested further actions.

## 2. Discussion

The below table summarises the rationale for revoking the policies and suggested further action(s) where applicable.

#	Policy	Purpose	Reasons for revoking	Suggested further action(s)
1	Council, Committees and Working Parties Policy.	To provide details of the SWDC governance structure	<p>Updated information is replicated in the <a href="#">Local Governance Statement</a> published on the SWDC website. This is the appropriate place for this information as it is a legislative requirement of the Local Governance Statement under section 40(f) of the Local Government Act 2002 to include information on the governance structures and processes, membership and delegations. This policy is therefore considered redundant.</p> <p>Replicating the information in multiple places increases the risk of updates being made to one location and not the other. Information contained in the policy is out of date (relates to the 2016-2019 governance structure).</p>	<p>None.</p> <p>Content is already available in the Local Governance Statement on the Council website which incorporates the governance structure, membership and Terms of Reference for the 2019-22 triennium.</p>
2	Hire of Council Facilities Policy	To provide guidelines for staff and public about the provision of Council facilities that are available for hire	Does not set policy direction and information contained is available in other locations e.g. Terms and Conditions of hire for each facility and hire charges are contained within separate documents. Information about the venues available to hire are listed on the <a href="#">venues page</a> of the Council website.	Make any necessary additional information available on the venues page on the Council website.
4	Policy for the Display of Artworks in the Greytown Town Centre	To provide guidelines for the acquisition, management, display and storage of artworks in the Greytown Town Centre	Provides for a governance structure (consisting of a sub-committee of the Greytown Community Board) to approve and affix artwork which has not been reconstituted. The content is operational in nature and would be better supported by an operational procedure.	Replace with an internal operational procedure for the affixing of artwork more generally to ensure a consistent approach across the Council venues.
6	Street Days, Appeals and Raffles	To provide guidelines for those wishing to conduct street days, appeals and raffles.	The activity requires permission under the Wairarapa Consolidated Bylaw: Part 12 Public Places and does not require a separate policy. The process to seek permission can be by way of an application form to officers with accompanying	Replace with an application form and terms and conditions on the Council website.

			Terms and Conditions. This is consistent with the approach of other Councils, and provides a more streamlined approach to bookings.	
7	Street Banners and Flags Policy	To provide guidelines for the display of flags and to streamline the approach of taking bookings for street flags throughout the district	The policy does not set direction, rather it guides the application process and criteria for community boards taking bookings for FlagTrax. Officers consider internal guidance for staff and an application form to support the process would be more user friendly for applicants and community boards, and do not consider that a separate policy is required.	Replace with internal guidance for staff and with a public facing application form with Terms and Conditions for community groups wishing to make a booking through the Community Boards to display flags.

## 2.1 Options

The following options are available to councillors.

#	Option	Advantages	Disadvantages
1	Revoke all policies  <b>Recommended option</b>	Removes outdated and contradictory information where applicable aiding trust and confidence in Council.  Utilises a more appropriate format which provides a more user-friendly experience for the public.  Allows officers to focus on policy reviews of higher priority.	There is a short term cost in terms of officer time in implementing suggested actions (e.g. website updates, creation of application forms). This disadvantage would be outweighed by the longer term advantage of not needing to maintain and review policies that officers consider are no longer fit for purpose.
2	Revoke some but not all policies	This would depend on the number of policies being retained. The full advantages of Option 1 would not be realised.	This would depend on the number of policies being retained. Disadvantages of Option 3 would apply to a lesser extent.
3	Do nothing	There is a short term time saving advantage of not implementing suggested actions (e.g. website updates, creation of application forms). This advantage would be outweighed by the longer term requirement to review and maintain policies that officers consider are no longer fit for purpose.	Published documents that are no longer fit for purpose and/or outdated provide the public and staff with inaccurate information reducing trust and confidence in Council.  A less user-friendly experience for members of the public.  Officer time distracted from policy reviews of higher priority.

## 2.2 Consultation

Community Boards were provided with an opportunity to provide feedback at their August 2022 meetings given their interest, particularly in relation to the Street Banners

and Flags Policy, and the Display of Artworks in the Greytown Town Centre (for the Greytown Community Board). The Community Boards were supportive of officers seeking Council agreement to revoke the policies and of the suggested further actions.

The decision to be considered by councillors is considered of low significance and therefore consultation is not required.

### **2.3 Legal Implications**

There are no legislative implications associated with the decisions in this report.

### **2.4 Financial Considerations**

There are no financial considerations associated with the decisions in this report.

## **3. Conclusion**

A review of SWDC policies is underway and officers have identified a number of policies that are no longer fit for purpose, or would be more appropriate in another format. Council will be asked to consider revoking these policies and support officers undertaking the suggested further actions.

## **4. Appendices**

Appendix 1 – Policies to Revoke

Contact Officer: Steph Frischknecht, Policy and Governance Advisor

Reviewed By: Amanda Bradley, Policy and Governance Manager

## **Appendix 1 – Policies to Revoke**

## **COUNCIL COMMITTEES AND WORKING PARTIES**

### **Rationale**

This policy includes the governance structure which details how South Wairarapa District Council will carry out its governance functions according to the provisions and requirements of the Local Government Act 2002.

### **Guidelines**

1. Appointments are normally for the electoral triennium.
2. All appointments are decided by the Mayor in accordance with the Local Government Act 2002 or by resolution by Council.
3. The Mayor can remove or change an appointee.

### **Council Structure**

1. The Council has a current structure comprising of the following community boards, committees, , working parties and groups:
  - Martinborough Community Board
  - Featherston Community Board
  - Greytown Community Board
  - Māori Standing Committee
  - Hearings Committee
  - District Licensing Committee
  - Chief Executive Officer's Review Committee
  - Finance, Audit and Risk Committee
  - Assets and Services Committee
  - Planning and Regulatory Committee
  - 57 Fitzherbert Street, Featherston Subcommittee
  - South Wairarapa Long Term/Annual Plan Working Party
  - Tenders Working Party
  - Community Safety and Resilience Working Party
  - Civic Awards Working Party
  - Sport NZ Rural Travel Fund Assessment Group
  - Creative Communities Assessment Group
  - Water Race Subcommittee
  - Community Housing Working Party

2. The Council is a member of the following joint Wairarapa council working groups/committees:
  - Wairarapa Library Service Joint Committee (with CDC)
  - Wairarapa Combined District Plan Joint Working Group (with CDC, MDC)
  - Wairarapa Policies Working Group (CDC, MDC)
  - Wairarapa Economic Development Governance Group (CDC, MDC)
  - Wairarapa Trails Action Group
3. The Council is a member of the following joint Wellington region working groups/committees:
  - Wellington Regional Waste Management and Minimisation Plan Joint Committee
  - Waste Forum - Wellington Region
  - Wellington Region Climate Change Working Group
  - Wellington Region Transport Committee
  - Wellington Regional Strategy Committee
  - Remutaka Hill Road Working Party
4. The Council is a member of the following working groups/committees convened by Greater Wellington Regional Council:
  - Awhea Opouawe Scheme Committee
  - Lower Valley Development Scheme Advisory Committee
  - Wairarapa Moana Wetlands Governance Group
  - Ruamahunga Whaitua (Catchment) Committee
  - Waiohine Floodplain Management Plan Steering Group
  - Wairarapa Committee
5. The Council appoints members to the following; convened by other parties:
  - Cobblestones Museum Trust
  - Arbor House Trust Board
  - Destination Wairarapa
  - Wairarapa Safer Community Trust
  - Wairarapa Road Safety Council Inc.
  - Pukaha to Palliser (P2P)
6. The Mayor unless specifically included or excluded, is ex officio a member of all committees, working parties and groups with the exception of the Hearings Committee.
7. All community boards, committees, working parties and groups make recommendations to Council, for matters beyond their delegations. The Chief Executive Officer or Group Managers convene the appropriate committee meetings,

working parties or groups which come within their areas of responsibility unless otherwise indicated.

8. Committees, working parties and groups should only be formed with at least the following information:
  - a. Membership
  - b. Consideration to chairperson appointment/election
  - c. Meeting frequency
  - d. Quorum
  - e. Functions/Delegations
  - f. Responsibility for convening/hosting/minuting the meeting
  - g. Terms of Reference
9. Working parties or groups often have a sunset or winding up clause to ensure they are not on-going beyond their original brief, which if not sooner will be at the end of every triennium.



## Council, Committees, Working Parties and Groups

### Council

Chairperson:	Mayor (Deputy Mayor as alternative).
Membership:	The Mayor and all councillors. The Māori Standing Committee chairperson may attend and participate in debate but does not have voting rights.
Meeting Frequency:	6-weekly, dates as per an adopted schedule of meetings. Extraordinary meetings may be held on occasions.
Convened by:	Chief Executive Officer.
Quorum:	Five members.
Meeting Order:	Conducted in accordance with Standing Orders and the Local Government Official Meetings and Information Act 1987.

### Functions:

The Local Government Act 2002 shows the purpose of local government is:

- To enable democratic local decision-making and action by, and on behalf of, communities.
- To meet the current and future needs of communities for good-quality local infrastructure, local public services and performance of regulatory functions in a way that is most cost-effective for households and businesses. (Local Government Act 2002, section 10 (1)).

Council makes its own decisions about how it will structure or organise itself to work for and on behalf of its community.

Activities that can only be decided by the full Council, include:

- Setting rates and making bylaws.
- Borrowing money, or buying or selling land, unless already approved under the long-term plan.
- Adopting a long-term plan, annual plan or annual report.
- Adopting policies in response to LTP or by the local governance statement.
- Appointing a Chief Executive.
- To hear and consider matters as related to but not limited to the Resource Management Act, the Dog Control Act, Wairarapa Gambling Policy and the Reserves Act.

## Martinborough Community Board

Chairperson:	An elected member appointed by Martinborough Community Board members.
Membership:	Four Martinborough ward members elected by the community. Two councillors appointed by the Mayor.
2016-2019 Appointments:	Cr Pip Maynard and Cr Pam Colenso.
Meeting Frequency:	6-weekly, dates as per an adopted schedule of meetings. Extraordinary meetings may be held on occasions.
Convened by:	Chief Executive Officer.
Quorum	Three members.
Meeting Order:	Conducted in accordance with Standing Orders and the Local Government Official Meetings and Information Act 1987.

### Functions:

- Refer to the Community Board Terms of Reference.

### Delegations:

- All matters relating to urban reserves, urban amenities and town main streets that meet current Council policy or management plans and fall within the Annual Plan/Long Term Plan budget.
- Recommendations to Council for naming public roads, private roads and rights of way.
- Discretionary spend on projects and community grants.
- Recommendations to Council on the governance of the Pain Farm Estate, and on the distribution of income from the Pain Farm Estate in accordance with the Pain Farm Estate Policy
- Determination of priorities for and expenditure of town beautification fund.

## Featherston Community Board

Chairperson:	An elected member appointed by Featherston Community Board members.
Membership:	Four Featherston ward members elected by the community. Two councillors appointed by the Mayor.
2016-2019 Appointments:	Cr Colin Olds and Cr Ross Vickery
Meeting Frequency:	6-weekly, dates as per an adopted schedule of meetings. Extraordinary meetings may be held on occasions.
Convened by:	Chief Executive Officer.
Quorum:	Three members.
Meeting Order:	Conducted in accordance with Standing Orders and the Local Government Official Meetings and Information Act 1987.

### Functions:

- Refer to the Community Board Terms of Reference.

### Delegations:

- All matters relating to urban reserves, urban amenities and town main streets that meet current Council policy or management plans and fall within the Annual Plan/Long Term Plan budget.
- Recommendations to Council re naming for public roads, private roads and rights of way.
- Discretionary spend on projects and community grants.
- Determination of priorities for and expenditure of town beautification fund.
- Recommendations to Council on suitable projects for funds received from the sale of 57 Fitzherbert Street, Featherston.

## Greytown Community Board

Chairperson:	An elected member appointed by Greytown Community Board members.
Membership:	Four Greytown ward members elected by the community Two councillors appointed by the Mayor.
2016-2019 Appointments:	Cr Mike Gray and Cr Colin Wright
Meeting Frequency:	6-weekly, dates as per an adopted schedule of meetings. Extraordinary meetings may be held on occasions.
Convened by:	Chief Executive Officer.
Quorum:	Three members.
Meeting Order:	Conducted in accordance with Standing Orders and the Local Government Official Meetings and Information Act 1987.

### Functions:

- Refer to the Community Board Terms of Reference.

### Delegations:

- All matters relating to urban reserves, urban amenities and town main streets that meet current Council policy or management plans and fall within the Annual Plan/Long Term Plan budget.
- Recommendations to Council re naming for public roads, private roads and rights of way.
- Discretionary spend on projects and community grants.
- Determination of priorities for and expenditure of town beautification fund.
- Recommendation to Council on the appointment of a representative to the Arbor House Trust Board.

## Māori Standing Committee

Chairperson:	The chairperson and deputy chairperson are elected by the Committee.
Membership:	<p>Three councillors appointed by the Mayor.</p> <p>Two representatives from each of the three South Wairarapa district marae, two representatives from Pae tu Mokai o Tauira, and one representative from each of the two Wairarapa iwi. Nominations must be received in writing from each participating body.</p> <p>Membership is ratified by Council.</p>
2016-2019 Appointments:	Cr Pip Maynard, Cr Brian Jephson and Cr Ross Vickery
Meeting Frequency:	<p>6-weekly, dates as per an adopted schedule of meetings.</p> <p>Extraordinary meetings may be held on occasions.</p>
Convened by:	Chief Executive Officer.
Quorum:	7 members.
Meeting Order:	Conducted in accordance with Standing Orders and the Local Government Official Meetings and Information Act 1987.

### Functions:

- Refer to the Māori Standing Committee Terms of Reference.

### Delegations:

- Discretionary spend on community grants and projects.
- Determination of criteria and allocation of marae development fund granted in the 19/20 Annual Plan to local marae.

## Hearings Committee

Chairperson:	A Councillor who holds the 'chair' and hearings commissioner <sup>1</sup> accreditation except when independent hearings commissioners are appointed for hearings under the Resource Management Act (RMA). An appointed councillor for all other hearings.
Membership: (on RMA matters)	Up to three councillors who hold the hearings commissioner accreditation which may include appointments from Carterton or Masterton District Councils. Independent commissioners will be appointed for specific hearings as required.
Membership: (on other matters such as but not limited to, hearings under the Dog Control Act, Wairarapa Gambling Policy and Reserves Act)	Above members <i>PLUS</i> other councillors if appointed (by the Mayor).
Membership: (on Reserve Management Plan Hearings)	Mayor and all councillors.
Meeting Frequency:	As required.
Convened by:	Group Manager Planning and Environment.

### Notes:

1. Hearings commissioner accreditation is required for Resource Management Act hearings only.
2. Current RMA accredited members: Mayor Viv Napier, expiry 30 June 2022 and Deputy Mayor Brian Jephson, expiry 30 June 2020

## Functions

- To hear and consider matters as related to but not limited to the Resource Management Act, the Dog Control Act, Wairarapa Gambling Policy and the Reserves Act.

### District Licensing Committee

Chairperson:	Commissioner.
Membership:	One councillor, one commissioner and seven external members appointed by Council.
Membership:	One councillor, one commissioner and seven external members appointed by Council.
Appointments:	Julie Riddell (Chair), Cr Margaret Craig (Deputy chair), Damien Pivac, Gregory Ariell, Jessie Hunt, Catherine Rossiter-Stead, Bruce Farley, Andrew Beck, Donald Adams (until 30 June 2023). Note: Chair appointed until 30 June 2023, but appointment subject to a review on 30 June 2021
Meeting Frequency:	As required.
Convened by:	Group Manager Planning and Environment.

### Functions and delegations:

- s187 of the Sale and Supply of Alcohol Act 2012.

### Chief Executive Officer's Review Committee

Chairperson:	Mayor.
Membership:	Mayor, Deputy Mayor and three councillors appointed by the Mayor. All councillors to participate in a pre-review workshop to discuss performance matters.
Appointments:	Mayor Viv Napier, Cr Colin Olds, Cr Brian Jephson, Cr Pip Maynard and Cr Colin Wright
Meeting Frequency:	As required.
Convened by:	Mayor in conjunction with an external advisor
Quorum	Three members.

### Functions:

- Refer to the Chief Executive Officer's Review Committee Terms of Reference.



### Finance, Audit and Risk Committee

Chairperson:	Deputy Mayor.
Membership:	Deputy Mayor and three councillors appointed by the Mayor.
Appointments:	Cr Brian Jephson, Cr Colin Wright, Cr Ross Vickery and Cr Pam Colenso.
Meeting Frequency:	Quarterly
Convened by:	Group Manager Corporate Support.
Quorum	Two members.

### Functions:

- Refer to the Finance, Audit and Risk Committee Terms of Reference.

### Assets and Services Committee

Chairperson:	Cr Jephson The chair is appointed by the Mayor.
Membership:	Six councillors (one ward based with the remainder skill based), chair of each community board and the chair of the Māori Standing Committee appointed by the Mayor.
Appointments:	Cr Jephson, Cr Gray, Cr Carter, Cr Colenso, Cr Olds, Cr Wright Community Board Chairs: Lisa Cornelissen, Robyn Ramsden, Leigh Hay Māori Standing Committee Chair: Raihānia Tipoki
Meeting Frequency:	6-weekly, dates as per an adopted schedule of meetings. Extraordinary meetings may be held on occasions.
Convened by:	Group Manager Infrastructure and Services
Quorum:	Five members (half the appointed members).

#### Functions:

- Refer to the Assets and Services Committee Terms of Reference

### Planning and Regulatory Committee

Chairperson:	Cr Olds The chair is appointed by the Mayor.
Membership:	Six councillors (one ward based with the remainder skill based), chair of each community board and the chair of the Māori Standing Committee appointed by the Mayor.
Appointments:	Cr Olds, Cr Carter, Cr Vickery, Cr Jephson, Cr Maynard, Cr Wright Community Board Chairs: Lisa Cornelissen, Robyn Ramsden, Leigh Hay Māori Standing Committee Chair: Raihānia Tipoki
Meeting Frequency:	6-weekly, dates as per an adopted schedule of meetings. Extraordinary meetings may be held on occasions.
Convened by:	Group Manager Infrastructure and Services
Quorum:	Five members (half the appointed members)

#### Functions:

- Refer to the Planning and Regulatory Committee Terms of Reference

### 57 Fitzherbert Street Subcommittee

Chairperson:	Robyn Ramsden The chair is elected from within the Subcommittee.
Membership:	Three Featherston councillors and the chair of the Featherston Community Board.
Appointments:	Cr Vickery, Cr Olds and Cr Carter Featherston Community Board Chair: Robyn Ramsden.
Meeting Frequency:	As and when required in order to progress the purpose in a timely manner.
Convened by:	SWDC Amenities Manager.
Quorum:	Three members.

Note:

The SWDC Chief Executive and SWDC Amenities Manager will attend as officers to work with the Subcommittee.

#### Functions:

- Refer to the 57 Fitzherbert Street, Featherston Subcommittee Terms of Reference
- Reports directly to Council.

### Annual Plan/Long Term Plan Working Party

Chairperson:	Mayor.
Membership:	Mayor and all councillors, chair of each Community Board, one representative of the Māori Standing Committee.
Meeting Frequency:	As required in the six months prior to the release of the Annual/Long Term Plan.
Convened by:	Group Manager Corporate Support
Quorum:	Seven members (half the appointed members)

#### Functions:

- Refer to the South Wairarapa Annual Plan/Long Term Plan Working Party Terms of Reference.

### **Tenders Working Party**

Chairperson:	Mayor.
Membership:	Mayor and one councillor.
Appointments:	Councillor to be co-opted based on availability.
Meeting Frequency:	As required.
Convened by:	Any of the Group Managers as required.
Quorum:	Two members.

#### **Functions:**

- Refer to Procurement of Goods and Services Policy M500.

### **Community Safety and Resilience Working Party**

Chairperson:	Cr Pam Colenso Chair appointed by the Mayor
Membership:	Three councillors, one representative from each community board, others as per the Terms of Reference.
Appointments:	Cr Lee Carter, Cr Pip Maynard, and Cr Pam Colenso.
Meeting Frequency:	Quarterly
Convened by:	Infrastructure and Services Group Manager
Quorum:	Four members, two to be elected members.

#### **Functions:**

- Refer to the Community Safety and Resilience Working Group Terms of Reference.

### **Civic Awards Working Party**

Chairperson:	Cr Margaret Craig Chair appointed by the Mayor.
Membership:	Mayor and three councillors (one councillor from each ward) appointed by the Mayor.
Appointments:	Mayor Viv Napier, Cr Pam Colenso, Cr Margaret Craig and Cr Lee Carter.
Meeting Frequency:	As and when required for holding awards biennially.
Convened by:	Mayor.
Quorum:	Two members.

#### **Functions:**

- Refer to the Civic Awards Working Party Terms of Reference.

### **Sport NZ Rural Travel Fund Assessment Group**

Chairperson:	Deputy Mayor
Membership:	Deputy Mayor and two councillors appointed by the Mayor.
Appointments:	Cr Brian Jephson, Cr Lee Carter, and Cr Pip Maynard
Meeting Frequency:	As required but generally once a year.
Convened by:	Committee Advisor.
Quorum:	Two members.

#### **Functions:**

- Refer to the Grants Policy and Sport NZ Rural Travel Fund Assessment Group Terms of Reference.

### **Creative Communities Scheme Assessment Group**

Chairperson:	Elected from within the group on a yearly basis.
Membership:	Councillor appointed by the Mayor. Other non-elected members appointed as per the contract with Creative NZ.
Appointment:	Cr Lee Carter.
Meeting Frequency:	Between two-four times per year.
Convened by:	Committee Advisor.
Quorum:	Three members.

#### **Functions:**

- Refer to the Grants Policy and the Creative Communities Scheme Assessment Group Terms of Reference.

### **Water Race Subcommittee**

Chairperson:	Cr Olds Chair appointed by the Mayor.
Membership:	Two councillors appointed by the Mayor. Other non-elected members selected as per the Terms of Reference: <ul style="list-style-type: none"><li>• Three representatives from Moroa Water Race area (one must be a Greytown urban representative)</li><li>• Two representatives from Longwood Water Race area</li></ul>
Appointments:	Cr Colin Olds and Cr Mike Gray
Meeting Frequency:	At least 3 times a year.
Convened by:	Asset and Operations Manager
Quorum:	Four members (half the appointed members)

#### **Functions:**

- Refer to Water Race Users Group Terms of Reference.
- Reports to the Assets and Services Committee.

### Community Housing Working Party

Chairperson:	Cr Wright Chair appointed by the Mayor
Membership:	Five elected members (1 from each ward)
Appointments:	Cr Pam Colenso, Cr Margaret Craig, Cr Ross Vickery, Cr Colin Olds and Cr Colin Wright
Meeting Frequency:	As required
Convened by:	The chair
Quorum:	Three members

### Functions:

- Refer to the Community Housing Working Party Terms of Reference



## Wairarapa Joint Working Groups and Committees

### Wairarapa Library Service Joint Committee (a joint committee with Carterton District Council)

Chairperson:	Elected from committee
Membership:	Two elected South Wairarapa District Council members. It is recommended that one elected member is an elected community board member. Interest is sought from all community board members. Appointments are made by the Mayor. Carterton District Council's representatives as determined by their Mayor and/or Council
Appointments:	Cr Pam Colenso, Featherston Community Board Chair Robyn Ramsden.
Meeting Frequency:	Quarterly and as required.
Convened by:	SWDC Amenities Manager and CDC Library Manager

#### Functions:

- Refer to the Wairarapa Library Service Joint Committee Terms of Reference.

#### Delegations:

- To hear and determine submissions to the WLS Strategic Plan for recommendation to each Member Authority.

### Wairarapa Combined District Plan Working Group (a joint working group with Carterton and Masterton)

Chairperson:	Elected from within the working group.
Membership:	Mayor and two councillors. Masterton and Carterton District Council's representatives as determined by their mayors.
Appointments:	Mayor Viv Napier, Cr Brian Jephson and Cr Colin Olds.
Meeting Frequency:	As required.
Convened by:	Planning and Environment Group Manager following the recommendation from one or more of the Wairarapa councils that a plan change is required.

#### Functions:

- To approve proposed plan changes for notification, hear submissions and release decision.
- To instigate reviews of the Wairarapa Combined District Plan.

**Wairarapa Policies Working Group (a joint working group with Carterton and Masterton)**

Chairperson:	Elected from within the Working Group
Membership:	Two councillors appointed by Mayor Masterton and Carterton District Council's representatives.
Appointments:	Cr Mike Gray, Cr Ross Vickery
Meeting Frequency:	As required
Convened by:	Chairperson

**Functions:**

- Formulation and review of Wairarapa combined policies and bylaws.

**Wairarapa Economic Development Governance Group (a joint group with Carterton and Masterton)**

Chairperson:	Dame Margaret Bazley
Membership:	Mayor Masterton and Carterton District Council's Mayors.
Appointment:	Mayor Napier
Meeting Frequency:	As required.
Convened by:	The chair

**Functions:**

- To identify key economic development objectives for the Wairarapa region.
- To foster collaboration between Councils and local businesses to create opportunities that generate positive economic outcomes.
- To consider and advise Councils on Wairarapa wide economic developments proposals and projects.
- To report progress to the Wellington Regional Economic Development Agency (WREDA) and Wellington Regional Strategy Committee.

### **Wairarapa Trails Action Group**

Membership:	One SWDC councillor appointed by the Mayor
Appointment:	Cr Colin Olds
Meeting Frequency:	Quarterly

### **Functions and delegations:**

- Refer to the Wairarapa Trails Action Group Terms of Reference.

## Wellington Region Joint Working Groups and Committees

### Wellington Region Waste Management and Minimisation Plan Joint Committee

Chairperson:	Elected from within the Committee at least once a triennium.
Membership:	Wellington regional representative councillors appointed by their council including one SWDC representative.
Appointment:	Cr Pam Colenso
Meeting Frequency:	As required.
Quorum:	Four members.

#### Functions and delegations:

- Refer to the Waste Management and Minimisation Plan Joint Committee Terms of Reference.

### Waste Forum - Wellington Region

Chairperson, and other officers	Elected annually at the Forum Annual General Meeting
Membership:	One Councillor appointed by the Mayor or by Council resolution and one Council officer. Appointments from other councils within the boundaries of Greater Wellington and associate members.
Appointment:	Cr Pam Colenso
Meeting Frequency:	As required.
Quorum:	Four members.

#### Functions and delegations:

- Refer to the Waste Forum Terms of Reference.

## Wellington Region Climate Change Working Group

Chairperson	Elected from within the Working Group at least every triennium
Membership:	One main and one alternate elected member from each council in the Wellington region and three mana whenua representatives from Ara Tahi. <sup>1</sup>
Elected Member Appointment:	Cr Brian Jephson (voting member) and Cr Lee Carter (alternate)
Meeting Frequency:	Quarterly

### Functions and delegations:

- Refer to the Wellington Region Climate Change Working Group Terms of Reference.

## Wellington Regional Transport Committee

Appointments:	The Mayor to represent Council, Deputy Mayor may attend as alternative.
Set up:	Under the Land Transport Act.

## Wellington Regional Strategy Committee

Appointments:	One Wairarapa appointment made in agreement with the other Wairarapa councils.
2016-2019 Appointment:	Mayor Lyn Patterson (Masterton), Deputy John Booth (Carterton)

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<sup>1</sup> Ara Tahi is a leadership forum of Greater Wellington Regional Council (GWRC) and its six mana whenua partners who meet to discuss strategic issues of mutual interest (Ara Tahi membership comprises two representatives from each mana whenua authority, two GWRC Councillors and GWRC's Chief Executive).  
GWRC will appoint up to three representatives from Ara Tahi, one each representing: East Coast: Wairarapa; West Coast: Otaki to Porirua; Central: Wellington and Hutt Valley. Ara Tahi representatives are entitled to receive GWRCs standard daily meeting fee and mileage allowances for each meeting they attend.

### Remutaka Hill Road Working Party

Chairperson:	Elected from within the Committee at least once a triennium.
Membership:	Mayors of Upper Hutt City Council, Carterton District Council, Masterton District Council and South Wairarapa District Council. Representatives from NZTA, NZ Police, Road Transport Association and Automobile Association.
Appointments:	Mayor Viv Napier.
Meeting Frequency:	As required.
Quorum:	Four members

### Functions:

- A collaborative group which discusses and addresses issues regarding improving the Remutaka Hill Road which is the key link to the Wairarapa from the South.

## Greater Wellington Regional Council (GWRC) Committees

From time to time requests are received for Council representation on Greater Wellington Regional Council Committees.

### Wairarapa Committee

Membership:	One councillor (voting) and one alternate appointed by the Mayor. The GWRC Wairarapa elected councillor and two other GWRC councillors. Elected members from MDC and CDC. One member from each of the two Wairarapa iwi, appointed by GWRC
Elected Member Appointment:	Cr Colin Wright (voting) and Cr Brian Jephson.
Convened by:	GWRC.
Frequency:	Quarterly and as required
Function:	Refer to Wairarapa Committee Terms of Reference

### Awhea Opouawe Scheme Committee

Appointments:	One councillor appointed by the Mayor.
Elected Member Appointment:	Cr Brian Jephson.
Convened by:	GWRC.

### Lower Valley Development Scheme Advisory Committee

Appointments:	One councillor appointed by the Mayor.
Elected Member Appointment:	Cr Colin Olds.
Convened by:	GWRC.

### Wairarapa Moana Wetlands Governance Group

Appointments:	One councillor appointed by the Mayor.
Elected Member Appointment:	Cr Colin Olds.
Convened by:	GWRC.



**Ruamahunga Whaitua (Catchment) Committee**

Appointments:	One councillor appointed by the Mayor.
Elected Member Appointment:	Cr Colin Olds. (Note: there is additional remuneration for this role).
Convened by:	GWRC.

**Waiohine Floodplain Management Plan Steering Group**

Appointments:	Two councillors appointed by the Mayor
Elected Member Appointment:	Cr Mike Gray and Cr Colin Wright
Convened by:	GWRC.

## Representation on Other Organisations

From time to time requests are received for Council representation on community organisations or initiatives. These requests are considered on a case by case basis with appointments made as seen fit by the Mayor.

### Destination Wairarapa Board

Appointments:	Councillor or member of the public with business and/or financial skills appointed by the Mayor or by Council resolution.
Council Appointment:	Paul Broughton (External appointment)
Role Description:	As per the Destination Wairarapa Constitution. To report quarterly to Council on Destination Wairarapa activities and to take Council's views back to Destination Wairarapa Board.

### Cobblestones Museum Trust

Appointments:	One Councillor appointed by the Mayor or by Council resolution.
Elected Member Appointment:	Cr Colin Wright
Role Description:	As per the Cobblestones Museum Trust Document.

**Arbor House Trust Board**

Appointments:	One representative appointed by Council resolution (to be recommended by the Greytown Community Board).
Appointment:	Dr Rob Tuckett (External appointment)
Role Description:	As per the Arbor House Trust Deed

**Wairarapa Safer Community Trust Board**

Appointments:	One Councillor appointed by the Mayor or by Council resolution.
Councillor Appointment:	Cr Pam Colenso

**Wairarapa Road Safety Council Inc.**

Appointments:	One Councillor appointed by the Mayor or by Council resolution.
Councillor Appointment:	Cr Colin Olds
Role Description:	As per the Wairarapa Road Safety Council Constitution.

**Palliser to Palliser (P2P)**

Appointments:	One elected member
Memberships	Department of Conservation, local government agencies, iwi, Federated Farmers
Council appointment:	Clive Paton (External appointment)
Convened by:	Department of Conservation

# Hire of Council Facilities

## 1. RATIONALE:

To provide general guidelines for both the general public and Council staff in the provision of Council facilities that are available for hire.

## 2. PURPOSE:

To set out broad details of the conditions applicable to the Council facilities/halls used by responsible organisations, groups and individuals.

## 3. GUIDELINES:

### 3.1 Terms and Conditions

The Council provides details of the terms and conditions applicable for the hire of each Council facility which is available from the Council offices, Service Centres and website.

The Terms and Conditions including charges, set out full details of a hirer's obligations and responsibilities. These include details of the responsibilities regarding supply or sale of alcohol during the hire period and the areas these specifically relate to.

The CEO may vary the area to include a specified area external to a hall or Council property depending on the nature of the event or activity.

Terms and Conditions are reviewed from time to time and may be amended, altered or rescinded at any time.

Full Terms and Conditions of Hire for each facility are available on the following links:

- [Featherston - Anzac and Kiwi Halls](#)
- [Featherston Stadium](#)
- [Greytown Town Centre](#)
- [Martinborough Town Hall and Supper Room](#)

### 3.2 Payment of Charges

All charges are payable by the relevant due dates and no credit will be given. Refunds of bonds will be made only after Council staff have carried out a detailed post-hire inspection.

## 4. CURRENT FACILITIES AVAILABLE:

### 4.1 Halls and Meeting Rooms

#### **Featherston**

- Anzac Hall (including Supper Room)
- Kiwi Hall
- Card Reserve Sports Stadium

#### **Greytown**

- Town Centre (including Forum, WBS Room and upstairs meeting rooms)

#### **Martinborough**

- Town Hall (including Supper Room)
- Supper Room

4.2 Bookings for the use of the facilities are administered by the Council officers. Details of bookings made are held primarily by the Council officers with information also available from the respective offices:

- Martinborough : Council office
- Featherston : Library/Service Centre
- Greytown : Library/Service Centre

4.3 Terms and Conditions of hire, together with a schedule of hire charges, an Evacuation Guide for hirers, and an application to hire form, are held by the Council officers and also available from the respective offices.

## 5. REVIEWS:

5.1 This policy will be reviewed as shown below.

5.2 Charges are reviewed annually at the time of the Annual Plan/LTP.

5.3 Terms and Conditions and Hire Charges are reviewed from time to time and are issued by the Chief Executive Officer.

# Policy for the Display of Artworks In the Greytown Town Centre

## 1. RATIONALE:

To provide guidelines for the acquisition, management, display and storage of artworks in the Greytown Town Centre

## 2. PURPOSE:

To ensure there is a consistent approach when displaying or affixing any form of artwork within the Greytown Town Centre to ensure all display is consistent, effective and enhances the public spaces of the building.

The focus of this policy is **only** on art works to furnish the interior of the building, including the Foyer, Forum, WBS Room, Library, stairwell and Joe Rewi meeting room.

## 3. GUIDELINES:

- 3.1** A sub-committee of three persons, appointed by the Greytown Community Board plus a Council Officer, at the commencement of each triennium, will be responsible for approving and determining the method of affixing and display of all artworks.
- 3.2** The sub-committee will also be responsible for the location, management and conservation of all artworks in the building.
- 3.3** The sub-committee will meet as required to determine acquisition, displays and rotation of artwork.
- 3.4** Definition of artworks includes but is not limited to plaques, photos, prints, paintings, wall hangings, sculptures, banners or needlework being displayed or affixed on any surface of the building.
- 3.5** Artworks do not include photocopies, stickers, brochures, newsletters, posters and signs - none of which should be affixed to any vertical surface of the building without approval.
- 3.6** All staff must ensure that sub-committee approval is provided prior to affixing any item to the walls or any other surface apart from the library furniture.
- 3.7** No individual has the right to affix any item to a wall or other surface without prior approval of the sub committee.
- 3.8** All displays of artwork must be affixed in a manner that will not damage any surface of the building.
- 3.9** Donations of artworks from individuals and groups in the community, including bequests, may be accepted at the discretion of the sub-committee.
- 3.10** In general, more significant works will be displayed in key public spaces. Adequate circulation of stock will be maintained, especially turnover of works in key public spaces. The focus of display will be on matching works to appropriate spaces, in terms of dimension, visibility and profile.
- 3.11** An inventory of artworks held in the collection will be maintained.
- 3.12** Artwork not currently displayed will be stored securely in the archives pod.
- 3.13** Insurance of privately owned artwork approved for display will be the responsibility of the owner.
- 3.14** Hirers of the facility wishing to display items during the period of hire, e.g. exhibitions, promotions, displays, concerts and functions which must comply with the terms and conditions of hire held at the SWDC Greytown Service Centre.

**3.15** In case of dispute or any ambiguity, the final decision will rest with Council.



# STREET DAYS, APPEALS AND RAFFLES

## 1. **RATIONALE:**

Council wishes to loosely manage activities on the streets in the District such as street days, appeals and raffles to minimise any inconvenience to the public and businesses.

## 2. **PURPOSES:**

To set out conditions for those conducting street activities.

## 3. **GUIDELINES:**

- 3.1 Persons or organisations wishing to conduct a street day or a raffle must register their interest with the Council and request approval of a date.
- 3.2 Where there is competition for allocations of a street day, South Wairarapa District organisations will be given priority.
- 3.3 The management of businesses and shops adjacent to an intended location at which an appeal is based or used is to be consulted prior to the day on which an appeal is to take place.
- 3.4 On authorised street days, any prizes that may be offered, can be displayed over a maximum of two parking spaces provided that the approval of adjacent shop owners is obtained and official "No Parking" signs are hired from the South Wairarapa District Council office.
- 3.5 For any event that involves food being prepared, or cooked, on site, other than pre-packaged food, as part of fund raising activities, the Council's Environmental Health Officer is to be consulted prior to the approved date for the event, or appeal.
- 3.6 Street day appeals may not be located in or near Council owned or occupied premises without Council's permission.
- 3.7 Applicants may not physically approach the public to ask for donations or other support.

Note. This Policy should be read in conjunction with the Public Places and Trading in Public Places By laws.

# STREET BANNERS AND FLAGS

## 1. RATIONALE

Council supports many events and organisations through the display of street banners and flags. To ensure a consistent approach for all organisations and groups, including Council, a flags policy is required to assist officers and Council determine priorities in display.

## 2. PURPOSE

1. To set out guidelines to Council's elected members and Council employees who are required to determine use of poles and brackets and what may be displayed.
2. To streamline the approach of taking bookings for street flags throughout the district.

## 3. GUIDELINES

1. To streamline the approach of taking bookings for street flags throughout the district, Council requires that anyone wanting to install street flags or banners make an application through the respective community board in writing. The application must include:
  - a. *The dates of installation and removal.*
  - b. *Reason for installation, event details.*
  - c. *Description or picture of the banner or flag.*
2. While the respective community board approves and takes bookings for street flags it is the applicant's responsibility to arrange installation and removal of their flags on the applied dates by a Council approved contractor.
3. It is the responsibility of the applicant to maintain the standard of the flags during the installation period.
4. It is the responsibility of the applicant to reinstate flags previously hanging.
5. Due to the application being required to go to the appropriate community board for comment and allowing time for amendments in design (if required) and subsequent print times, applications must be received no later than forty (40) working days prior to the applied installation date.
6. Applicants (or the approved contractor) are required to apply for a non-excavation Corridor Access Request/Works Access Permit via the link on the SWDC website and supply a Traffic Management Plan at least fifteen working days prior to the installation date.

7. Any deviation from the approved banner/flags or event signage without previous agreement with the respective community board may result in the removal of the banner/flag or event signage.
8. The applicant is responsible for all charges incurred by Council in the event of any emergency works necessary to make the street flags safe and for any removal and reinstatement costs incurred by Council should the applicant fail to remove the flags by the agreed date.
9. In determination of appropriate usage the community board will consider the following:
  - a. *Previous use and historical context.*
  - b. *The commercial or community nature of the event or occasion.*
  - c. *Cost recovery or financial support to the event or occasion.*
  - d. *The financial contributions made by or to the applicant present or historical.*
  - e. *To help make the design more effective it is recommended that:*
    - Graphics be simple and bold.
    - Text only be used where it forms part of the established image of the event or logo.
    - Text be large enough to be read from a distance and be kept to no more than a few words.
    - Dates and venues are best avoided, as they are difficult to read.
    - Montages, slogans and extended text should be avoided.
    - White backgrounds should be avoided as they soil easily and are difficult to see against the greyness of the winter weather, often inhibiting legibility.
    - Material deemed to be inappropriate or offensive to the community at large, or to any sector of the community, will not be permitted.
10. The community board reserves the right to refuse design applications at its discretion.
11. Any sign or banner must not contravene the Wairarapa Combined District Plan or other plans, bylaws or guidelines.

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**AGENDA ITEM C8**

**DELEGATION TO THE CHIEF EXECUTIVE DURING THE 2022 INTERIM ELECTION PERIOD**

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**Purpose of Report**

The purpose of this report is to request Council delegation to the Chief Executive during the 2022 interim election period for urgent matters that cannot reasonably wait for the first inaugural meeting of the new Council.

**Recommendations**

Officers recommend that the Council:

1. *Receive the 'Delegation to the Chief Executive during the 2022 Interim Election Period' Report.*
2. *Agree that from the day following the Electoral Officer's declaration, until the new Council is sworn in, the Chief Executive is authorised to make decisions in respect of urgent matters that cannot reasonably wait for the first inaugural meeting of the new Council, in consultation with the Mayor elect.*
3. *Agree that this is subject to a requirement that any decisions made under this delegation will be reported to the first ordinary meeting of the new Council.*
4. *Note that this delegation is subject to the limitations in clause 32(1) of Schedule 7 of the Local Government Act 2002.*
5. *Note that in the case of a civil defence emergency, the Chief Executive may use his powers under clause 21(3) of Schedule 7 of the Local Government Act 2002 to call the first inaugural meeting with less than the usual 7 days' notice requirements to allow the Mayor to act in declaring a state of local emergency or giving notice of a local transition period.*

**1. Executive Summary**

Council is asked to consider making arrangements to ensure any business that requires urgent Council decision can be made during the period from the day after the declaration of the electoral result until the new Council is sworn in at the inaugural meeting of Council by delegating authority to the Chief Executive. This is likely to be for a short period as the

results are expected to be declared between 13<sup>th</sup> – 19<sup>th</sup> October 2022 and the inaugural Council meeting is scheduled for 26 October 2022.

This delegation would be exercised in consultation with the Mayor elect and subject to a requirement that any decisions made will be reported to the first ordinary meeting of Council.

This recommendation is consistent with the decision of the outgoing Council in 2019, and with LGNZ Guidance that considers this to be the only practical way of managing any emerging issues.

## **2. Background**

Clause 14 of Schedule 7 of the Local Government Act 2002 (LGA) provides that a person newly elected to Council may not act until they have made the necessary declaration at the inaugural Council meeting. This provision combined with sections 115 and 116 of the Local Electoral Act 2001 (as set out below) to the effect that, from the day after the declaration of election results (which is by way of public notice in a local newspaper), until the new members declaration is taken at the inaugural Council meeting, neither the outgoing nor the incoming elected members can act in their capacity as members of the Council. The previous members go out of office at the same time as the new members come into office (the day after the public notice in the newspaper).

### ***Section 115 When members come into office***

*Candidates at a triennial general election who are declared to be elected come into office on the day after the day on which the official result of the election is declared by public notice under section 86.*

### ***Section 116 When members leave office***

- (1) Every member of a local authority or community board, unless vacating office sooner, vacates office,—*
  - (a) in a case where the member's office is the subject of an election, when the members elected at the next election come into office:*
  - (b) in a case where provision is made by any enactment to fill a vacancy by appointment, when the member's successor comes into office.*
- (2) Despite subsection (1)(a), if a member's office is the subject of an election, and neither the member nor any other person is elected at the election to that office, the member vacates office at the same time as any other member of the local authority who is not re-elected at the election.*

## **3. Discussion**

It is recommended that the Council make a broad delegation to the Chief Executive for the period in question. This would subject to the limitations set out in paragraphs (a) to (h) of clause 32(1) of Schedule 7 of the LGA. This clause provides:-

*“Unless expressly provided otherwise in this Act, or in any other Act, for the purposes of efficiency and effectiveness in the conduct of a local authority's*

*business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties, or powers except—*

- (a) the power to make a rate; or*
- (b) the power to make a bylaw; or*
- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or*
- (d) the power to adopt a long-term plan, annual plan, or annual report; or*
- (e) the power to appoint a chief executive; or*
- (f) the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement.*
- (g) [Repealed]*
- (h) the power to adopt a remuneration and employment policy.”*

This delegation is for the limited time period between the declaration of the election result and the first meeting of the new Council. This is anticipated to be a short period as the declaration of results is expected between 13<sup>th</sup> to 19<sup>th</sup> October 2022 and the inaugural Council meeting is expected to be held on 26 October 2022. The delegation is also subject to a requirement that the Chief Executive may only act after consultation with the person elected to the position of Mayor, and may only attend to those matters that cannot reasonably wait for the first meeting of the new Council. The Chief Executive is required to report any decisions to the first meeting of the new Council.

This recommendation is consistent with the decision made by the prior outgoing Council in 2019, and with LGNZ guidance<sup>1</sup> that considers this to be the only practical way of managing any emerging issues.

A risk involved in delegating to the Chief Executive would be that the Council do not agree with a decision made and overturn a decision at a later date. The risk of not delegating would be the inability to undertake any urgent business requiring Council decision during the period from the declaration of the election result until the first meeting of the new Council.

The limited time period and the fact that any decision by the Chief Executive is required to be made in consultation with the Mayor elect, and that it would only be pressing matters that must be attended to, provides a degree of comfort to elected members that decisions will not be made unless required for the smooth running of the Council.

### **3.1 Interim Civil Defence Emergency Management Arrangements**

The Mayor is provided with the power to declare a state of local emergency, or give notice of a local transition period, under section 25 of the Civil Defence Emergency Management Act 2002. During the period from the official announcement of the election results to the date of the first meeting of the local authority, a state of local emergency and a notice of a local transition period will only be able to be declared/given by the Minister for Emergency Management, as outlined in Appendix 1.

<sup>1</sup> <https://www.lgnz.co.nz/assets/fa62e294b0/LGNZ-Guide-to-Standing-Orders-2019.pdf> (page 23).

The Chief Executive may however, bring the date of the first meeting forward, using his powers under clause 21(3) of schedule 7 of the Local Government Act to call a meeting in emergency circumstances with less than the usual 7 days' notice requirement of a first meeting. This would allow elected members to be sworn in earlier, such that the Mayor is able to act to declare a state of local emergency or give notice of a local transition period if required.

#### **4. Conclusion**

Council is asked to consider arrangements to ensure the effective and efficient conduct of the Council's business during the period from the day after the declaration of the electoral result until the new Council is sworn in at the first meeting of the Council.

Until the new members' declaration is taken at the first Council meeting, neither the outgoing nor the incoming elected members can act in their capacity as members of the Council. It is recommended that the Council make a delegation delegate to the Chief Executive for the period from the day after the declaration until the swearing in of the new Council, except for those set out in Schedule 7, Clause 32(1) of the LGA.

#### **5. Appendices**

Appendix 1 – Local Government Election Governance Arrangements: Guidance for Civil Defence Emergency Management Groups

Contact Officer: Steph Frischknecht, Policy and Governance Advisor  
Reviewed by: Amanda Bradley, Policy and Governance Manager



# **Appendix 1 - Local Government Election Governance Arrangements: Guidance for Civil Defence Emergency Management Groups**

## During the period from the official announcement of the election results to the date of the first meeting of the local authority, a state of local emergency and a notice of a local transition period will only be able to be declared/given by the Minister for Emergency Management

### Introduction

1. The purpose of this report is to clarify the governance arrangements for Civil Defence Emergency Management Groups (CDEM Group), as they relate to Mayors and Chairpersons, over the period of local government elections.
2. Section 13 of the Civil Defence Emergency Management Act 2002 (CDEM Act) provides that each local authority that is a member of a CDEM Group must be represented on the Group by one, and only one, person, being the Mayor or Chairperson of that local authority (or an elected person from the local authority, if the local authority has taken the step of delegating the authority to act for the mayor or chairperson to another elected member).
3. Section 25 of the CDEM Act provides that a CDEM Group must appoint at least 1 representative from the CDEM Group to declare a state of local emergency/local transition period for its area. In addition, the Mayor<sup>1</sup> of a territorial authority also has the ability to declare a state of local emergency/give notice of a local transition period that covers the district of that territorial authority.<sup>2</sup>

### Continuity of representation

4. Where an elected member stands unopposed or the number of candidates does not exceed the number of vacancies, then the electoral officer can declare the persons elected at the period of close of nominations.<sup>3</sup> However, that person does not have authority to act in that official capacity until they have

<sup>1</sup> Or an elected member of the territorial authority designated to act on behalf of the Mayor, if the Mayor is absent

<sup>2</sup> If the Mayor or the person(s) appointed under s25(1) are all absent, then any other member of the CDEM Group may exercise the power to declare a state of emergency/local transition period.

<sup>3</sup>Section 63 of the Local Electoral Act

given their oral declaration (see *Power to act* below).

5. **Mayor of Territorial Authority / Unitary Authority:** Where the Mayor<sup>4</sup> is not

standing for re-election, they are still in office and have the authority to declare a state of local emergency/give notice of a local transition period up to and including the day on which the electoral officer declares the result of the election.<sup>5</sup>

6. The new elected Mayor (even if it is the same person as the previous Mayor) comes into office the next day.<sup>6</sup> In other words, there is no period between the two terms where there is no Mayor. However, incoming Mayors (even if re-elected) are not able to make decisions in their official capacity until they have sworn an oath of office (see *Power to Act* below).

7. **Chairperson of Regional Council:**

Similar to Mayors, the previous term's Chairperson's term ends at the end of the day of the official declaration of results, even if they are re-elected to the Council. For a Chairperson re-elected, although their membership of the local authority continues, their Chairpersonship does not continue. The Chairpersonship for the new term starts when the new elected members meet and vote the Chairperson for the next term.

8. A Chairperson also can't act in their official capacity until they have completed their oral declaration, discussed in *Power to Act* below.

**Power to Act: When does a newly elected official obtain the power to act and make decisions?**

9. Although the elected members take office on the day after the election results are declared they do not immediately have the power to act in that official capacity, until they have sworn an oath of office.
10. It is the Chief Executive of the local authority's responsibility to call and chair the first meeting of the local authority following a triennial general election, and to instigate the process of swearing in the new members.<sup>7</sup> This usually occurs within two weeks of the declaration of official results.
11. An exception exists to allow the first meeting following an election to occur sooner than usual, if an emergency exists.<sup>8</sup> In this situation, the Chief Executive may give notice of the meeting as soon as practicable. There are specific requirements for the business to be conducted at that meeting (including the making and attesting of the declarations required by the mayor or chairperson).<sup>9</sup>

<sup>4</sup> or the elected member delegated authority to act for the Mayor or Chairperson

<sup>5</sup> Sections 115 & 116 of the Local Electoral Act 2001

<sup>6</sup> Section 115(1) and 116(1) of the Local Government Act 2002

<sup>7</sup> Clause 21, Schedule 7, Local Government Act 2002

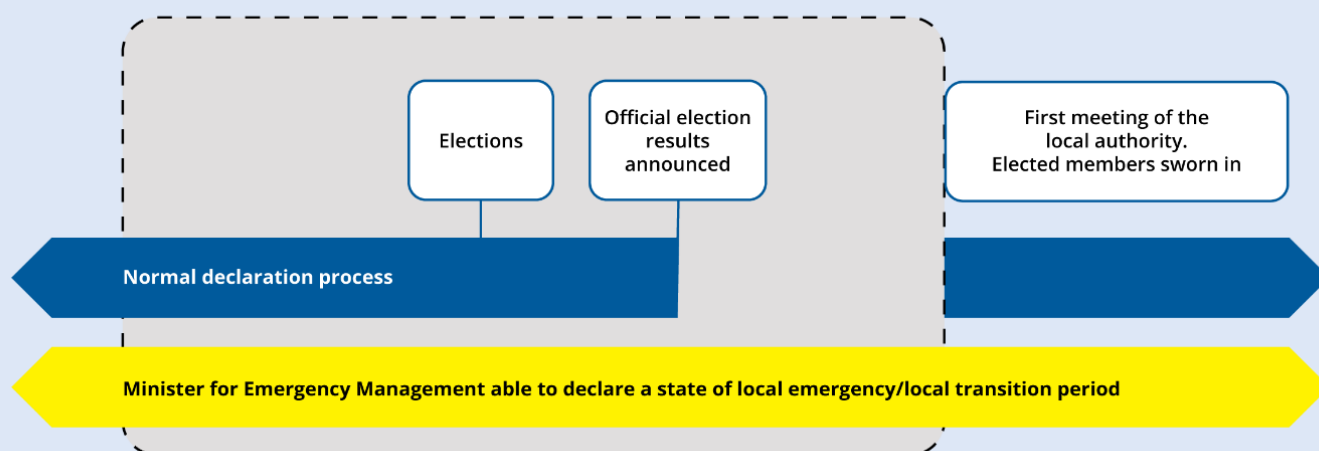
<sup>8</sup> Clause 21(3), Schedule 7, Local Government Act 2002

<sup>9</sup> See Clause 21(5), Schedule 7, Local Government Act 2002

## Who can declare a state of local emergency / give notice of a local transition period during this period?

12. During the period from the official announcement of the election results to the date of the first meeting of the local authority, a state of local emergency/notice of local transition period will only be able to be declared/given by the Minister for Emergency Management.
13. This could be a short period if the Chief Executive of the local authority uses his or her powers<sup>10</sup> to call a meeting in emergency circumstances with less than the usual 7 days' notice.
14. NEMA advises that the process for getting in touch with the Minister for Emergency Management is via the CDEM Group's Regional Emergency Management Advisor (REMA), who will link the local authority with the Director of Civil Defence Emergency Management and the Minister's office.

### Declaration process during local body elections



<sup>10</sup> Clause 21(3) of schedule 7 of the Local Government Act 2002

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AGENDA ITEM D1

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**MĀORI PARTNERSHIP AND REPRESENTATION REPORT**

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**Purpose of Report**

To present members with information on Māori partnership and representation models and approaches within Council.

**Recommendations**

Officers recommend that the Council:

1. *Receive the Māori Partnership and Representation Report.*

**1. Executive Summary**

This report presents information on potential partnership and representation models within Council that could be considered for the 2022-25 triennium and on the establishment of a Māori ward in advance of the 2025 elections.

**2. Background**

On 3 August 2021, the Māori Standing Committee (the Committee) endorsed and recommended to Council the adoption of the Māori Standing Committee Terms of Reference (TOR). The Committee TOR presented in Appendix 1, were adopted by Council on 15 September 2021 along with a recommendation to discuss options and implications for Māori representation at Council and Council Committees with the Māori Standing Committee.

The adopted TOR looks to strengthen the relationship between the Council and Committee and to clarify the purpose of the Committee to advocate on behalf of and in the best interests of tāngata whenua in the district (including the descendants and hapū of Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa). The TOR incorporates new powers for the Committee to make recommendations to Council on significant governance issues and decisions and provide advice on strategic matters. The TOR retains the ability for the Committee to manage a budget for the purpose of making community grants, marae grants and undertaking projects that promote Māori interests.

On 23 November 2021, The Committee requested a report outlining the adopted TOR and additional partnership and representation models within Council. This was presented at the committee meeting on 13 September 2022. At this time, the

committee noted the importance of this work and requested time to consider and engage with iwi/marae on potential partnership and representation options.

### **3. Current Context**

The South Wairarapa District Council formally established a Māori Standing Committee in 1996 and each triennium after, to advocate on behalf of, and in the best interests of tangata whenua in the district. Members represent the Wairarapa iwi Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa, the three local marae Pāpāwai, Hau Ariki and Kohunui and the hapouri Māori community group Pae tū Mōkai o Taurā.

As part of the 2021-2031 Long Term Plan, Council worked with committee members and local marae to better understand the aspirations of the Māori community and to develop the 30-year strategic framework for the district. This framework guided Council's financial commitment to enhanced Māori liaison with the intention of working with the Committee on how this role can best meet the community's needs. Council is currently recruiting for a Pou Māori, Principal Advisor, to fill this role who would be responsible for providing quality advice to support decision making, strategy and policy direction to ensure Council acts in a manner that consistent with the principles of Te Tiriti o Waitangi and utilises mātauranga Māori and kaupapa Māori frameworks to realise better outcomes for mana whenua and Māori in the district.

### **4. Discussion**

The consideration of Māori representation and partnership with mana whenua and Māori in New Zealand has resulted in a wide range of differing arrangements for Māori across the country.

These can include:

- clear processes to enable Māori to contribute to decision making by councils;
- memoranda of understanding and partnership agreements;
- direct election of Māori representatives onto councils;
- appointments by mana whenua or Māori organisations onto councils or council committees;
- co-governance arrangements over specific council functions;
- advisory committees made up of mana whenua and hapori Māori.

As each council decides their own representation and partnership arrangements, Māori are represented in local government at various levels and through both formal and informal representation and partnership arrangements.

### **5. Partnership and Representation Models**

The different models and approaches below are all examples of options to enable Māori representation and partnerships with mana whenua and Māori within local government. They can stand alone or be viewed as complementary and operate together in varying degrees. Understanding the problem/opportunity to be addressed is important so that the best solution is described in the functions of whatever model

is set up. It is feasible that all these models could be in play at the same time, with different drivers, and achieving different things.

## **5.1 Representation options for 2022-25 triennium**

There are a number of arrangements that Council could consider implementing for the 2022-25 triennium, as outlined below. The Committee is asked to provide feedback or make recommendations that the incoming Council can consider following the October 2022 elections.

### **5.1.1. Appointments**

Council can appoint representatives from mana whenua or the wider Māori community to committees (voting or non-voting) and advisory members to Council (non-voting). This may be alternative or additional arrangements to Māori wards and can potentially be different solutions to different situations. Where a Māori ward provides for an elected member of Council as a full voting member, direct appointments can allow for mana whenua to nominate a suitable person to sit on council committees and act in an advisory role to Council. These members would undertake the same preparatory duties as Councillors and contribute to discussions with their expertise and knowledge. Providing voting rights on Committees to these appointees would increase the authenticity of the appointment and strengthen participation in decision making processes. Appointees could be seen as either a form of representation for Māori communities in the district, or as a partnership link with mana whenua entities and an opportunity for them to contribute valuable skills, experience and knowledge to the work of Council and its committees. The structure of the appointee and the terms of appointment would help define the role of any appointments to Council committees.

Being an appointee would require dedicated resource over the triennium, including preparation for and attendance at regular meetings held during the regular business hours. Council would be responsible for setting remuneration of appointees. To make the appointments a workable arrangement, it is recommended that appointees should have their remuneration set based on the expected workload in an equivalent manner to councillors.

In 2016, The Masterton District Council appointed two iwi representatives on Council and membership on various Committees (the Community Wellbeing, Infrastructural Services, and Strategic Planning and Policy Council Committees). These representatives have voting rights on the appointed committees and a voice at the Council table.

The Carterton District Council have Marae representatives on various council committees (Audit and Risk, Infrastructure and Services, Policy and Strategy), advisory groups (Arts, Culture and Heritage) and the Wairarapa Library Service Joint Standing Committee.

### **5.1.2. Advisory Groups**

Council can establish advisory groups (such as the current Māori Standing Committee) to provide advice, input and leadership on certain matters. It is also possible for these groups to exercise delegated decision making, including within a provided budget envelope, to support delivery of council services and priorities.

Other forms of these advisory groups can include mana whenua forums or enabling existing groups/structures to undertake an advisory role with council. Establishing a formal committee such as the existing Māori Standing Committee does allow for a clear transfer of responsibilities and powers from Council to the committee.

#### **5.1.3. Joint Committees**

Council can look to support its direct partnerships with mana whenua through establishing committees with a clear working focus, delegated decision-making (where allowed for) and equal membership between Council and mana whenua.

An example of this may be a committee for the development of Council's long term plan. This committee could:

- Be comprised of an equal number of elected councillors, and mana whenua appointees;
- Work with staff on development of the long term plan;
- Make decisions and interim recommendations to Council;
- Lead community engagement, including hearing of submissions; and
- Make final recommendations to Council on the adoption of the long term plan.

This is just one example of how Council could develop its committee structure to support partnerships with mana whenua. Other areas for functional committees might include environment, infrastructure, audit and risk, regulatory, or community services.

Joint committees of this nature provide a meaningful way for Council to work directly in partnership with mana whenua, within the council structure.

#### **5.1.4. Agreements**

Council may also have formal working arrangements with mana whenua and Māori communities in a variety of forms, such as a memorandum of understanding, contracts for delivery of certain services or functions, and mana whakahono a rohe under the Resource Management Act that set out how Council and mana whenua will work together.

These arrangements have the benefit of giving clarity to the day-to-day functioning of the partnership between Council and iwi, and setting clear expectations of involvement, shared decision making and service delivery. While these agreements cannot be inconsistent with legislation, moving away from a formal Council, committee or electoral structure enables a more fluid arrangement to be discussed.

### **5.2 Representation options for 2025**

Councils are required to carry out a representation review every six years. As Council last carried out a review in 2018 for the 2019 elections, the next review is due prior to the 2025 elections.

#### **5.2.1. Māori electoral wards**

Council can determine to establish a Māori ward, voted for by registered voters on the Māori electoral roll, as part of a representation review ahead of the 2025 elections.

Following changes to the Local Government Electoral Act removing the ability for communities to demand a poll on council decisions around establishing Māori wards, a significant number of councils established Māori wards ahead of the 2022 local



government elections. Having a Māori ward is one of many options to strengthen Māori involvement in Council decision making.

Voting in Māori wards is restricted to those who are registered on the Māori electoral roll. This means both that there are voters in a district who whakapapa Māori but will not be able to vote for Māori ward candidates as they are not enrolled on the Māori electoral roll, and that the election of Māori ward candidates is voted on by all Māori registered on that roll in the district, not just those Māori who are mana whenua in that area. In some districts and cities this can mean that a significant majority of voters within the Māori ward do not have whakapapa connections with that area, so Māori wards are not necessarily a partnership issue but do provide dedicated representation for Māori voters.

Further legislative changes to simplify the representation review process councils must follow to introduce Māori wards are currently being proposed through a Local Government Electoral Legislation Bill. The Bill proposes decisions regarding Māori wards and general wards becoming part of one process that includes a strategic policy decision about Māori representation as the first step of the process, and detailed decisions about implementation of wards as the second step of the process.

Under the Bill, councils would be required to review specific Māori representation by 20 December 2023 for the 2025 elections. The decision-making process would include engagement with Māori and other communities of interest in the district. The second step of the process would be completed in 2024 which involves determining the detailed arrangements (e.g. the number of councillor positions which is calculated based on the local Māori electoral population).

The future representation review process proposed through the Bill is attached in Appendix 2.

**6. Proposed approach and timeline**

The committee is asked to consider and provide any feedback on the proposed approach and timeline for considering Māori partnership and representation models.

Activity	Potential engagement activity	Proposed Timing
Engagement with Māori Standing Committee	Initial partnership and representation paper to Māori Standing Committee for discussion and recommendations to incoming Council on 2022-25 triennium partnership and representation arrangements	September 2022
	Council considers Māori Standing Committee recommendations for 2022-25 triennium partnership and representation arrangements	October – December 2022

Activity	Potential engagement activity	Proposed Timing
Engagement with communities of interest (i.e. marae, hapu and iwi) on Māori wards	Wānanga supported by the Māori Standing Committee	January – May 2023
Campaign to educate community on Māori wards	Print and social media Public meetings	January – May 2023
Pre-engagement to seek community views on representation arrangements	Community survey (non-binding)	June – September 2023
Council consideration of specific Māori representation arrangements	Paper to Council in November 2023	Resolution required by 20 December 2023 <sup>1</sup>
Decisions about detailed representation arrangements	Involves public consultation on Councils initial proposal and adoption of the final proposal following submission consideration	2024

## 7. Conclusion

The Committee is asked to consider the following questions and provide feedback and recommendations to Council on the presented representation and partnership models and approaches.

### 7.1 Questions for Consideration

- Which of these models/approaches (or combination) best reflects the needs of mana whenua and Māori the South Wairarapa District?
- Does the establishment of a Māori ward represent the views and electoral choices of Māori within the district?
- What is the best way to develop strong relationships with iwi, hapū, whānau and hapori māori in the South Wairarapa?
- What is the best way to develop and sustain authentic partnership between SWDC and mana whenua/Māori communities?
- How do you envision the Māori Standing Committee role evolving with regard to these models/approaches?
- Will a Māori ward address under-representation of Māori or lack of influence by Māori in Council decision-making?
- What is the best way to advocate for the interests of the Māori community in South Wairarapa?

Is the proposed timeline realistic and would it meet the expectations of mana whenua?

<sup>1</sup> Note: This timing is based on the proposed Local Government Electoral Legislation Bill and is subject to change.

## **8. Appendices**

Appendix 1 – Māori Standing Committee Terms of Reference

Appendix 2 – Proposed Future Representation Review Process

Contact Officer: Amanda Bradley, General Manager, Policy & Governance

Reviewed By: Harry Wilson, Chief Executive

## **Appendix 1 – Māori Standing Committee Terms of Reference**



**MĀORI STANDING  
COMMITTEE**  
*Kia Reretahi Tātau*

## **SOUTH WAIRARAPA DISTRICT COUNCIL MĀORI STANDING COMMITTEE TERMS OF REFERENCE**

**September 2021**

<b>Reports to:</b>	Council
<b>Membership:</b>	<p>Three councillors appointed by Council in consultation with Iwi representatives</p> <p>Two representatives from each of the three South Wairarapa Marae (Kohunui Marae, Hau Ariki Marae and Pāpāwai Marae)</p> <p>Two representatives from Pae Tū Mokai o Tairā</p> <p>One representative from Ngāti Kahungunu ki Wairarapa</p> <p>One representative from Rangitāne o Wairarapa</p> <p>The Mayor</p> <p>One youth representative in an advocacy role</p> <p>Nominations must be received in writing from each participating body. Membership is ratified by Council. The chairperson and deputy chairperson are elected by the Committee at the start of the triennium.</p> <p>A robust induction process will be in place for all incoming members of the Committee.</p>
<b>Non-voting attendees</b>	The youth representative is not a voting member of the Committee
<b>Meeting Frequency:</b>	Eight-weekly or as required
<b>Quorum:</b>	Five members including a minimum of three representatives from Iwi or Marae/Pae tū Mōkai O Tairā and one representative from Council

## 1. Introduction

These Terms of Reference reflect the intent and expectations of both the South Wairarapa District Council (“**the Council**”) and the South Wairarapa District Council Māori Standing Committee (“**the Committee**”).

These Terms of Reference look to strengthen the relationship between the Council and the Committee members and to ensure that the role of kaitiakitanga by the Committee and tāngata whenua is fulfilled and the wellbeing of the South Wairarapa district and its people is enhanced.

Te Tiriti o Waitangi/the Treaty of Waitangi is a historical agreement between the Crown and Māori. The Council is a statutory body with powers and responsibilities delegated to it by the Crown. The Council must therefore adhere to the principles of Te Tiriti o Waitangi/the Treaty of Waitangi in respect of tāngata whenua within the South Wairarapa district.

The Council and the Committee acknowledge that the iwi of Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa and their respective hapū exercise mana whenua and mana moana over the South Wairarapa district. The Council and the Committee acknowledge that the marae in the South Wairarapa district are Kohunui Marae, Hau Ariki Marae and Pāpāwai Marae and Pae tū Mōkai O Tauira as a kaupapa māori community group represented on the Committee. The Council and the Committee further acknowledge that there are mataawaka (people of Māori descent who are not tāngata whenua) living within the South Wairarapa District.

## 2. Background

On 15 December 1993, the Council made a resolution to support in principle the establishment of a Māori Standing Committee of the Council. On 27 March 1996, the Council Working Party and tāngata whenua established the Committee. On 17 April 1996, the Committee first met, and on 20 June 1996, the Committee was formally established following the adoption of the 1996/1997 Annual Plan. The Annual Plan included a [Māori Policy](#) and an acknowledgement that the Committee was now fully operational. The Committee has been established every triennium thereafter.

The Committee is established pursuant to clause 30(1)(a) of Schedule 7 of the Local Government Act 2002.

## 3. Overview

The South Wairarapa District, which extends from the Tararua Ranges to the South Wairarapa Coastline and includes Greytown, Featherston and Martinborough (“**the**

**District**”), is rich in Māori history and culture. The iwi of the District are Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa, the marae are Kohunui Marae, Hau Ariki Marae and Pāpāwai Marae and Pae tū Mōkai O Tauira is a kaupapa māori community group represented on the Committee.

Some of the earliest known occupational sites exist within the District’s boundaries and for centuries the natural environment has provided both material and spiritual sustenance. Its place in the Māori political history of Aotearoa is a matter of national record. Lake Wairarapa and the South Wairarapa Coastline are of immense cultural, spiritual and historic significance to tāngata whenua.

The Local Government Act 2002 (“**the LGA**”) signals that the social, cultural and economic development of Māori is of particular importance. There are also specific requirements to enable Māori to contribute to council decision-making. The Resource Management Act 1991 (“**the RMA**”) places obligations on the Council including a duty to consult with Māori during the planning process and requires consideration of Māori cultural and traditional relationships with their ancestral lands, water, sites of significance, wāhi tapu, and other taonga. These obligations are in turn derived from the underlying principles of Te Tiriti o Waitangi/the Treaty of Waitangi, which in this context, includes:

- » **Partnership** - the development of an active and on-going relationship between the Council and hapū of Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa in the South Wairarapa.
- » **Participation** - a principle which emphasises positive and active Māori involvement in the business of the Council, and in particular its planning and delivery functions.
- » **Active Protection** - the requirement to ensure that Māori well-being is enhanced whenever possible, and that principles of equity of Māori outcomes are observed in the Council’s decision-making processes.

The Council is committed to giving effect to these principles by engaging effectively with tāngata whenua and fostering positive relationships in pursuance of the partnership envisaged under Te Tiriti o Waitangi/the Treaty of Waitangi, on matters that affect and concern tāngata whenua.

#### **4. Purpose and functions**

The purpose of the Committee is to advocate on behalf of and in the best interests of tāngata whenua in the District (including the descendants of hapū of Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa) and to ensure that the Council

is fulfilling its obligations to them. To achieve this purpose, the Committee will undertake the following functions to the extent that resources allow:

- » Give advice and make recommendations to the Council on significant governance issues and decisions that affect tāngata whenua in the District.
- » Actively participate in and contribute to decision-making processes, policy and strategy development and other activities of the Council, based on Te Tiriti o Waitangi/the Treaty of Waitangi principles of participation, partnership and active protection.
- » Consider ways in which to support the development of Māori capacity and capability to contribute to the decision-making processes of the Council.
- » Provide advice and relevant information to the Council regarding economic, social, environmental, spiritual and cultural matters in the District that support sustainable resource management, kaitiakitanga and economic growth.
- » Make recommendations to the Council on matters of relevance affecting tāngata whenua in the District, and to help fulfil the Māori consultative requirements of the Council particularly with regard to the principles of Te Tiriti o Waitangi/the Treaty of Waitangi, the LGA and the RMA.
- » Work with the Council to develop and maintain a Māori consultation policy and advise the Council about particular consultation processes with tāngata whenua in the District. Assist in the development of consultation networks throughout the District.
- » Manage a budget for the purposes of making community grants, marae grants and undertaking projects that promote Māori interests.
- » Advise the Council on engagement with tāngata whenua to ensure that these engagements are positive, productive, and culturally safe and that the tikanga of the tāngata whenua are observed and respected by Council.

## **5. Stakeholders**

Stakeholders include:

- » South Wairarapa District Council.
- » Hapū of Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa.
- » Iwi settlement trusts and their entities.
- » Kohunui Marae, Hau Ariki Marae and Pāpāwai Marae.
- » Pae Tū Mokai o Tauira.
- » Greater Wellington Regional Council.
- » Wellington Water Ltd.
- » The wider South Wairarapa District community.



## 6. Deliverables

In addition to its functions outlined above, the Committee will:

- » Contribute to the Long Term Plan every three years.
- » Contribute to the Annual Plan every other year.
- » Provide advice on the hapū responsible for cultural and historical input into resource consents under the RMA.

## 7. Accountability and reporting

The Committee is accountable to the Council and minutes of Committee meetings and specific reports will be presented to the Council. The chairperson or nominated appointee of the Committee may provide an update to the Council at each Council meeting.

## 8. Delegations

In addition to the functions of the Committee outlined in paragraph 3 above, the Council delegates to the Committee the power to:

- » Discretionarily spend on community grants and projects.
- » Determine the criteria and allocation of the marae development fund granted through Annual or Long Term Plans, and any subsequent development grants, to Kohunui Marae, Hau Ariki Marae, Pāpāwai Marae and Pae tū Mōkai O Tauira.

## 9. Review of terms

These Terms of Reference may be reviewed, updated or amended at any time by the Committee and must be endorsed by the Committee and approved by Council.

## 10. Meetings

### Timing and frequency

Ordinary meetings will be convened by the Chief Executive on an eight-weekly cycle. Extraordinary or emergency meetings may be called in accordance with Standing Orders.

The Chair or their nominated appointee of the Committee have the ability to attend and speak at the following meetings:

Council	Delegation to attend and speak but not vote
Planning and Regulatory Committee	Delegation to attend and speak but not vote

Assets and Services Committee	Delegation to attend and speak but not vote
Finance, Audit and Risk Committee	Delegation to attend and speak but not vote

### Meeting procedure

Committee meetings are conducted pursuant to [Council's Standing Orders](#).

### Decisions

Decisions will be made at a meeting through a vote exercised by the majority of members.

### Quorum

The quorum for Committee meetings is five Committee members including a minimum of three representatives from iwi or marae/Pae tū Mōkai O Tauria and one representative from Council.

### Secretariat

Secretariat services are to be provided by the Council Committee Advisor.

### Agenda and paper circulation

The agenda for Committee meetings will be circulated by email as well as by post, to be received at least two working days before the Committee meeting. The agenda will also be made publicly available at the South Wairarapa libraries and on the Council's website in the following location: <https://swdc.govt.nz/meetings/>.

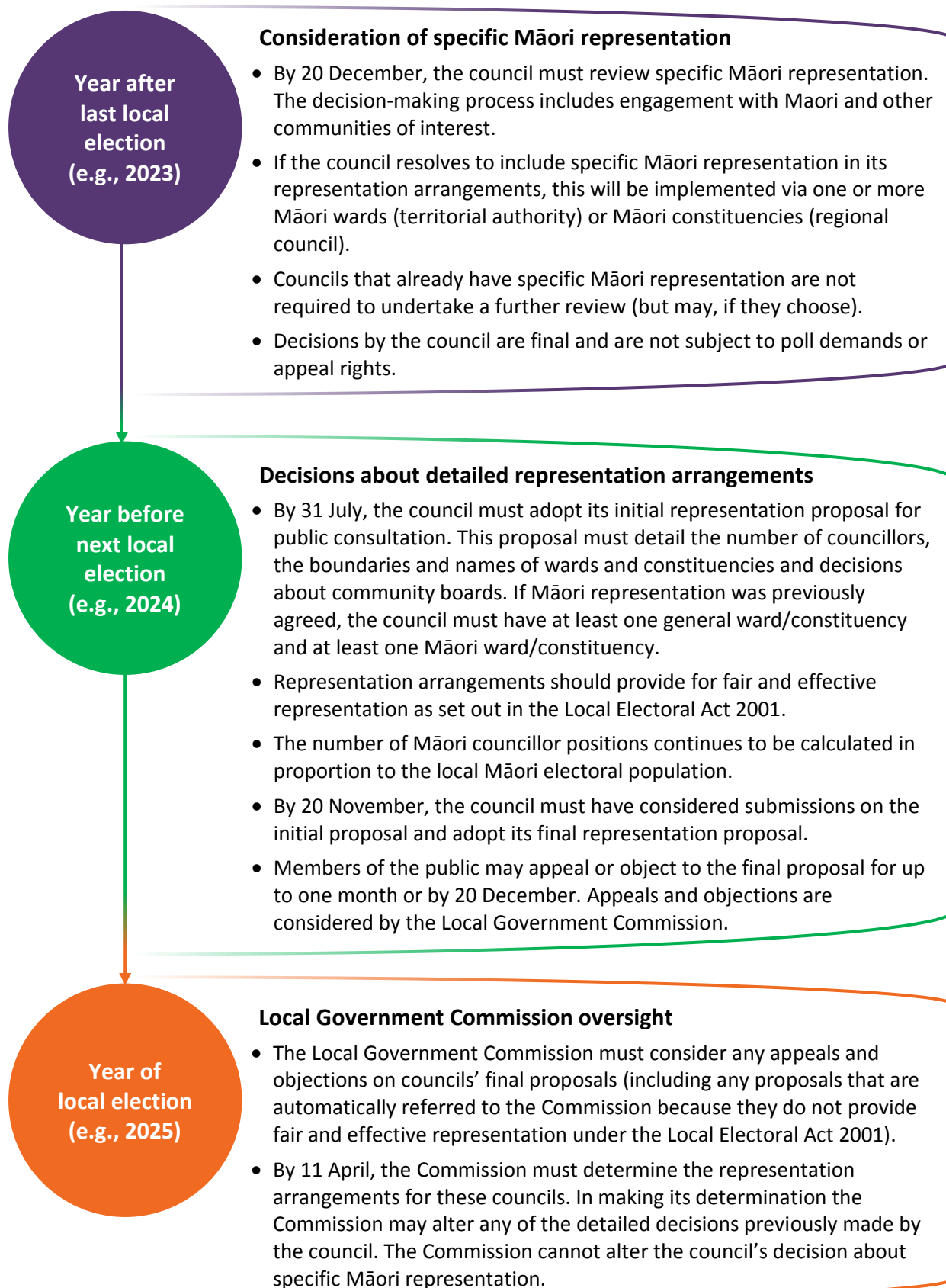
### Workshops and briefings

The Committee may hold workshops and briefings about matters that impact local government and Māori. These workshops are not decision-making forums and the provisions of [Council's Standing Orders](#) relating to workshops and similar forum apply.

## **Appendix 2 – Proposed Future Representation Review Process**

## Flow chart 1: Future representation review process

Councils must complete a representation review at least once every six years. The process takes place over three calendar years with a different step undertaken in each year.



# SOUTH WAIRARAPA DISTRICT COUNCIL

21 SEPTEMBER 2022

## AGENDA ITEM D2

### APPLICATION FOR MEMBERSHIP TO WORLD HEALTH ORGANISATION'S GLOBAL NETWORK FOR AGE-FRIENDLY CITIES AND COMMUNITIES

#### Purpose of Report

To inform the Council of the application for regional membership, with Masterton District Council and Carterton District Council, to the World Health Organisation's Global Network for Age-Friendly Cities and Communities.

#### Recommendations

Officers recommend that the Council:

1. *Receive the 'Application to the World Health Organisation's Global Network for Age-Friendly Cities and Communities' Report.*

#### 1. Executive Summary

An application for regional membership will be lodged with the World Health Organisation's Global Network for Age-friendly Cities and Communities on behalf of the Masterton District Council, Carterton District Council and South Wairarapa District Council. This application will support the implementation of the Wairarapa Region Positive Ageing Strategy and further demonstrate the Council's commitment to this work.

#### 2. Background

In 2019, the three Wairarapa District Councils (Masterton District Council, Carterton District Council and South Wairarapa District Council) launched Te Hōkai Nuku, the Wairarapa Region Positive Ageing Strategy (the Strategy). The development of the Strategy was guided by extensive engagement with the community, council staff and Councillors. This work was funded by Te Tari Kaumātua, the Office for Seniors, as part of their Age Friendly Aotearoa New Zealand programme.

The Age friendly Aotearoa New Zealand programme reflects Aotearoa New Zealand's commitment to the World Health Organisation's Global Network for Age-friendly Cities and Communities of which the New Zealand Government is a member. The Government's national strategy Better Later Life – He Oranga Kaumātua 2019 to 2034

and the Strategy derive from the framework of the WHO's Age Friendly City and Communities Framework and the associated Network.

The Global Network for Age-friendly Cities and Communities (GNAFCC) was established by the World Health Organisation (WHO) in 2010 to connect cities, communities and organisations worldwide with the purpose of making their communities great places to grow older in. There are 1,300 members from 51 countries.

The GNAFCC helps cities and communities support active and positive ageing by better addressing older people's needs across eight dimensions: the built environment, transport, housing, social participation, respect and social inclusion, civic participation and employment, communication, and community support and health services.

### **3. Discussion**

A Wairarapa regional membership of the GNAFCC is proposed with Masterton District Council and Carterton District Council. By applying for GNAFCC membership, the three Wairarapa District Councils are:

- further demonstrating their commitment to ensuring that the Wairarapa region will be a place where our kaumātua/older residents lead valued, connected and fulfilling lives.
- giving greater profile to the Strategy and its work. A communications plan will be activated if the application is successful.
- enabling access to resources and information that are available through the GNAFCC that will support the work of the Strategy and its implementation.
- responding to the advice of Te Tari Kaumātua, the Office for Seniors that funded the development of the Strategy. The Office is in support of an application by the Wairarapa region to become a member of the GNAFCC. It believes that Councils will benefit by joining as it both signals a community's commitment to becoming age friendly and it provides a platform to share information and showcase innovation and good practice.

Other Aotearoa New Zealand councils that have joined the GNAFCC include New Plymouth District Council (2018), Hamilton City Council (2018), Gore District Council (2020), Nelson City Council (2022) and Auckland City Council (2022). The GNAFCC have suggested that the three Wairarapa District Councils should join as a region (as opposed to separately at a District level) to correspond with the regional Strategy.

Carterton District Council will apply on behalf of the three Wairarapa District Councils, with the Positive Ageing Strategy Co-ordinator being the designated contact person for this process (the current Co-ordinator is employed by Carterton District Council).

The majority of the work required to be eligible for membership of the GNAFCC is already complete with the development and adoption of the Strategy. Ongoing

membership responsibilities are minor and can be managed by the Positive Ageing Strategy Co-ordinator. There is no cost for membership.

### 3.1 Membership requirements of the GNAFCC

The membership requirements are outlined below:

Membership requirements	How managed
Sharing and promote the values and principles of the WHO Age - friendly Cities approach	Reflected by the Positive Ageing Strategy
Committing to and implementing the four steps to create age-friendly local environments.	Reflected by the Positive Ageing Strategy
Actively participate in the GNAFCC by: <ul style="list-style-type: none"> <li>- Sharing resources including: <ul style="list-style-type: none"> <li>- reports on progress,</li> <li>- age friendly practices that are developed,</li> <li>- guidelines and tools</li> </ul> </li> <li>- Keeping the Wairarapa profile page up to date.</li> </ul>	Managed by the Positive Ageing Strategy Co-ordinator

## 4. Conclusion

The decision to apply to the GNAFCC will further enhance the work of the Strategy adopted by Council in 2019. The Strategy seeks to enhance the well-being of older persons living in the South Wairarapa.

The Strategy has six goal areas:

Goal one: Community and health services support older peoples' wellbeing.

Goal two: Communication and engagement with older people is respectful, appropriate and engaging.

Goal three: Transport options are safe, affordable and accessible for older people.

Goal four: Cultural diversity – our community is proud of, and inclusive of all cultures.

Goal five: Housing options are appropriate, healthy and accessible for older people.

Goal six: Places, spaces and activities are safe, affordable and provide fun and enjoyable choices for older people.

Contact Officer: Lisa Matthews, Regional Wairarapa Positive Ageing Strategy Co-ordinator

Reviewed By: Amanda Bradley, General Manager Policy and Governance

# SOUTH WAIRARAPA DISTRICT COUNCIL

21 SEPTEMBER 2022

## AGENDA ITEM D3

### WAIRARAPA COMBINED DISTRICT PLAN – CONTINUATION OF JOINT COMMITTEE

#### **Purpose of Report**

This report is to request that Council does not discharge the Wairarapa Combined District Plan Joint Committee at the triennial elections.

#### **Recommendations**

Officers recommend that the Council:

1. *Receives the 'Wairarapa Combined District Plan Review – Continuation of Joint Committee' report.*
2. *Resolves to not discharge the Wairarapa Combined District Plan Joint Committee on the coming into office of members of the local authority elected or appointed at, or following, the triennial election in October 2022.*

#### **1. Executive Summary**

This report has been put together in conjunction with staff from both Carterton and Masterton District Councils. The report outlines the relevant requirements in the Local Government Act as they relate to joint committees and in particular the continuation of the Wairarapa Combined District Plan Joint Committee.

The review of the Combined Wairarapa District Plan (District Plan) is only partially complete with feedback on the draft proposals being sought in late October with the formal notification process scheduled at the end of the first quarter or second quarter of 2023. That process will request submissions and require formal hearings and decisions. The report recommends that the committee be continued beyond the current triennium to give certainty to the public and committee that the remaining processes required to complete the review of the District Plan are adequately provided for.

#### **2. Background**

##### **2.1 Appointment and continuation of the Joint Committee**

In 2019 the South Wairarapa, Carterton and Masterton District Councils (the Councils) agreed to review the Wairarapa Combined District Plan jointly as required by the



Resource Management Act 1991 (RMA). From June to August 2020 the Councils established the Wairarapa Combined District Plan Review Joint Committee in accordance with clause 30, schedule 7 of the Local Government Act 2002 (LGA) with delegated functions and powers in accordance with section 34(1) of the Resource Management Act 1991 (RMA). Joint committees must be appointed in accordance with clause 30A, schedule 7 of the LGA which provides for agreement between local authorities as to the constitution of joint committees. Joint committees are deemed to be both a committee of the appointing local authority and a committee of each other local authority that has appointed members to the committee (clause 30A(5)).

The Councils appointed elected representatives as members of the Joint Committee (two members from each Council) in accordance with clause 31, schedule 7 of the LGA. The Councils also appointed two members as representatives of Rangitāne o Wairarapa and Kahungunu ki Wairarapa, and an independent Commissioner as Chair. The resolutions from the meetings of the Councils are included at Appendix 1 and the Terms of Reference of the Joint Committee are included at Appendix 1.

Clause 30(7), schedule 7 of the LGA provides that a committee is deemed to be discharged on the coming into office of the members of the local authority elected or appointed at or following the following triennial election, unless the local authority resolves otherwise. All appointing local authorities must resolve to continue the committee. The LGNZ 2019 guidance to its model Standing Orders provides at page 23 that a decision to continue a committee beyond a triennial election is typically where a committee is responsible for providing oversight of some form of project that has a long-term focus and may also contain appointed members. The guidance goes on to recommend that whether or not the committee is to be discharged at an election should be set out in its original Terms of Reference, adopted by resolution.

The Terms of Reference of the Joint Committee anticipate its appointment for the entirety of the review and preparation of a new plan, including acting as the hearings panel for the submissions. This is to ensure good continuity of the knowledge built up over the process. Despite this, the Councils did not resolve when the Joint Committee was appointed to continue the Joint Committee through the triennial elections in October 2022 and there was no reference to continuation in the Terms of Reference. However, this does not preclude the Councils from resolving prior to the elections to continue the Joint Committee.

### **3. Discussion**

#### **3.1 Review and development of the District Plan**

The review of the current District Plan continues with a draft proposal for preliminary consultation nearing completion. In accordance with its delegated authority, the Joint Committee will be asked to approve the draft Plan at its meeting on 15 September 2022. Engagement with the community is proposed to commence late October 2022 following the election. Responses to engagement on the draft Plan will inform

preparation of the proposed Plan which officers anticipate will be formally notified in the second or third quarter of 2023.

### **3.2 Continuation of the Joint Committee**

In accordance with clause 30(7), schedule 7 of the LGA, the Councils may resolve not to discharge the Joint Committee on the coming into office of the members of the local authority elected or appointed at the triennial election in October 2022. The Joint Committee would continue with its existing delegated functions and powers as captured in its Terms of Reference. If the Councils did not continue the Joint Committee, officers would recommend to the incoming Councils to re-appoint the Joint Committee with the same delegations and functions. The Joint Committee was consulted as part of the development of this report and indicated a preference not to discharge the Joint Committee to provide for continuity of delegated authority and terms of reference.

### **3.3 Continuation of membership of the Joint Committee**

As noted above, the Joint Committee has elected members from each of the Councils and appointed members (iwi representatives and the Chair). If the Councils resolve not to discharge the Joint Committee, appointed members will continue as members. The appointed members have been consulted as part of the development of this report and have confirmed they are willing to continue on the Joint Committee through to the next triennium.

Some current elected members on the Joint Committee have chosen not to stand in the election and others are subject to re-election. It is not possible for current elected members to continue to act as members of the Joint Committee through the election. Clause 31(3), schedule 7 of the LGA provides as follows:

*The members of a committee or subcommittee may, but need not be, elected members of the local authority, and a local authority or committee may appoint to a committee or subcommittee a person who is not a member of the local authority or committee if, in the opinion of the local authority, that person has the skills, attributes, or knowledge that will assist the work of the committee or subcommittee.*

This means that elected members are appointed to a committee in their capacity as elected members. They cannot be both an elected member and a non-elected. An elected member's term of office for that triennium finishes when the members elected at the next election take office for the following triennium (section 116, Local Electoral Act 2001). An elected member may be reappointed by the new councils to a

committee for the next triennium if the member has been successful, but they cannot continue on the committee *through* the election.<sup>1</sup>

### **3.4 Appointment as Hearing Commissioners**

In the reports to the Councils for the appointment of the Joint Committee, officers advised that the Joint Committee members could be appointed as hearings commissioners as required by s39B of the RMA to hear the proposed district plan. However, this has been delegated to the Joint Committee itself and, as outlined above, membership cannot be conferred through the new triennium to elected (as opposed to appointed) members. The previous advice was given on the basis that a proposed Plan would be ready for notification around the time of the elections.

Officers also note that, depending on the number and nature of submissions received, the hearings could be lengthy and complex. Officers recommend that the options and the merits of the composition of the hearing panel should be considered by the Joint Committee and the Councils prior to adopting the proposed District Plan for public notification in June 2023.

### **3.5 Options Considered**

Council has two options. The first option is to resolve that the Joint Committee not be discharged at the end of this triennium. The iwi representatives and the Chair would continue as non-elected members of the Joint Committee. In appointing members to the Joint Committee in the new triennium, officers would recommend retaining the current elected members if standing and re-elected so as to utilise their existing knowledge and experience. Those not standing or re-elected could be appointed to the Joint Committee as a person with skills, attributes or knowledge that will assist the work of the Committee, in accordance with clause 31(3), schedule 7 of the LGA. The incoming Councils could choose instead to appoint other elected or non-elected members to the Joint Committee. Note that officers do not anticipate there to be an active programme of work for the Joint Committee over the election period and prior to the appointment of new members to the Joint Committee.

The Councils would then decide who will hear and make recommendations or decisions prior to adopting the proposed Plan for public notification, noting that all appointees on the hearing panel must be accredited RMA decision-makers i.e. have successfully completed the Making Good Decisions course.

The second option is to take no further action. The Joint Committee and its members would be discharged on the coming into office of the new members of the Councils. Officers would recommend the Joint Committee be re-established as part of the formation of each Council's committee structure with the same delegations and functions as currently. Officers would recommend that the four iwi entities appoint two representatives as members and that the incoming Councils retain the current elected members as discussed above. The Councils could choose to appoint other elected or non-elected members to the Joint Committee.

<sup>1</sup> Clause 31(5), schedule 7 of the LGA confirms that if the Joint Committee is not discharged, the new Councils may replace the members of the Joint Committee.

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

Option		Advantages	Disadvantages
1	Do not discharge the Joint Committee	Some certainty re the continuity of the Joint Committee, its delegated authority, terms of reference and appointed members  Ability for incoming Councils to make changes to the membership if it chooses	No disadvantages identified
2	Take no further action	No advantages identified	Potential loss of certainty re the continuity of the Joint Committee, its delegated authority, terms of reference and appointed members

### 3.6 Recommended Option

Option 1 is recommended. Not discharging the Joint Committee provides a degree of certainty as to the continuation of the Joint Committee, its delegated authority and terms of reference, and some of its membership. The incoming Councils still retain the ability to make changes to the membership of the Joint Committee.

### 3.7 Significance, Engagement and Consultation

The decision to continue the Wairarapa Combined District Plan Joint Committee has been assessed as not significant against Council's Significance and Engagement Policy as the decision is administrative in nature.

The decision to continue the Wairarapa Combined District Plan Joint Committee will be communicated through the publication of the minutes of the Council meeting. Engagement and consultation on the draft and proposed Districts Plans will be undertaken in accordance with the LGA, RMA and Council's Significance and Engagement Policy.

## 4. Financial Considerations

There are no additional financial implications associated with the decision to continue the Joint Committee through the triennial election. The work of the Joint Committee is budgeted in Council's Long-Term Plan.

## 5. Legal Considerations

These have been thoroughly assessed above.

## **6. Conclusions**

The Joint Committee has been appointed in accordance with the requirements of the Local Government Act. To continue the Joint Committee through to the new triennium a resolution of Council is required. Significant work is still required to complete the review of the District Plan, with draft proposals being issued for public consultation towards the end of October 2022. Staff recommend that this resolution be passed to give certainty to the process moving towards completion though to the next triennium. Decisions will need to be made in the next triennium as to whom may represent South Wairarapa District Council on the Joint committee noting the prerequisite qualifications required.

## **7. Appendices**

Appendix 1 – Terms of Reference, Wairarapa Combined District Plan Joint Committee

Contact Officer: James R. Witham, Planning Manager

Reviewed By: Russell O’Leary, Group Manager Planning and Environment

# **Appendix 1 – Terms of Reference, Wairarapa Combined District Plan Joint Committee**

## Wairarapa Combined District Plan Joint Committee Terms of Reference

Function	<p>To exercise the functions, duties and powers of the Carterton, Masterton and South Wairarapa District Councils under the First Schedule to the Resource Management Act 1991.</p> <p>Responsibilities include: The Committee will act as the governance advisory through the review period of the District Plan project and in preparing a new plan and act as the hearings panel for the submissions to the formal notification process.</p> <p>The scope of the review includes:</p> <ul style="list-style-type: none"> <li>• Giving effect to new or revised national policy statements and the revised Wellington Regional Policy Statement</li> <li>• Aligning the Plan with recent national environmental standards</li> <li>• Giving effect to the proposed national planning standards making any adjustments needed to the structure, definitions and zoning appellations</li> <li>• Giving effect to the proposed national planning standards to make the plan align with requirements for electronic plans and address any consequential amendments required</li> <li>• Rezoning areas to accommodate growth pressures and/or modify existing zones and standards to enable growth and conversely, if needed, to tighten up protection of resources of important values</li> <li>• Aligning the Plan with recent council strategies</li> <li>• Revising objectives and policies in response to any issues arising from their implementation or to respond to any statutory amendments (for example, the two new section 6 matters of national importance since 2009)</li> <li>• Revising any rules and supporting requirements in response to any implementation issues since 2009</li> </ul>
Membership	<p>Membership of the Joint Committee includes:</p> <ul style="list-style-type: none"> <li>• 2 members from each of the 3 councils appointed by each Council (with the ability for each council to appoint an alternate member to cover absences)</li> <li>• 2 Iwi representatives (1 member representing Rangitāne o Wairarapa and 1 member representing Kahungunu ki Wairarapa) appointed by the four iwi entities (Kahungunu ki Wairarapa, Kahungunu ki Wairarapa Tāmaki Nui ā Rua Trust, Rangitāne o Wairarapa, and Rangitāne Tū Mai Rā Trust) and</li> </ul>

	<ul style="list-style-type: none"> <li>• an appropriately qualified Commissioner as an independent Chair appointed by the Joint Committee.</li> </ul> <p>The Joint Committee will appoint one of its members as the Deputy Chair.</p> <p>The Mayor of each Council is also a member of the joint committee as afforded by Section 41A of the Local Government Act 2002.</p>
Quorum	The quorum of the Joint Committee will be five members and include at least one member of each territorial authority but does not include the Mayors (unless appointed as 1 of the 2 council appointed members or alternate member).
Frequency	The Joint Committee will determine the frequency of its meetings which are likely to change to suit the course of the review.
Delegated authority	<p>The Carterton, Masterton and South Wairarapa District Councils have delegated to the Wairarapa Combined District Plan Joint Committee all its functions, powers and duties under the First Schedule to the Act, in accordance with Section 34 of the Resource Management Act 1991.</p> <p>The removal of the office of Chair and Deputy Chair is within the powers of the Joint Committee.</p>



# **SOUTH WAIRARAPA DISTRICT COUNCIL**

**21 SEPTEMBER 2022**

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## **AGENDA ITEM D4**

### **ACTION ITEMS REPORT**

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#### **Purpose of Report**

To present the Council with updates on actions and resolutions.

#### **Recommendations**

Officers recommend that the Council:

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

#### **1. Executive Summary**

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

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

#### **2. Appendices**

Appendix 1 – Action Items to 21 September 2022

Contact Officer: Amy Andersen, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

# **Appendix 1 – Action Items to 21 September 2022**

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"> <li>1. To receive the Recommendations from Planning and Regulatory Committee Report. (Moved Cr Fox/Seconded Cr Hay) Carried</li> <li>2. 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.</li> <li>3. 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.</li> <li>4. 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</li> </ol>	Open	<p>31/3/21: Council decision presented to owner for consideration.</p> <p>12/11/21: Officers to check in with owners on their intention.</p> <p>29/03/2022: Still progressing in terms of payment considerations by purchaser.</p> <p>06/04/22: Officers to make contact with owners.</p> <p>11/05/22: Officers awaiting response from the owners. Email sent 05/05/22.</p> <p>20/06/22: No new updates.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>
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	<p>28/03/22: Need to revisit and request clarification on what is required and why this information is being sought to produce the information required.</p> <p>11/05/22: Officers request clarification on what is required and why this information is being sought to produce the</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
					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.
435	15-Sep-21	A Bradley	Prepare a report on options and implications for Māori representation at Council and Council Committees to discuss with the Māori Standing Committee in the first instance	Open	12/11/21: Work has started on this project 24/03/22: A Bradley to talk with MSC Chair - discussed at Governance Team meeting; working with Kaity on this. 01/08/22: 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.
538	17-Nov-21	K Ashforth	COUNCIL RESOLVED (DC2021/95): 1. To receive the Options for Reducing Budget and Rates for 2021/22 Report. (Moved Cr Jephson/Seconded Cr Fox) Carried 2. To agree that Option 3 (to make reductions in costs that do not significantly reduce levels of service and carrying over savings to the next financial year) is the preferred option with regards to the balance of the 21/22 year. 3. To note that a full review of options including a full LTP review or an LTP variation will be presented at the first Council meeting of the 2022 year. (Moved Cr Jephson/Seconded Cr Plimmer) Carried Cr West abstained.	Actioned	14/02/2022 - Report is being prepared for Council meeting 6 April; also to be discussed at Annual Plan/Long Term Plan workshops. 20/06/22: No new updates. 11/07/22 - Action no longer active. 2022-23 Annual Plan adopted. Action closed.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
551	17-Nov-21	H Wilson	Setup a workshop with Colin Crampton and Wellington Water to discuss cost efficiencies	Actioned	11/05/22: No new updates. 10/08/22: Noted meeting date has been set for a meeting.
552	17-Nov-21	H Wilson	Consider the budgetary impact of removing Featherston wastewater and water races away from Wellington Water as the provider	Open	14/02/2022 - S Corbett continuing to work with WWL to fully understand the impact 28/03/2022 - Still open and actively being progressed. 18/05/22 - Report back to council shortly. Workshop coming up for this. 20/06/22 - Workshop completed in June 22. 30/06/22: Further work on budgets with WWL required prior to next council meeting. 13/07/22: Reported to Assets and Services. 25/07/22: Featherston WWTP re-consenting project has been agreed to stay with WWL. Further work needed to resolve the location of water races management.
129	6-Apr-22	S Corbett	Provide overview of work completed / work in progress to increase road safety on rural roads throughout South Wairarapa in 2021/22.	Actioned	6/5/22: Email sent to council officer 6/5/22. 20/06/22: No new updates. 09/09/2022: Low Risk, low cost budget is target directly at safety works. 2021/22 projects: <ul style="list-style-type: none"> <li>• Contribution to stock underpass Bidwills Cutting Rd Intersection designs on Bidwill Cutting Rd</li> <li>• Ponatahi Rd Guard rails; Western Lake Road signage and widening of carriageway</li> <li>• Guard rail complying terminal ends are in stock due to delivery delays</li> <li>• Cape Palliser Rd seawall protection works</li> <li>• Johnsons Hill investigations on Cape Palliser Road.</li> </ul> All works carried out are linked to a level of service which is safety focused.
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.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
222	18-May-22	S Corbett	Request from Council and Wellington Water Ltd a more complete outline of contingency plan and costs should the Tauherenikau River Crossing pipeline fail.	Actioned	18/05/22: Refer to Action 78 part 6, 17 Nov 21. 30/06/22: Update to be provided at the next A&S meeting 13/07/22. 25/07/22: Action closed by Council Officer. WWL have previously sent through the requested additional information.
223	18-May-22	S Corbett	Officers to provide regular updates on timeliness and costings of the footpath crossing for Bidwell's Cutting Road to the Five Rivers facility to Greytown Community Board.	Actioned	19/05/22: Works are programmed for June 2022 following completion of subsidised footpath renewals and funded kerb, channel and footpath extensions. This is subject to concrete supply availability and contractors avoiding Covid; updated action from A&S 20/7 GCB were informed by email works have commenced. No budget overruns are expected. 10/08/22: Action closed by Council, build in progress.
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. 13/09/22: No new updates.
259	18-May-22	A Bradley	COUNCIL RESOLVED (DC2022/39) to: 1.Receive the Partnership Funding Request 2021-2022 Report. (Moved Cr Hay/Seconded Cr Colenso) Carried 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	Open	20/06/22: Greytown Sport and Leisure notified of decision and advised of suggested next steps. 13/09/22: No new updates. Noted there were no requests received for the latest round of grant funding. Request to close action.
306	30-Jun-22	A Bradley	a) Minor amendments to be made to the policies as noted in the meeting, and b) the organisational structure be published on the SWDC website; progress to be reported back to the next Finance, Audit and Risk Committee meeting in August 2022	Actioned	20/07/2022: Updates to be included in P&G report to FAR meeting 3/8/22 11/08/22: Organisational structure loaded onto SWDC website.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
344	14-Jul-22	A Bradley	To confirm and communicate to the public a clearly defined process that the Chief Executive can apply for decision making in emergency situations/under legislation.	Actioned	01/08/22: No new updates. 11/08/22: Action in progress, ongoing updates will be included in the policy and governance report to FAR; email sent to Jo Woodcock advising her of the update.
346	14-Jul-22	S Corbett	<p>COUNCIL RESOLVED (DC2022/58) to:</p> <p>1. Receive the Recommendations from Assets and Services Committee Report. (Moved Cr Olds/Seconded Cr Colenso) Carried</p> <p>2. Approve the use of up to \$500,000 unbudgeted capital expenditure for phase 1 to allow Management to continue work on new roading alignment and design to be funded by a loan. (Moved Cr Jephson/Seconded Cr Plimmer) Carried</p> <p>3. Approve the use of up to \$200,000 for works from the Rural Road Reserve to continue the maintenance and improvement of the alternative route to Hinekura via Admiral Hill. (Moved Cr Olds/Seconded Cr Jephson) Carried</p> <p>4. Approve up to \$100,000 (GST inclusive) capital grant from the Rural Road Reserve to support the creation of a temporary farm track built by private landowners to reconnect the Hinekura community to the road on the Martinborough side. (Moved Cr Olds/Seconded Mayor Beijen) Carried</p> <p>5. Delegate to Chief Executive Officer to fund the reasonable costs of maintenance of the temporary farm track from the Rural Road Reserve. Noting that the range of cost for maintenance is estimated between \$4,000 to \$6,000. (Moved Cr Plimmer/Seconded Cr Maynard) Carried</p> <p>6. Delegate to the Chief Executive Officer to set conditions for the grant from the Rural Road Reserve to support the creation of the farm track. These conditions are to protect Council from any liability for the use of the track and to ensure value for money in how the grant is applied to physical works to form and maintain the track. (Moved Cr Plimmer/Seconded Cr Fox) Carried</p>	Actioned	<p>19/07/22: Noted that a retrospective resolution is required at August Council meeting to change point 4. to \$100,000 (GST exclusive) to align with Mr McCreary's proposal.</p> <p>10/08/22: Resolution point 4 revoked and replaced. See action 407 below; DC2022/67.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
407	10-Aug-22		COUNCIL RESOLVED (DC2022/67) to: 1. Receive the Hinekura Road Retrospective Resolution Report. (Moved Cr Maynard/Seconded Cr Colenso) Carried 2. Revoke the resolution DC2022/58, point 4, passed at the Council meeting held on 14 July 2022. 3. Approve up to \$100,000 (GST exclusive) capital grant from the Rural Road Reserve to support the creation of a temporary farm track built by private landowners to reconnect the Hinekura community to the road on the Martinborough side. (Moved Cr Maynard/Seconded Cr Jephson) Carried	Actioned	
409	10-Aug-22	A Bradley	Destination Wairarapa to provide more detailed data on tourism expenditure in next quarterly financial report	Open	13/09/22: No new updates.
411	10-Aug-22	S Corbett	To provide updates on aerial water surveying through the PGF (provincial growth fund); added to actions items for Assets and Services Committee.	Actioned	25/08/22: Report completed with update for A&S Committee in August. Action closed



# SOUTH WAIRARAPA DISTRICT COUNCIL

21 SEPTEMBER 2022

## AGENDA ITEM E1

### REPORT FROM HIS WORSHIP THE MAYOR

#### Purpose of Report

To update Council on activities and issues which have arisen since my last report to Council.

#### Recommendations

His Worship the Mayor recommends that Council:

1. *Receives the Report from His Worship the Mayor.*

#### 1. Meetings

##### 1.1 Meeting One

21/08/22	Whatarangi community meeting re: defibrillator
General	Offer for purchase of unit for Whatarangi from Lake Ferry Fire Brigade. I have offered to liaise with Wellington Free for an upgrade and maintenance of unit.

##### 1.2 Meeting Two

26/08/22	Wellington Water Chair
Key issues from meeting	Explained issues with working where unbudgeted expenses for planned work cannot be accommodated within the LTP. Agreed more work on quotes for work and forward advice of cost overruns will be worked on.

##### 1.3 Meeting Three

05/09/22	Kuranui Gym ground-breaking
Key issues from meeting	Full construction to start shortly, 9-12 month build time expected.

## 1.4 Meeting Four

<b>25/07/22</b>	Minister Woods/Minister McAnulty in Masterton for announcement of social house plan.
<b>Speakers</b>	Various
<b>Key issues from meeting</b>	Extent of interest in building in SWDC Discussion on locations and community engagement prior.
<b>Specific item/s for Council consideration</b>	To come to the new Council, a definitive consultation plan on use of SWDC housing land for social housing, additional pensioner flats, and a range of options on how this would be achieved.

## SOUTH WAIRARAPA DISTRICT COUNCIL

### AGENDA ITEM F1

#### MEMBER REPORT

for  
Council Meeting  
21 September 2022

Member Name: Cr Pam Colenso

This member report includes information relating to the following committees/forums I have attended in August and September 2022:

- Wairarapa Library Service Joint Councils Committee
- Wellington Region Waste Management and Minimisation Plan Joint Committee
- Waste Forum Wellington Region.

<b>Committee/Working Group/Appointment Name</b>	Wairarapa Library Service Joint Councils Committee Crs Leigh Hay & Pam Colenso appointed to this Committee
<b>Meeting Date</b>	3 August 2022
<b>Key issues from meeting</b>	Annette and her team provide a great service through each of our libraries to our residents and ratepayers. The staff are well liked and respected throughout the district for their knowledge, ability, and general friendliness towards everyone who comes into the libraries. They are all to be commended.
<b>Specific item/s for consideration</b>	None. The Agenda, report and draft minutes for the Wairarapa Library Service meeting held on the 3 <sup>rd</sup> August can be viewed through the below link. <a href="https://swdc.govt.nz/meeting/wairarapa-library-service-joint-committee-meeting-2/">https://swdc.govt.nz/meeting/wairarapa-library-service-joint-committee-meeting-2/</a>
<b>General</b>	Annette Beattie, Library Service Manager has, through an application to NZ Library Partnership Transition & Hardship Fund, secured a grant of \$80,000. These funds are being used to: Increase the contracted hours of two staff whose focus is digital in 2022/23; Employ the Reading for Life Champion part time

	<p>2022/23; and employ the Local Heritage Content Creator part time until Dec 2022. These roles will allow Library staff to focus on delivering other programmes during the 2022/23 year.</p> <p>We continue to issue on average just over 6,500 items, plus eBooks 1100; eAudiobooks 650; and eMagazines 300 per month.</p>
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<b>Committee/Working Group/Appointment Name</b>	Wellington Region Waste Management and Minimisation Plan Joint Committee
<b>Meeting Date</b>	Monday 5 <sup>th</sup> September 2022
<b>Key issues from meeting</b>	<p>WRWMMP Plan Update –</p> <p>The Committee resolved in June 2022 to:</p> <ul style="list-style-type: none"> <li>• Note that in September 2022, the Committee will be presented with the draft Wellington Region Waste Assessment.</li> <li>• Note that in December 2022, the Committee will be presented with a preliminary draft WMMP 2023-2029, and a high-level consultation schedule.</li> </ul> <p>That due to some councils being unable to provide the data needed or had collected data in a different way, this has pushed the Assessment out until December 2022 and the new draft WMMP out until March/April 2023.</p>
<b>Specific item/s for consideration</b>	<p>For information and update only.</p> <p>The above work is currently funded through the Waste Levies, no additional costs to Councils.</p>
<b>General</b>	<p>The agenda and full report can be viewed through the below link.  <a href="https://wellington.govt.nz/your-council/meetings/committees/wellington-region-waste-management-and-minimisation-plan-joint-committee/2022/09/5">https://wellington.govt.nz/your-council/meetings/committees/wellington-region-waste-management-and-minimisation-plan-joint-committee/2022/09/5</a></p> <p>Sue Coutts from Zero Waste Network in Wanaka spoke on the Container Return Scheme. It will mean that single use drink containers when purchased, will have a deposit charged of 20c and this will be refunded on return of the container. It is expected this will drastically reduce the number of containers ending up in landfill.</p> <p>Link to the draft minutes of the 5<sup>th</sup> September meeting.  <a href="https://wellington.govt.nz/-/media/your-council/meetings/committees/joint-committee-for-regional-waste-management/2022/2022-09-05-minutes-wrwmmpic.pdf">https://wellington.govt.nz/-/media/your-council/meetings/committees/joint-committee-for-regional-waste-management/2022/2022-09-05-minutes-wrwmmpic.pdf</a></p>

<b>Committee/Working Group/Appointment Name</b>	Waste Forum Wellington Region
<b>Meeting Date</b>	Friday 19 <sup>th</sup> August 2022
<b>Key issues from meeting</b>	Member Councils of the Waste Forum are working hard to reduce the amount of waste going to the various landfills and transfer stations across the region. One of the biggest issues is Construction & Demolition waste.
<b>Specific item/s for consideration</b>	When submissions open on the Food Rescue policy the Wairarapa Councils need to put in a joint submission.
<b>General</b>	<p>High lights of the meeting were how passionate members are about reducing the amount of waste we produce in the region and reducing the waste going to our landfills.</p> <p>We had several speakers</p> <p>Daisy Croft, Ministry for the Environment – taking about a new paper out for consultation “Taking Responsibility for our Waste” which is open for Submissions.</p> <p>Lani from Pare Kore – who have been operating for 10 years and work with Marae to set up community gardens. They are advocates for a “World without Waste’ from a Maori perspective.</p> <p>Emily McCarthy – update from the Prime Ministers Office. Drafting new policy re Food Rescue. Currently 48% of all food in the supply train is wasted. This equates to 157,000 tonnes (2018) pa &amp; approximately 60,000 tonnes goes to foodbanks etc. The policy will come out for feedback.</p> <p>Ruth from Organic Wealth – talked about a Food to Farm project. Food waste is collected from the Cafés &amp; businesses, this is taken to the farm to be composted. Currently have 25 businesses onboard.</p> <p>Updates from the Council members:</p> <p>WCC – Vision a Zero waste city and currently preparing strategy for this. Focus also on C&amp;D waste reduction.</p> <p>GWRC – Currently experiencing a huge amount of fly tipping in the Hutt River &amp; the dollars to clear this up. Communication to the</p>

	<p>community regarding the adverse effects this has on the environment.</p> <p>UHCC – Have had an increase of 104 tonnes in their recycling. They have recently updated the recycling centre/facility.</p> <p>Kapiti – Promote “I love Compost” project. Have given out 640 vouchers towards purchasing composting bins or being part of a collection service.</p> <p>Porirua – Have recently invested in recycling wheelie bins – experiencing large amounts of contamination and are trialling ambassadors to inspect the bins and using a sticker system to alert residents when a bin is contaminated.</p> <p>Appendix 1: Waste Forum Agenda &amp; Minutes Upper Hutt Recycling power point Keep Hutt Valley Beautiful Trust – presentation.</p>
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<b>Committee/ Working Group/ Appointment Name</b>	Visit to opening of the new play area at Martinborough Kindergarten.
<b>Meeting Date</b>	11 <sup>th</sup> July 2022
<b>Key issues from meeting</b>	Wonderful use of Community/youth grant funds to support Martinborough youth.
<b>Specific item/s for consideration</b>	None
<b>General</b>	<p>I was delighted to be invited to attend the dedication and opening of the new play area at Martinborough Kindergarten. The new play area was partly funded with a Youth Grant.</p> <p>As you come in the gate, it is the first thing that catches your eye and the Waka and the surrounding plantings are being used as both a learning tool and play area, it is a wonderful asset which is being enjoyed by all the children. See attached picture below.</p> <p>It has been a huge undertaking and a credit to both Megan and her team.</p>



*Picture: Martinborough Kindergarten entrance*

# **Appendix 1 – Waste Forum Additional Information**



**DATE:** Friday, 19 August 2022

**VENUE:** Wellington City Council, Level 16, 113 The Terrace, Wellington/Teams (via link in calendar invite)

**HOST:** Stefan Borowy

**TIME:** 9.30 am (Coffee from 8.30 am)

### **Agenda**

1. 09:30      **Welcome and Apologies**  
**Housekeeping** – Stefan Borowy
2. 09:35      **Presentations** (15 min each)
  1. Ministry for the Environment update on plastics phase outs and Global Plastics Treaty – Daisy Croft, Senior Policy Analyst
  2. Update from Para Kore – Lani Rotzler-Purewa, Kaiārahi for Te Awakairangi
  3. Wellington City Council Zero Waste Programme – Stefan Borowy, Waste Operations Manager
  4. Washing up Welly - WUW working group
  5. Update on Office of the Prime Minister’s Chief Science Advisor Food Waste Series - Emily McCarthy, Senior Research and Policy Analyst
- 10.50      **MORNING TEA** (25 MIN)
3. 11:15      **Council updates** (25 MIN)
  1. Wairarapa Councils: Carterton, Masterton, South Wairarapa
  2. Upper Hutt City Council
  3. Kāpiti Coast District Council
  4. Porirua City Council
  5. Hutt City Council
  6. Wellington City Council
  7. Greater Wellington Regional Council
4. 11:40      **Industry updates** (10 MIN)
5. 11:50      **General business, important announcements, open floor** (5 MIN)
6. 11:55      **Approval of minutes & treasurer’s report** (5 MIN)
- 12:00      **CLOSE OF MEETING**

Following on from the Forum there will be a **site visit** to explore resource recovery at the **Tip Shop & Recycle Centre at the Southern Landfill**. Information sent in a separate invite.

## **MINUTES**

Date: Friday 20<sup>th</sup> May 2022

Venue: Upper Hutt City Council Chambers/ Microsoft Teams

Chair: Cr Andy Mitchell

Host: Richard Schouten (Upper Hutt City Council)

### **1: Welcome**

Cr Andy Mitchell welcomed all attendees.

### **Presentations**

#### **2: Dumped rubbish in Te Awa Kairangi and surrounding environment - Keep Hutt Valley Beautiful and Greater Wellington Regional Council**

##### **Joby- Hutt River ranger**

- Main types of dumping are cars and building waste- see pp for other types of dumping
- Dumping often at night
- Beatification projects
- Able to capture names from postal addresses
- Press release- cars, tires, furniture
- Surveillance- trial cameras, car number plates

##### **Wayne- Keep Hutt Valley Beautiful**

- Focus on an area wider than just the river.
- Support clean ups either in person, through training or supplying resources
- Would like councils to be more proactive and get more involved
- There is both an educational side as well as the enforcement side
- Check out KHVB Facebook page <https://www.facebook.com/KeepHuttValleyBeautiful/>

### **No Questions**

#### **3: Tetra Pak NZ, 'Save board' <https://www.saveboard.nz/>**

Graham Burrell

- Creating a circular system for Liquid Paper Board (LPB)
- Low carbon building material, replacing products such as plywood
- Made by shredding LBP, a thin sheet of plastic is added to each side and this plastic acts as

glue

- Building code- go to <https://www.saveboard.nz/> for compliance
- Not from kerbside collection – are from voluntary collection points
- Drop off sites – Upper Hutt has one at their recycling station
- Recyclable

### **Questions**

#### **Transforming Recycling Submission- Could you scale up and take 100% of LBP?**

Yes, we could.

#### **How does collection and cleanliness impact your operations/ the product?**

The ideal form to receive LPB in is clean and flat, however can separate if too dirty.

#### **How is the current demand, especially with current supply and demand for building materials?**

Current demand is through the roof. There is no green premium for this product, Save board is price competitive.

Are limited because of the limited material we receive.

#### **Cutting Save board**

Must be cut with a scroll saw

### **4: A better city, community composting with social and environmental outcomes**

Ron Vink

- Started about 4 years ago as a way to provide cheap and healthy food.
- 1000SqM garden
- 26 composting boxes
- Collecting from houses in Upper Hutt

Things included are:

- Urban farm- produce own food
- Composting
- Lawn mowing (use grass in composting)
- Kai Kart
- Employment (garden through to kitchen)
- Mental health support group
- Bike and Cart- collecting compost

Te Whare Tane Trust- house for men

- Working on family violence

## **Questions**

### **How does council help the scheme?**

Have a very strong relationship with UHCC. UHCC had money available for composting, we applied and received.

### **How many houses involved in the boxes etc?**

12 in CSA programmes

2 business

7 households

### **Is the biggest by-product building community?**

That is a big part of it. It is a place of connection

## **5: Recycling Station – Upper Hutt City Council**

Richard Schouten

- Part of annual plan 2016-17
- Demands were not being met, needed improvement
- Includes a tetra pack collection and lid collection
- 1 station, 3 bays and 6 containers
- Part time recycling officers
- Currently serviced by Waste Management
- \$250,000 rates funded and waste levy
- Bilingual signs and pictures

## **Questions**

### **Are we experiencing overflow?**

More about capacity issues

### **Where are plastic lids going?**

Currently being put to the side, metal lids are going in the rubbish

### **Where is LPB going?**

Earthlink

## **6: Council Updates**

### **Wairarapa Councils: Carterton, Masterton, South Wairarapa**

No reporting

## Upper Hutt City Council

1. **The Environment and Waste Minimisation Fund** (formally the Zero Waste and Community Fund) is now open (1st - 31st May). This year the pool of funding has been increased from \$10,000-\$30,000 due to the fund being heavily oversubscribed last year, there is an increasing interest from schools to implement waste minimisation initiatives.
2. **Mohio Para** (Waste Wise) campaign: The opportunity to send a flyer with the rates notices last month was taken. This reached a very wide audience and as a result we have received questions and feedback from the community.
3. **Car Seat Recycling**, Funding provided last year to the 3R Group for their 'SeatSmart' car seat recycling programme has helped them recycle about 60 car sets which would have otherwise been landfilled.
4. **Park Street Recycling Station**  
We continue to see a reduction of contamination over the weekends due to having our Recycling Station Officer on site. The Officer has been helping residents through the recycling process and turning away materials that are not accepted. The feedback from the community has been incredibly positive.
5. The recycling station on the Friday, Saturday, and Sunday has bins for lids which is used as part of the education around getting residents to remove lids from recycling. The detached metal lids and caps are being recycled.
6. The Recycling station is currently collecting Tetra Pak type packaging as trial in conjunction with Earthlink and Save Board who are making a building materials from the recycling waste stream.
7. **Mahinga Kai** ( 4 a better city ) have started collection food scraps and green waste from local residents, the compost is then used to grow vegetables for the CSA programme.

## Porirua City Council

Not included

## Kāpiti Coast District Council

- Waste Projects Manager Ruth Clarke finished her time at council earlier in May. We would like to knowledge Ruth's tireless energy and invaluable contribution to Kāpiti's Resource

Recovery projects. We wish her all the best on her new adventure as Quality Assurance Manager at Composting NZ. We hope to fill her position shortly.

- The team is currently running the autumn workshop series for the Love your Compost programme. We have had 138 registrations across the 8 online workshops that have been running over the past week.
- In addition, the total number of Love your Compost \$40 vouchers issued as part of this programme has now risen to 539.
- Earlier in May we ran a Waste Free Periods session at Ōtaki College with over 200 girls from Year 7 all the way through to Year 13. Kate Meads from Waste Free with Kate & Co facilitated the session, and the girls were able to learn about the different reusable menstrual product options and 235 items (pads, cups and underwear) were given away for the girls to take home.
- Due to Omicron pressure on teachers and centre management, we weren't able to run our next Early Childhood Centre cloth nappy trial as planned. However, we have an online info session planned for later in the year
- Internal initiatives underway include a reusable bowl library for the staff kitchens and investigations into recycled cotton uniforms for uniformed staff.

### **Hutt City Council**

#### **Procurement for landfill operations and resource recovery park**

In late 2021, Council commenced a process to find an experienced and motivated partner to operate Silverstream Landfill and the associated Refuse Transfer Station and Resource Recovery activities with services commencing from early 2023. A Request for Proposals (Stage 2 of this process) was released on 4 April 2022 for suppliers to respond with.

#### **Food waste investigation**

We have commenced work on the options for managing food waste in the future. Council is collaborating with Porirua City Council on this work, and we are in the process of identifying a suitable external consultant to assist in this work. We are currently evaluating proposals.

#### **Weighing of light vehicles and trailers**

Since 1 April 2022, we have started charging some vehicles by weight. Any utility vehicles and those with trailers weighing more than 300kg are charged based on weight, in order to more accurately reflect disposal costs for those vehicles.

#### **Contamination campaigns**

1. In order to reduce contamination, education and behaviour change work is being planned as part of the service getting bedded-in. This includes a communications and engagement campaign which is being developed currently to be live in market for September 2022.
2. We have also enlisted additional recycling ambassadors (bin inspectors) to collect contamination data, provide feedback to residents and to help us reduce contamination city-wide and enforce the 3-strikes policy.

### **Wellington City Council**

**Waste Management and Minimisation Plan** We are continuing to implement the current Regional Waste Management and Minimisation Plan. We are also currently in the process of reviewing the existing WMMP, which is due to expire in 2023.

**Kerbside Waste Review** A review of the Council's kerbside waste and recycling servicing is currently underway.

**Resource Recovery** We are currently preparing a business case that will explore the role, relevance and potential feasibility of new resource recovery infrastructure, and the expansion of resource recovery services and facilities in the city.

**Para Kai – Food Waste Minimisation** A food waste diversion trial was carried out in Miramar from October 2020 to March 2022 - for more information including lessons learned refer to [Reducing your waste - Para Kai Miramar Peninsula Trial - Wellington City Council](#)

#### **Waste Minimisation team:**

Kate delivered the 'Low Waste Living with Kate and co.', at a sold-out session at the Sustainability Trust on May 5. We also trialled two, 'Waste Free Period', sessions for students at Wellington East Girls College and will review the feedback to see if we could look to continue these sessions for WCC high schools. Officers promoted **International Compost Awareness Week** (May 1-7) via social channels, Library's and community spaces, supported a Kaicycle event and promoted the Sustainability Trusts, 'Responsible Composting', workshops. The promotion included an article in [Our Wellington](#) linking to updated resources on the WCC [Learn about composting](#) web page. There has been excellent feedback about the **Zero Waste Education Programme** and Lorraine is fully booked for 2022.

**Commercial update:** Closed landfill provisioning is under way. Carbon credits have been surrendered for last year. The Southern Landfill waste levy audit has been completed and we received full compliance. LMS have come onboard to manage landfill gas capture and destruction. We are seeing better optimisation of the current gas extraction assets and look forward to a new flare with an increased destruction efficiency factor which aims to reduce our carbon liability and increase the overall destruction efficiencies.

**Tip shop:** The team recently began testing and tagging electrical items so they can be sold with the plug on. They have recently partnered with Hopper – Refill to have a collection point/point of sale at Hopper, 1<sup>st</sup> Friday of every month – 12 – 3:30pm

<https://wellington.govt.nz/news-and-events/news-and-information/our-wellington/2022/04/usedfully-textiles-in-roads-trial>

## **7: Organisation Updates:**

Caroline- Organic Waste  
- 20 customers

## **8: General updates:**

No updates

## **9: Minutes:**

Last meetings minutes accepted

## **10: Treasurer report:**

Cloe- PCC

**12: Close of meeting 11:30am**



# Recycling Upper Hutt City

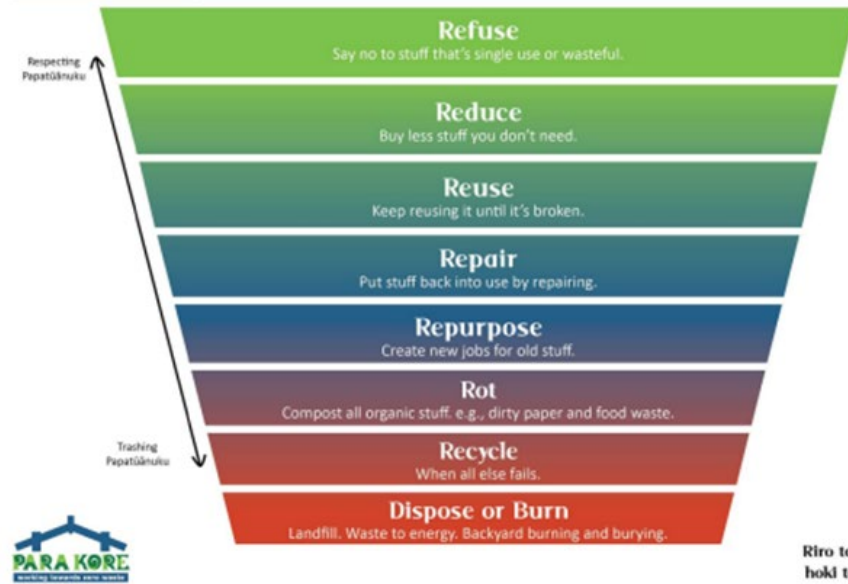
How does the system work and where does it go?



# Circular Economy



## The Waste Hierarchy



Riro taonga mā,  
hoki taonga atu.

# Two Recycling Systems in Upper Hutt.



Our Community Recycling Station (Park Street)



Private Kerbside Collection

# Recycling Symbols



Photo credit: iStock by Getty Images



# Recycling accepted in Upper Hutt.

## Mixed recycling



### ✓ What can be recycled in Upper Hutt City?

Items must be loose, not in a bag.

#### Plastic ♻️ ♻️ ♻️

Numbers 1, 2, and 5, grocery packaging only, such as:



Drink and milk bottles



Food containers and meat trays



Bottles and containers from your bathroom, kitchen or laundry

#### Tins and cans

Clean and not squashed, with lids removed.



Aluminium drinking cans



Steel food & pet food tins

#### Paper and cardboard



Cereal boxes & toilet paper rolls



Egg cartons



Office paper & envelopes



Domestic junk mail, newspapers & magazines



Flattened cardboard boxes  
Includes pizza boxes (remove scraps & cheese residue)



Brown corrugated cardboard

### ✗ No:

- Plastic numbers 3, 4, 6 or 7, or plastics with no number
- Items smaller than a credit card
- Containers larger than 3 litres
- Lids, including triggers & pumps
- Soft plastics and bags
- Polystyrene
- Tetra Paks
- Non-grocery plastics (like toys)
- Aerosols
- Food or items still containing food
- Coffee cups
- Compostable packaging
- Glass

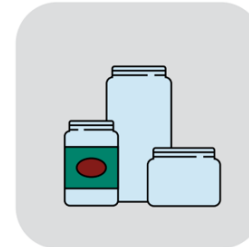
If in doubt, leave it out

## Mixed Glass



### ✓ What glass can be recycled in this bin?

#### Mixed Glass Bottles and Jars Only



### ✗ No:

- Broken glass
- Windowpanes
- Light bulbs
- Crockery
- Drinking glasses
- Pyrex

### Must be empty and rinsed clean

- Discard bottle tops and lids in rubbish
- Must be sorted by colour





# What can and can't be Recycled



## RECYCLING STATION

### WHAKAĀE | ACCEPTED



**Pepa**  
Kāri Mārō  
**Paper**  
& Cardboard



- ✓ Clean
- ✓ Flattened



**Kirihou**  
Ipu  
**Plastic**  
Containers



- ✓ Empty
- ✓ Clean
- ✗ No Lids



**Kēne** Kai, Inu  
**Cans** Food & Drink



- ✓ Empty
- ✓ Clean

### WHAkakāHORE | NOT ACCEPTED

#### Lined cartons

Takeaway cups,  
food and drink cartons



#### Soft plastics

Plastic bags



#### Polystyrene

Packaging, takeaway food  
and drink containers



#### Aerosol cans

Sprays



Please put in  
your rubbish bin  
or find alternative  
recycling provider.

# Glass Recycling



## RECYCLING STATION

### PARAURI | BROWN



**Karaehe**  
Pātara, Ipu – Parauri  
**Glass**  
Bottles & Jars Brown  
(& other colours)

✓ Empty    ✓ Clean    ✗ No Lids



### KĀKĀRIKI | GREEN



**Karaehe**  
Pātara, Ipu – Kākāriki  
**Glass**  
Bottles & Jars Green

✓ Empty    ✓ Clean    ✗ No Lids



### KŌATAATA | CLEAR

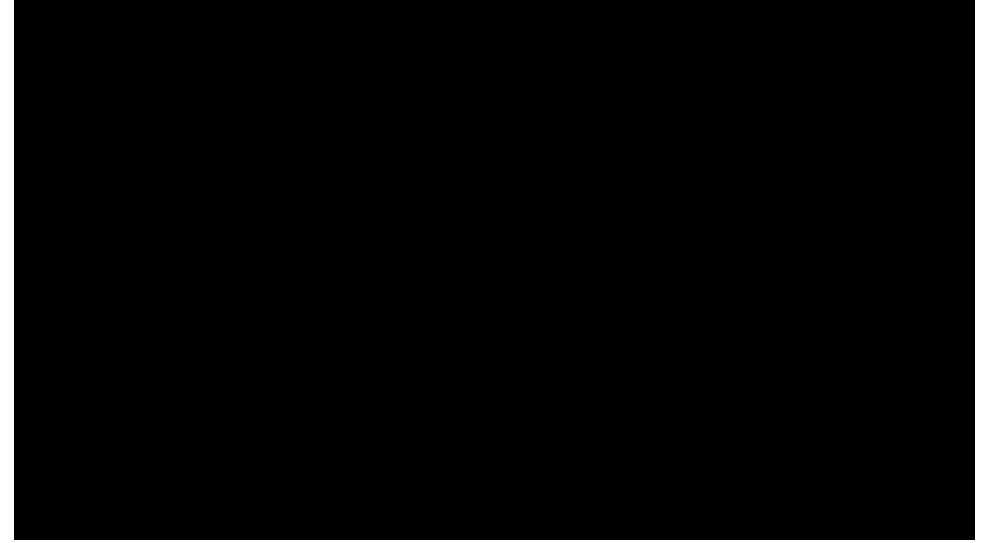
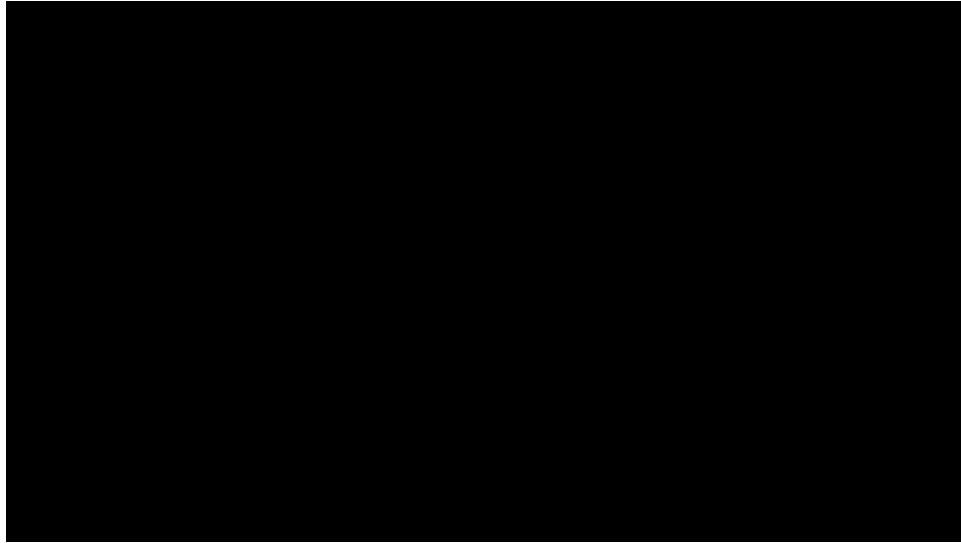


**Karaehe**  
Pātara, Ipu – Kōataata  
**Glass**  
Bottles & Jars Clear

✓ Empty    ✓ Clean    ✗ No Lids



# Material recovery faculty (MRF)





# Community engagement



# Questions





Wayne Gazley  
Keep Hutt Valley Beautiful Trust

- Keep Hutt Valley Beautiful is a registered Charitable Trust.
- Our aim is to create a positive impact in changing the attitudes and behaviour of both visitors and residents of The Hutt Valley so that acts such as the discarding of rubbish, or undertaking graffiti become socially unacceptable.
- We want to encourage a responsible community attitude towards the use of resources and the management of the environment.
- We are always looking for more volunteers and support – not only financial.
- Whilst we organise our own events, we also support other volunteer groups in achieving their goals by promoting their events through our Facebook page and Web site and by loaning grabbers, hi-viz vests, gloves, re-useable sacks, and safety gear.
- We would like to see councils place more emphasis on education and community events. (We have a myriad of ideas here)
- Our volunteer base is increasing, and we are finding more younger people with a real concern for the future of the environment participating in our events
- We believe that councils need to be more active in managing the areas around the Big Box Retailers – many have removed rubbish bins from their sites – and supermarkets and fast-food outlets.
- The use of mobile security cameras to detect fly dumping has been successful for a number of councils around New Zealand. We would very much like to see this trailed in our community.
- Councils need to start setting an example by prosecuting fly dumpers. The current fine of \$400.00 needs to be substantially increased.
- The installation of filter nets to all water outlets that run into our rivers or the ocean needs to be undertaken immediately.
- We would like to see more emphasis placed on street and sump cleaning.
- The installation of lita traps to street sumps needs to be a priority.
- Boy racers are a particular problem with discarded tyres, broken bottles and cans left on our streets after every 'event'.
- Councils should save the thousands of plastic bags that go to our dumps every year by using re-usable bags in their public rubbish bins.

We would welcome the opportunity of meeting with and working alongside council to achieve our mutual goals.