

Waste Management and Minimisation Plan

1. Purpose

The purpose of this report is to provide a recommendation to delegate the Wellington Regional Waste Management and Minimisation Plan (WMMP) (2023-2029) consultation process to the Wellington Regional Waste Management and Minimisation Plan Joint Committee.

2. Recommendations

Officers recommend that the *Council*.

1. Receive the *Wellington Regional Waste Management and Minimisation Plan* Report.
2. Approves delegation of the Wellington Regional Waste Management and Minimisation Plan consultation process to the Wellington Regional Waste Management and Minimisation Plan Joint Committee in line with the special consultative procedures as defined under the Local Government Act 2002 and as required under the Waste Minimisation Act 2008.

3. Executive Summary

For this 2023 review and the development of the new WMMP, officers from the eight councils collaborating on the WMMP recommended that the Joint Committee takes on a greater role by taking responsibility for the special consultative procedure on behalf of all councils.

By delegating the consultation process, the Joint Committee will be responsible for undertaking the special consultative procedure as defined under the LGA 2002 and as required under the Waste Minimisation Act 2008

Following the special consultative procedure process, the Joint Committee will provide a report back to Council recommending that the Council adopts the Wellington Region WMMP.

Background

Council resolved to proceed with the development of the new Wellington Regional Waste Management and Minimisation Plan (WWMP) in partnership with the Wellington Regional Councils in December 2022.

Officers have been developing the WMMP and associated Local Action Plans (LAP)

MDC, CDC and SWDC are working on a joint LAP for the Wairarapa which was also the approach for the last WMMP (2017-2023)

The Wellington Region Waste Management and Minimisation Plan Joint Committee aims to complete the WMMP and consultation documentation during the next few months and plan to go out for public consultation in August 2023.

4. Prioritisation

4.1 Strategic alignment

The Councils working on the WMMP are working on engagement with mana whenua prior to consultation. However, the decision related to this report does not have any tāngata whenua implications.

5. Discussion

Consultation on the new draft WMMP (and underlying LAP's) is likely to take place in the second half of 2023, with a new WMMP expected to be in place late 2023.

Officers from all eight councils collaborating on the WMMP have been asked to seek their elected members authority to delegate their responsibility for the WMMP consultation process to the Wellington WMMP Joint Committee.

This delegation will centralise the WMMP consultation process and help to ensure that it is done efficiently, effectively and consistently across the region.

By delegating the consultation process, the Joint Committee will be responsible for undertaking the "special consultative process" as defined under section 87 of the Local Government Act 2002 and as requested by the Waste Minimisation Act 2008.

Even though the delegation is given to the Joint Committee Council will still be informed of feedback and have the opportunity to review the WMMP before and after the consultation period.

These responsibilities will rest with Wellington City Council as host of the Joint Committee. However, there is work underway to ensure Wellington City Council has the resources to undertake this work and the Steering Group has discussed seconding a staff member from WCC to project manage the consultation process, all eight councils will share costs for this staff member.

Note that in parallel to councils seeking their elected members authority to delegate their responsibility for the WMMP consultation process to the Wellington Region WMMP Joint Committee, Wellington City Council is also investigating the possibility of amending the Joint Committee's terms of reference in order to grant it formal responsibility to undertake the "special consultative process" for the new WMMP on behalf of the councils now and for the future.

6. Strategic Drivers and Legislative Requirements

It is a statutory requirement under section 44 of the Waste Minimisation Act 2008 to use the special consultative procedure for the development of the WMMP, as set out under section 87 of the Local Government Act 2002

6.1 Significant risk register

- ☐ Relationship with iwi, hapū, Māori
- ☐ Climate Change
- ☐ Emergency Management
- ☐ IT architecture, information system, information management, and security
- ☐ Financial management, sustainability, fraud, and corruption
- ☐ Legislative and regulative reforms
- ☐ Social licence to operate and reputation
- ☐ Asset management
- ☐ Economic conditions
- ☐ Health and Safety

7. Consultation

7.1 Communications and engagement

Community engagement is required for the adoption of the final WMMP but not for the decision related to this report.

Officers across the region will work collaboratively to develop material to enable the public to make their views known. This will be via public notices, our website, social media channels and reference material in Council buildings. Officers are considering holding specific public drop-in sessions to engage hard to reach communities.

As part of the consultation process, Wairarapa Council officers will also ensure Wairarapa residents, businesses and mana whenua are supported to engage, provide feedback, submissions and take part in the hearing process should they wish to be heard.

7.2 Partnerships

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

☐ Yes ☒ No

If no, is a communications plan required?

☐ Yes ☒ No

8. Financial Considerations

The approved budget, covering the total cost over the whole of life of the project, exclusive of GST is up to \$500,000. The budget is sourced from the Ministry for the Environment Waste Levy Funds that are allocated to each Council quarterly. Each Council pays a proportion of the costs for this project based on the ratio of the population of each Council district.

Contact Officer: Mandy DeRitter-Environmental Sustainability Advisor

Reviewed By: Paul Gardner, Interim Chief Executive Officer

Support for Interim Chief Executive

1. Purpose

To request in principle financial support for the backfilling of duties left by the GM HR & Corporate Services moving into the Interim Chief Executive position.

2. Recommendations

Officers recommend that the *Council/Community Board/Committee*:

1. Receive the 'Support for the Interim Chief Executive' Report.
2. Approve possible out of budget expenditure during the period that the Interim Chief Executive is in office.

3. Executive Summary

On the 10th May 2023, the General Manager, HR & Corporate Services, was appointed into the role of Interim Chief Executive, to provide ongoing organisational leadership and allow for the recruitment of a new Chief Executive was undertaken.

The move has to this date meant that the Interim Chief Executive has continued to fulfil many of his original functions alongside his new duties whilst he waits for a short-term hourly rate contractor to start on the 24th May 2023.

Depending on the time that it should take to appoint and onboard a new Chief Executive, will mean that the costs of this contractor may continue through into the new financial year (2023/24), and whilst there will be savings to the remuneration budget to help offset these additional costs through the Interim CE's appointment, the time lapse to appointment may result in some out of budget expenses being occurred.

The Interim CE acknowledges that these expenses are likely to fall within his current delegated financial authority, however, should there be a delay in an appointment, then the \$20,000 limit may be exceeded.

The contractor has been appointed based on 15 hours per week at a cost of \$100 per hour plus GST.

Support therefore is sought from Council for approval for these costs should this scenario arise.

Presented by: Paul Gardner, Interim Chief Executive

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

1. Purpose

The purpose of this report is to seek Council adoption of the Easter Sunday Shop Trading Policy Statement of Proposal and draft Policy for consultation.

2. Recommendations

Officers recommend that the Council:

1. Note the Easter Sunday Shop Trading Policy (the Policy) is due for review under section 5C of the Shop Trading Hours Act 1990.
2. Note that consultation using the Special Consultative Procedure is required and that consultation with the community is proposed to take place between 12 June and 19 July 2023
3. Note that the Hearings Committee will hear submissions and undertake deliberations in July 2023 ahead of making final recommendations to Council.
4. Adopt the Statement of Proposal and draft Policy for consultation, using the Special Consultative Procedure, with the community (Refer Attachments 1 & 2 to this Report).

3. Executive Summary

South Wairarapa District Councils Easter Sunday Shop Trading Policy is due for review. Under legislation, consultation with the community must be completed using the Special Consultative Procedure prior to Easter 2024. Council is asked to consider adoption of the statement of proposal and draft policy for consultation with the community.

4. Background

The Shop Trading Hours Act 1990 (the Act) provides restricted trading days on Anzac Day morning, Good Friday, Easter Sunday, and Christmas Day. In 2016, amendments were made to the Act, which allows territorial authorities to develop and adopt a Local Easter Sunday Shop Trading Policy which allows shops to open on Easter Sunday. Without a Policy there are set criteria for the types of shops that can trade on these days.

South Wairarapa District Council first adopted a [Policy](#) to enable Easter Sunday shop trading throughout the whole district on 2 March 2017. Under Section 5C of the Shop Trading Hours Act 1990, the current policy will automatically revoke on 2 March 2024, if not reviewed. The Council is not able to stop the current policy from revoking so to continue allowing shops to trade on Easter Sunday, a new policy must be made.

All retail employees have the right to refuse to work on Easter Sunday without providing a reason to their employer (section 5H of the Act). The Policy does not enable shops to open for the sale of alcohol. Alcohol sale and supply is regulated under the Sale and Supply of Alcohol Act 2012. Alcohol cannot be sold on Easter Sunday (unless the off-licence holder makes and sells grape wine or fruit or vegetable wine on their premises). Section 5C of the Act stipulates that the initial review of this policy must be completed no later than five years following adoption. The Policy is now due for review. If this policy is not reviewed prior to Easter 2024, shop owners within the South Wairarapa District will be unable to trade on Easter Sunday. If Council wishes to continue, replace, change, or revoke the Policy, the community must be consulted, using the Special Consultative Procedure (SCP), outlined in Section 83 of the Local Government Act 2002.

5. Options

	Option 1 (preferred option)	Option 2	Option 3
Description	Continue with the policy which allows Easter Sunday shop trading across the whole district (status quo).	Make a new policy that only allows Easter Sunday trading in some parts of the District	Revoke the policy
Advantages	<p>The whole district can benefit from trade and will gain business from visitors to the district for the long Easter weekend.</p> <p>Allowing businesses to remain open on Easter Sunday will make towns vibrant and provide more options for locals and visitors.</p> <p>Under the Act, workers can choose not to work on Easter Sunday without providing a reason to their employer.</p>	Parts of the district identified can benefit from trade, for example cafes gaining visitors to the district for the long Easter weekend.	<p>Takes away any pressure on workers to work on Easter Sunday.</p> <p>Avoids the loss of a guaranteed day off work.</p> <p>Respecting Easter Sunday as an important day in the Christian calendar.</p>
Disadvantages	<p>Although workers can opt out of working on Easter Sunday, they may feel pressured to work on this day.</p> <p>Not respecting Easter Sunday as an important day in the Christian calendar. 35.6% of people in the Wellington Region identified as Christian (Census 2018).</p>	<p>The only towns which can benefit from Easter Sunday Trade are those specified in the policy.</p> <p>Council is not aware of a need to make the policy for specific parts of the district.</p> <p>Shop owners in towns</p>	<p>Only shops that are exempt under the Act can open on Easter Sunday.</p> <p>Reduces options for locals and visitors.</p> <p>Shops relying on the tourist trade in the long weekend will be</p>

		that are excluded from the policy would be unfairly disadvantaged.	disadvantaged
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6. Discussion

Following the changes to the Act several Councils established Easter Sunday Trading Policies. All three Wairarapa District Councils have policies in place. The three Wairarapa policies are similar in that they cover the whole of their respective districts and use the same terms and definitions.

In 2022, Masterton District Council completed a review of the Policy resulting in the continued adoption of a policy that allows Easter Sunday Shop Trading across the entire district. There are several Councils that have reviewed or are reviewing and consulting on their existing policy in 2022/23. All Councils are proposing to continue with or are continuing with their Policy. These Councils include Tauranga City Council, Hauraki District Council, Timaru District Council, Waikato District Council and Central Otago District Council.

In 2017 at least two Councils did not adopt Easter Sunday Trading Policies; these were Auckland Council and Whanganui District Council. Dunedin City Council's policy was established specifically in response to a significant event occurring over the Easter weekend in 2017. After one year, Dunedin revoked its policy (2018) following further consultation with the community.

6.1 Initial Policy Consultation

For the adoption of the Policy in 2017, the SCP Procedure was followed, as required by legislation. 240 members of the community made submissions on the proposed change, with the majority in (81.97%) in support of the adoption of a policy to allow Easter Sunday Shop Trading in the district.

6.2 Legislative Considerations

Under Section 5A of the Act, a local Easter Sunday Shop Trading Policy may not:

- permit shops to open only for some purposes; or
- permit only some types of shops in the area to open; or
- specify times at which shops may or may not open; or
- include any other conditions as to the circumstances in which shops in the area may open.

The preferred option is to continue with the current Policy which allows Easter Sunday shop trading across the whole district, as officers consider the advantages outweigh the disadvantages following the pre-engagement stage. We also recognise the ongoing impact of COVID-19 on our community, including the economic impact on certain sectors (retail, tourism) across the district. We are not aware of any issues since the adoption of the Policy in 2017. Some shops have decided to remain closed on Easter Sunday, with others choosing to open.

The only enquiries we are aware of are members of the community asking either (1) if we have a policy in place and what it permits, and (2) when a review is scheduled to allow appropriate time to plan as an employer and notify employees. We propose some minor amendments to style and formatting to the new branding. We have updated the 'Shop Employees' Right to Refuse Work' section of the Policy to align with what is set out in the Act. The Statement of Proposal, including a draft Easter Sunday Shop Trading Policy, and Submission Form are included as Attachments 1 and 2.

6.3 Pre-engagement

We have met with Business Wairarapa, Destination Wairarapa, Martinborough Business Association and Featherston Business Association as well as representatives from Country Village Haven Promotional group. We have also spoken with FIRST Union (main union representing retail workers in the district) to ascertain if there are any impacts that the continuation of the Policy may have for the sector.

FIRST Union noted (that if a Policy continued to be in place), general concerns if workers do not agree to work that some may be put at a disadvantage (taken off other shifts). If workers do agree to work, there is no expectation on the employer to provide a day in lieu (as it is not a Public Holiday).

Business Wairarapa and other localized business associations noted (if the Policy was revoked) removing an extra day to trade, for the retail sector, would impact the operating costs for businesses. It also noted that business appreciate the choice offered in the current policy to allow retail stores to decide on Easter Sunday trading.

7. Strategic Drivers and Legislative Requirements

7.1 Significant risk register

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

7.2 Strategic, Policy and Legislative Implications

We have committed to supporting economic development through our involvement in the Wairarapa Economic Development Strategy (WEDS). Economic development is a key part of our Long-Term Plan 2021-31.

The Local Government Act 2002 states that one of the purposes of councils is to promote the social, economic, environment and cultural well-being of communities, in the present and for the future.

7.3 Significance, Engagement and Consultation

Consultation will follow the SCP as outlined in the Local Government Act 2002. We will ensure that the Statement of Proposal and how our community can have their say and present their views is publicly available. The consultation period will run for a minimum of one month. If adopted, consultation with the community will take place between 12 June and 10 July 2023. During the consultation period, all relevant documentation, including a submission form and relevant background information available on our website. Physical copies will be available at Council Office and libraries in each of the three wards.

The community can find out about the Policy review through several channels. We will advertise the opportunity for the community (including businesses) to have their say through social media, print media (newspaper advertisement) and targeted communications with retailers, Business Wairarapa, workers unions and members of the church community (via email).

Hearings and deliberations will follow the consultation period and provide an opportunity for members of the community to present their views at a hearing to be held on 19 July 2023. The hearings committee will then make a recommendation to Council about the adoption of the policy.

8. Financial Considerations

Costs associated with reviewing the Policy and community consultation sit within current budget baselines. The enforcement of the Policy is through the Ministry for Business, Innovation and Employment (MBIE). There is no ongoing cost to Council associated with this Policy.

8. Prioritization

8.1 Tangata whenua considerations

Māori make up 14.2% of the South Wairarapa District population (Census 2018). Māori employers, business owners and employees may be affected. We will promote the consultation period to ensure that Mana Whenua, Māori business owners and Māori employees have an opportunity to submit feedback during the consultation period.

8.2 Environmental/Climate Change Impact

The Policy has no direct impact on Environment and Climate Change. It is noted that over the Easter break there will be increased traffic in the district.

9. Risks & Mitigations

9.1 Communications

A communications plan has been developed.

10. Conclusion

Subject to Council adoption, we will publish the Statement of Proposal and draft Policy on our Council website and open the consultation. In addition to this, we will promote the consultation period and how to make a submission via digital/newspaper/social media platforms.

11. Appendices

Appendix 1 – DRAFT Local Easter Sunday Shop Trading Policy

Appendix 2 – Local Easter Sunday Shop Trading Policy Statement of Proposal

Contact Officer: Kaity Carmichael, Lead Policy Advisor

Reviewed By: Amanda Bradley, General Manager; Policy and Governance

Appendix 1 – DRAFT Local Easter Sunday Shop Trading Policy



SOUTH WAIRARAPA
DISTRICT COUNCIL

Kia Reretahi Tātau

Local Easter Sunday Shop Trading Policy

Date of Approval	DD MMM 2023
Policy ID	PI-XXX-ZZZ
Next Review	DD MMM 2028
Version History	First adopted 2 March 2017

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Local Easter Sunday Shop Trading Policy

1. Relevant Legislation

- » [Shop Trading Hours Act 1990](#)
- » [Sale and Supply of Alcohol Act 2012](#)

2. Purpose

The purpose of this policy is to enable shops to trade on Easter Sunday if they wish. This policy is made under Subpart 1 of Part 2 of the Shop Trading Hours Act 1990.

3. Scope

This policy applies to all shops in the whole of the South Wairarapa district, with the exceptions of:

- » the sale and supply of alcohol which is regulated under the Sale and Supply of Alcohol Act 2012.
- » those shops which are exempt under Part 4 of the Shop Trading Hours Act 1990.

4. Policy Statement

- » Shop trading is permitted on Easter Sundays throughout the whole of the South Wairarapa district as defined by the map in Schedule A.
- » The choice to open rests with each individual retailer. The policy neither requires shops to open, or individuals to work on Easter Sunday.
- » Council recognises that Easter Sunday is a day of significance across New Zealand and some people will choose not to work or shop on this day. Subpart 2 of Part 2 of the Shop Trading Hours Act 1990 includes a workers choice provision that outlines a shop employee's right to refuse to work on Easter Sunday.

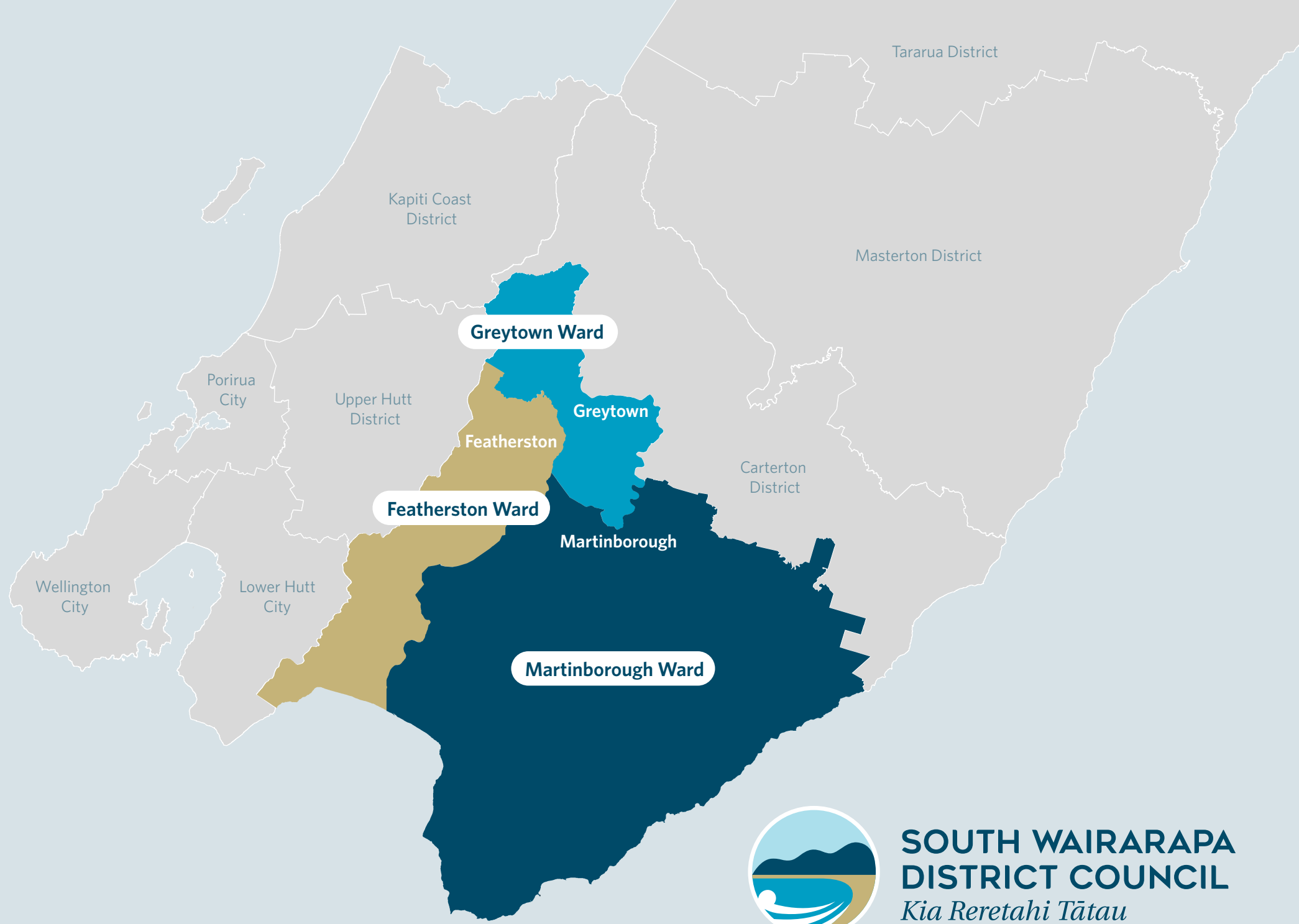
5. Definitions

For the purpose of this policy:

Shop means building, place, or part of a building or place, where goods are kept, sold, or offered for sale, by retail; and includes an auction mart, and a barrow, stall, or other subdivision of a market; but does not include—

- (a) a private home where the owner or occupier's effects are being sold (by auction or otherwise); or
- (b) a building or place where the only business carried on is that of selling by auction agricultural products, pastoral products, and livestock, or any of them; or
- (c) a building or place where the only business carried on is that of selling goods to people who are dealers, and buy the goods to sell them again.

Schedule A: Map of South Wairarapa District



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

Appendix 2 – Local Easter Sunday Shop Trading Policy Statement of Proposal



Local Easter Sunday Shop Trading Policy

Statement of Proposal

We've had a policy in place since 2017 that allows shops in the district to trade on Easter Sunday if they wish. We are required by legislation to make a new policy to allow this to continue. We don't think we need to change things, but we need your feedback so we can make a decision that reflects the views of the community.

Shop Trading on Easter Sunday

The **Shop Trading Hours Act 1990 (the Act)** restricts the trading of shops on Easter Sunday. There are some exemptions outlined in the Act such as garden centres, petrol stations and pharmacies which can open.

The Act was changed in 2016 to allow councils to make a **local Easter Sunday Shop Trading policy**. A policy can permit shops to open on Easter Sunday in the whole district or specific parts of the district. A policy cannot include any other conditions such as permitting only some types of shops to open or specifying times at which shops may open.

Another key change to the Act was the legal ability for all shop employees to refuse to work on Easter Sunday without providing a reason to their employer.

Tell us what you think

1. Do you think we should?

- a) Continue to have a policy that allows all shops to open on Easter Sunday in the South Wairarapa district if they choose to (the status quo)
- b) Makes changes so shops will only be allowed to open in certain areas of the district - if so - which parts?
- c) Revoke the policy meaning only shops with an exemption under the Act will be able to open from Easter Sunday 2024.

2. What is the reason for your preferred option?

- a) Supporting the retail and tourism sector
- b) My religious beliefs and/or other people's religious beliefs
- c) Freedom of choice
- d) Other (please tell us)

1. Our proposal

The Council proposes to continue to have a Local Easter Sunday Shop Trading Policy that allows all shops to open on Easter Sunday throughout the South Wairarapa District.

The Council first adopted a policy to enable Easter Sunday shop trading throughout the whole district on 2 March 2017. Under Section 5C of the Shop Trading Hours Act 1990, the current policy will automatically revoke on 2 March 2024.

2. Options considered

Options	Advantages	Disadvantages
A Adopt a policy which continues to allow shops to open on Easter Sunday in the whole South Wairarapa district if they choose to (the status quo) Preferred option	<p>The whole district can benefit from trade and will gain business from visitors to the district for the long Easter weekend.</p> <p>Allowing businesses to remain open on Easter Sunday will make towns vibrant and provide more options for locals and visitors.</p> <p>Under the Act, workers can choose not to work on Easter Sunday without providing a reason to their employer.</p>	<p>Workers may feel obliged to work on Easter Sunday even though they aren't legally required.</p> <p>Workers will lose a guaranteed day off work.</p> <p>Not respecting Easter Sunday as an important day of the Christian calendar.</p>
B Adopt a new policy that only allows Easter Sunday trading in some parts of the district	<p>Specific locations identified can benefit from trade.</p>	<p>The only towns which can benefit from Easter Sunday Trade are those specified in the policy.</p> <p>Council is not aware of a need to make the policy for specific parts of the district.</p> <p>Shop owners in towns that are excluded from the policy would be unfairly disadvantaged.</p>
C Do not make a new policy and allow the policy to revoke. This would mean Easter Sunday trading would not be allowed in the district from 2024 and beyond (except those which are exempt under the Shop Trading Hours Act 1990)	<p>Takes away any pressure on workers to work on Easter Sunday.</p> <p>Avoids the loss of a guaranteed day off work.</p> <p>Respecting Easter Sunday as an important day in the Christian calendar.</p>	<p>Only shops that are exempt under the Act can open on Easter Sunday.</p> <p>Reduces options for locals and visitors.</p> <p>Shops relying on the tourist trade in the long weekend will be disadvantaged</p>

We prefer the **status quo – to adopt a policy which continues to allow shops to open on Easter Sunday throughout the whole district**. Our reasons are:

- It supports the social and economic wellbeing of communities in the district
- It supports businesses who rely on tourism during the long Easter weekend

- It provides shoppers, including visiting tourists, the convenience of being able to shop on this day
- It applies the policy fairly throughout the district
- It does not prevent workers from opting not to work on Easter Sunday
- It does not greatly affect cultural factors as it does not prevent persons from observing their faith on this day
- The majority of submitters (82%) in 2017 supported the proposed policy
- Council has not received any complaints and there are no known issues with the current policy.

3. Proposed policy

A draft of the proposed policy is included in this statement of proposal.

4. How you can have your say

Tell us what you think before 10 July 2023 by:

- filling out the online feedback form on our website www.swdc.govt.nz
- emailing your feedback to submissions@swdc.govt.nz
- dropping your feedback form at the Council Office at 19 Kitchener Street Martinborough or any of the district libraries
- posting your submission to: Policy and Governance Team, South Wairarapa District Council, PO Box 6, Martinborough 5741

Please include your name and email address if you want to speak in support of your submission at a Hearings Committee meeting so we can contact you to arrange a time for you to present on 19 July 2023.

Privacy statement

Your name and feedback will be in public documents. All other personal details will remain private.

The Privacy Act 2020 applies when we collect personal details. Any details that are collected will only be used for the purposes stated. You have the right to access and correct any personal information we hold.

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

1. Purpose

The purpose of this report is to seek Council adoption of the Dangerous, Affected and Insanitary Buildings Policy Statement of Proposal and draft Policy for consultation.

2. Recommendations

Officers recommend that the Council:

1. Note the Dangerous, Affected and Insanitary Buildings Policy (the Policy) is due for review under section 132 of the Building Act 2004.
2. Note that consultation using the Special Consultative Procedure is required and that consultation with the community is proposed to take place between 12 June and 19 July 2023.
3. Note that the Hearings Committee will hear submissions and undertake deliberations in July 2023 ahead of making final recommendations to Council.
4. Adopt the Statement of Proposal and draft Policy for consultation, using the Special Consultative Procedure, with the community (Refer Attachments 1 & 2 to this Report).

3. Executive Summary

South Wairarapa District Councils Dangerous and Insanitary Buildings Policy is due for review. Under legislation, if amendments to the policy are being considered, consultation with the community must be completed using the Special Consultative Procedure. Council is asked to consider adoption of the statement of proposal and draft policy for consultation with the community.

4. Background

The Building Act (2004) requires every Territorial Authority to have a Dangerous, Affected and Insanitary Buildings policy. This is to ensure that Council has a mechanism to identify dangerous and insanitary buildings and clearly states what action will be taken to ensure they do not pose a public safety or health risk.

South Wairarapa District Council last reviewed the [Dangerous and Insanitary Buildings Policy](#) in 2017. Section 132 of the Buildings Act 2004 requires Councils to review their Dangerous, Affected and Insanitary Buildings policy every 5 years. If changes to the

policy are proposed, then Council is required to consult with the community using the Special Consultative Procedure (SCP), outlined in Section 83 of the Local Government Act 2002.

5. Options

	Option 1 (preferred option)	Option 2
Description	Adopt the Dangerous, Affected and Insanitary Buildings Policy Statement of Proposal and draft Policy for consultation.	Adopt the Dangerous, Affected and Insanitary Buildings Policy Statement of Proposal and draft Policy for consultation with amendments.
Advantages	<p>Council will meet the legal obligations required under section 132 of the Building Act 2024.</p> <p>This will enable Council to discuss the policy proposal with our community.</p> <p>This will enable an opportunity for our community to provide feedback on the consultation document.</p> <p>Council will have insight into the views and preferences of the community before making final decisions on the adoption of the policy.</p>	Limited changes would have similar advantages.
Disadvantages	No disadvantages identified.	Any substantial or significant amendments would impact on the project timelines as the consultation document would need to be revised and brought back to Council for adoption.

6. Discussion

This policy sets out the approach of Council to dangerous, affected, or insanitary buildings. In-line with one of the key purposes of the Act, this policy helps to ensure that people in and around buildings in the South Wairarapa District are safe. In accordance with the requirements in section 131 of the Act, this policy sets out:

- the approach that Council takes in performing its functions under the Act;
- its priorities in performing those functions; and

- how the policy applies to heritage buildings.

7. Strategic Drivers and Legislative Requirements

7.1 Significant risk register

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

7.2 Significance, Engagement and Consultation

Consultation will follow the SCP as outlined in the Local Government Act 2002. We will ensure that the Statement of Proposal and how our community can have their say and present their views is publicly available. The consultation period will run for a minimum of one month. If adopted, consultation with the community will take place between 12 June and 10 July 2023. During the consultation period, all relevant documentation, including a submission form and relevant background information available on our website. Physical copies will be available at the Council Office and libraries in each of the three wards. Additional copies will be made available at other venues on request.

The community can find out about the Policy review through several channels. We will advertise the opportunity for the community to have their say through social media, print media (newspaper advertisement) and targeted communications.

Hearings and deliberations will follow the consultation period and provide an opportunity for members of the community to present their views at a hearing to be held on 19 July 2023. The hearings committee will then make a recommendation to Council about the adoption of the policy.

8. Financial Considerations

Costs associated with reviewing the Policy and community consultation sit within current budget baselines. There is no ongoing cost to Council associated with this Policy.

8. Prioritization

8.1 Tangata whenua considerations

Māori make up 14.2% of the South Wairarapa District population (Census 2018). Māori building owners may be affected. We will promote the consultation period to ensure that Mana Whenua have an opportunity to submit feedback during the consultation period.

8.2 Environmental/Climate Change Impact

The Policy has no direct impact on Environment and Climate Change.

9. Risks & Mitigations

9.1 Communications

A communications plan has been developed.

10. Conclusion

Subject to Council adoption, we will publish the Statement of Proposal and draft Policy on our Council website and open the consultation. In addition to this, we will promote the consultation period and how to make a submission via digital/newspaper/social media platforms.

11. Appendices

Appendix 1 – DRAFT Dangerous, Affected and Insanitary Buildings Policy

Appendix 2 – Dangerous, Affected and Insanitary Buildings Policy Statement of Proposal

Contact Officer: Kaity Carmichael, Lead Policy Advisor

Reviewed By: Amanda Bradley, General Manager; Policy and Governance

Appendix 1 – DRAFT Dangerous, Affected and Insanitary Buildings Policy



SOUTH WAIRARAPA
DISTRICT COUNCIL

Kia Reretahi Tātau

Dangerous and Insanitary Buildings Policy

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Dangerous and Insanitary Buildings Policy

1. Relevant Legislation

- » [Building Act 2004](#)
- » [Health Act 1956](#)
- » [Heritage New Zealand Pouhere Taonga Act 2014](#)
- » [Local Government Act 2002](#)

2. Purpose

- 2.1 This policy has been prepared in accordance with sections 131 and 132 of the Building Act 2004 (the Act) which requires councils to adopt a policy on dangerous and insanitary buildings.
- 2.2 The purpose of this policy is to set out:
- » the approach that South Wairarapa District Council (SWDC) will take in performing its functions under Part 2 of the Act
 - » SWDC's priorities in performing those functions; and
 - » how the policy will apply to heritage buildings.

3. Scope

- 3.1 The policy applies to all buildings within the South Wairarapa district. Requirements for Earthquake-prone Buildings are covered separately by sections 133AG – 133AY of the Act.

4. Principles

- 4.1 The relevant principles of section 4 of the Act are taken into account in preparing and applying this policy.
- 4.2 In considering these principles SWDC seeks to ensure that:
- » people who use buildings can do so safely and without endangering their health.
 - » buildings have attributes that contribute appropriately to the health, physical independence, and well-being of the people who use them.
 - » people who use a building can escape from the building if it is on fire.

5. Approach to dangerous, affected and insanitary buildings

- 5.1 Whether a building is considered dangerous, affected or insanitary under the Act will depend on the individual circumstances of each case. SWDC will consider each case and determine the appropriate course of action based on the particular set of circumstances that exist.
- 5.2 SWDC must first be satisfied that the building in question is dangerous, affected or insanitary. To determine this SWDC will carry out the following steps.

- a) On receiving a complaint or information expressing concern that the building is dangerous, affected or insanitary, SWDC will consult the owner of the building, inspect the building and site and may also seek the advice of Fire and Emergency New Zealand (FENZ).
 - b) Following the inspection and taking into account the advice or recommendations of FENZ, SWDC will determine whether the building is dangerous, affected or insanitary. In making this decision SWDC will take into account the provisions of sections 121, 121A and 123 of the Act.
 - c) If SWDC is satisfied that the building in question is deemed to be dangerous, affected or insanitary SWDC will then determine the work or action that must be carried out to prevent it from being dangerous, affected or insanitary.
 - d) In forming its view as to the work or action that is required to be carried out on the building to prevent it from remaining dangerous, affected or insanitary, SWDC will take the following matters into account:
 - i. The size of the building;
 - ii. The complexity of the building;
 - iii. The location of the building in relation to other buildings, public places, and natural hazards;
 - iv. The life of the building;
 - v. How often people visit the building;
 - vi. How many people spend time in or in the vicinity of the building;
 - vii. The current or likely future use of the building, including any special traditional and cultural aspects of the current or likely future use;
 - viii. The expected useful life of the building and any prolongation of that life;
 - ix. The reasonable practicality of any work concerned;
 - x. Any special historical or cultural value of the building; and
 - xi. Any other matters that SWDC considers may be relevant, taking into account the particular set of circumstances.
 - e) Following the inspection of the building, after receiving advice from FENZ if applicable, and taking into account the matters listed above, SWDC will then decide whether immediate action should be taken to avoid the danger or to fix the insanitary conditions pursuant to the provisions of section 129 of the Act.
 - f) If SWDC decide that immediate action under section 129 of the Act is not required, SWDC will issue a notice under section 124 of the Act requiring the owner to carry out the necessary work and to obtain a building consent before commencing work. The time required to obtain a building consent and commence work will depend on the particular set of circumstances, but shall not exceed six months from the time notice was served on the owner. Completion of the work for which a building consent has been issued shall depend on the particular set of circumstances of each case but shall not exceed any timeframes set out in the issued notice.
- 5.3 Where a property owner has failed to carry out the work within the time specified, SWDC may apply to the District Court for an order authorising it to carry out the work pursuant to section 130 of the Act. The full costs of carrying out such works will be recovered from the property owner.

6. Priorities

- 6.1 Priority will be given to buildings that have been determined to be immediately dangerous, affected or insanitary. Urgent action will be required, as outlined in 3.2(e) above.

7. Heritage buildings

- 7.1 With regard to heritage buildings that are determined to be dangerous, affected or insanitary, SWDC will seek to ensure, as far as reasonably practicable, that work carried out will not diminish the heritage values of the building. Property owners must take all reasonable steps to ensure that this objective is achieved.
- 7.2 If a notice is issued to the owner of a heritage building, under section 124 of the Act, a copy of the notice will also be sent to Heritage New Zealand Pouhere Taonga.

8. Definitions

Affected building has the meaning as defined in section 121A of the Act:

A building is an affected building for the purposes of this Act if it is adjacent to, adjoining, or nearby—

- (a) a dangerous building as defined in section 121; or
- (b) a dangerous dam within the meaning of section 153.

Dangerous building has the meaning as defined in section 121 of the Act:

- 1) A building is **dangerous** for the purposes of this Act if, -
- (a) in the ordinary course of events (excluding the occurrence of an earthquake), the building is likely to cause -
 - (i) injury or death (whether by collapse or otherwise) to any persons in it or to persons on other property; or
 - (ii) damage to other property; or
 - (b) in the event of fire, injury or death to any persons in the building or to persons on other property is likely because of fire hazard or the occupancy of the building.
- 2) For the purpose of determining whether a building is dangerous in terms of subsection (1)(b), a territorial authority -
- (a) may seek advice from members of the Fire and Emergency New Zealand (FENZ) who have been notified to the territorial authority by the FENZ National Commander as being competent to give advice; and
 - (b) if the advice is sought, must have due regard to the advice.

Insanitary building has the meaning as defined in section 123 of the Act:

A building is **insanitary** for the purpose of this Act if the building -

- (a) is offensive or likely to be injurious to health because -
 - (i) of how it is situated or constructed; or
 - (ii) it is in a state of disrepair; or
- (b) has insufficient or defective provisions against moisture penetration so as to cause dampness in the building or in any adjoining building; or
- (c) does not have a supply of potable water that is adequate for its intended use; or
- (d) does not have sanitary facilities that are adequate for its intended use.

Appendix 2 – Dangerous, Affected and Insanitary Buildings Statement of Proposal



Dangerous, Affected and Insanitary Buildings Policy

Statement of Proposal

To make our communities safer, legislation requires councils across New Zealand to have a Dangerous, Affected and Insanitary Buildings Policy. This policy must include specific information outlined under the Building Act. Council last reviewed this policy in 2017 and it is now due for review. We've made a few changes and need your feedback so we can make a policy that reflects the views of the community.

Dangerous, Affected and Insanitary Buildings

The **Building Act (2004)** requires every Territorial Authority to have a **Dangerous, Affected and Insanitary Buildings policy**. This is to ensure that Council has a mechanism to identify dangerous and insanitary buildings and clearly states what action will be taken to ensure they do not pose a public safety or health risk.

Section 132 of the Buildings Act 2004 requires Councils to review their Dangerous, Affected and Insanitary Buildings Policy every 5 years. If changes to the policy are proposed, then Council is required to consult with the community using the Special Consultative Procedure.

1. Our proposal

The Dangerous, Affected and Insanitary Buildings policy remains largely unchanged however we have made a few updates to align with changes to the Building Act (2013 and 2016) and make sure the policy is easy to understand by the community and council staff.

2. Summary of key changes

- A purpose statement and policy principles have been added to increase the clarity of the policy.
- The separate requirements for earthquake-prone buildings have been included.
- 'Affected' buildings and priorities for dangerous, affected, or insanitary buildings have been added to the policy, as these are requirements under the Act.
- Minor editorial and formatting improvements have been done to make the policy easier to understand.

3. Proposed policy

A draft of the proposed policy is included in this statement of proposal.

4. How you can have your say

Tell us what you think before 7 July 2023 by:

- filling out the online feedback form on our website www.swdc.govt.nz
- emailing your feedback to submissions@swdc.govt.nz
- dropping your feedback form at the Council Office at 19 Kitchener Street Martinborough or any of the district libraries
- posting your submission to: Policy and Governance Team, South Wairarapa District Council, PO Box 6, Martinborough 5741

Please include your name and email address if you want to speak in support of your submission at a Hearings Committee meeting so we can contact you to arrange a time for you to present on 19 July 2023.

Privacy statement

Your name and feedback will be in public documents. All other personal details will remain private.

The Privacy Act 2020 applies when we collect personal details. Any details that are collected will only be used for the purposes stated. You have the right to access and correct any personal information we hold.

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

1. Purpose

The purpose of this report is to provide a Council overview of the Wellington Water report issued in response to the Finance Committee's request of 3 May 2023 being:

Wellington Water to provide a full report to the Council on 7 June regarding the authorisation of emergency event expenditure in July 2022, including who was responsible and the process that was followed.

2. Executive Summary

Recommendations

Officers recommend that the Council:

1. Receives the *Wellington Water Emergency Event Funding – Request Justification, Authority and Decision Report*.
2. Receives the Three Waters Operating Expenditure FY2022/23 Overspend – South Wairarapa District Council report received from Wellington Water on 17 May 2023 (**Appendix 1**).
3. Agree and approve the recommendations included in the Three Waters Operating Expenditure FY2022/23 Overspend – South Wairarapa District Council report received from Wellington Water on 17 May 2023.
4. Endorse a review of the SWDC Financial Delegations Policy by the GM Finance and ask that they bring any recommended improvements to the Finance Committee for approval.
5. Direct the GM Partnerships and Operations to create an Unexpected Events procedure that incorporates communications and controls of any expenditure under an Unexpected Emergency Event scenario in the future.
6. Approve an Unexpected Events Reserve line item be included in all future approved Operating expenditure budgets for transparency. This is included in the WWL financial statements.
7. Request Wellington Water to specifically highlight the contingency amounts included in any annual Operating expenditure budget recommended for approval.

3. Background

Officers requested at the Finance Committee meeting of 3 May 2023 that the committee recommend to Council the approval of the WWL operational expenditure forecasted overspend for 2022/23 by \$301k.

The committee declined to recommend the approval and instead asked that Wellington Water, who were not in attendance because of a scheduling mistake, provide a full report to Council on 7 June regarding the authorisation of emergency event expenditure including who was responsible and the process that was followed.

As detailed in the Wellington Water paper attached, the Service Level Agreement signed between SWDC and WWL in October 2019 (subsequently amended for the new Water Services Act 2021 and potential for Water Reform in April 2022) contemplated the arrangements in the event of unbudgeted emergency events.

This SLA specifically details what should occur for charges related to Unexpected Events, over and above those detailed in the annual approved budget. An Unexpected Event is defined as:

- *an event requiring management of Water Services that is not in the Annual Work Programme, being an event beyond the reasonable control of Wellington Water or the Council including acts of god, floods, storms, earthquakes, fires, power failures, riots, lightning strikes, lockouts, war, terrorism or government action.*

The Agreement acknowledges that it is an expectation that Wellington Water manage Unexpected Events from time to time, and they are deemed to be Additional Services, and that WWL will be paid (Clauses 11.14 and 11.15).

A hierarchy was established for how unexpected event costs would be paid to WWL, as follows:

11.15 Unexpected Events Costs incurred by Wellington Water will be paid from the following sources, in the following order:

11.15.1 from the Unexpected Event Reserve to the extent that such funds are available; then

11.15.2 from the Contingency Sum, if such sum is available; then

11.15.3 to the extent that the remaining balance of the Unexpected Events Costs is not available from the above sources, Council will ensure that sufficient funds are made available to Wellington Water to cover such Unexpected Events Costs.

Referring to the WWL Dashboards shared with Councillors each month and the latest appended here as **Appendix 2**, we can see that there is a sum of \$0 in the SWDC Unexpected Event Reserve held by WWL. As of June 2022, there was a balance of \$0 in the reserve and therefore nothing was carried over into 2022/23 agreed operating budget.

During the Annual Plan workshops for 2023/24 Wellington Water recommended that an appropriate budget for Unexpected Events of \$409k be included (based on the average

of the last two years inflated¹). Only Option 3 (green option \$6.9) of the water budgets consulted on with the community included funding for Emergency Events within the Reactive Maintenance budget line.

The apparent delegation given to Wellington Water for Unexpected Events Costs through the Service Level Agreement does not flow through to the SWDC Financial Delegations Policy.

It should also be noted that previously any underspend in Water Races annual budget was applied against overspend in other areas and this has now been rectified and the water races budget is ring-fenced this year, meaning the overspend may be higher this year than what it appeared in previous years.

3.1 Tangata whenua considerations

Engagement considered not required in this case.

3.2 Long Term Plan alignment

Management of annual Opex budgets aligns with activities expected in Long Term Planning.

4. Discussion

As detailed in Wellington Water's attached report, and explained in the background above, Wellington Water is indeed authorised to perform Emergency Events, as defined, on behalf of SWDC and there is an expectation that they will be paid above and beyond the agreed annual budget for these Additional Services.

The gap that has been identified is in the communications between the two parties when an event occurs, controls on how much expense is being incurred, a budget or reserve able to be used for such an event, and an appropriate transparent delegation to WWL to incur expenses on behalf of Council in the Financial Delegations Policy.

Although Wellington Water had been forecasting a full year overspend budget since November 2022 because of the emergency event of July 2022, this overspend increased considerably in April because of a significant invoice for maintenance of the ultra-violet system at a wastewater treatment plant flowing into the accounts (\$122k). This exacerbated the overspend to \$301k.

What is not permitted in the Agreement is an overspend of the agreed annual Opex Charge and so it is incumbent on Wellington water to bring their approved work for the year in at a cost at, or below the annual charge. The attached Wellington Water memo details how they expect to reduce expenditure for the remainder of the financial year to reduce the forecast overspend by approx. \$0.062m and bring it back to budget.

The memo also details the risks associated with trying to pull back the work over the remaining months of 2022/23 and that any further reductions to recover the \$0.240m

¹ Emergency event cost: FY21/22 \$485k (Pipe crossing, Boar Bush and Featherston wastewater overflows due to heavy rain events). FY22/23 forecast of \$260k predominately due to wastewater overflows due to heavy rain events.

will impact critical aspects of compliance. Wellington Water does not recommend actions to reduce critical activities as highlighted in their attached spreadsheet.

Council staff endorse the Wellington Water recommendations.

Further however, Council staff recommend improvements to address the issues of communications, controls and transparency.

Communications

The SLA does contemplate interaction between the two parties when an Emergency Event occurs as detailed in clause 11.14.3 below:

Wellington Water may undertake Additional Services in response to Unexpected Events where it is impracticable for Council to instruct or authorise Wellington Water, providing that Council may subsequently, by written notice:

- (a) instruct Wellington Water to cease such response; or
- (b) require further Unexpected Events Costs to be agreed with Council in accordance with clause 11.17; and

However, there is no onus on Wellington Water to initiate this dialogue and SWDC has typically found out about the event or costs well after the event has occurred. It is recommended a procedure incorporate obligations on both parties to work together to manage the costs of the event at the time of the event unfolding.

Controls

The delegation to allow Wellington Water to incur costs on behalf of Council for Emergency Events has not been extracted from the SLA and incorporated into the Financial Delegations Policy. Additionally, there are no limits on the costs incurred from a monetary perspective.

It is recommended that the Financial Delegation Policy be reviewed and updated appropriately for the agreement and then brought to the Finance Committee for approval.

Transparency

Over the last few years, it appears the discipline of highlighting a Contingency Sum in the annual Opex budget has been lost, and therefore, no ability to move unspent contingency into an Emergency Events Reserve.

It is recommended that these line items be specifically highlighted in any budget discussions and papers so that an informed decision around the level of funding and risks of not funding can be had during the approvals process.

Emergency Event funding was highlighted in the discussions for the 2023/24 budgets and a decision was made to only include it in Option 3 of the consultation options. This practice should be continued and expanded to include Contingency Sums.

5. Consultation

No consultation or communications plan is required.

6. Financial Considerations

The emergency events spend of \$0.24m will have to be funded out of Council ratepayers equity which is the surplus available for the year 2022/23.

7. Climate Change Considerations

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

8. Health and Safety Considerations

There are no health and safety considerations.

9. Appendices

Appendix 1 – Wellington Water Report: Three Waters Operating Expenditure FY2022/23 Overspend – South Wairarapa District Council

Appendix 2 – South Wairarapa District Council OPEX April 2023

Contact Officer: Stefan Corbett, GM Partnerships and Operations

Appendix 1 – Wellington Water Report

Three Waters Operating Expenditure FY2022/23 Overspend – South Wairarapa District Council

TO Stefan Corbett, General Manager Partnerships and Operations, South Wairarapa District Council

COPIED TO Peter Wells, Head of Service Planning, Wellington Water;
Tonia Haskell, Acting Chief Executive, Wellington Water; Charles Barker, Director of Regulatory Services, Wellington Water; Robyn Wells, Principal Advisor – Water Transition, South Wairarapa District Council

FROM Fraser Clark, Acting Group Manager Network Strategy & Planning, Wellington Water

DATE 17 May 23

Action Sought

	Action sought	Deadline
Stefan Corbett GM Partnerships and Operations, SWDC	Note that Wellington Water is forecasting a full year overspend of \$0.304m over the agreed FY2022/23 operational expenditure budget. Confirm next steps for updating Council and seeking its approval of the FY2022/23 overspend.	31 May 23

Contact for telephone discussion (if required)

Name	Position		1st Contact
Fraser Clark	Acting Group Manager Network Strategy & Planning, Wellington Water	027 507 6225	
Pete Wells	Manager Service Planning, Wellington Water	021 195 9621	x

Purpose

1. This paper advises South Wairarapa District Council (Council) of the plan Wellington Water Limited (Wellington Water) intends to implement to reduce the overspend on the FY2022/23 operational expenditure (OPEX) budget and seeks Council's confirmation on next steps.

Recommendations

2. It is recommended that Council:
 - a. **note** that Wellington Water is currently forecasting a full year spend of \$4.210m, \$0.304m over the agreed FY2022/23 OPEX budget of \$3.906m (these figures exclude water races);
 - b. **note** that Wellington Water's forecast full year overspend is mainly attributed to Unexpected Events Costs incurred for Additional Services delivered for wastewater overflow events (\$240k) and some operational costs that are higher than had been budgeted;
 - c. **note** that the Additional Services were delivered under clauses 11.14-11.15 of the SLA, and because there is no Unexpected Events Reserve or Contingency Sum available to pay for the costs to date of these events, this requires Council to provide sufficient funds to cover these costs as per clause 11.15.3 in the SLA;
 - d. **note** that Wellington Water will implement reductions in condition assessments, reactive maintenance activities and less critical treatment plant activity aimed at reducing the forecast overspend by approximately \$0.062m, resulting in a forecast full year spend of \$4.147m;
 - e. **note** that any further reductions to recover the \$0.240m of Unexpected Events Costs will impact critical aspects of environmental and drinking water compliance and will not be implemented;
 - f. **approve** the FY2022/23 Unexpected Events Costs of \$0.240m and ensure that sufficient funds are made available to Wellington Water to cover these Costs;
 - g. **note** that this advice will be proactively released and published on Wellington Water's public website, subject to any redactions consistent with the Local Government Official Information and Meetings Act 1987, once the Council has considered and made decisions in relation to this advice.

Context

Wellington Water is currently forecasting a \$0.304m¹ overspend on the FY2022/23 operational expenditure budget of \$3.906m (excluding water races)

¹ This figure excludes the underspend in the water races budget

3. Wellington Water has been forecasting a full year budget overspend since November 2022. This has been reported to Council through the monthly OPEX Dashboard reports.
4. As at 30 April 2023, Wellington Water was forecasting an overspend of \$0.304m². This comprised of \$0.240m for the Fitzherbert Street sewer overflow Unexpected Event and a further \$0.064m (net) of unbudgeted costs. Unbudgeted costs have largely been driven by the cost of unexpected events, increasing chemical costs, and plant maintenance costs and after considering outstanding overspends and underspends.
5. The approved budget for FY2022/23 did not include any Unexpected Event Reserve.
6. On 3 May 2023, Council's Finance Committee was asked to approve Wellington Water's forecast FY2022/23 overspend of \$0.301m³. The Committee determined that no resolution would be made at this stage and requested that a full report on Wellington Water's operational expenditure be presented at the next Council meeting for approval⁴. Wellington Water is presenting this memo to provide additional information on the forecast overspend and seeks confirmation from Council on the requirements for the report it has requested.

Wellington Water's ability to return to budget

7. The attached spreadsheet provides a full description of the remaining operational expenditure for FY2022/23 and the consequences of stopping these activities to return within the current budget.
8. Wellington Water has identified it is able to reduce the forecast overspend by approximately \$0.062m: by taking the following actions:
 - a. Stopping condition assessments – \$0.034m
 - b. Stopping a portion of reactive maintenance – \$0.014m
 - c. Stopping less critical treatment plant activity – \$0.014m.
9. Wellington Water anticipates that the forecast overspend of \$0.240m relating to the Unexpected Events Costs incurred to address the Fitzherbert Street sewer overflow will be funded by Council under section 11.15 of its Service Level Agreement (SLA) with the Council. As noted above, there is no Unexpected Event Reserve or Contingency Sum included in the budget that has been provided.
10. In the event that Council did not provide sufficient funds to meet these Unexpected Events Costs (as per section 11.15.3 of the SLA) and required Wellington Water to operate within the existing budget, Wellington Water would be required to cut the critical activities highlighted in red and orange in the attached spreadsheet.
11. Cutting these activities would lead to:
 - a. immediate breaches of drinking water standards
 - b. breaches of environmental consents
 - c. issuing of boil notices for the South Wairarapa District (due to breach of Drinking Water Quality Assurance Rules)

² Wellington Water Limited, OPEX Dashboard As at 30 April 2023

³ South Wairarapa District Council Finance Committee, 3 May 2023, Agenda Item: B1, Finance Report (<https://swdc.govt.nz/wp-content/uploads/FinanceAgendaPack-3May23.pdf>)

⁴ South Wairarapa District Council Finance Committee, 3 May 2023, recording from 33:00: <https://www.youtube.com/watch?v=9sBgNXAfaGM>

- d. breaching Wellington Water and Council duties to exercise due diligence under the Water Services Act 2021 to fulfil the duty to supply safe drinking water and the duty to comply with drinking water standards
 - e. the Council, as the owner of the drinking water supply, failing to ensure the water supply is operated in accordance with the Drinking Water Safety Plan.
12. Wellington Water cannot and does not recommend that such actions should be taken, and recommends that Council approves sufficient additional funding to meet the Unexpected Events Costs and associated forecast year-end overspend of the FY2022/23 opex budget of \$0.240m, as envisaged in the SLA.

Wellington Water's immediate actions

13. Wellington Water will implement the activities (8a-c) expected to reduce the forecast overspend by approximately \$0.061m.
14. No critical activities will be stopped to recover the Unexpected Events Costs of \$0.240m given the implications (11a-e) of those actions.

SWDC 2022/23 Budget - Finance, Audit & Risk Committee

Investment Category	Water	FY22/23 Budget	FY22/23 Full Year Forecast	FY2022/23 Under / overspend	FY2022/23 - Deferred expenditure to reduce overspend	Activities being deferred / stopped	Consequences to activity deferrals for current year 22/23
Monitoring & Investigations	DW	242,027	96,789	145,238	34,000	Activities to be deferred: Condition assessments - \$34,000 of savings against mainly Greytown Drinking Water.	Not carrying out condition assessments leaves Council even more exposed for next financial year, and will result in higher costs incurred as a result of reactive maintenance due to failures of assets in poor/very poor condition. The work undertaken in this category can influence the number of unexpected/emergency events, because the more condition assessments that are done, that more proactive (and therefore cheaper) maintenance and repairs can be completed, rather than waiting until an asset has failed, resulting in higher repair costs.
	SW	56,280	98,880	(42,600)		Continued activity for the remainder of the year: Other activities are linked specifically to statutory and regulatory requirements, and therefore must continue. Any cuts/reductions in these areas will lead to breaches of Te Mana O Te Wai, as a result of breaching WWTP consent requirements. We would expect boil water notices to increase, and lead to significant impacts on communities. We already have no funding for consent fees for the 8 WTPs and WWTPs. Within the performance budget, we are looking at a \$16k overspend, because of no funding for reactive DW and WW incident monitoring. Current position would result in WWL struggling to respond to reactive monitoring required as a result of incidents occurring between now and the end of the financial year.	
	WW	274,683	335,405	(60,722)			
TOTAL		572,990	531,074	41,916	34,000		
Operations	DW	551,224	468,721	82,503		Activities to be deferred: None - there is no option for spend reduction for the remainder of the year in this category.	
	SW	7,750	11,702	(3,952)		Continued activity for the remainder of the year: This category is made up of control systems costs, and sampling and testing, which are both considered unavoidable costs, and therefore will continue.	
	WW	32,839	35,388	(2,549)			
TOTAL		591,813	515,811	76,002			
Planned Maintenance	DW	31,860	31,872	(12)		Activities to be deferred: None - there is no option for spend reduction for the remainder of the year in this category.	
	SW	3,683	4,429	(746)		Continued activity for the remainder of the year: No activities to be deferred beyond what has already been reduced - there is only aproximately \$8k of spend forecast for the remainder of the financial year in planned maintenance, all leak detection work has been done, and the remaining work is contractually committed, so cannot be stopped. All hydrant painting work has been stopped already.	
	WW	40,962	25,731	15,231			
				0			
TOTAL		76,505	62,032	14,473			
Reactive Maintenance	DW	733,476	797,045	(63,569)	10,000	Activities to be deferred: - Minimise any use of contractors and to stop planned flushing of Fitzherbert St, Featherston (\$2k per month). - Stop all permanent reinstatement for the next 2 months.	Stopping the flushing at Fitzherbert will elevate overflow and property risks because this is a very important preventive action to mitigate incident impacts. This will result in habitable floor flooding with untreated wastewater. Stopping permanent reinstatements will result in no budget for any jobs requiring traffic management, as this is often a significant portion of the cost of jobs. Service delivery will be negatively impacted and the risk of emergency and reactive repairs is likely to escalate. Reduced levels of service should be anticipated
	SW	95,869	82,039	13,830		Continued activity for the remainder of the year: - fixed costs for depot, plant and equipment, and 5 service persons and a technical advisor. Without this core activity, we would not be able to support a response to call-outs after core business hours or during the weekends. The forecast expenditure does not provide for any significant events that may occur between now and the end of the financial year.	
	WW	356,700	597,269	(240,569)	4,000		
TOTAL		1,186,045	1,476,353	(290,308)	14,000		
Treatment Plant						HIGHLY CRITICAL - \$102,070 Activities to be deferred: None Activities to be continued: Sodium Hypo and caustic soda (including forklift hire which requires extendable forks and all-terrain tyres because of Waiohine terrain in particular) - \$36,268 Chlorine gas - \$5,160 UV maintenance & sensors - \$46,900 Services - \$1,000 Instrument testing & verifications - \$3000 Temporary fencing - \$400 Gas supplier changeover - \$2000	Highly critical activities - consequences - Water will not meet DWS bacterial disinfection standards for e-coli and other bacteria, pathogens (disease-causing organisms) will grow in the water system - Water will not meet DWS standards, water not properly treated in relation to final pH. More corrosive water will be produced which will have noticeable aesthetic and health impacts to reticulation system with elevated heavy metals in drinking water. - Maintenance overdue (delayed as long as possible), water not meeting DWS protozoa disinfection standards, technical non-compliance and drinking water that is not safe to drink due to pathogens growth - Unable to verify UV dose being delivered to drinking water, breach of DWS standards, and possibly unsafe drinking water - Security of sites compromised Critical activities - consequences - Ponds will not optimally treat wastewater, likely leading to odour complaints from neighbours and possible enforcement action - Consent and compliance breaches if equipment fails or is not properly maintained, potentially discharging un-disinfected water from plant, endangering environment including aquatic life - Improper PPE/cleaning equipment will impact operator H&S and wellbeing, and therefore the ability to carry out critical maintenance activities
	DW	649,021	806,081	(157,060)	5,405	CRITICAL - \$76,500 Activities to be deferred: None Activities to be continued: Chemicals - \$1500 Cleaning products/PPE - \$1000 UV maintenance - \$74,000	
						LESS CRITICAL - \$14,684 Activities to be deferred: Grounds maintenance - WTP & WWTP - \$11,620 (a third DW, two thirds WW) Generator maintenance - \$800 (half WW, half DW) Portalooos - \$2,264 (half WW, half DW) Activities to be continued: - 4 treatment plant operators - 1 Team leader - 4 vehicles These staff and vehicles are required for operating and maintaining the treatment plants and equipment during working hours and responding to afterhours breakdowns. Operators must cover many kilometres in a day in order to operate, service, and maintain eight plants scattered over SWDC. Vehicles are required for travelling between plants and for response to after-hours emergency situations. If we do not provide staff to carry out the required operator functions, plant outages will occur with loss of water supply and wastewater treatment.	
	WW	518,040	506,960	11,080	9,279		
TOTAL		1,167,061	1,313,041	(145,980)	14,684		
Management & Advisory Services	DW	311,637	311,637	0		Activities to be deferred: None	
						Activities to be continued: Staff costs that cannot be directly attributed to Council opex or capex programmes and overheads such as insurance, rent, IT costs, etc.	
TOTAL		311,637	311,637	0	-		
Grand Total (excluding Emergency envents and water races		3,906,051	4,209,948	(303,897)	62,684	Reducing the expenditure below the recommended figure will mean accepting an increased risk of regulatory non-compliance, and a reduction in operational activity and will compromise our ability to deliver core services and increases the risk of operational failures.	

Appendix 2 – South Wairarapa District Council OPEX April 2023



OPEX Dashboard
As at 30 April 2023

Water		April 2023				YTD				Full Year			
		Actual	Budget	Variance		Actual	Budget	Variance		Forecast	Budget	Variance	
		\$	\$	\$	%	\$	\$	\$	%	\$	\$	\$	%
Drinking Water	All	187,365	191,760	4,395	2%	1,893,187	1,917,599	24,412	1%	2,294,000	2,301,099	7,099	%
	Network	55,910	59,001	3,091	5%	709,194	590,010	-119,184	(-20%)	800,417	708,015	-92,402	(-13%)
	Treatment Plant	77,244	54,084	-23,160	(-43%)	649,877	540,840	-109,037	(-20%)	801,960	649,021	-152,939	(-24%)
	Monitoring	28,634	36,192	7,558	21%	255,264	361,920	106,656	29%	338,789	434,302	95,512	22%
	Investigations	10,454	19,753	9,299	47%	84,825	197,530	112,705	57%	95,289	237,027	141,738	60%
	Control Systems	5,338	9,744	4,406	45%	105,663	97,440	-8,223	(-8%)	134,053	116,922	-17,131	(-15%)
	Storage	1,995	2,909	914	31%	8,115	29,090	20,975	72%	20,028	34,905	14,877	43%
	Pump Stations	0	1,896	1,896	100%	78	18,960	18,882	100%	5,763	22,740	16,977	75%
	Utilities	0	390	390	100%	2,260	3,900	1,640	42%	4,209	4,676	467	10%
	Management & Advisory Services	7,791	7,791	0		77,909	77,909	0		93,491	93,491	0	
Stormwater	All	13,635	17,528	3,892	22%	160,756	175,275	14,519	8%	243,795	210,325	-33,470	(-16%)
	Network	4,671	8,296	3,625	44%	99,644	82,960	-16,684	(-20%)	133,665	99,552	-34,113	(-34%)
	Investigations	4,695	4,690	-5	(-%)	12,745	46,900	34,155	73%	51,681	56,277	4,595	8%
	Control Systems	374	646	272	42%	9,413	6,460	-2,953	(-46%)	11,702	7,750	-3,952	(-51%)
	Contingency	0	0	0		0	0	0		0	0	0	
	Management & Advisory Services	3,896	3,896	0		38,955	38,955	0		46,746	46,746	0	
Wastewater	All	150,372	116,221	-34,151	(-29%)	1,380,751	1,162,213	-218,537	(-19%)	1,672,153	1,394,624	-277,529	(-20%)
	Treatment Plant	109,677	43,171	-66,506	(-154%)	423,950	431,710	7,760	2%	505,476	518,040	12,565	2%
	Network	13,227	28,838	15,611	54%	503,305	288,380	-214,925	(-75%)	575,317	346,041	-229,276	(-66%)
	Investigations	13,945	12,893	-1,052	(-8%)	86,303	128,930	42,627	33%	134,395	154,715	20,320	13%
	Monitoring	8,070	9,997	1,927	19%	166,774	99,970	-66,804	(-67%)	201,011	119,968	-81,043	(-68%)
	Pump Stations	-9,994	4,302	14,296	332%	27,222	43,020	15,798	37%	47,682	51,621	3,939	8%
	Control Systems	1,164	2,737	1,573	57%	30,364	27,370	-2,994	(-11%)	36,873	32,839	-4,034	(-12%)
	Management & Advisory Services	14,283	14,283	0		142,833	142,833	0		171,400	171,400	0	
Total Opex, excluding Water Races		351,372	325,509	-25,863	(-8%)	3,434,694	3,255,088	-179,606	(-6%)	4,209,948	3,906,047	-303,900	(-8%)
Total Opex Programme		325,402	299,539	-25,863	(-9%)	3,174,996	2,995,390	-179,606	(-6%)	3,898,311	3,594,410	-303,900	(-8%)
Total Management & Advisory Services		25,970	25,970	0	%	259,698	259,698	0	%	311,637	311,637	0	%
Water Races	Longwood	3,882	9,427	5,545	59%	36,590	52,600	16,010	30%	50,364	113,124	62,760	55%
	Moroa	1,131	6,797	5,666	83%	39,460	109,640	70,180	64%	68,718	81,556	12,838	16%
Total Opex		356,385	341,733	-14,652	(-4%)	3,510,744	3,417,328	-93,417	(-3%)	4,329,030	4,100,727	-228,302	(-6%)

Investment Category		April 2023				YTD				Full Year			
		Actual	Budget	Variance		Actual	Budget	Variance		Forecast	Budget	Variance	
		\$	\$	\$	%	\$	\$	\$	%	\$	\$	\$	%
Drinking Water	All	187,365	191,760	4,395	2%	1,893,187	1,917,599	24,412	1%	2,294,000	2,301,099	7,099	%
	Monitoring and Investigations	10,454	20,170	9,716	48%	84,825	201,700	116,875	58%	96,789	242,027	145,238	60%
	Maintenance (Planned)	17,842	2,655	-15,187	(-572%)	41,359	26,550	-14,809	(-56%)	31,872	31,860	-12	(-%)
	Maintenance (Reactive)	40,063	61,124	21,061	34%	678,289	611,240	-67,049	(-11%)	797,045	733,476	-63,569	(-9%)
	Operations	33,971	45,936	11,965	26%	356,806	459,360	102,554	22%	468,721	551,224	82,502	15%
	Treatment Plant	77,244	54,084	-23,160	(-43%)	653,999	540,840	-113,159	(-21%)	806,081	649,021	-157,060	(-24%)
	Management & Advisory Services	7,791	7,791	0	%	77,909	77,909	0	%	93,491	93,491	0	%
Stormwater	All	18,648	33,752	15,103	45%	236,807	337,515	100,708	30%	362,877	405,005	42,128	10%
	Monitoring and Investigations	8,773	12,736	3,963	31%	52,384	127,360	74,976	59%	98,880	152,828	53,948	35%
	Maintenance (Planned)	0	306	306	100%	3,304	3,060	-244	(-8%)	4,429	3,683	-746	(-20%)
	Maintenance (Reactive)	5,606	16,168	10,562	65%	132,751	161,680	28,929	18%	201,119	193,998	-7,121	(-4%)
	Operations	374	646	272	42%	9,413	6,460	-2,953	(-46%)	11,702	7,750	-3,952	(-51%)
	Management & Advisory Services	3,896	3,896	0	%	38,955	38,955	0	%	46,746	46,746	0	%
Wastewater	All	150,372	116,221	-34,151	(-29%)	1,380,751	1,162,213	-218,537	(-19%)	1,672,153	1,394,624	-277,529	(-20%)
	Monitoring and Investigations	22,015	22,890	875	4%	253,077	228,900	-24,177	(-11%)	335,405	274,683	-60,723	(-22%)
	Maintenance (Planned)	0	3,415	3,415	100%	18,524	34,150	15,626	46%	25,731	40,962	15,231	37%
	Maintenance (Reactive)	3,233	29,725	26,492	89%	512,003	297,250	-214,753	(-72%)	597,269	356,700	-240,569	(-67%)
	Operations	1,164	2,737	1,573	57%	28,880	27,370	-1,510	(-6%)	35,388	32,839	-2,549	(-8%)
	Treatment Plant	109,677	43,171	-66,506	(-154%)	425,434	431,710	6,276	1%	506,960	518,040	11,080	2%
	Management & Advisory Services	14,283	14,283	0	%	142,833	142,833	0	%	171,400	171,400	0	%
Total Opex		356,385	341,733	-14,652	(-4%)	3,510,744	3,417,328	-93,417	(-3%)	4,329,030	4,100,727	-228,302	(-6%)

Unexpected Event Reserve Commentary:
In years that SWDC actual costs finish below budget, the funds are retained for the Unexpected Event Reserve (capped at 5% of the opex charge for the current financial year). Wellington Water is able to utilise these funds for costs arising from unexpected events in subsequent years. The funds are ring-fenced for the council in which the savings were achieved.
The opening balance for this financial year is nil.

Unexpected Event Reserve	\$000s
Opening Balance	0
Events:	
Closing Balance	
	0

Monthly Commentary (OPEX)

Summary

Full year forecast for the bau opex programme, excluding Water Races, is overspend 8% (\$304k). This forecast overspend is mainly due to emergency event network costs for the Fitzherbert Street sewer overflow (\$240k), and unbudgeted costs (\$64k). We have been advised that our request to fund the overspend (\$304k) has been declined, and Wellington Water is drafting a memo to the Council clarifying the impact of this.

The change to the forecast on last month for the bau opex programme was increased overspend of 0.1% (\$3k), and Water Races forecast underspend increased 7% (\$9k).

Year to date spend for the opex programme is 6% (\$180k) over budget.

Network

- Drinking Water 20% (\$119k) over budget YTD and forecasting 13% (\$92k) full year overspend.
- Stormwater 20% (\$17k) over budget YTD and forecasting 34% (\$34k) full year overspend, mainly attributed to Featherston St events (\$10k YTD) and Harrison St culvert maintenance (\$21k YTD).
- Wastewater 75% (\$215k) over budget YTD and forecasting 66% (\$219k) full year overspend, mainly attributed to heavy rain events that have required an operational response to mitigate the impact of a reported sewer overflow in Fitzherbert St; YTD costs are \$240k. This is an ongoing issue every time we have a wet weather event and the costs for this maintenance have been ringfenced.

Water Races

53% (\$86k) under budget YTD and forecasting 39% (\$76k) full year underspend. Council has advised that Water Races budgets are separately rated and therefore cannot be used to offset overspends on other budgets.

Treatment Plant

- Drinking Water 20% (\$109k) over budget YTD and forecasting 24% (\$153k) full year overspend, mainly attributed to a global increase in chemical prices as well as plant maintenance, including \$23k for lightning repairs.
- Wastewater 2% (\$8k) under budget YTD and forecasting to remain favourable with 2% (\$13k) full year overspend.

Monitoring

- Drinking Water 29% (\$107k) under budget YTD and forecasting 22% (\$96k) full year underspend.
- Wastewater 67% (\$67k) over budget YTD and forecasting 67% (\$81k) full year overspend, mainly attributed to wastewater treatment plant consent fees.

Investigations

51% (\$189k) YTD under budget, and forecasting 37% (\$167k) spend across all three waters attributed to the planned Ruamahunga Whaitua policy programme not going ahead this year (\$80k) and \$25k forecast underspend for growth planning.

Control Systems

17% (\$20k) forecast overspend across all three waters attributed to backfilling of permanent resources with contractors on hourly rates. This is an industry trend largely driven by skills shortages in a tight labour market. We are monitoring these expenses and making savings where possible.

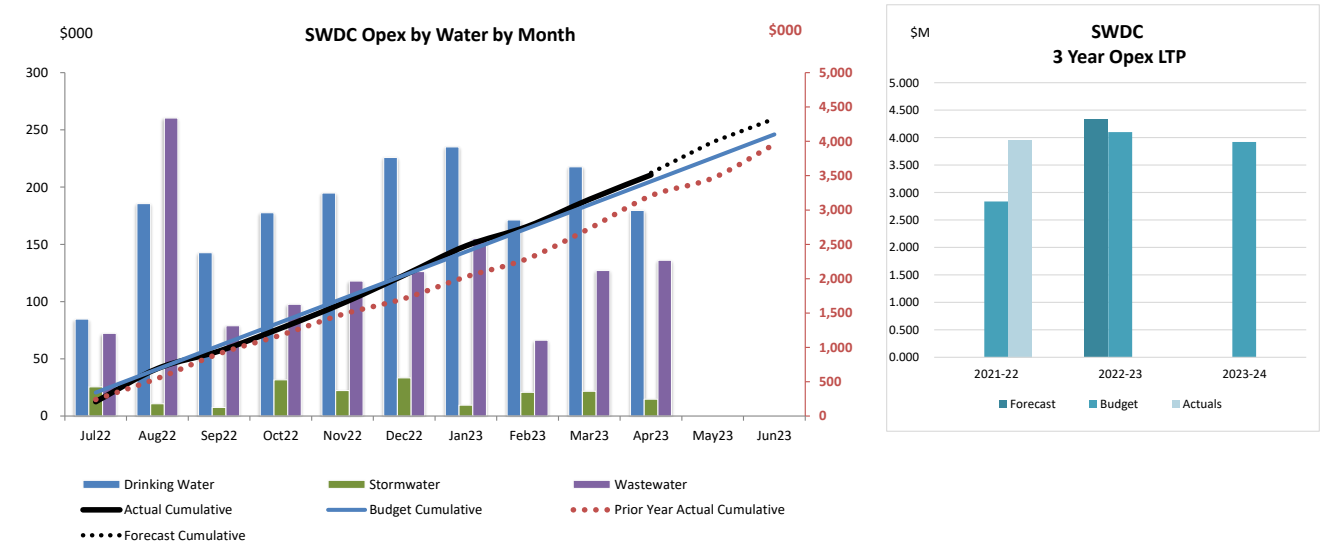
Notes on our approach for reporting:

Wellington Water invoices Council a monthly fixed charge in advance for the opex programme and management & advisory services.

The opex programme is made up of the following:

- Controllable costs incurred by Wellington Water in delivering the programme, such as charges for repairs and maintenance, costs of consumables, consultants, and contractors' charges
- Costs of labour and plant which are charged to specific jobs. This is for Wellington Water employees within our Customer Operations, Network Management and Network Engineering groups i.e. those working directly on opex jobs.

Management & Advisory Services is made up of staff costs that cannot be directly attributed to Council opex or capex programmes and overheads such as insurance, rent, IT costs, etc. We're a council-controlled organisation jointly owned by six client councils; the management charge is agreed on an annual basis and proportionately allocated to each of these councils.



Wairarapa Five Towns Trail

1. Purpose

For Council to consider the legal form and funding mechanisms required to deliver the Wairarapa Five Towns Trail Master Plan.

2. Recommendations

Officers recommend that the Council:

1. Receives the report.
2. Agrees to establish a new Charitable Trust as the preferred legal entity to deliver the Wairarapa Five Towns Trail Network.
3. Agrees in principle to fund base operational expenditure of the Charitable Trust in partnership with the other three Councils (GWRC, MDC and CDC), subject to 2024 Long-Term Plan consultation.
4. Delegates authority to the CEO to work with the three other Councils, Iwi and community stakeholders to prepare draft Five Towns Trail Trust documentation, based on the principles in Appendix 2.
5. Agrees to include funding for the interim project costs of \$27,625 in the 2023/24 Annual Plan (SWDC share) and unbudgeted expenditure of \$9,208 for the current financial year.
6. Notes that a further paper will be brought to Council outlining the governance structure, draft Trust Deed, MOU, Funding Agreement and forecast operating costs for the proposed Five Towns Trail Trust, to be considered as part of the 2024-34 Long-Term Plan.

3. Background

The Wairarapa Five Towns Trail Network (WFFTN) is an ambitious project to develop almost 200km of recreational trails for walking and cycling, linking our five Wairarapa Towns – Masterton, Carterton, Greytown, Featherston and Martinborough.

The goal is to grow community well-being and wealth through developing outstanding trail-based experiences and connections, and provide for improved liveability for our residents.

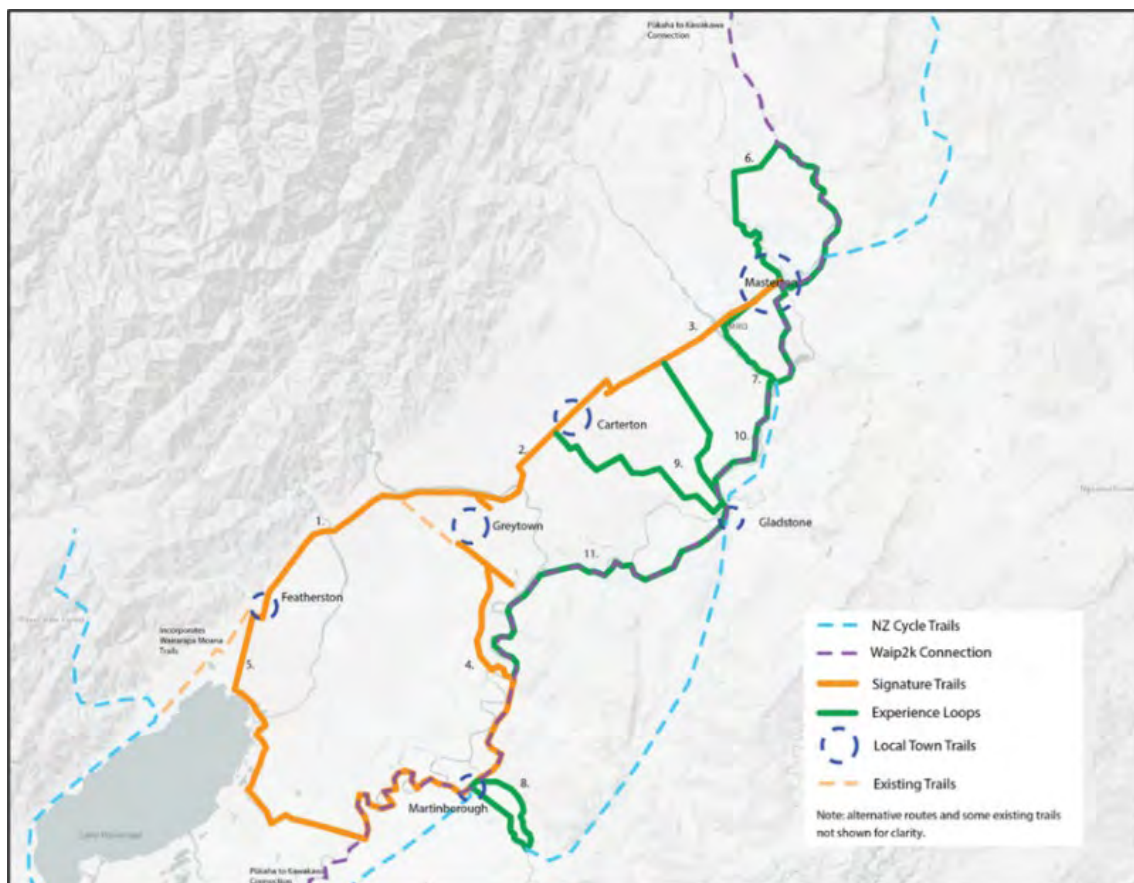
The project has been evolving for several years, conceived from the community through the original Five Towns Trail Trust, who successfully aligned the project with both the Wellington Regional Trails for the Future report 2017 (WRT Framework) and the Wairarapa Economic Development Strategy 2018 and 2022 (WEDS).

The master plan was developed following community engagement including stakeholder interviews and a series of workshops, while considering approved trail-based plans from each of the three districts councils - e.g. the MDC Rural Trails Network Plan 2017.

The master plan is designed to showcase Wairarapa and its strengths, and bring connection to our region. It effectively ignores Territorial Authority boundaries to collectively knit together a world class network and seamless visitor experience.

The WFTTN project has been identified and approved as one of Wellington region's significant economic development initiatives in the Wellington Regional Economic Development Plan 2022, via the Wairarapa Destination Management Plan 2021. It has also been identified as a project to align with in the Masterton District Council Parks and Open Spaces Strategy (POSS) 2021 and Masterton District Council's Proposed Climate Action Plan 2022. All the above plans and strategies have had various levels of community engagement/consultation, support, endorsement and approval.

The Wairarapa Five Towns Trail Network is illustrated below.



The network is made up of three key parts: Signature Trails, Experienced Loops and Trails and Local Trails. For further information and to view the full plan please refer to www.fivetownstrail.co.nz website.

A high level initial economic benefit assessment was completed a part of the master plan. Spending in the Wairarapa as a result of the trails network is estimated to increase from \$21 million a year in its early stages, with nearly one hundred jobs generated. These numbers are expected to increase as the network expands.

In October 2021 the three Wairarapa Councils received the WFTTN Master Plan and the strategy was officially launched on 20 October 2021.

Carterton District Council delegated authority to the CEO to work with the three Councils (including Greater Wellington Regional Council) and Wairarapa Trails Action Group (WTAG) to research a suitable legal entity and funding options that could deliver the WFTTN Master Plan strategy. Critical elements to be considered were entity governance and management, new trails capital funding, trails maintenance, and the ability to facilitate community led projects.

4. Significance

The matters for decision in this report are considered to be of 'medium' significance under the Significance and Engagement Policy. Therefore, a consultation on the recommendations is proposed, however it is recommended this is undertaken as part of our Long-Term Plan engagement in 2024.

Over the last 10 -15 years New Zealand has seen a significant number of recreation and cycling trail groups develop, mostly under the umbrella of the Nga Haerenga NZ Cycle Trail. This includes the Hauraki Rail Trail, Hawkes Bay Trails, and Queenstown Trail. Locally the Greytown Trails Trust has also been very successful.

As trails develop, their governance models evolve and change over time to adapt to changing community needs and progress from new trail development to existing trail management. Given this rich recent history, it's been possible for trail-based communities to learn from each other and help understand what works, and what is best practice.

The following table overviews some successful trails groups across the country.

Trail	Governance	Management	Construction funding	Ongoing funding and Maintenance
Hauraki Rail Trail	The trail is governed by the Hauraki Rail Trail Charitable Trust. The Trust consists of six board members. 3 are appointed by each of the 3 District Councils, the remaining 3 are appointed by the 11 iwi landowners alongside the trail.	Full time dedicated Trail Manager and support team funded by the 3 Councils and Trust funding streams.	Initially developed with government funding through the NZ Cycle Trail Initiative. Funding for extensions has been through the NZCT Extensions and Enhancement fund.	The Trails Manager and staff are funded through the local Councils through a Funding Agreement. The three settlor councils contribute funds for maintenance on a pro rata basis.
Hawkes Bay Trails	Managed by a Regional Cycle Group. The group is	Full time Trail Manager who sits	Initially developed with government	The Trails Manager is funded by all five

Trail	Governance	Management	Construction funding	Ongoing funding and Maintenance
	made up of councillors and staff from five Councils. Councillors are appointed onto the group by their council.	within the regional council as an employee.	funding through the NZ Cycle Trail Initiative. Funding for extensions has been through the NZCT Extensions and Enhancement fund.	councils in the area. Trail maintenance is carried out by each of the local councils, regional council and Waka Kotahi on the sections of trail that they own. The sections that are on private or non-council ownership are maintained by the regional council.
Tasman Great Taste Trail & the Coppermine Trail	126 km (approx.) of trails are managed by the Nelson Tasman Cycle Trail Trust. The Trust has the aim of developing cycling opportunities in the region. The Trust is independent & has a board of up to 11 trustees who are elected at an AGM.	The Trust has a full-time Manager and part-time Administrator.	Initially developed with government funding through the NZ Cycle Trail Initiative. Funding for extensions has been through the NZCT Extensions and Enhancement fund.	The Trails Manager and Administrator are funded by the Tasman District & Nelson City Councils. The Trust maintains toe sections of trail on private land, while the councils maintain the sections of trial on road reserve & other reserves. The Trust has a three yearly maintenance agreement with the councils.
Queenstown Trail	Independent Trust made up of up to 8 Trustees from the community and a rep from each QLDC & DOC	The Trust has a CEO and an Administrator/m arketing role.	Initially developed with government funding through the NZ Cycle Trail Initiative. Funding for extensions has been through the NZCT Extensions and Enhancement fund with local support.	Ongoing funding is sourced by the Trust from local community, local governance and events. An MOU is held with the QLDC who maintain all trails and structures in the district.
Otago Rail Trail	Managed by the Department of Conservation (DOC) There is also a Otago Central Rail Trails Trust with 5 Trustees who represent the communities along the route of the trail.	The trail is managed and maintained by DOC with the Trust managing and maintaining key structures. The Trust & DOC have a close working relationship	Initial funding was from DOC, supplemented by donations from the local community.	Trail management & maintenance is funded through DOC with the Trust funding the upkeep of structures like seating and signage.

Our research indicates the following key elements are important to achieving successful outcomes for a trails entity:

- An independent governance entity. A dedicated group established to govern, set strategy and lead trail development with a clear mandate from key stakeholders.

- Supportive local government environment. The majority of the above trails receive some level of ongoing funding support from their local council, usually for trail management and /or maintenance.
- Iwi representation. Important but especially where there is a particular interest in the trail / route.
- Clearly defined roles and responsibilities between trail partners, the governance entity, and funding providers.
- Ongoing funding separated into capital funding for trail construction and operational funding for trail management and maintenance.
- A dedicated trail management team. Committed and experienced people to design route options, obtain approvals, build partnerships, fund, build and maintain the trails.

The WFTTN strategy needs to move from the master planning stage and into delivery mode. The above research provides a good basis to understand what the next stage of development looks like on the WFTTN journey. This will require corralling expertise in trail planning, grant and funding coordination, engineering and contract management, community development and relationship management.

5. Five Towns Trail Entity Options

From the research, Management has identified three potential legal entity options for the WFTTN delivery organisation, including:

- a. Incorporated Society
- b. Council Controlled Organisation
- c. Charitable Trust

An incorporated society is primarily a voluntary organisation comprising individuals who are intent on a shared purpose and requiring limited liability and perpetual succession.

A Council Controlled Organisation is focused on a singular purpose or group of similar purposes. CCOs are often arranged in a commercial manner to achieve the stated goals with efficiency and transparency.

A charitable trust combines a structured legal form with a charitable purpose, minimising taxation issues and providing security in the permanency of the entity.

Officers sought a legal opinion on the above three potential structures, and their applicability to deliver the WFTTN. A key issue was the ability of the entity to attract external capital funding for the construction of the trails network, given this has been estimated at \$32m.

When considering entity options, some of the issues discussed with our legal advisor included;

- Who will own the physical infrastructure of the trails network?
- Who would any easements be in favour of?
- Who will control that infrastructure?
- Who will fund the capital investment to construct the trails infrastructure?
- Who will fund the operational costs of the entity?
- How many governors should be on the entity?
- Who and how will the governors be appointed?

In summary the legal advice confirmed the best option for the delivery of the WFTTN is using a charitable trust. The legal opinion is attached in Attachment 1.

Based on the research and best practice, Management responses to the above questions are provided in Attachment 2.

In summary, it is recommended that the three Wairarapa district councils own the physical infrastructure and easements of the WFTTN within their district boundaries. It is proposed the three councils would have an MOU with the Five Towns Trails entity for the management of these trails assets.

6. Funding A New Five Towns Trail Entity

Based on legal advice, a charitable trust has the best chance of successfully obtaining grant funding for the forecast capital costs of trail development. This is estimated to be up to \$32m across the Wairarapa. Securing grant funding for capital investment is critical to the implementation of the WFTTN, as it is unlikely the three district council ratepayers are prepared to fund this development via rates increases.

Assuming the capital costs of the WFTTN can be sourced externally and not from the three district councils or Greater Wellington Regional Council (GWRC), the final question is how to fund the operational costs of the proposed charitable trust (herein referred to as the Five Towns Trail Trust or FTT Trust).

Some external grant funding is available for operational costs. Management notes however this is usually very limited funding, and is highly contested. Grants for operational costs could be used to fund some costs of the FTT Trust, but they are unlikely to provide the entity with a secure future, given these funding sources are variable, annual, and not guaranteed.

Considering the benefits derived from the implementation of the WFTTN will be enjoyed by both visitors and locals alike, it is recommended that the three Wairarapa Councils and GWRC join together and fund the governance and operational costs of the proposed FTT Trust. Capital costs would remain solely funded via Grants.

If all four Councils agree, operational funding is proposed to be shared as follows:

- GWRC - 30.00%
- MDC – 23.33%
- CDC – 23.33%
- SWDC – 23.33%

Where only the three district councils contribute towards funding operational costs the proposed funding would be shared as follows:

- GWRC - 0%
- MDC – 33.33%
- CDC – 33.33%
- SWDC – 33.33%

Once the FTT Trust is fully operational high level estimate costs may range from range from \$200k to \$350k per year which equates to \$116,666.66 per council. This cost is based on a three-way split and assumes total costs are at the maximum of \$350k p.a.

Given the impact on ratepayers this proposal will have on rates, as well as the community benefits that will be derived across all of Wairarapa, it is proposed any decision around funding FTT Trust operational costs is deferred until the 2024 Long-Term Plan consultation. In the intervening time progress can be made in drafting the FTT Trust deed and corresponding Service Level Agreement, Memorandum of Understanding documents and trust establishment.

Project costs to continue progressing the Trust Deed and corresponding documents until LTP consultation are forecast to be \$110,500 (2022/23 - \$27,600 & 2023/24 - \$82,900). It is proposed this is shared equally between the three District Councils, meaning an ongoing commitment of \$36,833 each over the next 16-month period.

Current Wairarapa Situation

We are very fortunate to have local trails usage data available from Greytown Rail Trail (GTT). This shows cycle trail patronage at over 31,000 users from December 2021 to October 2022, and over 7,000 users using the new Tauherenikau section from August – October 2022. These are significant user numbers from a district population of 11,100 and a regional population at approximately 45,000.

Appendix 3 outlines current trail groups and organisations established and working in the Wairarapa which are relevant to the WFFT. In summary, Wairarapa has;

- The Wairarapa Trails Action Group (WTAG). WTAG functions as a co-ordination group and has been very successful in bringing together Wairarapa stakeholders to unite them behind the vision of the WFFT. It has no formal or statutory powers.

- Section based groups - Section based groups focus on planning, designing, building and maintaining “their” section or geographical area of the trail network.
- Territorial Authorities – The three district councils and GWRC actively support the WFTTN project and providing for local trails through parks, reserves and open spaces.

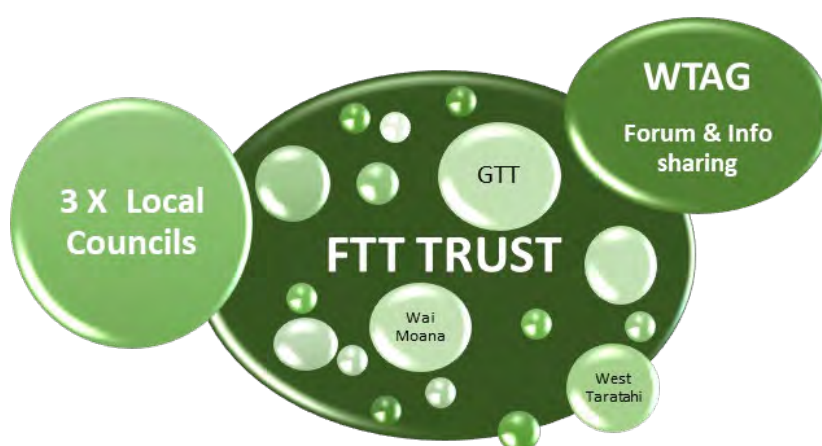
Given the success of Wairarapa Trail Action Group (WTAG) overseeing the development of the master plan it could continue under the proposed model as a trails forum for the sharing of information across the various stakeholders.

The section-based groups would focus on their particular section of the network. These community-led groups are not expected to be under the control of the proposed FTT Trust delivery entity. Section-based groups range in terms of legal structure and maturity. Some are well structured charitable trusts like Greytown Trails Trust (GTT) or Wairarapa Moana Trails Trust, while others are informal residents’ groups like Gladstone or West Taratahi. The FTT Trust needs to cater for more section-based community led groups to help deliver the Five Towns Trail network.

The four (or three) Councils are key stakeholders and project partners supporting the proposed FTT Trust through leadership, appointments to governance positions, asset ownership and funding.

The new Five Towns Trail Trust would be responsible for delivering the WFTTN Masterplan vision. This would involve overall coordination, connections, consistency, quality, priorities, capital funding, maintenance, as well as supporting Wairarapa and Wellington Tourism entities with marketing, promotions and communications.

Combining the research and adding the existing trails groups into a visual representation, the proposed future for the WFTTN could look like the graphic below:



7. Next Steps

The next steps to a setting up a Charitable Trails Trust are;

- 1) Obtaining endorsement from the three Councils (MDC, CDC and SWDC) that a charitable trust is the right delivery mechanism for construction of the WFTTN; and
- 2) Obtaining agreement from the three councils to fund project costs to set up and establish the FTT trust (as per section 6 above)
- 3) Obtaining agreement in principle from the Councils to fund the base operational expenditure of the proposed FTT Trust, subject to LTP consultation.

If agreed, then work would continue to:

- Prepare a draft FTT Trust Deed
- Prepare a draft shared Memorandum of Understanding (MOU) between the FTT Trust and Councils covering:
 - Role of the Trust
 - Role of Councils
 - Role of Iwi
 - Terms of Reference
 - Appointments of Governors / Trustees
 - Asset ownership (both physical and intangible assets)
 - Asset management and maintenance
 - Community engagement
 - Partnership support with Regional Tourism Agencies / community stakeholders
- Prepare a draft Funding Agreement between the FTT Trust and Councils covering:
 - Funding scope – inclusions and exclusions
 - Funding split
 - Term
 - Inflation benchmarks
- Prepare a business case for the FTT Trust's permanent establishment for inclusion in the Long-Term Plan 2024 – 2034 consultation.

8. Considerations

8.1 Climate change

One of the key principles included in the master plan is Sustainability. The proposed charitable trails trust should exemplify sustainable management practices including the use of material, energy efficiency in building and toilet operations and with strong connection with Iwi and European culture.

Greenhouse gas emissions for transport in the Wairarapa region increased by 41% between 2001 and 2019. The WFTTN will provide a safe, reliable and sustainable alternative to internal combustion engine to commute between towns. This is especially important with the significant uptake of electric bicycles and scooters that has occurred over the past few years.

Providing a 'zero-carbon' alternative to regular commuting has many positives outcomes:

- reduce greenhouse gas emissions,
- reduce the risk of accidents due to less vehicles on the road,
- increase air quality (less pollution),
- increased well-being,

The WFTTN will encourage more people to use the trails to commute, which will mean less cars are on the roads (and therefore less emissions).

8.2 Tāngata whenua

Tāngata Whenua have been included in the development of the master plan and will continue to be a key part of the future development of the network.

It is proposed the FTT Trust has at least one permanent Trustee appointed by an Iwi representative across the Wairarapa. This requirement should be included in the draft Trust Deed, and not just in the Terms of Reference.

8.3 Financial impact

To continue progressing this project during the 2022/23 and 2023/24 fiscal year including developing draft trust documents, funding of \$110,500 is required. It is proposed this funding is shared equally between the three District Councils at \$36,833 each.

The proposed FTT Trust is a new entity. Total forecast costs for the entity range between \$350k p.a. for BAU or \$200k p.a. for an initial low-cost option implementation of the entity. These costs have not been included in any of the four Councils' Annual or Long-Term Plans.

This expenditure is operating cost expenditure and will therefore directly impact on Rates.

The anticipated share of the costs for four Councils is forecast to be:

	BAU Funding	Low-Cost Option
Masterton District Council	\$81,667	\$46,667
Carterton District Council	\$81,667	\$46,667
South Wairarapa District Council	\$81,667	\$46,667
Greater Wellington Regional Council	\$105,000	\$60,000
Total	\$350,000	\$200,000

The anticipated share of the costs with only three Councils is forecast to be:

	BAU Funding	Low-Cost Option
Masterton District Council	\$116,667	\$66,667
Carterton District Council	\$116,667	\$66,667
South Wairarapa District Council	\$116,667	\$66,667
Total	\$350,000	\$200,000

The implementation of the WFTTN will significantly improve Levels of Service to the Wairarapa communities. Given the impact on Wairarapa ratepayers this additional cost will have, it is proposed to be included in the Long-Term Plan for 2024 – 2034. This will allow Councillors to discuss the proposal with our communities before making a long-term commitment and funding decision on a new, unbudgeted item.

8.4 Community Engagement requirements

For the development of the Master Plan community engagement was conducted through workshops and individual interviews.

WTAG, key local trail groups, Destination Wairarapa, WEDS and GWRC have been regularly engaged, and provided feedback on the request from Council to consider how best to deliver the WFTTN construction programme. This includes discussions around options for legal entities, ultimate asset ownership, possible funding models, as well as engagement on alternative models used by other regional trails groups.

As per the Master Plan community engagement will continue to have a strong focus as each section is planned, designed and constructed.

8.5 Risks

The risk of failure to deliver the expected outcomes will be mitigated through the appointment of sufficiently qualified and experienced governors (Trustees) to the FTT Trust board. These roles will be appointed by the four (or three) Wairarapa District Councils. It is expected governance roles will receive a small stipend to cover expenses

but will mostly be voluntary. Given the passion within the community to see the WFTTN expand, it is not expected we will have difficulty finding suitably qualified volunteers.

The risk of not attracting sufficient capital funding will be mitigated through a dedicated Grants Coordinator. The Grants Coordinator role will be to seek out and gain capital funding for trails development and construction. This role is expected to be part-time and is included in both the BAU and low-cost funding options above.

The risk of project failure (i.e. construction of trails) will be mitigated through the employment of an Engineer in all the capital projects contracts. The Engineer role will oversee the contractors and Project Manager delivering various section of the WFTTN Signature and Experience Loop trails. This role is expected to be part-time and will be funded from the capital grants used to develop trails.

The risk of not securing sufficient operational funding remains a key risk. This proposal is based on all four Wairarapa Councils supporting the FTT Trust for the first three years of operation. In the event one or more Councils does not support the proposal, the mitigation will be a slowing of new trails construction. If two or more Councils do not support the proposal, it is likely the Wairarapa Five Towns Trail Network will be unable to be delivered.

Best practice examples show successful trail projects require a supportive local government environment including ongoing funding for trail management and maintenance.

9. Appendices

Appendix 1 - 5TT Legal advice

Appendix 2 - 5TT responses to legal questions

Appendix 3 - 5TT Current Trail Groups

Contact Officer: Stefan Corbett, General Manager Partnerships and Operations

Reviewed By: Paul Gardner, Interim Chief Executive

Appendix 1 - 5TT Legal advice



WCM LEGAL

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LAWYERS & NOTARY PUBLIC

MASTERTON OFFICE

7 October 2022

C.E.O.

Carterton District Council

Carterton

Principals: MICHAEL BALE
KIRSTEN TOWNSLEY
SUSIE BARNES
Consultants: MARK HINTON
ED COOKE
JULIET COOKE
JON PARKER
Associates: VIRGINIA PEARSON
RACHEL KUKLINSKI

RE: WAIRARAPA FIVE TOWNS TRAIL NETWORK (FTTN)

You have asked for our opinion as to the appropriate governance structure for the proposed cycle trail network being developed in conjunction with the Masterton District Council and the South Wairarapa District Councils.

We have met with Jo Gillanders and Glenda Seville and reviewed the following documents:

- FTTN Master Plan dated August 2021
- FTTN Project draft analysis dated March 2022
- FTTN Memorandum of understanding between the three Councils dated March 22
- Project update dated May 2022

We have also reviewed various governance models used by other cycle trails around the country. What is clear is that each cycle network presents its own unique circumstances and challenges requiring bespoke agreements fit for purpose. This is not a case of "one size fits all".

We understand that the fundamental objectives of the FTNN are to include both community control and accountability with charitable purpose.

In our opinion there are three legal structures which could be used as a governance model for the FTTN.

- An Incorporated Society.
- Company – Council Controlled Organisation
- Charitable Trust.

We would not advise either of the first two options.

An incorporated society is primarily a voluntary organisation comprising individuals who are intent on a shared purpose and requiring limited liability and perpetual succession. The focus is on the members rather than community control and accountability.

Secondly a company or a Council Controlled Organisation is necessarily focused on commercial goals which are likely incompatible with a community organisation with charitable purpose. That aside commercial objectives would potentially disqualify funding applications.

Which leaves the preferred option of a charitable trust which allows community control, accountability and charitable purpose as the appropriate governance structure for the FTTN.

KAM-111117-258-16-8:KEW

There is the original Trust Deed for The Five Towns Trails Trust which was settled by the Greytown Trails Trust and The Trails Wairarapa Trust by deed dated 26th June 2017. Whilst settled for the charitable purposes recorded in the deed (clause 3) including to “*develop and maintain recreational cycle and walking tracks in the Wairarapa for the benefit of the public*” it is a trust limited to the administration of the appointed trustees (clause 5) who are not accountable to the Councils nor wider members of the public. For that reason it is not seen as fit for purpose in terms of the proposed structure which has the core intention of community control and accountability with infrastructure assets held by the three local Councils.

Assuming acceptance of our advice as to the formation of a new charitable Trust then the decisions which need to be made by the three Councils include:

1. In respect of the operational model of the trust:
 - Who will own the physical infrastructure of the FTTN.
 - Who will control that infrastructure
 - Who will fund the capital expenditure to develop and separately maintain the infrastructure
 - Who will fund the operational costs of the FTTN. Trust.
2. In respect of the charitable trust:
 - The number of trustees.
 - The manner and method of appointment of trustees. This should include the required qualifications for appointment and personal attributes of candidates for appointment.
 - The manner and method of removal of trustees.
 - The term for which trustees are to be appointed. In our opinion there should be a rotation process so that there is a retention of institutional knowledge.
 - Within the trust deed would be the operational blueprint including the appointment of a board, chair and a summary of the duties, functions and proceedings. This to form the basis of community accountability.

It is important that the trust deed be short clear and unambiguous as to these matters. This to ensure both community approval and buy in to the FTTN and to ensure approvals from the charity funders in this sector.

If you would please confirm your instructions then the next step will be for us to provide a draft trust deed for review by the appropriate stakeholders.

If you wish us to expand on any aspect of this report then please let us know.

Thank you for your instructions.

Yours faithfully
WCM LEGAL



Keith McClure
Consultant

Email: keith.m@wcmlegal.co.nz

Appendix 2 - 5TT responses to legal questions

Appendix B

Officers' responses to key questions include;

- **Who will own the physical infrastructure of the WFTTN?**
It is recommended that each of the three Councils own the physical infrastructure within their district boundary.
- **Who will control that infrastructure?**
Given each Council will be asset owner, they will have ultimate control but it's recommended that control be delegated to the new Charitable Trust through an agreed management and funding agreement.
- **Who will fund the capital infrastructure to develop and separately maintain the infrastructure?**
The new Charitable Trust will be responsible for seeking and securing the estimated \$32 m of capital funding required to build the WFTTN. Based on best practice examples, it's recommended that the maintenance of the WFTTN is funded by the three councils on a pro-rata basis, supported by the WFTTN section-based community-led groups.
- **Who will fund the strategic and operational costs of the Trust?**
Based on other examples, it's recommended that the settlor Councils fund the strategic and operational costs of the new Trust based on the Wairarapa Shared Service- Funding Policy. Given the regional benefits of this project equal share is appropriate.

As an initial guide, these costs could range from \$200k to \$350 k per annum, depending on availability of Council in-house resources, project priority and time frame.
- **How many Trustees should be on the Trust?**
This will be investigated further during the preparation of the Trust deed but indicatively between 6 – 8 Trustees would be preferable.
- **Who and how will Trustees be appointed?**
Again, considered further during the preparing of the Trust deed. Indicatively each Council would be responsible for appointing one Trustee, along with the two Iwi. There would be a list of required qualifications and key attributes of candidates identified in the deed, along with a summary of duties, election of a board chair, functions and proceedings.

Appendix 3 - 5TT Current Trail Groups

Wairarapa Five Towns Trail Network

Appendix A

Table 1 below outlines all the existing trail groups operating in the Wairarapa, including their legal structure, purpose and activity status.

Table 1: Existing trails Groups in Wairarapa

Name of Group	Legal structure	Registered Charity with Charities Services	Purpose	Status & comments
Wairarapa Trails Action Group (WTAG)	<p>No legal structure.</p> <p>Terms of reference agreed by the 3 local councils</p> <p>Members include;</p> <ul style="list-style-type: none"> • 1-2 Councillors • Council Staff • GTT • TWT • Wai Moana Trust • Destination Wairarapa • DoC 	No	<ul style="list-style-type: none"> • Effectively a co-ordination role. • Strength relationships & communication between the 3 Councils & trail stakeholders in regards to trail developments in Wairarapa. • Focused on strategic trail developments e.g. FTT • Platform for walking & cycling groups to feed into. • Inventory of trails 	<ul style="list-style-type: none"> • Active • Meets quarterly • Served the development of the FTT master plan well • Review WTAG'S purpose & TOR as part of FTT delivery review
Greytown Trails Trust	<p>Registered Charitable Trust Reg # CC57377 17/01/2020 Trust admin by board, Trustees accountable & elected by members of Trust 7 Trustees</p>	yes	<ul style="list-style-type: none"> • Develop and maintain trails around Greytown & Sth Wai • Make trails available to the public • Promote heritage education • Plant & preserve trees 	<ul style="list-style-type: none"> • Very active • Professional skill set on board to project manage trail & bridge construction and be engineers to contract • Active website and social media sites • Has a "Friends of" Group
The Five Towns Trails Trust	<p>Incorporated Charitable Trust Board 7-8 Trustees Incorp # 2674891 Date of Incorporation 30 June 2017</p>	<p>No This is not registered on the Charities Register</p>	<p>Mission of the Trust</p> <ul style="list-style-type: none"> • Attract and manage investment funds to deliver a recreation cycling strategy in Wairarapa • Showcase the best of Wairarapa • Enhance the well-being of Wairarapa people through 	<ul style="list-style-type: none"> • Hibernating- not currently active

			<p>increased outdoor recreation and social engagement.</p> <p>Trust Objectives</p> <ul style="list-style-type: none"> • Develop a 10 tr strategic trails plan • Co-ordinate & encourage volunteers group efforts • Facilitate new trail development • Enhance existing trails • Ensure the Trust is sustainable 	
Trails Wairarapa Trust	<p>Incorporated Charitable Trust Board</p> <p>Inc # 2316849</p> <p>Date of Inc 7 Sept 2009</p> <p>8 Trustees</p> <p>2 co-opts</p>	<p>No</p> <p>Not registered on the Charities register</p>	<p>Purpose</p> <ul style="list-style-type: none"> • To develop multi-purpose rec trails in SWDC, CDC, MDC & TDC • To encourage wide public use of the trails including visitors • To support events • To do any such things that support the trails <p>Also has list of Trust Principles</p>	Representative
Wairarapa Moana Trails Trust	Trust		<p>Purpose</p> <p>Working on a landmark trail for the town of Featherston. Something that will encourage healthy and safe activity, strengthen our connection with our beautiful taonga – Wairarapa Moana</p>	<ul style="list-style-type: none"> • Active group • Active FB & web site • Fab Feathy DIA funding for detailed section feasibility study
Gladstone Group	Friends of group		Developing a trail from Gladstone School to the Gladstone Sports Complex	Active
West Taratahi Trails Group	Friends of group	no	Development of the West Taratahi trail – Norfolk/Chester Rd	Active
Carterton District Trails Trust	Charitable Trust January 2022	Yes		Active
Carterton Walking & Cycling Forum	CDC advisory group.	No	To assist the Council to increase walking and cycling in the district, through developing projects to enhance walking and cycling facilities and promoting walking and cycling in the District.	Active
Remutaka Cycle Trail Steering group	<p>Steering Group Only. Members include;</p> <ul style="list-style-type: none"> • RCT Advisor • UHCC • LHCC • SWDC 	No	Looks after the development, marketing and funding of the RCT. The RCT Advisor looks after relationships with trail partners e.g. businesses.	Employs a RCT Advisor

	<ul style="list-style-type: none"> • GWRC • DOC 			
Masterton District Council	n/a	n/a	<ul style="list-style-type: none"> • Asset owner & manager of approx. 15 km of rec trails throughout urban Masterton. • Funder and project manager of the new Waipoua River trail bridge. 	<ul style="list-style-type: none"> • Active in planning and constructing trails. •
Carterton District Council	n/a	n/a	<ul style="list-style-type: none"> • Asset owner and manager of rec trails in Carterton District. • Funder and project manager for the planning section of the Greytown to Carterton link. \$295k in AP. • Funder and project manager of the planning section for the feasibility study of the Dakins Rd trail (currently on hold due to landowner negotiations). • Overall management and supervision of the FTTN Governance project on behalf of the 3 Councils. • Providing Community Development support for the West Taratahi Rd Trail Group 	
South Wairarapa District Council	n/a	n/a	<ul style="list-style-type: none"> • Asset owner and manager of rec trails in the South Wairarapa District 	
Greater Wellington Regional Council	n/a	n/a	<ul style="list-style-type: none"> • Currently GWRC do not have any involvement in planning or developing rec trails in the Wairarapa. 	
Wellington Regional Trails Co-ordinating Committee	Co-ordinating Committee with the 9 Councils, Wellington NZ, Destination Wairarapa, Te Araroa Trust.	n/a	<ul style="list-style-type: none"> • Its purpose is to provide oversight and guidance to achieve the actions of the Wellington Regional Trails Framework 	Active
Wellington Regional Trails Community and Industry Engagement Forum	Forum. Members include; Independent chair, a paid trails advisor, Wellington NZ, and User Groups	n/a	<ul style="list-style-type: none"> • Support the implementation of the Wellington Regional Trails Framework 	<ul style="list-style-type: none"> • Currently undergoing a review. • Advisor putting together a newsletter • Meet twice yearly

Update on Future for Local Governance Wairarapa Working Group

1. Purpose

To update Council on the Future for Local Governance Wairarapa meetings and seek two Council Elected Representatives to join the Working Group.

2. Recommendations

Officers recommend that the *Council*:

1. Receives the report.
2. Appoints Deputy Mayor Dale Williams and Councillor Robyn Cherry-Campbell to the Future For Local Governance in Wairarapa (FFLGW) working group.
3. Notes the expansion of the FFLGW working group will seek to include representatives from both Wairarapa Iwi.
4. Notes the FFLGW working group will aim to deliver final recommendations for inclusion as part of the Wairarapa Councils 2024-33 LTP consultation documents.

3. Overview

Following a presentation in November 2021 from the Future for Local Government Forum (the central Government Review) two Elected Representatives from each Wairarapa Councils met to discuss the issues and pressures on local governance, with a specific focus on the Wairarapa.

The Future for Local Governance in Wairarapa (FFLGW) working group was formed and met twice in 2022. The working group considered the questions that were most pressing in the minds of our respective communities, rather than the answer(s).

Following these two meetings it was agreed that further work was needed. However, with local body elections in October 2022 the working group paused discussions until the new Councils were sworn in.

The local body elections saw only three of the seven working group members re-elected. These were Deputy Mayor Dale Williams and Councillor Robyn Cherry-Campbell from CDC, and Deputy Chair Adrienne Staples from GWRC. Neither of the

elected representatives from Masterton or South Wairarapa District Councils were re-elected.

The past experiences of Elected Representatives from CDC has been helpful in re-starting the FFLGW discussions.

4. What questions are we seeking to answer

The working group concluded that in order to understand what the future might look like, first they needed to identify the questions they wanted answers to. The answers would help guide the conversation and assist in clarifying options.

The working group identified three themes related to the issues faced by our communities.

1. Representation and engagement
2. Managing growth, adapting to change
3. Driving efficiency in service delivery

These themes were further refined into 6 questions below:

Representation and Engagement

1. Can we improve our governance and representation model?
2. Are we delivering what Wairarapa communities want?
3. How can we strengthen our local voice with central Government?

Managing growth and adapting to change

4. How can we give more effect to our regional strategies in Water, Housing, Transport and Climate Adaption?
5. Can we more effectively plan and manage growth?

Driving efficiency in service delivery

6. How can we more effectively deliver services in Wairarapa?

5. Next Steps

The membership of the working group needs to be refreshed. It is proposed the working group continues with two councillors from the three District Councils, along with the Wairarapa representative from Greater Wellington Regional Council. To give mana and weight to the discussions, it is recommended each District Council includes either the Mayor or the Deputy Mayor. Politically however, it may be wise to exclude Mayors from the working group and appoint the three Deputy Mayors to lead the conversations. The working group should also expand to include mana whenua representatives from both Wairarapa iwi.

The three themes and six questions need reviewing by the refreshed working group. Once they have been reviewed, a process can be set in place to answer the agreed questions as far as possible. This may require some funding if external consultants are used. The answers will help refine the options for Councils and communities to consider.

The working group should aim to include their recommendations into the 2024-33 Long-Term Plan consultation process for all Wairarapa Councils. This would see working group members undertaking an intensive review process over the next 7 months, culminating in a final report in December 2023. Given the tight timeframe, it is important that all working group members bring commitment and a strong desire to be part of change in the Wairarapa.

The minutes of the two meetings in 2022 are attached.

6. Appendices

Appendix 1 - Minutes - FFL Governance Wairarapa, 8 March 2022

Appendix 2 - Minutes - FFL Governance Wairarapa, 12 April 2022

Contact Officer: Amanda Bradley, General Manager Policy and Governance

Reviewed by: Paul Gardner, Interim Chief Executive Officer

Appendix 1 - Minutes - FFL Governance Wairarapa, 8 March 2022

MINUTES – Future for Local Governance Wairarapa

1 pm, Tuesday 8 March 2022, online Teams meeting

PRESENT

CDC: Cr Robyn Cherry-Campbell, Cr Dale Williams

SWDC: Cr Garrick Emms

MDC: Cr Tina Nixon, Cr Brent Gare

GWRC: Cr Adrienne Staples

Facilitator: Geoff Hamilton (CEO CDC)

APOLOGIES: Cr Leigh Hay (SWDC)

The meeting was set using 'Chatham House Rules'

The meeting opened with a karakia

OVERVIEW

The CEO provided a power point presentation as an overview, Ārewa ake te Kaupapa – Raising the Platform – Future for Local Government presented at the Combined Council Forum, November 2021.

This identified pressures on the four Councils being:

- Rating affordability
- Protecting out local voice on key issues
- Managing change (Climate, population, demographics, regulation, community expectations, government expectations).
- Governance representation (Iwi, Youth, Pacifica)
- Duplication/efficiency of service provision
- Central Government regulation/ unfunded mandates
- Engagement with our Communities

DISCUSSION

There was discussion on the pressures observed by Councillors which included:

- What does Council do?
- Operations vs Governance is confusing for the community
- Very different to 20 years ago, there is a struggle to attract youth into local government
- What can local government deliver best?
- Consistently underestimating the growth rates on population

- A change in demographic to the district (ie, new young families not farmers)
- Population migration from urban centres is our new target audience
- What should be done locally/nationally? (Social housing across Wairarapa)
- Rural drift (4ha site limitation)
- Māori Standing Boards vs Community Boards vs Rural Wards, it's not easy to see how they work/are they effective?

There was a discussion on Local Government New Zealand's (LGNZ) Future for Local Government (FFLG) workshops which were held recently and the benefit of these in a Wairarapa context. Feedback and common themes concluded that these have limited value for elected members. Other feedback on the FFLG workshops included:

Communication

- The need to encourage two-way transparent conversations between Elected Members and the community they support.
- A view that the government process is being rushed before agreement has been reached/

Support

- Local government needs to provide more support for elected members to ensure they are able to make decisions based on factual information, whilst still caring about local issues
- The need for a consistent regional approach.

Innovation

- An opportunity for change to understand the community's expectations
- Keep it local, give the Wairarapa its own identity. The national FFLG programme is not hugely relevant for Wairarapa.

In summary, the feedback/themes were framed into the following key questions:

1. What does our community want from us? (Locally, regionally and pan regional)
2. Can we improve our Governance Representation model? (Across rural, Māori Wards, Community Boards or true community partnerships eg, Murihiku regeneration?)
3. How do we effectively plan and manage growth/change?
4. How can we deliver services more efficiently for our communities?
5. How do we tell our stories to the community? (What we do, what we don't do)
6. Can we give more effect to our regional strategies? (Water, housing, transport)
7. How can we better partner with central Government while protecting our local voice?

Recommendations:

- Circulate the draft minutes to participants of this meeting.
- Hold a meeting in April 2022 to agree and refine the questions.
- Once agreed, each Council submits a paper to their **May** ordinary Council meeting to note the refined questions and propose that discussions start with the public.

The meeting concluded at 2:30pm with a closing karakia.

ACTIONS – Future for Local Governance Wairarapa

Wednesday 1pm, Tuesday 8th March 2022, Online Teams Meeting

Action	Responsible	Due
Circulate the minutes	EA Sheree Dewbery	Completed
Confirm the date of next meeting /circulate	CEO Geoff Hamilton/EA	Completed
Ordinary Council paper to May 2022 meetings to note Future for Local Governance Wairarapa meetings; refined questions and propose that discussions start with the public.	x4 CEO's (CDC, MDC, SWDC and GWRC)	

Appendix 2 - Minutes - FFL Governance Wairarapa, 12 April 2022

MINUTES – Future for Local Governance Wairarapa

1 pm Tuesday 12 April 2022, on-line Teams meeting

PRESENT

CDC: Cr Robyn Cherry-Campbell, Cr Dale Williams

SWDC: Cr Garrick Emms

MDC: Cr Tina Nixon

Facilitator: Geoff Hamilton (CEO CDC)

APOLOGIES: Cr Leigh Hay (SWDC), Cr Brent Gare (MDC), Adrienne Staples (GWRC)

MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 8 March 2022 were reviewed and confirmed as correct.

MATTERS ARISING

There was discussion around the questions identified at the previous meeting.

Group members considered there were three themes behind the questions:

1. Representation and engagement
2. Managing growth, adapting to change
3. Driving efficiency in service delivery

DISCUSSION

The initial 7 questions were refined into 6 questions as follows:

Representation and Engagement

1. Can we improve our governance and representation model.
2. Are we delivering what Wairarapa communities want.
3. How can we strengthen our local voice with central Government.

Managing growth and adapting to change

4. How can we give more effect to our regional strategies in Water, Housing, Transport and Climate Adaption.
5. Can we more effectively plan and manage growth.

Driving efficiency in service delivery

6. How can we more effectively deliver services in Wairarapa.

In addition, the group believed an opportunity existed to provide potential candidates in local body elections with better education on what it means to be a councillor. It was considered best that this be non-partisan and driven by the three Council CEOs in partnership with local iwi/hapū.

RECOMMENDATIONS

- (1) The minutes of this meeting, including the questions, are confirmed by attendees.
- (2) The minutes of both meetings are tabled at the respective Council meetings with a view to progressing this after the local body Elections in October 2022.
- (3) Investigate iwi/hapū and previous elected members being involved in the candidate briefings being organised in early July.

The meeting closed at 1.55 pm

Action	Responsible	Due
Circulate the minutes	Democratic Services	Completed
Confirm the minutes	Attendees	Completed
Table the minutes at respective Council meetings with a view to picking this up after the local body Elections in October 2022.	x4 CEOs (CDC, MDC, SWDC and GWRC)	In progress
Investigate iwi/hapū and previous elected members being involved in the candidate briefings being organised in early July.	X4 CEOs (CDC, MDC, SWDC and GWRC) Candidate briefings: <ul style="list-style-type: none"> • 7pm, Tuesday 5 July 2022 – Carterton District Council • 7pm, Wednesday 6 July 2022 – South Wairarapa District Council • 7pm, Thursday 7 July 2022 – Masterton District Council 	

Recommendations from Infrastructure and Community Services Committee

1. Purpose

To provide an opportunity for members to consider recommendations received from the Infrastructure and Community Services Committee.

2. Recommendations

Officers recommend that the *Council*:

1. Receive the *Recommendations from Infrastructure and Community Services Committee* Report.
2. Consider the following recommendations made by the Infrastructure and Community Services Committee:

Recommendations from Infrastructure and Community Services Committee	Resolution Number
Recommend to Council to advance Hinekura Road realignment option 3 to risk assessment and preliminary engineering design and plans with a more sophisticated estimate of costs. (<i>Moved Cr Plimmer/Seconded Mayor Connelly</i>) <u>Carried</u>	<i>ICS2023/13</i>

3. Background

The reports to the Infrastructure and Community Services Committee meeting relating to the recommendations in this report are attached as Appendix 1.

The report relating to recommendations (ICS2023/13), was considered by the Infrastructure and Community Services Committee at their meeting on 1 June 2023 as item B1.

4. Appendices

Appendix 1 – Update from the Partnerships and Operations Group

Contact Officer: Stefan Corbett, General Manager Partnerships and Operations
Reviewed By: Paul Gardner, Interim Chief Executive Officer

Appendix 1 – Update from the Partnerships and Operations Group

Update from the Partnerships and Operations Group

1. Purpose

To provide Councillors with an update on activity in the Partnerships and Operations Group (the Group).

2. Recommendations

Officers recommend that the Committee:

1. Receive the *'Update from the Partnerships and Operations Group'* Report.
2. Note the early warning of an issue that we are dealing with in the Featherston WWTP Consent Project. The issue relates to increased infiltration rates for the plant.
3. Note management requests further guidance on a preferred option for Hinekura Road, so that progress may be made on designed and consented plans, which will then be used for a tender process.
4. Note the Martinborough Pedestrian Lighting project is on track to commence in Financial Year 2023/24 as planned and a costed business case is in draft.

3. Executive Summary

In roading, the initial response to Cyclone Gabrielle and Hale is ongoing, noting the ground is continuing to slump and slip. This includes an assessment of Tora Road as well as repairs to Cape Palliser Road due to damage by sea swells. We have completed a major repair to Boar Bush Gully Road. The final Hinekura Road options report and economic analysis is now complete. We have been notified by Waka Kotahi that they would not fund the preferred alignment in the WSP options report because they do not believe the road would offer value for money from a road transport perspective. We are now looking for guidance from Elected Members on a preferred option. Our Project Lead for the Martinborough Pedestrian Lighting Project is making good progress on a business case and costed work plan.

In water, we are pleased to report that construction has started on the Donald Street Pump Station in Featherston. Wellington Water have been able to accommodate the cost of the rising main project into their original estimate which is also great news. Submissions are to be heard shortly on the proposed new bore at Soldiers Memorial Park. This is a strategically important drinking water supply, that will provide resilience and futureproof Greytown's drinking water supply. We are managing a few challenges, including the suspension of wastewater connections to the Martinborough plant (the

subject of a separate paper) and increased inflow rates at Featherston creating complexity around the Featherston Wastewater Treatment Plant design.

4. Background

Monthly operational reports from Roding Services and the Featherston Wastewater Treatment Plant Consent Project will continue to be provided to Councillors and are useful supplements to formal reporting. We will continue to use the Wellington Water Limited (WWL) dashboards to convey essential information to the ICSC on water projects. Updates on Three Waters Reform will continue via the monthly email report.

4.1 Tangata whenua considerations

Engagement considered not required in this case.

4.2 Long Term Plan alignment

Activity reporting aligns with the strategic objectives assigned to the Partnerships and Operations Group in the Long-Term Plan.

5. Discussion

5.1 Water - Capital Programme

5.1.1. Financial

At the end of April, the capital programme continues to track below the capital range of \$4m to \$9m. Year to date actuals are coming in at \$2m against a budget of \$4m. This variance of \$2m is primarily driven by the Memorial Park WTP Stage 3 project. The construction start date has been deferred because of the Reserves Management Plan consent approval process for the new bore. It is now expected that construction will commence in the new financial year. At a programme level we are forecasting \$3.8m for the full year against a budget of \$5.3m. Our level of confidence in achieving this is medium. With two months of this financial year remaining, forecast work to complete totals \$1.8m, with a significant portion of this relating to two key projects; Featherston Wastewater Treatment Plant (WWTP) Consent and the Donald Street Pump Station renewal. Work continues on the WWTP consent, with the consent being lodged on 1 May; there remains risk in this forecast as costs incurred are dependent on requests from the resource consenting process. Please refer to the WWL Capital Programme dashboard (**Appendix One**) for more detailed information.

We have recently received Wellington Water's FY2023/24 annual plan Capital Delivery Advice. The memo provides advice on the proposed capital delivery programme for Year 3 (FY2023/24) and early indications for Year 4 (FY 2024/25).

5.1.2. Delivery

Featherston WWTP Consent Project

We would like to provide early warning of an issue that we are dealing with in the Featherston WWTP Consent Project. The issue relates to the design assumptions used for infiltration rates for the plant.

- A formal consent application was submitted to Greater Wellington by the due date of 1st May 2023.
- Prior to submission it was recognised that the daily and average flows recorded this year have been significantly higher than those used in the Basis of Design and hence in the Assessment of Environmental Effects on which the application was based.
- We asked GWRC to put the application on hold upon receipt so we could work out a way forward with them on the impacts of the apparent flow discrepancies.
- GHD, our technical consultants, are working through an assessment of the impacts of the flow discrepancies on our application and have indicated they will be able to report back to us by the end of May.
- A first step is to validate the flow data.
- There is an enhanced risk due to the flow discrepancy issue that we may see an increased cost for rework and time impact on the overall project. The quantum of this risk will be more apparent once GHD have completed their work by the end of the month.

GWRC have suggested that we request a further section 37A(5) timeframe extension for making a decision under section 95(2). This extension would be until Tuesday 24 July 2023 to allow time to reach a conclusion on the potential data discrepancy issue. Further they have suggested a date of Monday 19 June 2023 to inform them of the outcome of the data discrepancy investigation.

Martinborough wooden reservoir

The Martinborough wooden reservoir was brought back into service in March. This reservoir was originally taken offline late last year due to possible water contamination concerns. During the cleaning activities, the liner within the reservoir was found to be faulty and the operations team worked through an urgent upgrade to source and replace the liner. Whilst the reservoir was offline, the treatment plant operations managed the drinking water supply for Martinborough to ensure there was no risk of water outages.



Installation of a new liner into the Martinborough reservoir. This involves taking out all the water, before using a 100-tonne crane to lift the 6.6 tonne reservoir roof, putting the liner inside, doing some work to the exterior wall, refilling the reservoir, putting the roof back on, and bringing the reservoir back into service.

Donald St Wastewater Pump station renewal

Construction has begun this month in Featherston, where communications and letter drops have been done to neighbouring properties. Although the adjacent Rising Main pipeline has not received council funding for renewal (asset identified in poor condition, and at risk of failure), the project team and contractor have managed to repurpose dewatering costs within the pumpstation project to enable the renewal at the same time.

Benefits expected from the increased pump station capacity include helping move wastewater away from the eastern side of Paetūmōkai more efficiently, reduced occurrence of wastewater overflows, and minimising any potential public health and environmental risks while improving the performance of the wastewater network. Work is scheduled to last a few months.

Memorial Park Water Treatment Plant upgrade

The formal consultation period on the proposed new bore at Soldiers Memorial Park, closed on 18 May and hearings are scheduled for May/June. We have received 4 submissions (all against) with two requests to speak to submissions. This is a strategically important drinking water supply, that will provide resilience and future proof the Greytown's drinking water supply.

Featherston Public engagement on flood maps

In May WWL ran two public drop-in sessions alongside Greater Wellington Regional Council, at the Featherston Weekly Markets and local hall, where residents learnt about the flood mapping work we do. This provided a chance for the community to share their flooding observations and photos, which help validate our flood models. These models feed into council long-term planning processes, including the Long-Term Plan, Featherston Masterplan and District Plan. We are delighted with the response, with around 80 people attending.

5.2 Water - Operational programme

5.2.1. Financial

Full year forecast for the OPEX programme, excluding Water Races, is an overspend of 8% (\$304k). This forecast overspend is mainly due to emergency event network costs for the Fitzherbert Street sewer overflow (\$240k), and unbudgeted costs (\$64k).

After an initial consideration in the Finance Committee in May, the request for approval of additional OPEX spend from WWL will be presented to full Council on 7 June. WWL will outline operational and compliance risks attached to not approving the overspend amount.

5.2.2. Delivery

Detailed information is provided in the WWL OPEX dashboard (**Appendix Two**). Faults and response across the network are as expected.

5.3 Other issues

Martinborough Wastewater Treatment Plant

Dealt with in a separate paper.

5.4 Roothing

Please refer to the project summary template (**Appendix three**) for a full account of activity. Major recent achievements in the reporting period include:

- Initial response to Cyclone Gabrielle and Hale is ongoing, noting the ground is continuing to slump and slip.
- Started repairs to Cape Palliser Road damaged by sea swells.
- Completed major repair to Boar Bush Gully Road.
- Final Hinekura Road options report and economic analysis is complete. We are now looking for guidance from Elected Members on a preferred option to progress.
- Project Lead for the Martinborough Pedestrian Lighting Project is making good progress on a business case and costed work plan.

An additional rural berm mowing cycle has been completed early due to the wetter than average summer, which encouraged growth. Rural berm and side drain spraying is also underway.

Additional street sweeping has been programmed through autumn to capture leave fall.

The annual road marking programme of all the district roads has been completed prior to winter.

Death and serious injury accident statistics until the start of May is 5 for the financial year thus far.

An audit of Ponatahi Road has been completed to determine the need for additional signage and delineation. Audits are also planned for Lake Ferry and Cape Palliser Roads. The identified needs will be implemented as part of the 23/24 Low-Cost Low-Risk category. Funding is approved in the current LTP.

Hinekura Road

We have been notified by Waka Kotahi that they would not fund the preferred alignment in the WSP options report (**attached as Appendix 5**) at a cost of \$14m. Waka Kotahi do not believe the road would offer value for money from a road

transport perspective (**attached as Appendix 4**). Council retains the ability to pursue the preferred option, but the cost would predominantly have to be drawn from rates.

Councillors have considered the final WSP report, participated in two workshops to digest and interrogate the technical advice, had discussions with Council engineers, and hosted a community meeting to receive feedback. To move forward Council management now seeks guidance on a preferred option. This would allow us to tender to achieve engineered and consulted plans as a basis for construction (if a new road is to be built). The preferred option would come from the ICSC as a recommendation to full Council. If more information is required to make a decision we would appreciate details of what is needed.

Martinborough Pedestrian Lighting Project

Our Project Manager (NZStreetlighting) engaged with two lighting design supply companies to provide complaint lighting designs for the pedestrian crossings around Martinborough Square. The lighting designs have been assessed not only on compliance to ASNZ1158 X2 Category for Pedestrian crossings, but also assessed on whole of life cost – which includes upfront cost, plus ongoing electricity cost based on kWh electricity consumption, and luminaire stock availability.

A provider has been selected based on more competitive purchase price, some limited product in stock, and due to an overall lower Whole of Life cost. Installation quotes are expected back week of 1 June 2023 and will be added to the provisional business case being developed.

Once installation costs are back the Project Manager and product supplier will visit Martinborough and present the full business case, including a review of the full designs they have supplied.

5.5 Amenities

A summary of project activity is provided in **Appendix three**. All LTP projects are on track however capacity continues to be a factor as the team delivers on planned work as well as a wide range of reactive work and additional requests. In advance of the upcoming LTP we are compiling a list of possible ideas from the community for capital investment, along with ideas the team has based on management of the amenities assets.

In addition to the project activity report, below are some of the other activities we have underway:

Martinborough Square Reserve Lighting

As part of the Martinborough Pedestrian Lighting Project we have investigated remedies to the lighting inside the Martinborough Square reserve. An electrical assessment was carried out to determine the faults and subsequent fixes. The fixes revolve around light fittings to be replaced, replacing concrete surrounds on recessed lights, underground cabling, and new lights to be installed associated with new benches. The new lights and benches have already been purchased and are in storage.

We have had quotes for the electrical work and the associated trenching and reinstatement for cabling that total \$44,027+GST. As per SWDC procurement policy we are seeking additional quotes to ensure best value for money. The works will also require a resource consent and an associated report due to notable trees in the reserve, estimated at \$2,500+GST. This work is budgeted from the \$500,000 approved by previous resolution.

The Dark Sky specifications have been used to inform the particular lights required.

Wellington Region Waste Management and Minimisation Plan (WMMP)

The WMMP is progressing well with collaborative work happening across the Greater Wellington Region, and within the Wairarapa. The plan will set out what we intend to do over the next 6 years to make sure we manage our waste as best as we can for the benefit of our communities, economies, and environment. There is a particular focus on “circular economy” which is an alternative to the traditional linear economy. A circular economy seeks to keep resources in use for as long as possible, then recover and regenerate products / materials at the end of service life. It is anticipated that a draft plan will go out for public consultation in August 2023.

Soldiers Memorial Park – Pavilion Rebuild and Swimming Pool Ablutions Upgrade

As part of the LTP there are two distinct build projects in the planning stages for Soldiers Memorial Park. These are the pavilion demolition and rebuild, and prior to that the swimming pool abluion facility upgrade. The pavilion rebuild will see an improved and fit for purpose facility to accommodate the expanding size and needs of clubs. The swimming pool abluion upgrade is long overdue and will provide facilities for sports clubs while the pavilion build occurs. These facilities will be fenced off from the swimming pool to remove any health and safety concerns.

Recreation Trails

The Western Lake Road limestone recreation trail has had a revised maintenance plan agreed which will see a lift in trail conditions. This section of trail has been submitted (1st May) to MBIE by the Remutaka Cycle Trail (RCT) Steering Group to formally become part of this trail. The RCT is one of the 23 Great Rides in New Zealand that attract central government funding. If successful, this section of trail would formally link the RCT to Featherston and the 5 Towns Trail development.

Property Lease Portfolio

- Pāpāwai has a new lessee who is well respected in the community and farms locally.
- Due to personal reasons the Pain Farm lessee has not extended their lease and we will be going to market.
- Work is progressing well regarding the Lake Ferry Campground.
- The leases for the Design Library in Greytown and the Old Courthouse in Featherston have been taken to market and close on 9th June.

Parks and Reserves

- We have moved a memorial seat at Soldiers Memorial Park, with agreement from the family, to accommodate better utilisation of the park by Greytown Football. Resource consent has been granted to position the seat under notable trees and works will be carried out soon.
- We have worked with community groups on the Kings Coronations plaque at Lake Domain; a commemorative plaque and tidy up around the Soldiers Memorial Park gates; and preparation of sites for ANZAC ceremonies.
- As mentioned in the project activity report we are working closely with City Care to achieve improved outcomes, and these are being noticed. We are also working with them to develop a regular dashboard report to show contracted works versus activity.

Property Tenancy

- All properties are tenanted apart from one unit at Westhaven senior housing due to required underground works that has been noted previously.
- Senior housing waitlists remain high as follows:
 - Cicely Martin Martinborough (12 units) – 20 waiting
 - Matthews Flats Featherston (6 units) – 11 waiting
 - Burling Flats Featherston (8 units) – 12 waiting
 - Westhaven Greytown (6 units) – 15 waiting

Cleaning of Buildings

- We are reviewing the requirements for the cleaning of our buildings to ensure service provision is fit for purpose and cost effective.
- We will be looking to tender cleaning services and are also investigating the all of government (AoG) cleaning contract lead by NZ Police.

Cemeteries

- New ash and burial beams are being installed into all three cemeteries with completion over the next 2 months.
- The majority of ashes are being interred into existing plots.
- Through professional development, expert support from funeral directors, and utilising Plotbox we are gaining more insights into how our cemeteries operate and planning for the future.
- Data in Plotbox continues to be worked on to correct inaccuracies of historic records with Greytown and Martinborough almost finished and good progress being made in Featherston.

Venues

- Venue bookings are steady with most venues close to being booked out.
- Bookings have dropped a little for the Waihinga Centre but during the second half of the year we have a number of large events booked such as the jazz festival, Martinborough music festival, and a Queen tribute show.
- ANZAC Hall bookings have increased.
- Overall, there has been an increase in regular use by community groups.
- The Waihinga Centre and Greytown Town Centre have some weddings coming up.

Public Toilets

- The majority of reactive work is due to blockages.
- The Arbor reserve toilet has been a target for vandalism resulting in approximately \$8,000 repairs over 6 months. This was discussed with the Greytown Community Board Chair who has been raising the issue within the community. During the next LTP we will investigate what improvements can be made to mitigate vandalism.
- The condition of Featherston toilets has been raised several times from the community. This is another item we have put on the LTP ideas list for capital investment.

Refuse and Recycling

- We are investigating options for new collections from the Tora community based on a recent community meeting.
- We have been supporting the disposal of old bailage wrap from the Wairarapa Moana that has been removed by a member of the community and a few volunteers.

Wairarapa Library Service

To end of April 2023, just over 203,000 print items have been issues and returned from/to WLS branches in 2023/24. For the same period 22,168 e-books, e-audiobooks and e-magazines have been issued. 715 new members have signed up in 2023/24 year (to end of April 2023). WLS members continue to make good use of the wider SMART library resources, with a most items being borrowed from other sites being titles WLS does not carry.

Operating with less FTE than required to cover base hours, in the first four months of 2023, WLS branches have had to close 10 times due to under-staffing. While casual staffing mitigates staff gaps, casual staff are not always available and do not have the depth of skills or experience to undertake various aspects of library work.

Management is starting to consider efficiencies for libraries that may be introduced in the Long Term Plan. One opportunity is for WLS to move away from a transactional model of operation. Self-service capability across the sites would catch WLS sites up with technology which has been commonplace in public libraries for more than a

decade. Implementing self-service enables staff resource to be deployed in the development and delivery of more sophisticated library services to our communities.

5.6 Community Development/Partnerships

Te Rautaki Rangatahi o Wairarapa

On 5 April and 10 May the three Wairarapa District Councils adopted a shared Wairarapa Youth Strategy - Te Rautaki Rangatahi o Wairarapa (the Strategy). It is the first time all three district councils have come together to develop a common vision for the rangatahi of the Wairarapa region.

The Strategy sets out seven rangatahi-centred priority areas for the Wairarapa District Councils to support and respond to within our roles and responsibilities, and in partnership with rangatahi, agencies, community groups and our wider community. It also outlines some ways the three councils will work together to collaborate on aspects of these priorities.

A Communication and Engagement Plan is under development with the other Wairarapa Councils to engage with the wider community on the Strategy. Work is underway to develop an Implementation Plan for year 1 of the Strategy and we are working with key stakeholders to develop, coordinate and deliver initiatives for youth in the South Wairarapa. A workshop for the Community Boards is scheduled for 31 May to provide an up to date framework for youth representation on Community Boards.

Wairarapa Moana Statutory Board

Community Development and Pou Māori has been coordinating Council's input to a Briefing Paper to provide the incoming Wairarapa Moana Statutory Board with an understanding of the Wairarapa Moana Wetlands Project. This work is led by Greater Wellington Regional Council and the paper provides detail to enable a seamless transition to maintain the Wairarapa Moana Wetland's Project's momentum.

The Wairarapa Moana Wetlands Project is a collaborative effort that has been running since 2007 under the leadership of the Wairarapa Moana Governance Group (WMGG). The WMGG comprises membership of all partners – Ngāti Kahungunu ki Wairarapa, Rangitāne o Wairarapa, Greater Wellington Regional Council (GW), Department of Conservation (DOC) and South Wairarapa District Council. We are awaiting notification of the formation of the Wairarapa Moana Statutory Board.

Welcoming Communities

The Welcoming Communities programme is a three-year programme funded by central government to support new people, and people from other cultures and countries, settle well into South Wairarapa. When new people are welcomed,

connected and included, the whole community stands to benefit, particularly small rural towns like ours.

The programme is currently in a 'stock-take' and engagement phase, with the Coordinator getting a picture of what new people's experiences are like, what is currently in place to support new people, and what the gaps and opportunities are.

Findings so far suggest that, being a district consisting of small rural towns, there are unique challenges and obstacles, but also unique strengths; for instance, we have a large number of passionate volunteers and community-minded retirees.

Later in 2023 a Welcoming Plan will be developed to find cost-effective, sustainable ways of supporting new people to easily integrate into our communities. In the process of developing this, the draft Welcoming Plan will be brought before the Infrastructure & Community Services Committee for input and direction. If the Committee wishes to be involved earlier, the Coordinator (Michaela Lloyd) welcomes your correspondence.

6. Appendices

Appendix 1 – WWL Capital Programme Dashboard

Appendix 2 – WWL Operational Programme Dashboard

Appendix 3 – Roding and Amenities Dashboard

Appendix 4 – Correspondence with Waka Kotahi on Hinekura Road

Appendix 5 – Final WSP Hinekura Road Options Report (for public release)

Contact Officer: Stefan Corbett, General Manager Partnerships and Operations

Reviewed by: Paul Gardner, Interim Chief Executive Officer

Appendix 4 – Correspondence with Waka Kotahi on Hinekura Road

09th May 2023

Stefan Corbett
Group Manager, Partnerships & Operations
South Wairarapa District Council
19 Kitchener Street
Martinborough, 5741
PO Box 6, Martinborough 5741
Via email: Stefan.corbett@swdc.govt.nz

Kia ora Stefan,

Re: Hinekura Road Realignment

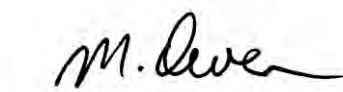
We have reviewed Council's request of \$14M for the preferred road realignment option for Hinekura Road, Martinborough, following damage sustained in the June 2022 rain event. Hinekura Road is a low traffic volume rural road with approximately 50-200 ADT and 10% heavy vehicles, according to traffic count information in Council's RAMM database.

With this road user data in mind, we do not believe the current preferred project, as this indicative cost represents 'value for money', from a transport investment. If this road realignment remains Council's preferred option, Waka Kotahi may possibly be able to make a contribution to this work (around 20 % of project costs) in line with Waka Kotahi's uneconomic roads policies.

On the other hand, if a more affordable solution were agreed then this would likely be funded at an enhanced Financial Assistance Rate (75% Waka Kotahi share) based on Council's level of Emergency Works Expenditure to date.

We look forward to your response and to working collaboratively with Council to reinstate Hinekura Road level of service for the South Wairarapa Community as soon as we can.

Ngā mihi nui,



Mark Owen
Regional Manager Maintenance & Operations, Transport Services (Greater Wellington and Top of the South)

Appendix 5 – Final WSP Hinekura Road Options Report (for public release)

Hinekura Road Corridor Assessment and Options Report

Project Number: 5-C4072.01

4 May 2023

CONFIDENTIAL



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A	17/02/23	Githmi Amarasekera	Fariz Rahman David Stewart	Alexei Murashev	Final
B	22/02/23	Githmi Amarasekera	Fariz Rahman David Stewart	Alexei Murashev	Final
C	04/05/23	Githmi Amarasekera	Fariz Rahman	Alexei Murashev	Final

Revision Details

Revision	Details
A	Final.
B	Final – report updated, inclusion of section 7.5.5.
C	Final – report updated, inclusion of rough order costs and construction programme for the re-alignment options.

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Disclaimers and Limitations

This report ('Report') has been prepared by WSP exclusively for the South Wairarapa District Council ('Client') in relation to the alignment options for Hinekura Road ('Purpose') and in accordance with an emailed request to WSP from South Wairarapa District Council dated 14 November 2022. The findings in this Report are based on and are subject to the assumptions specified in the Report. WSP accepts no liability whatsoever for any reliance on or use of this Report, in whole or in part, for any use or purpose other than the Purpose or any use or reliance on the Report by any third party.

Executive Summary

Following a significant slip event at 1673 Hinekura Road in June 2022, Hinekura Road between Longbush Road and Moeraki Road has been closed.

An alternative route was provided for the public via Admiral Hill Road. This alternative route is tortuous with several winding curves. The alternative route from the north side of the slip on Hinekura Road to the south side of the slip on Hinekura Road takes approximately 1 hour and 17 minutes to traverse in a passenger vehicle. Due to the geometry of the alternative route, it is expected to take longer for heavy vehicles due to the bridges and road geometry. The total detour route is approximately 57km and the roads are predominantly unsealed, two-way, undivided carriageways. Since the main slip has occurred, WSP have provided the South Wairarapa District Council (SWDC) with several realignment options for Hinekura Road. This report assesses five shortlisted options and provides discussion of the existing characteristics of Hinekura Road and feasible route options for a long-term transport solution.

The landslide itself is 500m long and about 100m wide and moved 90m over a period of few days in June 2022. Survey monitoring of the landslide since this time has been carried out by repeat drone surveys and through a network of remote monitoring movement sensors. Data to date suggests that the main landslide has not moved significantly since the large June 2022 event. However, slope movements have been detected in the upper part of the landslide particularly after heavy rain events.

In August and September 2022, the local farmers arranged the construction of a temporary private road through their land, starting from Hikawera Road bypassing the top of the landslide and connecting back to Hinekura Road about 200m to the east of the landslide. This temporary road has steep vertical grades and has not been formally designed or constructed to public road engineering standards.

Apart from the Admiral Hill route the other shortlisted route options involve either:

- bypassing the landslide on the upslope side; via a geometrically compliant, but longer, route (option 1), or utilising and upgrading the private temporary road (option 2) or
- crossing the landslide on shorter routes; either at close to the original road level (Option 3), or near the top of the landslide (Option 4). Options 3 and 4 are higher risk due to the uncertainty of the behaviour of the landslide, but may be options in the short term if the risk can be managed (option 3) or if stable ground can be uncovered to form a stable road on (Option 4).

Hinekura Road is located on slip prone land along most of its length, hence apart from Option 5 all other options will require ongoing Council maintenance at multiple sites. Closer to the main landslide a number of smaller underslips are developing on Hinekura Road either side of the main slip. Option 1 will bypass these underslips, whereas Options 2 to 4 will not (to the same extent). As indicated by slope failures on the recently constructed temporary road, whichever new route is chosen by SWDC, slope failure risks will need to be managed.

1 Introduction

1.1 Project Description

Following a significant slip along this section of the carriageway in June 2022, Hinekura Road between Longbush Road and Moeraki Road has been closed off. An alternate route was opened via Admiral Hill Road for public use. For locals, a temporary track was constructed through private land, starting from Hikawera Road and connecting back to Hinekura Road. This report intends to provide the South Wairarapa District Council (SWDC) with a discussion of the existing characteristics of Hinekura Road and feasible route options for a long-term transport solution.

2 Background

2.1 History

Hinekura Road is located in the Wairarapa, east of Martinborough, and stretches from Todds Road to the Moeraki Road/Bush Gully Road intersection as shown in Figure 1. The majority of this road is located in a general rural zone, and has history of land erosion and landslides in severe weather events leaving the road vulnerable.

During 2020 and 2021, movement of a large landslide at 1673 Hinekura Road resulted in closure of the road for a number of days, when a 100m wide section of the landslide moved 3 to 4 m on at least three occasions following heavy rain. However during a June 2022 heavy rain event, the amount of movement of the landslide was much greater (moving about 90m downslope), destroying the road and an already compromised farm dam upslope of the road, and forcing the road to be closed off to the public.

The landslide, between Hikawera Road and the Bush Gully Road/Moeraki intersection, as shown in Figure 1 and Figure 2

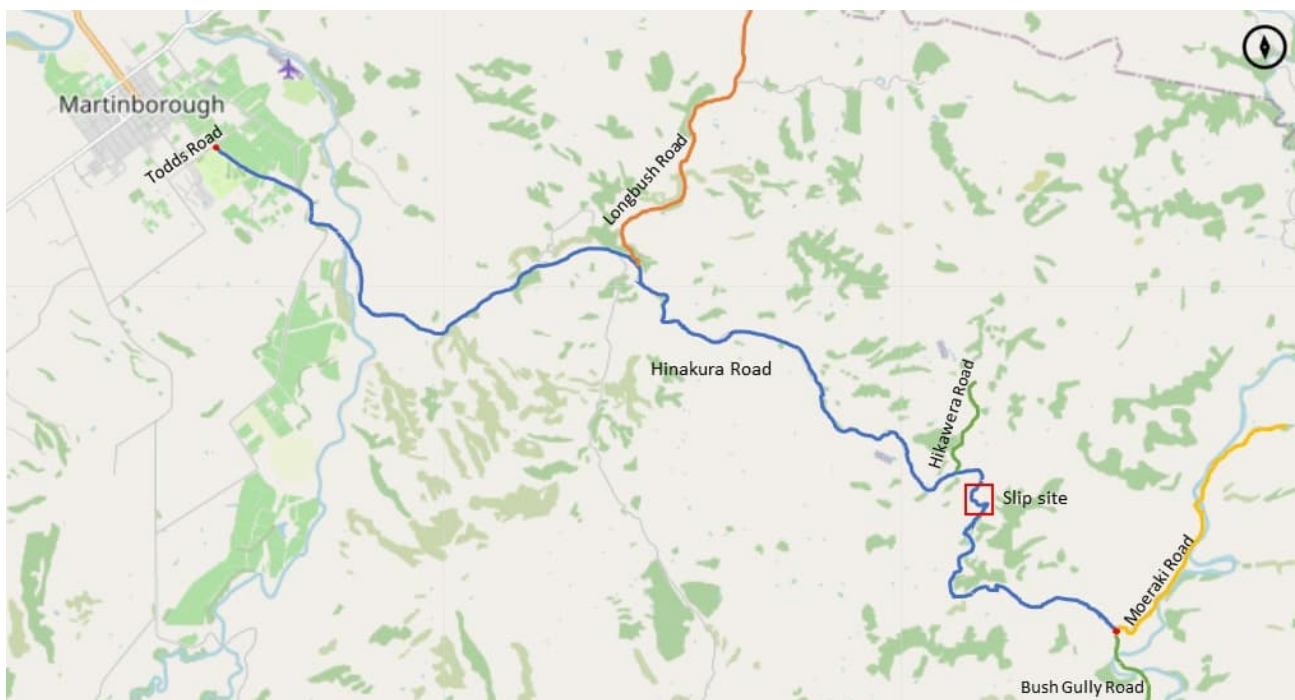


Figure 1: Hinekura Road location



Figure 2: Extent of Landslide at 1673 Hinekura Road, imagery December 2022.

Either side of the main landslide, smaller slips are present along Hinekura Road. Between Hikawera Road and the main landslide, a 35m underslip affecting about half the road has been developing since June 2022 as shown in Figure 3.



Figure 3: Underslip forming along Hinekura Road near Hikawera Road .

On the southern side of the slip on Hinekura Road, an underslip has developed. The developed underlip is shown in Figure 4.



Figure 4: Developing underslip on Hinekura Road immediately upslope of southern farm dam, about 400m east of the main landslide

Since the closure of Hinekura Road, a temporary road serving only locals has been constructed by the landowners through private property as highlighted in yellow in Figure 5. The temporary road is accessed via Hikawera Road and is currently gated. The lock combinations are known only to the locals, impeding access for public road users. This temporary road has been constructed over two private farmland properties (McCreary and Hancock).

An unofficial steep track has also been constructed below the existing road partly utilising the damaged old road material, as shown in Figure 6. As seen on site, this appears to be used predominantly by quad bikes, and due to the very steep grades is unsuitable for normal vehicle traffic.



Figure 5: Temporary road constructed by landowners to bypass Hinekura Road landslide .



Figure 6: State of Hinekura Road in December 2022 with new downslope temporary track following remnants of old severely displaced carriageway.

2.2 Previous Work and Engagements

WSP was previously engaged by the SWDC to conduct inspections and Unmanned Aerial Vehicle (UAV) surveys of the landslide movement that occurred at 1673 Hinekura Road in June 2020. The output of this work was a geotechnical memorandum covering a description of the landslide, mitigation options and recommendations for the monitoring of the landslides.

In August 2021, WSP carried out an assessment following reactivation of the landslide affecting Hinekura Road, at 1673 Hinekura Road. The outcome of this assessment summarised the landslide data using the UAV surveys and provided recommendations for mitigating the risk at the site.

Following the June 2022 movement WSP carried out inspections and monitoring of the movement and provided advice to SWDC on risk management at the site. This included remote monitoring recommendations.

In July 2022, SWDC conducted maintenance works on the alternative route through Admiral Hill Road to sustain the extra traffic over a longer period. Work to smooth out sharp corners, cut back foliage for better visibility and new signage were completed. The improvement work is a continuous work programme as the road is impacted each time there is heavy rain¹.

During August and September 2022, a temporary private road was constructed for local use, from the Hinekura / Hikawera Road junction through two private farmland properties bypassing the landslide on the upslope side and re-joining Hinekura Road about 500m from Hikawera Road.

In August 2022, SWDC fast-tracked funding for realignment design plans for Hinekura Road to be completed by WSP. These plans were intended to allow the Council to apply for the required consents and legal permissions. In September 2022 WSP provided realignment options. WSP provided a range of alternate route options for review. During this time WSP also installed instrumentations to monitor and further movement of the landslide.

On 13 February 2022, WSP completed an economic assessment: Hinekura Road Realignment Option - Economic Assessment, for the option to realign Hinekura Road. The assessment concluded that the benefit of constructing the option outweighs the cost of closing Hinekura Road and directing traffic to use the longer detour or alternative route. The Benefit Cost Ratio (BCR) is 3.1.

3 Existing Environment

3.1 Corridor Characteristics

Hinekura Road is located in a general rural zone in the South Wairarapa District and is surrounded by farmland as shown in Figure 7.



Figure 7: Draft Wairarapa combined district plan

¹ <https://swdc.govt.nz/hinekura-road/>

Hinekura Road between Longbush Road and Moeraki Road is an undivided, two-way, two-lane carriageway with a speed limit of 100 km/h. The road has a One Network Road Classification (ONRC) of 'Access' as Hinekura Road provides connectivity to the wider road network. This road is used by both passenger vehicles and heavy vehicles such as logging trucks. The Average Daily Traffic (ADT) on this road is estimated at 225 with 8% heavy vehicles². Hinekura Road has an average width of 6.0 m, with the narrowest segments of the roads having an approximate width of 4.5m and the widest segments approximately 7.4m. The carriageway lanes are not delineated with line markings, however, does have edge lines on the true left of left-hand horizontal curves and the true right of right-hand horizontal curves. Edge marker posts delineate the road on both sides of the road. There is also little to no shoulder along the road, ranging from 0 – 0.5m.

According to MegaMaps³, the horizontal alignment of Hinekura Road from Longbush Road to Hikawera Road is described as 'winding'. A winding alignment is described as many consecutive curves and sharp curves (350-500m radius)⁴. From Hikawera Road to Moeraki Road, Hinekura Road has a horizontal alignment that is 'tortuous'. A tortuous alignment is described as numerous consecutive curves (350–500m radius) and numerous sharp curves (radii < 350m).

Hinekura Road has a posted speed limit of 100km/h, however, the safe and appropriate speed, as per MegaMaps, is 60km/h. The operating speed between Longbush Road and Hikawera Road is 67km/h and between Hikawera Road and Moeraki Road is 46km/h. The lower operating speed between Hikawera Road and Moeraki Road is likely due to the road geometry having greater horizontal curves.

3.2 Crash History

In the ten years between 2012 and 2022 (inclusive), there have been four crashes along Hinekura Road. Of the four crashes, two crashes were of serious severity, one minor severity, and one non-injury. Figure 8 shows the location of the crashes and Table 1 summarises the events of the crashes.

² <https://mobileroad.org/desktop.html>

³ <https://maphub.nzta.govt.nz/MegaMaps/>

⁴ <https://www.nzta.govt.nz/assets/resources/infrastructure-risk-rating-manual-road-to-zero-edition/infrastructure-risk-rating-manual-road-to-zero-edition-2022.pdf>

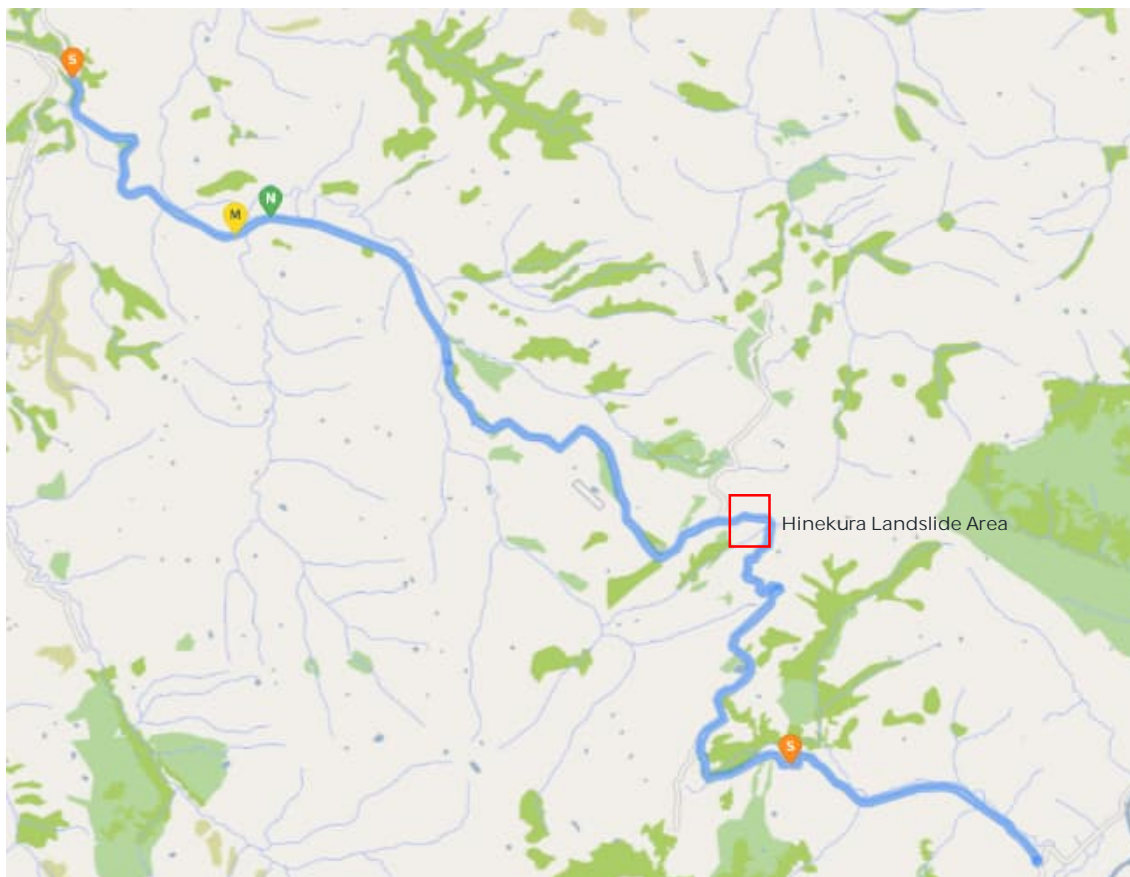


Figure 8: Crash locations.

Table 1: Crash descriptions

Date	Severity	Crash Type	Description
29/03/2012	Serious	Rear-end	Vehicle 1 slowed down at the intersection. Vehicle 2 has crashed into the rear of Vehicle 1
12/10/2013	Minor	Lost control	Vehicle 1 failed to take corner correctly and hit the gravel on the edge of the road causing the driver to overcorrect and come off the motorcycle
23/12/2016	Non-injury	Lost control	Vehicle 1 fleeing authorities have lost control on a wet road surface bend. The vehicle then lost control and rolled.
02/11/2017	Serious	Lost control	Motorcyclist has lost control going up a hill possibly due to uneven seal and going too fast for the conditions on a narrow and winding road.

3.3 Road Safety Metrics

The following road safety metrics were taken from Waka Kotahi's MegaMaps Road to Zero Edition 1⁵.

The Infrastructure Risk Rating (IRR) is inherent to the road and is determined by the key roadside attributes listed below.

- land use
- road stereotype
- geometry
- carriageway width
- horizontal alignment
- roadside hazards
- intersection density
- access density
- traffic volumes.

There are five IRR risk bands: low, low medium, medium, medium-high and high. The threshold levels are established based on adjacent land use.

The IRR for Hinekura Road can be seen in Figure 9. Hinekura Road between Longbush Road and Hikawera Road has an IRR of medium high. Between Hikawera Road and Moeraki Road, near the landslide, the IRR is predominantly high. Further away from the landslide, Hinekura Road has two small sections of carriage rating at medium and medium-high, respectively.

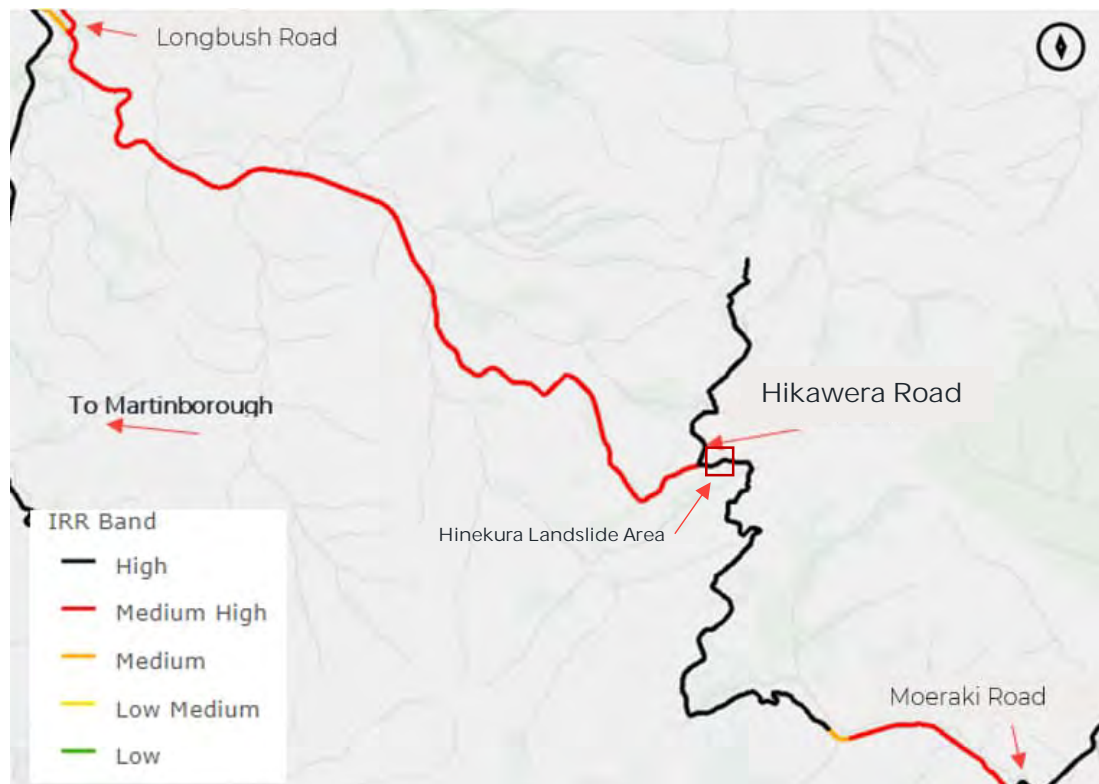


Figure 9: Hinekura IRR rating

⁵ <https://maphub.nzta.govt.nz/megamaps/>

The collective risk is relative to the crash history and measures of the risk density of death and serious injuries per kilometre. Collective risk is a measure of the number of fatal and serious injuries per kilometre that can be expected over the next five-year period.⁶

Similar to the collective risk, the personal risk is related to the crash history. It measures the risk of a fatal or serious injury crash for the individual. The personal risk can be thought of as the 'crash rate'. The five bands for collective risk and personal risk are shown in Table 2 below.

Table 2: Collective and personal risk bands⁷

Risk Rating	Collective risk Average annual fatal and serious injury crashes per km	Personal risk Average annual fatal and serious injury crashes per 100 million vehicle-km	Colour
Low	≤ 0.039	< 4	Green
Low medium	$0.04 \leq 0.069$	$4 \leq 4.9$	Yellow
Medium	$0.07 \leq 0.10$	$5 \leq 6.9$	Orange
Medium-high	$0.11 \leq 0.189$	$7 \leq 8.9$	Red
High	$0.19+$	$9+$	Black

The collective and personal risk of Hinekura Road is shown in Figure 10. Hinekura Road between Longbush Road and Moeraki Road has a low collective risk.

Overall, the personal risk of Hinekura road is low, except for a small section of the carriageway, which is near the landslide, with medium personal risk.



Figure 10: Hinekura Road collective risk (left) and personal risk (right).

3.4 Farm Dams

There are three farm dams located in the area assessed for local realignments, as shown in Figure 11. Before the catastrophic landslide in June 2022, ground movement was recorded in this area,

⁶ https://at.govt.nz/media/1987521/101_attachment-1-proposed-speed-limits-amendment-bylaw_glossary-rp.pdf

⁷ https://www.kiwirap.org.nz/presentation_risk.html

compromising the structural integrity of the northern farm dam. Prior to the June 2022 movement, WSP had conducted an analysis to provide improvement options and an alternative location for the farm dam. However, following the catastrophic June 2022 event, the northern farm dam was destroyed.



Figure 11: Farm dam locations.

3.5 Other Slips

The terrain through which Hinekura Road passes is hilly and prone to slips. In Figure 12 the brown dots indicate locations of slips mapped by GNS Science, in relation to SWDC's preferred road realignment (pink); as well as two developing underslips identified by WSP in 2022 either side of the main landslide. Figure 13 shows three large landslides in the GNS landslide database, two of which currently directly affect Hinekura Road between Hikawera Road and Moeraki Road. This shows Hinekura Road is in a slip-prone environment. If Hinekura Road is reopened for public use, SWDC will need to allow for managing existing and future landslides along this route. This will include regular maintenance to manage drainage but may involve managing development of other large disruptive landslides. Given expected more damaging storm events due to climate change more slip management is to be expected.

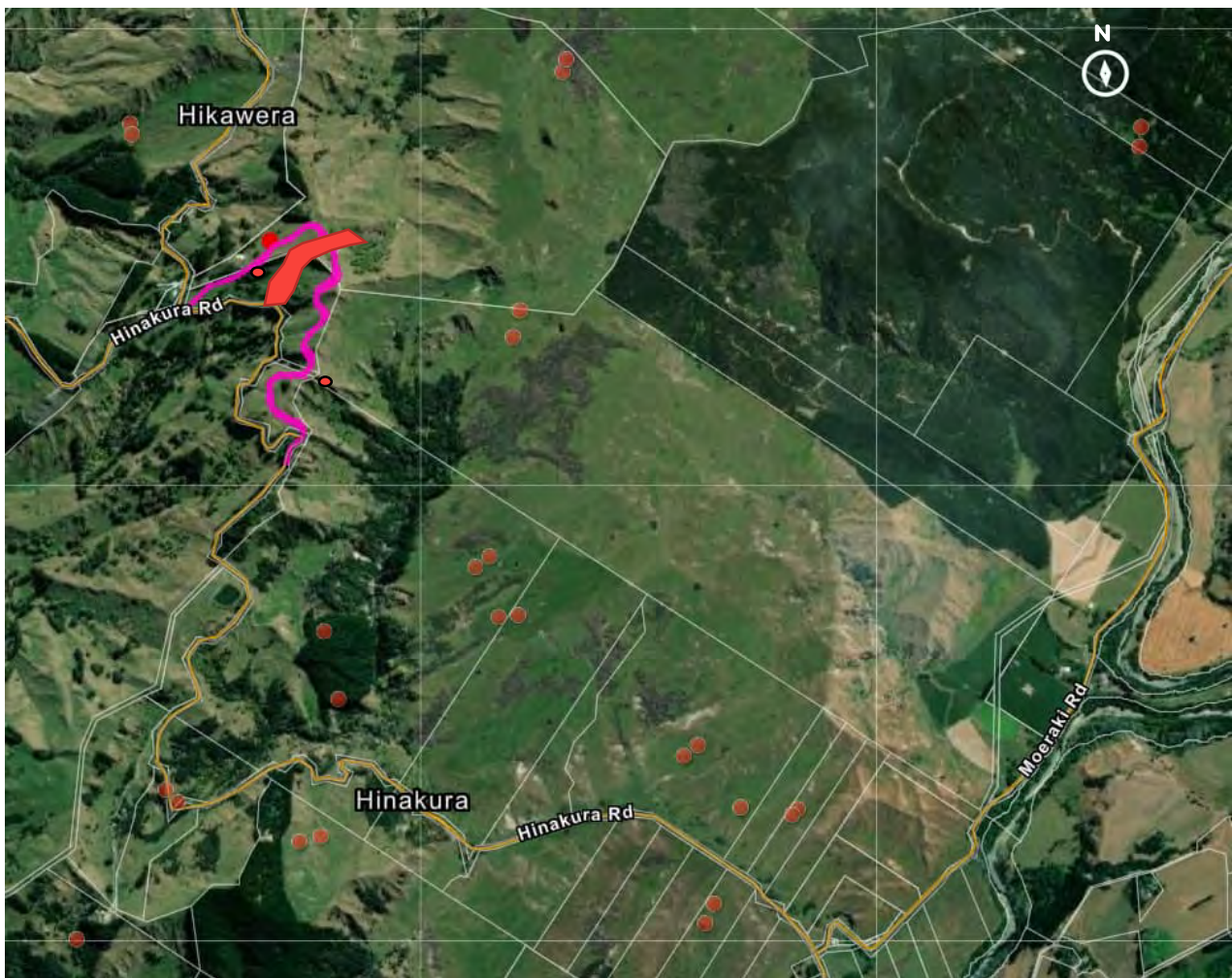


Figure 12: Slip locations near the assessment area (Brown dots are from GNS Landslide database). Red dots from the 2022 investigations

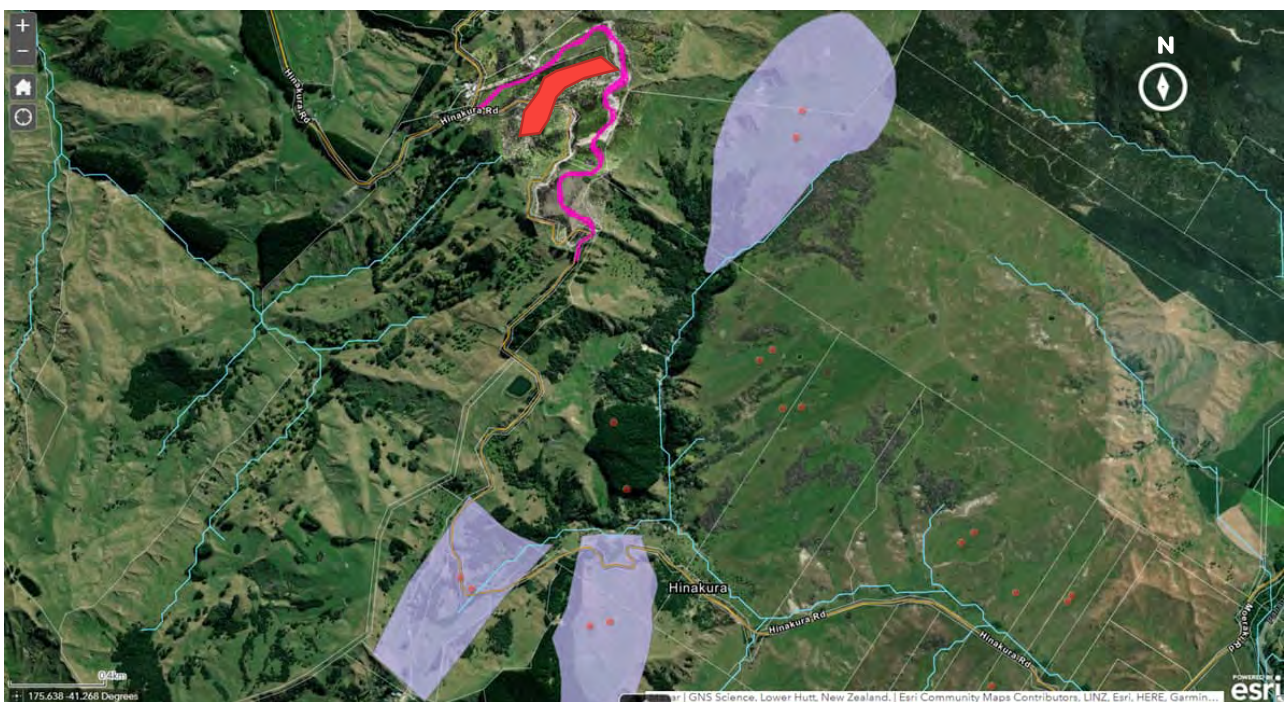


Figure 13: Large landslides in GNS landslide database in the vicinity of Hinekura Road.

4 Alternative routes

Due to the road closure of Hinekura Road, an alternate route has been provided as shown in Figure 14. This alternative route is open to all members of the public.

As Hinekura Road is closed, those travelling west towards Martinborough, unless they have access to the temporary private road bypassing the landslide, will need to travel onto Moeraki Road, Ngakonui Road, Wainuioru Road, and Clifton Grove, Admiral Road before travelling Longbush Road.

Vehicles travelling east will travel from Hinekura Road to Longbush Road onto Admiral Road, following onto Clifton Grove, Wainuioru Road, and Ngakonui Road, before travelling Moeraki Road. The detour route takes approximately 1 hour and 17 minutes to traverse in a passenger vehicle, however, it is expected to take longer for heavy vehicles due to the bridges and road geometry.

The total detour route is approximately 57km and the roads are predominantly unsealed, two-way, undivided carriageways.

Of the detour route, Longbush Road and Admiral Hill Road are sealed roads. Clifton Grove, Wainuioru Road, Ngakonui Road, and Moeraki Road are unsealed roads, spanning approximately 24 km of the total detour route (42% of the route). There are also several bridges and gates along the detour route. Admiral Hill Road itself has cattle access across it and vehicles driving through this route are required to travel through five farm gates

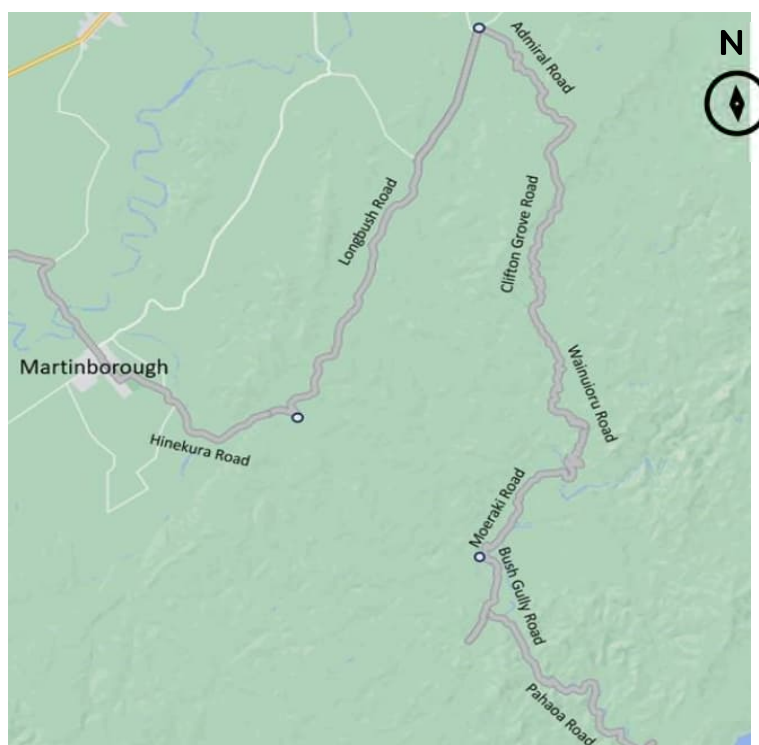


Figure 14: Detour route.

Since the provision of the detour route, the council have carried out minor maintenance work on the Admiral Hill Road access to make the route safer and accommodate increased traffic. The council has made efforts to smooth out sharp corners and cut back foliage for better visibility.

If the alternative route is to be made the permanent route, further improvements are likely to be required. These improvements would potentially include but are not limited to, enlarging corners, widening pinch points, clearing fallen trees, debris, and slips, strengthening weak shoulders and installing retaining walls to stabilise developing underslips, and installing signage and upgrades

to bridges may be required. Overall, there is approximately 3.3 km of out of context curves on the alternative route, hence, these corners should be investigated further to determine if improvements are required

4.1 Road Safety Metrics

The following road safety metrics were taken from Waka Kotahi's MegaMaps Road to Zero Edition 1⁸. Table 3 shows a summary of the average safety metrics for the detour route. As some carriageways are broken into multiple segments the table below shows the average metrics for the whole detour road.

Table 3: Safety metrics for detour route roads

Road Name	Longbush Road	Admiral Road	Clifton Grove	Wainuioru Road	Ngakonui Road	Moeraki Road
AADT Band	<1,000 veh/day (354)	<1,000 veh/day (120)	<1,000 veh/day (38)	<1,000 veh/day (15)	<1,000 veh/day (3)	<1,000 veh/day (48)
Alignment	Winding	Tortuous	Tortuous	Tortuous	Tortuous	Winding
Lane Width	3.0m-3.5m	<3.0 m – narrow	<3.0 m – narrow	3.0m-3.5m	3.0m-3.5m	3.0 m – narrow
Shoulder Width	0m-<0.5m	0m-<0.5m	0m-<0.5m	0m-<0.5m	0m-<0.5m	0m-<0.5m
Roadside Hazards	High Moderate	Severe	Severe	Severe	Severe	Severe
Infrastructure Risk Rating Band	Medium	High	High	High	High	High
Collective Risk	Low	Low	Low	Low	Low	Low
Personal Risk	Low	Medium High	Low	Low	Low	Low Medium

4.2 Bridge Inspections

The roads which make up the detour route have several bridges. Figure 15 shows the bridges in the vicinity of Hinekura Road and the detour route. Previously, WSP conducted bridge inspections in February and March 2021 as requested by the Carterton and South Wairarapa District Councils. WSP have conducted the bridge inspections for 2022 and the reporting is underway.

During the 2021 inspections and reporting, WSP inspected 15 bridges along the detour route provided for Hinekura Road. The Ruamahanga Roads Structural Inspection Report 2020/21 reported the findings of the inspected bridges and maintenance cost estimates. The inspection included but was not limited to the 15 bridges on the detour route and 2 bridges along Hinekura Road between Longbush Road and Moeraki Road as shown in Figure 15.

⁸ <https://maphub.nzta.govt.nz/megamaps/>

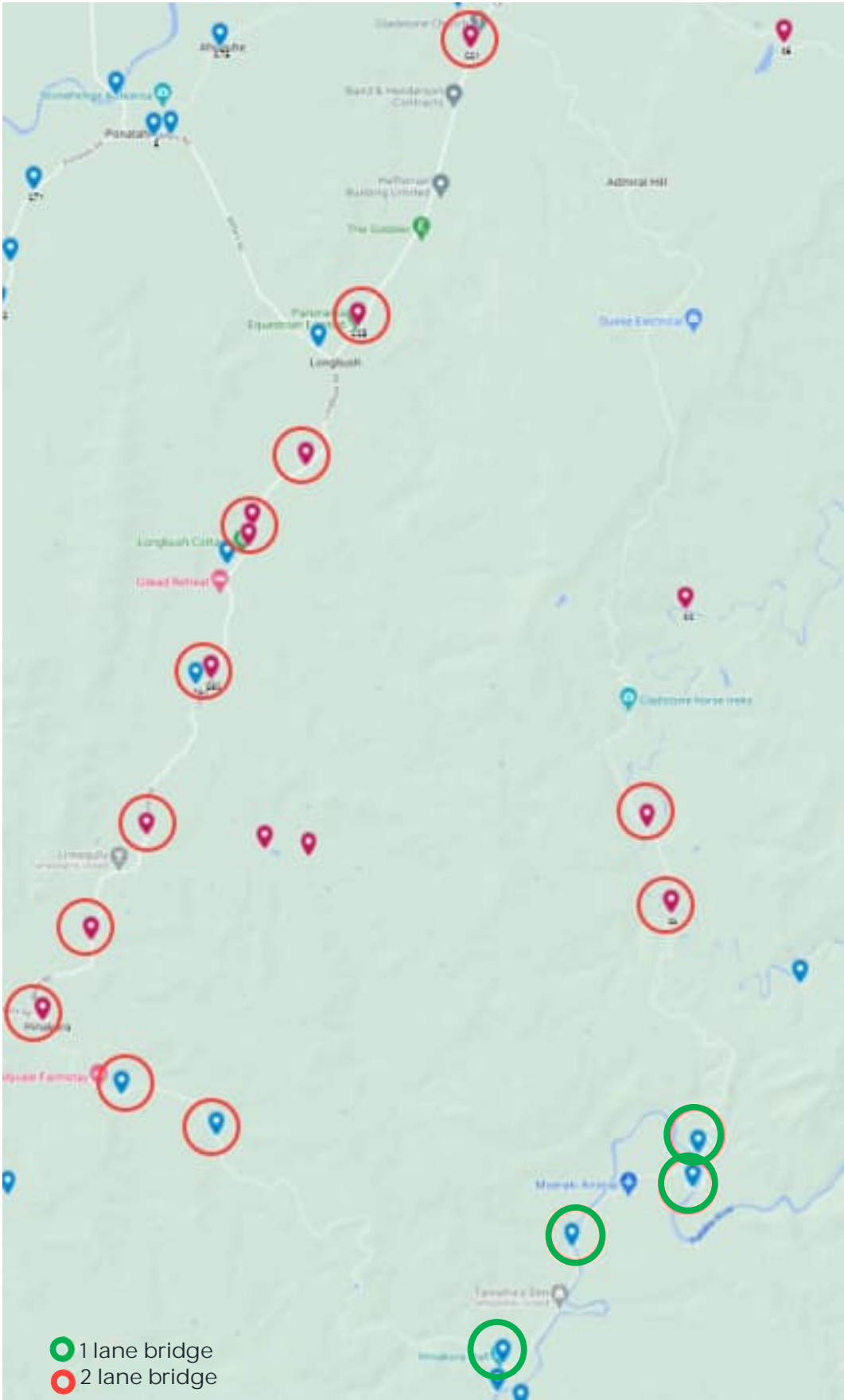


Figure 15: Bridges Inspected in 2020/21 in the assessment area

The Ruamahanga Roads Structural Inspection 2020/21 Reports outlined the maintenance required for each bridge and the prioritization of this work. A maintenance item with high priority was classified as requiring attention within approximately 1 year, medium priority within approximately 5 years and low priority in the next 5+ years.

Of the two bridges on Hinekura Road, one bridge required maintenance work which was prioritized as medium and/or high. Of the 15 bridges on the alternative route, 12 bridges required maintenance work which was prioritized as medium and/or high.

It should also be noted that 4 bridges on the alternative route are one-lane bridges (circled green in Figure 15). These bridges have signage showing the heavy vehicle limits as axles 5,200 kg and gross 44,000kg. For the alternative route to be a viable permanent option, the one lane bridges will need to be upgraded to two lane bridges.

The council needs to consider the loading limitations and existing maintenance required if the detour route is to be made permanent. Live load assessments are recommended to be conducted if not already done on the load limit and/or one-way bridges to identify if strengthening would be required.

4.3 Alternative Route Slips

In December 2022 slip, a site inspection was carried out by WSP staff and Tim Langley of SWDC along the alternate route from Admiral Hill Road to Hinekura Road near the slip. During this drive over the WSP geotechnical engineer noted several under-slips and over-slips, in between Admiral Hill Road and the Moeraki Road/Hinekura Road intersection. It was noted that most of these slips were not yet compromising the integrity of the carriageway, whereas the slips on Hinekura Road between the landslide and the Moeraki intersection were recorded as affecting the carriageway. Table 4 summarises the findings during the site inspection.

Table 4: December 2022 observations

Road Name	Approximate RP Location	Comment
Clifton Road	3.6	Underslips
	4.2	Good box culvert, potentially place rip rap
	4.5 – 4.6	Underslips
	6.5 – 6.6	Underslip
	8.5 – 8.6	The road is very narrow, and potential widening needed
Wainuioru Road	4.0	Underslip
	3.92 – 3.77	Underslips. Instability detected and potential strengthening required
	3.4 – 3.3	Narrow and windy road, potential investigation for improvements
	2.75	Potential instability near the shoulder

Road Name	Approximate RP Location	Comment
	2.15	Narrow road, potential widening needed
	0.27 – 0.21	Overslip
Ngakonui Road	3.7 -3.5	Overslip
	2.35	Windy and narrow road
Moeraki Road	5.6	Overslip
	4.4 – 4.3	Overslip
Hinekura Road	19	Underslips
	18.6	Underslip
	18.1	Underslip
	17.9	Underslip
	17.8	Underslip
	17.6	Underslip

The formalisation of the alternative route as the preferred route would require works to ensure the underslips and overslips in the area can be managed and monitoring of the area may be required to determine the possibility of any large slips, particularly if earthworks associated with road widening results in undercutting of marginally stable slopes above the road or fills loading marginally stable slopes below the road. Progressively more widening and corner easing will result in a greater level of service.

5 Road Alignment Options

5.1 Previous Work

WSP has provided the South Wairarapa District Council with the potential realignment options shown in Figure 16. During this process, the route was broken into three sections: the northern, middle, and southern sections. For all options, the carriageway was designed to be a two-way, two-lane carriageway with a width of 2.5 m and a 0.5 m berm on either side.

Table 5 shows a summary of the provided options for each section. Please refer to Appendix A for the Hinekura Road Realignment Options – updated summary letter which details each option. This letter provides a high-level summary of the various options.

Table 5: Options for each section

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Since the selection of the preferred route, further alignment options for Hinekura Road have been considered. This includes the following two options and 1 sub-option.

- Option 3: realignment through the slip, near the slip toe, option 3 in (yellow)
- Option 3A: (sub-option) realignment across the slip zone, through the un-official temporary track used by farmers, option 3A in Figure 17 (blue)
- Option 4: realignment from Hikawera Road through the upper landslide, option 4 (green).

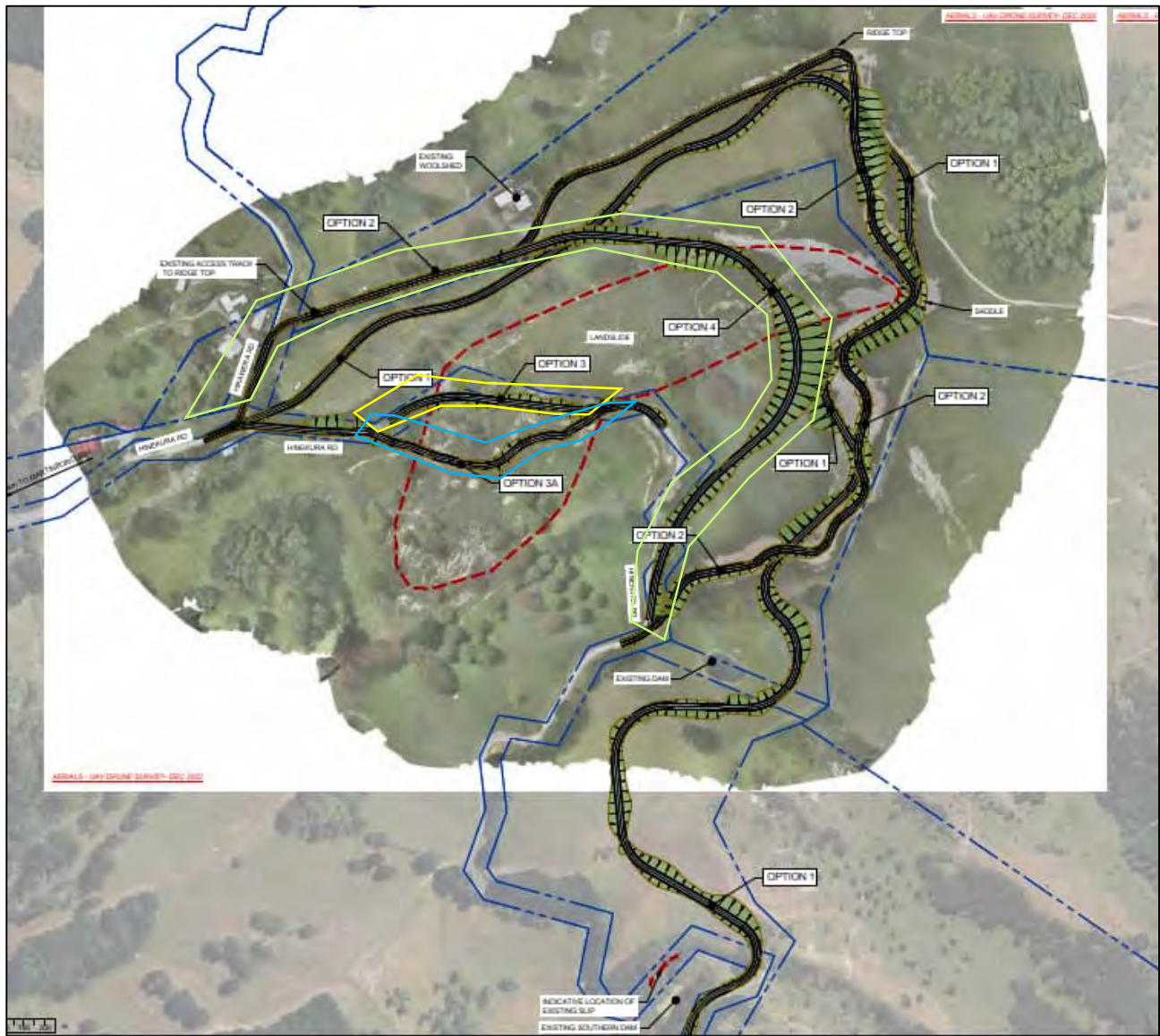


Figure 17: Further realignment options through the Hinekura Landslide

Option 3, traverses through the slip zone. The earthwork required for this alignment is less substantial compared to other options. The resilience of this option is still being explored. The resilience of option 3 is low due to its location relative to the slip zone. We believe this option is not a feasible long-term option, however, could be considered in the short term

Option 4 provides a better alignment in comparison to the current preferred option, however, this alignment is possible only if stable ground can be uncovered, either by the landslide completely failing, or by being dug out to expose stable land.

The sub-option: Option 3A, follows the alignment of the unofficial temporary track that's currently used by the local farmers for quad bikes. This alignment has not been considered as a shortlisted option due to the extremely steep vertical grades and low resilience.

For all options considered please refer to Appendix B for the long sections.

6 Shortlisted Realignment Options

Of the options explored, Table 6 summarises the five options. To determine the optimal route the horizontal alignment, vertical alignment, farm dam locations, earthworks, etc. should be considered.

Table 6: shortlist options

Option Name	Option Description
Option 1	Current preferred Realignment (O + O1 + B + B4)
Option 2	Upgrading Farmers temporary road (B+B+B4)
Option 3	New alignment through the landslide at the same level as the original road
Option 4	New alignment through the upper slip zone
Option 5	Hinekura Road closed + Upgrading alternative route

6.1 Horizontal and Vertical Alignments

The horizontal alignment of a road significantly influences the operating speed of vehicles travelling on an open road. When developing the horizontal alignment, the curve radii, and the change in speed between successive elements is important to create a safe road alignment. The NZ Forestry Road Engineering Manual describes the minimum curve radius for off-highway trucks to be greater than 18m and can typically be 40m.

Out-of-context curves (OOC) are isolated unusually sharp curves. For this report, an out-of-context curve will be defined as a curve with a radius of less than 30m that results in a significant speed reduction from the posted speed limit. In any option, where the decrease in operating speed between successive geometric elements is expected alternative treatments including realignment or warning signs will be considered in further development stages,

The vertical alignment affects the vehicle travel speeds, especially those of heavy vehicles. A steep uphill gradient can slow heavy vehicles causing congestion issues. Steep vertical downgrades can cause increased speeds for heavy vehicles. If the vertical curves are too steep, heavy vehicles may lose control and become runaway vehicles. The NZ Forestry Road Engineering Manual describes an adequate vertical gradient to be within 8-12%.

6.2 Farm Dam Considerations

All local options may require the consideration of the farm dam locations. The northern dam is now destroyed. Some options affect some dams and not others. For example, the southern dam and associated slip above is not affected by option 1 but is for options 2 to 4. For option 1 only, the presence of the central dam will require mitigation actions such as relocation or strengthening / drainage of the slope above supporting the new road. For option 1, Figure 18 shows the preferred location for the northern farm dam.

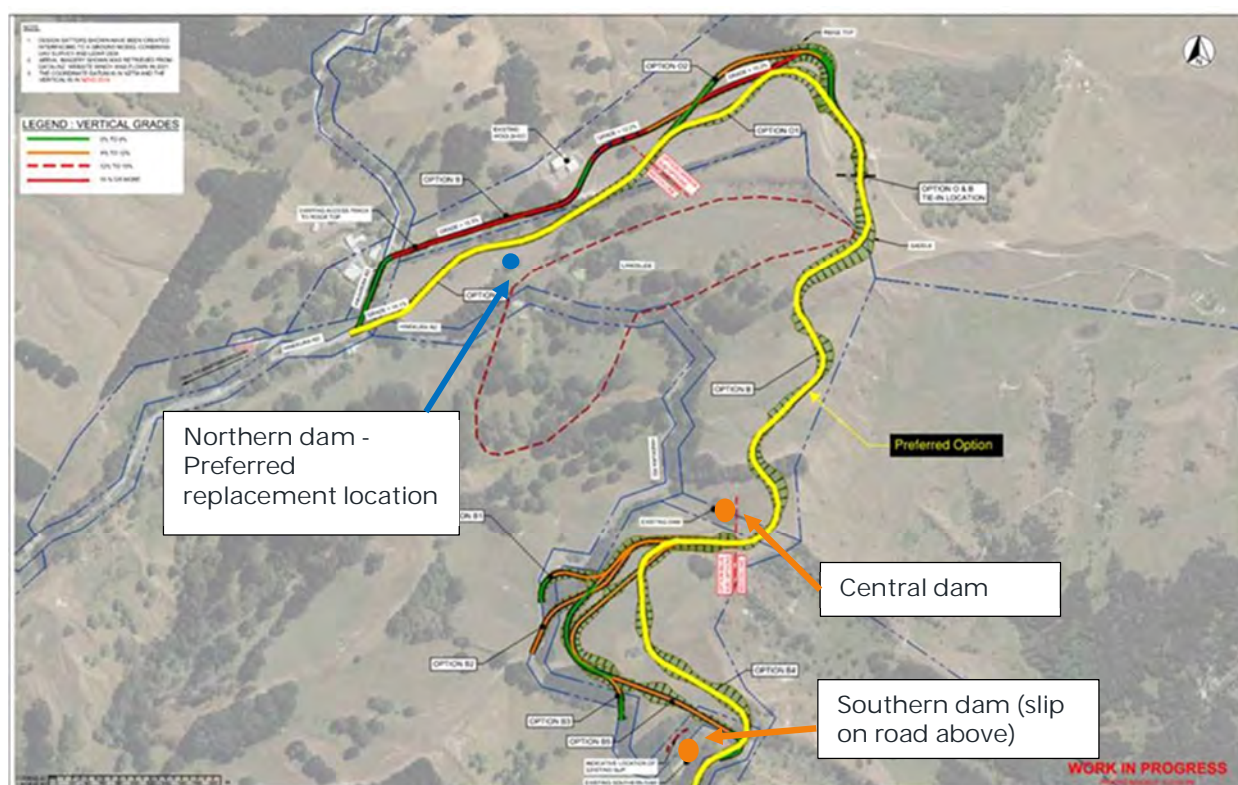


Figure 18: Farm dam locations

6.3 Earthworks and investigations

All options will require some level of earthworks to either strengthen an existing road alignment, stabilise potential slips and/ or construct a road alignment. The earthworks to develop the temporary track provided information on the ground conditions and hence may reduce the amount of ground investigations required for all options. Once a route option is selected additional investigations such as test pits and hand auger / scalar penetrometer testing is recommended. Investigation boreholes are recommended where high cuts are proposed. For options with a significant surplus of cut materials, a dump site will need to be identified.

It should be noted that only the cut and fill heights are available on the long sections for all options. As cross sections are unavailable at present, the volume of earthworks required is unable to be calculated. Therefore subjective

6.4 Slope movements

The Hinekura landslide is currently being monitored by remote movement sensors and a rain gauge and periodic drone surveys. Local movements have been recorded during heavy rain periods, however movement of the whole landslide itself has not been recorded since the June 2022 event.

The depth of movement on the upper slope is inferred to be shallow, however, a site investigation with boreholes is recommended. Figure 19 shows the remote monitoring network for the sensors at the Hinekura Road Slip.



Slope Monitoring - Hinakura Rd



Figure 19: Remote monitoring network at Hinekura Road Landslide

7 Shortlist Options Discussion

7.1 Option 1 - Current preferred Realignment (O + O1 + B + B4).

Option 1 is the current preferred option as highlighted in yellow in Figure 20. This option consists of a combination of the segments O + O1 + B + B4. This option bypasses the slip zone and connects back to Hinekura Road immediately east of the southern farm dam.

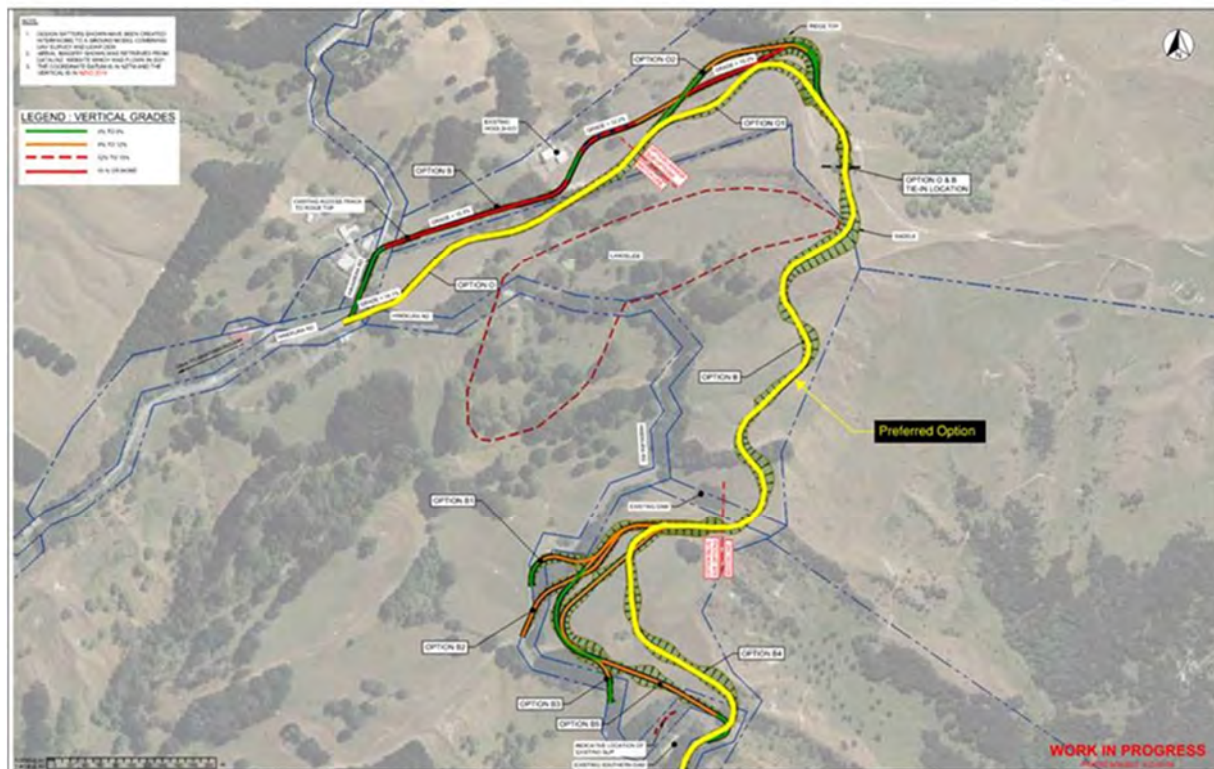


Figure 20: Option 1 – previously preferred alignment

For the plan and longitudinal section please refer to Appendix B

7.1.1 Horizontal Alignment

Overall, this option consists of 19 horizontal curves with a minimum curve radius of 32m. This option does not have out-of-context curves and provides for a smooth horizontal alignment.

7.1.2 Vertical Alignment

Overall there are 15 vertical curves in this alignment. The northern section (O+O1) reaches a maximum grade of 14.15%, the middle section (B) and the southern section (B4) reach a maximum of 12.0%. By the NZ Forestry Road Engineering Manual, an adequate vertical gradient is considered to be within 8-12%. All three sections have a relatively steep grade. Redesigning these sections with a lower grade and/or widening the road may be favourable.

7.1.3 Farm dams

This option would require consideration of the farm dams. The northern (destroyed) dam is to be reinstated. The exact point of relocation is yet to be determined however the location shown in Figure 18 is favourable. Investigations will be required to determine if the proximity of the reinstated dam would have impacts on the new road alignment or vice versa.

There is potential work required for the central dam due to the proximity of the realigned road. The central dam may require relocation however this needs further investigation. If the central dam is to remain at its current location, the installation of a subsoil drain on the slopes above the dam to

have the dual function of draining the slope and tapping into the groundwater for farm use, and the storage requirement/ dam size possibly could be reduced.

7.1.4 Earthworks

This alignment has a maximum cut to a depth of 12.4m and a maximum fill of 3.3 m is required. This option predominantly requires cutting to meet the proposed ground profile. Due to significant length of this option, it is estimated that a large amount of earthworks will be required.

7.1.5 Slips

The Option 1 route is in the vicinity of the large slip, however, does bypass the slip zone. Small amounts of movement have been recorded near the Option 1 route at the edge of the landslide during heavy rain periods. The depth of movement on the upper slope is inferred to be shallow, however, a site investigation with boreholes is recommended to confirm this.

Due to the nature of the environment, there is potential that this route may experience localized slips in the future. Therefore, it is important to ensure a robust design and consider what works may be necessary to attempt in the adverse effects on this route alignment.

7.2 Option 2 – Farmers temporary road (B+B+B4)

Option 2, as highlighted in Figure 21 is an alternative alignment to the preferred option and consists of a combination of the segments B + B + B4 (segments shown in Figure 16). This option follows the existing temporary track from Hikawera Road, reaching the ridge top before passing around the slip and reconnecting at Hinekura Road. The first section of this alignment is on a private driveway, which starts from Hinekura Road to the woolshed.

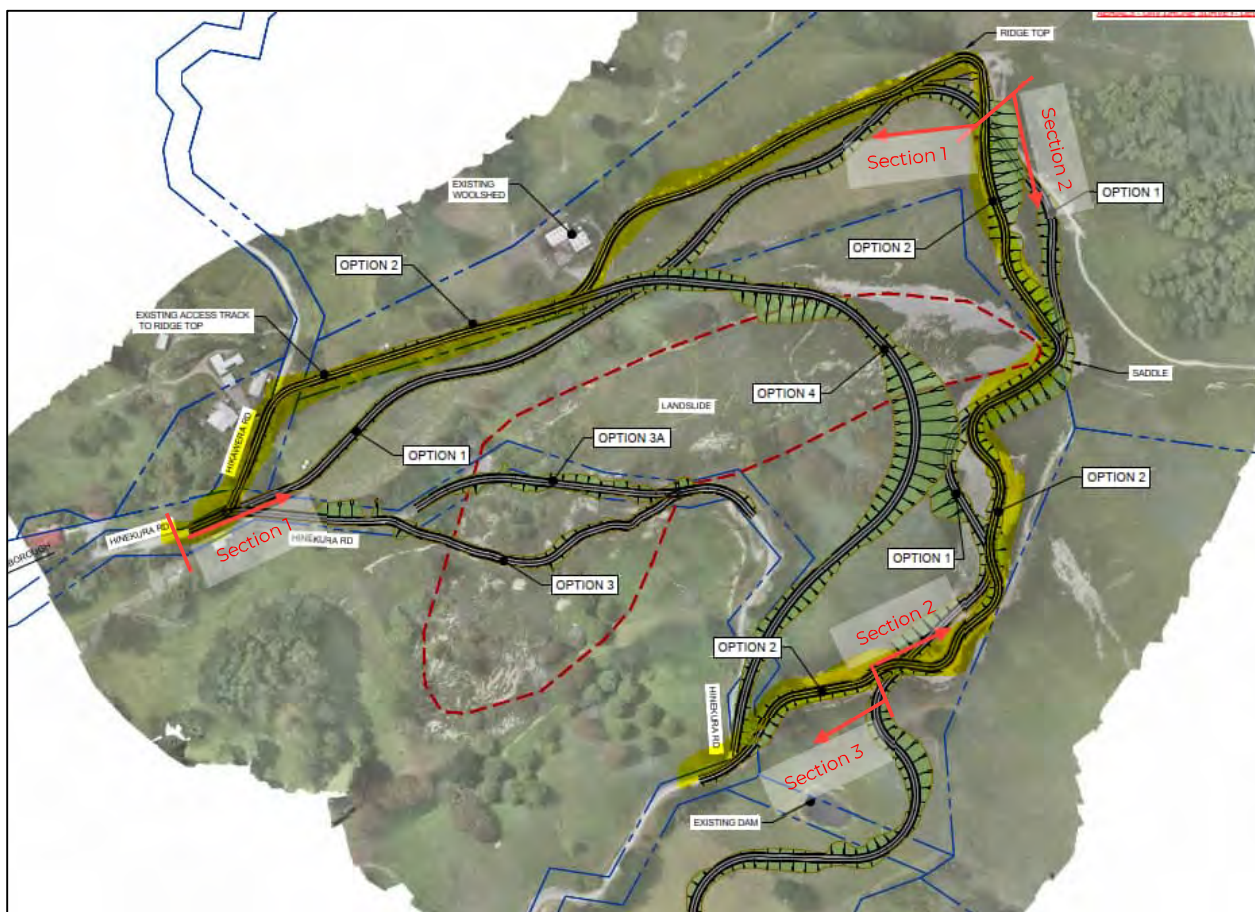


Figure 21: Option 2 – Upgrading farmers temporary road (B + B + B4)

For the plan and longitudinal section please refer to Appendix B

7.2.1 *Horizontal Alignment*

The option 2 realignment consists of 28 horizontal curves with the smallest curve radius being 15m. Of the 29 curves, 7 curves have a radius of less than 30m and for this assessment, these 7 curves would be considered out-of-context curves. These curves are highlighted in Appendix B. Overall, this option has the windiest horizontal alignment

7.2.2 *Vertical Alignment*

This alignment has 11 vertical curves. The vertical alignment in section 1, towards the ridge top, reaches a grade of approximately 15%. In section 2 the maximum grade reaches 15% over approximately 200m in two locations (one uphill grade and one downhill grade). In section 3, the maximum gradient is a steep 19% grade which is experienced over 80m. Although the design speed for this option is 40 km/h, the steep uphill and downhill gradients may affect the speed of heavy vehicles. If this option is selected further engineering to reduce the steep grades may be required to meet the heavy vehicle design standards.

7.2.3 *Farm dams*

The northern dam would require reinstatement and further investigation will be required to determine its location.

The alignment bypasses the central dam with sufficient space there so it is likely this dam will not require relocation. It would still be recommended to investigate the structural strength of the dam and if this dam would have any effect on the new alignment or vice versa.

The southern dam is causing an underslip on the road above which compromises the continuation of this option and hence requires consideration.

Due to the nature of the environment, there is potential that this route may experience localized slips in the future. Therefore, it is important to ensure a robust design and consider what works may be necessary to attempt in the adverse effects on this route alignment.

7.2.1 *Earthworks*

For this alignment, a maximum cut to a depth of 13.56m and a maximum fill of 6.50 m is required. If it is decided to conduct further work on this alignment (i.e., reduce steep grades) further earthworks may be required.

7.2.2 *Slips*

This option is in the vicinity of the large slip. This option, however, deviates the furthest from the main slip zone. If more slope movement occurs, the potential effect on this alignment may be less.

This option connects to Hinekura Road south of the main slip. Hence consideration for treatments for the developed underslip on Hinekura Road south of the main landslide will be required.

Due to the nature of the environment, there is potential that this route may experience ongoing localized slips in the future (Refer Figure 22 below). Therefore, it is important to ensure a robust design and consider what works may be necessary to attempt in the adverse effects on this route alignment.



Figure 22: Moderate sized overslip developing above recent temporary road

7.3 Option 3 – New Road near the toe of the landslide

Option 3, as highlighted yellow in Figure 23 is to construct a road through the slip, closely imitating what was existing on Hinekura Road. This option has the shortest alignment length compared to all options.

For the plan and longitudinal section please refer to Appendix B.

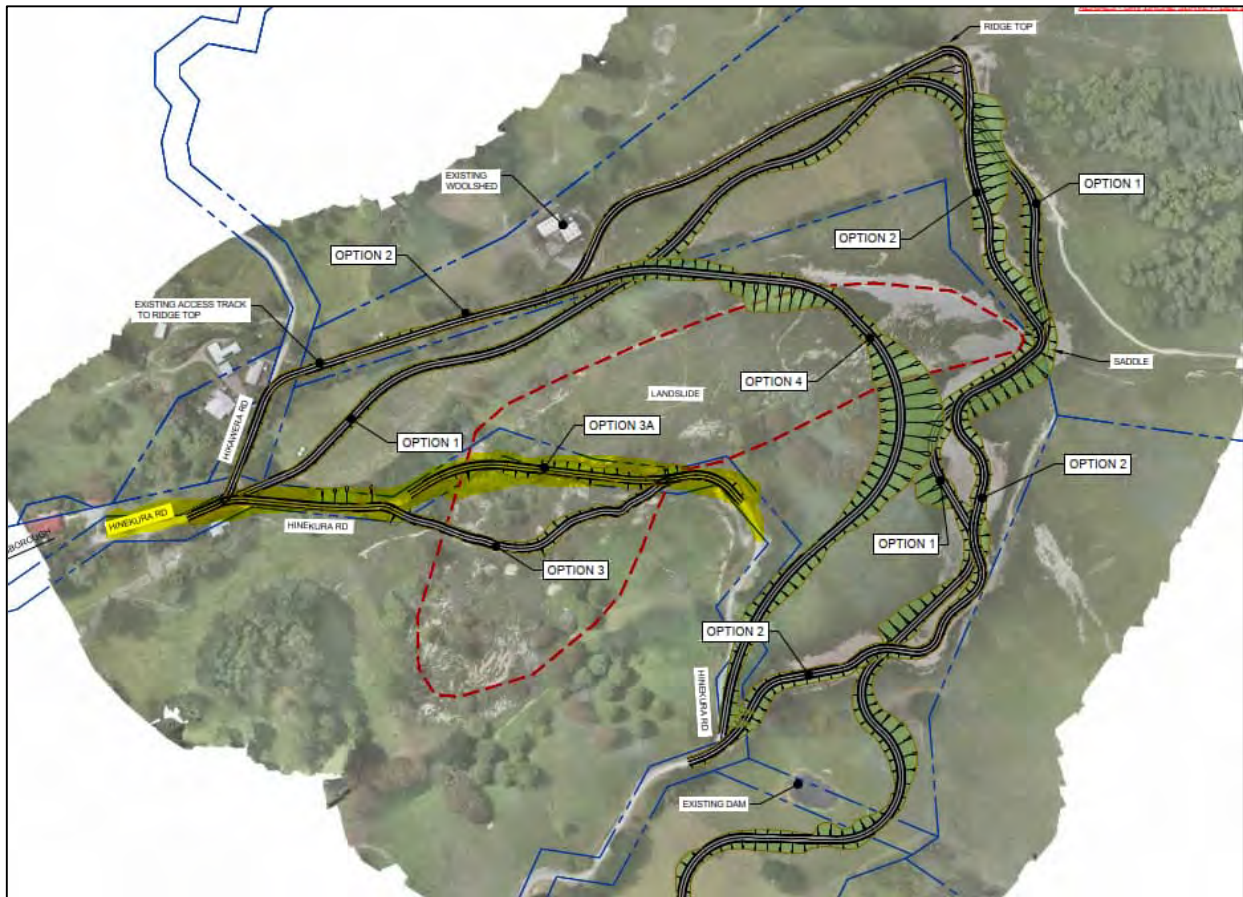


Figure 23: New road near the toe of the slip

7.3.1 Horizontal Alignment

This option provides an alignment that consists of only two horizontal curves, very similar to the previous alignment. These curves have radii of greater than 100m, and therefore this alignment does not have any out-of-context curves.

7.3.1 Vertical Alignment

This vertical alignment of this option is less severe as compared to option 1 and option 2. However, there is a large incline of 12% experienced over 42 metres. Of the 5 vertical curves present only one vertical curve has a grade of 12% with all other grades less than or equal to 8%. This option provides a comfortable vertical alignment for both passenger and heavy haulage vehicles.

7.3.2 Earthworks

For this alignment, a maximum cut to a depth of 2m and a maximum fill of 2.5 m is required. It is estimated that the earthworks required for this option will be a medium amount. This is estimated based on the short alignment length and due to the option traversing through the current landslide.

7.3.3 Slips

This option traverses directly through the landslide slip zone, hence, carries more risk than Option 1 and option 2. If movement of the main landslide reactivates this route will be translated downslope as has occurred on a number of occasions since 2020. In addition, smaller movements of the landslide may induce under-slips and over-slips.

Severe weather events are likely to result in further movement of the two existing under slips on Hinekura Road either side of the landslide.

Therefore, regular monitoring and possibly stabilisation works will be required to attempt the prevention of adverse effects on this route alignment. Hence this option is considered to be a high risk option but could be considered for the short term.

7.4 Option 4 – New alignment through the upper slip zone

Option 4 as highlighted yellow in Figure 24 is to construct a road through the upper part of the slip. This alignment follows the northern section of option 2 (section B) before deviating through the slip and joining back on Hinekura Road before the central dam.

For the plan and longitudinal section please refer to Appendix B.

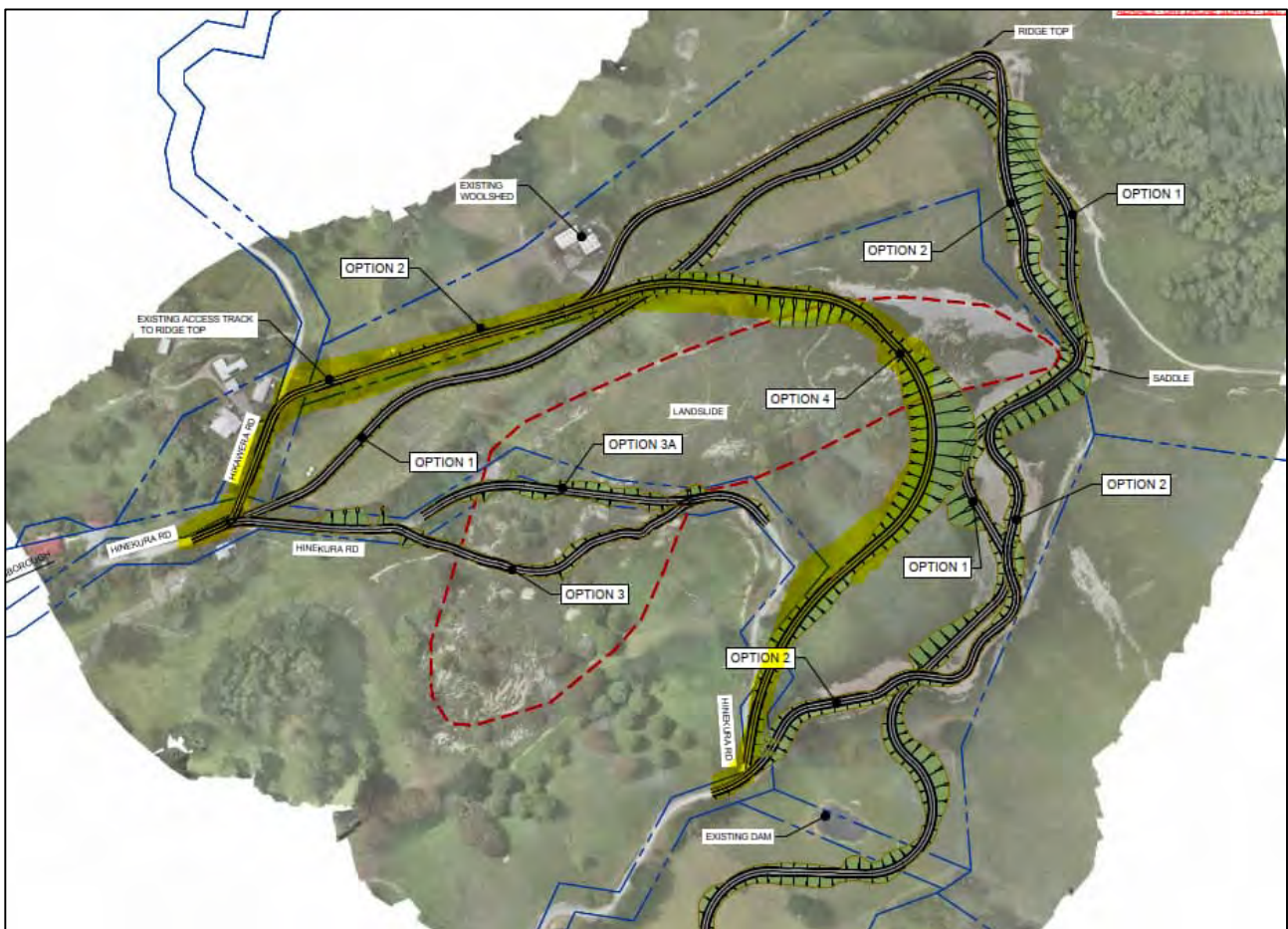


Figure 24: Option 4 – New alignment through upper slip zone

7.4.1 Horizontal Alignment

This option provides an alignment that consists of four horizontal curves. These curves have radii of greater than 80m, and therefore this alignment does not have any out-of-context curves. The curves on this alignment have a relatively large radius, therefore, provide a more comfortable driving experience

7.4.2 Vertical Alignment

This option has three vertical curves with a maximum gradient of 12%. Two out of three curves have a vertical grade of 12%, (one uphill grade and one downhill grade). These two 12 % downhill grade is experienced over a significant length of the alignment, covering 330m. This option provides a moderate vertical alignment for both passenger and heavy haulage vehicles.

7.4.3 Earthworks

This alignment has a maximum cut depth of 17m and a maximum fill of 5.5 m. In addition, cutting out of the upper landslide (if shallow enough) and forming a stable embankment are likely to be required for this option. It is estimated that a medium amount of earthworks will be required for this option.

7.4.1 Slips

This option traverses directly through the slip zone, hence, potentially carries more risk than Options 1 and 2 but less than Option 3. As the route is in the upper part of the landslide there is the possibility that if stable ground can be located at a relatively shallow depth, a stable route may be able to be economically established. The best-case scenario is that another large movement of the main landslide occurs which exposes stable ground in this area.

This option connects to Hinekura Road south of the main slip. Hence consideration for treatments for the developed underslip on Hinekura Road south of the main landslide will be required.

Therefore, ground investigations and survey monitoring will be required to assess the feasibility of this option.

7.5 Option 5 – Closure of Hinekura Road and divert to alternative routes

Option 5 involves the permanent closure of Hinekura Road to the public and diverting to the alternative route. The alternative route is defined as Longbush Road, Admiral Road, Clifton Grove, Wainuioru Road, Ngakonui Road and, Moeraki Road as shown in Figure 25.

The detour route is approximately 57 km in length and takes approximately 1 hour and 17 minutes to traverse in a passenger vehicle. The detour route likely takes longer for heavy vehicles due to their constraints. This route is also predominantly unsealed, an element that may also add to the travel time. It would be ideal for this route to be sealed however, this is a large area to cover and even with the additional traffic from Hinekura Road the traffic volumes are relatively low. As compared to resealing the road, leaving the route unsealed means the work to improve the alternate route will be cheaper (no design work required, no change to drainage, no physical works, no temporary traffic management) and have a lower carbon footprint.

7.5.1 Horizontal Alignment

The horizontal alignment of the alternative route is torturous, with several narrow winding curves. The posted speed limit of the alternative routes is 100 km/h, however, the safe and appropriate speed for all roads is 60 km/h except for Longbush Road with a safe and appropriate speed of 80km/h.

The alternate route also has several out-of-context curves. For this assessment, an out-of-context curve has been classified as a curve of radius less than 30m (matching the preferred option design standard). A desktop exercise was conducted to approximate the curve radii on the alternative route. Although for this report an OOC is recognised as a curve with a radius less than 30m, any curve measured between a radius of 30-35m during this exercise has been considered an out-of-context curve to account for any discrepancies.

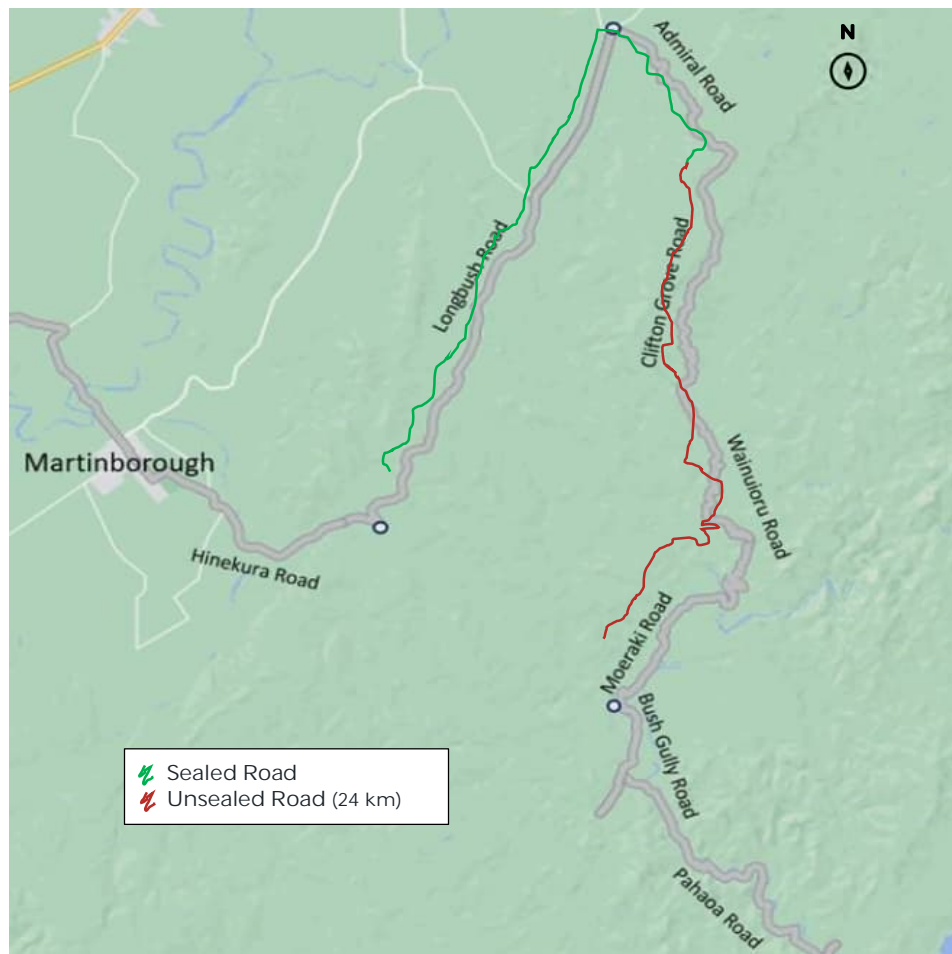


Figure 25: Alternative Route

Table 7 summarises the out-of-context curves along the alternative routes and shows that Wainuioru Road and Ngakonui Road have the highest density of OOC.

Table 7: OOC on the alternative route

Road Name	Approximate Road Length	Number of OOC	Curve radii (m)	Min Radius
Longbush Road	20.7 km	No OOC noted	NA	
Admiral Grove	12.0 km	10	33.5, 26.9, 32.0, 22.9, 17.2, 26.6, 28.6, 34.3, 30.5, 31.5	17.2 m
Clifton Grove	9.4 km	14	35.2, 28.0, 27.4, 23.2, 27.2, 23.9, 27.3, 30.4, 25.7, 23.4, 15.0, 19.9, 13.3, 24.2	13.3 m
Wainuioru Road	4.4 km	27	29.6, 28.4, 13.6, 24.6, 19.4, 32.7, 29.6, 27.2, 17.8, 26.7, 25.5, 33.9, 24.8, 34.1, 32.9, 9.2, 29.6, 22.5, 20.0, 22.8, 16.8, 32.1, 19.7, 30.5, 22.4, 26.3, 14.9	9.2 m

Road Name	Approximate Road Length	Number of OOC	Curve radii (m)	Min Radius
Ngakonui Road	4.4 km	30	29.4, 18.0, 32.1, 33.4, 23.4, 31.6, 24.0, 23.0, 21.9, 11.2, 20.4, 25.7, 16.9, 30.0, 17.5, 17.7, 21.4, 24.6, 27.9, 23.3, 16.1, 29.6, 15.8, 31.1, 23.1, 10.0, 10.9, 13.6, 31.8, 31.2	10.0 m
Moeraki Road	6.0 km	1	27.0	27.0 m

*Disclaimer the number of curve radii and measurement of radii are approximations only and should not be taken as exact

The visibility on the approach to and at the tight corners is limited due to the road geometry and environment. Foliage trimming and road widening may be required in areas to allow for large vehicles to pass one another safely. Overall, there is approximately 3.3 km of out of context curves of the alternative route. These corners should be investigated further to determine if improvements are required.

7.5.2 Vertical Alignment

It is important to note that the alternative route is in a mountainous environment however the vertical alignment is not as severe as the horizontal alignment. During the site inspection, it was noticed that the vertical alignment was comfortable with only gradual inclines and declines. Vertical alignment effects on vehicle speeds are typically greater for heavy vehicles. For heavy vehicles, the vertical alignment of the alternate route proves beneficial as there is less potential to experience high downhill speeds and low uphill speeds.

7.5.3 Slips

The alternate route is in a relatively slip-prone area. As stated in the report above, several slips and developing slips were identified along this route were noted. Routine maintenance for slips may already be regularly occurring, however, for this option, there may be the potential for proactive remedial works to mitigate any large future slips.

7.5.4 Infrastructure

There are 15 bridges located on the alternative route, with four of these bridges being one-way bridges.

The majority of bridges have signage showing the heavy vehicle limits as axles 5,200 kg and gross 44,000kg. This loading limitation may not be accurate hence live load assessments would be recommended for accuracy and safety. This will help to identify if bridges require strengthening works to sustain the increased traffic demand and loadings.

The four one-way bridges may potentially require upgrading to two-lane bridges to minimise any congestion near the bridges, providing greater connectivity and accessibility for passenger and freight vehicles. Upgrading, strengthening and regular maintenance of this bridge are costly.

During the residents' meetings, residents acquired about the provision of line markings along the route to improve delineation. Due to the route being unsealed, delineation improvements could include the installation of edge marker posts and/or side rails where possible.

7.5.5 Cost to improve Detour Route

Costs for improving the detour route are expected to be between \$5 - \$15 Million. Improvement works anticipated are:

- 1 Slip repairs and stabilisation.
- 2 Visibility improvements on approach to corners with radius more than 20m e.g. vegetation clearance, improved delineation, curve warning signs and chevrons.
- 3 Improve sight distance around the corners where radius is less than 20m e.g., corner widening, easing of the curvature.
- 4 Replace one-lane bridges to two lanes.

Please note that these costs are subject to council accepting the appropriate level of service along the detour or alternative route. Options for level of service that council may consider are summarised below.

- Low level of services option between \$5M to \$7M – includes slip repairs, visibility improvements and strengthen the single lane bridges.
- High Level of service option between \$11M to \$15M - includes slip repairs, visibility improvements, easing of corners and bridge replacement.

8 Economic Analysis

Please refer to the WSP Hinekura Road Realignment Option - Economic Assessment Report dated 13 February 2023.

9 Rough Order Costs and Construction Programme of Re-alignment Options

The Rough Order Costs (ROCs) are predominantly driven by cut and fill volumes (based on June 2022 drone survey data). The ROC for the options assumes a risk adjusted cost embedded in the road construction. The table also shows a range of expected ROC following sensitivity tests undertaken by varying the rates for the base road reconstruction cost.

Note, Option 2, which follows the temporary farm track is not pursued due to it being geometrically inferior to the other options.

Table 8: Physical Works Rough Order Costs for selected Re-alignment Options

Option Nos.*	Length of Option	Risk Adjusted ROC	Expected ROC Range
1 (PINK)	2.00km	\$10.5M	\$7.8M - \$10.5M
3 (YELLOW)	0.25km	\$1.2M	\$0.7M - \$1.2M
4 (ORANGE)	0.70km	\$7.3M	\$5.7M - \$7.3M

*Refer to Figure 26: Realignment Options.

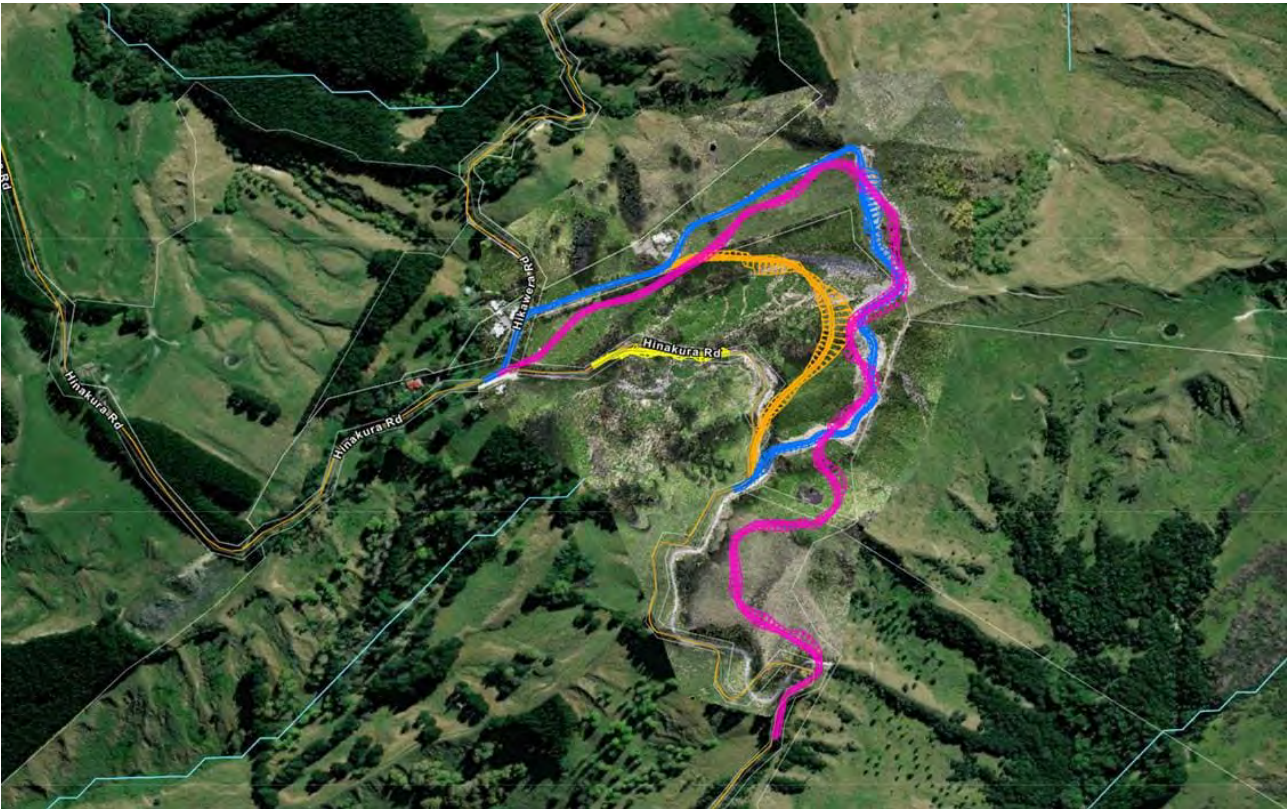


Figure 26: Realignment Options

Assuming starting investigations and detailed design on 1-May-2023, Table 2 provides an indicative programme of works. The programme is risk adjusted to account for potential delays through the different phases of the project (indicative programme schedules for each option are attached in Appendix C of this report).

Table 9: Indicative Programme of Works for selected Re-alignment Options

Option Nos.*	Length of Option	Risk Adjusted Programme
1 (PINK)	2.00km	May 2023 to Mar 2026
3 (YELLOW)	0.25km	May 2023 to Nov 2024
4 (ORANGE)	0.70km	May 2023 to Dec 2025

*Refer to Figure 26: Realignment Options.

10 Summary

Following the significant slip in June 2022, Hinekura Road between Longbush Road and Moeraki Road has been closed off. Since then, an alternative route was provided for public use. For locals a temporary road was constructed through private land, starting from Hikawera Road and connecting back to Hinekura Road.

Since the construction of the temporary road, WSP have provided the SWDC with realignment options for Hinekura Road. This report assesses and summarises the realignment options to provide SWDC with high level information on the five shortlisted options.

Error! Reference source not found. summaries the aspects of each alignment option, colour-coded to assist comparison (red = less favourable, green = more favourable, orange is intermediate). It is

important to note that these parameters are not weighted equivalently and therefore judgement cannot be based solely on the colour coding.

Table 10: Summary of options

Aspect		Option 1	Option 2	Option 3	Option 4	Option 5
Length		2.03 km	1.53 km	0.23 km	0.65 km	57 km
Horizontal Alignment	No. curves	19	28	2	4	Approximately 74 OOC on the alternate route. Investigations required to identify if treatments are required and if so treatment type.
	% Of OCC	0%	25%	0%	0%	
	Min curve radius	32 m	15 m	100 m	80 m	
Vertical Alignment	No. of vertical curves	15	11	5	3	it was noticed that the vertical alignment was comfortable with only gradual inclines and declines
	% Of vertical grades $\geq 12\%$	33.3%	54.5%	20%	33.3%	
	Maximum Grade	14.15%	19.12%	12.0%	12.0%	
Farm Dams	Northern dam	Potentially reinstate northern dam	Council may decide to reinstate northern dam	Council may decide to reinstate northern dam	Council may decide to reinstate northern dam	Council may decide to reinstate northern dam
	Central dam	Central dam investigated to determine if relocation is necessary. Investigation to determine dam effect on road alignment and vice versa. Potential works necessary if to remain in current location	No Effect	No Effect	No Effect	No Effect
	Southern dam	Central dam investigated to determine if relocation is necessary. Investigation to determine dam effect on road alignment and vice versa.	No Effect	No Effect	No Effect	No Effect

Aspect		Option 1	Option 2	Option 3	Option 4	Option 5
		Potential works necessary if to remain in current location				
Earthworks	Predicted amount	Large amount	Earthworks may be required to bring the road to standard	Medium amount	Medium amount	Undefined amount
Slips/ Resilience		By passes the slip zone. Investigation and stabilisation work likely required	By passes the slip zone. Investigation and stabilisation work likely required	Traverses through current slip zone Stabilisation work will be required Underlips and over slips forming at the start of Hinekura Road so will require work there to stabilise	Traverses through the upper slip, if the landslide can be dug out to achieve stable ground	Various over slips and under slips and developing slips were identified during the site visit, however it was noted that these slips are not yet affecting the carriageway.
Infrastructure		Sealed road	Sealed road	Sealed road	Sealed road	24km of unsealed road 15 bridges which may require live load assessments Four one-way bridges that may need to be upgraded to two-way bridges

Assumptions and Inclusions

- The ranking and rating of the individual items are subjective.
- The aspects are not weighted equivalently i.e., cannot conclude that an option is more suitable due to having more green
- Not all aspects have been considered in this report and table i.e., barriers, delineation, resource consenting, land use

Appendix A

Hinekura Road Realignment Options –
updated summary letter

4 October 2022

Tim Langley
Roading Manager
South Wairarapa District Council
19 Kitchener St
Martinborough

Hinekura Road Realignment Options – updated summary

5-C4072.01

Dear Tim,

This letter presents a summary of the various options for realigning Hinekura Road, to assist SWDC to choose a preferred option to take to detailed design, consenting, and construction. This update includes additional information on stormwater, consenting and comments on cost estimates, as well as an update from the latest survey monitoring.

The realignment route options bypass the large active landslide on the property of 1673 Hinekura Road (John and Liz Hancock), which moved dramatically in June of this year.

In September WSP has carried out:

- Geological inspection of the ground exposed as part of the newly completed earthworks for the temporary access vehicle track through the McCreary and Hancock properties.
- Discussions with John and Liz Hancock regarding their three dams and water sources and requirements in the vicinity of the realignment route options.
- An updated drone survey of the full site on 20 September and preparation of a 3D survey model of the site
- Upgrading of the remote monitoring system on the main landslide on 20 September 2022
- Assessment of slope movement data including comparing the 23 June 2022 and 20 September UAV surveys and remote monitoring data.

Comparison of the UAV surveys indicate that there has been very little movement of the main part of the landslide from late June to late September 2022 (Figure 1). However, ongoing movement of the upper part of the landslide has continued, with accelerating rates of movement picked up by the real-time monitoring sensors following rain events.

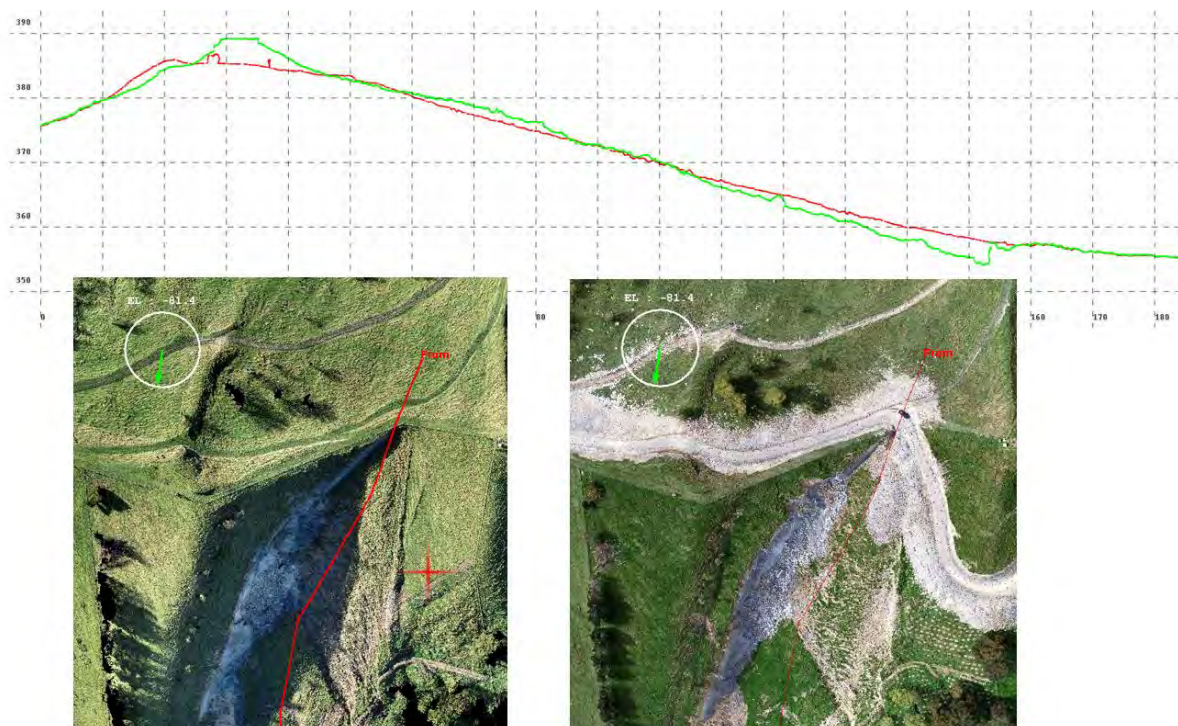


Figure 1: Profiles through the upper portion of Landslide on 23 June 2022 (green line and plan lower left) and September 2022 (red and plan lower right), showing earthworks at Saddle. Despite moving about 80m in mid June, the green triangular block at bottom right (below kink in red line) has not shown any obvious movement since June. The earthworks for the recently constructed 4WD farm road is obvious.

The various realignment route options are shown on Figure 2. The colours on the various routes shown on Figure 2 represent the gradient (steepness) of that section of the route – with solid red being steepest (>15.0%), red dashed 12-15%, orange (8-12%), and green least steep (<8.0%). Attached to the covering email is a digital version of this figure.

For convenience we have split the route up into three sections, as follows:

1. Northern section (Table 1) – two main options – Option B (the original blue route) utilises McCreary's original access road past the woolshed and Option O (the original orange route) runs through the sloping paddocks above McCreary's access road to the south; with two sub options (O1 and O2) on the upper slope to the ridge line.
2. Middle section (Table 2) – from the ridgetop to Hancock's middle farm dam. Options are limited here hence only *one option is presented*; however, adjustments to this may be made during the design stage and/or following the assessment of the effect of the new temporary access road and the middle dam. Given the need to drain slopes to improve stability for the new road, this intercepted groundwater can be utilised for farm water requirements and result in reducing farm water storage volumes.
3. Southern Section – 5 options (B1 to B5) are outlined in Table 3. The longer two of these bypasses some unstable or substandard sections of the existing road, which are likely to need repair/stabilisation soon. The options have varying earthworks implications with provisional cut slope heights up to 14m for the longer three options.

A high-level comparison of the various options is presented in the Tables. To assist comparison of the options, where applicable the cells have been colour-coded: red being less favourable, green more favourable, and orange intermediate between red and green.

All options have a large surplus of cut material for which dump sites will need to be identified.

The new temporary road earthworks provide very useful information on the ground conditions in the middle section of the site and reduces the amount of ground investigations required to provide a robust design. Additional investigations involving excavator test pits and hand auger / Scala penetrometer testing are recommended once the preferred route is chosen. Investigation boreholes are recommended for sections with proposed high cuts. The earlier these are done the more certainty can be provided in the design.

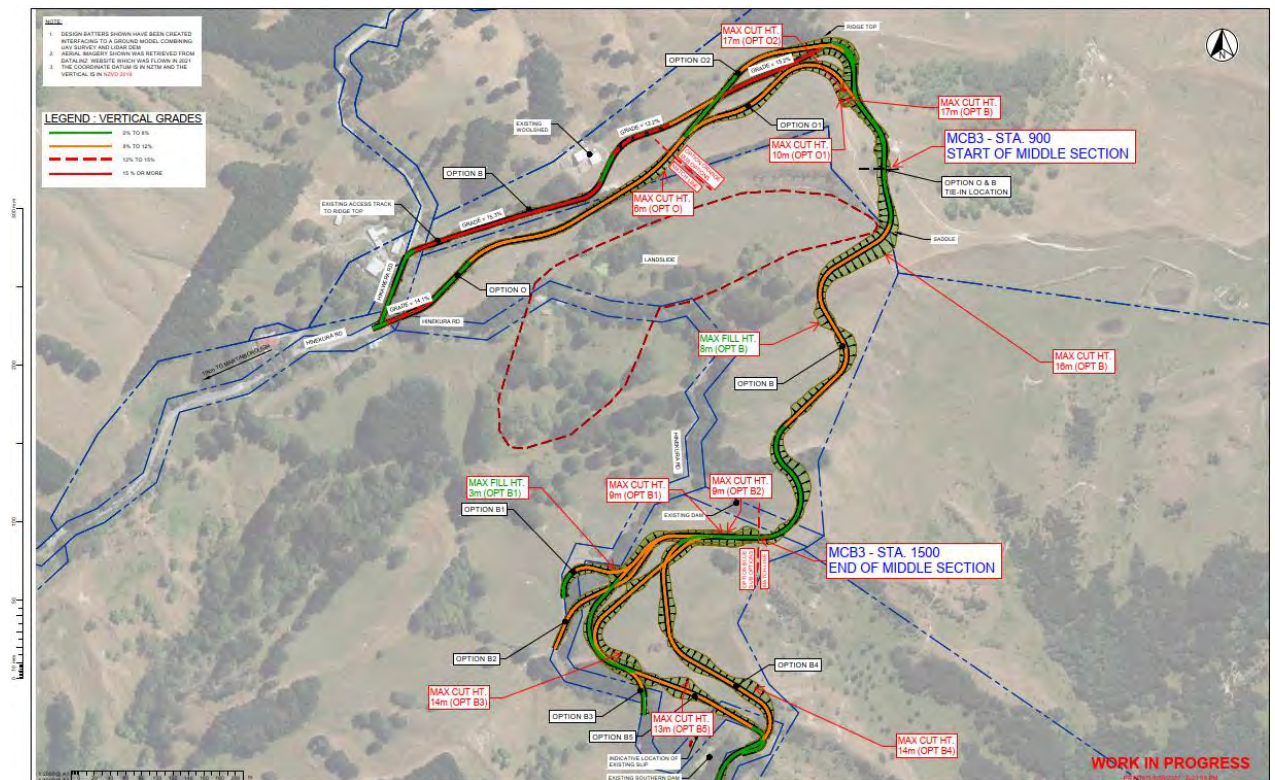


Figure 2: Realignment Options and associated earthworks footprints. The colours represent the gradients of the options, with red being steepest and green the flattest.

Table 1: Northern Section options. Cells colour-coded to assist comparison (red = less favourable, green = more favourable, orange is intermediate)

Option	Landowner	Overall comments	Length of alignment	Max Cut Height	Max Grade	Earthwork Volumes	Geotech Observations	Geotech investigations	Stormwater	Consenting	Farm Dams
B	McCreary: access for existing private road affected if upgrading	Utilises McCreary's existing access road from Hikawera Road past the woolshed and up to the ridgetop	900	17m	15.30%	Cut:- 10870 m3 Fill:- 920 m3	A temporary road was cut along an existing track ("Middle Track"). The cut slopes show very unstable material of highly weathered and deformed thin layers of alternating sandstone and mudstone. Exposed to the elements it appears that they are easily susceptible to erosion and can flake, block or be washed off the cuts which are relatively steep. Natural drainage of these cuts seems to be ok. Risk of soil horizon eroding off the tops or being undercut. Earthworks in the marginally stable east facing slopes may require some slope stabilisation.	Hand/auger Scalas and borehole for area of high cut	Upgrade existing – relatively steep gradients	More favourable as pre-existing road, but requires same level of technical information	Consider relocating north dam to saddle above (north of) current destroyed dam
O + O1	Hancock, McCreary paddocks	Farm paddock option off-line from McCreary's access road; route will be close to the preferred location for replacement for Hancocks original (destroyed) farm dam	842	10m	14.10%	Cut:- 15470 m3 Fill:- 750 m3		Ground investigation (~4 test pits, auger/scalas) required to determine the depth of soils	'Green fields'	slightly more comprehensive technical information required as 'green fields' construction	
O + O2	Hancock, McCreary paddocks		893	17m	14.10%	Cut:- 18470 m3 Fill:- 740 m3		Ground investigation (~4 test pits, auger/scalas) required to determine the depth of soils Borehole for area of 17m high cut	'Green fields'		

Table 2: Middle Section preferred option (B)

Option	Landowner	Overall comments	Length of alignment	Max Cut Height	Max Grade	Earthwork Volumes	Geotech Observations (From north to south)	Geotech investigations	Stormwater	Consenting	Farm Dams
B	McCreary, Hancock, locally close to Maori land (which McCreary leases)	<p>This section (following the previous blue (B) route is constrained by the saddle above the landslide and Hancock's middle dam.</p> <p>At the saddle, the new farm road has a 4m deep cut, the permanent road needs to be cut about another 5m (9m deep) to achieve suitable grades;</p> <p>The slopes above the central dam are creeping and either need to be drained by removing (relocating?) the dam or stabilizing /strengthening the slopes.</p>	600	16m	12.00%	Cut:- 35020 m3 Fill :- 3170 m3	<p>Earthworks in the marginally stable east facing slopes may require some slope stabilisation.</p> <p>South of the saddle the route is very close to the top (eastern-most point) of the large landslide.</p> <p>Many slopes and the upper landslide itself appear to be controlled by shallow north-west dipping bedding in 'Papa' bedrock.</p> <p>Risks to this section include southward enlargement of the landslide And potential 'bedding plane' failure of the slope above when undercut during construction. Risk mitigation options include slope stabilisation or considering 300m long rerouting to eastern side of ridge to avoid.</p> <p>Where failures are shallow these should be able to be 'cut out' in construction.</p> <p>Areas of poor drainage and soft substrate/ creeping soils in many gullies. Instability and erosion of cut slopes in these areas is expected; significant instability and seepage observed in recent benched cut 70m south of the landslide, with fines washing out and risking blocking culvert. Significant enlargement of gully soil failures is a risk when such slopes undermined by cuttings.</p> <p>Slopes above middle dam saturate and creeping. Gully below dam subsurface seems fully saturated/ seepage.</p> <p>Papa when in a large/thick unit seems to hold up reasonably well in cut slope. However slabbing failures and over time breakdown of mudstone into soil. Moderate to steep cuts into Papa observed on the temporary road.</p>	<p><i>Shallow Investigations:</i> Test pits, augers/Scalas to determine: a) the depth to competent ground on the slopes for a stable road platform. b) the nature of seepages for drainage and farm water supply. c) the depth of the main landslide below the Saddle</p> <p><i>Deeper investigations :</i> Machine boreholes in areas of higher cuts and above the landslide to confirm appropriate cut slope angles</p>	To be advised	To be advised	Install subsoil drainage on the creeping slopes above the middle Hancock dam; to drain and stabilise slope for road line and potentially also provide groundwater source for farm use; may eliminate the need for, or reduce the required storage requirement/dam size for, the middle dam. Dam is located on a 'paper road' (SWDC land).

Table 3: Southern Section summary of options

Option	Length of alignment	Max Cut Height	Max Grade	Earthwork Volumes	Geotech Observations	Geotech investigations	Stormwater	Consenting	Farm Dams
B1	292	9m	12.00%	Cut:- 7110 m ³ Fill :- 1580 m ³	Incorporates significant section of original Hinakura road with hairpin bend and portions of observed instability; Observed subsidence of the downslope lane directly above the southern Hancock dam;. Stabilisation of this developing underslip may require combination of tree planting, drainage improvements (and/ or dam removal?),or retaining wall.	Test pits (~5), plus augers/Scalas to: <i>a) determine the depth to competent ground on the green fields slopes for a stable road platform.</i> <i>b. determine depth of failures of unstable sections of existing road to south of merge with old road, including southern dam</i>	Shorter than B4/B5 but may need to upgrade existing culverts	New route less environmental obstacles to address in supporting application than options B3 to B5. Option to remove southern dam may require environmental consideration	Consider decommissioning (or reducing size) of the southern Hancock dam (for options B1, B2, and B3 only) to improve slope stability below existing road
B2	328	9m	12.00%	Cut:- 8400 m ³ Fill :- 800 m ³	As for B1.	Test pits (~6), plus augers/Scalas to: <i>a) determine the depth to competent ground on the green fields slopes for a stable road platform.</i> <i>b. determine depth of failures of unstable sections of existing road to south of merge with old road including southern dam</i>	As for B1	As for B1	
B3	392	14m	12.00%	Cut:- 11860 m ³ Fill :- 1500 m ³	Incorporates section of original Hinakura road with observed subsidence of the downslope lane directly above the southern Hancock dam; Stabilisation of this developing underslip may require combination of tree planting, drainage improvements (and/ or dam removal?),or retaining wall. Potential for cut slopes of greater than 14m if cut slope angles need to be flattened	As for B2, plus: 1-2 boreholes for high cut area	Intermediate length but may need to upgrade a few existing culverts	B3 intermediate in terms of issues to be addressed compared with B1/B2 and B4/B5. Option to remove southern dam may require environmental consideration	
B4	558	14m	12.00%	Cut:- 19030 m ³ Fill :- 650 m ³	Bypasses the unstable sections of Hinekura Rd including subsided lane above Hancock's southern farm dam. The section of the existing road south and east of the southern dam is in good condition without any indication of subsidence on the downslope side, or movement in the cut slope on the upslope side of the carriageway. The downslope side of the carriageway appears to be well stabilised by mature trees.	1. . ~6 test pits plus augers and scalas to determine soil depth 2. Boreholes (~2) in areas of high cuts	Deeper gullies to traverse for culverts / scour issues?	Intersecting the most gullies (compared to B1 to B3). Highest visual impact	The southern dam has very limited affect
B5	588	13m	12.00%	Cut:- 10200 m ³ Fill :- 4600 m ³	As for B4.		AS for B4	Intersecting the most gullies (compared to B1 to B3). Second highest visual impact	The southern dam has a minor affect

Assumptions and Notes for the preliminary geometric design:

- 1 Geometric design is based on a design speed of 40kph
- 2 Design vehicle - 11.5m Truck (swept path is checked against the full road width)
- 3 Curve widening and maximum grades will be based on NZ Forest Road Engineering Manual
- 4 Cut and fill batter slope angles are assumed and shall be confirmed once the geotechnical investigations / assessment is completed
- 5 All options will require Resource Consent as greater than 3000m³ of earthworks
- 6 Pavement layer design will be undertaken once test pits are completed
- 7 For developing these options, we have not considered barrier treatment design. These will be investigated during detailed design.
- 8 Geotechnical site investigations will be required to verify whether existing ground material is suitable to build the road on.
- 9 The proposed preliminary cross-section configuration is:
Carriageway - 2 x 2.50m
Berm - 2 x 0.5m
Cut - 1V :1H
Fill - 1V :1.5H /2H
Widening - TBC "

Cost Estimates

At this stage a realistic cost estimate is not possible as there are so many unknowns.

The main costs are related to the earthworks volumes and associated drainage and slope design/stabilisation measures. While shorter options or those that utilise existing roads may appear cheaper, this is dependent on the state of the existing routes which may require expensive retrofitting / strengthening.

While we have done initial costings we are reluctant to release these due to the number of unknowns which could significantly affect the costings. Further investigation is required to reduce the uncertainties to allow a realistic cost estimate to be prepared.

This would include assessing:

- Cost rates for cut to waste (e.g. can local waste dumps be identified?),
- Cost rates for fill materials,
- Appropriate cut slope angles / cut slope profiles / benching given the relatively high cut slopes,
- Extent of slope stabilisation measures / catch zones required to ensure a resilient road adjacent to the upper landslide area,
- An acceptable farm water storage / supply system that doesn't compromise stability of the road alignment,
- Property purchase costs.

The above items will be better understood in the following phases of the design work.

At this stage none of the combinations of options are significantly cheaper than others, given the larger uncertainties inherent in each option which will more significantly affect the cost.

We ask the Council to consider the information presented in this letter and indicate how you would like WSP to proceed. We would be happy to further discuss the findings of this report in a meeting or workshop if this would be helpful.

Regards



David Stewart
Technical Principal - Geotechnical

Appendix B

Plan and Long Sections of Progressive Options

- NOTE:
1. DESIGN BATTERS SHOWN HAVE BEEN CREATED INTERFACING TO A GROUND MODEL COMBINING UAV SURVEY AND LIDAR DEM.
 2. AERIAL IMAGERY SHOWN WAS CAPTURED DURING UAV SURVEY UNDERTAKEN BY WSP IN DEC 2022.
 3. AERIAL IMAGERY SHOWN FOR OUTER EXTENT WAS RETRIEVED FROM DATALINZ WEBSITE WHICH WAS FLOWN IN 2021.
 4. FOR OPTION 1, 2, 3, 3A & 4 PLAN AND LONGITUDINAL SECTION REFER TO SHEET SK11-SK13, SK21-SK23, SK31, SK3A, SK41.
 5. THE COORDINATE DATUM IS IN NZTM AND THE VERTICAL IS IN NZVD 2016.

300 mm
200
100
50
0 10 mm

AERIALS - RETRIEVED FROM DATALINZ - FLOWN IN 2021

AERIALS - UAV DRONE SURVEY- DEC 2022

AERIALS - UAV DRONE SURVEY- DEC 2022

AERIALS - RETRIEVED FROM DATALINZ - FLOWN IN 2021



19km TO MARTINBOROUGH

EXISTING ACCESS TRACK TO RIDGE TOP

EXISTING WOOLSHED

RIDGE TOP

OPTION 1

OPTION 2

SADDLE

OPTION 2

OPTION 4

LANDSLIDE

OPTION 1

OPTION 1

OPTION 3A

OPTION 2

HINEKURA RD

EXISTING DAM

OPTION 1

INDICATIVE LOCATION OF EXISTING SLIP

EXISTING SOUTHERN DAM

1:2000@ A1
1:4000@ A3
0 20 40 60 80 100 120 140 160 180 200 m

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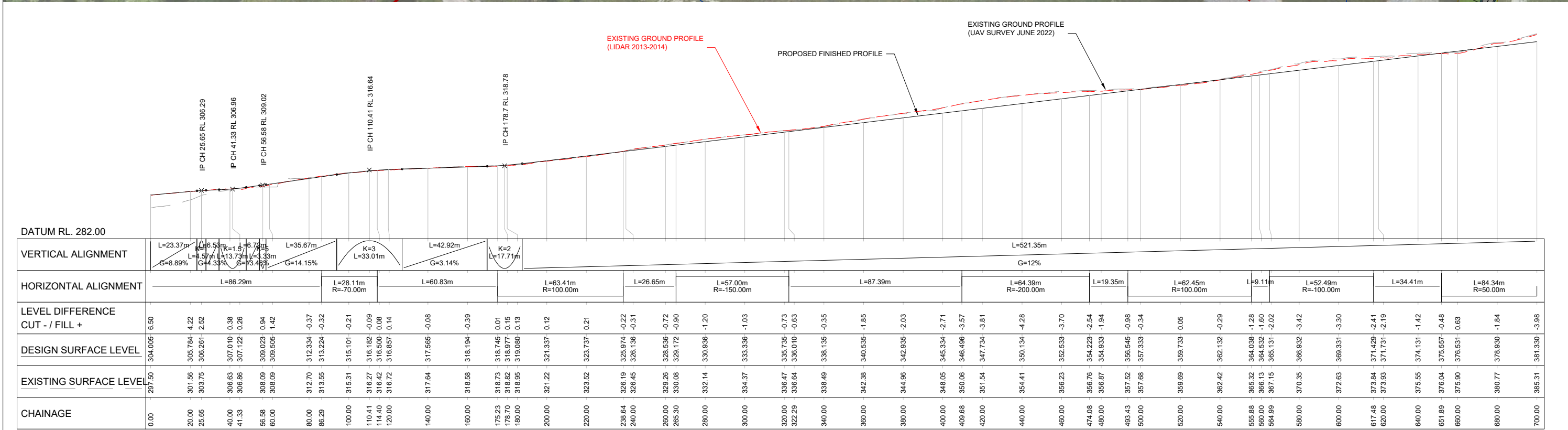
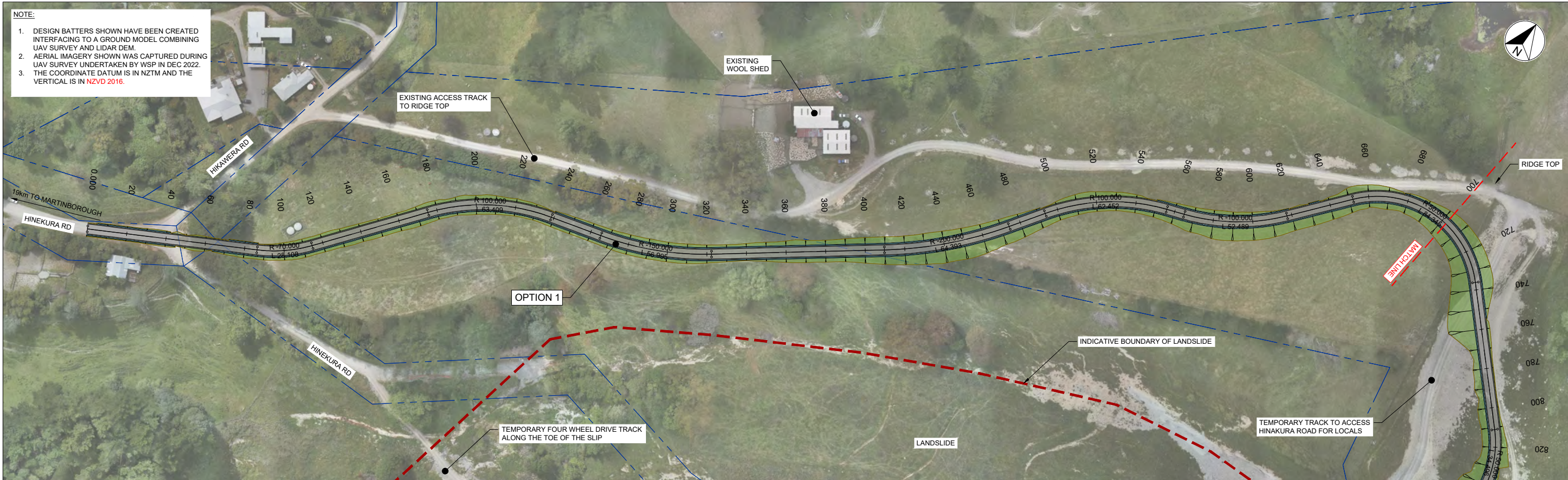
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ROAD REALIGNMENT		
TITLE		
REALIGNMENT OPTIONS		
OVERVIEW PLAN		
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LONGITUDINAL SECTION - MC10

HORZ 1:1000 VERT 1:1000

LONG SECTION - CH 0m - 700m

SCALE: 1:1000 (A1)

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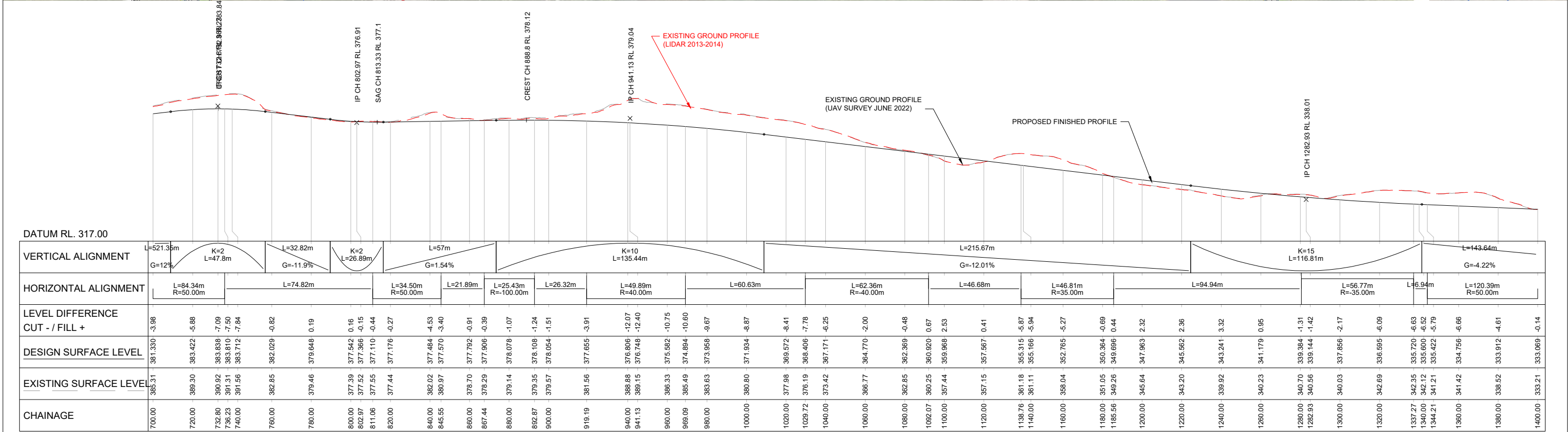
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			HINEKURA ROAD	
			ROAD REALIGNMENT	
TITLE			OPTION 1 - PLAN LAYOUT & LONGITUDINAL SECTION	
			SHEET 1 OF 3	
WSP PROJECT NO. (SUB-PROJECT)			5-C4072.01	
			SHEET NO. SK11	
			REVISION UR*	



LONGITUDINAL SECTION - MC10

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LONG SECTION - CH 700m - 1400m

SCALE: 1:1000 (A1)

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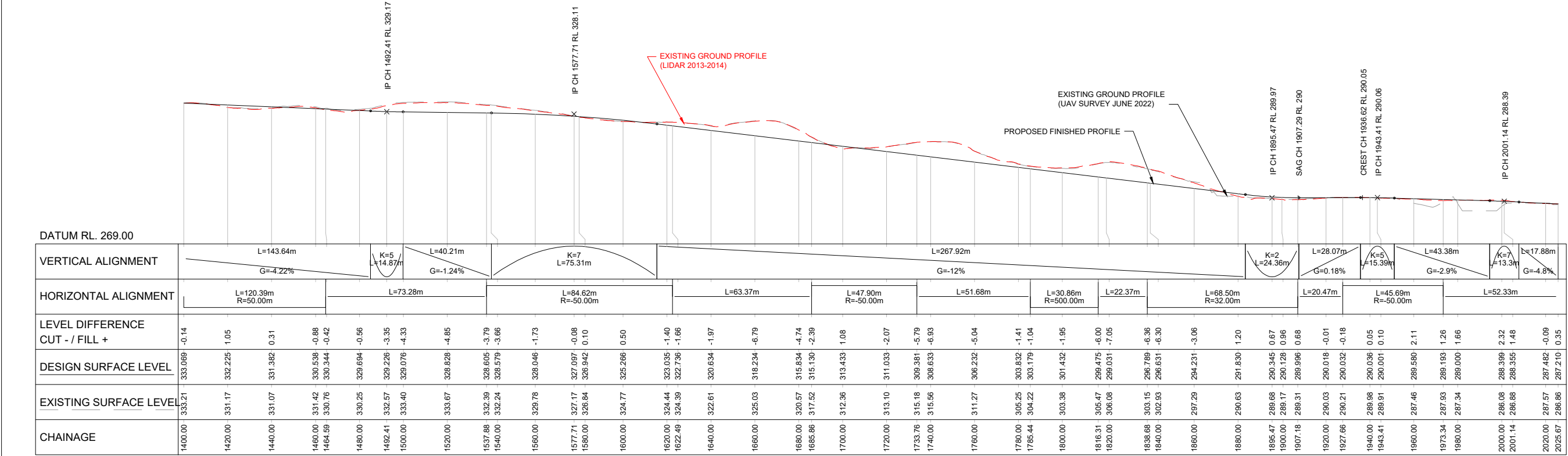
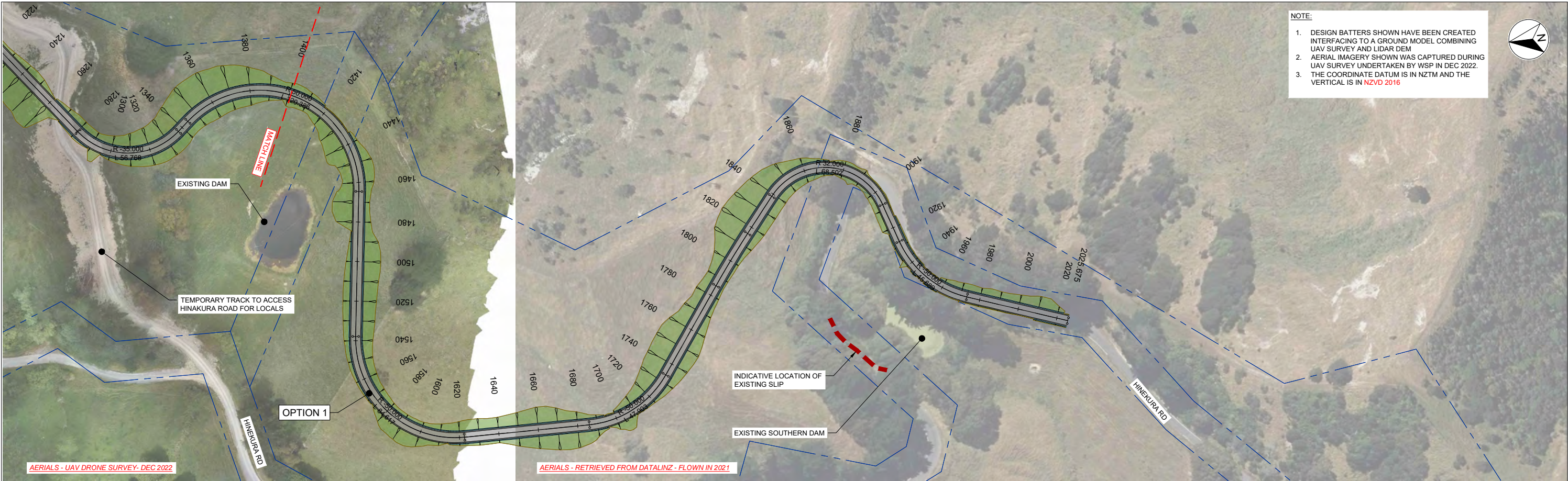
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LONGITUDINAL SECTION - MC10

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LONG SECTION - CH 1400m - 2025m

SCALE: 1:1000 (A1)

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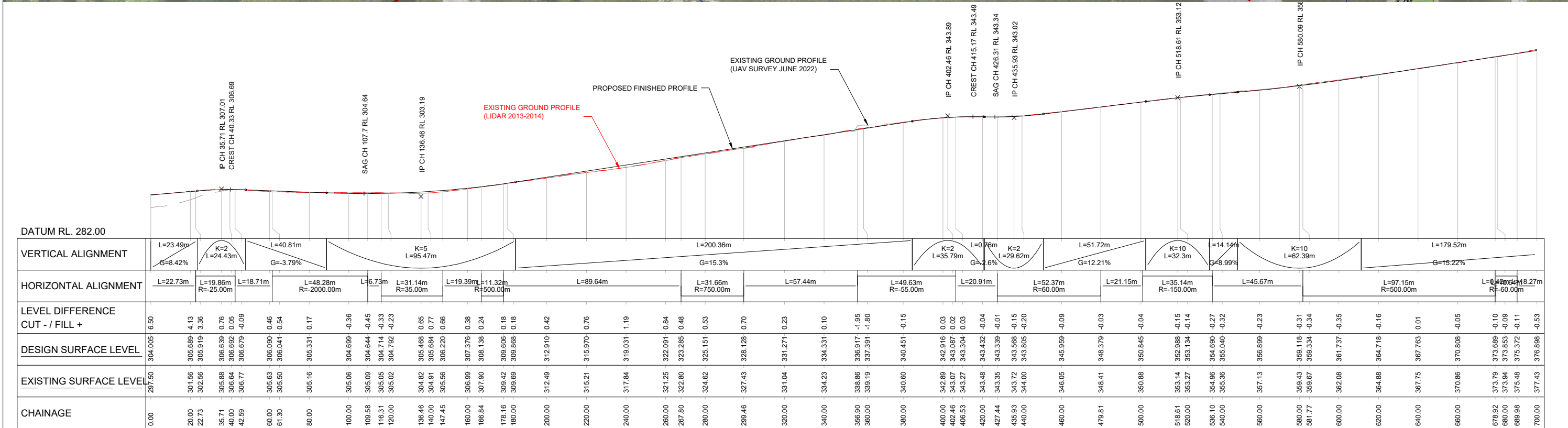
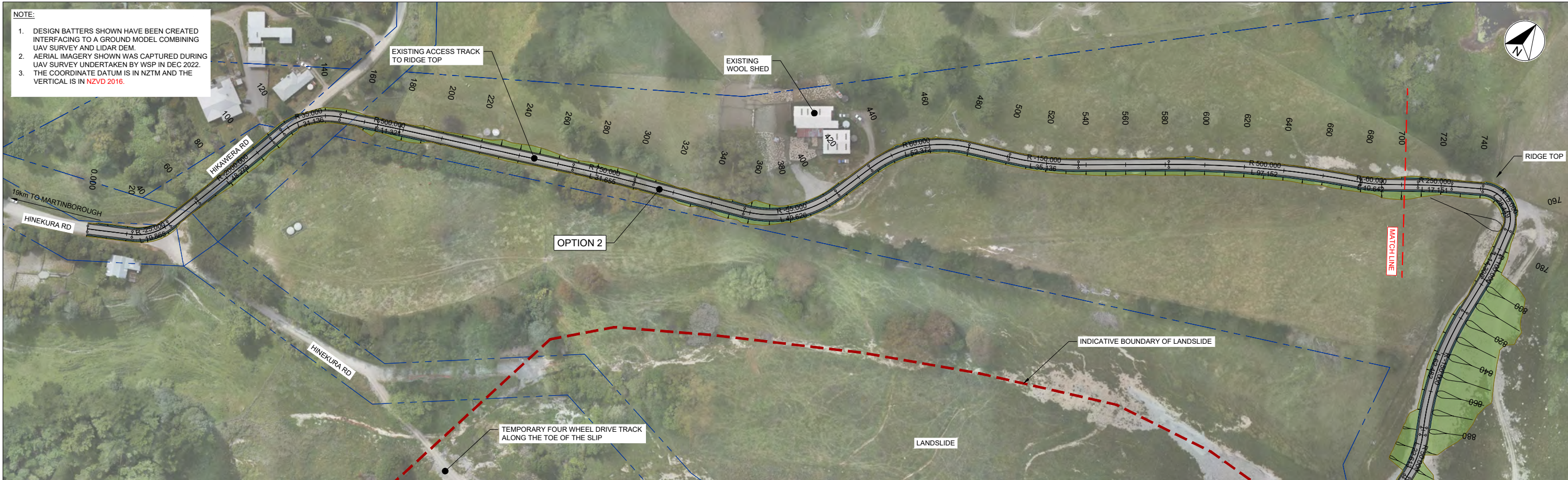
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HINEKURA ROAD
ROAD REALIGNMENT**

TITLE
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SHEET 3 OF 3**

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LONGITUDINAL SECTION - MC20

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LONG SECTION - CH 0m - 700m

SCALE: 1:1000 (A1)

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ROAD REALIGNMENT

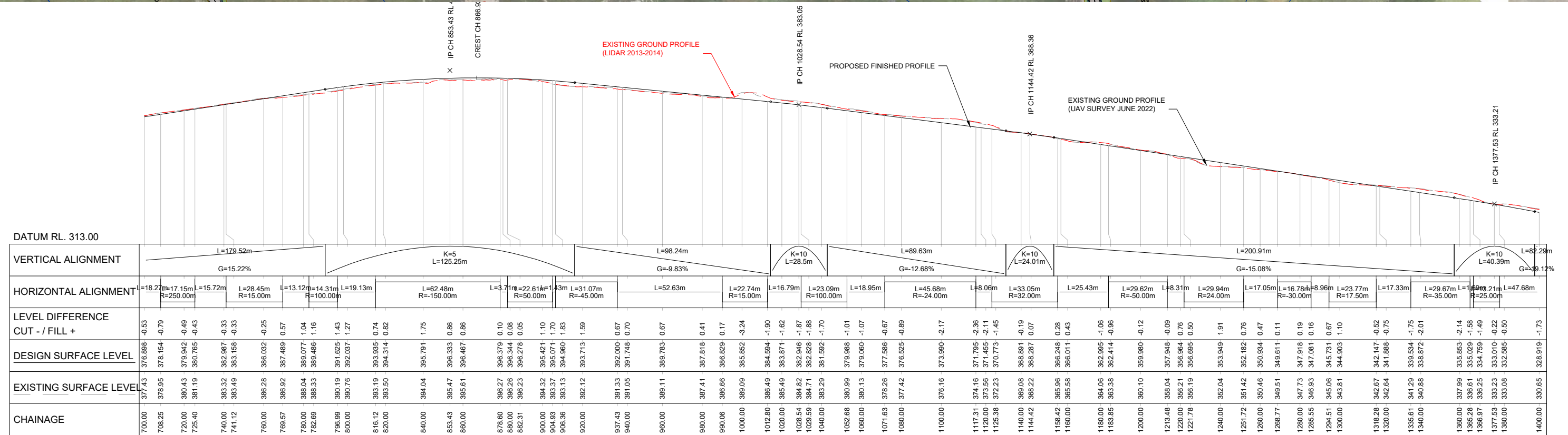
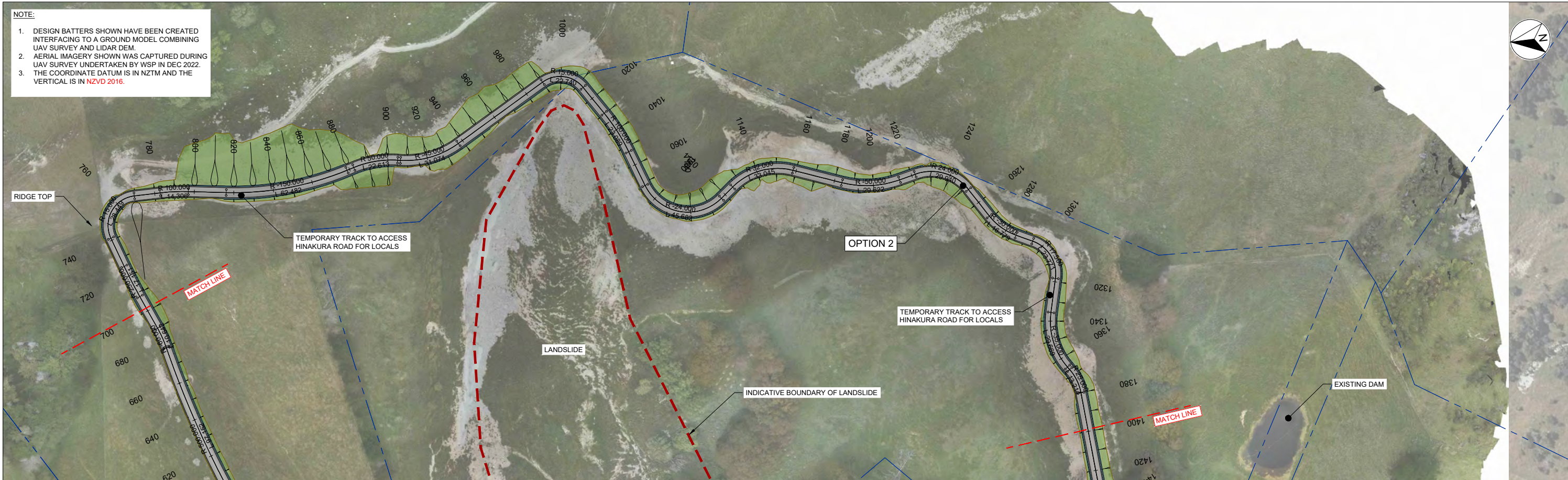
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SHEET NO.
SK21

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- NOTE:
1. DESIGN BATTERS SHOWN HAVE BEEN CREATED INTERFACING TO A GROUND MODEL COMBINING UAV SURVEY AND LIDAR DEM.
 2. AERIAL IMAGERY SHOWN WAS CAPTURED DURING UAV SURVEY UNDERTAKEN BY WSP IN DEC 2022.
 3. THE COORDINATE DATUM IS IN NZTM AND THE VERTICAL IS IN NZVD 2016.



LONGITUDINAL SECTION - MC20

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LONG SECTION - CH 700m - 1400m

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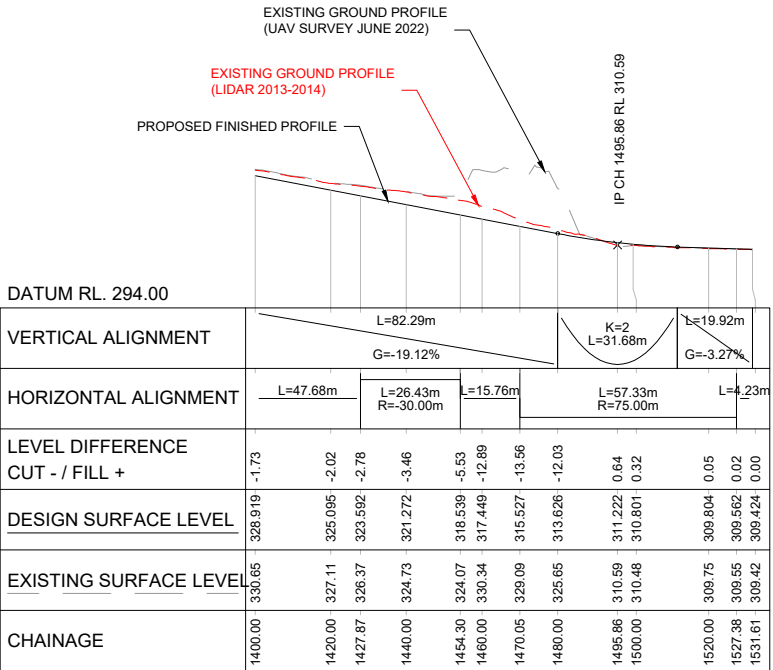
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LONGITUDINAL SECTION - MC20

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LONG SECTION - CH 1400m - 1531m

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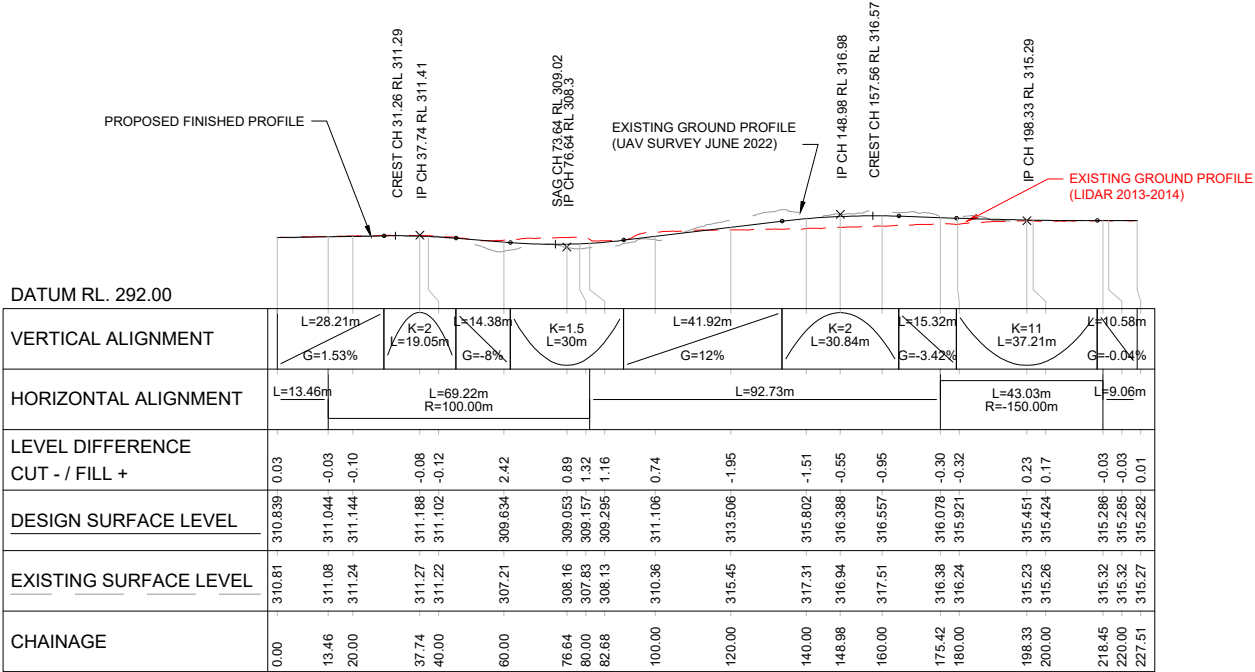
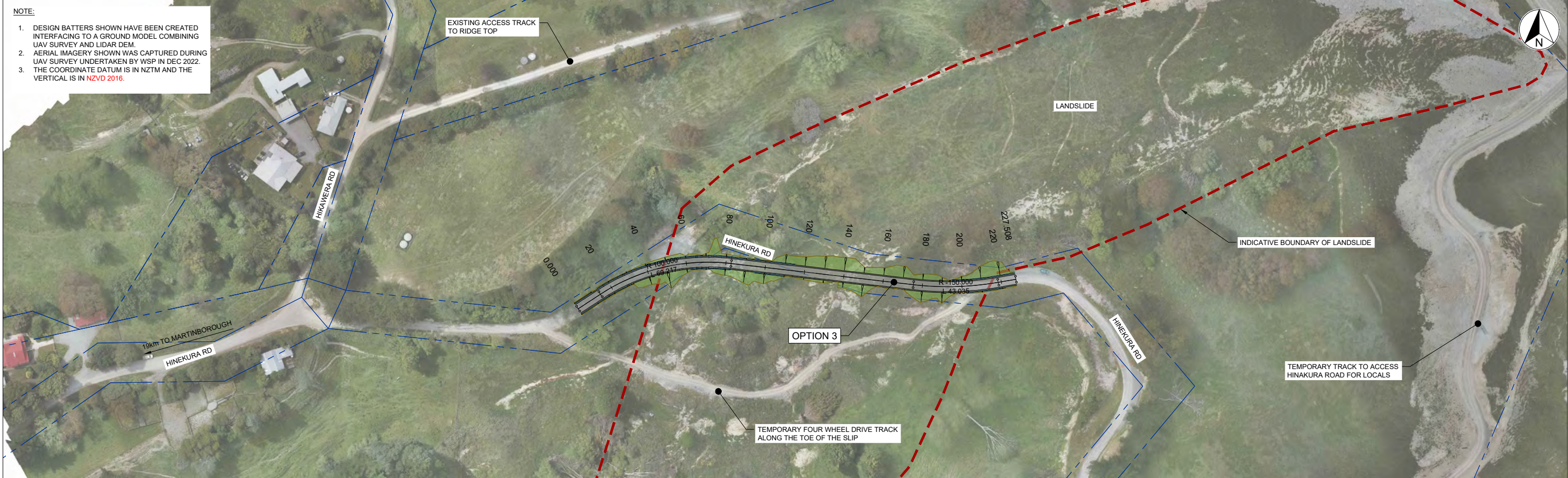
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LONGITUDINAL SECTION - MC3A

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LONG SECTION - CH 0m - 227m

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HINEKURA ROAD

ROAD REALIGNMENT

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OPTION 3 - PLAN LAYOUT & LONGITUDINAL SECTION

SHEET 1 OF 1

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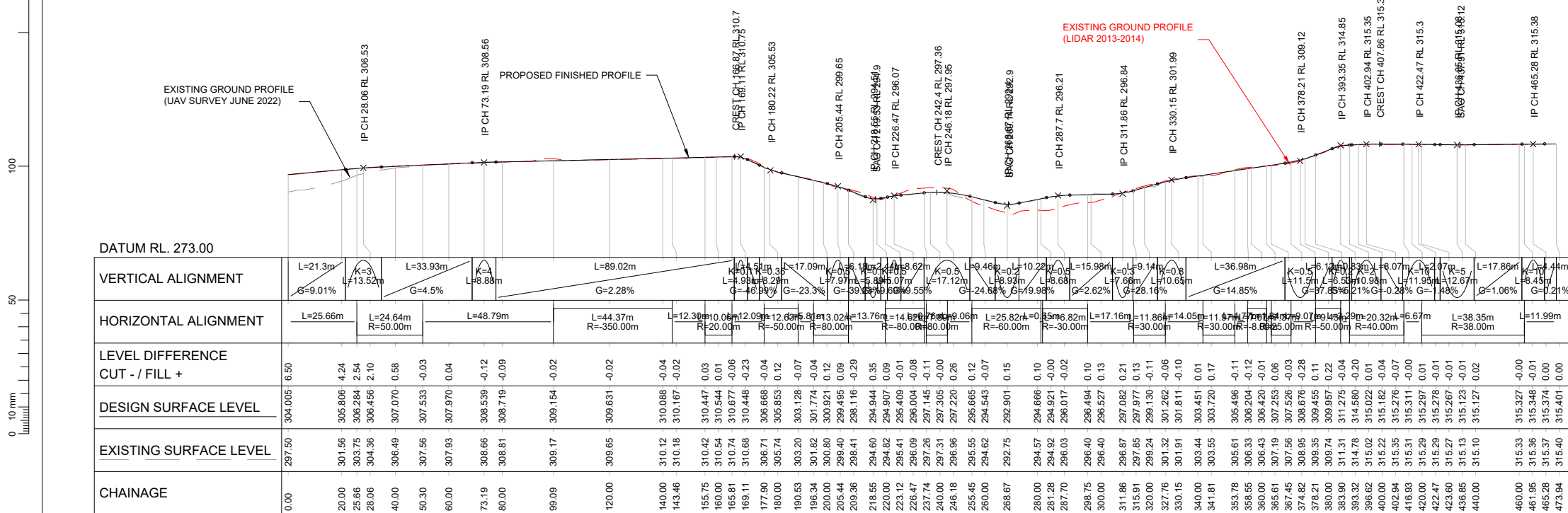
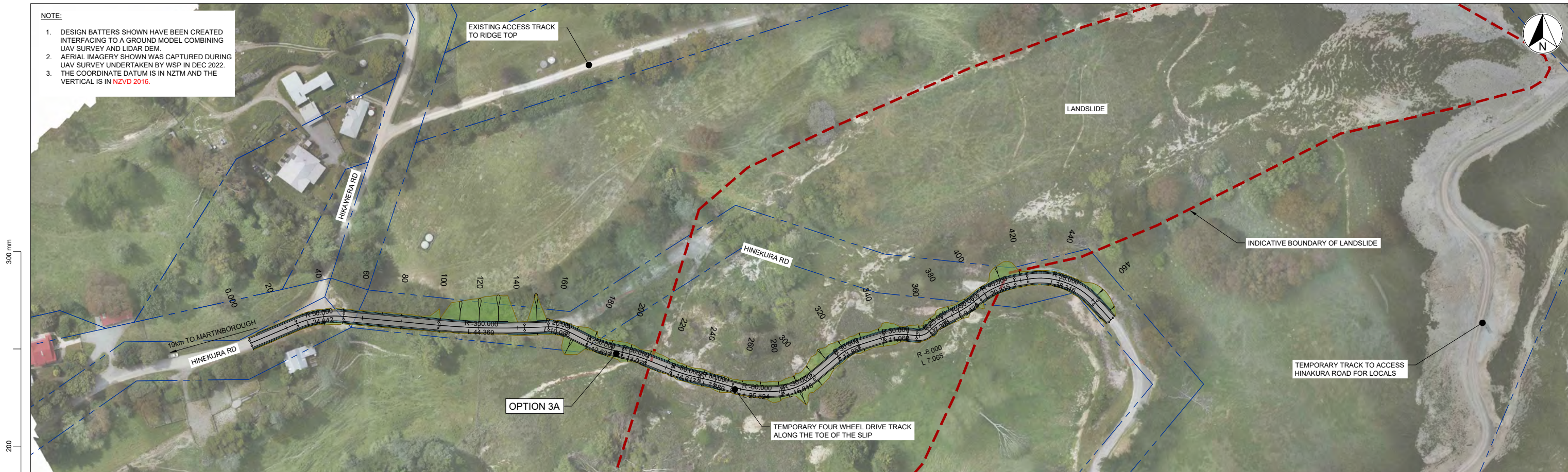
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3. THE COORDINATE DATUM IS IN NZTM AND THE VERTICAL IS IN **NZVD 2016**.



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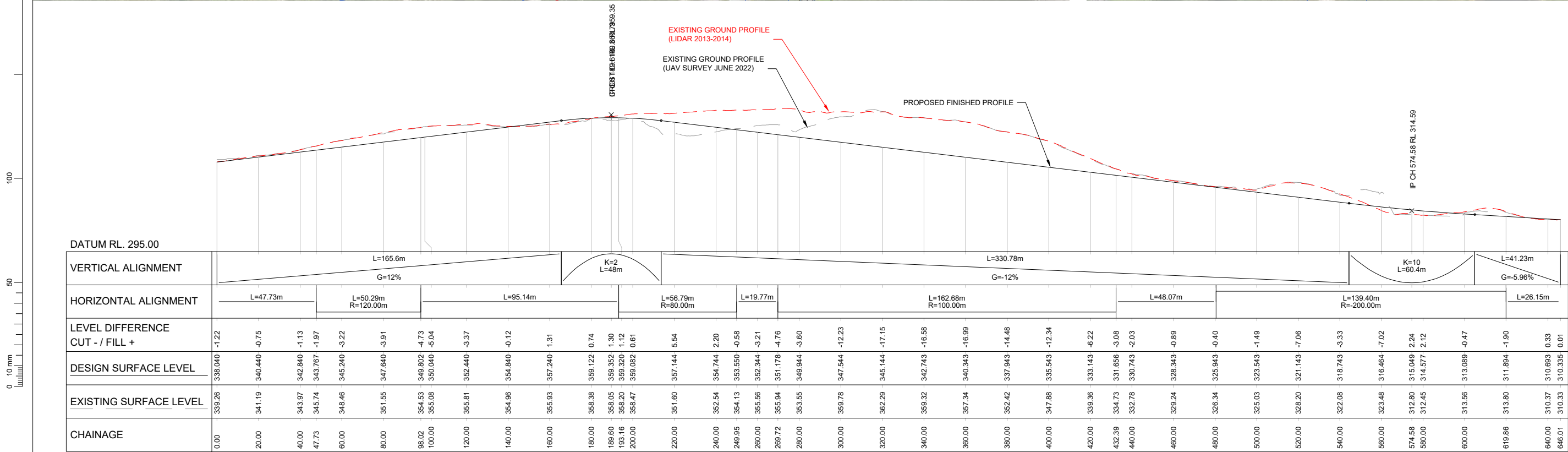
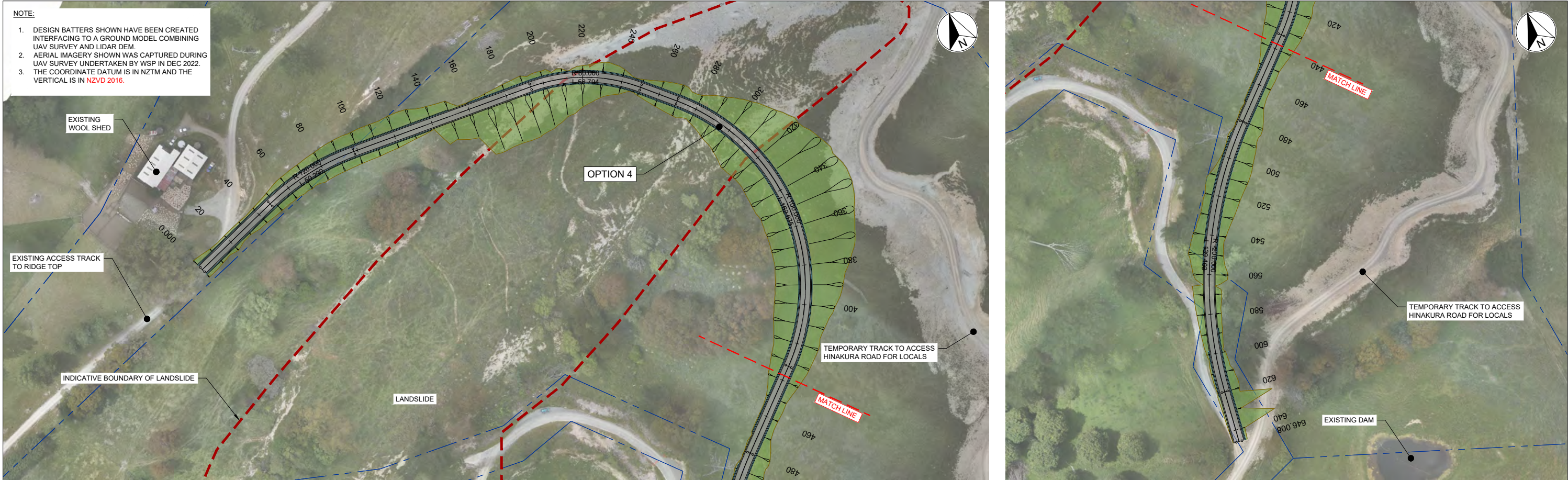
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ROAD REALIGNMENT	
TITLE	
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ROAD REALIGNMENT

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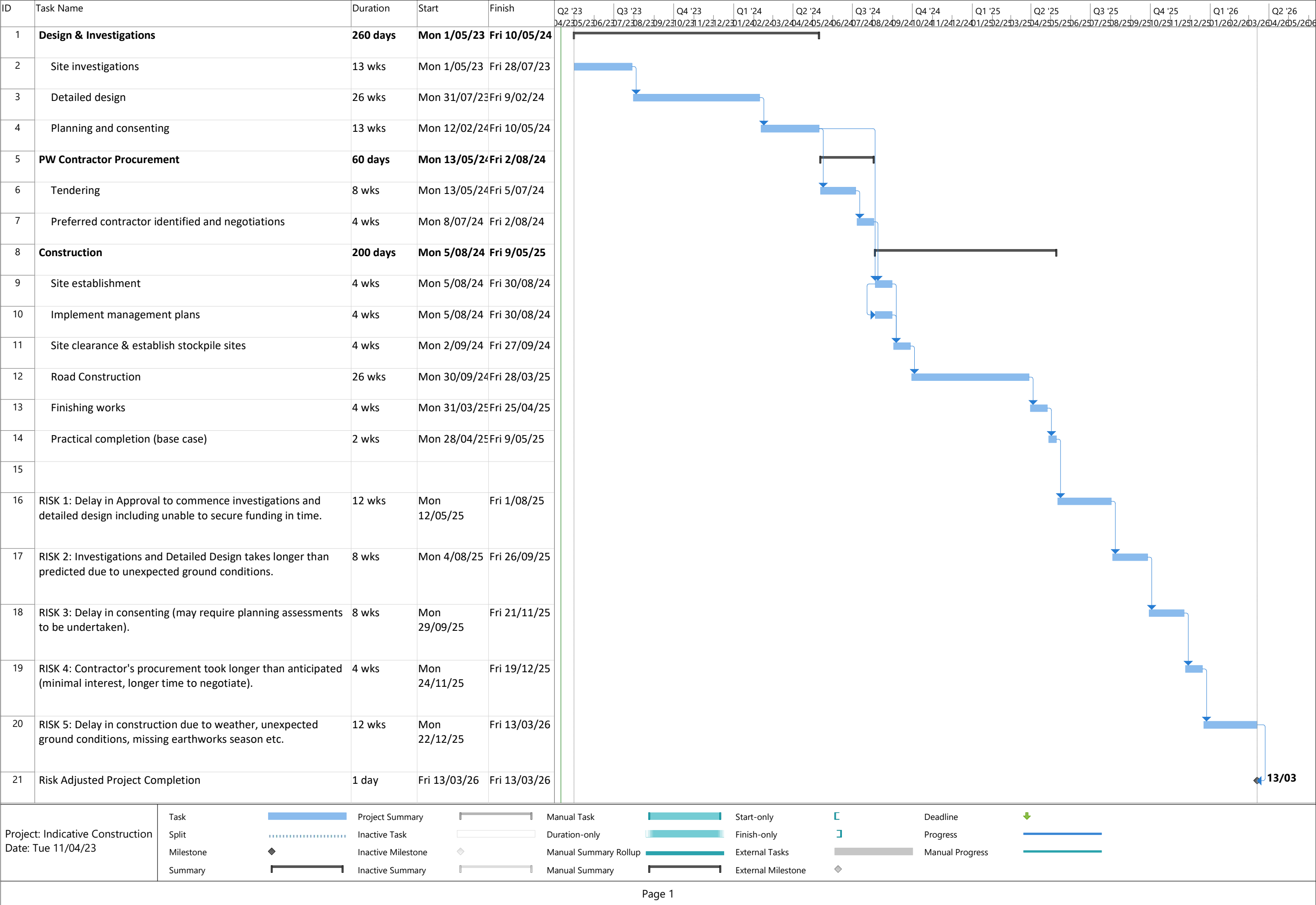
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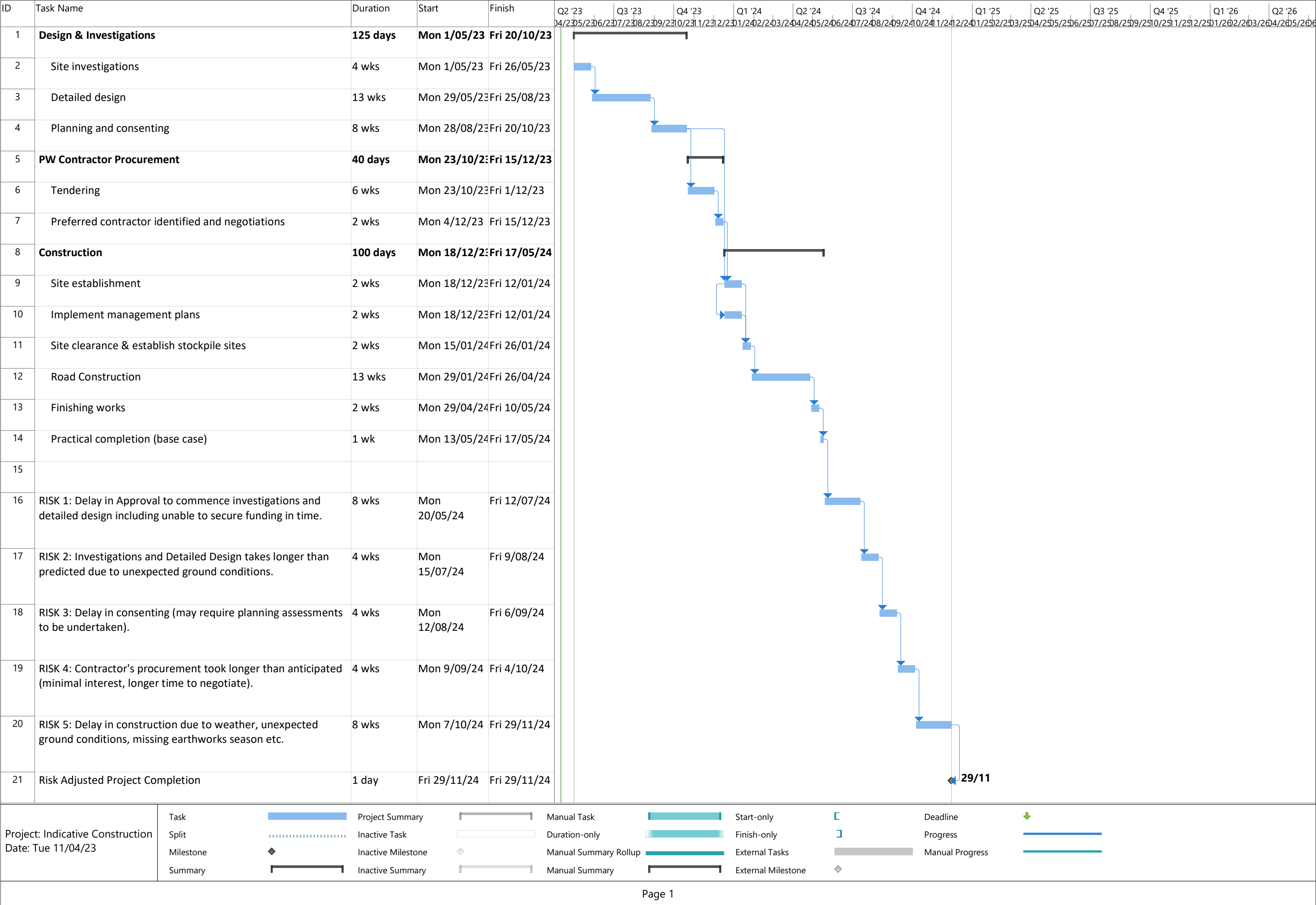
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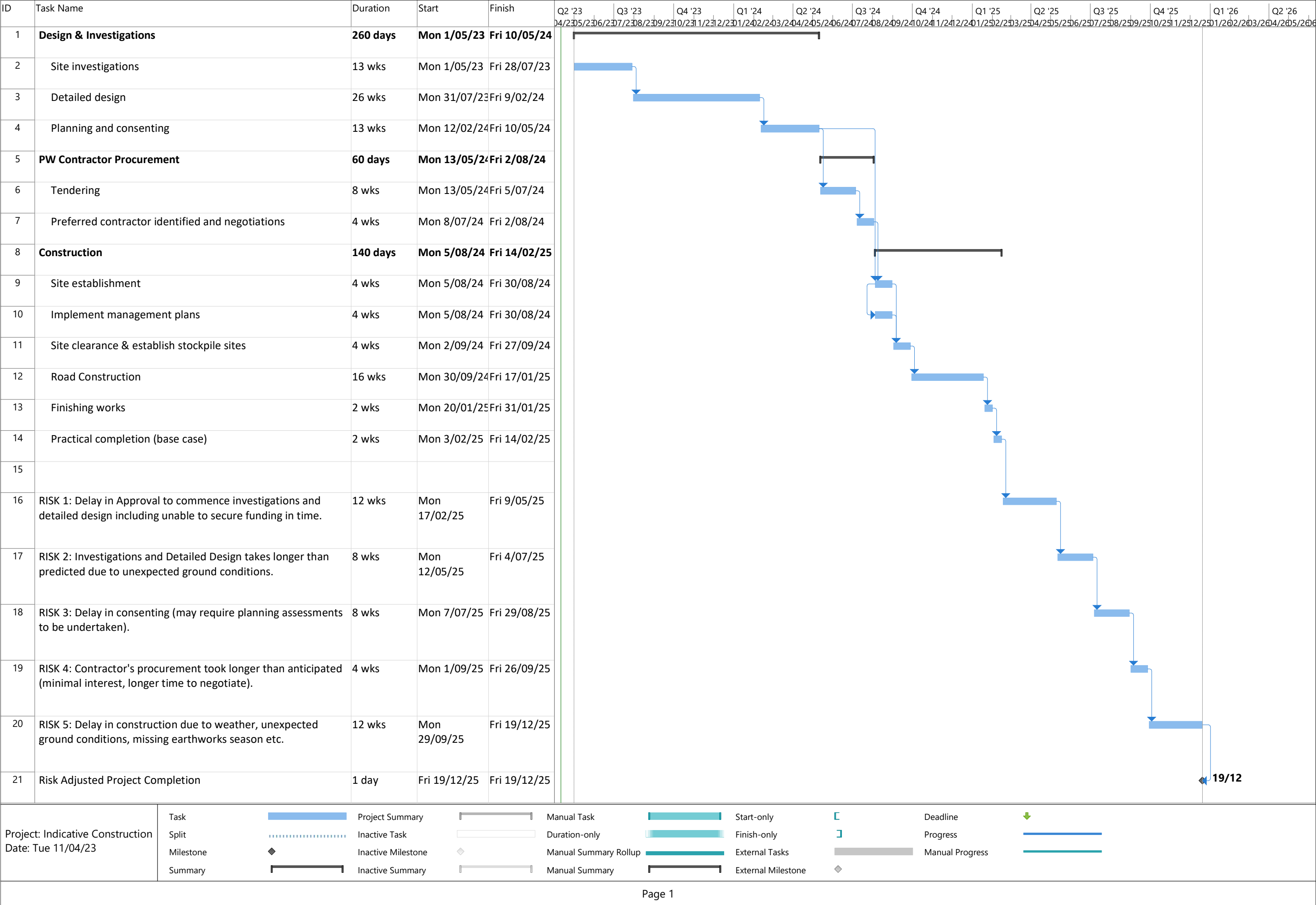
Indicative Programme of Works



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ITEM C1

INTERIM CHIEF EXECUTIVE'S REPORT

7 June 2023



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

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Statement from the Interim Chief Executive

Kia ora koutou

I am both grateful to Council and excited at the opportunity to undertake my role as interim Chief Executive. I do so in the knowledge that I am supported by Councillors and an Executive team that will work alongside one another to meet the multitude of demands we currently face. Priorities include:

- Delivering the Annual Plan budget for Council to consider on 28 June
- Responding to the abatement notice on the Martinborough wastewater treatment plant
- Planned engagement on the Resource Management Act and Water reform with Councillors
- Continuation of Council workshops on the Rating Review ahead of the consultation phase
- Supporting the delivery of a number of other consultations, including the Interim Speed Management Review
- Finalising the 2021/22 Annual Report before it is tabled at the Council meeting of 7 June for adoption. You will recall this was delayed by late audits, outside of the control of Council.

The huge push to improve our Information Technology systems has largely been delivered and has morphed into business as usual before the next phase kicks in. On the People and Capability side, four vacancies have been filled since the last report,

meaning that we have now just two vacancies outstanding. Requirements for both roles were reviewed and are deemed necessary for Council operations to continue. In June Council continues with its capability building through the roll out of the Treaty of Waitangi training.

Crisis and emergency management is a seriously important topic for the region, and an enormous amount of effort has been put into resourcing the Response to Cyclone Gabrielle and the management of financial awards made available to those worst affected by the disaster. Awarding of monies has been managed through the Recovery Governance Group from across all three Wairarapa councils, with funds made available through the Mayoral Support and MBIE funding channels. All these monies have now been spent, with a further application for \$400,000 made on behalf of the three Wairarapa councils to help transition into the resilience stage of the work. This will mean that all three councils are better placed to work alongside our communities when similar events occur.

By the time you read this we would have also opened the new dog pound. This has been a long running project and we are pleased to have delivered an environmentally friendly, cost-efficient, and future-proofed solution, that exceeds animal care standards and is available for use by neighbouring councils. Prudent project management has helped us deliver as promised.

It is fair to say that much of our recent time has been spent on participating in drop-in sessions, attending community meetings, managing the many questions asked about the [2023/24 Annual Plan](#) and developing content for the Annual Plan document. This has given us a better appreciation of the level and type of information our community is interested in. We are thankful to our community for their engagement with the process.

Ngā mihi

Paul Gardner
INTERIM CHIEF EXECUTIVE

Reforms and central government updates

Three Waters Reform

Legislative Update – Water Services Entity Act, Water Services Legislation Bill, Water Services Economic Efficiency and Consumer Protection Bill and Affordable Water Reform Reset Bill including amendments to Water Services Entity Act (the amendment bill).

To implement the amendments to the Water Services Act as announced as a reset to Water Reform in April, there will need to be policy advice delivered to Cabinet, and an amendment bill introduced. The view is the two pieces of legislation currently in Select Committee will not be impacted.

The proposed timetable for the reset amendment bill is:

- **May** Cabinet Paper – to cover items in amendment bill to include community priority statements, bespoke Regional Reference Group arrangements for Entity A, amalgamation process, entity financing mechanisms, shared service arrangements, and Crown support for smaller entities.
- **June** Cabinet Paper – Overview of implementation approach and funding for transition costs.
- **28 June** – First reading of amendment bill
- **July** – Select Committee + 2nd & 3rd readings of bill
- **Mid-August** – All bills passed.

The Water Services Legislation Bill and the Water Services Economic Efficiency and Consumer Protection Bill continue through the Select Committee process with a report for both due 8 June 2023.

Roadmap to Day 1

The announcement of the reset in April with the introduction of 10 entities and a staggered start date has meant the roadmap to Day 1 (previously a hard date of 1 July 2024) has had to be examined and worked through. After reviewing their previous approach, the National Transition Unit has announced the following:

- **Scale & Regional Focus** – prior to the reset, the approach for establishing 4 entities warranted a disposition towards a centrally-located team overseeing large scale transition processes. In contrast, the shift to 10 regional entities of very different sizes, will warrant a more nuanced central/regional approach which balances deep local knowledge with national scale and expertise.
- **Workplan** – we have reviewed our workplan in light of the reset. Most of the tasks are still required and of value for the reset scenario involving 10 entities. We have placed some tasks on hold, pending greater clarity, to avoid the risk of wasted effort. These are set out in the attached update.

They have informed us that the way forward should become clearer over the next few months. In the meantime they support in principle a regional establishment team approach to start work on a no regrets basis.

Resource Management Reform

The reform of the resource management system is progressing with the Natural and Built Environment Bill and Spatial Planning Bill currently being considered by the Environment Select Committee. They will report back to parliament on the Bills on 27 June 2023. The Select Committee has received over 3000 submissions and held hearings on the Bills across the country. The feedback can help make the resource management system stronger and more fit for purpose. MFE is working on the basis that the Bills will become law in mid-2023.

Next stage of work by MFE includes the development of the national planning framework, the transitioning of the resource management aspects of treaty settlements to the new system and implementation of the new system including the first group of regions to transition. It is important to note that it will take a number of years to fully transition to the new system under the Natural and Built Environment Act and the Spatial Planning Act, the current system under the RMA will still be operational for some time.

Legislative Updates

Progress of relevant bills currently in the house

Bills are proposals to make a new law or to change an existing one. Only Parliament can pass a bill. Each bill goes through several stages, giving MPs and the public the chance to have their say.

Water Services Legislation Bill

This omnibus bill is the second bill in a suite of legislation to reform water services delivery in New Zealand. The single broad policy for this bill is to establish and empower water services entities by setting out their functions, powers, obligations, and oversight arrangements.

Water Services Economic Efficiency and Consumer Protection Bill

The purpose of this bill is to provide for the regulation of the price and quality of water infrastructure services, and consumer protection for water infrastructure services.

Natural and Built Environment Bill

First of two bills giving effect to RMA reform. This focuses the setting of environmental limits, environmental and land use planning, and the governance of those activities.

Spatial Planning Bill

The second of two Bills giving effect to RMA reforms. This one focuses on regional spatial strategies and the governance of these activities.

Local Government Electoral Legislation Bill

The single broad policy and purpose of this omnibus bill is to improve the processes by which individuals and communities are represented through, and can participate in, local government elections.

Local Government Official Information Act Amendment Bill

This bill makes changes to law governing disclosure of information about natural hazards on LIMS.

Sale and Supply of Alcohol (Community Participation) Amendment Bill

This bill aims to improve communities' ability to influence alcohol regulation in their area by making

targeted changes to the alcohol licensing process provided for in the Sale and Supply of Alcohol Act 2012.

Land Transport Management (Regulation of Public Transport) Amendment Bill

This bill establishes the Sustainable Public Transport Framework for the planning, procurement, and delivery of public transport services, which addresses systemic issues affecting the sector. This new framework will replace the Public Transport Operating Model.

For the full list of bills currently in progress, please visit: <https://www.parliament.nz/en/pb/bills-and-laws/bills-proposed-laws/>

Bills on the horizon

Sale and Supply of Alcohol (Cellar Door Tasting) Amendment Bill

This Bill allows winery cellar doors to charge visitors for the samples of their own wine and adds an off-licence category for wineries holding an on-licence.

Building Amendment Bill

Bill will introduce energy ratings for buildings and waste minimisation plans to support Aotearoa New Zealand's climate change goals.

[Learn more about the Government's proposed changes](#)

Climate Adaptation Bill

Will introduce the legal framework for managed retreat and other climate response matters.

Current central government consultations

The following relevant Government initiatives (related to the local government sector) are currently

open for public submissions.

Submissions can be written by anyone, and help select committees understand what the public think about a particular issue.

Draft advice to support the Second Emissions Reduction Plan

<https://www.climatecommission.govt.nz/our-work/advice-to-government-topic/advice-for-preparation-of-emissions-reduction-plans/2023-draft-advice-to-inform-the-strategic-direction-of-the-governments-second-emissions-reduction-plan-april-2023/>

Agency engaging: Climate Change Commission

Key dates: Closes 20 June

Description: The [second emissions budget \(for 2026-3030\)](#) has been set, but the Government needs a plan to deliver on it. He Pou a Rangi Climate Change Commission's role is to provide independent, evidence-based advice on the direction of policy, taking a systems-wide view. It last provided advice like this in its 2021 report, [Ināia tonu nei](#).

Planned action: Taituarā

For a full list of initiatives, please contact: governance@swdc.govt.nz

Annual Plan process update

The Annual Plan (AP) is moving through the development process. We have published the AP consultation document and submissions closed on Sunday 27 May. Public hearings and deliberations are scheduled for 8 & 9 June with 14 June booked as a back up day. Hearings and Deliberations Reports will compile all formal submissions, theme the written feedback, and endeavour to capture community sentiment that has been collected more informally. At this point, Councillors will give direction to staff to produce the draft of the AP for consideration at the Council meeting on 28 June. Elected members and

senior staff are committed to working closely together to ensure the process and outcomes are understood and transparent.

Regional strategic updates

Wairarapa Library Service

To end of April 2023, just over 203,000 print items have been issues and returned from/to WLS branches in 2023/24. For the same period 22168 e-books, e-audiobooks and e-magazines have been issued. 715 new members have signed up in 2023/24 year (to end of April 2023). WLS members continue to make good use of the wider SMART library resources, with a most items being borrowed from other sites being titles WLS does not carry.

Operating with less FTE than required to cover base hours, in the four months Jan-April 2023, WLS branches have had to close 10 times due to under-staffing. While casual staffing mitigates staff gaps, casual staff are not always available and do not have the depth of skills or experience to undertake various aspects of library work.

Turning toward LTP envisioning, WLS will be seeking to move away from a transactional model of operation. One example is self-service capability across the sites would catch WLS sites up with technology which has been commonplace in public libraries for more than a decade. Implementing self-service enables staff resource to be deployed in the development and delivery of more sophisticated library services to our communities.

Following a resignation, a new 20 hour per week permanent senior librarian (CDC) was recruited in March. The role takes the lead for adult programme coordination across WLS and is already underway with planning for the July Greytown Winter Festival and a November digital literacy series of workshops in rural areas across WLS.

Public continue to make good use of library WiFi and support to undertake basic digital tasks. Many people across all age demographics continue to struggle with

navigating government sites, creating documents and using digital communications generally.

The March whole of WLS collection stocktake was negatively impacted with slow data connectivity. As a result, Carterton library is still to undergo stocktake. Work scheduled for June 2023 by the library management vendor should see an improvement to speed for the system which will benefit both staff and public use.

At a national level, March 2023 saw the pay equity clam between school librarians and technicians settled with NZEI Te Rui Roa. School librarians and library assistants will receive pay rises of between 10-38%. Currently in SWDC, Library Assistants are paid only slightly above living wage. Library Assistant roles are strongly technical, requiring post-school education and much on-the-job training. As one of several female dominated professions, library salaries continue to be unequal to other professions dominated by males. The peak body representing the library and information sector, Library and Information Association of New Zealand Aotearoa (LIANZA), currently has research underway toward a pay equity claim for library assistants working in public libraries.

Positive Ageing Strategy

Coming up in June will be the quarterly Kuia/Kaumātua/Older persons forum for Community organisations that work with older persons. Co-hosted by the Wairarapa Community Networks, this forum will focus will be emergency management which was considered a big issue at the previous hui. It will be a hoped-for opportunity to look at post-Cyclone Gabrielle learnings for the Wairarapa area and what needs to happen for our older persons. A representative from the Emergency Management Office will be in attendance.

The Positive Ageing Strategy Co-ordinator's successful application to the Greater Wellington Regional Council's Public Transport Advisory Group has been included in Age Concern's quarterly newsletter where feedback regarding public transport was requested from the readers. The first meeting of the year is Wednesday, 24 May in Wellington.

The first expanded implementation group that provides oversight to the Positive Ageing Strategy will be held in early June with the first two new community organisations members present. Chris

Clarke, Manager, Age Concern and Niki Jones, Manager, Digital Seniors have agreed to join. The issues raised at the first Kuia/Kaumātua/Older persons forum will be on the agenda and the intersection with the Positive Ageing Strategy Co-ordinator's workplan.



The Mayors Taskforce for Jobs programme is closing in on achieving its goal for work placements in the South Wairarapa for the current contract period. We wish to thank those businesses who have provided a pathway for young people, some with significant barriers or little to no experience an opportunity to work or learn a trade.

Our programme has seen a young man with Disability given his first opportunity to trial work, for which he is very grateful.

Our clients took opportunities to work for Census collecting vital information on the people in our communities.

We have also supported people gain qualifications in Traffic Management, vital given the number of roading projects on the go. Young people continue to be supported getting their driver license through our pastoral care partners which can be one of the greatest barriers to work in South Wairarapa. We thank them for the support they give our young job seekers.



Strategy/Policy updates

The following governance policy instruments are currently under-going review:

- Revenue and Financing Policy (Rating Review)
- Grants Policy
- Wairarapa Local Alcohol Policy
- Psychoactive Substances Local Approved Products Policy
- Wairarapa Class 4 Gambling and Standalone TAB Venues Policy
- Local Easter Sunday Shop Trading Policy
- Dangerous and Insanitary Buildings Policy
- Control of Dogs Policy and Bylaw

Upcoming engagement and consultation

South Wairarapa District Council is preparing for engagement and consultation on the following initiatives:

- Featherston Masterplan
- Featherston Wastewater Project
- Featherston Flood Mapping
- Representation Review
- Annual Plan 2023/24
- Revenue and Financing Policy (Rating Review)
- Control of Dogs Policy and Bylaw
- Local Easter Sunday Trading Bylaw
- Dangerous and Insanitary Buildings Policy

Significant projects

Governance

Representation Review

Summary: Determines the optimal number of councillors, the way they are elected and the geographical ward boundaries.

Next immediate milestones: Community engagement and workshops.

PROJECT STATUS:



Finance

Rating Review

Summary: Rating review workshops continuing - timetable for project as follows

Step	Dates	
	Start	Finish
1. New Council to confirm the step one assessment	31-Oct-22	28-Nov-22
2. Model & assess the initial rates impact on the funding needs analysis (Step 1)	1-Feb-23	28-Feb-23
3. Modify and update the funding needs analysis based on the step two principles	1-Mar-23	31-Mar-23
4. Consider the use of remission and or postponement policies	1-Apr-23	30-Apr-23
5. Model and confirm the preferred rates allocation option	1-Apr-23	30-Apr-23
6. Draft Revenue & financing policy and supporting rating policies	1-Apr-23	31-May-23
7. Draft the proposal and supporting information for consultation	1-Jun-23	30-Jun-23
8. Carry out community consultation	1-Jul-23	1-Aug-23
9. Hear submissions	15-Aug-23	31-Aug-23
10. Update rates and amend policies after considering submissions	1-Sep-23	30-Sep-23
11. Adopt new policies	1-Oct-23	30-Oct-23
12. Set the rates	1-Jun-24	30-Jun-24
13. Implement new rating system	1-Jul-24	

Next immediate milestones:

Next proposed Council workshop July 23

Community consultation July-August 23

PROJECT STATUS:



Corporate Services

IT architecture, disaster recovery and security

Summary: Historical levels of under investment in our IT systems architecture and information management, a reliance on maintaining hard copy documents and a lack of strategic long-term planning that reflects our evolving and complex technology needs; has left Council with inefficient ways of managing information and workflows, a reliance on increased exposure to cyber-attacks and a much-reduced ability to recover essential information after a crisis.

Next immediate milestones: The Finance Committee has been fully briefed on the issues and risks that Council faces. Work on our server patching has been completed on time and budget, which means that version control is now being fully adhered to. The continued investment into the resilience of our IT architecture against cyber-attack, has been fully factored into the FY 23/24 annual plan. Meanwhile for this current FY22/23, the final services to be transitioned from our previous suppliers (our telephony) is being planned and is expected to occur on schedule.

PROJECT STATUS:



- Open Spaces/Natural Open Space/Sport and Active Recreation Zones/Activities on the surface of water
- Natural environment chapters – SNA's/indigenous biodiversity
- Natural Features and landscapes
- Natural Character
- Public access
- Energy
- Network utilities
- Notable Trees
- Historic Heritage
- Tangata Whenua, Sites of Significance to Māori/Māori Purpose Zone
- Town Centre, Mixed Use and Industrial
- Contaminated land, Transport
- Noise, Subdivision.
- Subdivision design guides and updated Heritage Precinct design guides.
- Designations
- Climate change

Further drafts to come include:

- Financial contributions.

Next immediate milestones: Work is continuing to update the relevant chapters, and public consultation is targeted for the third quarter of 2023. The website – www.wairarapaplan.co.nz – will continue to provide information relating to the development of the Proposed District Plan.

PROJECT STATUS:



Planning and Regulatory Services

Combined District Plan Review

Summary: The review, led through the advisory groups and WCDP Review Committee, considers the extent of change needed for chapters, alongside the national planning standards, national direction. The project extends from 2021-2023 with appeals work in 2024.

Final drafts provided to the committee include:

- Strategic Direction
- Natural Hazards
- General Rural Zone/Rural Lifestyle Zone
- General residential zone/Settlement zone
- Future Urban Zone

Spatial Plan and Featherston Masterplan

Summary: Council approved the development of a Featherston Masterplan following adoption of the Spatial Plan in 2021. The project involves engagement, foundation discussion document, reporting a draft plan, consultation and feedback, refinement work and compilation of a final plan. The final plan will help inform the new District Plan, the Long-Term Plan and Council and central government projects.

Next immediate milestones: Work on the Masterplan is progressing well including required

liaison with external agencies plus an upcoming design workshop, and the compiling of a related implementation plan. After a draft plan has been approved by Council, formal public consultation on the Masterplan will occur around August 2023.

PROJECT STATUS:



Dog Pound

Summary: The new dog pound facility for South Wairarapa has been completed, the project is a culmination of planning, site work and implementation. The facility provides a modern fit for purpose pound to serve the districts' needs and one which meets modern animal welfare standards.

Next immediate milestones: The opening of the dog pound facility is being held on 29 May 2023.

Three Waters

Featherston Wastewater Treatment Plant Consent Project

Summary: A formal consent application was submitted to Greater Wellington by the due date of 1st May 2023.

- Prior to submission it was recognised that the daily and average flows recorded this year have been significantly higher than those used in the Basis of Design and hence in the Assessment of Environmental Effects on which the application was based.
- We asked GWRC to put the application on hold upon receipt so we could work out a way forward with them on the impacts of the apparent flow discrepancies.
- GHD, our technical consultants, are working through an assessment of the impacts of the flow discrepancies on our application and have indicated they will be able to report back to us by the end of May.
- A first step is to validate the flow data.
- There is an enhanced risk due to the flow discrepancy issue that we may see an increased cost for rework and time impact on the overall project. The quantum of this risk will be more apparent once GHD have

completed their work by the end of the month.

PROJECT STATUS:



The project expenditure is tracking in line with planned spend, but with an expectation there may be work required to respond to questions once the application was submitted some funds were brought forward from 23/24. The total project budget, however, was not increased.

Provincial Growth Funded SkyTEM Aerial Water Survey Project

Summary: The Provincial Growth Fund invested funds to conduct the Ruamāhanga Groundwater Aerial Electromagnetic Survey to gain a clearer picture of the region's water resources. It aims to create a clearer picture of how the entire system interacts.

Next immediate milestones: Flights were completed over the summer months and the team are now onto the assessment of data phase. The aerial survey outputs (3D mapping) are expected in mid-2025.

PROJECT STATUS:



Community Development

Welcoming Communities Programme

Summary: Welcoming Communities is a 3 year programme funded by central government to look at how welcoming, inclusive and accessible our communities are for new people, and people from different cultures and countries. The programme is in its establishment phase within SWDC, with the year thus far being spent socializing the programme with internal and external stakeholders, engaging with our communities to hear their first-hand experiences and doing a stock-take to understand the challenges, opportunities and strengths of our communities.

The feedback we've received from our newer community members (104 people to date) show a range of experiences, with some feeling socially isolated and lacking information to thrive in our communities; and some reporting being welcomed warmly into their neighbourhoods and finding a great

sense of community here. South Wairarapa has a unique cultural make up, and while we have less ethnic diversity than many districts, this can exacerbate cultural isolation for the families that move here so being welcoming and inclusive is just as, if not more, important for our communities.

Next immediate milestones: The stock-take and engagement phase of the programme will continue and in the latter half of 2023 a Welcoming Plan will be developed in collaboration with key stakeholders and interested parties. Given the current contentious environment around the Annual Plan and resourcing, the priority for this programme will be to find cost-effective and sustainable ways to build welcoming, inclusive and accessible communities as our district continues to expand and evolve. The Welcoming Plan will likely be a living document, so we can spend the final two years of the programme implementing, reviewing and adapting to ensure the planned activities are effective in terms of our overall outcomes.

PROJECT STATUS:



Roading Summary

Hinekura Road – investigation and economic and route analysis is ongoing.

Cyclone Hale – there has been extensive damage to the east coast area Emergency Work Funding application to Waka Kotahi has not yet been approved.

Cyclone Gabrielle – damage to the east coast area Emergency Work Funding application for initial response work only has been approved by Waka Kotahi at 92% Financial assistance rate.

Boar Bush Gully Rd Dropout – Works have been completed to protect water infrastructure.

Speed Review – Draft plan is in the format of a discussion document. Addition refinement is ongoing.

Asset Management Plan- Works have begun in preparation to support the funding request to Waka Kotahi and Councils 2024/27 Long Term Plan.

Pavement Reseal – KPI of 5% of network will not be met due to market rate increases.

Staffing – An offer has been accepted for the position of Roding Engineer and will start in early June.

Roding Maintenance – ongoing weather conditions are generating a lot more reactive works than proactive. We are observing serious land movement along the East Coast region due to ground saturation and this is a concern as we go into winter.

Partnerships and Operations (Amenities) Updates

Wellington Region Waste Management and Minimisation Plan (WMMP)

The WMMP is progressing well with collaborative work happening across the Greater Wellington Region, and within the Wairarapa. The plan will set out what we intend to do over the next 6 years to make sure we manage our waste as best as we can for the benefit of our communities, economies, and environment. There is a particular focus on “circular economy” which is an alternative to the traditional linear economy. A circular economy seeks to keep resources in use for as long as possible, then recover and regenerate products / materials at the end of service life. It is anticipated that a draft plan will go out for public consultation in August 2023.

Soldiers’ Memorial Park – Pavilion Rebuild and Swimming Pool Ablutions Upgrade

As part of the LTP there are two distinct build projects in the planning stages for Soldiers’ Memorial Park. These are the pavilion demolition and rebuild, and prior to that the swimming pool abluion facility upgrade. The pavilion rebuild will see an improved and fit for purpose facility to accommodate the expanding size and needs of clubs. The swimming pool abluion upgrade is long overdue and will provide facilities for sports clubs while the pavilion build occurs. These facilities will be fenced off from the swimming pool to remove any health and safety concerns.

Recreation Trails

The Western Lake Road limestone recreation trail has had a revised maintenance plan agreed which will see a lift in trail conditions. This section of trail has been submitted to MBIE by the Remutaka Cycle Trail (RCT) Steering Group to formally become part of this trail. The RCT is one of the 23 Great Rides in New Zealand that attract central government funding. If successful, this section of trail would formally link the RCT to Featherston and the 5 Towns Trail development.

Community Development Updates

Te Rautaki Rangatahi o Wairarapa

On 5 April and 10 May the three Wairarapa District Councils adopted a shared Wairarapa Youth Strategy - [Te Rautaki Rangatahi o Wairarapa](#) (the Strategy). It is the first time all three district councils have come together to develop a common vision for the rangatahi of the Wairarapa region.

A Communication and Engagement Plan is under development with the other Wairarapa Councils to engage with the wider community on the Strategy. Work is underway to develop our council's implementation Plan for Yr 1 of the Strategy.

Te Whatu Ora's Localities Model

Community Development is seeking guidance from Te Whatu Ora Wairarapa Localities Coordination Group to gain insight into what the development of the localities model will mean for the South Wairarapa community.

A locality is a geographical area that is home to a community with their own specific health and social needs and aspirations that the system will plan and arrange services to meet. Localities give iwi, mana whenua, hāpori Māori and communities a strong voice in deciding what's needed in their local area and enable different health and wellbeing organisations to work together better to improve people's health and wellbeing.

The current 12 locality prototypes that have been announced will help to refine the Locality approach. The Locality Plan will be the key accountability

mechanism for Localities, as set out in the [Pae Ora \(Healthy Futures\) Act](#).

Wairarapa Moana Statutory Board

SWDC is providing input to a Briefing Paper to provide the incoming Wairarapa Moana Statutory Board with an understanding of the [Wairarapa Moana Wetlands Project](#). This work is led by Greater Wellington Regional Council and the paper provides detail to enable a seamless transition in order to maintain the Wairarapa Moana Wetland's Project's momentum. The paper provides an overview of the:

- origins of the project;
- vision, mission, goals and funding arrangements;
- most significant achievements over the 15 years; and
- opportunities for the future.

Context

The Wairarapa Moana Wetlands Project is a collaborative effort that has been running since 2007 under the leadership of the Wairarapa Moana Governance Group (WMGG). The WMGG comprises membership of all partners – Ngāti Kahungunu ki Wairarapa, Rangitāne o Wairarapa, Greater Wellington Regional Council (GW), Department of Conservation (DOC) and South Wairarapa District Council.

The detail of Wairarapa Moana Statutory Board shared redress is identified in two Acts which were passed in 2022 to settle the Ngāti Kahungunu ki Wairarapa Tamaki Tāmaki nui-ā-Rua Treaty of Waitangi historical claims with the Crown; these are the [Te Rohe o Rongokako Joint Redress Act 2022](#); and [Ngāti Kahungunu ki Wairarapa Tāmaki nui-ā-Rua Deed of settlement](#).

We are awaiting notification of the formation of the Wairarapa Moana Statutory Board.

Financial update

Anticipated total revenue
2022/23 (all income streams) **\$30.0m**

Revenue year to date as at
end of Apr 2023 (all income
streams) **\$31.0m**

Anticipated total operating
expenditure 2022/23 **\$27.0m**

Operational spend year to
date as at end of Apr 2023 **\$25.8m**

Anticipated total capital
expenditure 2022/23 **\$15.8m**

Capital spend year to date as
at end of Apr 2023 **\$6.2m**

**Note: These figures are subject to change. Final financial figures will be presented in the Annual Report.*

People and Capability

May saw the first two modules of our mandatory cultural competency training series come to a close. Feedback from the series has been extremely good and helps set a clear direction for council staff in terms of how important we see our roles as public servants and our responsiveness to Māori.

In June, the final module will commence, with a focus on Te Tiriti o Waitangi Treaty of Waitangi, followed by Te Reo in the new financial year.

We have had significant success in recruiting some great people into existing long-term vacancies. In June, a new Roding Engineer, Planning Coordinator, Property Portfolio Advisor (job share), Environmental Health Officer, and Building Control Officer will start with Council. We are also pleased to announce that a current member of the Planning team has been promoted into the Planning Manager role, leaving one

vacancy. Appointments to these roles were made on the back of a review having been conducted on the need to recruit to meet current service levels.

Crisis and Emergency Management

Cyclone Gabrielle Recovery

The Wairarapa Recovery Office continues to work as a combined effort with South Wairarapa District Council, Carterton District Council and Masterton District Council to manage the recovery needs of the Wairarapa communities affected by Cyclone Gabrielle. One of the Office's main focus areas has been the assessment, recommendations to governance, and distribution of funds for the Mayoral Relief Fund and the MBIE Business Recovery Fund. Both funds were well oversubscribed, with applications for a great deal more than the funds available. The South Wairarapa applications for the Mayoral relief were mainly centred around Hinekura/ Pahaua and Tora/ White Rock. The South Wairarapa Business Recovery Fund applications were from Tora, White Rock and Featherston.

The recovery office is continuing to work with local community support agencies to coordinate the ongoing needs of the community, with a workshop being held with agencies on the ongoing needs of the Wairarapa (12/5/23).

The Recovery office have applied for further funding from DIA for resource for further activities to support community need.

Mayoral Relief fund	Wairarapa	SWDC
Total number of applications	62	7
Successful applications	38	3
Total \$ applied for	\$1,445,931.17	\$177,821
Total \$ distributed (all available)	\$269,504	\$22,200

The three successful South Wairarapa applications were for repairs to accessways, clearings of slips and repair of culverts on private land.

The four unsuccessful South Wairarapa applications were declined due to having received previous

recovery funding from other organisations and the need to spread the very limited funds across those with needs.

MBIE Business Recovery Fund	Wairarapa	SWDC
Total number of applications	16	4
Successful applications	13	3
Total \$ applied for	\$584,060.24	\$78.8
Total \$ distributed	\$236,000	\$46,300

Note, not included here are 4 likely fraudulent applications referred to police.

Local Government Official Information and Meetings Act Requests

For the period 5 April to 16 May 2023, Council has received a total of 24 Local Government Official Information Act (LGOIMA) requests. We are seeing a steady increase in requests, to put this into perspective over the first three months of this year we received an average of five requests per month. The average number of days to respond to these requests is 10.1, noting that there has been a significant increase of requests received over the past weeks.

5 April to 16 May 2023	Comment
Total requests received	24
Completed	10
Average day for completion	10.1
Responses completed within statutory timeframe	Nil

WHAKAPĀ MAI CONTACT US

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PO Box 6, Martinborough 5741
New Zealand

Telephone: 06 306 9611

Email: enquiries@swdc.govt.nz

Media enquiries: media@swdc.govt.nz

Our customer service is available to help with any enquiry.

Open: 9:00am – 4:00pm Monday to Friday

SERVICE REQUESTS AND FEEDBACK

Our [Get It Sorted](#) online form can be used to report issues to Council.

Urgent matters should be phoned straight away to Council on (06) 306 9611.

Council's [compliments and complaint policy](#) is located on our website – feedback is welcome and can be provided using the online [form](#).

Wairarapa Destination Management Plan Update

1. Purpose

To present the Council with an overview of the Wairarapa Destination Management Plan (received by 3 Wairarapa Councils in 2022), an update on the Dark Skies project and then answer any questions related to tourism in the region.

2. Recommendation

That the Council:

- 1 Receive the *Wairarapa Destination Management Plan* presentation.

3. Appendices

Appendix 1 – Wairarapa Destination Management Plan, Presentation Slides

Prepared by: Anna Nielson, General Manager Destination Wairarapa

Appendix 1 – Wairarapa Destination Management Plan, Presentation Slides

A night photograph of a rocky canyon. The sky is dark blue and filled with stars, with the Milky Way visible as a bright, hazy band of light. The canyon walls are dark, jagged rock formations. In the foreground, there is a rocky path and some green vegetation. The text "Wairarapa Destination Management Plan" and "- Guiding the Way to a Sustainable Future" is overlaid on the sky.

Wairarapa Destination Management Plan

- Guiding the Way to a Sustainable Future



A Quick Recap

- Desktop research
- Strategic Context
- In region consultation sessions
- Online Social Pinpoint
- Colmar Brunton Demand research
- Feedback sessions held



COMMUNITY ASPIRATIONS

SOCIAL WELLBEING

Increased Employment
Bring Whanau Home
A Multigenerational Approach
Enable Employment
Positive Social Licence Maintained
Family Friendly Experiences



ENVIRONMENTAL WELLBEING

Environmental Regeneration Programmes
Water Quality
Air Quality
Revitalisation of Wairarapa Moana



CULTURAL WELLBEING

More Māori Stories to Connect People and Place
Rangatahi Knowledge
Early European History and Heritage
Environmental Heritage



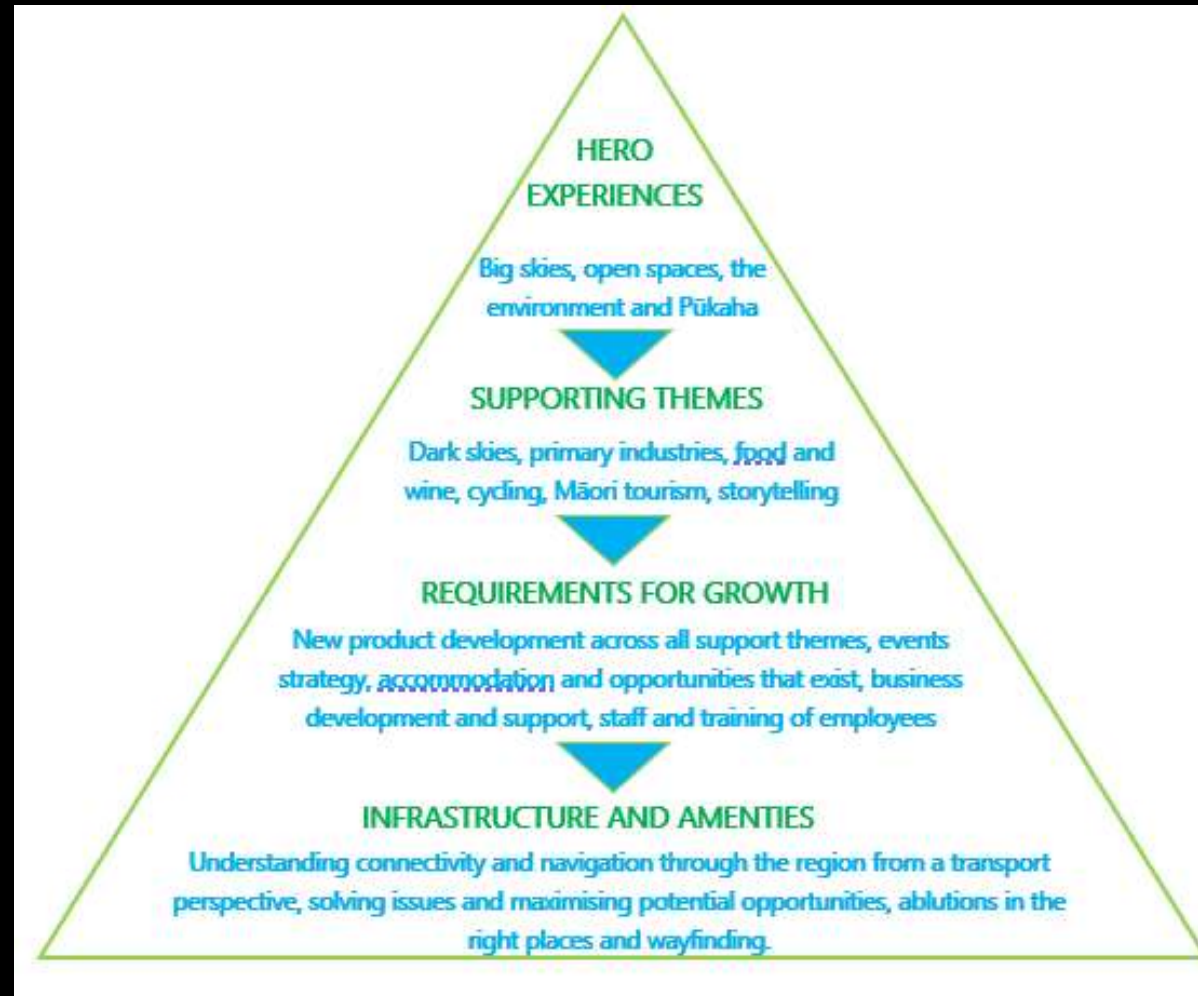
ECONOMIC WELLBEING

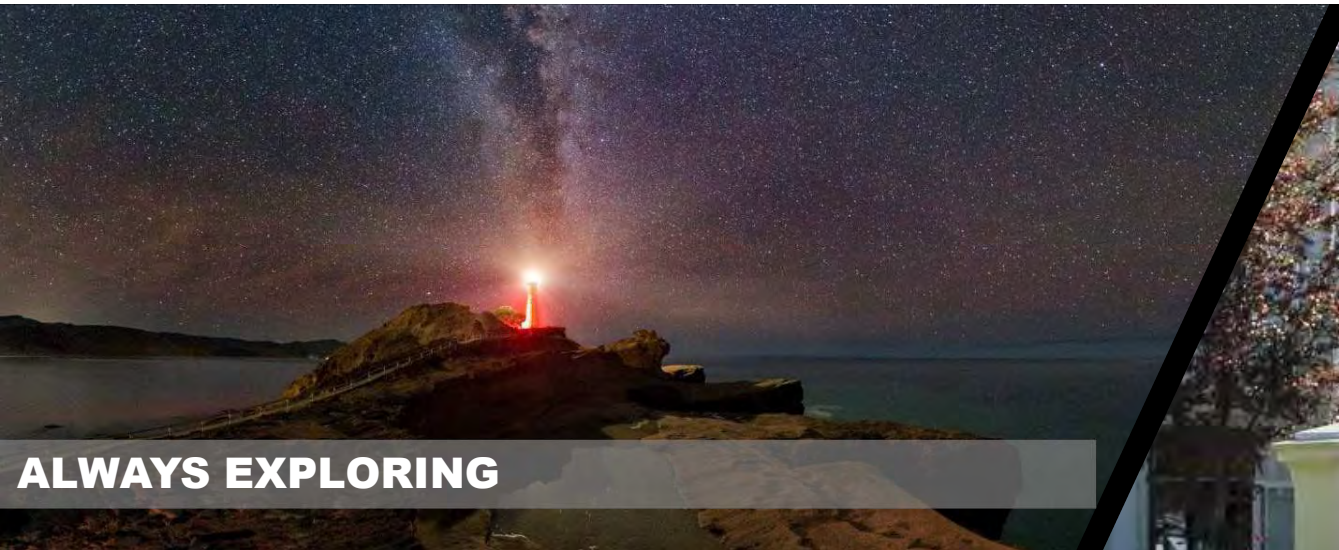
Maximise the Economic Benefit from Tourism
Cross-sector Collaboration
Future Proof Transport
People Interested in Their Communities
Investment in Sector Support Enablers



POTENTIAL POSITIONING FOR WAIRARAPA

Determined through visitor
demand research and
community consultation





ALWAYS EXPLORING



VILLAGE CHARM



PASSIONATE PRODUCERS



WILD CONTRASTS

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 Priority 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.

KEY RECOMMENDATIONS

- | | |
|-----|--|
| 1.1 | Determine best working structure |
| 1.2 | Enable effective leadership of the destination |
| 1.3 | Adequately resource destination management in the region |
| 1.4 | Improve and future proof connectivity through the region |
| 1.5 | Strengthen Data Insights |
| 1.6 | Development of career and education pathways to enable industry growth |



Strategic Priority 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.

KEY RECOMMENDATIONS

- | | |
|-----|---|
| 2.1 | Develop experiences that support the positioning of the region |
| 2.2 | Work with iwi to determine tourism aspirations and provide support in the development of experiences |
| 2.3 | Develop a strategic approach for events that will invite investment and assist in positioning the region |
| 2.4 | Develop the capability of new and existing operators in the region |
| 2.5 | Identify the support services and industry enablers that need to be developed to empower visitor economy growth |



Strategic Priority 3

CHART THE COURSE

Leading Environmental Regeneration

Perhaps the 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.

KEY RECOMMENDATIONS

- | | |
|-----|--|
| 3.1 | Develop regenerative tourism initiatives for locals and visitors |
| 3.2 | Align operators purpose brands to initiatives to achieve environmental aspirations |
| 3.3 | Explore future infrastructure needs to support environmental aspirations |



Strategic Priority 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

KEY RECOMMENDATIONS

- | | |
|-----|--|
| 4.1 | Finalise Brand Story |
| 4.2 | Build awareness of Wairarapa using the brand story and positioning |
| 4.3 | Incorporate storytelling within marketing campaigns |
| 4.4 | Resource appropriate and effective destination marketing |



Dark Skies Update

Context

- Jarvis McDonald Group (2019) economic study:
Estimates an additional \$1.15b over ten years with nearly 2 million additional guest nights and an increase of over 700 extra jobs in direct and indirect tourism employment.
- Martin Jenkins Dark Skies Report (2021)
There will be direct benefits resulting from the process of Dark Skies accreditation. However, the economic benefits to the Wairarapa region from Dark Skies accreditation will not be fully realised without focused support.
Full project plan and funding recommended.

Context continued...

- Strategic Framework

The Wairarapa Dark Skies Project is noted as a project of strategic importance in the following regional documents;

Wellington Regional Economic Development Plan (WRLEP)

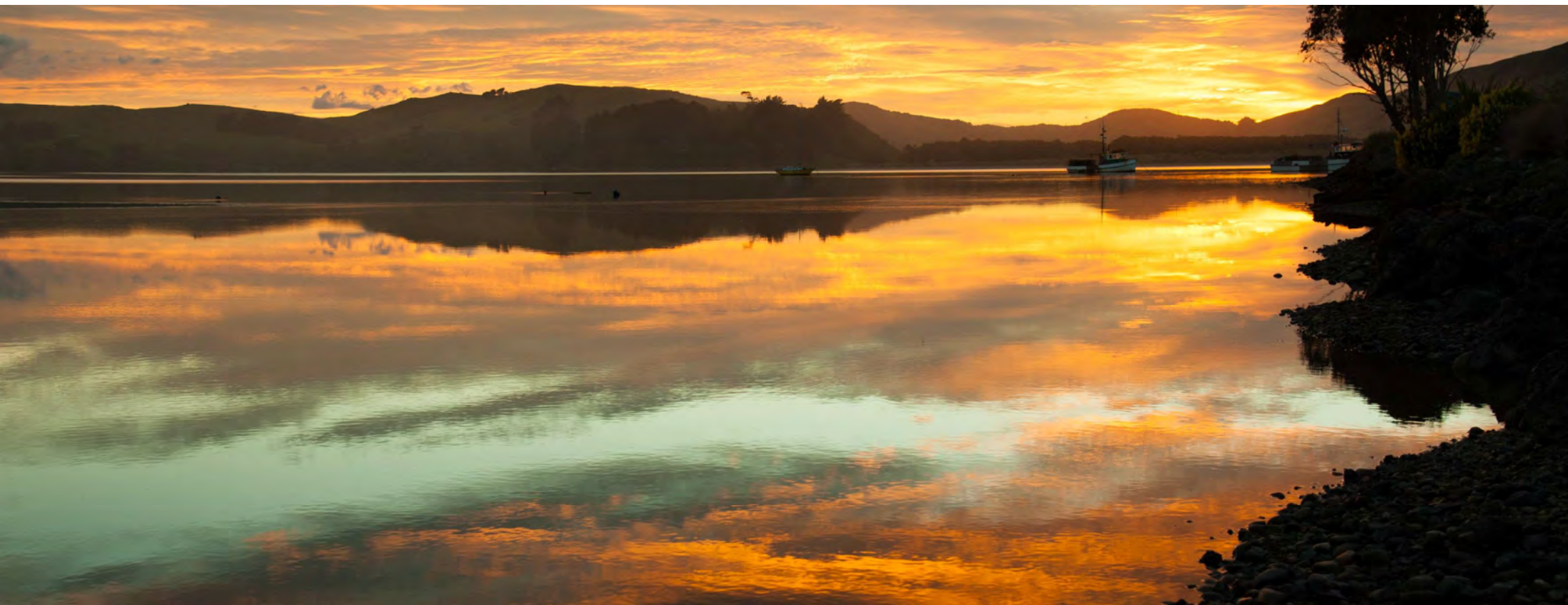
Wairarapa Economic Development Strategy

Wellington Region Destination Management Plan

Wairarapa Destination Management Plan

Current Status

- Lack of national/regional funding to progress full project
- Full Dark Skies project distilled down into a multi stakeholder programme of projects to ensure the opportunity is not lost
- A staged approach across multiple workstreams and involving multiple stakeholders that is cognisant of the current businesses, their characteristics and aspirations, and the broader visitor strategies of the Wairarapa and Wellington region.
- The proposed option is still aspirational but is more achievable in the current climate. The success of this approach will however rely on additional funding – but on a project by project basis, and it will rely on strong regional leadership.
- Funding from WEDS for a resource to champion this project for 5 months requested (2.5mths confirmed). Hope to find more sustainable funding source to continue to employ this resource.



THANK YOU FOR
LISTENING

Council Action Items Report

1. Purpose

To present the Council with updates on actions and resolutions.

2. Executive Summary

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

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

3. Appendices

Appendix 1 – Action Items to 7 June 2023

Contact Officer: Amy Andersen, Committee Advisor

Reviewed By: Paul Gardner, Interim Chief Executive Officer

Appendix 1 – Action Items to 7 June 2023

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
739	10-Feb-21	R O'Leary	<p>COUNCIL RESOLVED (DC2021/07):</p> <ol style="list-style-type: none"> 1. To receive the Recommendations from Planning and Regulatory Committee Report. (Moved Cr Fox/Seconded Cr Hay) Carried 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. 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. 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 	Open	<p>31/3/21: Council decision presented to owner for consideration. 12/11/21: Officers to check in with owners on their intention. 29/03/2022: Still progressing in terms of payment considerations by purchaser. 06/04/22: Officers to make contact with owners. 11/05/22: Officers awaiting response from the owners. Email sent 05/05/22. 20/06/22: No new updates. 30/06/22: Officer update at DC meeting - contact made with resident via letters, meetings, emails. Members requested further contact giving a timeframe for response and the proposal of a payment plan. 8/07/22: Further payment request has been sent to owner seeking payment for the subject portion of land; legal advice is being requested should there be no response from the owner. 10/08/22: Noted the owner has been given timeframe to respond to communication from Council; report on progress to Council expected at next meeting in September. 08/09/22: Conveyancing agreement for sale and purchase, currently occurring between lawyers for applicant and Council involved. Road stopping aspect will occur after signing of agreement. Brandon Property Lawyers confirmed Council cannot enforce any arrangement to pay for the stopped road unless a written agreement has been entered into by both parties. 7/12/22: No new updates 31/01/23: No new updates 23/03/23: Brandon Property Lawyers for council are pursuing the signing of the land sale agreement with occupant purchaser, however his solicitor had recently died, so he needs to reappoint a lawyer. We have indicated use of instalment payments for the amount involved. If the agreement is not signed through further</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
					negotiation, Brandons will investigate what council powers are to force payment issue. 30/05/23: No new updates.
420	15-Sep-21	S Corbett	Provide reporting on roading asset management planning, particularly around heavy vehicle use (e.g. logging trucks) on smaller rural roads; info is to be directed into ratings review.	Open	28/03/22: Need to revisit and request clarification on what is required and why this information is being sought to produce the information required. 11/05/22: Officers request clarification on what is required and why this information is being sought to produce the information required. Council requested to provide more specifics. 18/05/22: Members clarified required info at meeting re: forestry, logging trucks and impacts on rural roads, e.g. safety, future costs. GWRC to give more info, David Boone has been contacted. NZTA may also provide further info on road safety. 20/06/22: No new updates. 01/08/22: No new updates. 13/09/22: No new updates. Clarification on whether this item can be closed has been requested. 7/12/22: No new updates. 14/12/22: H Wilson/K Ashforth provided verbal update on rating review, work is underway on this will be combined with work on the next LTP. 9/02/23: Members requested report from Council Officers - required by 5 April 2023 for next Council meeting. 6/3/23: Action has been noted by officers, however, is a low priority. 30/05/23: No new updates.
534	10-Nov-21	R O'Leary	Distribute information on infill design guides with a view to a future decision report being presented to Council.	Open	29/03/22 - Design guides are to be considered within the Wairarapa Combined District Plan (WCDP) review - there will be a further update as the WCDP progresses. 11/05/22: No new updates. 20/06/22: No new updates. 13/09/22: No new updates.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
					21/09/22: Council Officers to investigate further with Boffa Miskell and provide information to new Council. 31/01/23: No new updates. 23/03/23: Boffa Miskell consultants have been tasked to benchmark, compile urban design guidelines for residential infill, guidelines still being investigated under WCDP review work. 30/05/23: No new updates.
559	3-Nov-21	R O'Leary	PLANNING AND REGULATORY RESOLVED (P&R2021/21): 1.To receive the South Wairarapa District Dog Pound Report. (Moved Mayor Beijen/Seconded Cr West) Carried 2.To recommend that officers progress the dog pound through procurement as long as a suitable South Wairarapa location can be sourced and the costs do not exceed the budget allocated. (Moved Mayor Beijen/Seconded Cr West) Carried Cr Plimmer voted against	Open	6/12/21: Reviewing possible land options for the establishment of the pound. 1/6/22: Land investigation completed; procurement currently in progress. 11/08/22: Funding approved through Council. Build in progress. 11/01/22: Action reassigned to Council action items following implementation of new committee structure. 9/02/23: Included in CEO report and CE provided verbal update in the Council meeting 8 Feb 23. 30/05/23: No new updates.
137	6-Apr-22	S Corbett	Schedule workshop to discuss the future of housing for pensioners.	Open	11/05/22: To be further discussed with Mayor Beijen re: expectations/attendees. 20/06/22: No new updates. 09/09/22: Meeting scheduled with Council Officers week of 12/09/22. 21/09/22: Meeting with officers held, next steps TBC. 6/3/23: In a period of information gathering with MDC and CDC with the intent to hold this conversation in the next six months. We acknowledge it is a important issue, but low priority at the moment. 30/05/23: No new updates.
227	18-May-22	TBC	Greytown Community Board to provide an update on the relocation of the information centre to Cobblestones.	Open	20/06/22: No new updates. 30/06/22: Action updated. Noted, deciding bodies need to confirm the location change before an update can be provided by GCB.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
					13/09/22: No new updates. 23/09/22: Awaiting further information on this matter, as the Cobblestones' board must communicate their decision to the Greytown Community Board. Council officers to discuss further with Cobblestones to ascertain progress. 6/3/23: No new updates. 30/05/23: 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. 29/11/22: In progress - GSL are working with Council Officers as their funding situation isn't guaranteed long term and they are currently exploring at options. Paper to Council expected February 2022. 6/3/23: Still under consideration and pending annual plan decisions.
587	14-Dec-22	S Corbett	Members requested that updates relating to Warren Woodgyer's presentation on operational matters be followed up through relevant updates to the Infrastructure Committee	Actioned	6/3/23: Action changed and officers to provide answers to Mr Woodgyer's questions by email, copying in all elected members. In progress. Partial answers have already been supplied. 21/3/23: Noted that S Corbett will provide a written response to Mr Woodgyer before the next Council meeting and then email to Councillors. 31/03/23: Response sent to Mr Woodgyer and Councillors via email by S Corbett on 28 March 2023.
37	8-Feb-23	S Corbett	COUNCIL RESOLVED (DC2023/01) the Chief Executive Officer to respond to questions raised by Mr Woodgyer in a written response to Councillors prior to the next meeting of Council. (Moved Cr Olds/ Seconded Cr Maynard) Carried	Actioned	21/3/23: Noted that S Corbett will provide a written response to Mr Woodgyer before the next Council meeting and then email to Councillors. 31/03/23: Response sent to Mr Woodgyer and Councillors via email by S Corbett on 28 March 2023.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
39	8-Feb-23	S Corbett	<p>COUNCIL RESOLVED (DC2023/03) to:</p> <p>1.Approve Option 1 - to install pedestrian lighting on all noncompliant pedestrian crossings in the SW District, beginning with the ones in the Martinborough Square and Jellicoe/Venice Street corner. Pedestrian lighting in Martinborough to be funded from the from the appropriate reserve, as identified by the Chief Financial Officer and the Chief Executive Officer, at a cost of up to \$200,000 and work to commence in FY 2023/24. Pedestrian lighting in the other Wards to be included in the next Land Transport Plan 2024-2027 at a cost of up to \$300,000 and, if our application is successful, work to commence in FY 2024/25. Council Officers to produce a costed project plan including the findings for the investigative work being done about the current square lighting, and solar power options by 1 March 2023.</p> <p>2.To agree that implementation of pedestrian lighting in the Martinborough Square is completed without public consultation on the basis that the current pedestrian lighting is a risk to public safety and is not compliant with current requirements, noting the high level of public feedback and the desire to have the issue resolved.</p> <p>3.To identify that the decision not to consult is inconsistent with the Martinborough Square Management Plan (2012), and that this requirement of the Management Plan will be reviewed as part of the global review of all of Council's reserve management plans.</p> <p>Items 1-3 [read together] (Moved Cr Ellims/Seconded Cr Plimmer) Carried</p>	Open	<p>13/02/23: Funding source decision referred to Finance Committee</p> <p>15/02/23: Funding source confirmed at Finance Committee meeting - depreciation reserve.</p> <p>6/3/23: Monthly Ruamahanga Roads operation report for January 2023 sent from S Corbett to ICS Committee Chair and Councillors via email on 2 March 2023.</p> <p>6/4/23: Update sought from Cr Ellims at Council meeting. CE to follow up with S Corbett.</p> <p>30/5/23: No new update.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
45	8-Feb-23	S Corbett	Request Council Officers provide a report to the Infrastructure and Community Services Committee on safety of children/people relating to open water ways/races in the district.	Open	7/3/23: Referred to Wellington Water to follow up.- Officers note this is a low priority given other work. 30/5/23: No new update.
47	8-Feb-23	S Corbett	Request Council Officers to respond to member's query about the status of the Greytown Rugby Club lease arrangements	Open	30/5/23: No new update.
126	26 Apr 23	S Corbett	To place the issues relating to Mr Hedley's queries regarding the Moroa water races in Greytown on next ICS Committee agenda.	Open	30/05/2023: Noted officers have collated information to be forwarded to Mayor Connelly. Request to close action.

Report from the Mayor

1. Purpose

To update Council on activities and issues which have arisen since my last report to Council; and to consider the Transport Funding Remit from New Plymouth District Council.

2. Recommendations

The Mayor recommends that the Council:

1. Receives the *Report from the Mayor*; and
2. Notes the Māori Standing Committee members appointed to SWDC Committees, and that the SWDC Council and Committees Terms of Reference 2022-2025 will be updated to reflect the new memberships.
3. Agrees to endorse the Transport Funding Remit from New Plymouth District Council, as worded in this report.

3. Mayoral Forum

A Wellington Region Mayoral Forum was held (In Carterton) on 5 May 2023. The region's Mayors and CEs were present

The meeting started with Mayors sharing their priorities. There were strong themes of concerns about climate change, housing, infrastructure, and advocacy with central government.

While the Mayors were discussing those Issues, the Chief Executives were also having a "session" where the leading issues were Asset Management, Council Sustainability and Future Direction, Climate Change, Iwi Partnerships, Local Government Reforms Financial Sustainability, Resilience, and Water Reforms.

The next session involved a presentation from Nigel Cory, the Chief Executive of Greater Wellington Regional Council (GWRC) who noted they had undertaken a zero-based capex review (and pushed out some projects).

The Priorities for the GWRC are:

- Mana Whenua Māori
- Responding to climate change
- Te Taiao (environment)

- Operations – functions like pest control
- Structural reform, e.g. RMA what does this mean for GWRC's structure, spatial planning.

Then followed a discussion of the Wellington Regional Leadership Group (WRLG). Not for the first time the Mayors expressed their concerns about the WRLG (These include its pre-occupation with planning, its lack of support for or engagement with councils, that is it not doing what it was intended to do, which was provide a strong voice to Government). The Mayors agreed that a review of the WRLG was needed and voted to appoint Glenda Hughes as the reviewer.

The next discussion was about Water Reform. The live issue is this – if the current water reforms go ahead, when is the right time to change from the current arrangements to the future state. At the earliest this could be July 2024. At the latest it could be July 2025. This decision has impacts for councils LTPs, for example. It also has impacts on councils' ability to retain staff as uncertainty could lead to key staff leaving. So this lead to a discussion between those who would transfer to the new entity ASAP, versus those who want to leave it as late as possible. All councils agreed that if a decision was made to set up the new Entity on July 2024, that this requires preparatory work to start now. But, all that work might be rendered null and void by a change of government in October. The agreed 'end point' was to defer any decisions (about setting up in 2024 or 2025) until the result of the elections was known, but to continue the required preparatory work needed to enable a transition at July 2024, if that was what was finally decided upon.

The last item for the Forum was "Regional Priorities". This recapped some earlier discussion about water reforms and the WRLG. But the major point of debate was RMA reforms. These are potentially a much bigger change to council roles than three waters, yet have gone along 'under the radar'.

4. Committee Structure

Councillors were invited to provide feedback on the committee structure. Largely there was support for Wednesday to be dedicated to council work with Thursday as a backup day. Further work is required to look at the frequency of meetings and options for advisory groups. Updated Terms of Reference for the committees is expected to be presented at the next council meeting.

5. Māori Standing Committee members appointed to SWDC Committees

At the Māori Standing Committee (MSC) meeting held on 27 April 2023, the MSC resolved to appoint:

- Andrea Rutene to the Infrastructure and Community Services Committee
- Karen Mikaera to the Assurance & Risk Committee

- Narida Hooper to the Finance Committee
- Violet Edwards to the Climate Change & Environment Committee.

6. Transport Funding Remit

Attached below is a Transport Funding Remit New Plymouth District Council wishes to take to the LGNZ Annual General Meeting in July that they would appreciate SWDC's support on:

- 1) Publicly lobby all political parties to increase Crown funding for state highway and local road maintenance budgets.
- 2) Consider and pursue other avenues including the Office of the Auditor General to seek resolution of the issues facing the country in relation to the systemic rundown of our national roading infrastructure.

Why is this remit important?

The current state of national highways is unacceptable. Sufficient increase in funding is required to achieve a national average for remaining seal life of no less than 3.6 years (pre 2010 levels) across the state highway network. This needs to be done within the next 10 years, in partnership with councils, and with corresponding asset health improvements on local roads, to ensure the safety of all New Zealanders. Other avenues to seek resolution from include the Auditor-General, relevant Ministers and the Transport and Infrastructure Select Committee.

Background and Context

Waka Kotahi's maintenance and renewal programme has clearly been insufficient to maintain asset health measured via the average remaining seal life. There are numerous media reports about the issues being faced across New Zealand. Graph 1 (attached below) shows the average remaining seal life of state highways by region. This information was obtained under the Official Information Act 1982 from Waka Kotahi. It shows the significant decline in the average seal life of state highways. Nationally, the average remaining life in 2010 was 3.6 years. In 2018 this declined to around 1.8 years and remains steady. However, at a regional level there are large discrepancies.

In 2010 every region had an average remaining life of between 2.9 and 4.4 years (a range of 1.5 years difference). By 2023 the range was from -0.6 to 3.3 years (a range of 3.9 years). With four regions having a seal age of less than one year, including Hawkes Bay which recorded its seventh year with an average of less than zero. The issue Nationally, is predominately with chipseal roads rather than asphalt mix, with some exceptions. In 2023, across chipseal roads, five regions have an average remaining life of less than one year, with Hawkes Bay's roads again below zero. Within

asphalt roads, Southland set an unfortunate record with an average remaining life of - 2.5 years.

Graph 2 (attached below) shows the average remaining life of different surface types by region today.

Last year LGNZ commissioned Infometrics to undertake a report into trends in road transport funding.¹ That report noted that funding for roads per kilometre travelled only increased by 0.8% p/a in the five years to 2021, whilst construction costs increased 1.1% p/a in the same five years. That report ended its analysis in 2021. With considerable cost inflation over the past two years and decreased land transport revenue due to Covid, it is almost certain that the funding gap has grown even further. Inflation for Heavy and Civil Engineering Construction peaked at 15.1% pa in the September 2022 quarter 2.

That increased funding gap to roads is likely to result in even further pressure on state highway maintenance and lifespans. The national stabilisation of the average remaining life of state highways may falter in the coming years, seeing further downward movement. Such a decrease will see more parts of the state highway network fail.

This year the Government is developing its next Government Policy Statement on Land Transport (the GPS). The GPS sets the funding buckets for Waka Kotahi. Influencing the development of the next GPS is one key way in which to ensure regional state highways do not continue to deteriorate. The Land Transport Management Act specifically states the Minister must regard the views of LGNZ. This remit therefore proposes a position for LGNZ.

How does this remit relate to LGNZ's current work programme?

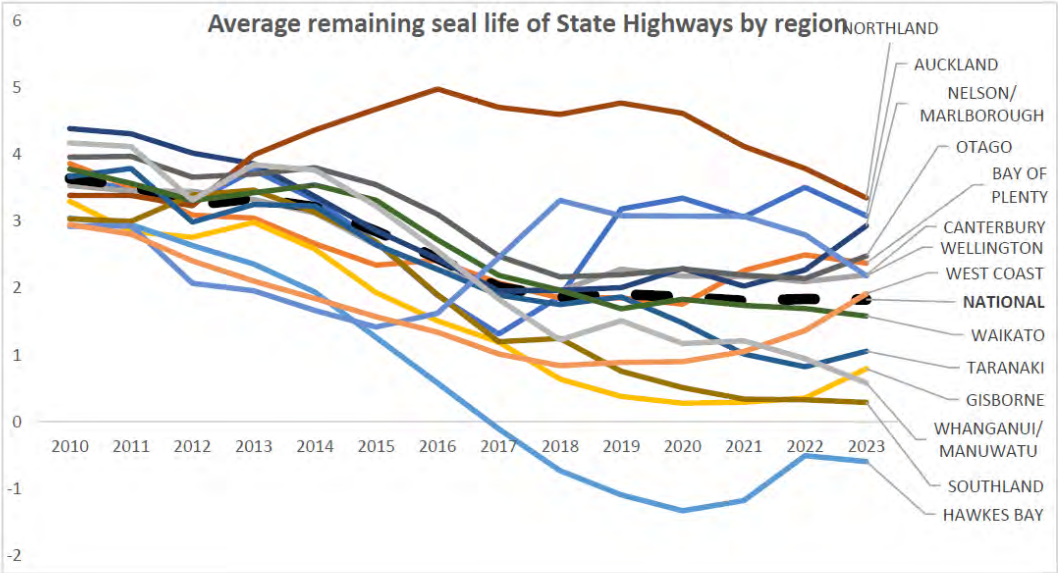
Following the commissioning, and consequent results of the Infometrics report, there is further work to be done to ensure New Zealand's roading infrastructure reaches an acceptable quality level. LGNZ need to have input into the development of the next GPS and undertake a much wider advocacy role by:

- Seeking further investigations from the Auditor-General on state highway maintenance and asset management practices. This will build on the 2020 investigation into the Network Outcomes Contracts³ which highlighted poor performance measures for network performance.
- Meeting with relevant Ministers (including Transport, Infrastructure and Finance) on the issues with the funding, renewals and asset management of state highways to highlight the outlined issues.
- Meeting with the Transport and Infrastructure Select Committee and its members at appropriate times to highlight these issues, such as during the annual review of Waka Kotahi.

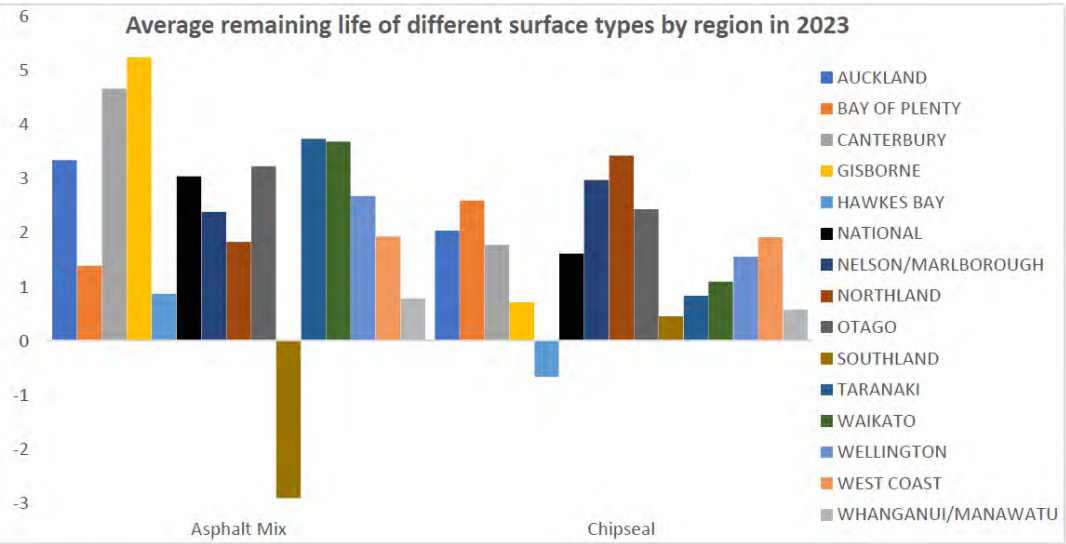
How will NPDC help LGNZ to make progress on this remit?

New Plymouth District Council would be available in an advocacy/committee member capacity to provide input and feedback as LGNZ undertake the tasks outlined in this remit.

Graph 1



Graph 2



References

<https://www.lgnz.co.nz/assets/PDFs/Analysing-trends-in-road-transport-funding-November-2022.pdf?vid=3>
<https://www.stats.govt.nz/information-releases/business-price-indexes-december-2022-quarter/>
<https://oag.parliament.nz/2020/nzta-contracts>

Prepared by: The Mayor, Martin Connelly

Appointment Report - Destination Wairarapa

Appointee Name	Allan Hogg
Meeting – Date and Venue	1 st May 2023 Cophorne Hotel, Solway, Masterton
Key issues from the meeting	The risk register was reviewed and updated. Pressures around funding/revenue were highlighted following the end of STAPP funding on 30 June.
Specific item(s) for Council consideration	Support is required from SWDC to secure funding for the further development of the multi-stakeholder plan and delivery. Dark Skies represents a significant opportunity for international and domestic destination management in the Wairarapa, particularly South Wairarapa. A presentation is being made to WEDS on 4 th May.
General	<ul style="list-style-type: none"> • Board strategy workshop held in March meeting. To be concluded 29th May • The WEDS and DM Plan identified the need for a regional events strategy. Covid forced developments to be put on hold and the need for regional resourcing. We need to address this, but we need the collaboration of the three councils to realise the full value of our visitors. More to follow on this.