



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

Council

Enhanced Annual Plan 2024-2025 Deliberations

Agenda – 22 May 2024

Notice of Meeting:

The meeting will be held in the Supper Room, 62 Texas Street, Martinborough and will commence at 9.00am. The meeting will be held in public with the express purpose of deliberations on the Enhanced Annual Plan 2024-2025. The meeting will be live-streamed and available to view on our [YouTube channel](#).

All SWDC meeting minutes and agendas are available on our website:

<https://swdc.govt.nz/meetings/>

Membership:

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

1. Karakia timatanga - opening

Kia hora te marino

May peace be widespread.

Kia whakapapa pounamu te moana

May the sea be like greenstone; a
pathway for all of us this day.

Hei huarahi mā tatou I te rangi nei

Aroha atu, aroha mai

Let us show respect for each other, for
one another.

Tātou i a tātou katoa.

Bind us all together.

2. Apologies

3. Conflicts of Interest

4. Decision reports from Chief Executive and Staff

4.1	Enhanced Annual Plan submissions 2024-2025 Deliberations Report	Pages 1-15
4.2	Hearings Outcome Deliberations Report	Pages 16-18
4.3	Fees and Charges Deliberations Report	Pages 19-52
4.4	Financial Deliberations Report	Pages 53-58

5. Karakia whakamutunga – closing

Kua mutu ā mātou mahi	Our work has finished
Mō tēnei wā	For the time being
Manaakitia mai mātou katoa	Protect us all
Ō mātou hoa	Our Friends
Ō mātou whānau	Our Family
Āio ki te Aorangi	Peace to the universe

Enhanced Annual Plan 2024-25 Deliberations Report

1. Purpose

The purpose of this information report is to provide Council with a summary of the analysis of the submissions on the Enhanced Annual Plan 2024-25.

A full package of all submissions has been provided as part of the Annual Plan Hearings Report and can be found here: [Enhanced Annual Plan Hearing \(Day 1\) 15 May 2024 - SWDC](#)

2. Executive Summary

The purpose of the deliberations process is for elected members to give council officers clear direction on preparing the final draft of the Enhanced Annual Plan (Enhanced AP), considering community engagement and consultation.

The Enhanced AP will set the budget for the next twelve months and describes the activity and spending that Council expects to deliver. This Enhanced AP is the fourth and final of the current Long-Term Plan (LTP).

3. Recommendations

Officers recommend that the Council:

1. Receive the Deliberations Report.
2. Provide council officers with direction on the options to prepare the final draft of the Annual Plan.
3. Note that a Council meeting is scheduled for 26 June 2024 to adopt the Enhanced Annual Plan for the 2024-25 financial year.

4. Background

Consultation on the Enhanced AP 2024-25 occurred between 5 April 2024 and 5 May 2024 using the [Special Consultative Procedure](#) (Section 82 of the Local Government Act 2002). Submission forms were available on our website, from the Council office and the three libraries.

During the consultation period, the Enhanced AP was promoted across a variety of channels including: 2x 2-page spreads in the Wairarapa Times-Age Midweek, one page in the Featherston Phoenix, the April Rates Newsletter (distributed via mail and email),

5x Instagram posts and 13x Facebook posts (including 7x videos, 3x events and 2x standard posts).

Elected members and staff hosted 12 workshops and drop-in sessions to raise awareness and for the community to ask questions about the consultation topics.

Posters and flyers were distributed in cafes and libraries, and elected members also spent time at Kitchener's café in Martinborough and walking the streets of Greytown to help raise awareness.

South Wairarapa District Council has a rate payer base of 7,473 and population base of 11,880 people.

The consultation process connected with approximately 154 people (2% of ratepayers) during drop-in sessions and 131 submissions were received (1.8% of ratepayers). Noting that some of those who attended the drop-in sessions provided a submission, and that some households provided more than one submission (individual submissions).

The Māori Standing Committee and Community Boards were actively invited to participate in the consultation process and have made submissions to the Enhanced AP.

5. Discussion

On [27 March 2024 Council](#) adopted the Enhanced Annual Plan 2024-25 consultation document that included the following three decisions:

First Decision: How much should we spend on operating and maintaining our water services?

- Option 1: Maintain the current level of funding with an increase for unavoidable extra costs. ***This is our budgeted and recommended option.***
- Option 2: Maintain the current level of funding with additional priorities to increase planning and resilience.
- Option 3: The highest level of investment for planning and resilience.

Second Decision: How should we charge for water?

- Option 1: Maintain the current allocated quota (350 m³) of water provided to all users, and the current user charges (\$1.84 per m³) for litres of water used above this. ***This is our budgeted option.***
- Option 2: Reduce the allocated quota to 250m³ of water provided to all users (household or commercial) and increase the excess water charges to \$2.50 per m³ for water used above this. ***This is our recommended option.***

Third Decision: How should we pay for the replacement of our assets?

- Option 1: Manage debt through cashflow analysis and only borrow what is needed as it is needed. Continue to fund an appropriate level of depreciation to fund future renewals. ***This is our budgeted and recommended option.***
- Option 2: Continue to charge rates to fund both a loan reserve (to pay for the existing assets) and depreciation (for future replacement of the assets).

Full details in the consultation document: [FAQ-Enhanced-AP-24-25-FINAL-V2-1.pdf \(swdc.govt.nz\)](#)

Consultation provides an opportunity for submitters to present their submissions orally. A total of 131 submissions were received, 23 submitters requested to speak to their submissions, as part of the hearings process and 18 submissions were heard on [15 May 2024](#).

ChatGPT and SurveyMonkey was used for all thematic analysis in this report.

6. Consultation Process: Analysis of the engagement activities

The consultation process included workshops and drop-in sessions, where individuals were encouraged to spend time on each decision question with both elected members and council officers present to answer questions (e.g. the workshop meetings).

The consultation process also included number of information sessions with both elected members and council officers, and the chance for Q&A with the community (e.g. the community meetings).

Thematic analysis of the notes taken from those sessions is as follows:

Greytown community workshop: Key Themes

Greytown Town Centre
6 April 10:30am – 12pm
3 people attended

One individual strongly opposed to adding fluoride to the water supply, arguing that the amount consumed is insufficient for significant benefits.
Conversation emphasising water conservation, and advocates for practices like using rainwater tanks, bulk water storage, and regular meter readings, promoting sustainable and efficient water use, especially during summer. Concerns about equitable water distribution and the negative impact on gardeners, with suggestions for educational initiatives and supportive measures.
For infrastructure - adequate funding through levies on developers, local government taxation, and national funding to support long-term sustainability.
Shifting funding from targeted to general rates, increasing meter readings, and enhancing communication about water usage. The importance of community and national collaboration is emphasised, advocating for

collective efforts and financial contributions from property purchases, tourists, and neighbouring regions like Wellington.

Ngawi Community Meeting: Key Themes

Ngawi Community Meeting
12 April 1-2pm
Approximately 25 people attended

Frustration expressed over the substantial rate increases in the last four years, particularly criticising alleged wasteful spending on roads. Questions arise about the fairness of increased rates for water when not connected to the supply, and the impact of shifting rate assessments from land value to capital value. The discussion focused on who benefits and who loses from this shift, recognizing that rate increases affect different people in various ways. Concerns include the promise of minimal future rate increases by the previous administration and the significant 15% hike. There is dissatisfaction with paying similar rates to areas like Martinborough, which faces more extensive infrastructure issues. Feedback included advocating for mandatory water tanks in new homes and some filtration contribution, suggesting that minor cost increases for improvements are acceptable given the rise in land values

Martinborough community workshop: Key Themes

13 April 10.30am – 12pm
Martinborough Town Centre
Approximately 23 people attended

The group discusses a range of concerns and proposals related to Wellington Water, infrastructure funding, and water conservation. The group's frustration centres on significant rate increases and alleged wasteful spending, with questions about the fairness of water rates for those not connected to the supply and the impact of shifting rate assessments from land to capital value. They express a need for central government support to alleviate community pressure, emphasising water conservation methods like mandatory water tanks in new builds. While there is support for infrastructure investment and the council's direction, there's concern about affordability and equitable distribution of costs. The group favoured Option 2 for water management, stressing the importance of sustainable practices and infrastructure upgrades, such as smart meters and better leak detection. They questioned the effectiveness of current funding methods and the role of Wellington Water, suggesting a more localised approach like setting up a Wairarapa Water. The discussion highlights the necessity of addressing long-term infrastructure needs, managing debt responsibly, and ensuring that future projects, such as stormwater management, are well-funded and effectively implemented. Conversation included support for using local contractors, planning ahead, and the need for sustainable water solutions like dams and better road maintenance to counter the negative impact of heavy logging trucks.

Wisdom and Wellbeing: Key Themes

Wisdom and Wellbeing in Featherston
17 April, 1-2pm
28 people attended

Questions and discussions around the differences between the long-term plan and the enhanced annual plan, particularly focusing on water and infrastructure issues. Concerns about water tankers being filled in town and the low household water usage suggest support for reducing water allocations. The idea of turning Palliser Road into a toll road for immediate repairs was raised. There are queries about amalgamating the three towns.
Suggested mandating water storage in new builds to promote water conservation and making sure people

have adequate storage tank sizes for gardening.
 The impact of rising rates on housing affordability was discussed and questions raised about what the rates pay for and how a secondary dwelling will work.
 The overflow of drains during storms are significant concerns. There are suggestions for rebates for unused water allocations, though administering this might be costly.
 There is frustration over historical rate suppression leading to current financial strain, with comparisons to rising insurance costs.
 The group debated the efficiency of bringing services like resource consent processing in-house and expresses concerns about the potential closure of library services and swimming pools, emphasizing the importance of maintaining community hubs.
 The group advocated for a gradual reduction in water rates, suggesting a model where landlords pay for basic connections and tenants cover additional usage, reflecting a preference for incremental changes in utility billing to manage costs better and ensure sustainability.

Featherston community workshop: Key Themes

20 April, 10.30am – 12pm
 Featherston Community Centre
 Approximately 12 people attended

The group encompassed a wide array of community concerns and proposals primarily revolving around water management, infrastructure, and rate increases. Discussion included the inclusion of GST in financial documents, questions about cash flow, asset depreciation, and the impact of development contributions. The community is cautious about the current government's stance on water.
 There's a preference for lower water allocations to promote conservation, though concerns are raised about the affordability of a sudden increase to \$2.50 per cubic meter, especially for those under financial strain. Suggestions include reducing the allocation to 100 cubic meters and promoting greywater reuse, following international examples. The demographic shift in Featherston is acknowledged, with commuters and working professionals being perceived as more resilient to financial impacts than retirees and low-income families.
 The group reflects a preference for Option 2 in water management, with some leaning towards a future review of Option 3. There's concern about infrastructure, particularly the status of the Boar Bush water reservoir, and a need for transparency about roading projects. Footpath and lighting improvements, especially around train stations, are prioritized.
 Discussions also touch on the life cycle of assets, actual water usage versus losses through leaks, and the financial implications of new subdivisions. The idea of mandatory water tanks in new buildings is supported, and there's a call for more sustainable practices, such as greywater systems and rainwater collection. The council is urged to advocate more strongly with larger agencies like KiwiRail and Wellington Water, ensuring that local voices are heard in decision-making processes.
 Concerns are raised about the impact of rate increases on local businesses and families. The community expresses frustration with Wellington Water's management and suggests a need for peer reviews and better local involvement. There's also skepticism about amalgamation costs and the potential financial burden on ratepayers.

Tuturumuri/Tora Community meeting: Key Themes

22 April, 6pm
 Tuturumuri Hall
 11 people attended

The community expressed several concerns related to water management, road maintenance, and rates valuation. Regarding water, residents highlighted issues about not being connected yet still potentially paying for water services. There was concern about water loss due to leaks from old, damaged pipes and

the costly process of replacing them. The locations and operational methods of wastewater treatment in Featherston and Martinborough were discussed, noting different challenges faced by each town, with Featherston particularly affected by flooding.

On road maintenance, the quality of fixes, particularly on Wakapuni Hill, was criticised as insufficient, with calls for better long-term solutions rather than temporary fixes. Residents suggested levying charges on trucks over 40 tonnes to help fund infrastructure maintenance, addressing the damage caused by heavy forestry trucks on roads and bridges. There was a strong sentiment that the council needs to ensure contractors like Fulton Hogan perform better, with improved inspection and investment in vulnerable areas.

The discussion on rates and new valuations reflected anxiety over increased rates, especially given a 40% drop in sheep value impacting income. The shift to funding amenities from a Uniform Annual Charge (UAC) was seen as unfair to rural residents, who now pay 60% for urban facilities. There was support for changing to capital value assessments but concerns about this not reflecting service usage accurately, especially for farms. Suggestions included applying differentials for remote rural properties to ensure fair valuation and rates.

Greytown drop-in session: Key Theme

24 April, 7 – 8.30pm
 Greytown Town Centre
 8 people attended

The community expressed a range of concerns, including a request for rates freeze, citing the impossibility of keeping up with rising costs. There was a discussion about water shutdowns. Some attendees questioned why rural residents, who are not impacted by Decisions 1 and 2, are allowed to submit opinions on them.

There were complaints about skate park funding in Greytown, with suggestions that funds allocated to the skate park should instead be invested in water infrastructure. Concerns were raised about the potential for severe water issues, referencing the tragic events in Hastings. Questions were also asked about the timeline for the gym at Kuranui College. Attendees discussed the burden of government mandates on the council and how to push back against these pressures.

There was strong support for more investment in water and wastewater infrastructure in Featherston.

Pirinoa Land Girl
 29 April, 10.30am –
 12.30pm
 6 pax

No notes taken.

Featherston Community Patrol: Key Themes

30 April, 7.30pm
 Featherston Community Centre
 16 people attended

The group discussed the amount of investment needed and the percentage increase in rates associated with each option. There was a discussion about allocations and charges related to water, particularly focusing on reducing allocation and increasing excess charges. The conversation touched on the balance between ensuring fair access to water while also promoting conservation.

Further discussion delved into the proposed rates table and the potential move to QV for valuation. Concerns were raised about the impact on the farming community, but the decision to consult with QV was supported. The importance of community feedback, especially regarding the condition of roads, was emphasised.

Questions were raised about the Enhanced Annual Plan (EAP) and its relation to the Long-Term Plan (LTP).

One member expressed support for Option 3 in spending to ensure the best water quality, despite acknowledging that it may financially impact some community members. Other topics of discussion included smart meters, SWDC's credit rating, public perception, and the role of the commissioner. The importance of transparency, efficiency, and community engagement was highlighted throughout the conversation.

Federated Farmers: Key Themes

Federated Farmers
30 April, 7.30pm
12 people attended

Attendees questioned the access to road materials from closer quarries to reduce costs. Concerns were raised about the supervision of contractors, citing examples of delays in addressing issues such as water race problems and roadside spraying practices. Attendees expressed frustration over rising rates and the challenge of finding areas to cut costs.

There were discussions about the impact of rising costs on farmers, who are reducing expenditure on farms, potentially affecting the region's economy. Concerns were raised about insurance costs and regulations, with comments on the need for pushback and representation review outcomes.

The breakdown of road expenditure, including the increase in logging trucks and tourist traffic, was discussed, along with concerns about road wear from heavier trucks and increased vehicle movements. Questions were raised about wastewater management in Martinborough and alternative plans to Pain Farm, with discussions on potential sites and the need for consents and infrastructure improvements. Attendees also questioned the Council's reliance on contractors like Fulton Hogan and discussed the inevitability and potential efficiency of amalgamation.

Age Concern coffee morning: Key Themes

1 May, 11 - 11.30am
St Andrews, Martinborough
6 people attended

In response to Decision 2, one attendee raised a concern about their neighbour frequently using sprinklers, questioning the fairness and potential impact on water conservation efforts. Another attendee expressed worry about the imposition of potentially unreasonable or overly ambitious standards, referring to them as "wishlist standards," and questioned whether these standards would be practical or achievable.

Featherston Sports Hub: Key Themes

Featherston Sports Hub
2 May 7 – 7.30pm
4 people attended

Concerns were raised about varying levels of spending on water and potential impacts on households, particularly multi-generational homes sharing costs. Participants discussed strategies to encourage water conservation, such as promoting shorter showers and avoiding unnecessary irrigation. Questions were asked about reaching water usage limits.

Attention was drawn to issues with specific assets, such as floodlights not working, prompting discussions about potential changes in ownership models. Participants queried the status of insurance coverage for assets, with responses indicating coverage at levels below replacement cost. Concerns were expressed about balancing affordability for community members with the need for essential infrastructure investment, particularly in roads.

The conversation expanded to include broader infrastructure needs, with a focus on road expenditure.

Participants noted underspending in road infrastructure within the district. Concerns were voiced about the adequacy of the current cycling infrastructure, especially in catering to residents' needs versus tourists. Discussions touched on potential future improvements, including exploring on-demand public transport options, and addressing parking issues outlined in the Featherston Master Plan. There was an acknowledgment of the importance of meeting international standards for water quality and community well-being

Summary of key themes from the drop-in sessions:

- **Water management:** Emphasis on conservation, equitable distribution, and sustainable practices.
- **Roading and Infrastructure:** Need for better supervision, funding, and long-term planning.
- **Rates and Financial management:** Concerns about rising costs, fair rate assessments, and effective debt management.
- **Community engagement:** Importance of maintaining public services, transparency, and robust consultation processes.
- **Specific local issues:** Addressing unique challenges in different communities, particularly Featherston, and advocating for more local involvement and better infrastructure solutions.

This summary captures the diverse concerns and suggestions from the community, emphasising the need for sustainable practices, fair financial management, and effective community engagement to address water, infrastructure, and financial challenges.

7. Enhanced Annual Plan 2024-25 Submissions

A total of 131 submissions were received on the Enhanced Annual Plan 2024-25 and 22 submitters requested to speak to their submissions. 87 submissions were made online, using the online platform (SurveyMonkey). Five completed their submission on paper form and 39 provided their submission via email or letter.

For the online platform the average time spent completing the submission was 10m:26s. Most submissions (55) were received on the final week of consultation.

An analysis provided indicates that 56 (60.87%) of submitters are either connected or able to be connected to water services and 34 (36.95%) submitters are not.

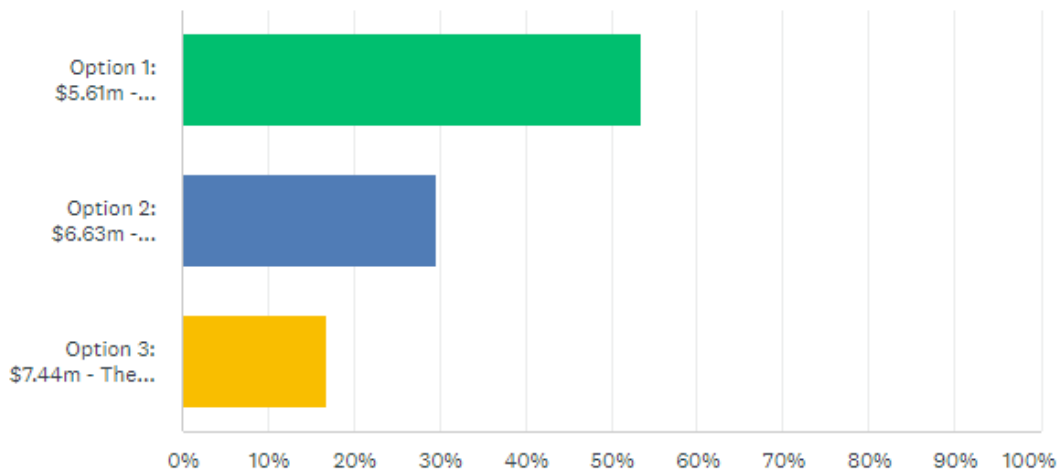
Total Number of Formal Submissions	Total Number of Submissions Related to the Consultation Document	Total Number of Submissions Not Related to the Consultation Document	Total Number of Additional Correspondence Considered
131	92	39	Around 12 emails to submissions@swdc.govt.nz Around 4 specific questions via LGOIMA

7.1 Enhanced Annual Plan 2024-25 Submissions

The below is an analysis of the total number of submissions related to the consultation document (92) received online via SurveyMonkey and in paper form.

7.1.1. First Decision: How much should we spend on operating and maintaining our water services?

71 submitters responded to the first decision.



Option	Number of those in favour
Option 1: Maintain the current level of funding with an increase for unavoidable extra costs	53.52%
Option 2: Maintain the current level of funding with additional priorities to increase planning and resilience.	29.58%
Option 3: The highest level of investment for planning and resilience	16.90%

Key themes that came out of the additional comments related to the first decision are:

1. Water Conservation and Metering: Advocacy for installing meters to track usage and incentivise conservation. Belief in reducing wasteful water usage through monitoring and accountability.

2. Support for infrastructure maintenance and investment: Concerns about inadequate funding for maintenance and expansion of water infrastructure. Emphasis on the importance of reliable water services, sewage disposal, and stormwater management.

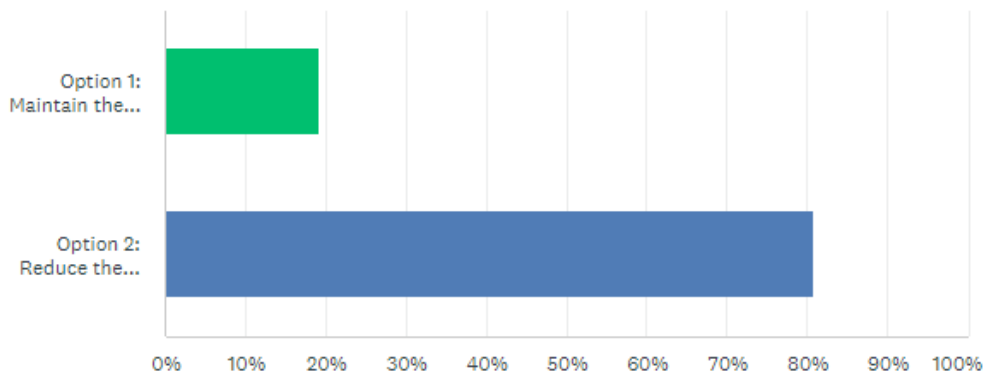
3. Financial affordability: Concerns about inadequate funding for maintenance and expansion of water infrastructure. Emphasis on the importance of reliable water services, sewage disposal, and stormwater management.

4. Transparency and Accountability: Demands for transparent budget breakdowns and accountability in spending. Requests for clarity on how funds are allocated and suggestions for cost-saving measures.

5. Community Engagement and Representation: Desire for council responsiveness to community needs and preferences. Calls for greater inclusion of residents' voices in decision-making processes.

7.1.2. Second Decision: How should we charge for water?

73 submitters responded to the second decision.



Option	Number of those in favour
Option 1: Maintain the current allocated quota (350 m3) of water provided to all users, and the current user charges (\$1.84 per m3) for litres of water used above this	19.18%
Option 2: Reduce the allocated quota to 250m3 of water provided to all users (household or commercial) and increase the excess water charges to \$2.50 per m3 for water used above this.	80.82%

Key themes that came out of the additional comments related to the second decision are:

1. User pays principles: Support for implementing a user pays system for water usage, where individuals pay for the amount of water they consume. This principle is seen as fair and encourages conservation.

2. Reduction in allocated quota: Favouring a reduction in the allocated quota for water usage per household, with suggestions to implement incremental reductions to allow time for adjustment and investment in water-saving infrastructure like storage tanks

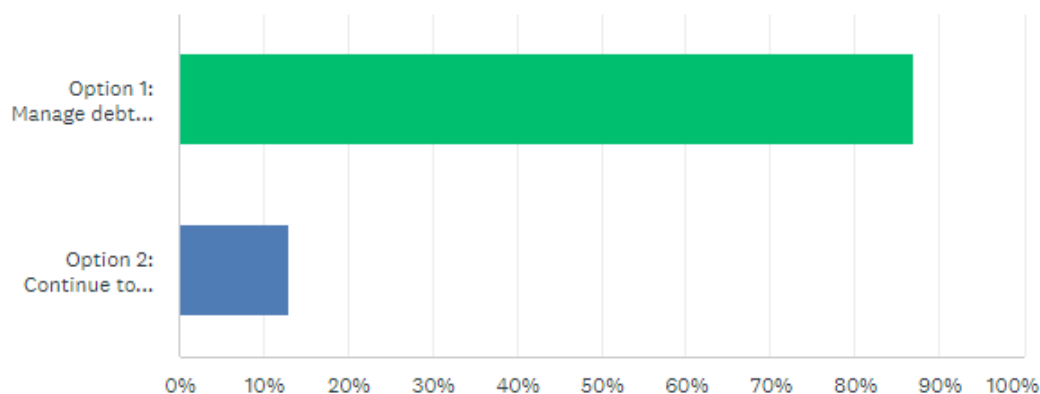
3. Equitable charging structures: Calls for a fair and transparent charging structure, with considerations for different usage needs such as households versus commercial businesses. Suggestions include tiered pricing based on usage levels and waivers or discounts for those facing financial hardship.

4. Infrastructure investment and leak detection:
Emphasis on the importance of investing in water infrastructure, including the detection and repair of leaks to prevent wastage and ensure reliability of supply.

5. Community-specific considerations: Requests for exemptions or special considerations for certain community entities like marae, schools, and not-for-profit organisations, recognising their unique roles and financial constraints.

7.1.3. Third Decision: How should we pay for the replacement of our assets?

69 submitters responded to the third decision.



Option	Number of those in favour
Option 1: Manage debt through cashflow analysis and only borrow what is needed as it is needed. Continue to fund an appropriate level of depreciation to fund future renewals.	86.96%
Option 2: Continue to charge rates to fund both a loan reserve (to pay for the existing assets) and depreciation (for future replacement of the assets).	13.04%

Key themes that came out of the additional comments related to the second decision are:

1. Responsible infrastructure funding: There's a consensus on the need for responsible funding of infrastructure projects without burdening future generations. This includes suggestions for implementing responsible borrowing, paying off both interest and principal, and avoiding postponing necessary investments.

2. Asset rationalisation and prioritisation: Calls for rationalising assets and prioritising essential services over non-essential ones to optimise spending. Suggestions include evaluating the necessity of multiple libraries and pools, exploring alternative service delivery models, and considering the financial viability of council-owned assets like pools and campsites.

3. Transparency and accountability: Demand for transparency in financial planning and expenditure, including detailed budgets, clear priorities, and regular reporting on infrastructure projects and asset management.

4. Financial stability: Concerns about the financial sustainability of council operations, including the impact of rate increases, debt levels, and the need for additional funding from central government.

5. Options evaluation: requests for a thorough cost-benefit analysis of proposed options, including consideration of long-term impacts and alternative funding sources like GST from rates and road user charges.

6. Council efficiency: Suggestions for improving council efficiency

7. Equity in funding: Concerns about equity in funding, with some residents questioning why they should subsidise services they do not directly use, especially if they rely on tank water rather than council-supplied water

7.1.4. Additional Questions: Rating Review Feedback: Do you have any feedback that has not been raised previously?

28 submitters responded to this question.

The following is the key themes raised.

1. Financial prudence and accountability: The submissions emphasise the need for careful spending, reducing waste, and ensuring financial accountability within the council. It supports targeted rates and demands clear definitions of tasks and performance reviews for council employees.

2. Infrastructure and maintenance: Concerns about road maintenance, safety upgrades, and the need for new infrastructure like footpaths are highlighted. There's also a call for a climate change mitigation rate.

3. Equity in rating and services: Criticism of the current rating system as unfairly burdening rural property owners and calls for a more balanced approach that includes input from rural communities and Federated Farmers.

4. Community engagement and consultation: There's a strong emphasis on involving the community in decision-making processes, particularly for asset reviews, and ensuring that changes align with community plans like the Featherston Masterplan.

5. Tourism and economic development: The submissions support targeted rates for short-stay accommodations to boost tourism and local businesses but also suggests penalising "weekender" properties to increase long-term rental availability for local workers.

7.1.5. Additional Questions: Final Feedback: Do you have any additional comments on other areas we're focusing on?

42 submitters responded to this question.

The following is the key themes raised:

1. Promoting bicycle use: One submission laments the low usage of bicycles for transportation among all age groups, emphasising the health benefits of cycling.

2. Representation and community engagement: Several submissions speak to the Representation Review, including calls for the elimination of community boards and suggesting daytime and evening meetings in each town.

3. Financial responsibility and operational costs: There is significant concern about council expenses and the need for cost-saving measures. Examples include private use of council cars, office refurbishments, and unnecessary conference attendances.

4. Support for Federated Farmers: A number endorses the Federated Farmers submission, highlighting a perceived imbalance in resource allocation between rural and urban areas, and advocating for more equitable distribution of rural rates.

5. Tourism and economic development: Support for continued funding for Destination Wairarapa and emphasises the importance of tourism to the local economy, advocating for sustained promotional efforts to attract visitors and support local businesses.

6. Infrastructure and services: Concerns are raised about the lack of progress on waste treatment plants and the state of water and sewage assets, and calls for funding to improve specific infrastructure, such as Moiki Road.

7. Transparency and consultation: Criticism of the councils for a lack of transparency in its annual planning process and calls for more open and public deliberations. There is also appreciation for recent consultation efforts and encourages continued strong relationships with key stakeholders like iwi.

8. Climate change and sustainability: There is a call for increased emphasis on climate change mitigation strategies, suggesting that the council should incorporate these into their planning and operations.

7.2 Email Submissions

There were 39 email submissions, including both Destination Wairarapa and Federated Farmers.

22 of those email submissions were in support of continued funding levels for Destination Wairarapa across all three councils in the Wairarapa. Destination Wairarapa also had a further eight submissions of support online (total of 30 submissions in support).

Six of those email submissions included support for Federated Farmers proposal for splitting the cost of rates by population. Federated Farmers had a further 14 submissions of support online (total of 20 submissions in support).

The remaining 11 email submissions included several more detailed documentations on the Enhanced Annual Plan questions. Submissions from Te Whatu Ora, Ngāti Kahungunu ki Wairarapa Iwi Development Trust, 5 Towns Trail Trust and Enviroschool.

Two of those email submissions which clearly and simply listed preferred options, have been added to SurveyMonkey and included in the analysis above under 7.1

A full package of all submissions has been provided as part of the Annual Plan Hearings Report and can be found here: [Enhanced Annual Plan Hearing \(Day 1\) 15 May 2024 - SWDC](#)

8. Next Steps

At the conclusion of deliberations, council officers will be tasked with preparing the final draft of the budget for the Annual Plan.

9. Summary of Considerations

- First Decision: How much should we spend on operating and maintaining our water services?
- Second Decision: How should we charge for water?
- Third Decision: How should we pay for the replacement of our assets?

9.1 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

Contact Officer: Nicki Ansell, Acting Manager, Stakeholder Relationships

Reviewed By: Janice Smith, Chief Executive Office

Hearings Outcome Deliberations Report

1. Purpose

The purpose of this report is to provide summarised information on the key issues from the outcomes of the Enhanced Annual Plan Hearings on 15 May 2024.

2. Executive Summary

Enhanced Annual Plan 2024-2025 Hearings took place in the Waihinga Centre, Martinborough between 9am – 2:05pm on Wednesday 15 May 2024. 18 submissions were heard during this meeting. [Enhanced Annual Plan Hearing \(Day 1\) 15 May 2024 - SWDC SWDC](#)

This report outlines the key themes raised at the Hearings.

3. Recommendations

Officers recommend that the Council:

1. Receive the Hearings Outcome Deliberations Report.
2. Provide direction to Council officers.

4. Background

During the Enhanced Annual Plan 2024-2025 Hearings two aspects of that Rating Policy Review were raised (the economic development targeted rate and SUIPs - Separately Used or Inhabitable Part of a Rating Unit), funding for Destination Wairarapa was advocated for and the impact the reduce water allocation will have on Marae in our district was discussed.

[During the Rating Policy Review Consultation which took place 15 September – 15 October 2023](#), it was proposed that tourism was one of the fastest growing industries in the South Wairarapa and had significant importance to Council given its impact on the six wellbeing pillars for our community. To support tourism in the district, Council has an economic development targeted rate that is used to promote the region, its activities, and events. This is currently paid for by commercial and industrial properties. Dwellings used for short-stay accommodation may also benefit from the investment. This was one of the questions asked during the Rating Policy Review consultation.

Question 3.4 asked, should dwellings used for short-stay accommodation e.g. Airbnb, Bookabach, or similar, contribute to the economic development rate?

a) Do you believe that dwellings used for short-stay accommodation should be included in the economic development rate?

b) How would you recommend that Council define and identify these dwellings, for example through self-identification or registration (fees may need to be collected to cover the administration costs)?

During the Rating Policy Review SWDC proposed a change for rating to capital value instead of land value. No system is ideal, however on balance, Council believes that capital value is fairer than land value. Capital value is the total value of the land and improvements, i.e. the land and any buildings on the land.

Question 3.1 in the consultation was Capital Value or Land Value.

a) Do you agree with Council's proposal to change the general rate to capital value from land value?

Further details on this consultation can be found here:

- Council meeting 26 October 2023 – [Hearings on the Rating Policy Review](#)
- Council Meeting 9 & 16 November 2023 - [Meetings for 9 November 2023 – January 30 – SWDC](#)

The themes raised at the Enhanced Annual Plan Hearings:

1. Economic Development Rate:

The theme raised at the hearing included if the amount to be collected for the rate was capped at \$200,000 and if it only applies to single urban dwellings that were used through booking agencies or should it extend to properties with a second unit or rural homestays.

2. SUIP:

The theme raised included if there are any anomalies in the QV data that may impact unfairly on rating?

A SUIP includes any portion of rating unit used by the owner, or a person other than the owner, who has the right to use or inhabit that portion by virtue of a tenancy, lease, licence, or other agreement.

It includes separately used parts, whether or not actually occupied at any particular time, which are used by the owner for rental (or other form of occupation) on an occasional or long-term basis by someone other than the owner. A rating unit that has a single use or occupation is treated as having one SUIP.

3. Destination Wairarapa Funding:

Although this is not a consultation issue for SWDC it was part of the Long-Term Plan consultation topics for Masterton District Council. The current Memorandum of Understanding expires 30 June 2025, therefore funding for the period covered by the Enhanced Annual Plan remains in alignment with this agreement. However, a greater understanding of any changes to the funding

model made by either of the other councils in the future will be required for the preparation of the Long-Term Plan.

4. Excess water charges for Marae:

There were two submissions asking for either an increased allocation of water or a remission for payment for Marae that are connected to town supply. The impact for Hau Ariki Marae, with three water tanks on water supply was noted. Given the role Marae play in community including a role in civil defence, and taking into account Marae are not-for-profit this was noted as a key theme.

5. Discussion

Council officers are seeking guidance from Council on the following key themes raised at the Enhanced Annual Plan 2024-2025 Hearing.

5.1.1.1. Economic Development Rates

Council officers recommend removal of the Economic Development rate at this time. Further research is required before reporting back to Council as part of the Long-Term Plan.

5.1.1.2. SUIP's

Council officers recommend adopting the change to charge some rates by SUIP. Work will be undertaken between this meeting and the final adoption of the Enhanced Annual Plan to ensure that the rating unit information from QV is incorporated in the final rate analysis.

5.1.1.3. Excess water charges for Marae

Council officers suggest that SWDC work with Hau Ariki Marae to assist them in making an application to the Community Well Being Fund to convert the water tanks to collect rainwater instead of town supply. This would need to include the necessary filtration to ensure the supply is safe.

5.1.1.4. Destination Wairarapa Funding

Outcome of Masterton District Council's Long-Term Plan deliberations is required before any further discussions can occur in relation to future funding options for Destination Wairarapa.

6. Next Steps

At the conclusion of deliberations, council officers will be tasked with preparing the final budget for the Enhanced Annual Plan.

Contact Officer: Nicki Ansell, Acting Manager Stakeholder Relationships

Reviewed By: Janice Smith, Chief Executive Officer

Fees and Charges Deliberations Report

1. Purpose

The purpose of this report is for the adoption of fee and charges at South Wairarapa District Council for the Enhanced Annual Plan 2024-25.

2. Executive Summary

This report paper outlines all proposed price increases for South Wairarapa District Council (SWDC) services to take effect from 1 July 2024.

3. Recommendations

Officers recommend that the Council:

1. Receive the Fees and Charges Deliberations Report.
2. Adopt the Fees and Charges 2024-2025 in Appendix one

4. Background

As part of preparations for the Enhanced Annual Plan 2024-2025, fees and charges are reviewed by council officers to ensure the following:

- Fees are being applied correctly and consistently.
- Fees meet the pre-requisite requirement of being cost recovery (where applicable).
- Resource consent fees have been reviewed and recalculated to address past inconsistencies and bring those fees to where practical and reasonable cost recovery.

5. Discussion

There are number of areas Council Officers are looking to make changes to for fees and charges for the financial year 2024-2025. The fees and charges recommended for change are highlighted in yellow and the previous fee is shown in brackets. This report only discusses those that are proposed for amendment, not all fees & charges within the schedule.

1. Refuse & Recycling

This change is to align South Wairarapa District Council with Masterton District Council and Carterton District Council. Please see fees and charges on pages 6-8 in the Draft Fees and Charges for 2024-2025 document in appendix one.

2. Housing for Seniors

This change is a resulting of increasing cost of inflation. Please see fees and charges on page 12 in the Draft Fees and Charges for 2024-2025 document in appendix one.

3. Animal Control

This change is a resulting of increasing cost of inflation. Please see fees and charges on page 14 & 15 in the Draft Fees and Charges for 2024-2025 document in appendix one.

4. Planning & Resource Management

This change is a resulting of increasing cost of inflation. Please see fees and charges on page 17-20 in the Draft Fees and Charges for 2024-2025 document in appendix one.

5. Building Consents & PIMs

This change is a resulting of increasing cost of inflation. Please see fees and charges on page 17-20 in the Draft Fees and Charges for 2024-2025 document in appendix one.

6. Roding

Minor changes related to no spraying areas. Please see fees and charges on page 17-20 in the Draft Fees and Charges for 2024-2025 document in appendix one.

Council officers are looking for adoption of the full fees and charges for the financial year 2024-2025. Current financial budgets are model with the recommended fees and charges included. Any additional changes will require a revision of the draft 2024-2025 financial budget.

Noting the following fees must be set a month in advance:

Dog Control Fees

The Dog Control Act 1996 (the Act) gives Council the power to set fees for the registration and control of dogs within its territory. [Section 37 of the Act](#) states “that fees shall be made by resolution of Council and that fees must be publicly advertised once they are set”.

South Wairarapa District Councils [Control of Dogs Policy](#), Section 11 includes that Dog Control Fees will be aligned with the Annual Plan each year, with the purpose to:

- ensure dog owners meet their obligations under the Dog Control Act (1996) and associated bylaws
- actively promote responsible dog ownership and the care and welfare of dogs
- prevent potential danger caused by dogs to the public, wildlife and natural habitats
- minimise potential distress and nuisance caused by dogs to the public (including children), wildlife and natural habitats; and
- provide for the exercise and recreational needs of dogs and their owners.

The South Wairarapa District Council increased the Dog Control Fees by 10% in April 2023. Therefore, to maintain the ability for users to pay the appropriate level and not burden the general rate payer, the recommendation is a 5% increase in general and late fees.

6. Summary of Considerations

Under metered water rates in the draft fees and changes 2024-2025 we have temporarily removed the fee related to water use:

- Use over 350m³/250m³ allowance (or per m³ for new connections installed partway through a rating year)

As this question relates to one of the decisions in the Enhanced Annual Plan 2024-2025 Consultation and will be considered under the Financial Deliberation Report, it will be replaced in the document once a decision has been made..

7. Appendices

Appendix one – Draft Schedule of Fees and Charges

Contact Officer: Nicki Ansell, Acting Manager, Stakeholder Relationships

Reviewed By: Janice Smith, Chief Executive Officer

Appendix one – Draft Schedule of Fees and Charges



**SOUTH WAIRARAPA
DISTRICT COUNCIL**

Kia Reretahi Tātau

**SCHEDULE OF
FEES & CHARGES**

**2024 – 2025
Effective 1 July 2024**

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Community Facilities & Services

Council Offices

Location	19 Kitchener Street, Martinborough 5711
Postal address	PO Box 6, Martinborough 5741
Website	www.swdc.govt.nz
Opening hours	9.00am to 4.00pm Monday to Friday Closed on weekends & public holidays

Information Requests (LGOIMA)

Council staff time	\$
First hour	Free
Per subsequent half hour	38.00

Printing, Copying, Laminating

Printing/Photocopying (per page)	Black & White \$ including GST	Colour \$ including GST
Single sided A4	0.20	0.30
Single sided A3	0.40	0.50
Double sided A4	0.30	0.50
Double sided A3	0.80	1.00

Laminating (per page)	\$ including GST
A4	2.00
A3	3.00

Copying/printing of plans	\$
Time involved to retrieve and/or photocopy plans (per 10 minutes)	10.00

Libraries & Service Centres

Library Services

Reservation of Books	No charge
Replacement Cards	No charge
Lost or damaged library book	At replacement cost
Inter-library loan Items	\$10.00 plus cost charged by lending library

Printing, Copying, Laminating

Printing/Photocopying (per page)	Black & White \$ including GST	Colour \$ including GST
Single sided A4	0.20	0.30
Single sided A3	0.40	0.50
Double sided A4	0.30	0.50
Double sided A3	0.80	1.00

Laminating (per page)	\$ including GST
A4	2.00
A3	3.00

Refuse & Recycling

Rubbish Bags

Rubbish bags can be purchased from Council Office and Service Centres

	\$ including GST
Per bag	4.90 (3.00)
Per bundle of 10	49.00 (30.00)

Transfer & Recycling Stations

Refuse Charges	Limits & quantities	\$ including GST
Dropping of official Council refuse bags		No charge
All other refuse	Up to 30kg	12.00 (11.20)
General refuse (Martinborough only)	Per tonne	310.00(275)
Clean fill (weighed)	Per tonne	20.00 (7.50)

Recycling Charges	\$ including GST
Clean and sorted recyclable items	No charge
Replacement Recycling Bins	17.50
Replacement Wheelie Bins	60.00

Green Waste Charges	Limits & quantities	\$ including GST
Car boot/fadge		7.00 (6.30)
Van/trailer	6 x 4 trailer no cage	17.00(15.40)
Large trailer/small truck	6 x 4 trailer with cage 8 x 4 trailer no cage	33.00 (30)
Large truck Martinborough only weigh in weigh out, Min \$26 per load	Up to 6 tonne	74.60 per tonne (67.80)
Larger loads at discretion of Council's recycling operator		

Car Bodies & Tyres (Martinborough only)	Limits & quantities	\$ including GST
Car bodies – stripped		44.80 (40.00)
Car and 4WD tyres	Up to four tyres on rims Per tyre	6.70(5.50)
Tyres Cars and 4wd only	No rims	5.30
Tyres truck	No rims	10.00

Car tyres	Per tonne	737.00(670)
Truck, tractor, or earthmover tyres	More than four tyres per load, or mixed load containing tyres. Per tonne	737.00(670)

Electronic Waste Charges	\$ including GST
Small items (mobile phones, cameras)	No charge
Medium items (keyboards, docking stations, modems, stereos, gaming consoles)	5.00
Larger items (TVs, computer monitors, printers, fax machines, microwaves)	20.00
Photocopiers	50.00

Parks & Recreation

Swimming Pools

There is no charge for admission at all three Council pools.

Venue & Sports Facility Hire

All Venues – additional charges

Fees & Charges (in addition to hire charges)	\$ including GST
Deposit (if required)	50% of hire charge
Bond (if alcohol to be served)	300.00
Additional Cleaning fee - per hour (if required)	
- Small & Medium venues (1 hour minimum)	35.00
- Large venues (2 hours minimum)	35.00
Projector/TV use - per session	20.00
PA/Sound System use - per session	30.00
Access to Kitchen Facilities (Small and Medium venues)	20.00
Custodian Call-out – per hour (if required)	25.00

Small Venues (approx. 6 to 20 guests)

Greytown Town Centre - upstairs rooms* Green Room Joe Rewi Room	\$ including GST
Weekday – morning or afternoon	30.00
Weekday – full day	55.00
Saturday – 10.00am – 12.00 noon	25.00
<i>*only available during library opening hours</i>	

Medium Venues (approx. 20 to 150 guests)

Martinborough Supper Room Featherston Kiwi Hall and/or Supper Room Greytown WBS Room	\$ including GST
Pack In/Out Per Day	25.00
Meetings/Conferences/Performances	
Weekday – morning or afternoon	50.00
Weekday – full day	90.00
Monday to Thursday evening	50.00
Friday evening, Saturday, Sunday, Public Holidays	110.00
Functions – (Weddings/Dinners/Balls)	
Weekday – morning or afternoon	110.00
Weekday – full day	200.00
Monday to Thursday evening	120.00
Friday evening, Saturday, Sunday, Public Holidays	270.00
Displays/Exhibitions/Sale of Goods/Auctions (Clear Floor)	
Community Group and Free Admission Event	25.00 per day
Admission Charged or Commercial:	
Weekday – morning or afternoon	35.00
Weekday – full day	60.00
Monday to Thursday evening	35.00
Friday evening, Saturday, Sunday, Public Holidays	80.00
Sport and Fitness	
Clear floor, activities with no audience	25.00 per hour

Large Venues (approx. 50 to 300 guests)

Greytown Town Centre Forum	\$ including GST
Greytown Town Centre Forum & WBS Room	
ANZAC Hall (incl. Supper Room)	
Martinborough Town Hall (incl. Supper Room)	
Kitchen Access Included in Hire Charge	
Pack In/Out Per Day	50.00
Meetings/Conferences/Performances	
Weekday – morning or afternoon	110.00
Weekday – full day	210.00
Monday to Thursday evening	120.00
Friday evening, Saturday, Sunday, Public Holidays	350.00
Each hour after midnight	100.00
Functions – (Weddings/Dinners/Balls)	
Weekday – morning or afternoon	185.00
Weekday – full day	295.00
Monday to Thursday evening	200.00
Friday evening, Saturday, Sunday, Public Holidays	450.00
Each hour after midnight	100.00
Displays/Exhibitions/Sale of Goods/Auctions (Clear Floor)	
Community Group and Free Admission Events	25.00 per day
Admission Charged or Commercial:	
Weekday – morning or afternoon	50.00
Weekday – full day	75.00
Monday to Thursday evening	50.00
Friday evening, Saturday, Sunday, Public Holidays	125.00
Sport and Fitness	
Clear floor, activities with no audience	25.00 per hour

Sports Stadium

Featherston	Daytime Hours	Evening Hours
	8.00am – 6.00pm	6.00pm – 12.00am
	\$ including GST	\$ including GST
Full day/evening	85.00	52.00
Hourly charges (minimum 2 hours)		
Stadium	11.00	11.00
Annex	2.50	2.50

Parks and Reserves

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

Housing for Seniors

	Weekly Rent \$	Fortnightly Rent \$
Greytown		
Westhaven (Double)	130.00 (120)	260.00 (240)
Martinborough		
Cecily Martin (Double)	140.00(130)	280.00 (260)
Featherston		
Burling (Single)	120.00(110)	240.00(220)
Burling (Double)	130.00(120)	260.00(240)
Matthews (Double)	140.00(130)	280.00(260)

Cemeteries

Burials	\$
Adult	750.00
Child – Under 10	320.00
Infant – Under 1	150.00
Burial of Ashes	230.00
Extra Depth Charge (not available in Featherston)	275.00
Top Soil Charge	320.00
Burial on weekends, holidays or before noon on a Monday or the day after a Public Holiday	1,150.00
Additional Fee – Non-Resident	900.00
Breaking Concrete	Actual cost

Plots	\$ including GST
Adult	1,000.00
Infant under 1	160.00
Child under 10	320.00
Cremation Plot	300.00
Columbarium Wall	300.00
RSA	
No charge for plot, or out of district fee, interment fee only.	No plot fee

Planning & Regulatory Services

Animal Control

Dog Registration

Dogs certified (as per schedule 5 of the [Dog Control Act 1996](#)) disability assist dogs are not charged for registration.

General Fees (if paid on time)	Urban \$ including GST	Rural \$ including GST
Entire	127.00 (121)	81.00 (77)
Desexed	89.00 (85)	49.00 (47)
Flat fee for up to 10 rural dogs		254.00 (242)
Additional rural dogs over 10 (per additional dog)		25.00(24)
Late Fees (if paid after due date)	Urban \$ including GST	Rural \$ including GST
Entire	190.00 (181.50)	119.00 (115)
Desexed	132.00 (126)	74.00 (70)
Flat fee for up to 10 rural dogs		381.00 (363)
Additional rural dogs over 10 (per additional dog)		38.00 (36)

Dog Impounding Fees	\$ including GST
First Impounding	80.00
Second Impounding	200.00
Third Impounding	300.00
Housing (per day)	25.00

Other Dog Fees	\$ including GST
Micro-chipping (per dog)	20.00
Seizure Fee	100.00
Costs and expenses relating to seizing a dog	Actual cost, plus 10%
Surrender a dog for euthanasia	\$350 + Actual cost
Permit application to keep more than two dogs in an urban area, including breeder	165.00
Replacement registration tag (if tag lost or damaged)	8.00
Bark Control Collars	Actual cost, plus 10%

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

Food, Alcohol, Gambling, Noise, & Other Bylaws

Food Act	\$ including GST
Food Act Registration	150.00
Food Act Verification	442.00
EHO Hourly Rate for Compliance Enforcement (per hour)	150.00
Alcohol Licensing	
License Applications	As per Act
Manager's Certificates	As per Act
Gambling	
Venue and gaming machine per consent	357.00
Noise Control	
Noise control charges (seizure) - per callout to property	250.00
Return of seized equipment – administration and return fee per property, PLUS:	102.00
Burglar alarm disconnection (if required)	
Other	
Camping Ground (per annum)	260.00
Relocatable Home Park	150.00
Hairdressers Registration (per annum)	260.00
Offensive Trade Registration (per annum)	260.00
Bylaw Permit Fee (includes hawkers, advertising signs, hoardings, street stalls [large], amusement galleries, event registration)	300.00
Bylaw Permit Fee (includes street stall [small])	21.50
Beauty Therapy, Tattooing and Skin Piercing, Funeral Directors (registration and inspection fee one hour)	156.00
Amusement Devices – for one device, for the first seven days of proposed operation or part thereof	11.50
- Additional Device – first week (or part week)	2.30
- Additional Weeks (or part week) per device	1.15

Planning & Resource Management

In accordance with s.36AAB(2) of the [Resource Management Act 1991](#), payment of deposits and fees are required in full, except where actual costs are generated in the processing of an application, before work will commence on an application.

* Denotes minimum fee deposit, all other fees are fixed.

Minimum fee applications will incur charges at officers' hourly rate and consultant/contractors' costs.

Deemed Permitted Boundary/Marginal Activities	\$ including GST
Permitted Boundary Activity (PBA)	325.00
Permitted Marginal Activity (PMA)	*325.00
Pre-application Meetings	\$ including GST
• First hour	Free
• Each subsequent hour (or part thereof)	200.00 (150)
Non-Notified Land Use*	\$ including GST
Controlled	*900.00
Restricted Discretionary	*1,050.00
Restricted Discretionary (minor)	*600.00
Discretionary	*1,350.00
Discretionary (Heritage – Minor)	*600.00
Non-Complying	*1,950.00
s221 Consent notice cancellation or variation	*1,350.00
Limited Notified Applications (Includes all land use and subdivision consents, Notices of requirements and amendments, and reviews of conditions and any other matter requiring limited notification)	*2,090.00
Publicly Notified Applications (Includes all land use and subdivision consents, Notices of requirements and amendments, and reviews of conditions and any other matter requiring limited notification)	*5,000.00

All fees are a deposit only. Where the costs for processing an application exceed the fee deposit, the additional cost will be payable.	
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Any other certification	Officers hourly rate
Certification	\$ including GST
<ul style="list-style-type: none"> Each subsequent hour (or part thereof) 	150.00
Expert advice (e.g., heritage, engineering, hazards, cultural, landscape etc.)	At cost
<ul style="list-style-type: none"> First hour 	Free
Instrument creating esplanade reserve/strip	Officers hourly rate plus legal fees
Plan change	*20,000.00
Planning Certificate (SSoA 2012)	150.00
Private Plan Change Applications	\$ including GST
Road naming	*500.00
s125 Request to extend Consent Timeframe	*1,050.00
s139 Certificate – Certificate of Compliance	
s139A Certificate - Certificate of existing use	*1,050.00
s176 Outline Plans	*750.00
s176a Outline Plan Waiver	
<ul style="list-style-type: none"> First hour 	Free
<ul style="list-style-type: none"> Each subsequent hour (or part thereof) 	200.00
s221 Consent Notice	650.00 (115)
s222 Bond Certificate	400.00
s223 Certificate (surveying approval)	*500.00
s224 Certificate (subdivision Certificate)	*650.00 Plus, inspection fees, officers' hourly rates
s226 Certificate (de-amalgamation)	*650.00
s240/241 Approval (de-amalgamation/amalgamation and other covenants)	*650.00
s243 Approval (easements)	*650.00
s348 of LGA Approval	650.00
s357 Objection to Decision/Conditions of Consent	850.00
Signing fee (per document)	25.00
Staff time (per hour)	200 (150)

	\$ including GST
s127 Variation to Consent	
<ul style="list-style-type: none"> Land Use Consent 	*1,350.00 (1050)
<ul style="list-style-type: none"> Subdivision Consent 	*1,800.00
s.128 Review of consent (Where initiated by applicant)	*1,050.00
Additional Charges	
Site Inspections (per inspection up to one hour, then hourly rate shall apply)	*100.00
Pre-hearing	*535.00 Plus, hourly rate after 1 hour
Hearing administration fee	1,225.00 Plus, cost of commissioners
Hourly rate above deposit	200.00 (150)
External consultant advice required for processing applications	Actual cost
Engineering plans for certification – admin fee per approval (per residential; and rural vehicle crossings) Officers hourly rate for other approvals – invoiced but payable prior to release of certification	*25.00
Engineering design approval and amendments to approvals	\$150 per hour
Engineering inspections	\$150 per hour
Engineering advice for applications	\$150 per hour
Protected trees <i>Fees will not be charged for applications relating to in-ground disturbance work/trimming or removing trees listed in Appendix 1.4 (Notable Trees) of the Wairarapa Combined District Plan. This only applies where no other aspect of the proposal requires resource consent, e.g., a yard encroachment.</i>	No Charge to Applicant
Application for a New Road or Right of Way Name	*115.00
Certificate of Title Searches	
<ul style="list-style-type: none"> Per title 	30.00
<ul style="list-style-type: none"> Additional fee for each interest attached 	5.00

Land Information Memorandum Report	\$ including GST
LIM – Urgent (5 working days)	490.00 (460)
LIM – Standard (10 working days)	315.00 (285)
Investigations/compliance monitoring – Resource Management Act 1991, District Plan and Resource consents (excluding relocates)	
Investigations when non-compliance is determined with the Resource Management Act 1991, District plan and/or requirements of approved consent – can be charged as part of and necessary and subsequent applications at the Planning Managers discretion	Officers hourly rate

Financial Contributions	\$ including GST
Financial Contribution water	3,736.83
Financial Contribution sewer	2,013.17
Note there are specific charges levied under the RMA/Wairarapa Combined District Plan in relation to Greytown developments. Contact SWDC for more detail.	

Building Consents & PIMs

Please note the fees listed below are Initial Fees only. They include administration time, vetting, specified processing and inspection time. They do not include any additional administration, processing or inspections, disbursements, consultant fees, Building Research Assn or MBIE levies. *The building consent fee does not include the cost of any structural or fire engineer's assessment which may be required.*

Minor Work	Included processing & inspections	\$ including GST
Solid Fuel Heater Freestanding		416.00 (360)
Inbuilt Solid Fuel Heater		542.00 (480)
Minor Plumbing & Drainage	1 hour processing 2 inspections	579.00 (480)
Drainage Work	2 hours processing 2 inspections	989.00 (796)
Marquee larger than 100m ² (see discretionary exemptions)		468.00 (386)

Sheds/Garages/Carports/Farm Buildings	Included processing & inspections	\$ including GST
Pool fence only - New or full replacement	1 hour processing 1 inspection	363.00 (310)
Swimming Pool and Pool Fence	1 hour processing 2 inspections	741.00 (731)
Minor alteration to existing pool fence	½ hour processing 1 inspection	269.00 (220)
Garden sheds/carports up to \$19,000 value	1½ hours processing 2 inspections	794.00 (696)
Minor Farm Sheds* up to \$40,000 value	1¾ hours processing 2 inspections	896.00 (796)
Larger Farm sheds * over \$40,000 value	3 hours processing 2 inspections	1474.00 (1172)
Standard garages	2 hours processing 2 inspections	951.00 (822)
Standard garages with sleepout*	2½ hours processing 3 inspections	1277.00 (1082)
Garages* with plumbing and drainage	2½ hours processing 3 inspections	1277.00 (1082)
Transportable outbuilding - yard built to be moved offsite	2 hours processing 4 inspections	1550.00 (1392)

**if building is to be built wholly as use as sleepout the residential dwelling fees apply*

Swimming Pools	Included processing & inspections	\$ including GST
Triennial compliance inspections		
<ul style="list-style-type: none"> Compliant on inspection 		168.00 (160)
<ul style="list-style-type: none"> Re-inspection (1 to 3 items) onsite or via desktop with photos provided 		84.00 (80)
<ul style="list-style-type: none"> Re-inspection (>3 items) Onsite inspection required 		168.00 (160)
Admin fee for audit carried out by IQPI		100.00
Removal of pool – owner to supply evidence (photos)		No charge

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Residential New Dwellings (including Multiproof)	Included processing & inspections	\$ including GST
Building work less than \$300,000	8 hours processing 8 inspections	3804.00 (3432)
Building work less than \$500,000	10 hours processing 8 inspections	4224.00 (3832)
Building work less than \$1,000,000	12 hours processing 10 inspections	4980.00 (4552)
Building work greater than \$1,000,000	14 hours processing 10 inspections	5400.00 (4,952)

Relocated Residential Dwellings	Included processing & inspections	\$ including GST
Relocated buildings less than \$100,000	4 hours processing 3 inspections	2124.00 (1,832)
Relocated buildings greater than \$100,000	6 hours processing 4 inspections	2712.00 (2,392)

Residential Additions & Alterations	Included processing & inspections	\$ including GST
Residential repile	1 hour processing 2 inspections	741.00 (672)
Residential removal	1 hour processing 1 inspection	416.00 (360)
Minor building work less than \$5,000	1 hour processing 2 inspections	558.00 (510)
Building Alterations less than \$15,000	2 hours processing 3 inspections	884.00 (796)
Building Alterations less than \$50,000	3 hours processing 3 inspections	1566.00 (1,272)
Building Alterations less than \$100,000	5½ hours processing 4 inspections	2322.00 (1992)
Building Alterations less than \$300,000	7 hours processing 5 inspections	2910.00 (2,552)
Building Alterations less than \$500,000	9 hours processing 7 inspections	3666.00 (3272)
Building Alterations greater than \$500,000	12 hours processing 8 inspections	4464.00 (4,032)

Commercial/Industrial New Buildings	Included processing & inspections	\$ including GST
Building work less than \$300,000	8 hours processing 8 inspections	4329.00 (3,832)
Building work less than \$500,000	10 hours processing 8 inspections	4749.00 (4,232)
Building work less than \$1,000,000	12 hours processing 10 inspections	5970.00 (5,352)
Building work greater than \$1,000,000	14 hours processing 10 inspections	6390.00 (5,752)

Commercial/Industrial Alterations & Additions	Included processing & inspections	\$ including GST
Minor building work less than \$5,000	1 hour processing 2 inspections	1146.00 (872)
Building Alterations less than \$15,000	2 hours processing 3 inspections	1629.00 (1,332)
Building Alterations less than \$50,000	3 hours processing 3 inspections	1944.00 (1,632)
Building Alterations less than \$100,000	5½ hours processing 4 inspections	2742.00 (2,392)
Building Alterations less than \$300,000	7 hours processing 5 inspections	3720.00 (3,152)
Building Alterations less than \$500,000	9 hours processing 7 inspections	4686.00 (4,072)
Building Alterations greater than \$500,000	12 hours processing 8 inspections	5484.00 (4,8325)

Other Charges	\$ including GST
Processing and Inspection software fee – applies to all projects >\$10,000	160.00
Document Management and storage fee – project value < \$20,000	75.00 (100)
Document Management and storage fee – project value > \$20,000	150.00
BCA Accreditation Levy – project value > \$20,000 < \$500,000	50.00
BCA Accreditation Levy – estimated value of work \$500,000 or more	0.50 per \$1,000 of project value
Hardcopy lodgement fee (excluding fireplaces and minor works)	100.00
Hourly Rate - Building Control Officer / Building Compliance Officer	210.00 (200)
Hourly Rate – Building Administration Officer	150.00
Inspection fee - per inspection	168.00 (160)
Amendment Fee Up to 1hr processing plus admin (extra inspections not included)	315.00 (300)
Minor Variation Fee – (includes ¾ hour processing and admin.)	158.00 (150)
BRANZ Levy (per \$1,000. of GST Inclusive work of \$20,000 or more)	1.00
Building Levy (per \$1,000. of GST Inclusive work of \$65,000 or more)	1.75
Project Information Memorandum - PIM (Includes 2 hours processing)	500.00 (396)
Historical CCC application applies to all consents granted >5 years prior (includes 1 inspection and 1/2 hr admin)	273.00 (260)
Removal of Entry from record of title – BA2004 Sec 74(4)	700.00
Extension of Time application	100.00
Structural Engineering or Fire Engineering Assessment/Peer Review	Cost + 10%
Compliance Schedule – new or amended – rate per hour	210.00 (200)
Building Warrant of Fitness – audit inspection fee per hour	210.00 (200)
Building Warrant of Fitness – Annual Renewal (1-2 systems)	80.00
Building Warrant of Fitness – Annual Renewal (more than 2 systems)	150.00
Certificate of Acceptance – Building consent fee for the applicable building payable with lodgement, plus actual cost charges at \$210.00 (\$200) per hour payable on issue of certificate.	

Change of Use Notification (per hour)	210.00 (200)
Building Certificate (Sale and Supply of Alcohol)	150.00 (100)
Building Consent Exemption Fee (Schedule 1 Exempt Building Work) - Fee covers first hour only, hourly rate applies for additional time	400.00 (300)
Application for Certificate of Public Use – hourly rate applies after first hour	315.00 (300)
Application for a Modification or Waiver to a Building Consent	105.00 (100)
Building Consent Minor Works printed (per 10 minutes of staff time) (1 set)	10.00
Building Consent Residential Consents printed (1 set)	150.00
Building Consent Commercial Consents printed (1 set)	300.00
Property File Search (Includes download, scanning documents and email) (per property)	30.00
Infrastructure Protection Deposits (refundable)	1,000.00
<ul style="list-style-type: none"> All relocated dwellings (onto site or off site) 	
<ul style="list-style-type: none"> All commercial work in urban areas with a value of more than \$500,000 	
<ul style="list-style-type: none"> And at Officer's discretion when there is a risk to infrastructure 	

Infrastructure & Services

Roading

Land Purchase (including road stopping)	\$ including GST
Application fee	635.00
Survey, legal, valuation and land purchase	At cost

Corridor Access	\$ including GST
Corridor Access Request (CAR)	180.00
Corridor Access Request with Traffic Management Plan (4 months)	400.00
Corridor Access Request with Traffic Management Plan (12 months) & generic	1,000.00
TMP third resubmission fee	500.00
Work Access Permit (WAP) extension	75.00
CAR/WAP warranty close off	50.00
Temporary road closure	400.00
Corridor Access Enforcement	
Non notification fee	350.00
Issue Stop work notice	1,500.00
Non-conformance notice	750.00
Corridor access staff fees	
TTM auditors per hour	125.00
Corridor officer	115.00
Engineer	185.00
Travel Costs (per km)	1.10

Permits	\$ including GST
Generic Overweight Permit	100.00
Individual Overweight Permit	100.00
Vehicle Crossing application	225.00
Street Opening application	225.00

No Spraying Areas	\$ including GST
Install 2 pegs	(60)
Install additional per peg	50 (25)

Infringement and Fines	\$ including GST
Damage to road reserve	At cost
Damage to road corridor infrastructure	At cost
Trimming of encroaching vegetation	At cost
Tipping of waste within the road corridor	At cost

RAPID Numbers

	\$ including GST
Rapid Numbering (per number)	150.00 (50)

Water Supply & Wastewater

Financial Contributions	\$ including GST
Financial Contribution water	3,736.83
Financial Contribution sewer	2,013.17
Note there are specific charges levied under the RMA/Wairarapa Combined District Plan in relation to Greytown developments. Contact SWDC for more detail.	

Connections & Disconnections	\$ including GST
Water Supply connection/disconnection administration fee	67.00
Wastewater connection/disconnection administration fee	67.00

- New water supply and wastewater connections are administered by Council.
- The applicant must use a contractor acceptable to Council.
- No work may commence until the administration fee(s) have been paid, and Council's maintenance contractor, or the contractor conducting the work, have been notified.

Metered Water Rates	\$ including GST
Ad hoc water reading fee	40.00
Urgent water reading fee (within 48hrs)	100.00
<i>REMOVED: Use over 350m³/250m³ allowance (or per m³ for new connections installed partway through a rating year)</i>	
Charges for metered water are considered by SWDC to be a targeted rate and are set out in SWDC's rates resolution each year.	

Septic Tanks	\$ including GST
Dumping Septic Tank Waste (per cubic metre)	62.00

Trade Waste	\$ including GST
Trade Waste Application	150.00
Trade Waste Annual Permit Fee	20.00
Trade Waste Annual Consent Fees (auditing/monitoring)	
- High Risk	460.00

- Moderate Risk	225.00
- Low Risk	105.00
- Reinspection Fee	100.00
For large discharges:	
Flow	0.56/m3
BOD	0.59/kg
SS	0.61/kg

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Financial Deliberations Report

1. Purpose

The purpose of this report is to provide background information and to present financial considerations to assist in decision-making for the Enhanced Annual Plan 2024-2025.

This deliberations report will provide financial information that has changed or shifted since Enhanced Annual Plan 2024-2025 consultation to enable Council to make final decisions to set the rates requirement for the 2024-2025 financial year.

2. Executive Summary

The statutory purpose of the Annual Plan is to confirm differences from what was proposed in the corresponding year of the current Long-Term Plan 2021-2031.

Noting the significant changes ahead for local government, legislation was passed on 13 February 2024 that enabled councils to opt to complete an Enhanced Annual Plan instead of a Long-Term Plan ([Sections 48-53 of the Water Services Acts Repeal Bill](#)).

Therefore, the Enhanced Annual Plan 2024-2025 is based on year four of the current Long-Term Plan and must include some additional information as set out in the Water Services Acts Repeal Bill.

The Enhanced Annual Plan (Enhanced AP) process provides an opportunity to review intended work programmes, levels of service, and associated budgets taking into consideration any new information and/or changing circumstances. According to section 95(5) of the [Local Government Act 2002](#) (the Act), the purpose of the Annual Plan is to:

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

The 2024-2025 Enhanced AP is Year 4 of the 2021-31 Long-Term Plan (LTP).

Since the Council’s current LTP was written in 2021, the economic environment we operate in has shifted significantly. The increase in rates forecast in the LTP for 2024-25 was 10.97%. However, the costs of services the Council provides to the community have increased dramatically since then.

The consultation document proposed a 15.3% total rates increase for the 2024-25 financial year. This considers high levels of inflation, interest, and insurance costs, along with core operational investment in roading and maintaining current levels of water investment.

The Consultation Document proposal was adopted by [Council on 27 March 2024](#) and asked our communities to have their say on three decisions:

- How much should we spend on operating and maintaining our water services?
- How should we charge for water use?
- How should we pay for the replacement of our assets?

3. Recommendations

Officers recommend that the Council:

1. Receive the Financial Deliberations Report.
2. Resolve to remove the Economic Development Rate from the rating model for 2024-25 and return the value to the General Rate.
3. Resolve the following additions to the Enhanced Annual Plan budget for 2024-25
 - a. Re-instate the Youth & Community grant fund at \$120,000.
 - b. Confirm \$60,000 as approved by the Council in November 2023, for Greytown Sports and Leisure. This is for 2024-25 only.
 - c. Provide \$20,000 for the 5 Towns Trail Trust to fund operational costs providing that the other 3 Council’s (Greater Wellington Regional Council, Carterton District Council and Masterton District Council) all confirm their commitment to fund their share of the overall budget of \$120,000. This is for 2024-25 to 2026-27.
 - d. Provide \$29,400 as part contribution to the Water Resilience Programme providing that the other 3 Council’s (Greater Wellington Regional Council, Carterton District Council and Masterton District Council) all confirm their commitment to fund their share of the overall budget \$149,500. This is for 2024-25 only.
4. Resolve to adopt the following options from the Enhanced Annual Plan consultation:
 - a. Decision One:
Option _____

If Option 1 is approved, consider the following additions to the budget:

- i) Greytown Riparian Planting Plan – \$70,000
- ii) Martinborough Capacity Study – \$75,000
- iii) Stormwater and Flood Modelling – \$60,000

b. Decision Two:

Option _____

c. Decision Three:

Option _____

5. Note that a Council meeting is scheduled for 26 June 2024 to adopt the Enhanced Annual Plan for the 2024-25 financial year.

4. Background

Consultation on an Annual Plan is required to meet the principles of consultation as specified in Section 82 of the [Local Government Act 2002](#) (LGA). The Special Consultative Procedure (SCP) as prescribed in Section 83 of the LGA was followed.

Full details on the Consultation Document can be found here: [2024-25 Enhanced Annual Plan consultation - SWDC SWDC](#)

Full details of all submissions can be found here: [Enhanced Annual Plan Hearing \(Day 1\) 15 May 2024 - SWDC SWDC](#)

5. Discussion

Council officers have spent the last two weeks undertaking line by line analysis of SWDC budgets for 2024-2025. Consideration has also been given to the themes identified through hearings held 15 May 2024.

Economic Development rate

This rate was discussed at the hearings on 15 May 2024, where it became clear that the modelling that had been undertaken and the Councillors understanding of what and who should be charged were very different. Given this uncertainty, it is recommended that this rate be removed from the rate model for 2024-25 and the value that was subject to the rate be returned to the General Rate.

Youth & Community Grants - \$120,000

This budget line was removed in earlier budget reviews in error. It is recommended that this be reinstated to allow Council to continue to provide community grants to the community.

Greytown Sports & Leisure - \$60,000

In November 2023, Council resolved to make funding of up to \$60,000 available for Greytown Sports & Leisure from 1 July 2024. This funding was to be for 1 year only and to be included in the Enhanced Annual Plan.

5 Towns Trail Trust

The recently formed Trust spoke to their submission at the hearings on 15 May 2024. The submission requested that Council consider approving a contribution of \$20,000 per annum from 2024-25 to 2026-27 towards operating costs of the trust. The amount requested was based on a shared service arrangement:

Greater Wellington Regional Council	\$60,000
Carterton District Council	\$20,000
Masterton District Council	\$20,000
South Wairarapa District Council	\$20,000

Water Resilience Programme - \$29,400

Work has commenced across the Wellington region, looking at water resilience. The funding for this currently continues to June 2024 and the four Councils have been asked to consider a shared service funding arrangement as follows:

Funding splits for scoping potential shared services/collaborations and joint external service contracts, with the proportions, and subsequent investment, being:

Greater Wellington Regional Council	30% - \$45,000
Masterton District Council	36.4% - \$54,000
Carterton District Council	14% - \$21,000
South Wairarapa District Council	19.6% - \$29,400.

There is strong support for this work to continue across the district.

Other budget amendments

The new draft budget contains any areas previously unaccounted for and any costs savings made since the adoption of the Enhanced AP consultation document.

Decision 1 – additional considerations for Option 1.

i. Greytown Riparian Planting Plan – \$70,000

Bring forward year one of implementation of the plan into 2024-25 at a cost of \$70,000. The plan was finalised after review by Greater Wellington Regional Council in February 2022. The consent condition required Greater Wellington Regional Council to certify the plan, it was then to be implemented progressively once approved and in line with budget constraints. WWL has provided a five-year budget plan after discussions with a consultant. In the interests of council's relationship with mana whenua, the community, and the regulator in delivering on Te Mana o Te Wai it is recommended to start the plan next year under WWL's management with a view to moving management to a subject matter expert as soon as possible.

ii. Martinborough Capacity Study – \$75,000

WWL have completed a wastewater network study for Martinborough this year to ensure council can convey our wastewater to the treatment plant as the town's population grows. The second part of this capacity study is to incorporate the growth demand into increasing the capacity of the treatment plant. This second study is not currently funded in option 1 but should be added at a cost of \$75,000. From this council will be able to produce a comprehensive growth study and investment advice for Martinborough to lead into our Infrastructure Strategy and LTP.

iii) Stormwater and Flood Modelling – \$60,000

The modelling has currently been budgeted in the capital programme, but it should sit in operational budgets. The budget amount is \$20,000 per town or \$60,000 total. When completed the modelling will assist in preparing a Stormwater Management Framework for South Wairarapa to ensure council can maximise operational budgets and capital resources efficiently in the face of the increasing challenges in managing stormwater and its effects.

6. Next Steps

At the conclusion of deliberations, council officers will be tasked with preparing the final draft of the budget for the Annual Plan due to be tabled at a meeting on 26 June 2024.

- Council officers now have three weeks to prepare the Enhanced Annual Plan and the final financial budget.
- The draft Annual Plan document will be presented to councillors at a workshop on Wednesday 19 June 2024 for a chance to review wording and layout. This will not be an opportunity to amend budgets.
- The final draft Annual Plan is scheduled to be made public by Monday 24 June 2024 as part of Wednesday 26 June meeting agenda.

- The final draft Annual Plan will be adopted at the Council meeting on Wednesday 26 June 24 and published within 30 days.

7. Summary of Considerations

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

Assessment of risks have been incorporated into the Annual Plan planning and consultation processes to this point.

Contact Officer: Nicki Ansell, Acting Manager Stakeholder Relationships

Reviewed By: Janice Smith, Chief Executive Officer