



## **MĀORI STANDING COMMITTEE**

### **Agenda**

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#### **NOTICE OF MEETING**

Notice of a meeting of the Māori Standing Committee of the South Wairarapa District Council to be held in the Council Chambers, 18 Kitchener Street, Martinborough on Monday 17 February 2020 at 6.30pm.

#### **MEMBERSHIP OF THE COMMITTEE**

Raihānia Tipoki (Chair), Narida Hooper, Nathan Maynard, Terry Te Maari, Teresa Aporo, Karen Mikaera, Amiria Te Whaiti, Deborah Davidson, Mayor Alex Beijen, Cr Pip Maynard, Cr Brian Jephson and Cr Garrick Emms.

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**1. APOLOGIES:**

**2. CONFLICTS OF INTEREST:**

**3. PUBLIC PARTICIPATION:**

3.1 Māori Economic Development - Te Puritanga Jefferies

**4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:**

*As per standing order 14.7 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.*

**5. MĀORI STANDING COMMITTEE MINUTES:**

5.1 Minutes for Approval: Māori Standing Committee Minutes of 9 December 2019

**Pages 1-5**

***Proposed Resolution:*** *That the minutes of the Māori Standing Committee meeting held on 9 December 2019 be confirmed as a true and correct record.*

**6. OPERATIONAL REPORTS – COUNCIL OFFICERS:**

6.1	Officers' Report	<b>Pages 6-39</b>
6.2	Wellington Water – Maiora Dentice (verbal introduction)	
6.3	Lake Reserve Motorcycle Track – Harry Wilson and Euan Stitt (verbal item)	
6.4	Climate Change Report	<b>Pages 40-122</b>
6.5	Action Items Report	<b>Pages 123-129</b>
6.6	Income and Expenditure Report	<b>Pages 130-134</b>
6.7	Funding Criteria for Financial Assistance Report	<b>Pages 135-146</b>
6.8	Water Resilience Strategy and Wakamoekau Storage Scheme – Harry Wilson (verbal item)	
6.9	Wastewater release into the Ruamāhanga River – Euan Stitt (verbal item)	

**7. MEMBER ITEMS:**

7.1	Lake Reserve Motorcycle Track – Karen Mikaera (verbal item)	
7.2	Significant Sites Working Party Terms of Reference – Teresa Aporo and Karen Mikaera (verbal item)	



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

## **MĀORI STANDING COMMITTEE Minutes from 9 December 2019**

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<b>Present:</b>	Raihānia Tipoki (Chair), Narida Hooper, Teresa Aporo, Nathan Maynard, Karen Mikaera, Terry Te Maari, Wayne Pitau, Deborah Davidson, Mayor Alex Beijen, Cr Pip Maynard and Cr Garrick Emms.
<b>In Attendance:</b>	Harry Wilson (Chief Executive), Russell O’Leary (Group Manager Planning and Regulatory), Suzanne Clark (Committee Advisor) and Steph Dorne (Committee Advisor).
<b>Also in Attendance:</b>	Shane Atkinson (Greytown Trails Trust) and Amber Craig.
<b>Conduct of Business:</b>	The meeting was held in the Supper Room, Waihinga Centre, Martinborough. The meeting was conducted in public between 6:40pm and 8:13pm.

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### **PUBLIC BUSINESS**

Mr Wilson assumed the Chair and opened with a round of introductions.

#### **1. ELECTION OF CHAIRPERSON**

*MSC RESOLVED (MSC 2019/35):*

1. To receive the Election of Chair of the Māori Standing Committee 2019-2022 Report.

*(Moved Mayor Beijen/Seconded Tipoki)*

Carried

2. To note that the Māori Standing Committee is required to use System A as outlined in clause 25 of Schedule 7 of the Local Government Act 2002 for the election of the Māori Standing Committee Chair for the 2019-2022 triennium.

*(Moved Cr Emms/Seconded Mikaera)*

Carried

Mr Wilson called for nominations to the position of Māori Standing Committee Chair.

*(Moved Te Maari/Seconded Pitau)* that Raihānia Tipoki be nominated as Māori Standing Committee Chair.

There being no further nominations Mr Wilson declared Raihānia Tipoki as Māori Standing Committee Chair.

Mr Wilson called for nominations to the position of Māori Standing Committee Deputy Chair.

*(Moved Tipoki/Seconded Mikaera)* that Narida Hooper be nominated as Māori Standing Committee Deputy Chair.

There being no further nominations Mr Wilson declared Narida Hooper as Māori Standing Committee Deputy Chair.

Mr Tipoki assumed the Chair, welcomed Papawai Marae new appointee, Deborah Davidson, returning committee members, staff and guests to the meeting, and opened with a karakia.

## **2. APOLOGIES**

*MSC RESOLVED (MSC 2019/36)* to receive apologies from Amiria Te Whaiti and Cr Brian Jephson.

*(Moved Mikaera/Seconded Aporo)*

Carried

## **3. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

## **4. PUBLIC PARTICIPATION**

Shane Atkinson – Greytown Trails Trust

Mr Atkinson spoke on the project the Greytown Trails Trust is undertaking to a build a new walking/cycling trail connecting between Woodside and Featherston, including a suspension bridge over the Tauherenikau River. Mr Atkinson noted the cultural and spiritual value of the trail and sought feedback from members as guardians of the local river on how best to add a tangata whenua aspect. Mr Pitau suggested a carving at each end of the trail. Members raised questions relating to funding, engagement and the consent process.

## **5. ACTIONS FROM PUBLIC PARTICIPATION**

*MSC NOTED:*

1. Action 302: SWDC to liaise with Greater Wellington Regional Council to encourage the consent application for the trail bridge crossing Tauherenikau river connecting Greytown and Featherston to go through the Māori Standing Committee, H Wilson.

## **6. OPERATIONAL REPORTS – COUNCIL OFFICERS**

### **6.1 Adoption of 2020 Schedule of Ordinary Meetings**

Members discussed coming together outside of the 6-weekly cycle of ordinary meetings and having a process to formalise consent applications outside of the meeting cycle.

*MSC RESOLVED (MSC 2019/37):*

1. To receive the Adoption of the 2020 Schedule of Ordinary Meetings Report.



2. To adopt the 2020 schedule of ordinary meetings for Council, community boards and committees.
3. To set a meeting start time for ordinary meetings of 6.30pm.
4. To delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.

*(Moved Te Maari/Seconded Hooper)*

Carried

## **6.2 Establishment of and Appointments to Subcommittees and Working Parties**

Members discussed the differences between establishing a subcommittee and working party and reviewing the Terms of Reference.

*MSC RESOLVED (MSC 2019/38):*

1. To receive the Establishment of and Appointments to Subcommittees and Working Parties Report
2. Establish the Significant Sites Working Party and appoint members to the Significant Sites Working Party in accordance with the draft Terms of Reference.
3. Adopt the Significant Sites Working Party Terms of Reference.
4. Note that the Significant Sites Working Party will be discharged once specific responsibilities and initiatives have been achieved, or by the end of 2020.

*(Moved Hooper/Seconded Aporo)*

Carried

*MSC NOTED:*

1. Action 303: Discuss the Significant Sites Working Party Terms of Reference and bring any amendments back to the committee at the next Māori Standing Committee Meeting, K Mikaera, T Aporo and N Hooper.

## **6.3 Officers' Report**

Mr Wilson provided members with an update of the compliance status of the water supplies across the district and the need to conserve water over summer. Members raised matters relating to forward thinking ideas to manage water demand, stormwater management, coastal roads and climate change adaption.

*MSC RESOLVED (MSC 2019/39) to receive the Officers' Report.*

*(Moved Tipoki/Seconded Cr Maynard)*

Carried

#### **6.4 Income and Expenditure Report**

Mr Tipoki provided an update on the areas of priority for the Māori Standing Committee Budget.

*MSC NOTED:*

1. Action 304: Contact Jennie Mitchell (Group Manager Corporate Support) to organise a meeting between the Māori Standing Committee Chair and Deputy Chair to discuss the Māori Standing Committee Budget, R Tipoki.

*MSC RESOLVED (MSC 2019/40):*

1. To receive the Income and Expenditure Statement for the period 1 July 2018 – 30 June 2019.
2. To receive the Income and Expenditure Statement for the period 1 July 2019 – 31 October 2019.

*(Moved Cr Maynard/Seconded Tipoki)*

*Carried*

#### **6.5 Māori Policy Update – Amber Craig**

Ms Craig noted the Māori Policy would be developed following further work on the Māori Standing Committee Terms of Reference.

#### **6.6 Māori Standing Committee Terms of Reference Update – Amber Craig**

Ms Craig provided members an update on the work she has done to date reviewing the Māori Standing Committee Terms of Reference. Ms Craig provided a summary of the key themes that have emerged so far and gave an overview of the next steps including engaging with other councils, producing a collaborative vision statement, and drafting a Terms of Reference. Ms Craig indicated a timeframe of June 2020 for a draft Terms of Reference. Members discussed the budget, timeframes and outcomes being the Terms of Reference, Māori Policy and recommendations.

Mr Tipoki raised the idea of holding a council induction on local history.

*MSC NOTED:*

1. Action 305: Discuss arranging a council induction on local history and the Treaty with Mr Wilson (Chief Executive), R Tipoki.

#### **6.7 Lake Ferry Pine Trees Removal**

Mr Wilson provided an expected timeframe of February 2020 for the removal of the pine trees at Lake Ferry. Members noted the implications for occupants of nearby homes during the operation.

**7. MEMBER ITEMS**

There were no member items.

Mr Pitau closed with a karakia.

**Confirmed as a true and correct record**

.....Chairperson

.....Date

# MĀORI STANDING COMMITTEE

17 FEBRUARY 2020

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## AGENDA ITEM 6.1

### OFFICERS' REPORT

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#### **Purpose of Report**

To report to the Māori Standing Committee on general activities.

#### **Recommendations**

Officers recommend that the Committee:

1. *Receive the Officers' Report.*

### PLANNING AND ENVIRONMENT GROUP REPORT

#### **1. Resource Management**

##### **1.1 Planning Summary**

###### **1.1.1. General**

The Planning Team continues to receive high numbers of consent applications, planning enquiries, compliance matters and growing policy project work.

###### **1.1.2. South Wairarapa Spatial Plan**

The Draft Spatial Plan Discussion Document looking out to 2050 was presented to Council on 15 May. A communications plan was presented at last committee meeting. The integrated work saw the release of the Spatial Plan Discussion Document on 10 July, calling for feedback comments by 16 August, the initial engagement period has been extended and closes on 13 September. 134 submissions received in response to the Spatial Plan Discussion Document. The separate report provides an update and overview on the Spatial Plan project.

###### **1.1.3. Martinborough South Growth Area (MSGA)**

Following consultant and staff work on the MSGA a meeting with landowners (those within and adjoining area) held 17 April to give context, outline potential layout for the future residential area, and indicate next steps. Work included assessment by an experienced urban designer; the meeting revealed a mix of views, info sent and have called for further landowner feedback. Fieldwork and discussions had regarding stormwater and flooding via consultant. With further stormwater assessment work to be undertaken/compiled. Recent landowner feedback views have been captured and a

possible community meeting is being considered. Separate report provides a background and update on this residential growth project.

#### **1.1.4. District Plan Review**

The earlier work on this involved an officers' meeting late January at Carterton between MDC, Carterton District Council (CDC), SWDC and Boffa Miskell staff. Further meeting recently convened to progress this review and topics. Review to be in line with the government/MFE National Planning Standards for future District Plans. WCDP became operative in 2011, required to be reviewed after 10 years. Review of a District Plan can take around 2 years. Recently, have called for expressions of interest, through manager Dave Gittings CDC.

#### **1.1.5. Dark Sky**

A report on the process for a council adopted plan change for review of the SWDC outdoor lighting rules to support a proposed dark sky reserve was presented to Council. Plan change to be based on approach used at Mackenzie DC, initial use of a working group suggested. Further checking done on the extent of need to change outdoor lighting rules alongside advice from Carterton. Change to lighting on highways a focus, discussion with NZTA. A Memorandum of Understanding (MOU) on the proposed Dark Sky Reserve compiled for commitment by the three Wairarapa Council's. A recent visit by IDSS representatives from USA, and changes to outdoor lighting rules via a Council initiated plan change to the WCDP, by Perception Planning. Wairarapa Dark Sky Society are focused on their need to measure existing night light levels, funding, economic plan, preparing for certification.

#### **1.1.6. Review of Notable Trees Register**

Public notification of the updated tree register was extended to 17th May 2019. This was to allow property owners identified as having listed trees overhanging their properties a chance to make submissions and for consultation on the Planning Maps. Total of 37 submissions were received, summary of the submissions done and was notified. Report done for independent commissioner hearing. A hearing was held in Greytown on 21 November. The Commissioner's decision on plan change to update register likely reported to Council in February 2020.

#### **1.1.7. Greytown Development Area**

Following the decision and notification, the area is subject to an Environment Court appeal. Staff have been working with the two appellants to try and reach agreement on respective matters prior to an Environment Court hearing. The two appeals are both being mediated through two memorandums of understanding. One appeal resolved, other appeal awaits trustee signatures on the agreement. This has avoided protracted time/related costs of appeal matters within the Environment Court.

#### **1.1.8. Greytown Orchards Retirement Village**

Processing a resource consent for first stage and a private plan change for master plan/rezoning land to residential. The applicants worked through the request for further information, application was publicly notified, twenty submissions received. A hearing was held in Greytown, by independent commissioner on 29-30 August 2019. Commissioner approved the resource consent, and his recommendation on the plan

change for rezoning land from Rural to Residential to provide for the retirement village was reported to Council on 20 November 2019.

#### 1.1.9. Featherston Tiny Homes/Brookside RC

The application has involved multiple meetings with planning staff on aspects. The applicant has been requested to provide further information on urban design and traffic assessment. Number of units proposed has lowered from 120 to approx. 100 dwellings. Once the further information has been independently peer reviewed, then there will be a decision on potential limited notification to surrounding neighbours in line with RMA practice.

### 1.2 Resource Management Act - District Plan

*SERVICE LEVEL – Council has a Combined District Plan that proves certainty of land-use/environmental outcomes at the local and district levels.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents' image of the closest town centre ranked "satisfied"	80%	89%	NRB 3 Yearly Survey October 2018 (2016: 87%)
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	Consultants have established data to be recorded and stored to enable effective reporting against AER's in WCDP. A final monitoring strategy is still to be completed.

### 1.3 Resource Management Act - Consents

*SERVICE LEVEL – All resource consents will be processed efficiently.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	82%	<b>Total 45/55</b>
		83%	20/24 Land Use applications were completed within statutory timeframes. NCS
		77%	20/26 Subdivision applications were completed within statutory timeframes. NCS
		100%	
		-	5/5 permitted boundary activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	57%	13 of 23 s223 certificates were certified within statutory timeframes. NCS. Impacted by the departure of the Planning Manager and team transition from June to August 2019
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	93%	25 out of 27 s224 certificates were certified. NCS.

## 1.4 Reserves Act – Management Plans

*SERVICE LEVEL – Council has a reserve management plan programme.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains, and updates reserve management plans as required.	Yes	Yes	RMP's are generally current and appropriate. It is therefore not anticipated that any updates will be undertaken this year.

## 1.5 Local Government Act – LIM's

*SERVICE LEVEL – Land Information Memoranda: It is easy to purchase information on any property in the District.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2019-2020
Standard LIMs are processed within 10 days	100%	100%	18/ 18 standard LIMs were completed G:\LIMs\LIMS PROCESSED 2019-2020

TYPE	YTD 1 <sup>ST</sup> JULY 2019 TO 31 OCT 2019	PREVIOUS YTD 1 <sup>ST</sup> JULY 2018 TO 31 OCT 2018	PERIOD 1 <sup>ST</sup> AUG 2019 TO 31 OCT 2019	PREVIOUS PERIOD 1 <sup>ST</sup> AUG 2018 TO 31 AUG 2018
Standard LIMs (Processed within 10 working days)	56	105	36	26
Urgent LIMs (Processed within 5 working)	19	13	13	3
<b>Totals</b>	<b>75</b>	<b>118</b>	<b>49</b>	<b>29</b>

## 1.6 Building Summary

### 1.6.1. Building Act - Consents and Enforcement

*SERVICE LEVEL - Council certifies all consented work complies with the building code, ensuring our communities are safe. The Council processes, inspects, and certifies building work in my district.*

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – 133 CCC's were issued within 20WD YTD
Building consent applications are processed within 20 working days	100%	100%	NCS – 196 consents were issued within 20WD YTD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2020. Council was re-accredited in January 2018
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOF's and Swimming Pools	Yes	Yes	<b>Building Consents</b> Council inspects all new work to ensure compliance (August - October 2019 – 1,430 inspections)

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			<b>BWOF's –</b> Total 169 – average of 3 audits per month required, 1 audit carried out August - October.  <b>Swimming Pools –</b> Total 279 – average of 7 audits per month required. 22 audits carried out in August - October.
Earthquake prone buildings reports received	100%	N/A	Under the new legislation, 248 buildings were identified as potentially Earthquake Prone Buildings (EPB). Of which 203 have now been eliminated as not being EPB. Of the remaining buildings: <b>11</b> - still being assessed by SWDC <b>14</b> - identified as EPB <b>20</b> - require engineer assessment from owners

#### 1.6.2. *Building Consents Processed*

TYPE – AUG - OCT 2019	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	13	\$2,798,000
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	1	\$300,000
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	138	\$15,156,366
<b>Other</b> (public facilities - schools, toilets, halls, swimming pools)	0	\$0
<b>Totals</b>	<b>153</b>	<b>18,254,366</b>



## 1.7 Environmental Health and Public Protection

### 1.7.1. Dog Control Act – Registration and Enforcement

*SERVICE LEVEL – Dogs don't wander freely in the street or cause menace to humans or stock.*

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	0	Letter to go out to schools. Adult education is being organised for at "risk groups" who work out in public spaces such as Council staff/ contractors, meter readers etc.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	98%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 45/46 (unable to locate owner at the time)
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	12/12

INCIDENTS REPORTED FOR PERIOD 1 AUG 2019 TO 31 OCT 2019	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	3	3	1
Attack on Person	1	-	2
Attack on Stock	-	-	-
Barking and whining	4	3	2
Lost Dogs	4	-	1
Found Dogs	4	-	1
Rushing Aggressive	1	1	-
Wandering	14	3	6
Welfare	1	-	-
Fouling	-	-	-
Uncontrolled (off leash urban)	-	-	1

### 1.7.2. Public Places Bylaw 2012 - Stock Control

*SERVICE LEVEL – Stock don't wander on roads, farmers are aware of their responsibilities.*

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 8/8
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 15/15

INCIDENTS REPORTED	TOTAL FOR PERIOD 1AUG 2019 TO 31 OCT 2019
Stock	1

### 1.7.3. Resource Management Act – afterhours Noise Control

*SERVICE LEVEL – The Council will respond when I need some help with noise control.*

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 19/20	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	100%	<a href="K:\resource\Health\Resource Management\Noise Control Complaints">K:\resource\Health\Resource Management\Noise Control Complaints</a> 50/50 attended within timeframe

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2019 TO 31 OCT 2019	PREVIOUS YTD 1 JULY 2018 TO 31 OCT 2018	PERIOD 1 AUG 2019 TO 31 OCT 2019	PREVIOUS PERIOD 1 AUG 2018 TO 31 OCT 2018
Total	50	75	40	73

#### 1.7.4. Sale and Supply of Alcohol Act - Licensing

**SERVICE LEVEL** – The supply of alcohol is controlled by promoting responsible drinking.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 19/20	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	31.5% YTD	<p>MAGIQ data. All premises inspected at new or renewal application stage (18/57*).</p> <p>*Number of inspections completed or licences coming up for renewal within the YTD period.</p> <p>For this reporting period 19 premises are expected to have been completed to align with the 2019/20 target.</p> <p>We have undertaken 18 out of 19 in this period achieving 94.7% in this period</p> <p>Total number of licences is subject to change month by month as new businesses open and existing premises close.</p>
Premises that are high risk are inspected annually, while low or medium risk premises are audited no less than once every three years.	100%	43.75% YTD	<p>MAGIQ data. There are no high risk premises in the district. Low and medium risk premises are inspected every 3 years as part of the renewal process. There are currently 32 low and medium licenses due for renewal or new inspections in this financial year.</p> <p>For this reporting period 10 premises are expected to have been completed as at 31 Oct 2019. We have undertaken 14 premises inspection achieving 140% for this period.</p> <p>Total number of licenses is subject to change month by month as new businesses open and existing premises close. 14/32</p>
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	N/A	No compliance inspections undertaken with the CLEG to date.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2019 TO 31 OCT 2019	PREVIOUS YTD 1 JULY 2018 TO 31 OCT 2018	PERIOD 1 AUG 2019 TO 31 OCT 2019	PREVIOUS PERIOD 1 AUG 2018 TO 31 OCT 2018
On Licence	10	6	6	6
Off Licence	13	7	8	7
Club Licence	4	3	1	2
Manager's Certificate	53	30	46	28
Special Licence	30	12	27	10
Temporary Authority	2	4	2	2
<b>Total</b>	<b>112</b>	<b>62</b>	<b>90</b>	<b>55</b>

### 1.8.1. Health Act - Safe Food

*SERVICE LEVEL – Food services used by the public are safe.*

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 19/20	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	FHR – 0 FCP (Food Act) – 99 NP – 62  The changes in the Food Act 2014 require that businesses have an appropriate Risk Based Measure in place by end of transition period (Feb 2019). Total number of premises is subject to change month by month as new businesses open and existing premises close.
Premises are inspected in accord with regulatory requirements.	100%	2%	FCP verifications – 2/99  There was no incumbent EHO to solely focus on verifications for this period. An EHO has been newly appointed. Aim is to complete 2 verifications per week to remove backlog.  *Total number of premises is subject to change month by month as new businesses open and existing premises close.

### 1.8.2. Bylaws

Between 1 July 2019 and 31 October 2019 there were:

Trees and Hedges:

- 4 notices were sent by council requesting the owner/occupier to remove the obstruction from the public space.

Litter:

- 11 litter incidents were recorded and from this, council sent 12 notices to the identifiable people associated with these incidents.

Abandoned vehicles:

- There were 27 abandoned vehicles located in the SWDC area, of which 17 were removed by their owners and the remaining 10 vehicles were removed by councils' contractor.

Contact Officer: Russell O'Leary, Group Manager – Planning & Environment

## INFRASTRUCTURE AND SERVICES REPORT

### 2. Wellington Water Highlights

The management of three waters services transferred to Wellington Water on 1 October. The go-live has gone well with operations and maintenance of the networks and treatment plants transferring from CityCare to Wellington Waters Customer Operations Group (COG) on that date also. Our in-house water team members are now employed by Wellington Water and form part of a larger team that means we have access to greater depth of capability.

### 3. Water supply

*SERVICE LEVEL – Council provides reliable and safe drinking water supplies. Water provided is safe to drink and there is adequate water for urban firefighting.*

#### Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2019/20	COMPLAINTS		INCIDENTS	
		SEP	YTD	SEP	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		491		
Compliance with resource consent conditions/water permit conditions to “mainly complying” or better	95%		100%		
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2008*	FTN: Yes GYT: Yes MTB: Yes		FTN: No GYT: No MTB: No		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2008	FTN: Yes GYT: Yes MTB: Yes		FTN: No GYT: No MTB: No		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water pressure or flow per 1000 connections	<15	0.25 per 1000 (1 complaints)	1.74 per 1000 (7 complaints)	1	7
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.49 per 1000 (2 complaints)	1.25 per 1000 (4 complaints))	2	4
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0.24 per 1000 (1 complaints)	1.5 per 1000 (6 complaints)	1	6
Ratepayers and residents satisfied with level of service for water	77%			NRB Survey:	59%
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(3/4) 75%	Median Time 7mins	4	12
Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption	< 8 Hrs	(4/4) 100%	Median Time 56mins	4	12
Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 2 working days	(21/46) 46%	Median Time 24h 11mins	24	114

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2019/20	COMPLAINTS		INCIDENTS	
Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm	< 5 working days	(26/46) 57%	Median Time 41h 50mins	24	114
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	20%	20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		22%		

In October we received a report on our water supplies from Regional Public Health. This report confirms that all water treatment plants were non-compliant with the Drinking Water Standards for New Zealand (DWSNZ) for the 2018/19 financial year. Since taking over the management of water services on 1 October Wellington Water have set up a project team to identify the extent of the issues and develop a plan to bring all treatment plants and supplies up to compliant standard. Once initial investigation work has been completed, we will report to council on the options available.

The Martinborough manganese extraction plant will not be operational before summer. This means that Martinborough will continue to operate with only one bore (Bore 4), which has low enough manganese levels not to discolour the water when treated with chlorine. The manganese extraction plant project has missed the summer delivery window due to a number of factors in our procurement approach, we are now using a local contractor for the construction of the plant; there has been some consequential project delay. In addition, the lease agreement for the private land where the has only recently been finalised and we still require resource consent

Operating with only one bore (instead of three) means that there is only half the usual summer water supply. To continue to deliver clean, clear and safe drinking water for the Martinborough community it is necessary to develop a plan for water conservation. Failure to stay within the supply capabilities of the low manganese bore will result in the other bores being deployed and increase the risk of discoloured water.

Greytown and Featherston will be managed in accordance with supply and demand and will step through the usual graduated process from sprinkler ban to hose pipe ban as required for compliance with resource consent conditions.

## 4. Waste water

*SERVICE LEVEL – Council provides waste water services that effectively collect and dispose of waste water. Waste water does not create any smells, spill or health issues and causes minimal impact on the natural environment.*

### 4.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2019/20	COMPLAINTS		INCIDENTS	
		SEP	YTD	SEP	YTD
Attendance time: from notification to arrival on site	< 1 Hr	4/9 (44%)	Median Time 0h 50min	9	22
Resolution time: from notification to resolution of fault	< 4 Hrs	8/9	Median Time	9	22

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2019/20	COMPLAINTS		INCIDENTS	
		SEP	YTD	SEP	YTD
		(89%)	3h 21min		
No. of complaints per 1000 connections received about sewage odour	< 15	1 per 1000 (1 complaint)	0.25 per 1000 (1 complaint)	1	1
No. of complaints per 1000 connections received about sewage systems faults	< 15	0	0	0	0
No. of complaints per 1000 connections received about sewage system blockages	< 15	1.65 per 1000 (7 complaint)	4.7 per 1000 (20 complaint)	7	20
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0	0	0	0
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	9/9 (100%)	18/22 (82%)	9	22
Number of dry weather sewerage overflows per 1000 connections	<10	0	0	0	0
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0

## 4.2 Consents

Further investigations are being organised, a more in-depth investigation of the land treatment area, involving the drilling of 14 additional investigation bores. Further water quality sampling completed to quantify the performance of the treatment plant for pathogens and what treatment may be required to remove the risk to the shallow bore owners. The Featherston plant is operating well against the current consent conditions and would be within the proposed application conditions.

Martinborough irrigation is being prepared for the new season, including re-sowing of the fields to improve the grass stock.

The Greytown plant has had issues with odours, following a trade waste discharge. The discharge has stopped, and mitigation measures are ongoing to restore the ponds back to normal operation. The irrigation to land was commissioned in May ready for operation in the spring. A presentation day on the 19<sup>th</sup> of June went well.

## 5. Storm water drainage

*SERVICE LEVEL – Stormwater drains are well operated and maintained by the Council.*

### Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		JUL	YTD	JUL	YTD
% of ratepayers and residents satisfied with stormwater drains	55%			NRB survey:	57%

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatements notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

There were three storm water blockages reported during the period within the Greytown water race sections.



## 6. Land transport

*SERVICE LEVEL – Roads are maintained to ensure they are safe and comfortable to travel on. Footpaths can be safely used to get around town.*

### 6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2018/19	COMPLAINTS		INCIDENTS	
		APRIL	YTD	APRIL	YTD
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%				
Ratepayers and residents fairly/very satisfied with the roads	80%			NRB Survey:	73%
5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%				
The pavement condition index as measured by the NZTA pavement integrity index	95%				
The number of crashes causing injuries is reduced	Group and control average				
The number of fatalities and serious injury crashes on the local road network	<7				
Ratepayers and residents are satisfied with footpaths in the district	70%			NRB Survey:	63%
Availability of footpaths on at least one side of the road down the whole street	88%				
Footpath Condition rating 95% compliant with SWDC AMP Standard	95%				
The % of customer service requests relating to roads and footpaths responded to within 48 hours	95%	36/39 (92%)	115/154 (75%)	39	154
Meet annual plan footpath targets	Yes				

## 7. Roading Maintenance Ruamahanga Roads – Fulton Hogan

### 7.1 Portion A Maintenance

Main items of work completed in October 2019 on the SWDC network

(NB Carterton District and Department of Conservation works are not reported on.)

- 1626 m2 of sealed pavement repairs completed
- 46 sealed potholes filled
- 92km of unsealed roads graded
- 552m3 of aggregate spread on unsealed roads
- 69km of urban kerb and channel mechanical swept
- 196 km of sealed roads inspected
- 74 km of unsealed roads inspected
- 135 culverts were inspected
- 11 bridges were inspected
- 190 hours of dayworks labour was completed along with associated plant and materials on unscheduled works

Street trees were removed on Donald Street Featherston following a trip injury incident, the removal allows for footpath maintenance to be carried out with a long-

term repair and no concerns about tree roots causing the same hazard. 2 trees were also removed in Esther Street Martinborough prior to new footpath construction.

## **7.2 Portion B Sealed Road Resurfacing**

This year's reseal sites have been selected totalling 16.303km in length, down from the annual plan length requirement of 20.5km being 5% of the sealed network due to budget limitations. The reseal designs have been done along with a projected forecast cost. The 16.303km above is inclusive of an extra 1.4km length along Cape Palliser Road because of budget being freed up due to no sealed road rehabilitation identified this financial year.

Fulton Hogan seal designs have been peer reviewed as a Contract requirement.

All Reseal sites were programmed to be completed in October 2019 but only Cape Palliser Road and Campbell Drive sites were completed. Contract completion for this work is 28 February and over the last 5 years all reseals have been completed by the first week in December. Fulton Hogan have not met their programme and will impact on their performance score rating.

## **7.3 Portion C Pavement Rehabilitation**

The AWPT pavement rehabilitation renewal treatments are been designed by Fulton Hogan Pavement Designer Engineers. Depending on the timeframe for these design's construction is expected to start February-March 2020. The selected sites are on White Rock and Lake Ferry Roads, along with a section of seal extension on Ruakokoputuna Road which was committed to through the last Annual Plan process

The approved programme amount for Rehabilitation for this year is \$215,000.00 plus Ruakokoputuna Road costs. The final length or extent of this year's sites will be adjusted when designs are finalised and priced. The treatment lengths can be adjusted to fit within the approved amount if the cost is greater than funding.

## **7.4 Financial Summary**

The draft claim value for October 2019 is \$338,012.50

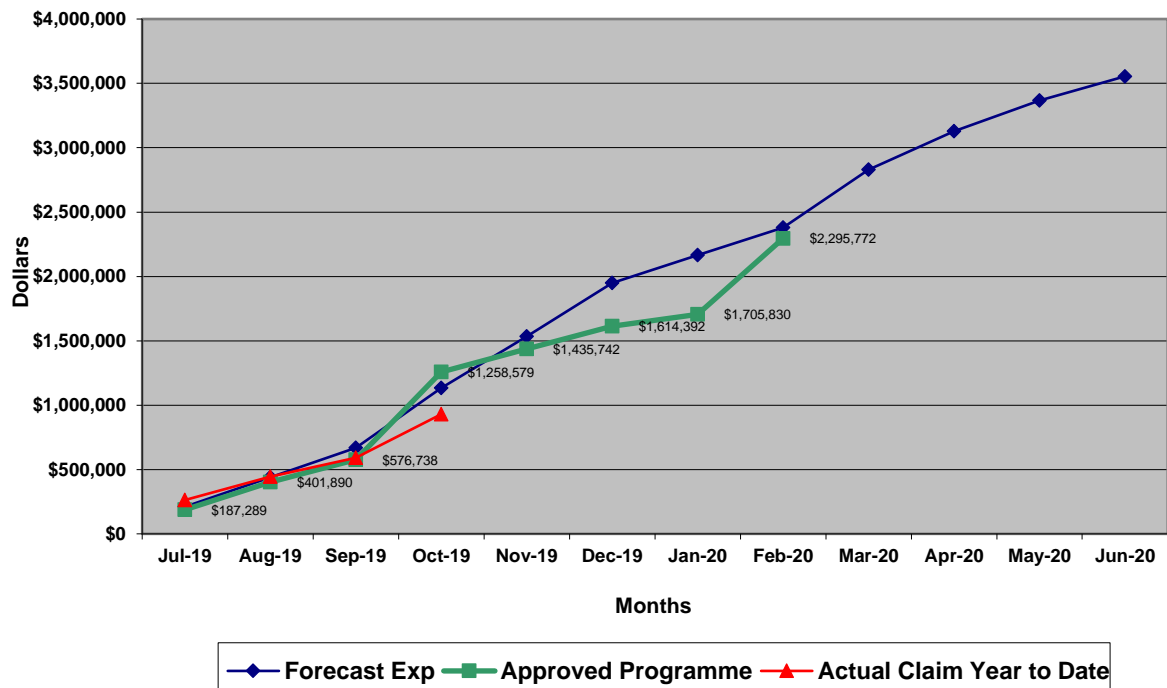
The table below shows forecast expenditure as at the start of the financial year and does not include additional budget allocation of:

- Ruakokoputuna Road seal extension
- Additional footpath maintenance
- Emergency work funding for Cape Palliser which has been approved by NZTA

The difference between Approved programme to date and Actual claim to date is due to non- delivery of programmed reseals.

Approved Programme shown from December through to February is only a draft rolling programme and is firmed up by the 15th of the month prior.

## SWDC District Maintenance Contract - Cashflow



### 7.5 Delivery Performance

A screen shot from Fulton Hogan's Archimedes database shows 952 dispatches approved by SWDC and 794 completed by Fulton Hogan.

It is important to note that the number of un-completed dispatches can impact the financial performance if they are of a high value.



## 7.6 Other Projects

### Tora Farm Settlement Bridge

Issues of no resistance being felt when driving the piles has led to additional pile depth of up to 12 metres deeper than anticipated before driving ceased. A concrete pile support pad has been designed to support the piles and approved for installation.

Works are programmed to restart in the near future.



Pile driving Tora farm Settlement bridge.

### White Rock Road - Ushers Hill Stabilisation

In conjunction with the adjoining landowners and Greater Wellington Regional Council Land Management team works carried out recently to stock proof and stabilise the land include.

- Installation of cattle stops and either end
- Completion of boundary fencing
- Planting of tree species as shown below:

Pine	13,700 each
Tasmanian Blackwoods	1,352 each
Eucalypt	3,400 each
Redwoods	400 each
Poplar	300 each

**Welcome to Featherston Sign**

Working with NZTA Planning and Safety Departments along with Consultants to come up with a cost-effective method to make this signage safe for all motorists using State Highway 2.

**Fitzherbert/Revans Street Rail Crossings Pedestrian Improvements.**

Officers have been involved in early discussions with KiwiRail regarding the pedestrian safety improvements. Plans have been produced in line with new standards giving greater awareness and protection to pedestrians crossing KiwiRail infrastructure.

Officers raised the issue of localised flooding during heavy rain events. KiwiRail requested costing be provided for improvements and maintenance activities allowing this works to be priced into the full project costings for NZTA approval. Costing have been submitted by Officers.

**7.7 Network Control Deliverables**

**Customer Service requests**

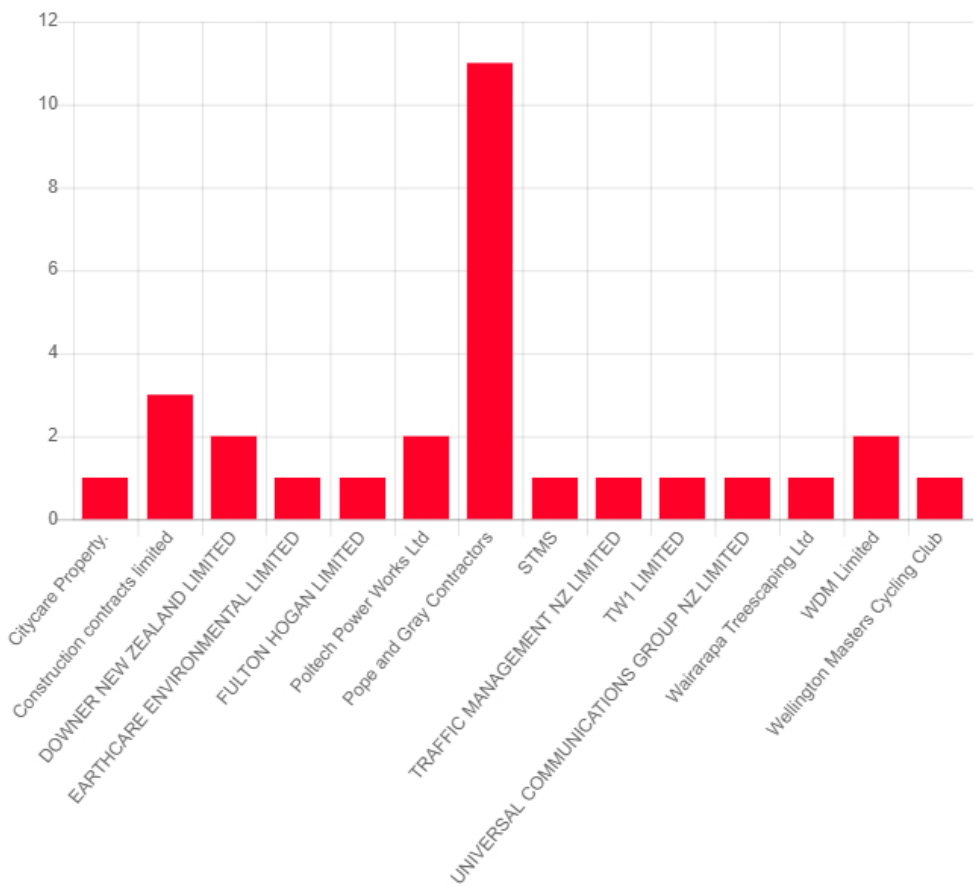
There were 20 service requests logged and issued for roading during October.

**Road Corridor Management**

- **Corridor Access Requests**

29 Corridor Access requests were processed through Submitica as shown below

- **Traffic Management Plans**



31 Traffic Management Plans were approved during October for works within the Road corridor. In addition, 16 Generic Traffic Management Plans are monitored. The Generic TMPs are for a maximum duration of 12 months and cover several routine or contract activities.

- ***Over Weight Permits***

8 Overweight permits were received and processed for access on the District Roding Network.

22 permits from NZTA Consultants for High Productivity Motor Vehicles (MPMV) routes within the District were approved.

- ***Accidents***

Crash Analysis System had 1 recorded crash within the South Wairarapa District including State Highway network for October (to date).

- ❖ 7/10/2019 Revans Street (SH 53) loss control hit parked car 1 minor injury, 1 non injury.

The photo below taken 21 October 2019 by Council Officers on Cape Palliser Road reinforces the understanding that many rural crashes go unreported.



## 8. Amenities

The Amenities team is responsible for the management of Council's parks, reserves and other amenities. The team looks after twelve parks, thirty-one reserves, forty-two buildings, five sports facilities, four cemeteries, eleven public toilets and twenty-two other properties. The Amenities Manager is the contract manager for the City Care parks and reserves contract, and is also responsible for the management of the libraries.

*SERVICE LEVEL – Parks and reserves enhance the quality of life in our communities. Our playgrounds are safe and enjoyed by the community. Clean safe public swimming pools can be accessed in the District. Provision of some low-cost housing for the elderly (or in line with Council policy) in each town. Well maintained hall facilities that are available for the public to book. Public toilets are convenient, clean and safe. There is a wide range of library stock including up to date material.*

### 8.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2018/19	COMPLAINTS	INCIDENTS		
		MONTH	YTD	MONTH	YTD
Users satisfied with parks and reserves	90%			NRB Survey:	94%
Ratepayers and residents are satisfied with Council playgrounds	80%			NRB Survey:	82%
Council playground equipment that meets national standards	100%				
Council pools comply with NZ swimming pool water testing standards	100%				
Ratepayers and residents' satisfaction with Council swimming pools	67%				
Occupancy of pensioner housing	94%			Actual:	
Ratepayers and residents satisfied with town halls	76%			NRB Survey:	74%
Cycle strategy	Developed				
Ratepayers and residents satisfied with public toilet facilities	90%			NRB Survey:	85%
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library				
% of ratepayers and residents satisfied with libraries	90%			NRB Survey:	91%

### 8.2 Parks and reserves

Card Reserve in Featherston is busy with summer sport, which includes athletics, cricket and summer football. Other parks and reserves have been busy with events, and many more events are lined up for over the summer.

### 8.3 Housing for seniors

Wash Rite are soft washing/cleaning the exterior of Cicely Martin flats 5-6 November 2019.

There are two flats, Westhaven and Matthews, that are waiting for contractors to carry out repair work.



Currently quotes to supply and install heat pumps in all flats are being received from two companies to compare prices and options.

#### **8.4 Cemeteries**

Chris Fraser from Bronze Plaques NZ Ltd are the Agents for and the exclusive supplier of Services Memorials to Veterans' Affairs NZ.

Chris is visiting the three SWDC cemeteries on 18 November 2019 to provide Veterans' Affairs NZ with information about the current condition of Services areas and if there are any future requirements

These visits are important and provide an opportunity to meet and discuss any issues, concerning the standard of care provided by the council, the memorials and, also any future development work that is required.

The following work has been completed at the Featherston cemetery:

1. installed two upright back to back inground ashes beams (32 ashes plots in total) in front of ashes walls 2 & 4
2. beam for 10 burial plots in Block 1, Catholic section
3. four extension beams for 12 plots, in Block 1a

*Featherston cemetery ashes beams*



*Featherston cemetery extension beams*





#### Purchases of burial plots/niches 25 August to 5 November 2019

	Greytown	Featherston	Martinborough
Niche	2	1	1
In-ground ashes Beam			
Burial plot	3	2	
Services area			
<b>Total</b>	<b>5</b>	<b>3</b>	<b>1</b>

#### Ashes interments/burials 25 August to 5 November 2019

	Greytown	Featherston	Martinborough
Burial	4	2	
Ashes in-ground	2	3	2
Ashes wall	1		
Services Area		1	
Disinterment			
<b>Total</b>	<b>7</b>	<b>6</b>	<b>2</b>

### 8.5 Events

#### **Featherston**

*Completed events:*

**Wairarapa Garden Railway Group** – Indoor Running Day –held 15 September 2019 at the ANZAC hall

**Featherston Expo** – held 29 September 2019 at the ANZAC hall

**Kokomai Festival – The Keys are in the Margarine** –held 14 October 2019 at the ANZAC hall

**Featherston Cup 2019** (cricket) – held 28 September and 6 October 2019

*Future events:*

**Featherston Christmas Parade** – being held 7 December 2019 along Fitzherbert Street, Featherston

**Featherston Festival of Choirs (A Cappella)** – being held 17 November 2019 by the Dibble Sculpture

#### **Greytown**

*Completed events:*

**Kokomai Festival – String Bean Puppet Show** – being held 19 October 2019 at the Greytown Town Centre

*Future events:*

**The Greytown Woodside Rail Trail Fun Run** – held every Saturday

**The Greytown Country Market** – held every third Sunday of the month starting from 20/10/2019 to 15/03/2020



### ***Martinborough***

*Completed events:*

**The Colour Run & Fireworks** – held 2 November 2019

**Rotary Martinborough Charity Fun Ride** – held 3 November 2019

*Future events:*

**Martinborough Christmas Parade & Carols** – being held 14 December 2019 around the square

**Zagato Cento NZ** - being held 30 November 2019

**Toast Martinborough** – being held 17 November 2019



### **Waihinga Playground**

Progressing well ahead of completion date at this stage and on budget.

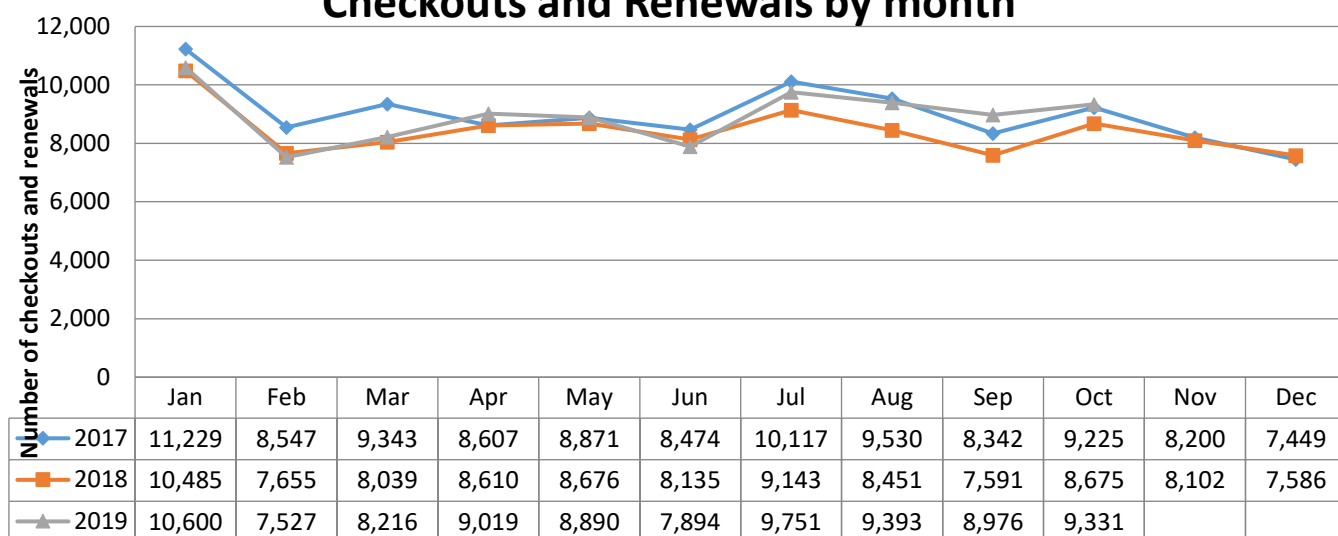
## **9. Library Activity Update**

### **9.1 Issues and renewals:**

Physical items

	<b>Featherston</b>	<b>Martinborough</b>	<b>Greytown</b>
<b>Number of issues and renewals for August</b>	2926	3166	3239

## Checkouts and Renewals by month



### 9.2 New Members

New library members for August 2019:

Name of library	Featherston	Martinborough	Greytown
<b>TOTAL</b>	16	24	11

### 9.3 Computer and Wi-Fi access

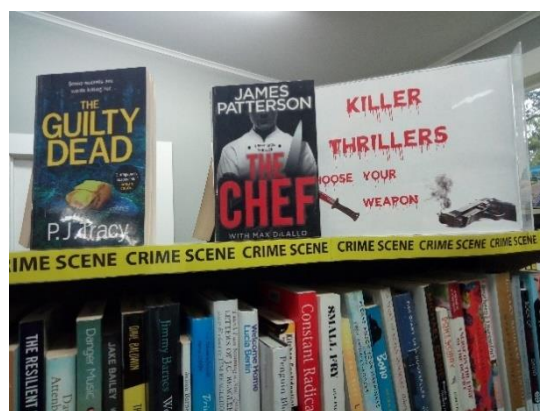
Public Computer Use	Featherston	Martinborough	Greytown
APNK Public Access PCs	244	227	327

Statistics for the Public Access Wi-Fi are now available again. Please note that these statistics are for September, not October. Due to the large number of missing data points it will not be possible to look at annual or monthly trends or comparisons yet.

Public Wi-Fi Use	Featherston	Martinborough	Greytown
Number of time WiFi accessed	1893	1155	1843

## 9.4 Featherston Events

Data not available at time of report completion.



## 9.5 Martinborough

### Displays

Adult Displays	Teen Displays	Junior Displays
New Books	New books	New Books
Stroke Awareness	Halloween	Halloween

## 10. Events

- Halloween was celebrated with much enthusiasm in the Library – staff, displays and even the book drop was involved.
- The Library received free tickets to the Paper Shaper show at Carterton Events Centre. To make it more challenging, staff hid the “golden tickets” inside a picture book, and mis-shelved it. Jorja and Betty methodically searched through every picture book until they found the tickets.
- The Library assisted with preparations for the Community Museum’s 125<sup>th</sup> anniversary over Labour Weekend.

## 11. Other initiatives

- The Library is beginning to focus on programming for Older Persons and making sure they are represented across all our marketing avenues. We began by highlighting the free Community Law service that is available at the Library once a month.
- The Maths is Fun programme was well-attended and we received a lot of positive feedback from parents and caregivers.

The Library continues to receive positive feedback from our customers. (see attached feedback form)







## Greytown

Adult Displays	Teen Displays	Junior Displays
New Books		New books
Non-fiction		

### Cellfish Production (Kokomai Creative Festival, Wairarapa)

As a result of being awarded two tickets to this show we created a competition giving our customers the opportunity to find and claim the tickets. We hid a voucher in one of our library's crime novels, and with the help of Jenni from the Carterton Events Centre, launched the competition with posters in the library and on our Facebook page. The big hint was 'you will know it by its cover'. A little bit of lateral thinking was needed! The voucher was found by one of our frequent library users, Lesley McRae, who was thrilled. The book chosen was 'By its cover' by Donna Leon. (Photo supplied)

### The Paper Shaper (Kokomai Creative Festival, Wairarapa)

We also received two tickets to this children's show to be won. A voucher was hidden in one of our many children's books and was discovered by Miriam Tong and her two boys who are big library users. (Photo supplied)

### String Bean Puppet Show (Kokomai Creative Festival, Wairarapa)

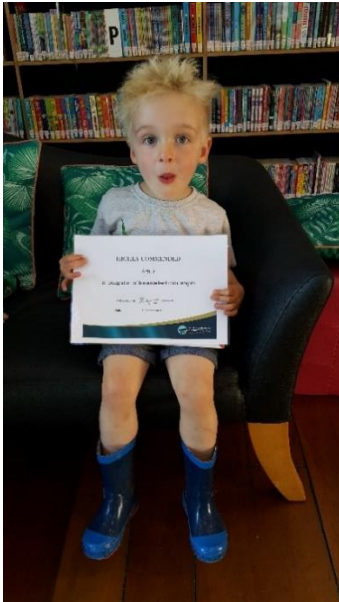
Three performances of this show were held in the Forum area of the Greytown Town Hall Saturday 19<sup>th</sup> October with the first one being held during library opening hours which was well attended.

### Displays – Non-Fiction and Fiction

We have had a good variety of non-fiction books on display over the past few weeks much to the delight of our non-fiction readers. A small display of books supporting Recycling Week was set up in the children's area. Our fiction readers, both adult and junior, are also enjoying the supply of new books that have recently arrived. (Photos supplied)

## Tuesday Late Nights

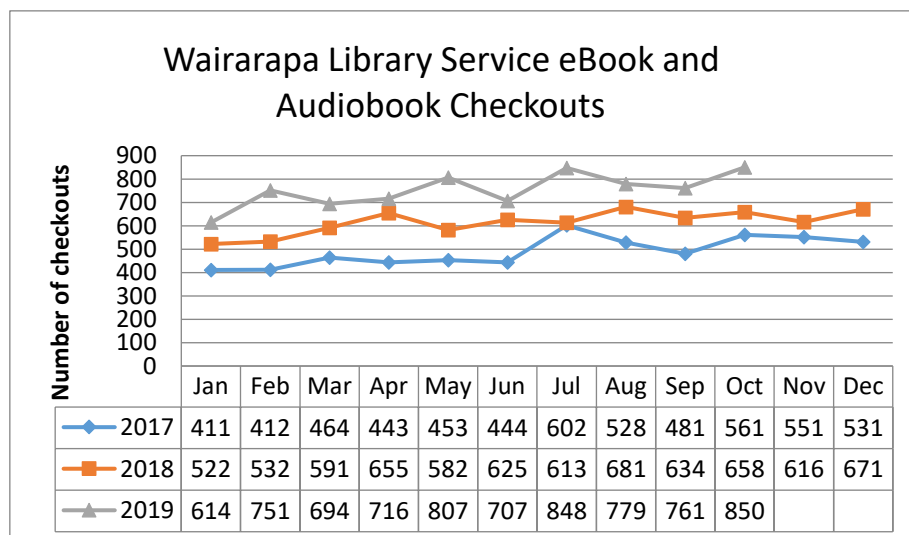
Attendance numbers have been mixed over the month, but more and more customers are discovering we are opening later Tuesday evenings. We are expecting this service to be utilized more with the increasing daylight hours and (hopefully) warmer weather.



### 11.1 Ebooks and Audiobooks:

There were 850 electronic issues (ebooks and e-audiobooks) during October. Please note this is for the entire Wairarapa Library Service (it is not possible to separate the data for each branch).

	October 2019
<b>ebooks</b>	554
<b>Audiobooks</b>	296
<b>TOTAL</b>	850



## **12. Climate Change Advisor Report November 2019**

### **12.1 Greenhouse gas inventory**

The Climate Change Advisor has completed a greenhouse gas inventory for Carterton District Council for 2018 (January to December). This inventory will allow the council to monitor its emissions and reduce them. The greenhouse gas inventory will be updated yearly.

Greater Wellington is also doing a regional greenhouse gas inventory which will follow and update the previous inventory made in 2014:

<https://wellington.govt.nz/~media/services/environment-and-waste/environment/files/greenhouse-gas-inventory-web.pdf>

### **12.2 Climate Change strategy**

The Climate Change Advisor is currently writing a Climate Change Strategy. This strategy aims to reduce the council's greenhouse gas emissions. Targets will be established in order to follow our progress. The targets will be established depending on the 2018 greenhouse gas inventory (baseline).

This strategy will be released in 2020.

### **12.3 Expand the network and meeting stakeholders**

Melanie Barthe, Climate Change Advisor, is still expanding her network.

She works closely to Greater Wellington regional Council (Wellington Regional Climate Change Working Group and Wellington Regional Electric Vehicle Working Group).

She has begun developing relationships with a number of community groups and people such as Resilient Carterton, Wairarapa Dark Sky Association, and Sustainable Energy Association NZ.

### **12.4 Communication – Global Climate Change week**

Between the 14th and the 20th of October we celebrated the Global Climate Change Week. The main goal of this week was to explain:

- What is Climate Change?
- How Climate Change may impact Wairarapa?
- What are Climate Change mitigation and Climate Change adaptation?
- How can I reduce my greenhouse gas emissions?
- How can I increase the carbon reservoirs?



The council's staff received one email a day (Monday to Friday) and the community was able to read one Facebook post a day (Monday to Sunday).

We also ran a competition to know what kind of actions ratepayers are already doing. The winner - Dan Broughton - won plants and a reusable cup. This will be featured in the Midweek.

We also used the Global Climate Change week to release the new 'Sustainability' page on our website. This page contains: Waste management, Recycling, Transfer station, Climate Change, Waste water treatment plant, Water conservation and Carterton IdealCup Cupcycling.

<https://cdc.govt.nz/services/sustainability/>

### **13. Wairarapa Regional Trails and Cycling Coordinator Update**

Erin continues to work with the 5 Towns Trail Network Project Team where she supported the Project Manager with RFQ Consultant brief and funding application to Trust House Foundation. She assisted the team with the evaluation of the consultant quotations and engaged stakeholders for letters of support. A key relationship built with Walking Access Commission has been created through this process.

Greater Welly Bike Festival October – Erin helped engage and promote various community events throughout the region. She has worked closely with Greater Wellington Regional Council, Wairarapa Road Safety Council and Deputy Mayor Vergunst to organise and run Wairarapa's first Bike Rodeo as our main community event. Approximately 100 children joined us at Carterton School for a safe and fun day of learning with bike skills, safety and maintenance being key components. She also engaged support from local Bike shops for prizes and shared with school networks etc.

She has been working with Destination Wairarapa and the NZ Cycle Classic organiser for wrap-around events for the NZ Cycle Classic in January 2020 – currently in the process of engaging a women's cycling group as a feature of the Classic and connecting the organisers to the Bike Rodeo & Road Safety team to create a community event in Masterton.

She has continued to work closely with the Greater Wellington Regional Trails Framework Advisor to complete our trail content to enable more existing trails within the Wairarapa to be promoted and featured on the 'Find Your Wild' website. The Wairarapa trails and locations are consistently shared on the new 'Find Your Wild' Wellington Region Trails Facebook page with huge interest in heading over this side of the hill to explore so it is working well.

She is also currently organising the next Wairarapa Cycling Forum to be held late November – this will be an opportunity to highlight upcoming events, highlight new cycle clubs that have formed, communicate the changes with Huri Huri and continue to build relationships with key stakeholders.

## **14. Te Hōkai Nuku - Positive Ageing Strategy**

Emily Clark started as the Regional Positive Ageing Coordinator in September 2019. Emily has been developing the South Wairarapa District Council Implementation Plan which will be endorsed by the Assets and Services Committee.

A cross council working plan has been developed. Priority actions will commence in December 2019, these include:

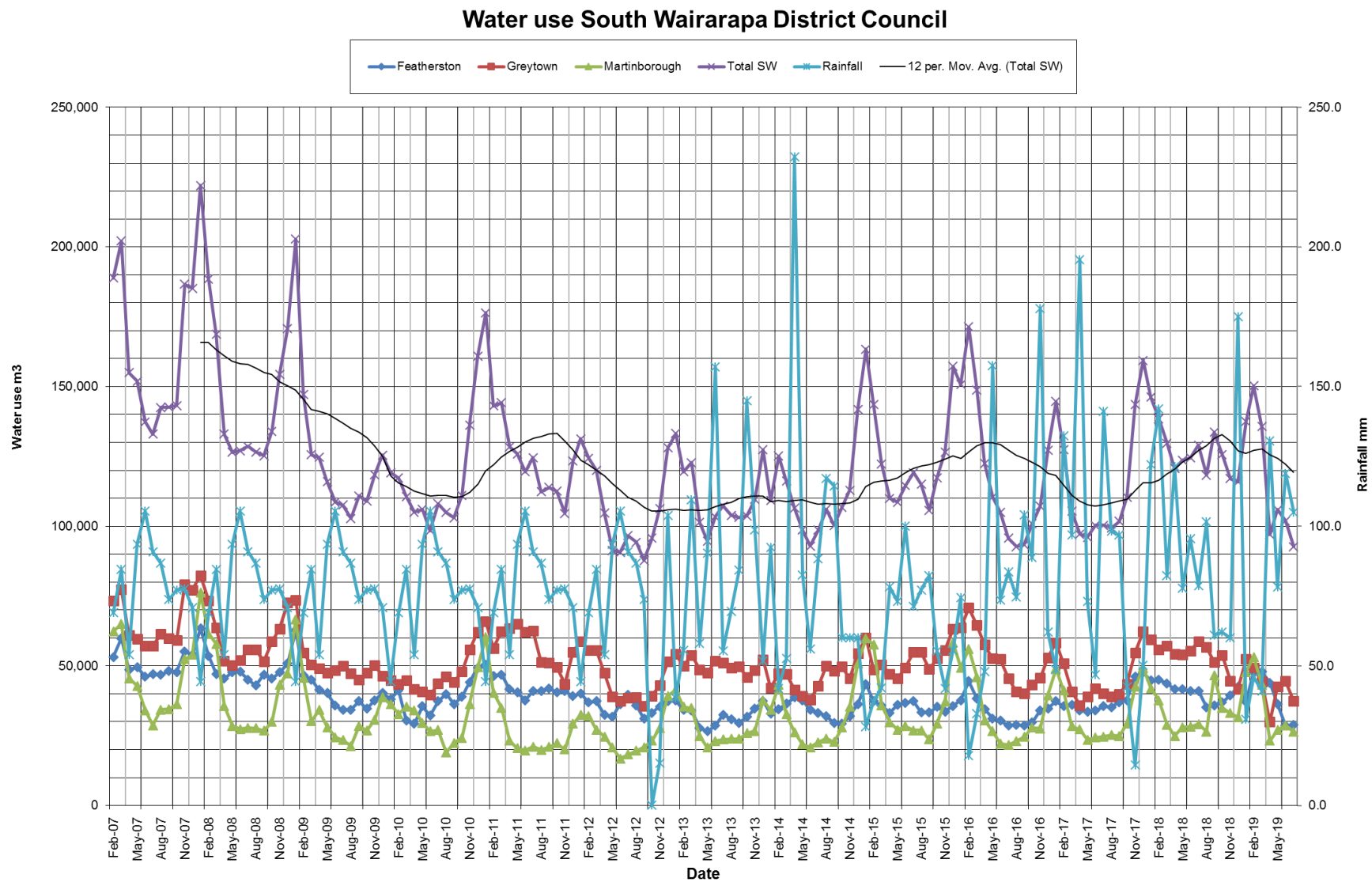
- Results of the Positive Ageing Strategy shared with the appr managers.
- One-hour workshop at each of the three Wairarapa councils.
- Strong relationships and partnerships between iwi, hapu and whanau and Council.
- Begin to work with MDC – Iwi Governance & Wellbeing Strategy; CDC (form group) and SWDC Maori Standing committee.
- Targeted communication and customer services for older people from councils.
- Includes customer service and communication workshops provided to staff on communicating with older adults; review of council websites.

Other actions of note:

- Applied for \$15,000 funding from Ministry for Seniors to go towards implementing action plan.
- Presentations to Menzshed in Carterton and Rotary in Masterton
- Wellington Free Ambulance meeting and visit to pop-up-store in Masterton.
- Emily attended Better Later Working Lives Workshop at NZ Parliament.
- Next steering group meeting mid-November.

Contact Officer: Harry Wilson, Chief Executive

# Appendix 1 – Monthly water usage

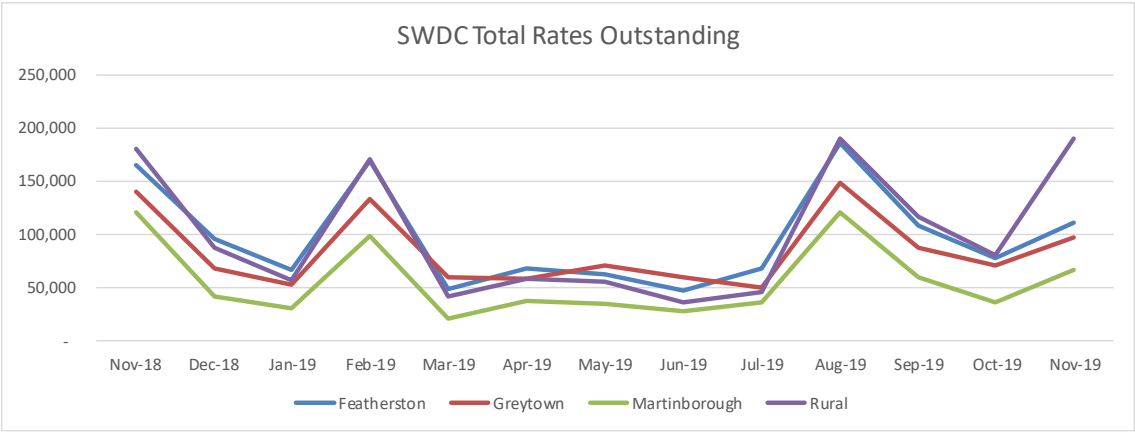
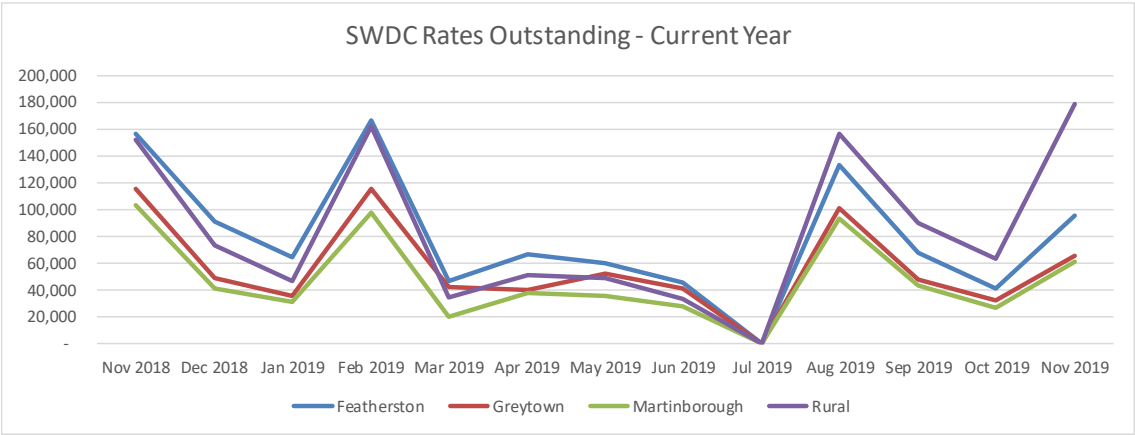
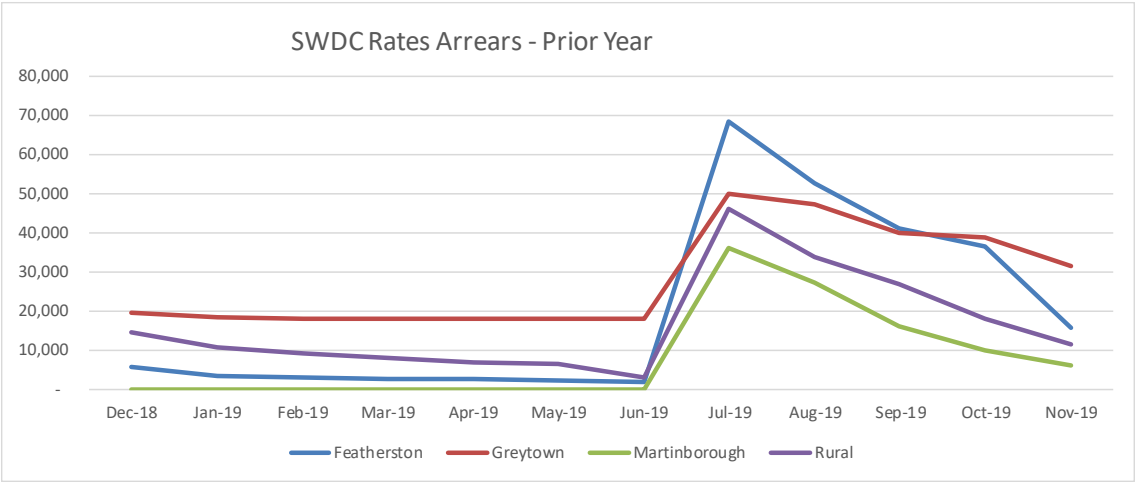


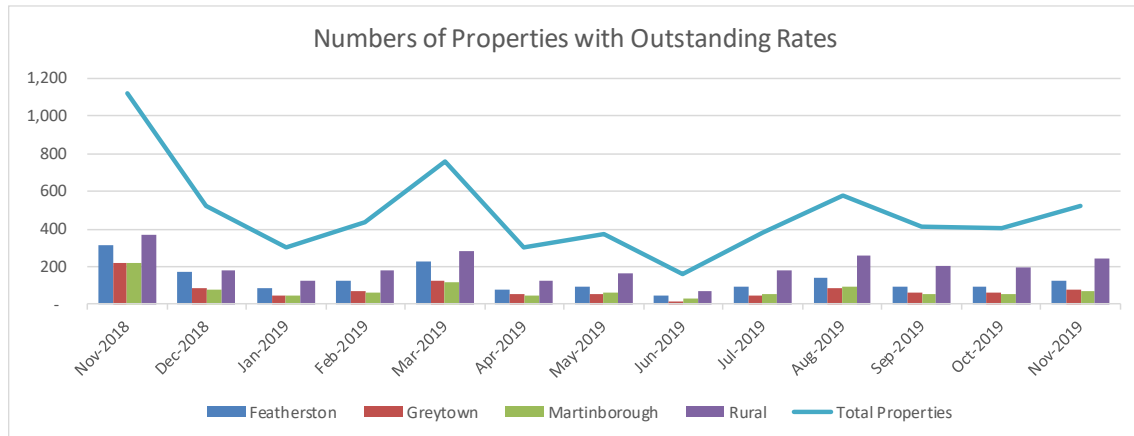
# CORPORATE SERVICES REPORT

## Rates Arrears

The rates arrears graphs below show continued improvement in the recovery of overdue rates which is due to a consistent approach to dealing with our overdue debtors.

Please see below the graphs as at 30 November 2019.





At the end of November 2018, the arrears amount was \$80k so this has dropped to \$64K at the end of November 2019 due to the consistent work done by the rates team.

We have commenced the process to recover arrears from those ratepayers who have mortgages through their banks as we are entitled to do through the Rating Act. A total of 59 letters went to ratepayers and their mortgagees to advise them that rates arrears needed to be paid. The total arrears for this group was \$110,000. Three months later we sent final demands to the property owner and the mortgagee for the 18 properties that had not yet paid. The total arrears owing at this stage was \$48,000. Most of these arrears have now been paid.

Where properties do not have a mortgage, we send the rates arrears debt to debt collection. In total 20 properties owing \$22,000 in rates arrears were sent to the debt collectors. By 25 November 6 of these ratepayers still had rates arrears owing of \$8,700.

There are now only five ratepayers with arrears dating back to the 2018 year and earlier. Of these 1 is on repayment plan, 2 have issues with the title of their property, and 2 are lodged with debt collectors.

We have had a good response to the rates rebate scheme already this year with 292 rebates processed to date. Last years total was 369 rebates, so we have processed over 78% the likely rebates already.

We now have 37% of ratepayers paying by Direct debit, and will continue to work on increasing this percentage as this reduces administration costs considerably.

---

## AGENDA ITEM 6.4

### CLIMATE CHANGE REPORT

---

#### **Purpose of Report**

To provide the Committee with an update on the draft Ruamāhanga Strategy (strategy to reduce the carbon footprint of the South Wairarapa District Council and Carterton District Council), and to seek feedback from the Committee.

#### **Recommendations**

Officers recommend that the Committee:

1. *Receive the 'Climate Change' Report and draft Strategy.*
2. *Give feedback on the draft Ruamāhanga Strategy.*

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

The Ruamāhanga Strategy is currently being developed in order to reduce the carbon footprint of Carterton District Council and South Wairarapa District Council. This report provides the Committee an update on the draft strategy.

#### **2. Discussion**

##### **2.1 Ruamāhanga Strategy**

The Climate Change Advisor wrote a Carbon Reduction Strategy (common strategy for SWDC and CDC) in order to mitigate Climate Change (reduce the greenhouse gas emissions).

This strategy includes:

- an introduction,
- an executive summary,
- an explanation of the socioeconomic context, our environment, our history and our culture,
- an explanation of Climate Change and its impacts for the district,
- greenhouse gas inventories (for Wellington Region and for the Councils' activities),
- targets,
- an action plan.

The strategy will be reviewed every 3 years.

## **2.2 Greenhouse Gas Inventories**

Three greenhouse gas inventories are presented in the Ruamāhanga strategy:

- Wellington region inventory (available in February 2020),
- CDC inventory (starts in 2018),
- SWDCDC inventory (starts in 2018):
  - Carbon negative due to forestry,
  - Main emitter is the wastewater treatment plant (74.1%), followed by electricity (11.2%) and transport (8.4%).

The councils' inventories will be reviewed yearly.

## **2.3 Targets**

During the period 2020 – 2030, Carterton and South Wairarapa District Councils aim to:

- Reduce their gross emissions,
- Increase the reservoirs, therefore the amount of greenhouse gas sequestered every year,
- Reduce the biogenic methane by 10% below 2017 levels.

## **2.4 Action plan**

Three horizons have been set up for the action plan:

- Short term: 2019 – 2020
- Medium term: 2021 – 2023
- Long term: 2024 – 2030

The actions are intended for the Council, the community and the businesses. Because Climate Change is an issue that impacts all the aspects of our societies, the actions focused on a wide range of topics:

- The Council:
  - Council's activities,
  - Optimise the fleet vehicle,
  - Reduce the energy consumption,
  - Reduce the use of non-renewable energy,
  - Reduce water consumption, therefore wastewater,
  - Reduce solid waste,
  - Increase the carbon reservoirs,
  - Communicate and educate.
- The Community and businesses:
  - Reduce the use of combustion engine vehicles,
  - Promote healthy homes,
  - Promote local food and locally made goods and services,
  - Reduce solid waste,
  - Increase the carbon reservoirs,
  - Engage the community and businesses in the carbon footprint reduction.

## **2.5 Consultation**

- Other Territorial Authorities (GWRC etc)
- Community groups (Resilient Carterton, Martinborough Business Association)
- Iwi and Marae (Ra Smith, Reuben Tipoki)
- Scientists
- Enviroschools
- Draft strategy presented to the mayors, the councillors, the CEO and the managers in a workshop (29/01/2020)

## **3. Appendices**

Appendix 1 – Draft Ruamāhanga Strategy

Contact Officer: Melanie Barthe, Climate Change Advisor

Reviewed By: Euan Stitt, Group Manager Partnerships and Operations



JANUARY 20

# RUAMĀHANGA STRATEGY

CLIMATE CHANGE STRATEGY



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Date	16/01/2020				
Signature					

## Document review

Version	Date	Review details
A	16/01/2020	Draft strategy

## Disclaimer

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

# 1 Introduction

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

As Wairarapa is already experiencing the effect of Climate Change (especially sea level rise and erosion) Carterton District Council and South Wairarapa District Council are committed in doing their part in mitigating Climate Change (reducing the greenhouse gas emissions).

In 2017, the Mayors signed the New Zealand Local Government Leaders' Climate Change Declaration and commit to:

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

The Ruamāhanga Strategy has been developed in order to reduce the carbon footprint of Carterton District Council and South Wairarapa District Council.

This strategy:

- presents the districts' contexts (socio-economic, environmental and cultural);
- explains what Climate Change is and what may be the impact for Wairarapa;
- presents the greenhouse gas inventories for the Wellington Region (lead by Greater Wellington), and for both councils (inventory of the emissions coming from the council's activities);
- sets up targets;
- presents an action plan (short term, medium term and long term).

This strategy will be updated every three years.

## 2 Executive summary

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

As Wairarapa is already experiencing the effect of Climate Change (especially sea level rise and erosion) Carterton District Council and South Wairarapa District Council are committed in doing their part in mitigating Climate Change (reducing the greenhouse gas emissions).

The Ruamāhanga Strategy has been developed in order to reduce the carbon footprint of Carterton District Council and South Wairarapa District Council. This strategy will be updated every three years.

### Socio-economic context

With a population of 19,770 person in 2018, South Wairarapa and Carterton Districts are attractive, and the population had a +23.6% growth between 2006 and 2018 (around +1.8% per year). With a density of 5.4 pers/km<sup>2</sup>, South Wairarapa and Carterton Districts are rural districts.

The households in the districts own more motor vehicles than the average in Wellington Region. 54.4% of the households own 2 or more vehicles (42.5% for Wellington Region) and 41.9% own 1 or less motor vehicle (53.2% for Wellington Region).

In 2013, the main fuel type for the district's households are wood (77.7%), followed by electricity (66.9%). Bottled gas and coal respectively had a -44.1% and -25.5% decrease between 2006 and 2013. Solar power and electricity usage increased well (+103% and + 29.3% respectively between 2006 and 2013).

In 2018, the unemployment in South Wairarapa and Carterton Districts is lower than in Wellington region (4.4% compared to 6.2%). The main industry is agriculture, forestry and fishing (21.9% of the workforce) followed by manufacturing (10.7% of the workforce).

52% of the residents from South Wairarapa and Carterton Districts work within the districts. 61.7% of the residents drove a car, truck or van to travel to work. The public transports (trains and buses) are used by 9.2% of the residents to go to work and 5.3% of the residents walked, jogged or biked to go to work.

Almost 80% of the workers in South Wairarapa and Carterton Districts live within the districts.

### Environmental context

Carterton and South Wairarapa Districts have dry and warm summers and wet and mild winters.

The districts are mainly covered by farmlands (55.7%, including 6.7% of planted forests), closely followed by natural areas (43.8%, including 35.7% of natural forests). The farmlands and the four settlements (Featherston, Greytown, Martinborough and Carterton) are mainly located in the Wairarapa plains and the Eastern Wairarapa. The Tararua Range and the Aorangi Range are the main natural areas of the districts.

Carterton and South Wairarapa Districts have a 142 kilometres shoreline. The coast presents a few settlements (Ngawi, Tora, Flat Point) but is mainly rural or natural areas.

### Historical and cultural context

The Wairarapa has a strong mana whenua history with many important Māori heritage sites. The cultural landscape includes those places associated with ngā atua (deities), taniwha and kaitiaki (guardians and protectors of places), as well as places discovered, visited and or names by ancestors and explorers.



## What is Climate Change and its impact for Wairarapa

According to the UNFCCC<sup>1</sup>, Climate Change means a change of climate which is attributed directly or indirectly to human activity that alters the composition of the global atmosphere and which is in addition to natural climate variability observed over comparable time periods.

The Climate Change impacts are global and affect Wairarapa. These impacts for Wairarapa could be:

- increased risk to coastal roads and infrastructure from coastal erosion and inundation, increased storminess and sea-level rise,
- increased risk to surface flooding. River flooding may also become more frequent and more intense.
- more frequent droughts are likely to lead to water shortages, increased demand for irrigation and increased risk of wild fires.
- warmer temperatures, a longer growing season and fewer frosts could provide opportunities to grow new crops. Farmers might benefit from faster growth of pasture and better crop growing conditions. However, these benefits may be limited by negative effects of climate change such as prolonged drought, water shortages and greater frequency and intensity of storms.
- biodiversity is suffering from Climate Change due to the rate of change. It is very fast compared to historic change species have experienced.
- because the ocean absorbs a huge quantity of CO<sub>2</sub> released in the atmosphere, it becomes more and more acidic. This affects negatively all the marine species, especially seashells.

## Regional greenhouse gas inventory

### GWRC Inventory – waiting for the results

## Councils inventories

Two greenhouse gas inventories have been done for Carterton District Council and South Wairarapa District Council. The results are the following:

	t Co <sub>2</sub> e - CDC	t Co <sub>2</sub> e – SWDC
Corporate Services	14.22	35.36
Community Services	60.81	20.03
Operations	109.39	53.67
Water	517.28	613.1
Parks and Reserves	63.42	30.10
Regulatory	12.00	12.91
<b>TOTAL GROSS</b>	<b>777.12</b>	<b>765.18</b>
Forestry	-7,249.34	-1,779.70
<b>TOTAL NET</b>	<b>-6,472.22</b>	<b>-1,014.52</b>

Table 1: Emissions by business units in 2018

<sup>1</sup> United Nation Framework Convention on Climate Change

	t Co <sub>2</sub> e - CDC	t Co <sub>2</sub> e – SWDC
Scope 1	149.13	62.07
Scope 2	137.14	79.34
Scope 3	490.85	623.77
<b>TOTAL GROSS</b>	<b>777.12</b>	<b>765.18</b>
Forestry	-7,249.34	-1,779.70
<b>TOTAL NET</b>	<b>-6,472.22</b>	<b>-1,014.52</b>

**Table 2: Emissions by scopes in 2018**

	t Co <sub>2</sub> e - CDC	t Co <sub>2</sub> e – SWDC
Electricity	147.52	85.35
Transport	149.73	63.99
Waste Water	447.82	567.07
Water Supply	21.64	46.04
Waste	10.40	2.73
Refrigerant	0.00	0.00
<b>TOTAL GROSS</b>	<b>777.12</b>	<b>765.18</b>
Forestry	-7,249.34	-1,779.70
<b>TOTAL NET</b>	<b>-6,472.22</b>	<b>-1,014.52</b>

**Table 3: Emissions by sources in 2018**

### Targets

Carbon targets have been set up. They are ambitious but also, achievable and realistic. Being small councils, we must be aware of our limits.

During the period 2020 – 2030, Carterton and South Wairarapa District Councils aim to:

- Reduce their greenhouse gas emissions (the councils are already carbon negative due to their forests),
- Increase the reservoirs, therefore the amount of greenhouse gas sequestered every year,
- Reduce the biogenic methane by 10% below 2017 levels.

## Action Plan

To be able to be able to achieve these targets, the councils set up an action plan. The actions are intended for:

- Councils: lead by example:
  - Council's activities
  - Optimise the fleet vehicle
  - Reduce the energy consumption
  - Reduce the use of non-renewable energy
  - Reduce water consumption
  - Reduce solid waste
  - Increase the carbon reservoirs
  - Communicate and educate
- Community and businesses: support low carbon behaviours and circular economy:
  - Reduce the use of combustion engine vehicles
  - Promote healthy homes
  - Promote local food and locally made goods and services
  - Reduce solid waste
  - Increase the carbon reservoirs
  - Engage the community and businesses in the carbon footprint reduction

For each action, we have a table with a quick description of the action, the project manager, the time frame and the key performance indicator.

### 3 Socioeconomic context

#### 3.1 Carterton District - CD

##### 3.1.1 Population

	2006	2013	2018	Change between 2006 - 2018	2043 (forecast)	Change between 2018 - 2043
<b>Population</b>	7,098	8,235	9,201	+29.6%	11,435	+24.3%

Source: id community, 2019

**Table 4: CD's population**

	Population 2018	Land area	Density (pers/km <sup>2</sup> )
<b>Population</b>	9,201	1,180 km <sup>2</sup>	7.80

Source: id community, 2019

**Table 5: CD's population density in 2018**

Between 2006 and 2018 Carterton District's population increased quickly (average: 2.2% per year) and passed from 7,098 in 2006 to 9,201 in 2018. The forecast shows that the population will keep increasing even though it is slower (average: 0.9% per year). The population in 2043 is estimated to be 11,435.

CD's density is low (7.80 persons per km<sup>2</sup>).

##### 3.1.2 Households

###### 3.1.2.1 Households and dwellings

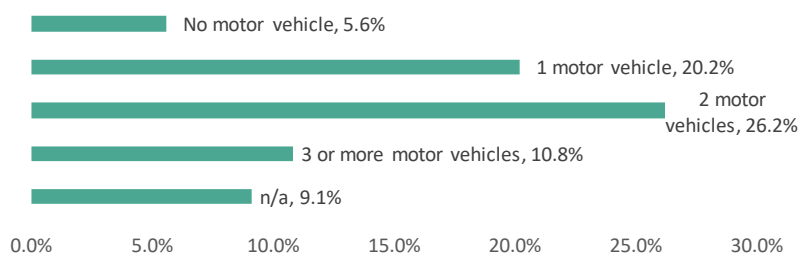
	2006	2013	Change between 2006 – 2013
<b>Households</b>	2,751	3,294	+19.7%
<b>Dwellings</b>	3,195	3,738	+17%

Source: id community, 2019

**Table 6: CD's households and dwellings**

CD had a 19.7% increase in households' number and a 17% increase in dwellings between 2006 and 2013.

### 3.1.2.2 Car ownership



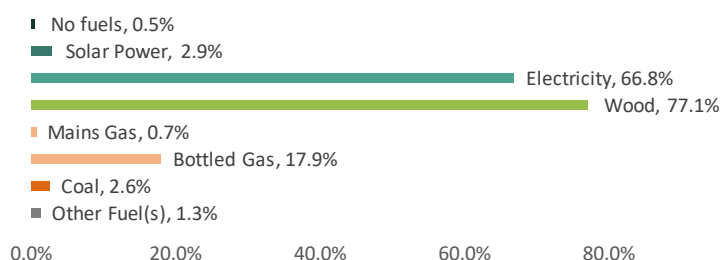
Source: *id community*, 2019

**Figure 1: CD's households car ownership evolution between 2006 and 2013**

Between 2006 and 2013, the total of households increased from 19.7% in CD.

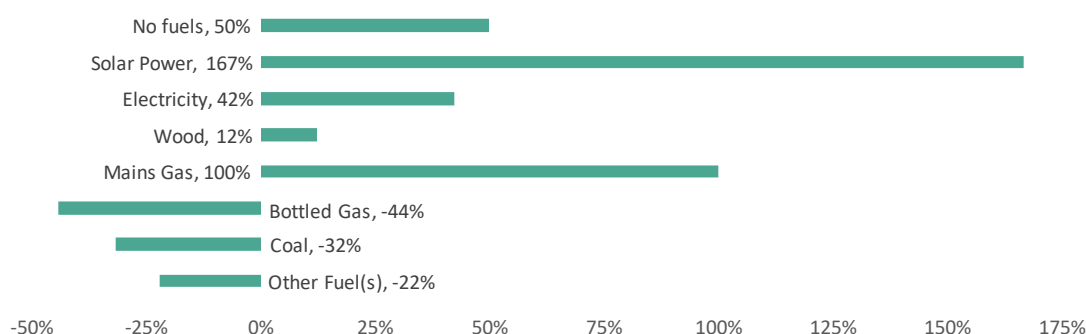
The households with 2 motors vehicles increased from 26.2% which is quicker than the average. The households with 1 vehicle followed the average increase with just over 20%. The households with 3 or more vehicles or without motor vehicles increased less than the average with, respectively, 10.8% and 5.6%.

### 3.1.2.3 Household fuel type



Source: *id community*, 2019

**Figure 2: CD's households fuel type in 2013**



Source: *id community*, 2019

**Figure 3: CD's households fuel type evolution between 2006 and 2013**

We note that fuel type which are high greenhouse gas emitters are decreasing (-32% for the coal and -44% for bottled gas) while clean energies are increasing (+42% for the electricity and +167% for solar power).

### 3.1.3 Employment

#### 3.1.3.1 Employment status

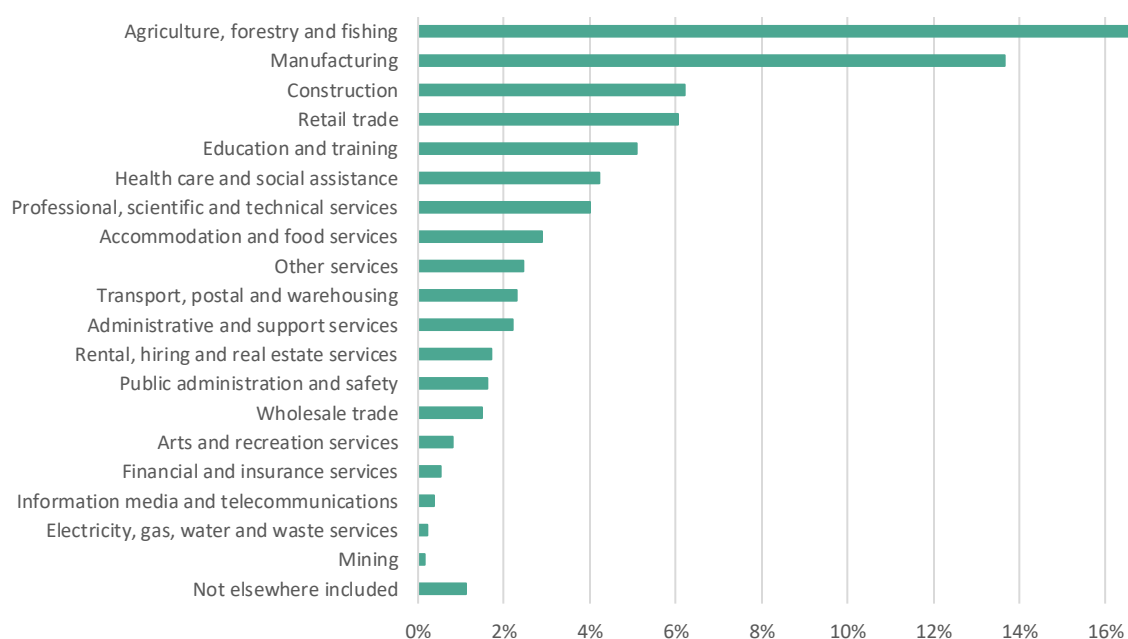
	2013		2018		Change between 2006 – 2013
	Number	%	Number	%	
<b>Employed</b>	4,062	94.4	4,734	93.8	+16.5%
<i>Employed full-time</i>	3,015	70.0	3,492	73.8	+15.8%
<i>Employed part-time</i>	1,047	24.3	1,242	20.0	+18.6%
<b>Unemployed</b>	243	5.6	240	6.2	-1.2%
<b>Total labour force</b>	<b>4,305</b>	<b>100.0</b>	<b>4,974</b>	<b>100.0</b>	<b>+15.5%</b>

Source: id community, 2019

**Table 7: CD's residents employment status**

The unemployment rate in CD is above the national rate (5.8% in 2018).

#### 3.1.3.2 Workforce profiles

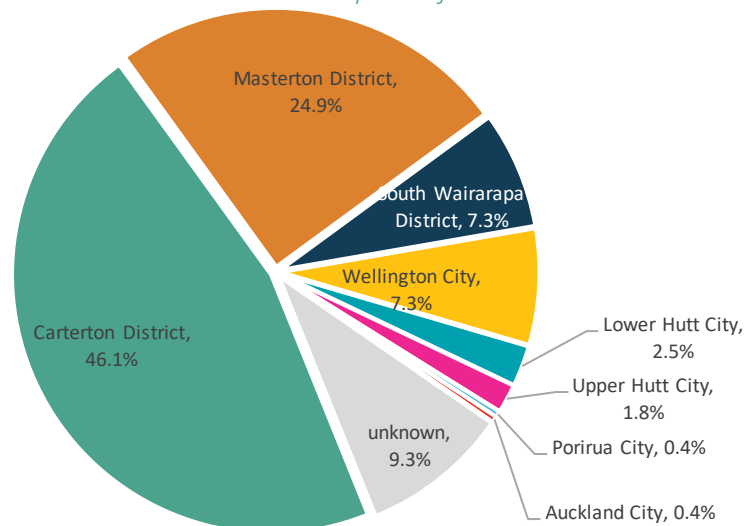


Source: id community, 2019

**Figure 4: CD's workforce industry sector of employment in 2013**

Agriculture is the biggest sector and represents almost 17% of the workforce profile. Manufacturing is the second biggest sector with 13.7% of the workforce.

### 3.1.3.3 Carterton's residents place of work

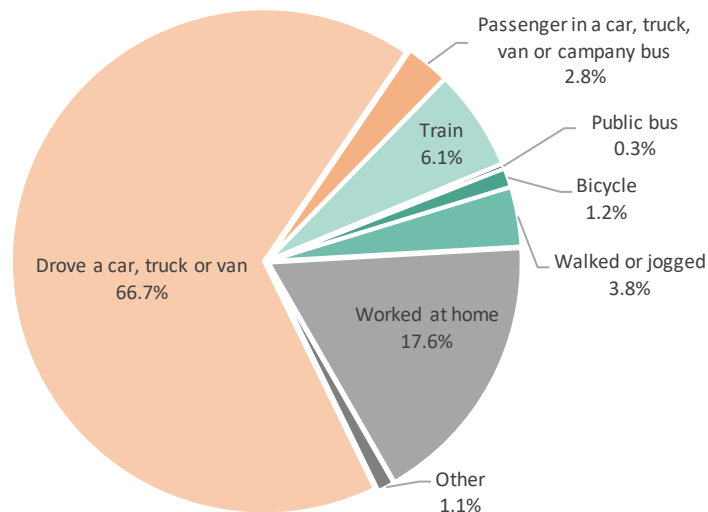


Source: id community, 2019

**Figure 5: CD's residents place of work in 2013**

Almost half of the CD's residents also works in CD and a quarter works in Masterton District. 7% of the CDC's residents works in South Wairarapa District and 7% in Wellington City. A small number of residents works in Hutt City, Upper Hutt City, Porirua City and Auckland City.

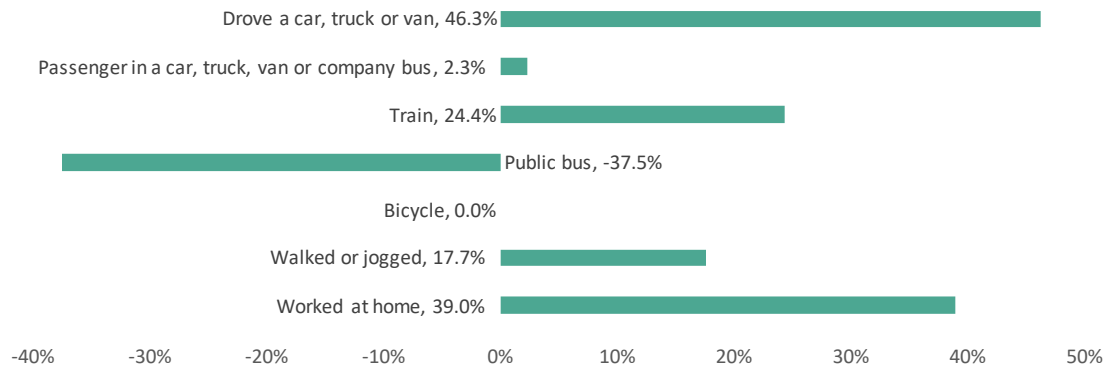
### 3.1.3.4 Method of travel to work



Source: id community, 2020

**Figure 6: CDC's residents' method of travel to work in 2018**

Almost 70% of the CD's residents use a high carbon emission way of transport to work (drive a car, truck or van or be a passenger, drive a motorbike or power cycle). 11.4% of the residents use a low carbon way of transport to go to work (train, walk or jogged, bicycle, public bus).

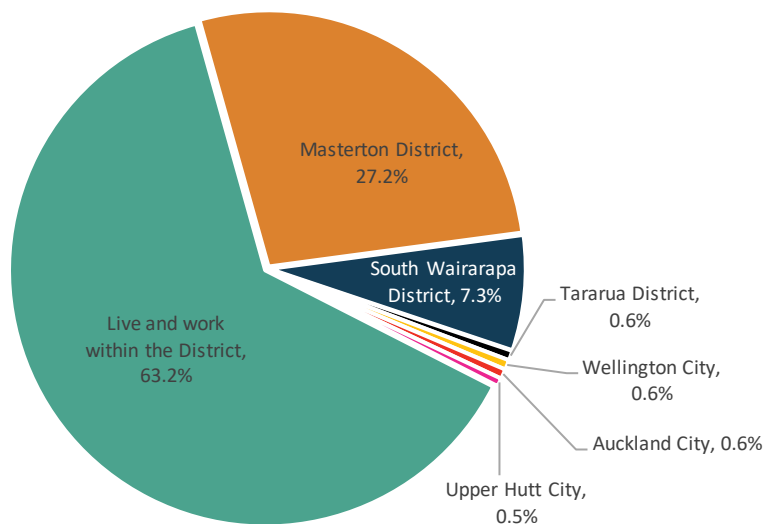


Source: id community, 2020

**Figure 7: CDC's residents' method of travel to work evolution between 2013 and 2018**

The low carbon way of travel (train (+24.4%) and walked or jogged (+17.7%)) increased between 2013 and 2018. However, the bicycle users stayed stable and the public bus users decreased (-37.5%). Moreover, the high carbon emission way of travel increased (+46.3% for the car, truck or van users).

#### 3.1.3.5 Carterton's workers place of residence



Source: id community, 2019

**Figure 8: CDC's workers place of residence in 2013**

Over 60% of the CD's workers also lives in CD and almost 30% lives in Masterton District. 7% of the CDC's workers works in South Wairarapa District. A small number of workers lives in Tararua District, Wellington City, Auckland City and Upper Hutt City.



## 3.2 South Wairarapa District - SWD

### 3.2.1 Population

	2006	2013	2018	Change between 2006 - 2018	2043 (forecast)
<b>Population</b>	8,892	9,525	10,569	+18.9%	12,733
<i>Featherston</i>	2,340	2,250	-	-	3,127
<i>Greytown</i>	2,067	2,202	-	-	3,581
<i>Martinborough</i>	1,323	1,470	-	-	2,325
<i>Rural areas</i>	3,159	3,606	-	-	3,700

Source: *id community*, 2019

**Table 8: SWD's population**

	Population 2018	Land area	Density (pers/km <sup>2</sup> )
<b>Population</b>	10,569	2,457 km <sup>2</sup>	4.3

Source: *id community*, 2019

**Table 9: SWD's population density in 2018**

Between 2006 and 2018 South Wairarapa District's population increased quickly (average: 1.5% per year) and passed from 8,892 in 2006 to 10,569 in 2018. The forecast shows that the population will keep increasing even though it is slower (average: 0.7% per year). The population in 2043 is estimated to be 12,733.

SWDC's density is very low (4.3 persons per km<sup>2</sup>).

### 3.2.2 Households

#### 3.2.2.1 Households and dwellings

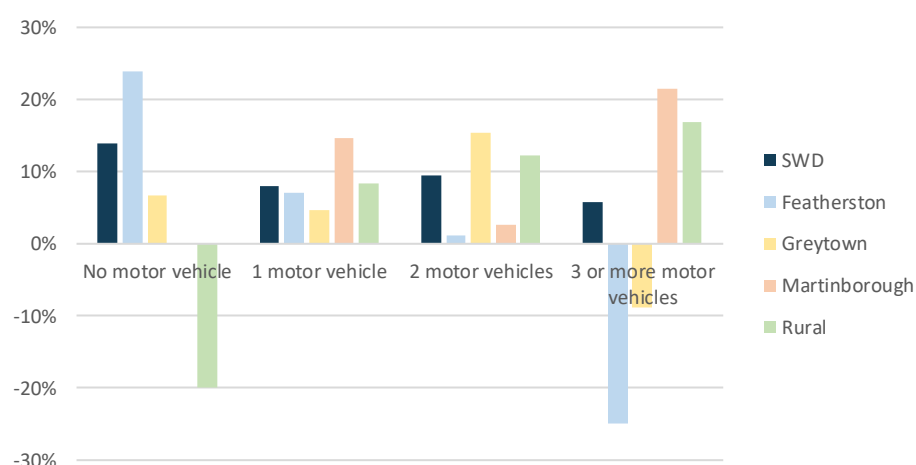
Number of persons usually resident	2006	2013	Change between 2006 – 2013
<b>Households</b>	3,624	3,939	+8.7%
<b>Dwellings</b>	4,806	5,334	+11%
<b>Featherston</b>			
<i>Households</i>	963	990	+2.8%
<i>Dwellings</i>	1,077	1,149	+6.7%
<b>Greytown</b>			
<i>Households</i>	849	915	+7.8%
<i>Dwellings</i>	1,002	1,122	+12%
<b>Martinborough</b>			
<i>Households</i>	573	621	+8.4%
<i>Dwellings</i>	855	954	+11.6%
<b>Rural areas</b>			
<i>Households</i>	1,233	1,398	+13.4%
<i>Dwellings</i>	1,857	2,106	+13.4%

Source: id community, 2019

**Table 10: SWD's households and dwellings**

SWD had an 8.7% increase in households' number and an 11% increase in dwellings between 2006 and 2013. The biggest increase happened in the rural areas (Kahutara, Tukurumuri, inland water – Lake Wairarapa) followed by Martinborough and Greytown.

#### 3.2.2.2 Car ownership



Source: id community, 2019

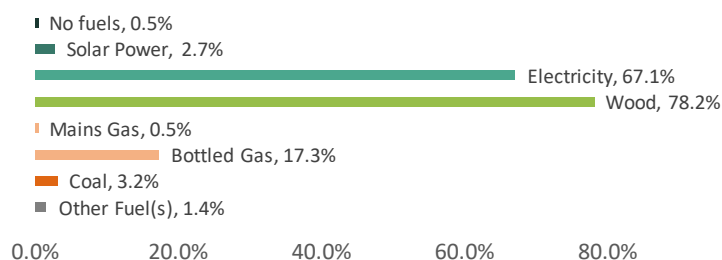
**Figure 9: Car ownership evolution between 2006 and 2013**

Between 2006 and 2013, the total of households increased from almost 9% in SWD.

The evolution of car ownership is correlated to the presence or absence of public transport:

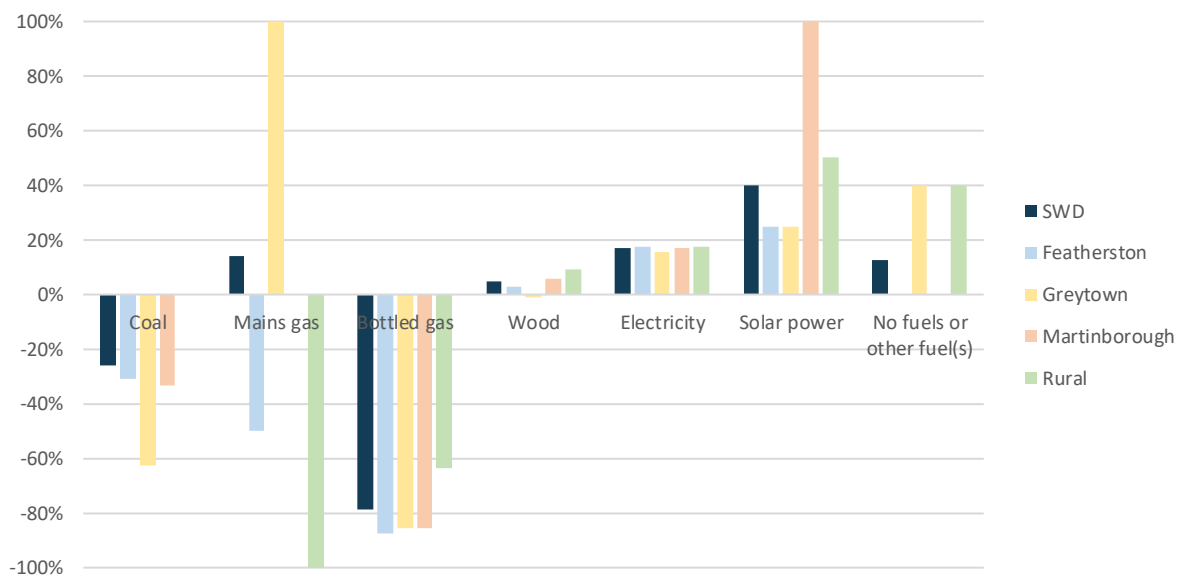
- In Featherston, which is served by a train station and buses, the numbers of households without a motor vehicle increased (+23.8%). The number of households with two motor vehicles is stable (+1.1%) and the number of households with three or more motor vehicle decreased (-25%).
- In the rural areas, which are not served by public transport, the opposite trend is observed. The numbers of households without a motor vehicle decreased (-20%) and the number of households with three or more motor vehicle increased (+16.8%).

### 3.2.2.3 Household fuel type



Source: id community, 2019

Figure 10: SWD's households fuel type in 2013



Source: id community, 2019

Figure 11: Households fuel type evolution between 2006 and 2013

We note that fuel type which are high greenhouse gas emitters are decreasing (coal and gas) while clean energies are increasing (electricity and solar power). All the towns and the rural areas follow roughly the same trend.

### 3.2.3 Employment

#### 3.2.3.1 Employment status

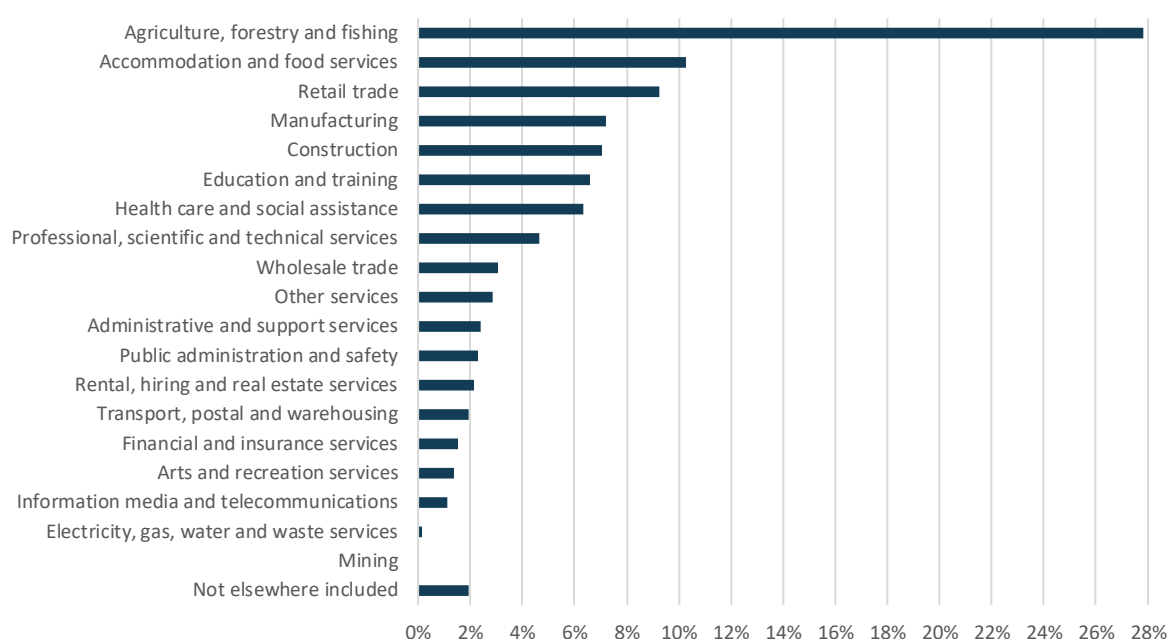
Employment status	2013		2018		Change between 2006 – 2013
	Number	%	Number	%	
<b>Employed</b>	4,788	94.8	5,685	96	+18.7%
<i>Employed full-time</i>	3,528	69.9	4,239	71.6	+20.2%
<i>Employed part-time</i>	1,260	25.0	1,446	24.4	+14.8%
<b>Unemployed</b>	261	5.2	237	4.0	-9.2%
<b>Total labour force</b>	<b>5,046</b>	<b>100.0</b>	<b>5,922</b>	<b>100.0</b>	<b>+17.4%</b>
<b>Featherston</b>					
<i>Employed</i>	1,002	89.5	1,191	91.7	+18.9%
<i>Unemployed</i>	117	10.5	108	8.3	-7.7%
<b>Greytown</b>					
<i>Employed</i>	1,044	95.1	1,251	96.8	+19.8%
<i>Unemployed</i>	54	3.2	42	4.9	-22.2%
<b>Martinborough</b>					
<i>Employed</i>	759	95.8	969	97	+27.7%
<i>Unemployed</i>	33	4.2	30	3.0	-9.1%
<b>Rural areas</b>					
<i>Employed</i>	1,986	97.2	2,274	97.6	+14.5%
<i>Unemployed</i>	57	2.8	57	2.4	0%

Source: id community, 2019

**Table 11: SWD's resident employment status**

The unemployment rate in SWD is below the national rate (5.8% in 2018). However, Featherston is above the national rate (8.3% unemployment) but this rate has decreased since 2013. The district's employment increased a lot since 2013 (+18.7%), especially in Martinborough (+27.7%).

### 3.2.3.2 Workforce profiles<sup>2</sup>

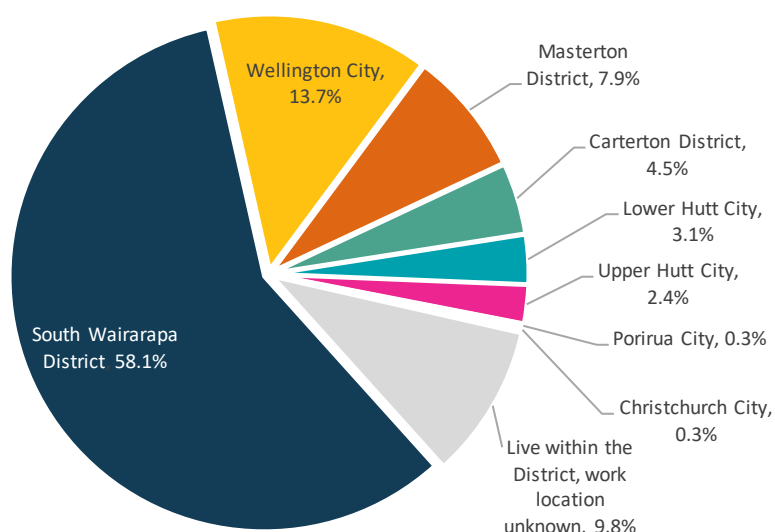


Source: id community, 2019

**Figure 12: SWD's workforce industry sector of employment in 2013**

Agriculture is the biggest sector and represents almost 28% of the workforce profile. Accommodation and food services is the second biggest sector with 10.3% of the workforce, followed very closely by retail trade (9.2%).

### 3.2.3.3 South Wairarapa's residents place of work<sup>2</sup>



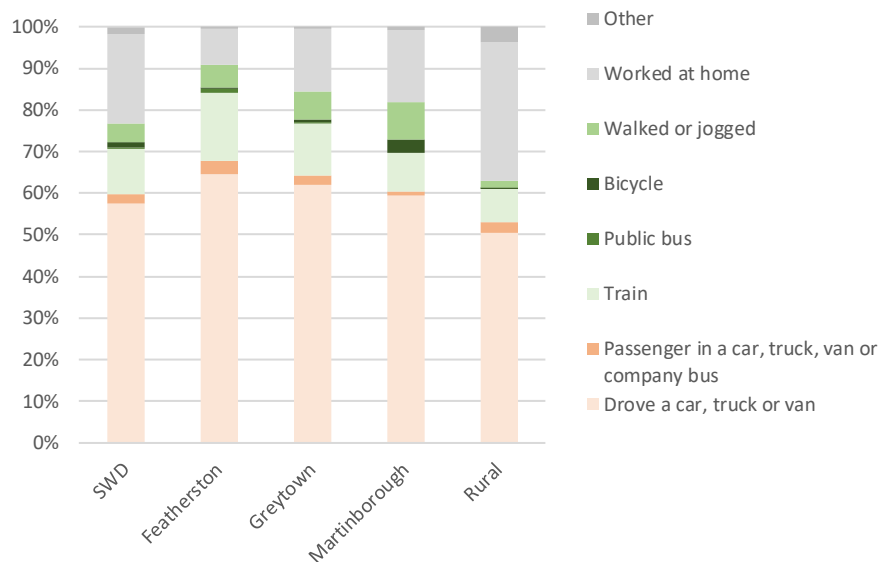
Source: id community, 2019

**Figure 13: SWD's residents place of work in 2013**

<sup>2</sup> No data available for each town

Almost 60% of the SWD's residents also works in SWD. 13.7% of the residents works in Wellington City and 7.9% in Masterton City. 4.5% of the SWD's residents work in Carterton District. A small number of residents works in Hutt City, Upper Hutt City, Porirua City and Christchurch City.

### 3.2.3.4 Method of travel to work

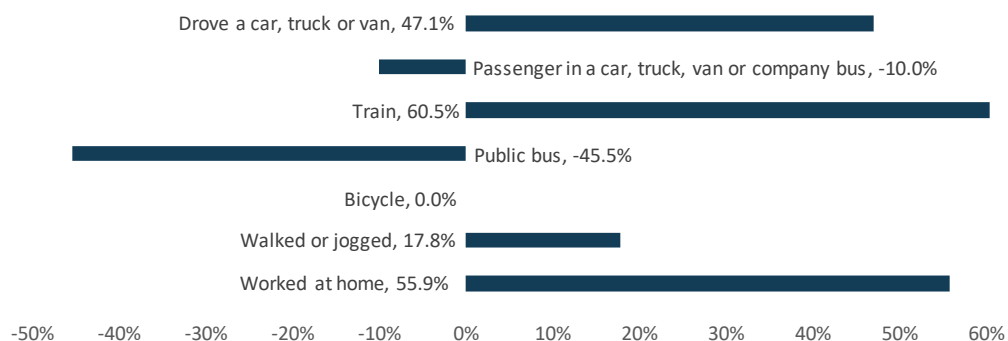


Source: id community, 2020

**Figure 14: Residents' method of travel to work in 2018**

Almost 60% of the SWD's residents use a high carbon emission way of transport to work (drive a car, truck or van or be a passenger, drive a motorbike or power cycle). 16.7% of the residents uses a low carbon way of transport to go to work (train, walk or jogged, bicycle, public bus).

These trends are about the same for the three towns. However, we note a higher usage of the train in Featherston (due to the train station) and of the bicycle in Martinborough. The rural areas' residents mainly use motor vehicles to go to work or work from home.

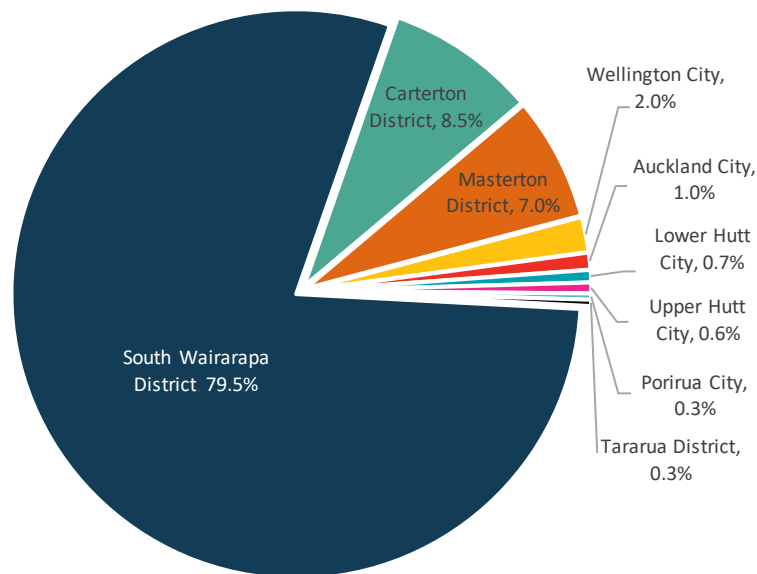


Source: id community, 2020

**Figure 15: SWD's residents' method of travel to work evolution between 2013 and 2018**

The train users (+60.5%) increased quicker than the car, truck or van users (+47.1%) between 2013 and 2018 and the walkers/joggers increased by 17.8%. However, the public bus users decreased by 45.5%.

### 3.2.3.5 South Wairarapa's workers place of residence<sup>2</sup>



Source: id community, 2019

**Figure 16: SWD's workers place of residence in 2013**

80% of the SWD's workers also lives in SWD. 8.5% of the workers lives in Carterton District and 7% in Masterton District. A small number of workers lives in Wellington City, Auckland City Hutt City, Upper Hutt City, Porirua City and Tararua District.

## 4 Environmental context

### 4.1 Climate

The following data are provided by the NIWA<sup>3</sup>. They have been recorded between 1981 and 2010 in Masterton.

#### Temperature

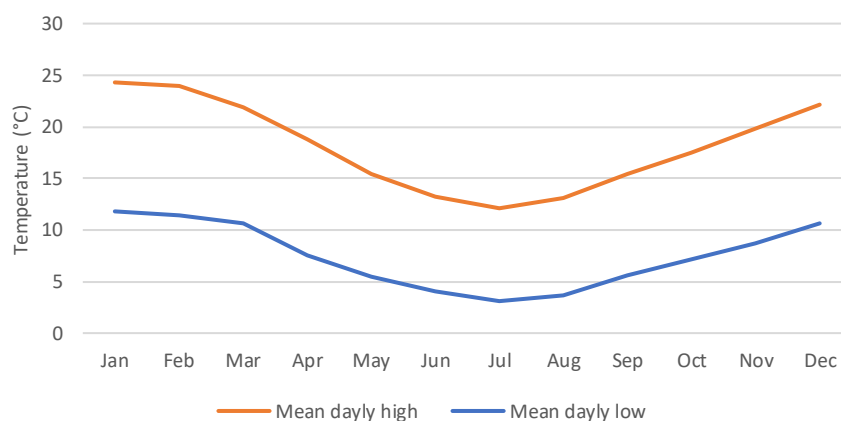
See Figure 22, page 27.

Wairarapa enjoys warm summers and mild winters even though frost may happen.

In summer maximum air temperatures range from 20°C to 28°C, but temperatures above 30°C have been recorded. High temperature may be accompanied by a strong dry foehn winds from the northwest.

Winter is mild in the north of the region and cooler in the south. Typical winter daytime maximum air temperatures range from 10°C to 16°C.

Frost occurs mainly in winter even though frosts can happen occasionally all year around. July and August are the months with the most frosts recorded (12.9 and 13.2 days respectively).

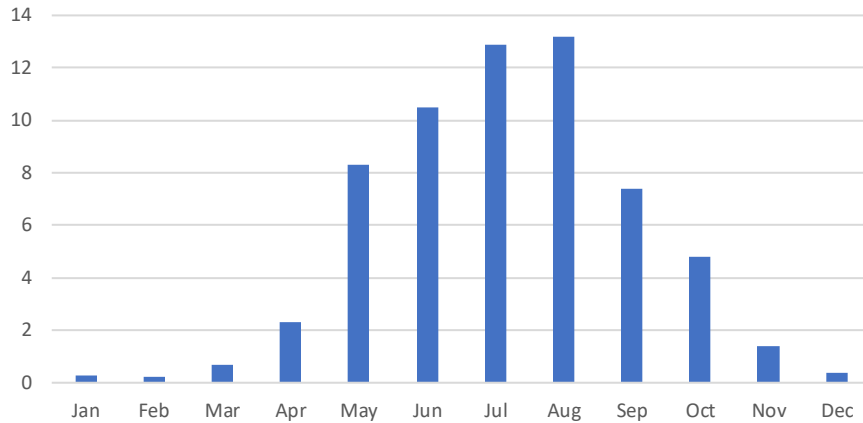


Source: NIWA 2012

**Figure 17: Mean monthly temperature in Masterton for 1981 – 2010**

<sup>3</sup> National Institute of Water and Atmospheric Research





Source: NIWA 2012

**Figure 18: Mean monthly value in Masterton for 1981 – 2010, Numbers of days of ground frost**

### Pluviometry

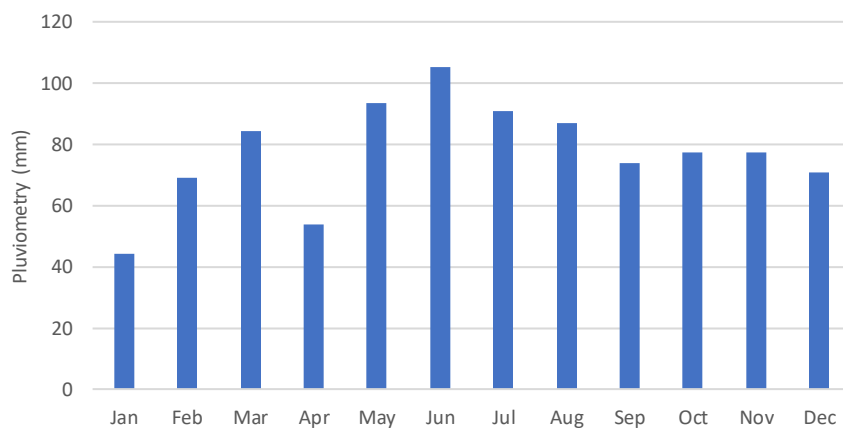
See Figure 23, page 28.

Rainfall is influenced to a large extent by the Tararua Range that lie across the west to east movement of the weather systems.

The ranges are wetter than the plains. The Eastern Wairarapa is also slightly wetter than the plains:

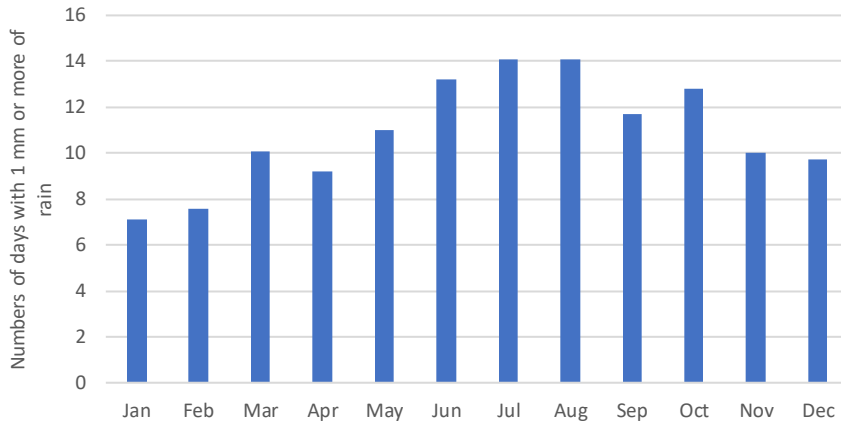
- over 2,000 mm for the Tararua range and 1,800 mm of the Aorangi range,
- under 800 mm for Martinborough and the plains around,
- between 1,000 and 1,400 mm for the Eastern Wairarapa.

Masterton receives 927.6 mm of water every year. January (44.4 mm and 7.1 wet days) and April (54 mm and 9.2 wet days) are the driest months when May (93.6 mm and 11 wet days), June (105.3 mm and 13.2 wet days) and July (90.9 mm and 14.1 wet days) are the wettest.



Source: NIWA 2012

**Figure 19: Mean monthly pluviometry in Masterton for 1981 – 2010**



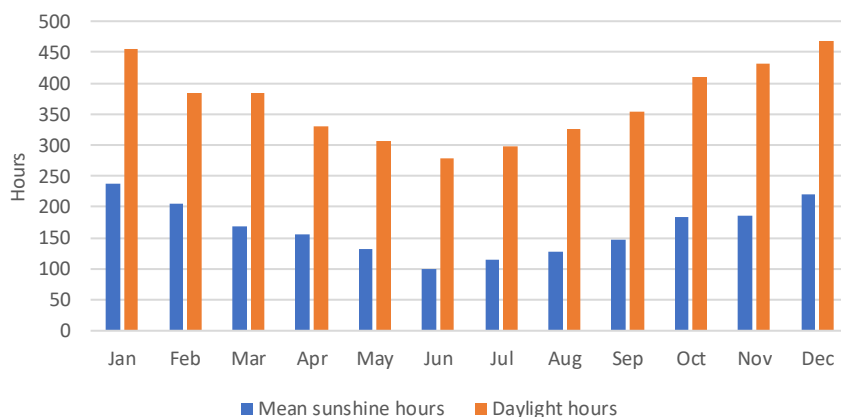
Source: NIWA 2012

**Figure 20: Mean monthly value in Masterton for 1981 – 2010, Numbers of days with 1 mm or more of rain**

### Sunshine

See Figure 24, page 29.

Summer is the sunniest time of the year (238.6 hours of sunshine in January and 221.3 hours of sunshine in December) when winter is the least sunny time of the year (99.9 hours of sunshine in June, 114.9 hours of sunshine in July).



Source: NIWA 2012

**Figure 21: Mean monthly hours of sunshine in Masterton for 1981 – 2010**

Masterton receives 1,982.1 hours of sunshine every year. The Tararua range is the least sunny part of the region (under 1,750 hours of sunshine yearly) when the coast is the sunniest part of the region (2,100 hours of sunshine every year).

## Wind

See Figure 25, page 30.

The strongest winds happen at the summit of the ranges (mean annual average between 8 and 9 m/s). The wind in the Wairarapa plains range between 2 and 3 m/s. The wind gets stronger and stronger as we move east and ranges from 5 m/s (west of Eastern Wairarapa) to 7 m/s (east of Eastern Wairarapa).

In summer the winds are mainly dry north-westerlies and in winter, they are moist south and south-easterlies.

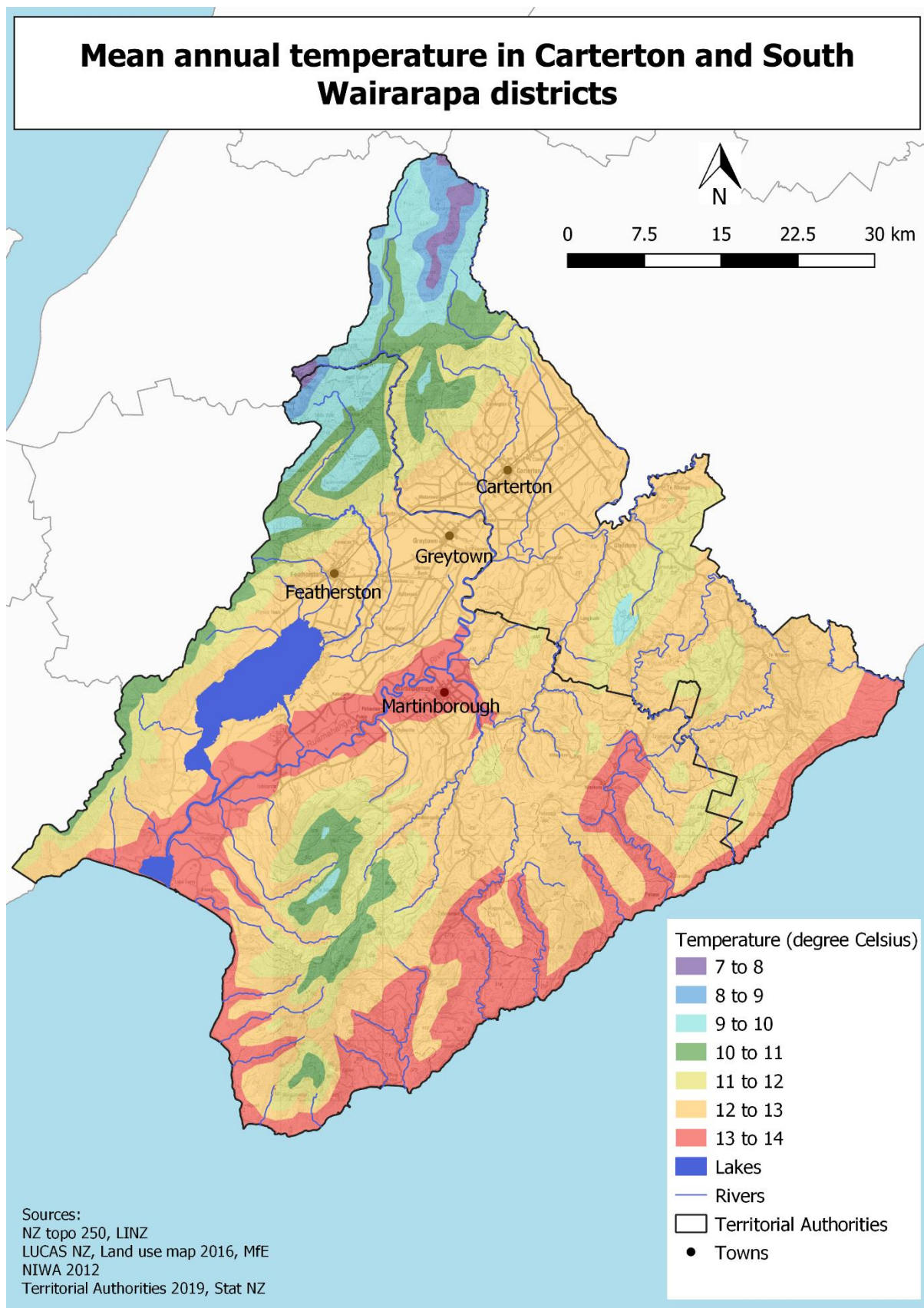


Figure 22: Mean annual average temperature for CD and SWD

## Mean annual total rain in Carterton and South Wairarapa districts

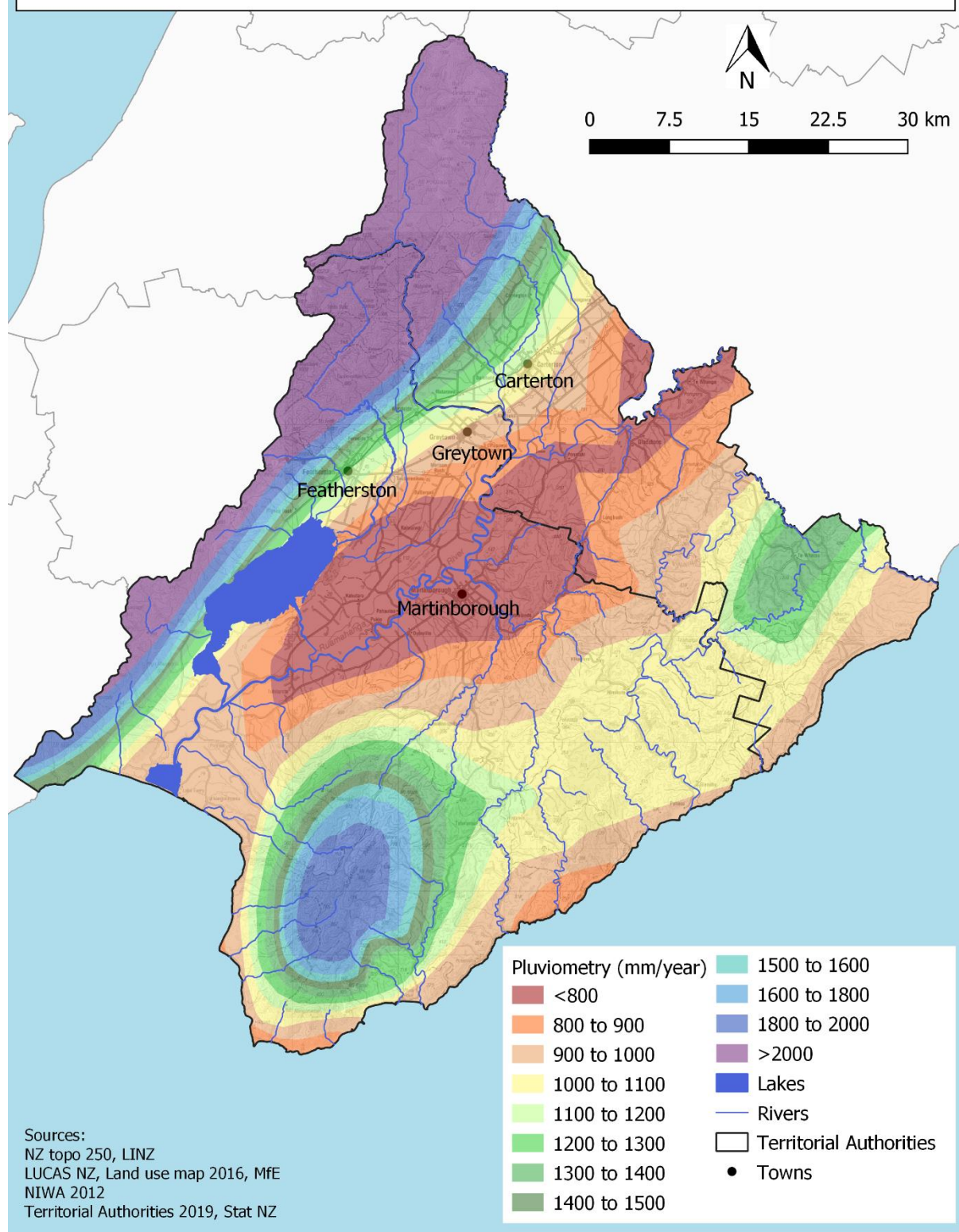
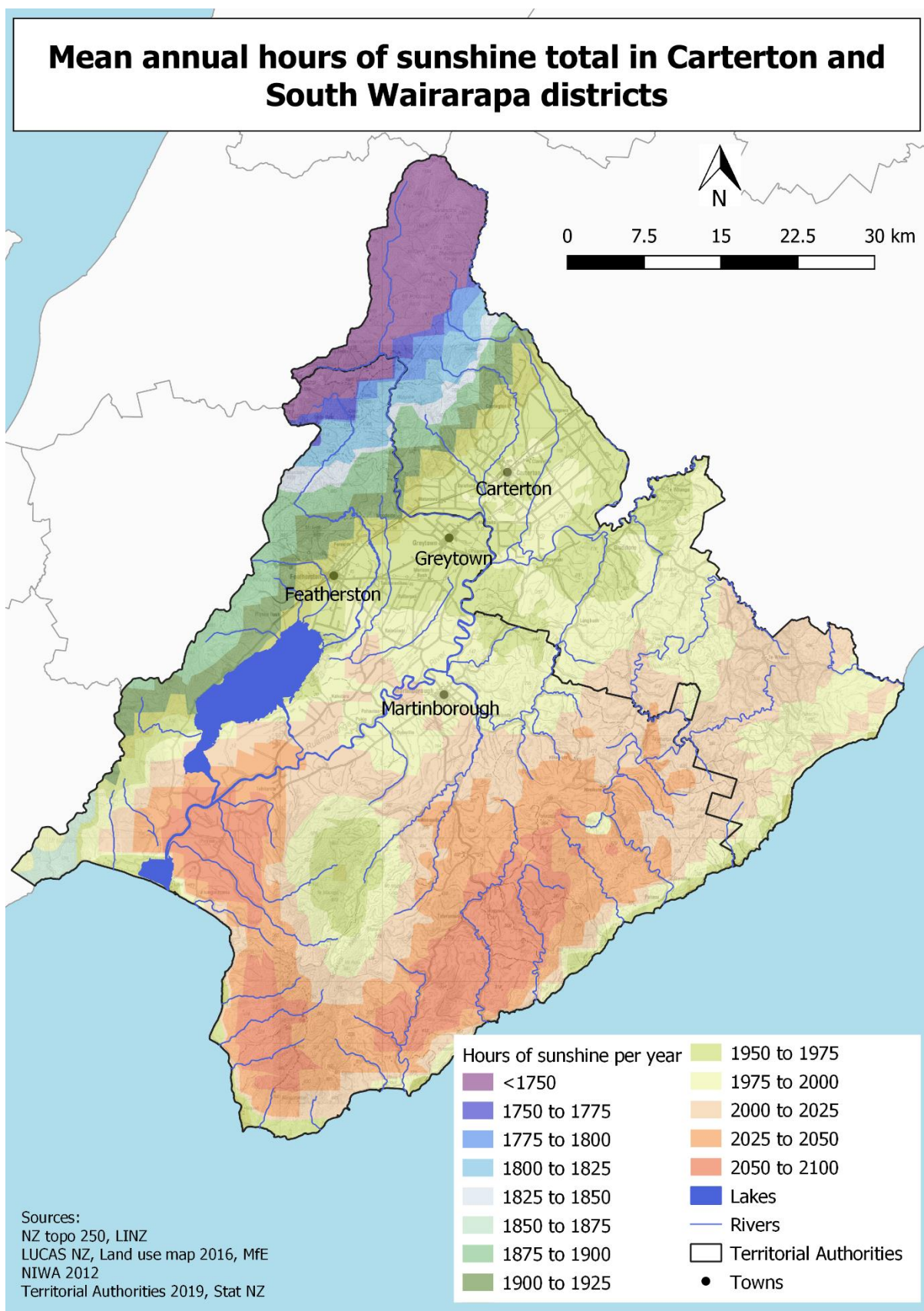


Figure 23: Mean annual total rainfall for CD and SWD





**Figure 24: Mean annual sunshine hours total for CD and SWD**

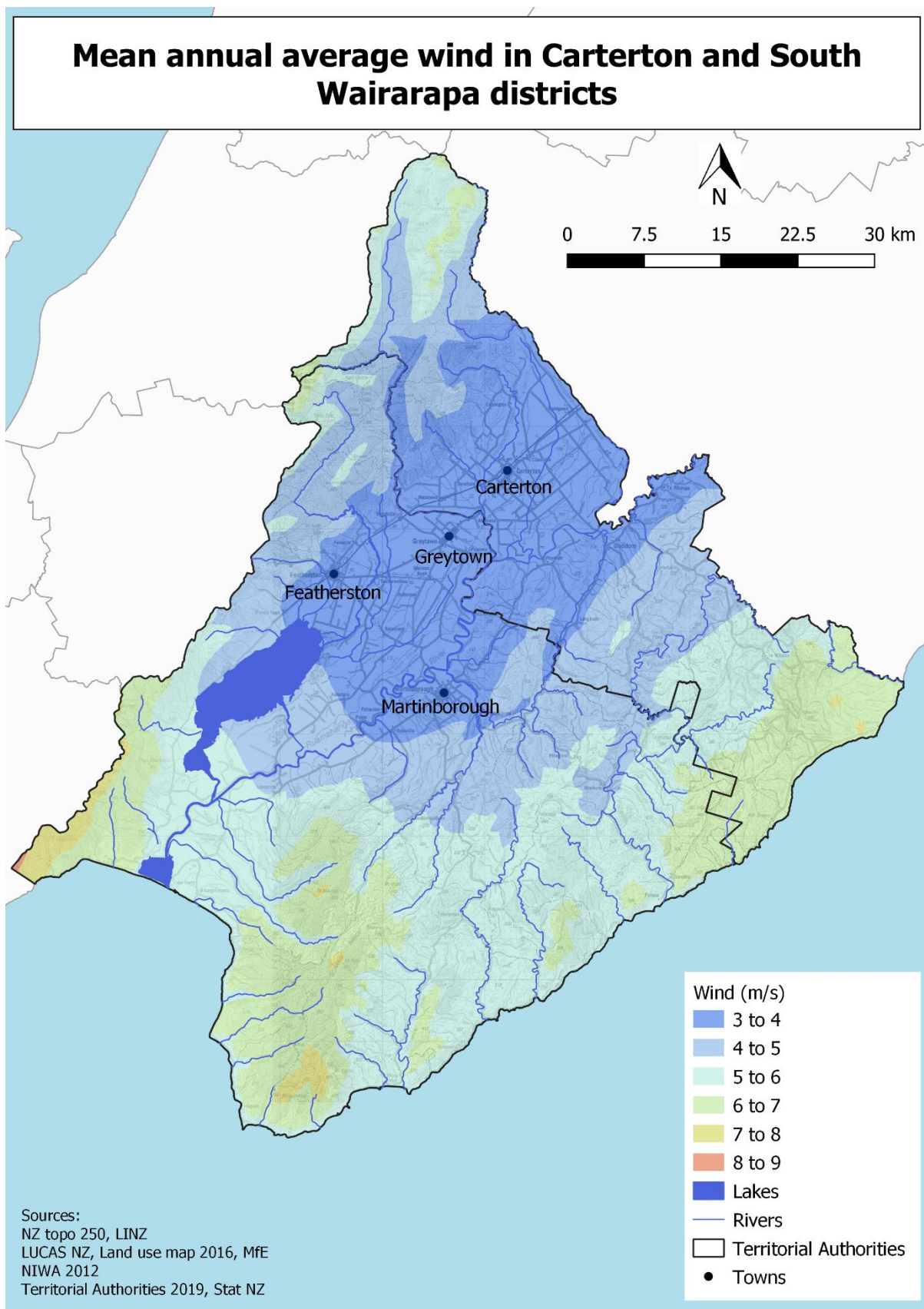


Figure 25: Mean annual average wind for CD and SWD

## 4.2 Landscape features

Carterton and South Wairarapa Districts are mainly rural districts. The main features in the landscape are:

- The Tararua range in the North-West: mainly native forest
- The Aorangi range in the South of SWDC: mainly native forest
- The plains between the ranges: mainly high producing exotic grassland but also wetlands around Lake Wairarapa and Lake Onoke.
- East of Wairarapa: this part is more rugged. The lowest part are mainly low producing grassland and the highest part are mainly forest (planted and native).

As shown in the Figure 26, page33 and Figure 27, page 34, the landscape and the landcover depends very much on the ground elevation.

## 4.3 Landcover

	Surface (km <sup>2</sup> )	Percentage (%)
<b>Agriculture and Forestry</b>	2025	55.7%
<i>Grassland - High producing</i>	1137	31.3%
<i>Grassland - Low producing</i>	595	16.4%
<i>Planted forest</i>	243	6.7%
<i>Cropland</i>	51	1.4%
<b>Natural areas</b>	1594	43.8%
<i>Forest - Natural</i>	1299	35.7%
<i>Grassland - With woody biomass</i>	176	4.8%
<i>Wetland</i>	120	3.3%
<b>Settlements</b>	12	0.3%
<b>Other</b>	5	0.1%
<b>TOTAL</b>	<b>3636</b>	<b>100%</b>

Table 12: Landcover in 2016 for CD and SWD

### 4.3.1 Rural areas

The majority of Wairarapa's environment has a rural character, in which the environmental quality is largely determined by prevailing natural elements, whether the land is used for primary productive purposes or for conservation purposes.

Rural land is a significant resource due to the economic value of primary production activities to Wairarapa, and the associated processing and service industries. The use of this resource is constantly changing, in response to economic demands and conditions. The continued prosperity of Wairarapa as a whole is largely dependent on the use of rural resources adapting to changing economic opportunities.



The rural environment is typically characterised by the following elements:

- Open space, natural landscapes, and vegetation predominate over the built environment;
- Working productive landscape, with a wide range of agricultural, horticultural and forestry purposes;
- Large areas of exotic and indigenous vegetation, including pasture, crops, forest and scrublands;
- Place where people live and work, with low population density;

Significant areas of the Rural Zone are held in public ownership and managed for conservation purposes, with the key assets being the Tararua and Aorangi Forest Parks and Lake Wairarapa. Aside from their intrinsic ecological values, Wairarapa's conservation management areas also have important cultural, economic and recreational values. These areas are perceived to be part of Wairarapa's rural environment, although they differ from the primary production areas in their land use, environmental character and amenity values.

#### *4.3.1.1 Agriculture and forestry*

See Figure 28, page 35.

In South Wairarapa and Carterton Districts, agriculture, forestry and fishing represents 21.9% of the workforce industry sector of employment (2013). The land used for agriculture and forestry represents 55.7% of Carterton and South Wairarapa districts combined.

Most of the High producing grassland is located in the Wairarapa Plain when the low producing grassland is located in the East of Wairarapa. The planted forests are mainly in the East of Carterton district. Patches of planted forest can be found around the Aorangi and the Tararua ranges.

#### *4.3.1.2 Natural areas*

See Figure 29, page 36.

The natural forest covers 35.7% of South Wairarapa and Carterton Districts. It is mainly located in the Tararua and the Aorangi Ranges and in the Eastern Wairarapa.

South Wairarapa District presents 120 km<sup>2</sup> of wetlands, mainly located around Lake Wairarapa and lake Onoke. These wetlands are very important for the biodiversity.

#### *4.3.2 Human infrastructure*

See Figure 30, page 37.

Both districts contain a variety of residential areas, including those within the main urban communities of Carterton, Featherston, Martinborough and Greytown, and as well as smaller coastal and rural settlements.

Most of the infrastructures are located in the Wairarapa plain.

Featherston, Greytown and Carterton are connected by the State Highway 2 (SH2) and Martinborough is connected to Featherston with the State Highway 53 (SH53). Bidwills Cutting road is the link between Martinborough and Greytown and Ponatahi road is the link between Martinborough and Carterton.

Featherston and Carterton are linked with the railway. They both have a train station.

The settlements cover only 0.3% of the land of both districts.

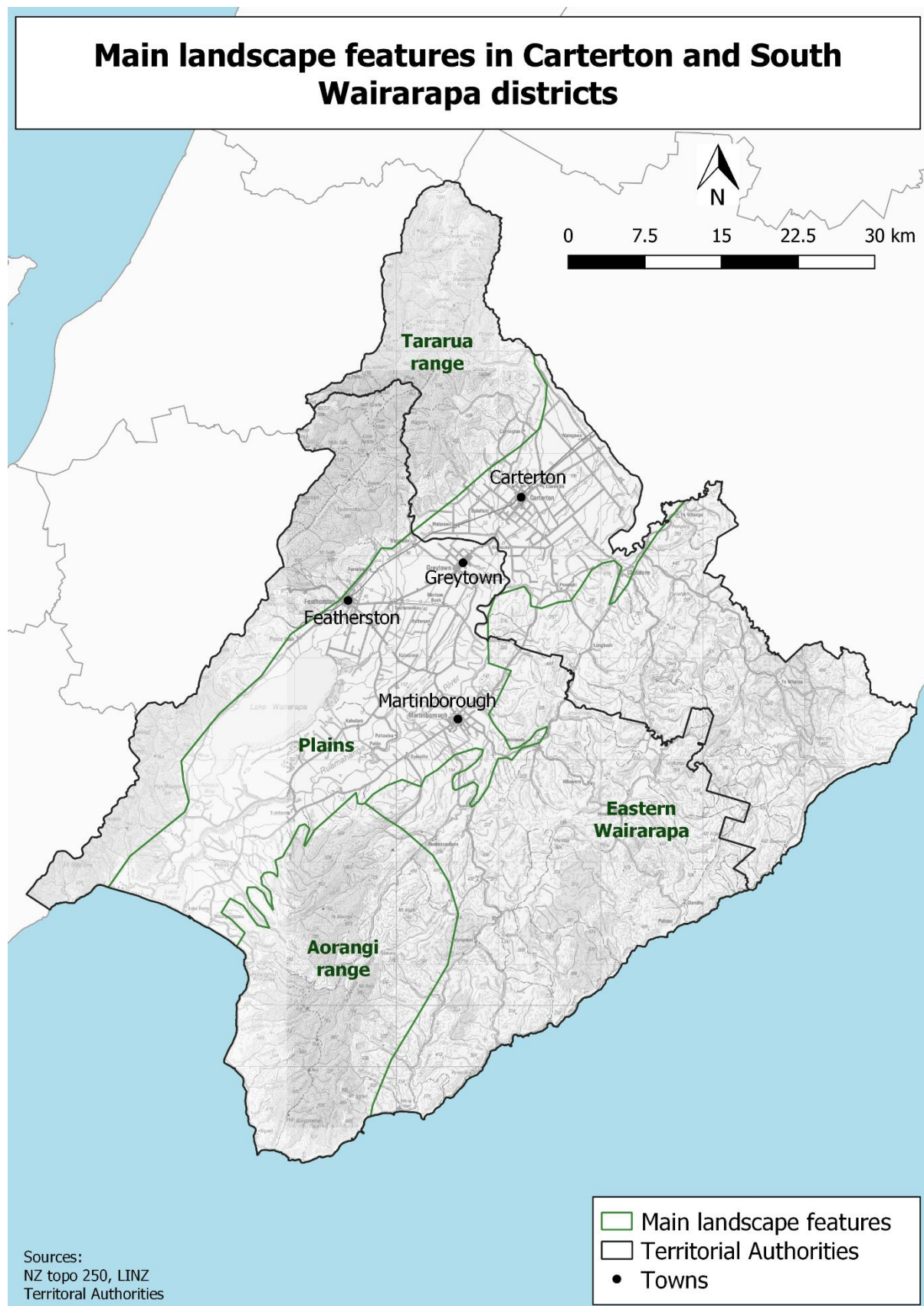


Figure 26: Main landscape features for CD and SWD

## Elevation in Carterton and South Wairarapa districts

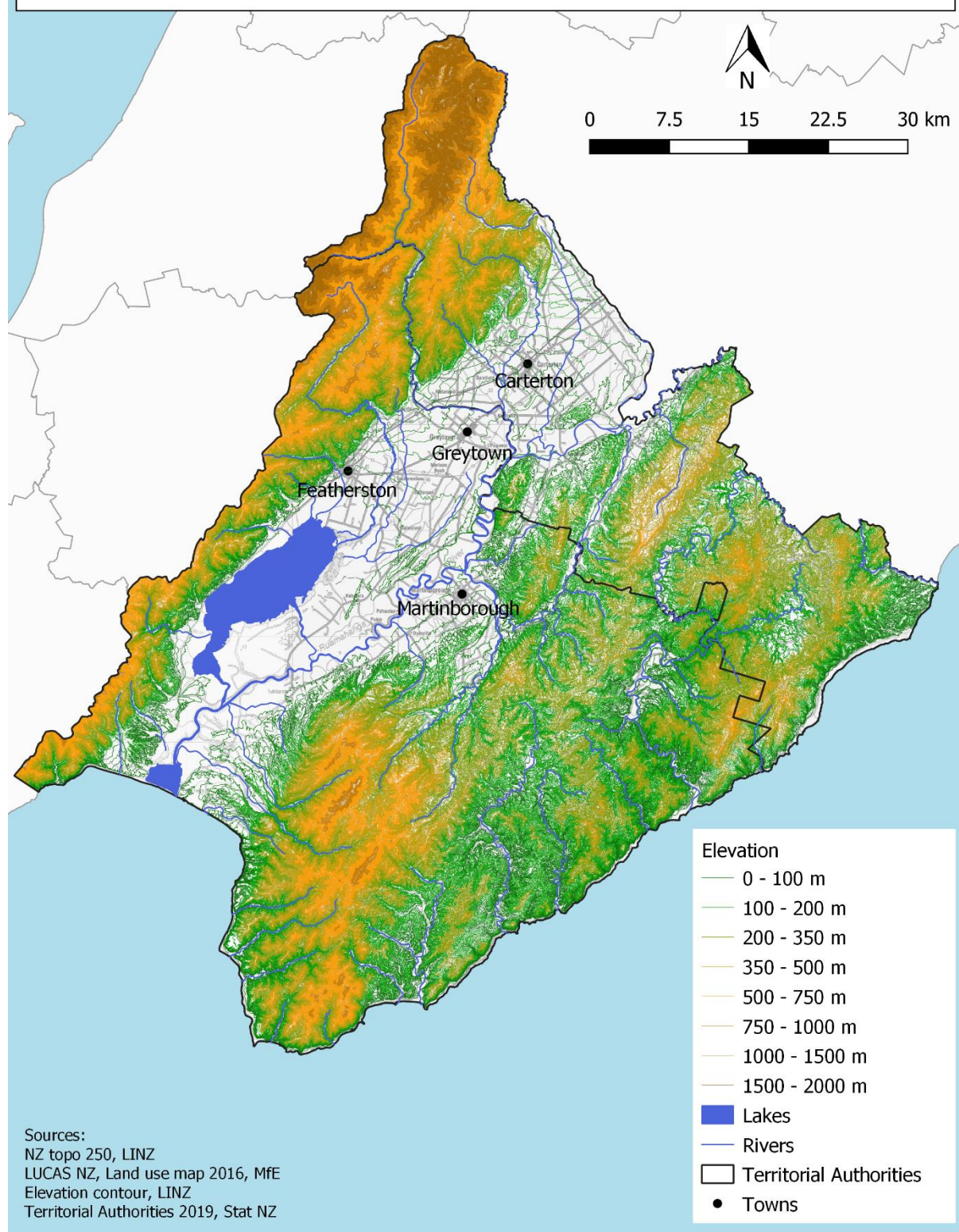
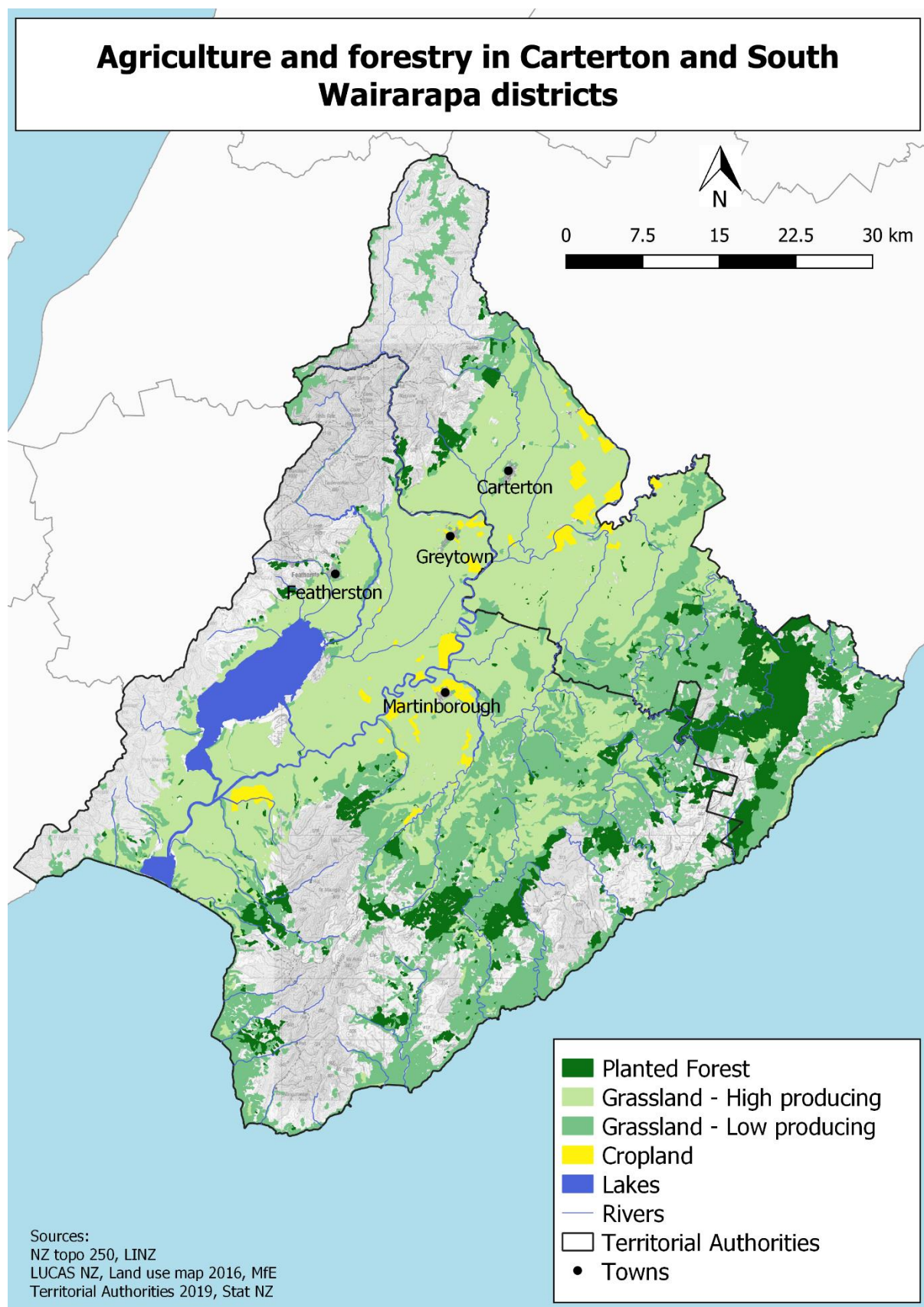


Figure 27: Elevation for CD and SWD





**Figure 28: Agriculture in CD and SWD**

## Natural areas in Carterton and South Wairarapa districts

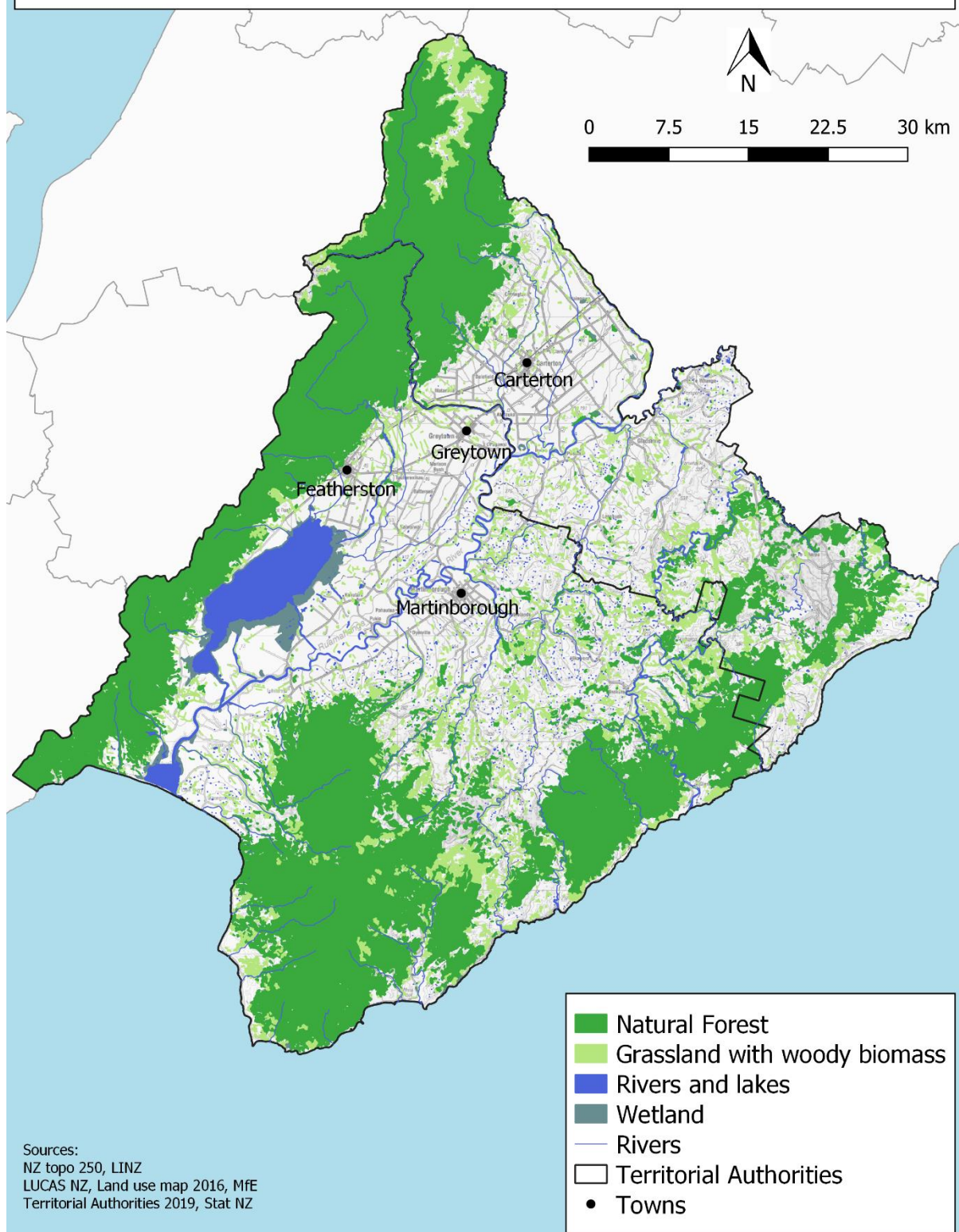


Figure 29: Natural areas in CD and SWD



## Human infrastructures in Carterton and South Wairarapa districts

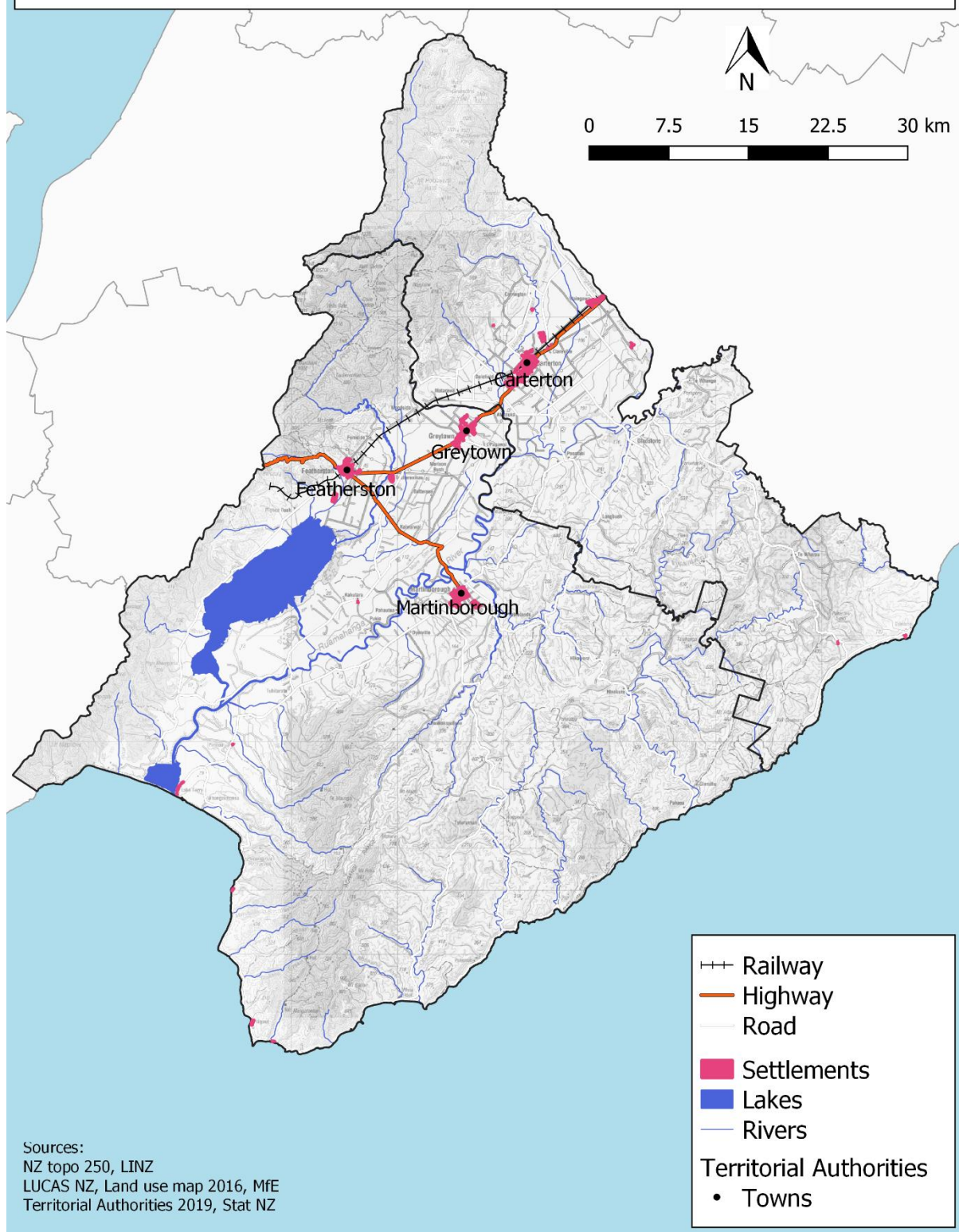


Figure 30: Human infrastructures in CD and SWD

## 5 Historical and cultural context

The Wairarapa has a strong mana whenua history with many important Māori heritage sites. The cultural landscape includes those places associated with ngā atua (deities), taniwha and kaitiaki (guardians and protectors of places), as well as places discovered, visited and or names by ancestors and explorers.

### 5.1 History

#### 5.1.1 Pre-European era

Well established Māori communities lived in the southern Wairarapa since the 14<sup>th</sup> century. They were descended from a place of origin in the Pacific known to them as Hawaiki.

They were communities of people who:

- hunted and gathered food from the rocky shoreline, the coastal environment and the lakes, primarily harvesting tuna (eels) but also other native species including kokopu (whitebait) and piharau (lamprey)
- ventured into the interior to hunt for forest birds and gather other wild produce from the inland valleys, wetlands and hills.
- developed areas of land for the cultivation of kumara and probably also taro and gourd.

For centuries the natural environment has provided both material and spiritual sustenance for Māori communities. Lake Wairarapa and the South Wairarapa coastline are of immense cultural, spiritual and historic significance to Māori.

Wairarapa Māori regarded the lakes and their surrounding lands as an important source of physical and spiritual well-being, seeing it as a taonga, handed to them by their ancestors to be cherished. The land, the waters and all their inhabitants, human and non-human alike, were part of a wider world governed by gods and were tapu or sacred.

#### 5.1.2 European colonisation

European settlers arrived on the margins of Wairarapa Moana in the early 1840s, bringing with them a completely different set of cultural values and a truly foreign way of looking at and assessing land.

For the early settlers, the land is a great opportunity to develop farming: *“The land is for the most part covered with fern and coarse grass, easily cleared and affording ample pasturage for cattle in its present state”* wrote the New Zealand Company’s surveyor Robert Stokes in 1841. In 1844, the surveyor Henry Tiffen wrote that the soil is very fertile and up to six feet deep in places. He also said that the land around the bottom lake was prone to be flooded but if the lake could be kept at a lower level, 4,000 acres of rich watered meadow land would be available for graziers.

In 1844, the first stations were established around the shore of the lake. The Wharekākā farm was the first extensive sheep station in New Zealand. Then started the disagreement between Māori and Pākehā over the control of the lake Onoke outlet. Māori want a high-water level for tuna (eel) fishing when Pākehā want a low-water level for grazing.

In the 1850s, the Māori started to sell their land to the Pākehā after leasing was made illegal by the Crown. Māori made it clear the sale did not include the bed of the lakes and that they were selling to the tahakupu, the highwater mark. The failure to properly survey the land, and the disagreement over exactly what had been sold and what had been retained by Māori was to lead to tension over ownership of the land uplifted in the 1855 earthquake, and the ability to control the outlet to the sea.

This disagreement ended in 1896 when tangata whenua gifted the lakes to the Government. The settlers were then free to:

- Stop bank the Ruamāhanga river, the Lake Wairarapa Lake and the Lake Onoke.
- Drain the rich swamp pasture.
- Control the Lake Onoke outlet.

What has been gifted was the Native Land Court title the Crown had forced on Māori, and with it control of the outlet at Onoke. What had not been gifted, were the waters and fisheries of Wairarapa Moana. Premier Richard Seddon, who can take much of the credit for the gifting of the lakes said, *“The waters are still yours and so are the fish”*. However, after a few years, these words were forgotten.

The last major wetland destruction around the lake happened in 1974 when the Te Hōpai Lagoon has been drained and turned into pasture.

## 5.2 Cultural context

### Kaitiakitanga

Kaitiakitanga encompasses guardianship, preservation, conservation and protection. In its simplest form kaitiakitanga is the responsibility to care for the physical, ecological and spiritual well-being of a place or resource to ensure harmony within the environment and protection against elements that cause permanent imbalances.

The primary kaitiaki or guardian were the Atua; Tāne is the kaitiaki of the forest and Tangaroa is the kaitiaki of the sea. A kaitiaki can be spiritual (such as a taniwha) or physical such as the tōtara log of Wairarapa Moana.

### Lake Wairarapa

Lake Wairarapa is of immense cultural and spiritual significance to Māori.

Traditional fishing (such as tuna/eel fishing) was a major activity on the lake. *“Throughout the ages, the mouth of Wairarapa Moana has paid homage to its eel migration by obligingly closing its mouth at the end of February or the beginning of March. Legend records that Rākai Uru, the taniwha who is the caretaker of the lake, is responsible for this seasonal closing. Rākai Uru takes the form of a large tōtara log. When the migration is about to take place he makes a journey out to sea, and the mouth of the lake closes behind him”*<sup>4</sup>. Māori exported as many as ten tons of tuna/eels annually as far away as the Bay of Plenty.

With the changes to the Lake Wairarapa wetlands over the past 150 years many traditional fishing sites and sources of plant materials such as flax, ti (cabbage tree) and pingao have been lost or greatly reduced. With appropriate management and plantings, some of these sites could be restored specifically for the sustainable harvest of cultural materials, which would have the additional benefit of increasing habitat diversity for wildlife.

Guidelines for the management of the Lake Wairarapa wetlands have been produced and adopted by interested parties.

<sup>4</sup> T.V. Saunders ‘The eels of Lake Wairarapa’, Te Ao Hou, June 1965.



Nowadays, projects are being led in order to restore wetlands (therefore the important role to local iwi for gathering kai moana) around Lake Wairarapa. For instance, the Pou Aruhe Saltmarsh Freshwater Initiative near Lake Onoke is an ambitious project with Greater Wellington Regional Council, mana whenua and local conservation groups. Ra Smith<sup>5</sup> said Māori bring important values to these projects which could connect the whole region.

### Ruamāhanga river and other rivers

Ra Smith says, "*We [Māori] think of rivers as a character, and the character of the river holds the mauri<sup>6</sup>, often called the life force*".

*"On the opposite side from where the two rivers meet is the whare kōhanga, a place like a maternity ward. When babies were born they would take the whenua [placenta] and be buried in the ground, and they would take the baby down into the river and make up a lullaby. It was no rockabye baby, it was eight verses of very intense lullaby about the blessing of the baby and its life expectancy."*

Ra Smith says the most important confluence was where the Ruamāhanga met Lake Wairarapa, a point that no longer exists.

<sup>5</sup> Ra Smith is part of the Ngāti Kahungunu ki Wairarapa iwi.

<sup>6</sup> According to the Māori Dictionary, Mauri is "life principle, life force, vital essence, special nature, a material symbol of a life principle, source of emotions - the essential quality and vitality of a being or entity. Also used for a physical object, individual, ecosystem or social group in which this essence is located".

## 6 Climate Change and impacts for Carterton and South Wairarapa Districts

### 6.1 What is Climate Change

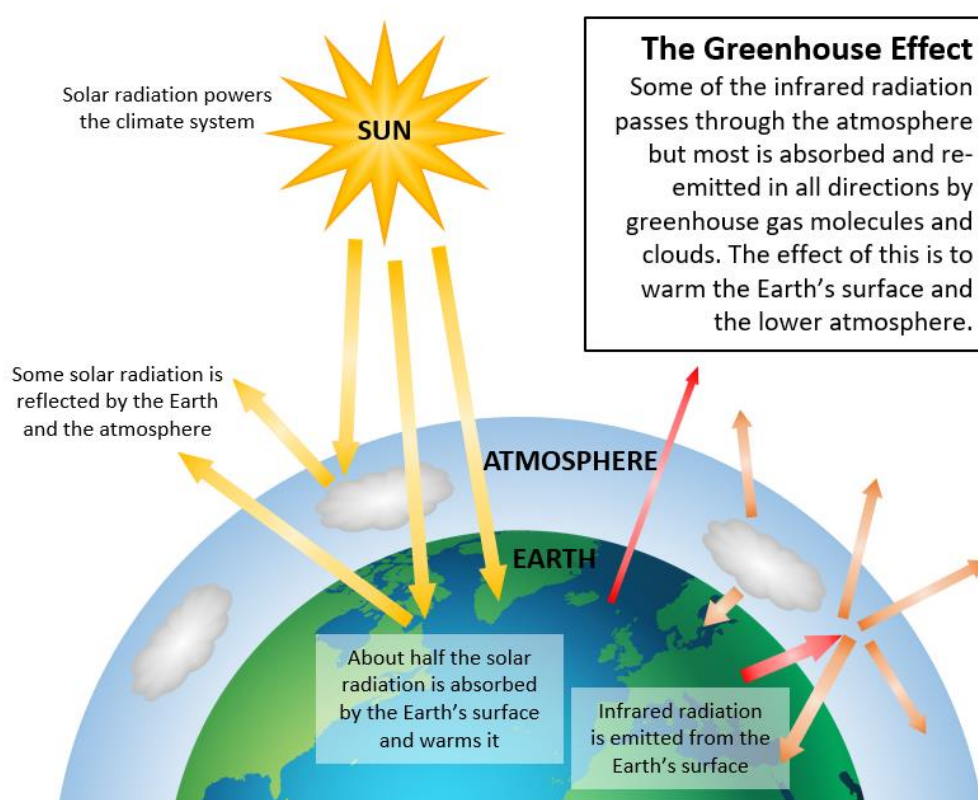
According to the UNFCCC<sup>7</sup>, Climate Change means a change of climate which is attributed directly or indirectly to human activity that alters the composition of the global atmosphere and which is in addition to natural climate variability observed over comparable time periods.

#### 6.1.1 Atmosphere composition

Earth's atmosphere is made up of nitrogen (78%), oxygen (21%), and a small percentage of greenhouse gases, such as carbon dioxide and methane.

#### 6.1.2 Greenhouse effect

Greenhouse gases trap warmth from the sun and make life on Earth possible. Without the influence of the greenhouse effect on our planet, the average surface temperature would be  $-18^{\circ}\text{C}$  (average temperature on Earth with the greenhouse effect is  $15^{\circ}\text{C}$ ).



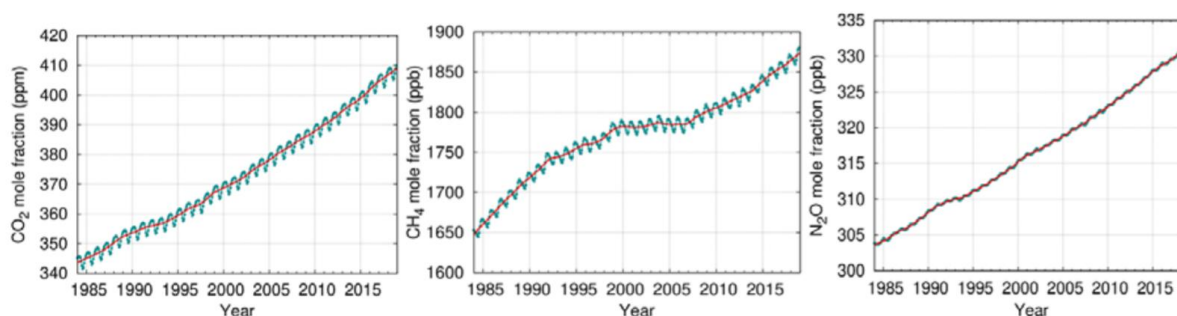
Source: NIWA, <https://www.niwa.co.nz/our-science/climate/information-and-resources/clivar/greenhouse>

Figure 31: The greenhouse effect

<sup>7</sup> United Nation Framework Convention on Climate Change

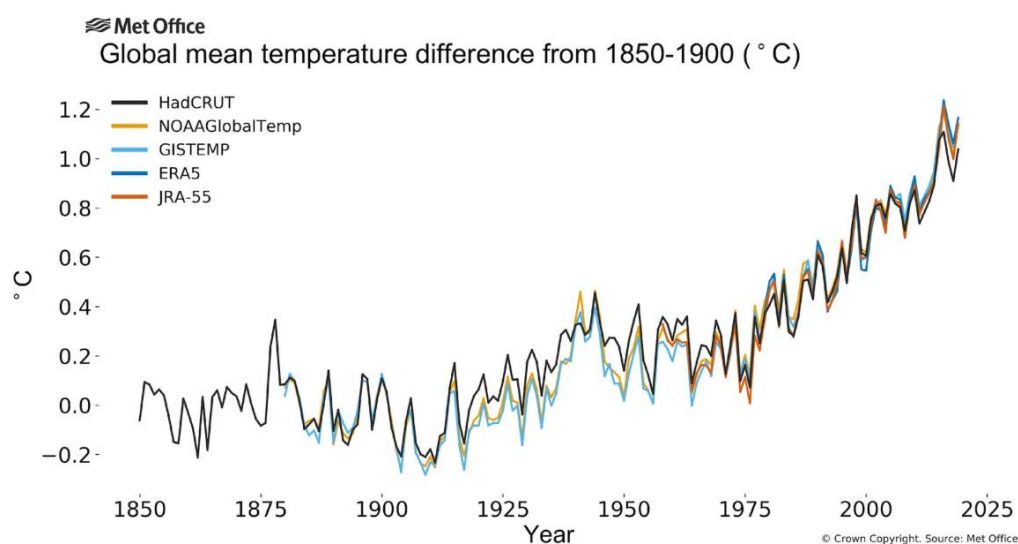
### 6.1.3 What causes Climate Change?

The greenhouse gas ( $\text{CO}_2$ ,  $\text{CH}_4$  and  $\text{N}_2\text{O}$ ) concentration in the atmosphere is raising quickly since the last 150 years (since the industrial revolution) because of fossil fuels burning, deforestation, etc. The temperature is correlated to the greenhouse gas concentration as shown in the graphs below.



Source: WMO Provisional Statement on the State of the Global Climate in 2019, World Meteorological Organization, 2019

**Figure 32: Concentration (ppm) in Carbon dioxide, Methane and Nitrous oxide from 1984 to 2018.**



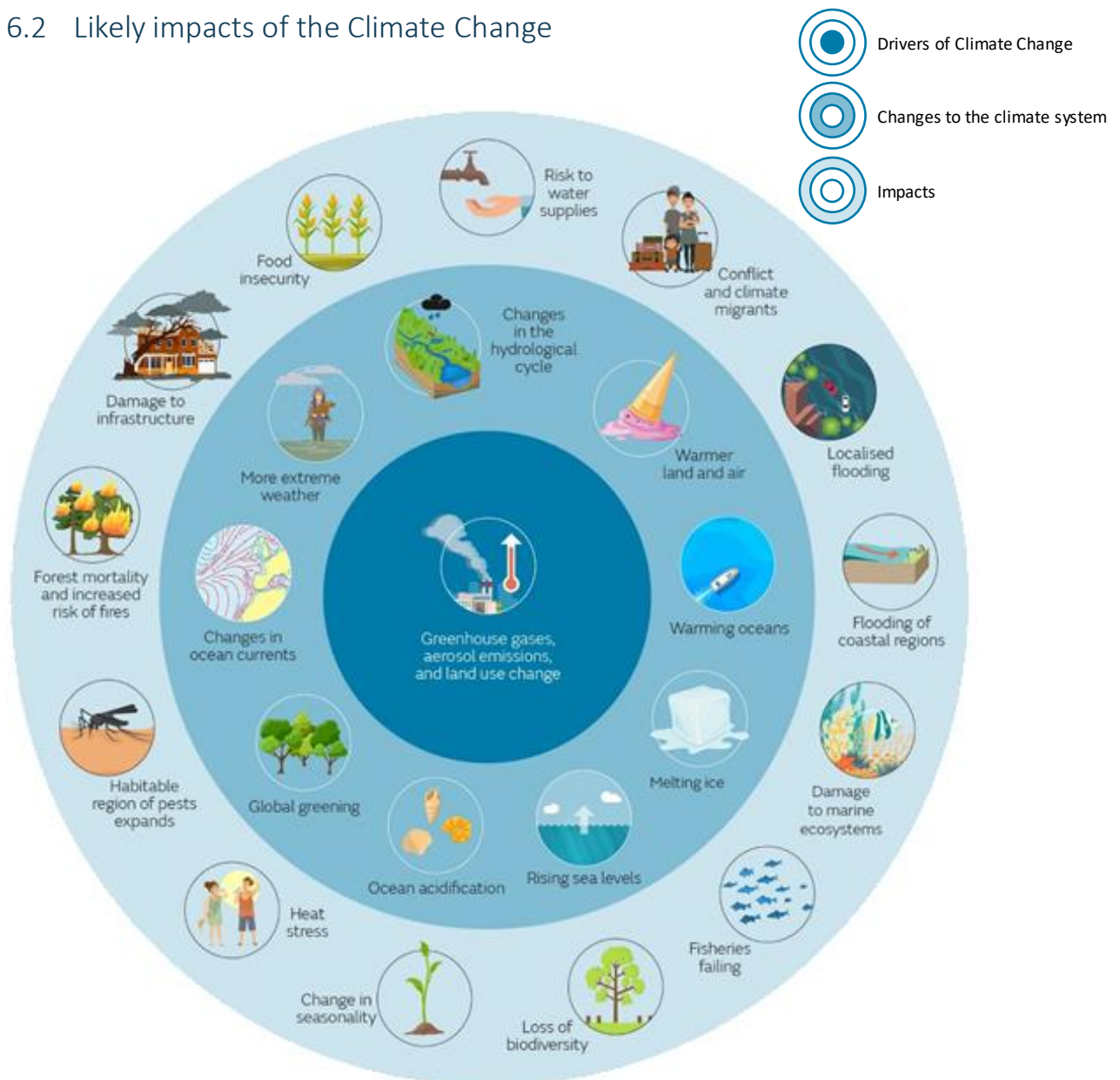
Source: WMO Provisional Statement on the State of the Global Climate in 2019, World Meteorological Organization, 2019

**Figure 33: Global annual mean temperature difference pre-industrial conditions (1850-1900, °C)**

Not only the temperatures are raising but the whole climate is changing: increase in the extreme weather events (e.g. storm, draught), melt of the ice pack, sea level rise, ocean acidification, etc.

The next section will expose the impact of the Climate Change on Wairarapa.

## 6.2 Likely impacts of the Climate Change



Source: Metoffice, <https://www.metoffice.gov.uk/weather/learn-about/climate-and-climate-change/climate-change/effects-of-climate-change>

**Figure 34:** Illustration of some of the drivers of Climate Change and impacts they could have on the climate system

## 6.3 Likely Climate Change impacts for Wairarapa

### 6.3.1 Projections

These figures below are projected changes relative to 1986 – 2005 levels. The values provided capture the range across all scenarios ranging from low to high greenhouse gases concentration (high efforts to reduce our emissions to low or no effort).

The values are based on scenario estimates and should not be taken as definitive.

#### Temperature in 2090

- Spring: +0.6°C to +2.7°C
- Summer: +0.7°C to +3.1°C
- Autumn: +0.7°C to +3.1°C
- Winter: +0.7°C to +3.2°C

#### Rainfall in 2090

- Spring: -3% to +2%
- Summer: -1% to +8%
- Autumn: 0 to +3%
- Winter: -7% to +1 %
- No significant change in the frequency of extreme rainy days

#### Wind in 2090

- +2% to +3% of extremely windy days

#### Storms

- Increase in storm intensity, local wind extremes and thunderstorms
- No increase of the frequency of the storms

#### Sea-level rise

- +26 cm since early 20<sup>th</sup> Century (+2.23 mm/year)

### 6.3.2 What does it mean?

#### Coastal hazards

Increased risk to coastal roads and infrastructure from coastal erosion and inundation, increased storminess and sea-level rise.

Local Government NZ estimates \$2.7 billion of council roading, water, and building infrastructure are at risk from 0.5 metres of sea level rise, and that increases to \$14.1 billion with 3 metres of sea level rise, and LGNZ says those are probably conservative estimates.

#### Heavy rain

Increased risk to surface flooding. River flooding may also become more frequent and more intense.

#### Erosion and landslides

Increased risk to erosion and landslides.

#### Droughts

More frequent droughts are likely to lead to water shortages, increased demand for irrigation and increased risk of wild fires.

#### Agriculture

Warmer temperatures, a longer growing season and fewer frosts could provide opportunities to grow new crops. Farmers might benefit from faster growth of pasture and better crop growing conditions. However, these benefits may be limited by negative effects of climate change such as prolonged drought, water shortages and greater frequency and intensity of storms.

#### Biosecurity

Climate change could lead to changes in pests and diseases over time. A likely increase in weed species and subtropical pests and diseases could require new pest management approaches. Biodiversity may be threatened by changing temperature and rainfall patterns, and sea level rise.

#### Biodiversity

Biodiversity is suffering from Climate Change due to the rate of change. It is very fast compared to historic change species have experienced.

#### Ocean acidification

Because the ocean absorbs a huge quantity of CO<sub>2</sub> released in the atmosphere, it becomes more and more acidic. This affects negatively all the marine species, especially seashells.

## 7 Greenhouse gas inventory

### 7.1 Carterton and South Wairarapa Districts

GWRC Inventory – wait for results

## 7.2 Carterton District Council

The Table 13, Table 14, Table 15 and Table 16 are the summary on the greenhouse gas inventory made for CDC in 2018. For further information, refer to the greenhouse gas inventory reports.

	Scope	t Co <sub>2</sub> e - 2018
<b>CORPORATE SERVICES</b>		<b>14.22</b>
<i>Electricity – Other</i>	Scope 2	2.99
<i>Transport and distribution losses</i>	Scope 3	0.23
<i>Transport – Diesel</i>	Scope 1	0
<i>Transport – Petrol</i>	Scope 1	7.5
<i>Transport – Flights</i>	Scope 3	0.6
<i>Waste</i>	Scope 3	2.9
<i>Refrigerant</i>	Scope 1	0
<b>COMMUNITY SERVICES</b>		<b>60.81</b>
<i>Electricity – Other</i>	Scope 2	56.53
<i>Transport and distribution losses</i>	Scope 3	4.28
<b>OPERATIONS</b>		<b>109.39</b>
<i>Electricity – Other</i>	Scope 2	2.93
<i>Electricity – Street lights</i>	Scope 2	62.52
<i>Transport and distribution losses</i>	Scope 3	4.96
<i>Transport – Diesel</i>	Scope 1	30.82
<i>Transport – Petrol</i>	Scope 1	8.16
<b>WATER</b>		<b>517.28</b>
<i>Transport – Diesel</i>	Scope 1	47.82
<i>Transport – Petrol</i>	Scope 1	0
<i>Water supply</i>	Scope 3	21.64
<i>Wastewater treatment</i>	Scope 3	447.82
<b>PARKS AND RESERVES</b>		<b>63.42</b>
<i>Electricity – Other</i>	Scope 2	12.17
<i>Transport and distribution losses</i>	Scope 3	0.92
<i>Transport – Diesel</i>	Scope 1	42.09
<i>Transport – Petrol</i>	Scope 1	0.74
<i>Green waste</i>	Scope 3	7.5
<b>REGULATORY</b>		<b>12.00</b>
<i>Transport – Diesel</i>	Scope 1	6.52
<i>Transport – Petrol</i>	Scope 1	5.48
<b>TOTAL GROSS</b>		<b>777.12</b>
<b>FORESTRY</b>		-7,249.34
<b>TOTAL NET</b>		<b>-6,472.22</b>

Table 13: Emissions by business units



	t Co <sub>2</sub> e – 2018
Scope 1	149.13
Scope 2	137.14
Scope 3	490.85
<b>TOTAL GROSS</b>	<b>777.12</b>
<b>FORESTRY</b>	-7,249.34
<b>TOTAL NET</b>	<b>-6,472.22</b>

Table 14: Emissions by scopes

	t Co <sub>2</sub> e – 2018
<b>ELECTRICITY</b>	<b>147.52</b>
<i>Street lights</i>	62.52
<i>Other</i>	74.62
<i>Transport and distribution losses</i>	10.39
<b>TRANSPORT</b>	<b>149.73</b>
<i>Petrol</i>	21.88
<i>Diesel</i>	127.25
<i>Flights</i>	0.6
<b>WASTE WATER</b>	<b>447.82</b>
<b>WATER SUPPLY</b>	<b>21.64</b>
<b>WASTE</b>	<b>10.40</b>
<b>REFRIGERANT</b>	<b>0.00</b>
<b>TOTAL GROSS</b>	<b>777.12</b>
<b>FORESTRY</b>	-7,249.34
<b>TOTAL NET</b>	<b>-6,472.22</b>

Table 15: Emissions by sources

	t Co <sub>2</sub> e – 2018
	FTE: 59.8 Population: 9,201
Total gross GHG per FTE	13.00
Total gross GHG per head of population	0.084

Table 16: Emissions per FTE and per head of population

### 7.3 South Wairarapa District Council

The Table 17, Table 18, Table 19 and Table 20 are the summary on the greenhouse gas inventory made for SWDC in 2018. For further information, refer to the greenhouse gas inventory reports.

	Scope	t Co <sub>2</sub> e – 2018
<b>CORPORATE SERVICES</b>		<b>35.36</b>
<i>Electricity – Other</i>	Scope 2	5.32
<i>Transport and distribution losses</i>	Scope 3	0.40
<i>Transport – Diesel</i>	Scope 1	7.35
<i>Transport – Petrol</i>	Scope 1	17.63
<i>Transport – Flights</i>	Scope 3	1.93
<i>Waste</i>	Scope 3	2.73
<i>Refrigerant</i>	Scope 1	0
<b>COMMUNITY SERVICES</b>		<b>20.03</b>
<i>Electricity – Other</i>	Scope 2	18.62
<i>Transport and distribution losses</i>	Scope 3	1.41
<b>OPERATIONS</b>		<b>53.67</b>
<i>Electricity – Other</i>	Scope 2	0.32
<i>Electricity – Street lights</i>	Scope 2	29.59
<i>Transport and distribution losses</i>	Scope 3	2.27
<i>Transport – Diesel</i>	Scope 1	7.64
<i>Transport – Petrol</i>	Scope 1	13.86
<b>WATER</b>		<b>613.1</b>
<i>Water supply</i>	Scope 3	46.04
<i>Wastewater treatment</i>	Scope 3	567.07
<b>PARKS AND RESERVES</b>		<b>30.10</b>
<i>Electricity – Other</i>	Scope 2	25.49
<i>Transport and distribution losses</i>	Scope 3	1.93
<i>Transport – Diesel</i>	Scope 1	0
<i>Transport – Petrol</i>	Scope 1	2.67
<b>REGULATORY</b>		<b>12.91</b>
<i>Transport – Diesel</i>	Scope 1	11.48
<i>Transport – Petrol</i>	Scope 1	1.43
<b>TOTAL GROSS</b>		<b>765.18</b>
<b>FORESTRY</b>		<b>-1,779.70</b>
<b>TOTAL NET</b>		<b>-1,014.52</b>

Table 17: Emissions by business units

	t Co <sub>2</sub> e – 2018
Scope 1	62.07
Scope 2	79.34
Scope 3	623.77
<b>TOTAL GROSS</b>	<b>765.18</b>
<b>FORESTRY</b>	-1,779.70
<b>TOTAL NET</b>	<b>-1,014.52</b>

Table 18: Emissions by scopes

	t Co <sub>2</sub> e – 2018
<b>ELECTRICITY</b>	85.35
<i>Street lights</i>	29.59
<i>Other</i>	49.75
<i>Transport and distribution losses</i>	6.01
<b>TRANSPORT</b>	63.99
<i>Petrol</i>	35.60
<i>Diesel</i>	26.47
<i>Flights</i>	1.93
<b>WASTE WATER</b>	567.07
<b>WATER SUPPLY</b>	46.04
<b>WASTE</b>	2.73
<b>REFRIGERANT</b>	0.00
<b>TOTAL GROSS</b>	<b>765.18</b>
<b>FORESTRY</b>	-1,779.70
<b>TOTAL NET</b>	<b>-1,014.52</b>

Table 19: Emissions by sources

	t Co <sub>2</sub> e – 2018
	FTE: 41 Population: 10,569
Total gross GHG per FTE	18.66
Total gross GHG per head of population	0.072

Table 20: Emissions per FTE and per head of population

## 8 Targets

### 8.1 National targets – Zero Carbon Bill

The Climate Change Response (Zero Carbon) Amendment Act sets a greenhouse gas reduction targets and require that:

- net accounting emissions of greenhouse gases in a calendar year, other than biogenic methane, are zero by the calendar year beginning on 1 January 2050 and for each subsequent calendar year; and
- emissions of biogenic methane<sup>8</sup> in a calendar year:
  - are 10% less than 2017 emissions<sup>9</sup> by the calendar year beginning on 1 January 2030; and
  - are 24% to 47% less than 2017 emissions by the calendar year beginning on 1 January 2050 and for each subsequent calendar year.

The 2050 target will be met if emissions reductions meet or exceed those required by the target.

### 8.2 Councils' targets

Carterton and South Wairarapa District Councils aimed to set up greenhouse gas emissions targets in order to comply to Climate Change Response (Zero Carbon) Amendment Act and to the Paris agreement.

The targets must be ambitious but also, achievable and realistic. Being small councils, we have to be aware of our limits.

During the period 2020 – 2030, Carterton and South Wairarapa District Councils aim to:

- Reduce their greenhouse gas emissions (the councils are already carbon negative due to their forests),
- Increase the reservoirs, therefore the amount of greenhouse gas sequestered every year,
- Reduce the biogenic methane by 10% below 2017 levels.

To be able to be able to achieve these targets, the councils set up an action plan that is exposed in the following part of the strategy. The actions are intended for:

- the councils,
- the community
- the businesses.

The greenhouse gas inventories will allow the councils to keep track and record of their emissions and make sure the councils are in the right direction.

<sup>8</sup> Methane produced from biological sources (plant and animal).

<sup>9</sup> 2017 emissions mean the emissions of biogenic methane for the calendar year beginning on 1 January 2017.

## 9 Action plan

### 9.1 Summary

	<b>One-year</b> Raise awareness and start reducing the emissions	<b>Three-year</b> Strengthen the engagement towards Climate Change and keep reducing the emissions	<b>Ten-year</b> Achieve and go beyond our targets
<b>1. Councils: lead by example</b>			
1. Council's activities	1-1.1.1. Measure and report on council's emissions 1-1.1.2. Work with Greater Wellington Regional Council and other Territorial Authorities 1-1.1.3. Insert Climate Change and sustainability in the tenders 1-1.1.4. Implement a Carbon Reduction Policy 1-1.1.5. Input Climate Change in the new Spatial Plan	1-1.1.1. Ongoing 1-1.1.2. Ongoing 3-1.1.1. Update the Ruamāhanga Strategy 3-1.1.2. Review the contracts to insert Climate Change and sustainability 3-1.1.3. Implement a Low Carbon Events policy	1-1.1.1. Ongoing 1-1.1.2. Ongoing 1-1.1.3. Ongoing 3-1.1.1. Ongoing 3-1.1.2. Ongoing
2. Optimise the fleet vehicle	1-1.2.1. Consider other options than combustion engine vehicle 1-1.2.2. Adopt fuel-efficient driving techniques 1-1.2.3. Lead a fleet review	1-1.2.1. Ongoing 1-1.2.2. Ongoing 3-1.2.1. Update the fleet according to the results of the fleet review	1-1.2.1. Ongoing 1-1.2.2. Ongoing 3-1.2.1. Ongoing 10-1.2.1. Lead a strong fleet vehicle transition to EV
3. Reduce the energy consumption	1-1.3.1. Adopt an energy saving behaviour 1-1.3.2. Use LED technology (including streetlights) 1-1.3.3. Lead a building efficiency assessment	1-1.3.1. Ongoing 1-1.3.2. Ongoing 3-1.3.1. Liaise with the company in charge of the service for heat pump to reduce the energy consumption	1-1.3.1. Ongoing 1-1.3.2. Ongoing 10-1.3.1. Renovate the buildings to reach a very low energy consumption (including the swimming pools)

	<b>One-year</b> Raise awareness and start reducing the emissions	<b>Three-year</b> Strengthen the engagement towards Climate Change and keep reducing the emissions	<b>Ten-year</b> Achieve and go beyond our targets
<b>1. Councils: lead by example</b>			
4. Reduce the use of non-renewable energy	1-1.4.1. Buy electricity from a company that uses 100% renewable energy	3-1.4.1. Develop photovoltaic	3-1.4.1. Ongoing
5. Reduce water consumption	1-1.5.1. Reduce reticulated water leaks 1-1.5.2. Use water saving technologies 1-1.5.3. Reduce storm water and ground water in the sewers	1-1.5.1. Ongoing 1-1.5.2. Ongoing 1-1.5.3. Ongoing 3-1.5.1. Increase the rainwater collection	1-1.5.1. Ongoing 1-1.5.2. Ongoing 1-1.5.3. Ongoing 3-1.5.1. Ongoing
6. Reduce solid waste	1-1.6.1. Compost 1-1.6.2. Recycle 1-1.6.3. Optimise the IT (especially paper prints)	1-1.6.1. Ongoing 1-1.6.2. Ongoing 1-1.6.3. Ongoing	1-1.6.1. Ongoing 1-1.6.2. Ongoing 1-1.6.3. Ongoing
7. Increase the carbon reservoirs	1-1.7.1. Preserve our forests 1-1.7.2. Lead a land assessment to increase tree planting and wetland restoration	1-1.7.1. 3-1.7.1. Increase afforestation according to the results of the land assessment 3-1.7.2. Restore wetlands according to the results of the land assessment	1-1.7.1. Ongoing 3-1.7.1. Ongoing 3-1.7.2. Ongoing
8. Communicate and educate	1-1.8.1. Engage the staff in the carbon footprint reduction 1-1.8.2. Keep the council's members and staff informed	1-1.8.1. Ongoing 1-1.8.2. Ongoing	1-1.8.1. Ongoing 1-1.8.2. Ongoing

	<b>One-year</b> Raise awareness and start reducing the emissions	<b>Three-year</b> Strengthen the engagement towards Climate Change and keep reducing the emissions	<b>Ten-year</b> Achieve and go beyond our targets
<b>2. Community and businesses: support low carbon behaviours and circular economy</b>			
1. Reduce the use of combustion engine vehicles	1-2.1.1. Promote alternatives to combustion engine vehicles (public transport, bicycle, carpooling) 1-2.1.2. Promote fuel-efficient driving techniques 1-2.1.3. Develop bike lanes by supporting the Five Towns Trail Trust 1-2.1.4. Promote EV and e-bikes with EECA Low Emissions Contestable Fund	1-2.1.1. Ongoing 1-2.1.2. Ongoing 1-2.1.3. Ongoing	1-2.1.1. Ongoing 1-2.1.2. Ongoing 1-2.1.3. Ongoing 10-2.1.1. Create a long-term bike hire between the five towns 10-2.1.2. Create carpool carparks
2. Promote healthy homes	1-2.2.1. Promote an energy saving behaviour	1-2.2.1. Ongoing 3-2.2.1. Promote healthy homes and buildings for ratepayers and businesses 3-2.2.2. Promote renewable energies for ratepayers and businesses 3-2.2.3. Review the building consent requirements in order to have healthier homes	1-2.2.1. Ongoing 10-2.2.1. Renovate the community flats
3. Promote local food and locally made goods and services	1-2.3.1. Promote locally produced food, goods and services	1-2.3.1. Ongoing	1-2.3.1. Ongoing
4. Reduce solid waste	Solid waste emits methane which is a strong greenhouse gas (1 ton of methane has the same effect on the climate as 28 tons of carbon dioxide). It is why reducing solid waste is very important (especially food waste). The solid waste reduction strategy is managed by the Regional Zero Waste Advisor; therefore, the actions are not developed in this strategy.		
5. Increase the carbon reservoirs	1-2.5.1. Promote forest preservation and afforestation	1-2.5.1. Ongoing	1-2.5.1. Ongoing

	<b>One-year</b> Raise awareness and start reducing the emissions	<b>Three-year</b> Strengthen the engagement towards Climate Change and keep reducing the emissions	<b>Ten-year</b> Achieve and go beyond our targets
<b>2. Community and businesses: support low carbon behaviours and circular economy</b>			
6. Engage the community and businesses in the carbon footprint reduction	1-2.6.1. Coordinate the Climate Change week / Conservation week 1-2.6.2. Hold a Climate Change stall at local events 1-2.6.3. Educate the children to Climate Change with EnviroSchools and school holiday programmes 1-2.6.4. Watch for new scientific publications, laws, rules to keep the community informed	1-2.6.1. Ongoing 1-2.6.2. Ongoing 1-2.6.3. Ongoing 1-2.6.4. Ongoing 3-2.6.1. Organise the Climate Change and sustainability biennial	1-2.6.1. Ongoing 1-2.6.2. Ongoing 1-2.6.3. Ongoing 1-2.6.4. Ongoing 3-2.6.1. Ongoing

**Table 21: Summary of the action plan**



## 9.2 One-year action plan – Raise awareness and start reducing the emissions

### 9.2.1 Councils: lead by example

#### Council's activities

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.1. Council's activities	
<b>1-1.1.1. Measure and report on council's emissions</b>	
Description	South Wairarapa District Council and Carterton District Council measure their own emission and report them yearly. This action aims to understand our emissions in order to reduce them.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2018 – ongoing
Key Performance Indicator	One inventory and report published each year.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.1. Council's activities	
<b>1-1.1.2. Work with Greater Wellington Regional Council and other Territorial Authorities</b>	
Description	The Climate Change Advisor works in relation: <ul style="list-style-type: none"> <li>- with Greater Wellington Regional Council (Wellington Regional Climate Change Working Party, Wellington Regional Electric Vehicles Working Party)</li> <li>- with other TA through the Local Government Climate Change Group.</li> </ul> This action aims to get the support, experience and feedback from others and be more efficient in our way to work and to reduce our emissions.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2019 – ongoing
Key Performance Indicator	Attendance to meetings and support to other TA

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.1. Council's activities	
<b>1-1.1.3. Insert Climate Change and sustainability in the tenders</b>	
Description	<p>All the new tenders will have a Climate Change and sustainability clause. The way the applicants answer these clauses will help to choose the successful applicant (amongst other clauses).</p> <p>This action aims to reduce the council's footprint. The council wants to make sure its contractors try to reduce their emissions and are respectful of the environment.</p>
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2020 – ongoing
Key Performance Indicator	All the new tenders will have a Climate Change and sustainability clause.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.1. Council's activities	
<b>1-1.1.4. Implement a Carbon Reduction Policy</b>	
Description	<p>An internal Carbon Reduction Policy will be implemented in 2020 to reduce the carbon footprint of all the employees in their everyday tasks.</p> <p>Also, all the other policies will be reviewed to add a Climate Change component when relevant. This action aims to include Climate Change in every project, decision (e.g. buying furniture) and report (e.g. Council meetings, committees).</p>
Project management	Climate Change Advisor – Mélanie Barthe Policy Managers
Time frame	2020
Key Performance Indicator	<p>The internal Carbon Reduction Policy is written and used by 2020.</p> <p>The other policies are reviewed and approved by 2020.</p>

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.1. Council's activities	
<b>1-1.1.5. Input Climate Change in the new Spatial Plan</b>	
Description	The Spatial Plan (South Wairarapa District Council) is currently under review. This plan helps to prepare for the growth of the district for the next 30 years. This action aims to take Climate Change into account in the district's development.
Project management	Climate Change Advisor – Mélanie Barthe Planning managers
Time frame	2020
Key Performance Indicator	Attendance to meetings with the planners and advices given by the Climate Change Advisor. Climate Change section in the future Spatial Plan.

### Optimise the fleet vehicle

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.2. Optimise the fleet vehicle	
<b>1-1.2.1. Consider other options than combustion engine vehicle</b>	
Description	The Climate Change Advisor will promote different alternatives to the car such as public transport, carpooling, bicycle or walking. The use of these options should come first, and the combustion engine vehicle shouldn't be used unless other alternatives available. This action aims to gather everyone's engagement in the councils to significantly reduce the transport's emissions.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2019 – ongoing
Key Performance Indicator	Council's employees are aware about the other options available to reduce the use of car. The transport's emissions decrease.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.2. Optimise the fleet vehicle	
<b>1-1.2.2. Adopt fuel-efficient driving techniques</b>	
Description	<p>Fuel-efficient driving techniques will be promoted to the council's fleet vehicle users. Indeed, these techniques can decrease the fuel consumption, thus the greenhouse gas emissions. Adopting fuel-efficient driving techniques also increase road safety.</p> <p>This action aims to gather everyone's engagement in the councils to significantly reduce the transport's emissions.</p>
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2019 – ongoing
Key Performance Indicator	<p>Council's employees are aware about fuel-efficient driving techniques and they use them.</p> <p>The transport's emissions decrease.</p>

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.2. Optimise the fleet vehicle	
<b>1-1.2.3. Lead a fleet review</b>	
Description	<p>A fleet review will be held by the councils in order to have a better understanding of our transports. We want to make sure that our fleet (type of vehicles and numbers) is appropriate.</p> <p>This action aims to optimise our fleet in order to answer our needs in a better way.</p>
Project management	Climate Change Advisor – Mélanie Barthe Fleet managers
Time frame	2020
Key Performance Indicator	Report on the results of the fleet review.

## Reduce the energy consumption

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.3. Reduce the energy consumption	
<b>1-1.3.1. Adopt an energy saving behaviour</b>	
Description	<p>Energy saving behaviour will be promoted to the council's employees. Indeed, this behaviour can decrease the electricity consumption, thus the greenhouse gas emissions.</p> <p>This action aims to gather everyone's engagement in the council's to significantly reduce the stationary's emissions.</p>
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2019 – ongoing
Key Performance Indicator	<p>Council's employees are aware about energy saving behaviour and they adopt it.</p> <p>The energy use decrease (in the offices).</p>

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.3. Reduce the energy consumption	
<b>1-1.3.2. Use LED technology (including streetlights)</b>	
Description	<p>In 2018 and 2019, the councils transitioned the streetlights from traditional to LED technology, which allowed to reduce the electricity use by over 20% in Carterton (2018 figures).</p> <p>The councils are currently transitioning the inside lighting to LED.</p> <p>This action aims to reduce our electricity consumption, thus our emissions.</p>
Project management	<p>Climate Change Advisor – Mélanie Barthe</p> <p>Operation managers</p> <p>Amenity managers</p>
Time frame	2018 – ongoing
Key Performance Indicator	The numbers of Led lights increase until 100% of the lights are LED and the emissions decrease.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.3. Reduce the energy consumption	
<b>1-1.3.3. Lead a building efficiency assessment</b>	
Description	In order to know which buildings will need to be focused on, a building efficiency assessment needs to be done. This assessment will help us find out how our buildings might rate in terms of energy performance, and what it would take to enhance it.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2020
Key Performance Indicator	The assessment is done, and a report is written.

#### Reduce the use of non-renewable energy

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.4. Reduce the use of non-renewable energy	
<b>1-1.4.1. Buy electricity from a company that uses 100% renewable energy</b>	
Description	In order to reduce the greenhouse gas emitted by the stationary energy consumed, the councils will switch from a power company that uses non renewable energies (such as gas, coal and petrol) to a company that uses 100% renewable energies (such as wind, solar, hydro and geothermal energies).
Project management	Finance teams
Time frame	2019
Key Performance Indicator	The power company supplying the councils uses 100% renewable energies.

## Reduce water consumption

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.5. Reduce water consumption	
<b>1-1.5.1. Reduce reticulated water leaks</b>	
Description	<p>Leaks on reticulated water can represent a huge percentage of the water produced. This means that water is being treated to drinkable standards and this water is lost before to go to consumer. Water and energy used to treat it are being used without purpose.</p> <p>Therefore, the councils lead leak detection campaign and fix the leaks found. Also, the councils communicate to ratepayers about leaks and how to find them (water meter reading) in order to fix them.</p> <p>This action aims to reduce water losses therefore, resources usage (energy and water).</p>
Project management	Operation managers
Time frame	Ongoing
Key Performance Indicator	The amount of water losses goes down.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.5. Reduce water consumption	
<b>1-1.5.2. Use water saving technologies</b>	
Description	<p>Each time the council need to replace a device using water (irrigation, toilets, shower, tap), the council will take the option of using water saving technology (if possible).</p> <p>This action aims to reduce the water usage therefore, the energy usage to treat water.</p>
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2020 - ongoing
Key Performance Indicator	The water consumption goes down and the water saving technologies are always an option in the choices for new devices.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.5. Reduce water consumption	
<b>1-1.5.3. Reduce storm water and ground water in the sewers</b>	
Description	Waste Water Treatment Plants use a huge amount of power. Also, waste water produces a lot of greenhouse gas (biogenic methane). That is why reducing the amount of waste water is a great way to reduce greenhouse gas emissions. The councils are working in reducing the amount of storm water and ground water in the sewers in order to reduce the amount of waste water ending in the Waste Water Treatment Plants.
Project management	Operation managers
Time frame	Ongoing
Key Performance Indicator	Old and defective sewers are being replaced by new pipes.

## Reduce waste

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.6. Reduce solid waste	
<b>1-1.6.1. Compost</b>	
Description	Kitchen caddies are available in the kitchens in order to reduce the organic waste going to landfill and then the methane emissions. We communicate to the staff about compost and engage them in using the kitchen caddies provided.
Project management	Climate Change Advisor – Mélanie Barthe Regional Zero Waste advisor – Jo Dean
Time frame	2019 – ongoing
Key Performance Indicator	Every kitchen has a caddy that is emptied in a compost bin.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.6. Reduce solid waste	
<b>1-1.6.2. Recycle</b>	
Description	Recycling stations are implemented in the offices in order to reduce the waste going to landfill and then the methane emissions. We communicate to the staff about recycling and engage them in using the stations provided.
Project management	Climate Change Advisor – Mélanie Barthe Regional Zero Waste advisor – Jo Dean
Time frame	2019 – ongoing
Key Performance Indicator	Staff knows about recycling and uses the recycling stations.



<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.6. Reduce solid waste	
<b>1-1.6.3. Optimise the IT (especially paper prints)</b>	
Description	<p>The Climate Change Advisor in collaboration with the IT Managers will track the prints. The figures will be published regularly in order to empower employees in paper use reduction.</p> <p>This action aims to reduce the prints, therefore the emissions related to them.</p>
Project management	Climate Change Advisor – Mélanie Barthe IT Managers
Time frame	2019 – ongoing
Key Performance Indicator	The prints number goes down.

### Increase the carbon reservoirs

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.7. Increase the carbon reservoirs	
<b>1-1.7.1. Preserve our forests</b>	
Description	<p>The councils will preserve all the forests they own and won't deforest unless there is no other choice. The forests are a great asset allowing the council to stock the greenhouse gas emitted.</p>
Project management	Climate Change Advisor – Mélanie Barthe Parks and Reserves managers
Time frame	2019 – ongoing
Key Performance Indicator	The surface of forest owned is stable and if deforestation a report is done to prove the purpose of it.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.7. Increase the carbon reservoirs	
<b>1-1.7.2. Lead a land assessment to increase tree planting and wetland restoration</b>	
Description	<p>A land assessment will be done in order to identify where the councils could plant trees or restore wetlands. Forests and wetlands are great carbon reservoirs and can help the councils in absorbing/sequestering their emissions.</p>
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2020
Key Performance Indicator	The land assessment is done.

## Communicate and educate

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.8. Communicate and educate	
<b>1-1.8.1. Engage the staff in the carbon footprint reduction</b>	
Description	The Climate Change Advisor leads communication campaign to engage all the staff from the Councils in the carbon footprint reduction. The Climate Change Advisor can use tools like Climate Change Week, emails, competitions in order to keep a constant but not boring communication.
Project management	Climate Change Advisor – Mélanie Barthe Communication managers
Time frame	2019 – ongoing
Key Performance Indicator	The staff is engaged in the carbon footprint reduction and act to reduce their emissions.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-1. Councils: lead by example	
1-1.8. Communicate and educate	
<b>1-1.8.2. Keep the Council's members and staff informed</b>	
Description	The Climate Change Advisor will make sure the Councils' members and staff are aware of the results of her work (especially the results of the greenhouse gas inventory and the Ruamāhanga Strategy). The Climate Change Advisor will enquire about the Councils' member opinion before to validate and finalise reports (especially for the targets and action plan).  Also, Climate Change will be set as a separate component of the Annual Plans and Long-Term Plans. Each paper that goes to council meetings will have a Climate Change component.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2019 – ongoing
Key Performance Indicator	The Councils' members and staff are well informed about the actions of the Climate Change Advisor.

## 9.2.2 Community and businesses: support low carbon behaviours and circular economy

### Reduce the use of combustion engine vehicles

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-2. Community and businesses: support low carbon behaviours and circular economy	
1-2.1. Reduce the use of combustion engine vehicles	
<b>1-2.1.1. Promote alternatives to combustion engine vehicles (public transport, bicycle, carpooling)</b>	
Description	The council promote alternatives to combustion engine vehicles (public transport, bicycle, carpooling) in order to engage the community in the car usage reduction therefore, the fuel usage and greenhouse emissions from the community.
Project management	Climate Change Advisor – Mélanie Barthe Communication managers
Time frame	2019 – ongoing
Key Performance Indicator	The community and businesses use alternatives to combustion engine vehicles more and more.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-2. Community and businesses: support low carbon behaviours and circular economy	
1-2.1. Reduce the use of combustion engine vehicles	
<b>1-2.1.2. Promote fuel-efficient driving techniques</b>	
Description	Fuel-efficient driving techniques will be promoted to the community. Indeed, these techniques can decrease the fuel consumption, thus the greenhouse gas emissions. Adopting fuel-efficient driving techniques also increase road safety. This action aims to gather the community's engagement and reduce the transport's emissions.
Project management	Climate Change Advisor – Mélanie Barthe Communication managers
Time frame	2019 – ongoing
Key Performance Indicator	The community is aware of the fuel-efficient driving techniques.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-2. Community and businesses: support low carbon behaviours and circular economy	
1-2.1. Reduce the use of combustion engine vehicles	
<b>1-2.1.3. Develop bike lanes by supporting the Five Towns Trail Trust</b>	
Description	The Climate Change Advisor support the Five Towns Trails Trust in order to create a bicycle link between the towns in Wairarapa (Featherston, Martinborough, Greytown, Carterton and Masterton).
Project management	Climate Change Advisor – Mélanie Barthe Regional Trails and Cycling Coordinator
Time frame	2019 – ongoing
Key Performance Indicator	The Climate Change Advisor is in contact with the Five Towns Trails Trust and supports it until the success of the project.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-2. Community and businesses: support low carbon behaviours and circular economy	
1-2.1. Reduce the use of combustion engine vehicles	
<b>1-2.1.4. Promote EV and e-bikes with EECA Low Emissions Contestable Fund</b>	
Description	The councils apply for the EECA Low Emissions Contestable Fund in order to install electric vehicles fast chargers and support more people to switch from internal combustion engine vehicle to e-bikes. This action aims to support promote EV and e-bike rather than combustion engine vehicles.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2020
Key Performance Indicator	An application is done in February 2020 (approvals provided late July 2020).

### Promote healthy homes

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-2. Community and businesses: support low carbon behaviours and circular economy	
1-2.2. Promote healthy homes	
<b>1-2.2.1. Promote an energy saving behaviour</b>	
Description	Energy saving behaviour will be promoted to the community. Indeed, this behaviour can decrease the electricity consumption, thus the greenhouse gas emissions. This action aims to gather the community's engagement and reduce the stationary's emissions.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2019 – ongoing
Key Performance Indicator	The community is aware of the energy saving behaviour.

## Promote local food and locally made goods and services

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-2. Community and businesses: support low carbon behaviours and circular economy	
1-2.3. Promote local food and locally made goods and services	
<b>1-2.3.1. Promote locally produced food, goods and services</b>	
Description	The councils promote locally produced food, goods and services in order to reduce the emissions made by transport. The councils will also promote home grown fruits and vegetables.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2019 – ongoing
Key Performance Indicator	The community and businesses are aware of alternatives such as farmers market and choose to consume wisely.

## Increase the carbon reservoirs

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-2. Community and businesses: support low carbon behaviours and circular economy	
1-2.5. Increase the carbon reservoirs	
<b>1-2.5.1. Promote forest preservation and afforestation</b>	
Description	Council will explain to the community and businesses the importance of preserving the forests and planting trees. We will promote government funding such as One Billion Trees Programme.
Project management	Climate Change Advisor – Mélanie Barthe Communication managers
Time frame	2019 – ongoing
Key Performance Indicator	The community is aware of the benefice of the forests, protect them and plant trees.

## Engage the community and businesses in the carbon footprint reduction

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-2. Community and businesses: support low carbon behaviours and circular economy	
1-2.6. Engage the community and businesses in the carbon footprint reduction	
<b>1-2.6.1. Coordinate the Climate Change week / Conservation week</b>	
Description	Once a year a Climate Change week and Conservation week is held. The councils will use this opportunity to intensively communicate about Climate Change. Eventually, the councils will be able to organise an event during this week.
Project management	Climate Change Advisor – Mélanie Barthe Communication managers
Time frame	2019 – ongoing
Key Performance Indicator	Communication campaigns are held once a year during Climate Change week or Conservation week.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-2. Community and businesses: support low carbon behaviours and circular economy	
1-2.6. Engage the community and businesses in the carbon footprint reduction	
<b>1-2.6.2. Hold a Climate Change stall at local events</b>	
Description	Climate Change Advisor will hold a Climate Change stall at suitable local events. This action aims to increase the awareness of the community towards Climate Change and how to mitigate it.
Project management	Climate Change Advisor – Mélanie Barthe Communication managers
Time frame	2020 – ongoing
Key Performance Indicator	The community's awareness towards climate change increases as well as its engagement.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-2. Community and businesses: support low carbon behaviours and circular economy	
1-2.6. Engage the community and businesses in the carbon footprint reduction	
<b>1-2.6.3. Educate the children to Climate Change with Enviroschools and school holiday programmes</b>	
Description	The councils are engaged with Enviroschools and hold actions with the children. The Climate Change Advisor also uses the opportunity of school holiday programmes to educate the children to Climate Change. This action aims to raise awareness from a young age. Also, it has been proven that the children are great messengers when they come back home and speak to their families and friends.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2020 – ongoing
Key Performance Indicator	The councils are engaged with Enviroschools and actions / programmes are being held with the children.

<b>1- One-year action plan – Raise awareness and start reducing the emissions</b>	
1-2. Community and businesses: support low carbon behaviours and circular economy	
1-2.6. Engage the community and businesses in the carbon footprint reduction	
<b>1-2.6.4. Watch for new scientific publications, laws, rules to keep the community informed</b>	
Description	The Climate Change Advisor stays in tune with Climate Change publications in order to popularise them and communicate them to the community and businesses. This action aims to keep the community well informed with the latest data available.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2019 – ongoing
Key Performance Indicator	The community is well informed about Climate Change and everyone is able to understand it.

## 9.3 Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions

### 9.3.1 Councils: lead by example

#### Council's activities

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-1. Councils: lead by example	
3-1.1. Council's activities	
<b>3-1.1.1. Update the Ruamāhanga Strategy</b>	
Description	The Ruamāhanga Strategy will be updated every three years in order to follow up in the actions already done and set up another set of actions. This action also aims to keep the context and greenhouse gas inventories up to date.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	Every 3 years (starting 2023)
Key Performance Indicator	The Ruamāhanga Strategy is kept updated.

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-1. Councils: lead by example	
3-1.1. Council's activities	
<b>3-1.1.2. Review the contracts to insert Climate Change and sustainability</b>	
Description	All the contracts will be reviewed in order to take Climate Change into account. Sustainability clauses will be inserted. These clauses will be monitored to make sure the contractors are respecting them. This action aims to reduce the council's footprint. The council wants to make sure its contractors try to reduce their emissions and are respectful of the environment.
Project management	Climate Change Advisor – Mélanie Barthe Contracts managers
Time frame	2021 – ongoing
Key Performance Indicator	Sustainability clauses are inserted in the current contracts.

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-1. Councils: lead by example	
3-1.1. Council's activities	
<b>3-1.1.3. Implement a Low Carbon Events policy</b>	
Description	In order to reduce the carbon footprint of the events organised by the councils, a policy will be implemented. This policy will be developed with the events managers of the councils to make sure that is suitable and that the managers will be able to use it in an appropriate way.
Project management	Climate Change Advisor – Mélanie Barthe Event managers
Time frame	2021
Key Performance Indicator	The Policy will be written and used by 2021

#### Optimise the fleet vehicle

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-1. Councils: lead by example	
3-1.2. Optimise the fleet vehicle	
<b>3-1.2.1. Update the fleet according to the results of the fleet review</b>	
Description	The fleet vehicle will be update according to the results of the fleet review. Where possible, low carbon vehicle will be preferred (EVs, e-bike, etc). This action aims to significantly reduce the emissions coming from transport.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2021 – ongoing
Key Performance Indicator	The fleet vehicle is being updated. The emissions coming from transport are decreasing.

#### Reduce the energy consumption

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-1. Councils: lead by example	
3-1.3. Reduce the energy consumption	
<b>3-1.3.1. Liaise with the company in charge of the service for heat pump to reduce the energy consumption</b>	
Description	The Climate Change Advisor will liaise with the company in charge of the heat pumps to see how the councils can reduce their energy consumption. The councils will implement these results in order to reduce their stationary emissions.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2021
Key Performance Indicator	Climate Change liaise with the refrigeration company and implement the results of this liaison.



## Reduce the use of non-renewable energy

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-1. Councils: lead by example	
3-1.4. Reduce the use of non-renewable energy	
<b>3-1.4.1. Develop photovoltaic</b>	
Description	The Climate Change Advisor will study the feasibility of photovoltaic on the councils' buildings and other assets (streetlights). When possible, the councils will transition from grid power to photovoltaic. This action aims to reduce the stationary emissions.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2021 – ongoing
Key Performance Indicator	The Climate Change Advisor identifies sites to install photovoltaic and panels are being installed when possible.

## Reduce water consumption

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-1. Councils: lead by example	
3-1.5. Reduce water consumption	
<b>3-1.5.1. Increase the rainwater collection</b>	
Description	Water treatment is a large part of the greenhouse gas emissions. In order to reduce the water consumption, the councils will install water tank to collect rainwater on their premises where possible. This water can be used in the toilets for instance.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2021 – ongoing
Key Performance Indicator	Water tanks are being installed where possible.

## Increase the carbon reservoirs

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-1. Councils: lead by example	
3-1.7. Increase the carbon reservoirs	
<b>3-1.7.1. Increase afforestation according to the results of the land assessment</b>	
Description	According to the results of the land assessment, trees will be planted on suitable location in order to increase carbon reservoirs. The plantating could be a community or school project.
Project management	Climate Change Advisor – Mélanie Barthe Parks and Reserves managers
Time frame	2021 – ongoing
Key Performance Indicator	The surface of the forests increases as well as the carbon sequestration.

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-1. Councils: lead by example	
3-1.7. Increase the carbon reservoirs	
<b>3-1.7.2. Restore wetlands according to the results of the land assessment</b>	
Description	According to the results of the land assessment, suitable wetlands will be restored in order to increase carbon reservoirs. The restoration could be a community or school project.
Project management	Climate Change Advisor – Mélanie Barthe Parks and Reserves managers
Time frame	2021 – ongoing
Key Performance Indicator	Wetlands are being restored and carbon sequestration increases.

### 9.3.2 Community and businesses: support low carbon behaviours and circular economy

#### Promote healthy homes

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-2. Community and businesses: support low carbon behaviours and circular economy	
3-2.2. Promote healthy homes	
<b>3-2.2.1. Promote healthy homes and buildings for ratepayers and businesses</b>	
Description	Climate Change Advisor in collaboration with appropriate stakeholders will develop two flyers to promote healthy homes and buildings. The first flyer will be intended to ratepayers and the second to businesses. This action aims to engage the community and businesses into reducing their emissions through healthy homes and buildings.
Project management	Climate Change Advisor – Mélanie Barthe Communication managers
Time frame	2021
Key Performance Indicator	The flyers are done and widely known by the community and businesses.

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-2. Community and businesses: support low carbon behaviours and circular economy	
3-2.2. Promote healthy homes	
<b>3-2.2.2. Promote renewable energies for ratepayers and businesses</b>	
Description	<p>Climate Change Advisor in collaboration with appropriate stakeholders will develop two flyers to promote renewable energies. The first flyer will be intended to ratepayers and the second to businesses.</p> <p>This action aims to engage the community and businesses into reducing their emissions by preferring renewable energies.</p>
Project management	Climate Change Advisor – Mélanie Barthe Communication managers
Time frame	2021
Key Performance Indicator	The flyers are done and widely known by the community and businesses.

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-2. Community and businesses: support low carbon behaviours and circular economy	
3-2.2. Promote healthy homes	
<b>3-2.2.3. Review the building consent requirements in order to have healthier homes</b>	
Description	<p>If possible, healthy home requirements (such as good insulation, double glazing, etc) will be implemented in the building consents.</p> <p>This action aims to develop healthy homes in the districts.</p>
Project management	Climate Change Advisor – Mélanie Barthe Building managers
Time frame	2022
Key Performance Indicator	The building consent requirements have been reviewed.

## Engage the community and businesses in the carbon footprint reduction

<b>3- Three-year action plan – Strengthen the engagement towards Climate Change and keep reducing the emissions</b>	
3-2. Community and businesses: support low carbon behaviours and circular economy	
3-2.6. Engage the community and businesses in the carbon footprint reduction	
<b>3-2.6.1. Organise the Climate Change and Sustainability biennial</b>	
Description	The Climate Change Advisor will organise the Climate Change and Sustainability biennial in collaboration with appropriate stakeholders. This event aims to increase the awareness, understanding and engagement of Climate Change by the community.
Project management	Climate Change Advisor – Mélanie Barthe Communication managers
Time frame	2021 – ongoing
Key Performance Indicator	The first biennial is held in 2021.

## 9.4 Ten-year action plan – Achieve and go beyond our targets

### 9.4.1 Councils: lead by example

#### Optimise the fleet vehicle

10- Ten-year action plan – Achieve and go beyond our targets	
10-1. Councils: lead by example	
10-1.2. Optimise the fleet vehicle	
<b>10-1.2.1. Lead a strong fleet vehicle transition to electric vehicles</b>	
Description	Following the action 3-1.2.1. <i>Update the fleet according to the results of the fleet review</i> , the councils may lead a stronger transition to EVs in order to significantly reduce their emissions.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2030

#### Reduce the energy consumption

10- Ten-year action plan – Achieve and go beyond our targets	
10-1. Councils: lead by example	
10-1.3. Reduce the energy consumption	
<b>10-1.3.1. Renovate the buildings to reach a very low energy consumption (including swimming pools)</b>	
Description	Following the action 1-1.3.3. <i>Lead a building efficiency assessment</i> , the councils may lead a strong building renovation campaign in order to reach a very low energy consumption.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2030

### 9.4.2 Community and businesses: support low carbon behaviours and circular economy

#### Reduce the use of combustion engine vehicles

10- Ten-year action plan – Achieve and go beyond our targets	
10-2. Community and businesses: support low carbon behaviours and circular economy	
10-2.1. Reduce the use of combustion engine vehicles	
<b>10-2.1.1. Create a long-term bike hire between the five towns</b>	
Description	Alongside with the action 1-2.1.3. <i>Develop bike lanes by supporting the Five Towns Trail Trust</i> , the councils may create a long-term bike hire facility in order to support the usage of the bike lanes between the five towns therefore, to reduce the emissions.
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2030

<b>10- Ten-year action plan – Achieve and go beyond our targets</b>	
10-2. Community and businesses: support low carbon behaviours and circular economy	
10-2.1. Reduce the use of combustion engine vehicles	
<b>10-2.1.2. Create carpool carparks</b>	
Description	The councils may create carparks dedicated to car-poolers (especially in Featherston where people commute to Wellington).
Project management	Climate Change Advisor – Mélanie Barthe
Time frame	2030

### Promote healthy homes

<b>10- Ten-year action plan – Achieve and go beyond our targets</b>	
10-2. Community and businesses: support low carbon behaviours and circular economy	
10-2.2. Promote healthy homes	
<b>10-2.2.1. Renovate the community flats</b>	
Description	The council may lead a strong building renovation campaign in order to reach a very low energy consumption for the community flats.
Project management	Amenity managers
Time frame	2030

## 10 Contacts and workgroups

In the process of writing this strategy, the Climate Change Advisor met with the following persons in order to have a feedback and input to the document:

- 8<sup>th</sup> of October 2019: Greg Hoskins, Director of Hoskins Energy Systems
- 8<sup>th</sup> of October 2019: Resilient Carterton
- 10<sup>th</sup> of December 2019: Ra Smith, environmental consultant for Kahungunu ki Wairarapa
- 11<sup>th</sup> of December 2019: Warren Gray, senior analyst at Ministry for the Environment and Carterton Resident
- 12<sup>th</sup> and 18<sup>th</sup> of December 2019: Stuart Orme, Manager Land Use, Carbon and Consultancy and Michelle McCabe, Carbon and Land Use Specialist from Forest 360
- 19<sup>th</sup> of December 2019: Presentation to Mayor Alex Beijen, Councillor Brian Jephson, Harry Wilson (CEO) and Jennie Mitchell (Group Manager Corporate Services)
- 23<sup>rd</sup> of December 2019: Reuben Raihania Tipoki, Chair of the Māori Standing Committee (SWDC)
- 24<sup>th</sup> of December 2019: Allan Hogg, Martinborough Business Association
- 15<sup>th</sup> of January 2020: Presentation to Mayor Greg Lang, Councillor Russel Keys, Jane Davis (CEO) and Carolyn McKenzie (Community Services Manager)

In addition to these meetings, the Climate Change Advisor is also part of:

- the Wellington Region Climate Change Working Group
- the Wellington Region Electric Vehicle Working Group
- the Local Government Climate Change Working Group
- The EnviroSchools Climate Change Group

## 11 References

### Websites

- ID Community: <https://profile.idnz.co.nz/carterton> - consulted 27/11/2019
- ID Community: <https://profile.idnz.co.nz/south-wairarapa> - consulted 27/11/2019
- Maori Dictionary: <https://maoridictionary.co.nz/> - consulted 7/01/2020
- Metoffice: <https://www.metoffice.gov.uk/weather/learn-about/climate-and-climate-change/climate-change/effects-of-climate-change> - consulted on 4/12/2019
- Ministry for Environment: <https://www.mfe.govt.nz/climate-change/likely-impacts-of-climate-change/how-could-climate-change-affect-my-region/wellington> - consulted 24/09/2019
- NIWA: <https://www.niwa.co.nz/our-science/climate/information-and-resources/clivar/greenhouse> - consulted 4/12/2019
- NIWA: <https://niwa.co.nz/climate/national-and-regional-climate-maps/wellington> - consulted 8/01/2020
- New Zealand Government: <https://www.beehive.govt.nz/release/national-climate-change-risk-assessment-panel-appointed> - consulted 4/12/2019
- Stats NZ: <https://www.stats.govt.nz/> - consulted 9/12/2019

### Publication, books, articles

- WMO Provisional Statement on the State of the Global Climate in 2019, World Meteorological Organization, 2019
- United Nations Framework Convention on Climate Change, 1992
- Carterton District Council Long Term Plan 2018 – 2028, Carterton District Council, 2018
- South Wairarapa District Council Long Term Plan 2018 – 2028, South Wairarapa District Council, 2018
- Wairarapa Combined District Plan, Carterton District Council, South Wairarapa District Council, Masterton District Council
- Wairarapa Moana, the lake and its people, Ian Fraser Grant, 2012
- Onoke – A saga of Wairarapa Moana and its people, Mary Tipoki
- Ruamahanha: The story of a river, Stuff, 24 feb 2018
- Conservation minister launches wetland project in South Wairarapa, Stuff, 3 May 2019



# MĀORI STANDING COMMITTEE

17 FEBRUARY 2020

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## AGENDA ITEM 6.5

### ACTION ITEMS REPORT

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#### **Purpose of Report**

To present the Committee with updates on actions and resolutions.

#### **Recommendations**

Officers recommend that the Committee:

1. *Receive the Action Items Report.*

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

Action items from recent meetings are presented to the Committee for information. The Chair may ask Council officers for comment and all members may ask Council officers 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 be remain in a master register but no longer reported on.

#### **2. Appendices**

Appendix 1 - Action Items to 10 February 2020

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

## **Appendix 1 – Action Items to 10 February 2020**

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
389	18-Jun-18	Action	Euan	Tim	Start the process for correcting the spelling of Hinakura Road to Hinekura Road (Martinborough) and Pah Road to Pā Road (Greytown)	Actioned	<p>The process for correcting the spelling of the two roads will need to follow Councils policy for the naming of roads and for changes</p> <p>10/9/18: Members noted that the spelling of these roads was incorrect and asked for clarification on next steps for correcting the road signs.</p> <p>11/10/18: For the correcting spelling of road names, a report is going to council to allow for a simpler process, that does not require the residents consultation. Demonstrated spelling mistakes can now be corrected by Council resolution. Council report on the two names in early December, road name signs to be changed early 2019, residents to be advised.</p> <p>11/2/19: Planning to send email update to MSC. The new signs are to go up in early May, residents of Pā Road to be advised.</p> <p>17/6/19: New signs erected in May, awaiting confirmation if applicants have been advised.</p> <p>17/6/19: Not all Pā Road signs have been updated, team to review.</p> <p><b>20/9/19: Complete - new signs erected.</b></p>
500	30-Jul-18	Resolution	Harry		<p>MSC RESOLVED (MSC 2018/29) to adopt the amended Māori Standing Committee Terms of Reference and recommend they be tabled at the 8 August 18 Council meeting.</p> <p>(Moved Cr Maynard/Seconded Roera)</p> <p>Carried</p>	Open	<p>Proposed TOR to go to Audit &amp; Risk meeting for review on 29 August 2018. A&amp;R will make a recommendation to Council and/or feedback to MSC after this review.</p> <p>20/02/2019: Council approved funding for Amber to assist MSC in process of reviewing the Māori Policy in conjunction with the TOR and will forward proposed alterations for subsequent review of A&amp;R and Council. Contract signed May 2019.</p> <p>4/6/19: New CEO and Jennie met with Amber. First MSC workshop with Amber 17.6.19. Followed up, update to be provided after 9.9.19 MSC meeting.</p> <p>9/9/19: Amber to provide a written update to the MSC and Mr Tipoki updated members on progress at the MSC workshop</p> <p><b>9/12/19: Amber attended MSC meeting on 9/12/19 to provide update (refer to minutes from meeting for details of update)</b></p>

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
63	11-Feb-19	Action	Russell	Godwell	Arrange a workshop to discuss and organise an appropriate structure to address the issue of the process for reviewing the rural resource consents from a Council and MSC perspective	Actioned	Recent meeting held with staff, Reuben and MSC reps, focus given to obtaining access into archsite, site information. Further discussion on topic raised may be needed. 17/6/19: Will be picked up with MSC TOR development and mapping projects 29/7/19: Results of WP mapping will feed into district plan review. Will liaise with MDC and CDC on this. <b>24/01/20:</b> Covered by Godwell in MSC workshop on 9/12/19
278	6-May-19	Resolution	Narida Hooper		MSC RESOLVED (MSC 2019/16): 1. To receive the LTP Funding and Grant/Expenditure Process Report. 2. To agree that MSC funding will be made available for grant funding and MSC project initiatives. 3. To agree in principle to the use of a grant and accountability form, subject to criteria being developed and presented at the June meeting. 4. To agree that the revised forms would be made available on Council's website. 5. To agree that any requests for funding must be made on the appropriate form. 6. To note that community grant funding and Committee expenditure must be made by resolution at a formal meeting. 7. To note that if funding from the 19/20 year is unspent a request to Council to carry over the funding should be made. 8. To note that if additional funding is sought, a request should be made to Council as part of the annual planning process by the 8 May 2019. (Moved Hooper/Seconded Te Whaiti) Carried	Actioned	#3 and #4 to be picked up following release of new MSC TOR. 10/6/19: Grant Application(#3) on agenda for discussion 17 June. 22/7/19: Financial Management paper on agenda for 29 July meeting (#3). ToR (#4) underway 29/7/19: Officers awaiting MSC approval of process and criteria for assessment of marae grants. MSC workshop set to discuss this prior to 9/9/19 meeting. <b>24/01/20:</b> Report going to MSC meeting on 17/02/20 on grant criteria

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
287	6-May-19	Action	Euan		Review options for SMS/compacting rubbish bins for the coastal areas	Open	10/6/19: Reviewing options against the current arrangement. Maybe able to trial one.17/6/19: People are putting in home rubbish, either move forward with trial or remove completely to encourage rubbish to be removed.29/7/19: Natalie to speak to locals in Ngawi and other coastal areas to understand issues. Natalie to update Committee when the range of issues is understood.
288	6-May-19	Action	Euan	Tim	Provide an email update to members on the progress to remove the pine trees at Lake Ferry	Actioned	10/6/19: Enquiries have been made but unable to locate a logging firm at this stage that would want to take on this work. 17/6/19: Email update sent to members advising Forestry 360 are sourcing additional tree felling expertise form the Nelson/Marlborough region, due to local resource being fully committed and nervous of the extreme high risk due to the felling being so close to residential properties. 20/6/19: Email update sent advising 360 Forestry are looking at the area next week, will need to evacualte approx 4 properties to undertake the work. Suggesting this be done in summer. 9/7/19: Sent email to 360 Forestry to follow-up and advise a meeting would be held with the ratepayers Association and requested update. 13/7/19: Meeting held with Ratepayers Association to discuss progress. <b>20/01/20:</b> H Wilson provided verbal update at MSC meeting on 9/12/19
444	17-Jun-19	Action	Russell	Euan	Conduct a review, and replace signs as needed for the following: Waihenga Lane in rural Martinborough should be Waihenga Lane, Rimutaka Cycle Trail should be Remutaka (blue and white sign near Featherston Railway Station, improved signage to Hau Ariki Marae	Open	22/7/19: Signage improvements request noted and will be corrected. <b>29/7/19:</b> MSC requested Waihenga bridge signage review be put on hold
29	29-Jul-19	Action	Harry	Suzanne	Request an email update from Amber Craig on progress with the Māori Standing Committee Terms of Reference development	Actioned	31/7/19. Amber not available this week. 20/8/19: Followed up request, awaiting response. <b>20/01/20:</b> Amber Craig attended MSC meeting on

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
							9/12/19 to provide update on TOR. Refer to minutes for update on progress.
30	29-Jul-19	Action	MSC		Discuss the recommendations from the report in the next MSC Workshop (agree what portion of the operating budget of \$20k will be used for community grants and agree to a method by which the grants approved for the three marae will be distributed)	Open	
147	9-Sep-19	Resolution	Russell	Godwell	MSC RESOLVED (MSC 2019/34): 1. To accept the report 'The Placename Waihinga and Waihenga Report' and to recommend that all the names and signage of spellings in the South Wairarapa district be corrected. (Moved Mikaera/Seconded Aporo) Carried	Open	
148	9-Sep-19	Action	R Tipoki		Discuss the criteria for grant funding applications at the next MSC workshop	Open	
149	9-Sep-19	Action	W Pitau		Invite a representative from YETE to talk to the MSC at their next meeting about the Provincial Growth Fund funding for YETE and the rangitahi programme	Open	
150	9-Sep-19	Action	R Tipoki		Talk to Jason Kerehi at Rangitane and discuss the Wairarapa Economic Development Strategy from a Māori viewpoint	Open	
152	9-Sep-19	Action	R Tipoki		Organise a meeting with Hau Ariki Marae and Ngati Hikawera to discuss ways to work together	Open	
153	9-Sep-19	Action	Euan	Bryce	Fix the fence around the Papawai Urupa to a stockproof standard	Actioned	4/2/20: The local farmer has installed an additional hot wire fence around the perimeter of the Urupa.
302	9-Dec-19	Action	Russell		SWDC to liaise with Greater Wellington Regional Council to encourage the consent application for the trail bridge crossing Tauherenikau river connecting Greytown and Featherston to go through the Māori Standing Committee.	Open	
303	9-Dec-19	Action	R Tipoki	K Mikaera, T Aporo, N Hooper	Discuss the Significant Sites Working Party Terms of Reference and bring any amendments back to the committee at the next Māori Standing Committee Meeting.	Open	

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
304	9-Dec-19	Action	R Tipoki		Contact Jennie Mitchell (Group Manager Corporate Support) to organise a meeting between the Māori Standing Committee Chair and Deputy Chair to discuss the Māori Standing Committee Budget	Actioned	Meet with Jennie on 19/12/19
305	9-Dec-19	Action	R Tipoki		Discuss arranging a council induction on local history and the Treaty with Mr Wilson (Chief Executive)	Open	

# MĀORI STANDING COMMITTEE

17 FEBRUARY 2020

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## AGENDA ITEM 6.6

### INCOME AND EXPENDITURE STATEMENTS

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#### **Purpose of Report**

To present the Māori Standing Committee with the most recent Income and Expenditure Statements.

#### **Recommendations**

Officers recommend that the Committee:

1. *Receive the Income and Expenditure Statement for the period 1 July 2018 – 30 June 2019.*
2. *Receive the Income and Expenditure Statement for the period 1 July 2019 – 31 December 2019.*

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

The Income and Expenditure Statement for 1 July 2018 – 30 June 2019 is attached in Appendix 1. The Income and Expenditure Statement for 1 July 2019 – 31 December 2019 is attached in Appendix 2.

The Chair may ask Council officers for comment and all members may ask the Council officers for clarification and information through the Chair.

#### **2. Appendices**

Appendix 1 - Income and Expenditure Statement for 1 July 2018 – 30 June 2019

Appendix 2 - Income and Expenditure Statement for 1 July 2019 – 31 December 2019

Contact Officer: Hayley McDonald, Assistant Accountant

Reviewed By: Katrina Neems, Finance Manager



# **Appendix 1 - Income and Expenditure Report for the period 1 July 2018 – 30 June 2019**

<b>Maori Standing Committee : Te Māngai O Ngā Hapori Māori</b>		
<b>Income &amp; Expenditure For the Year Ended 30 June 2019</b>		
	<u>INCOME</u>	
	Grant funding	10,000.00
	Annual Plan 2018/19	17,386.00
	<b>TOTAL INCOME</b>	<b>27,386.00</b>
	<u>EXPENDITURE</u>	
	Members salaries and meeting fees	15,882.00
	Mileage reimbursements	3,737.38
	<b>Total Personnel Costs</b>	<b>19,619.38</b>
	<b>Total General Expenses</b>	<b>-</b>
7/06/2019	Hooper N MSC Grant	250.00
	<b>Total Grants</b>	<b>250.00</b>
	<b>TOTAL EXPENDITURE</b>	<b>19,869.38</b>
	<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>7,516.62</b>
	<u>LESS: COMMITMENTS</u>	
	Salaries and meeting fees to 30 June 2019	504.00
	Mileage reimbursements	-
	<b>Total Commitments</b>	<b>504.00</b>
	<b>BALANCE TO CARRY FORWARD</b>	<b>7,012.62</b>
	Remaining Grant Funding to be carried forward	9,750.00
	Terms of Reference Review for MSC	18,840.00
	Amount spent as at 30/06/19	0.00
	Remaining Budget to be Carried forward	18,840.00

## **Appendix 2 – Income and Expenditure Report for the period 1 July 2019 – 31 December 2019**

## Maori Standing Committee : Te Māngai O Ngā Hapori Māori

### Income & Expenditure as at 31 DECEMBER 2019

	<u>INCOME</u>	
	Balance 1 July 2019 Grants carried forward	9,750.00
	Annual Plan 2019/20 Grants	27,000.00
	Annual Plan 2019/20 Operating Expenses	41,584.00
	<b>TOTAL INCOME</b>	<b>78,334.00</b>
	<u>EXPENDITURE</u>	
	Members salaries and meeting fees	- 9,480.00
	Mileage reimbursements	- 2,147.76
	<b>Total Personnel Costs</b>	<b>- 11,627.76</b>
19/08/2019	He Putiputi Lim Flowers for Lee Carter	<b>47.83</b>
	<b>Total General Expenses</b>	<b>47.83</b>
12/09/2019	Pae Tu Mokai o Tauira - Signage	500.00
	<b>Total Grants</b>	<b>500.00</b>
	<b>TOTAL EXPENDITURE</b>	<b>- 11,079.93</b>
	<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>89,413.93</b>
	<u>LESS: COMMITMENTS</u>	
	Salaries and meeting fees to 30 June 2019	28,064.00
	Mileage reimbursements	5,147.76
	Kahui Ako Matariki celebration (Still waiting on invoice)	1,000.00
	<b>Total Commitments</b>	<b>34,211.76</b>
	<b>BALANCE TO CARRY FORWARD</b>	<b>55,202.17</b>

## Maori Standing Committee : Te Māngai O Ngā Hapori Māori

### Terms of Reference Review as at 31 DECEMBER 2019

	<b>Total Budget carried over from 2018-19</b>	<b>18,840.00</b>
21/06/2019	Tahetoka Ltd - Hui with MSC Members	675.00
	<b>Total Consultants</b>	<b>675.00</b>
	<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>18,165.00</b>
	Terms of Reference Review for MSC	18,840.00
	Amount spent as at 30/06/19	675.00
	Remaining Budget to be Carried forward	18,165.00

# MĀORI STANDING COMMITTEE

17 FEBRUARY 2020

## AGENDA ITEM 6.7

### FUNDING CRITERIA FOR FINANCIAL ASSISTANCE

#### **Purpose of Report**

To approve changes to the funding criteria of the Māori Standing Committee (MSC) financial assistance application form.

#### **Recommendations**

Officers recommend that the Māori Standing Committee:

1. *Receive the 'Funding Criteria for Financial Assistance' Report.*
2. *Approve changes to the funding criteria for MSC grants to allow both organisations and individuals to apply, limit applicants to one MSC grant per year, and require applicants to attend the MSC meeting at which their grant application is being considered.*
3. *Approve that the revised financial assistance application form be made available on the Council website.*
4. *Agree an approach for allocating marae grant funding in 2019/20 and consider whether a separate financial assistance application form is needed.*
5. *Note that a request to Council via a submission to the Annual Plan process needs to be made to carry over any unspent funds from the marae development fund, the MSC annual operating budget, or unused grant funding carried over from 2018/19.*
6. *Note that further amendments to the funding criteria may be made by resolution once the Terms of Reference have been developed.*

#### **1. Background**

In May 2019, it was agreed that Māori Standing Committee (MSC) funding would be made available for grant funding and that it would be allocated based on a grant application form being completed and considered at a MSC meeting. It was also thought the applicant should attend the meeting to speak to their application and answer any questions.

During subsequent discussions on developing the funding criteria, members agreed to hold over a review of the funding criteria for financial assistance grant applications

until the Terms of Reference for the Committee had been developed. The expected timeframe for a draft Terms of Reference is June 2020.

The MSC Chair and Deputy Chair recently met with officers to discuss the approach to the budget. At this meeting, it was requested that additional funding criteria be added to the existing financial assistance application form to ensure that an organisation or individual is only able to apply for one grant from the MSC per year. A full review of the funding criteria may still be undertaken once the Terms of Reference have been developed.

## **2. Discussion**

### **2.1 Community Grant Funding Criteria**

The current funding criteria set out in the financial assistance application form for community funding is outlined below.

#### **South Wairarapa**

To be eligible, applications must be from non-profit organisations that are benefiting the local South Wairarapa community. All grants will be considered on a case by case basis and must list all funding raised at time of application. Grants are considered at every meeting throughout the year.

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, have relevance to the Community and do not qualify for Creative Communities New Zealand funding.
2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.
3. An accountability in report form, together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. All questions must be completed.
5. The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).
6. An organisation or individual is eligible for one grant per year from the Māori Standing Committee.
7. Applications must reach the Council not less than ten days before the Māori Standing Committee is to consider an application.
8. Grant applications will be considered at every meeting.
9. Where the applicant is the committee of one of our local Marae (Hau Ariki, Kohunui or Pāpāwai) or Pae tu Mokai o Tauria Incorporated Society. Applying for funds for their marae or premise, the applicant must show proof of contents and building insurance.

Changes to the above criteria have been tracked in the existing grant application form in Appendix 1. The following changes have been made to the existing criteria:

- Both organisations and individuals are able to apply rather than just organisations, provided that they are responsible and fully accountable for any grant they receive
- Organisations and individuals are only eligible to apply for one grant from the MSC per year
- Applicants are required to attend the MSC meeting at which their grant is being considered to speak to their application and answer any questions that the Committee may have.

## **2.2 Marae Grant Funding**

In July 2019, Council approved a one-off grant as part of the 2019/20 Annual Plan process to be distributed between the three marae in the district. Officers recommended the same process be followed for the marae grants in that an application form be completed and the applicant should attend the MSC meeting to speak to their proposal and answer any questions.

Officers also recommended that the MSC write to the three marae, advise them there is a grant pool of \$27,000 to be spent in this financial year and ask each marae to submit a grant application form indicating how they would spend a grant if approved.

The MSC submission for the marae grant implied that the grant funding was intended to be split evenly between the three marae. Officers advised that this may be applied for in one application, or gradually throughout the year as needed, although the administration time and effort would be less if one application for the full grant amount was sent by each marae.

Officers recommend the MSC agree to a method by which the grants approved for the three marae will be distributed and advise whether an additional financial assistance application form is required so that this can be prepared.

The MSC previously agreed the Masterton District Council criteria used to distribute Marae Development funding is a good starting point for the marae grants. The criteria is attached in Appendix 2.

## **2.3 Financial Considerations**

Council approved two sets of funding through the 2019/20 Annual Plan process:

- An annual operating budget of \$20,000 pa to be used by the MSC in a similar way to the Community Board operating budgets.
- A total grant pool of \$27,000 to be used for the maintenance and development of the three marae in the district. This is a one-off grant for the 2019/20 financial year.

Council also agreed to carry forward of the unused portion of the \$10,000 granted to MSC for the 2018/19 financial year.

Community grant funding and Committee expenditure must be made by resolution at a formal meeting.

If funding from the 19/20 year is unspent a request to Council to carry over the funding should be made. Likewise, if additional funding is sought, a request should be made to Council as part of the annual planning process.

#### **2.4 Communications**

Council staff will advertise the MSC community grant availability in Councils advertorial on a monthly basis and on social media from time to time. The grant form will remain available on Councils website at this address: [www.swdc.govt.nz/grants](http://www.swdc.govt.nz/grants).

### **3. Conclusion**

If the MSC approves the changes in funding criteria, the revised grant application form will be published on the Council website.

Further amendments could still be made in a full review of the funding criteria once the Terms of Reference have been developed. The expected timeframe for a draft Terms of Reference is June 2020.

### **4. Appendices**

Appendix 1 – Revised Grant Application Form

Appendix 2 – Criteria used by Masterton District Council to distribute Marae Development Funding

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Katrina Neems, Finance Manager



# **Appendix 1 – Revised Grant Application Form**



# MĀORI STANDING COMMITTEE

*Kia Reretahi Tātau*

## Application for Financial Assistance

### CRITERIA:

#### South Wairarapa

To be eligible, applications must ~~be from non-profit organisations that are~~ benefiting the local South Wairarapa community. All grants will be considered on a case by case basis and must list all funding raised at time of application. Grants are considered at every meeting throughout the year. Applicants should attend the meeting to speak to their application and answer any questions that the Committee may have.

1. Applicants need not be ~~incorporated bodies/organisations~~, but the ~~Committee~~Board must be satisfied that ~~individuals they~~ are responsible ~~organisations which and~~ will be fully accountable for any grant they receive, ~~have relevance to the Community and do not qualify for Creative Communities New Zealand funding.~~
2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.
3. An accountability in report form, together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. All questions must be completed.
5. The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).
- 5.6. An organisation or individual is eligible to apply for one grant from the Māori Standing Committee per year.
- 6.7. Applications must reach the Council not less than ten days before the Māori Standing Committee is to consider an application.
- 7.8. Grant applications will be considered at every meeting and applicants should attend the meeting to speak to their application and answer any questions that the Committee may have. Meeting dates for 2020 are available from the meeting calendar at: <https://www.swdc.govt.nz/meetings>
- 8.9. Where the applicant is the committee of one of our local Marae (Hau Ariki, Kohunui or Pāpāwai) or Pae tu Mokai o Tauria Incorporated Society. Applying for funds for their marae or premise, the applicant must show proof of contents and building insurance.

### GENERAL DETAILS:

Name of organisation/individual:

Postal Address:

Street Address:

Purpose of Main Activity of Organisation:

### PROJECT DETAILS:

Please provide a full description of your project:

[illegible]

### FINANCIAL DETAILS:

(All figures shown are to be exclusive of GST)

### Cost of project

\$\_\_\_\_\_

### Breakdown of above figure

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other funding or grants received or being sought:

Names of funders

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\$\_\_\_\_\_

**Amount of Grant Sought:**

\$

Name on bank account:

\_\_\_\_\_

GST

Yes/No

Bank account number:

[illegible]

If you are successful your grant will be deposited into this account. GST registered organisations will be asked for a tax invoice.

Have you applied to the Māori Standing Committee for funding before?	Yes / No
If yes, how many times in the last 3 years?	
If yes, when, for what purpose and how much was granted?	

## PERSONAL CONTACT DETAILS

Contact names of **two people** in your organisation to assist with further information if required.

One of these contacts **must** be the person who filled in the application form. Please note that consent must be obtained from the other person to provide these details as per the Privacy Act 1993.

First contact person:

Address

Phone (day)

Email

Second contact person

Address:

Phone (day)

Email

## DECLARATION

I hereby declare that the information supplied here on behalf of my organisation is correct.

Name:

Signature:

Position in Organisation:

Date:

## CONSENT UNDER PRIVACY ACT 1993

I, \_\_\_\_\_ consent to the South Wairarapa District Council collecting the personal details provided above, retaining and using these details and I undertake that I have obtained the consent of the other contact person to provide these details. I acknowledge any right to have access to this information. This consent is given in accordance with the Privacy Act 1993.

Date:

Signature (hand written):

Please return application to:

COMMITTEE ADVISOR

**SOUTH WAIRARAPA DISTRICT COUNCIL**

**P.O. BOX 6**

**MARTINBOROUGH 5741**

**PHONE 306-9611**

Or by email to:

[Steph.Dorne@swdc.govt.nz](mailto:Steph.Dorne@swdc.govt.nz)

**CHECKLIST**

Have you advised us the names of two contact people?



Have you answered all relevant questions?



Have you supplied all information required?



Have you attached your latest financial statements?



## **Appendix 2 – Criteria used by Masterton District Council to distribute Marae Development Funding**

# MARAE DEVELOPMENT FUND 2019-20

The Masterton District Council / Te Kaunihera ā-rohe o Whakaoriori is inviting applications from eligible Marae for the 2019-20 Marae Development funding round. The Marae Development Fund supports Marae within the Masterton District to protect, maintain, restore and/or develop Marae structures. Projects that will be considered for Marae Development funding will meet the following criteria:

- Protection/Restoration of the marae and/or taonga that are part of the Marae structure.
- External works - protection of the fabric of the building ensuring it is structurally sound and watertight.
- Health and safety - work that ensures the building is safe and secure for all using it.
- Hygiene - matters related primarily to drainage, kitchens, bathrooms and toilet areas.
- Interior structures - walls, ceilings, and other internal structures/fabrics not already covered by the areas above.
- Aesthetic and new development projects - new developments and/or desirable projects.

APPLICATIONS CLOSE: 4.30PM, FRIDAY, 30 AUGUST 2019