



PLANNING AND REGULATORY COMMITTEE

Agenda 13 July 2022

NOTICE OF MEETING

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

MEMBERSHIP OF THE COMMITTEE

Councillors Pam Colenso (Chair), Rebecca Fox, Leigh Hay, Colin Olds, Brenda West and Mayor Alex Beijen.

Open Section

- A1.** Apologies
- A2.** Conflicts of interest
- A3.** Public participation
As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.
Please note: Electioneering is not permitted in council meetings or on council premises – your cooperation is appreciated.
If electioneering is deemed to be taking place, the Chair of the meeting or council officers will bring your session to a close.
- A4.** Actions from public participation
- A5.** Extraordinary business
- A6.** Minutes for Confirmation:
***Proposed Resolution:** That the minutes of the Planning and Regulatory Committee meeting held on 1 June 2022 are a true and correct record.*

Pages 1-3

B. Decision Reports from Chief Executive and Staff

None to be advised

C.	Information and Verbal Reports from Chief Executive and Staff	
C1.	Planning and Environment Group Report <i>Russell O'Leary will speak to this report</i>	Pages 4-25
C2.	Climate Change – Response to Draft National Adaptation Plan Report <i>Melanie Barthe will speak to this report</i>	Pages 26-33
C3.	Climate Change – 2021 Greenhouse Gas Inventory Report <i>Melanie Barthe will speak to this report</i>	Pages 34-60
C4.	Action Items Report	Pages 61-63



PLANNING AND REGULATORY COMMITTEE

Minutes from 1 June 2022

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

Also in attendance: Councillor Brian Jephson.

Staff in attendance: Harry Wilson (Chief Executive Officer), Russell O’Leary (Group Manager Planning and Environment), Rick Mead (Environmental Services Manager), Mélanie Barthe (Climate Change Advisor) and Amy Andersen (Committee Advisor).

Conduct of Business: This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 10:00am. All members participating via audio-visual conference counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting was live-streamed and is available to view on our [YouTube channel](#). The meeting was held in public under the above provisions from 10:00am to 11:33am except where expressly noted.

Open Section

A1. Apologies

PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2022/14) to accept apologies from Cr Fox.

(Moved Cr West/Seconded Cr Hay)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

There was no public participation.

A4. Actions from Public Participation

There was no public participation.

A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2022/15) that the minutes of the Planning and Regulatory Committee meeting held on 20 April 2022 are a true and correct record.

(Moved Cr Olds/Seconded Cr West)

Carried

B. Decision Reports

There were no decision reports.

C. Business held over from 20 April 2022 meeting

C2. Climate Change Report (Item Moved)

Ms Barthe spoke to matters outlined in the report.

Ms Barthe, supported by Mr Wilson and Mr O'Leary responded to members questions about the Risk and Resilience strategy, and regional risk assessments relating to the impacts of climate change. Coastal hazards will be part of this assessment (Ms Barthe will provide members with a report from 2019 on this subject).

Members discussed the aims and coverage of the risk and resilience strategy.

Members queried the costs associated with the Climate Change Impact Assessment Project; Ms Barthe will provide this information to members.

Members noted the restoration day went well and thanked Ms Barthe for her contribution to the event.

PLANNING AND REGULATORY RESOLVED (P&R2022/16) to receive the Climate Change Report.

(Moved Cr West/Seconded Mayor Beijen)

Carried

C3. Action Items Report (Item Moved)

Members queried Action 559; Mr O'Leary provided updates to work completed and in progress.

PLANNING AND REGULATORY RESOLVED (P&R2022/17) to receive the Action Items Report.

(Moved Cr Hay/Seconded Cr Olds)

Carried

C1. Planning and Environment Group Report (from Section 2 – Service Levels)

This item was not discussed due to inclusion of information in Item D1.

D. Information and Verbal Reports from Chief Executive and Staff

D1 Planning and Environment Group Report

Mr O'Leary spoke to matters outlined in the report. In particular, Mr O'Leary highlighted the capacity of the building team and recruitment underway for technical specialist roles.

Mr O'Leary responded to members queries regarding shared office space with Carterton District Council, noise complaints (trends and costs).

Members discussed the inclusion of the Featherston Masterplan within the Complex Development Opportunities for Wellington Regional Growth initiative, and the potential implications for infrastructure and services, as well as linkages with the District Plan review.

Members requested further information relating to the new fault lines discovered in the district and the impact on future development, including the requirements and current state of any earthquake prone buildings; this will be addressed in future Planning and Environment Group reports.

Mr Mead, supported by Mr O'Leary, spoke about the dog pound development.

Mr Mead responded to members queries relating to water supply, location, structures, futureproofing, concerns from public and the various options that had been considered. Mr Mead deferred any questions about the budget for the dog pound as this was sensitive and if budget is exceeded, this will be brought back to council. Mr Wilson commended council officers for their work on the development of the dog pound.

Officers confirmed that Toast Martinborough will go ahead in November 2022 and the South Wairarapa Alcohol Control Bylaw 2021 is in place to support with running this event.

PLANNING AND REGULATORY RESOLVED (P&R2022/18) to receive the Planning and Environment Group Report.

(Moved Mayor Beijen/Seconded Cr West)

Carried

The meeting closed at 11:33am

Confirmed as a true and correct record

.....(Chair)

.....(Date)

PLANNING AND REGULATORY COMMITTEE

13 JULY 2022

AGENDA ITEM C1

PLANNING AND ENVIRONMENT GROUP REPORT

Purpose of Report

To update the Planning and Regulatory Committee on the activities of the Planning and Environment Group and progress against Annual Plan performance measures.

Recommendations

Officers recommend that the Committee:

Receive the Planning and Environment Group Report.

1. Planning and Environment Group Summary

1.1 Planning Services

The regular flow of land use and subdivision consent applications continues, some recent cases tending to be more complex. Subdivision certifications busy, many residential and rural lots being completed, and ongoing subdivision for 4ha lots in rural zone. Team is active across the realms of consenting and advice, future policy, growth work, including the WCDP review and Featherston Masterplan work.

1.2 Building Services

Timely processing for building consents continues with the team. The bi-annual audit of our BCA by IANZ was completed successfully, thanks to Sara and team for the multiple efforts in responding to related matters. Team is still seeing a steady number of applications for building work, the volume of inspections has been high, and helpful inspection advice given out across the district.

1.3 Environmental Services

Overall, the team remains busy in the various licensing, regulatory work throughout the district. The dog registration period for 2022/23 year is upon us and it has run relatively smoothly so far. Alcohol team have recently inquired into alcohol applications which has seen opposition being raised by the agencies, these matters likely to be answered by a hearing process. COVID has still had an impact on staff.

1.4 Proposed Legislative Change to the RMA

The Government continues to reform the Resource Management system, the RMA 1991 will be repealed, replaced by 3 new Acts:

- Natural and Built Environments Act (NBA) - for land use/environmental regulation (the primary replacement for the RMA). The draft was released for submissions
- Strategic Planning Act (SPA) - to integrate with other legislation relevant to development, and require long-term regional spatial strategies
- Climate Change Adaptation Act (CAA) - address issues managed retreat, adaptation.

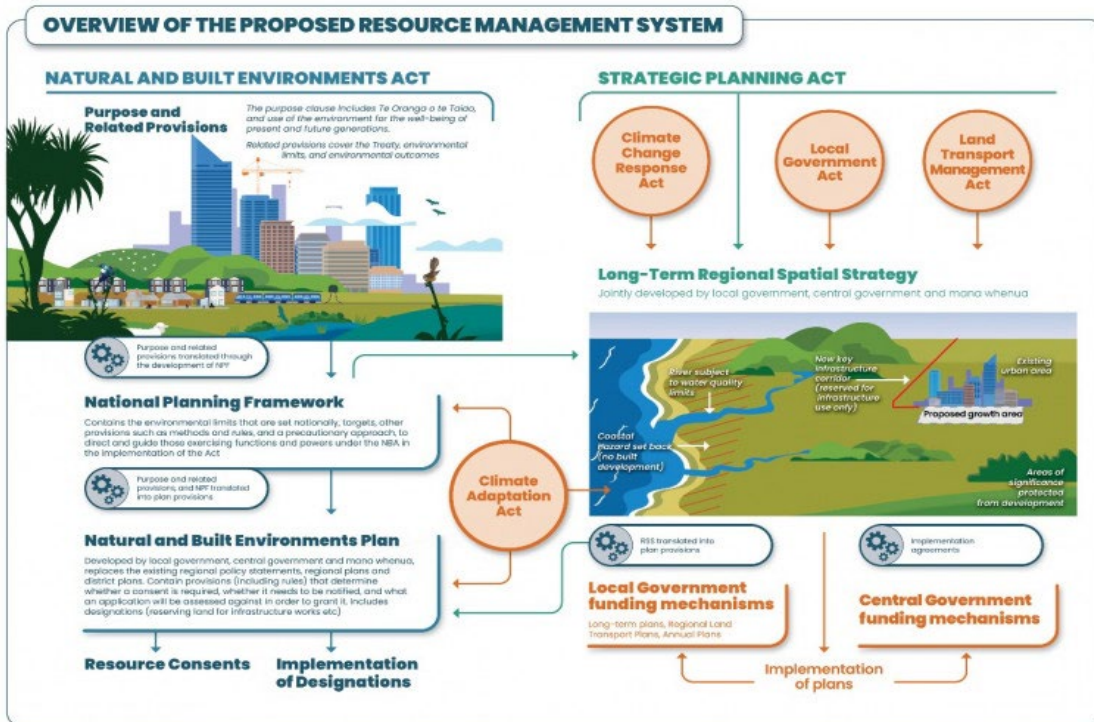
On the changes MFE information also advises that:

- The Natural and Built Environments Act and the Strategic Planning Act will be formally introduced in 2022.
- Standard legislative and select committee process will follow, the aim of NBA being passed into law this parliamentary term. The CAA will be progressed in this time too.

In terms of the objective of the reforms, together this suite of legislation will:

- protect and restore the environment and its capacity to provide for the wellbeing of present and future generations
- better enable development within natural environmental limits
- give proper recognition to the principles of Te Tiriti of Waitangi and provide greater recognition of te ao Māori including mātauranga Māori
- better prepare for adapting to climate change and risks from natural hazards, and better mitigate emissions contributing to climate change
- improve system efficiency and effectiveness, reduce complexity while retaining appropriate local democratic input.

Underlying themes within the reform include new regional level planning documents, more cohesive planning, providing stronger future spatial planning, and the use of natural environment limits.



1.5 South Wairarapa Spatial Plan / The Featherston Masterplan

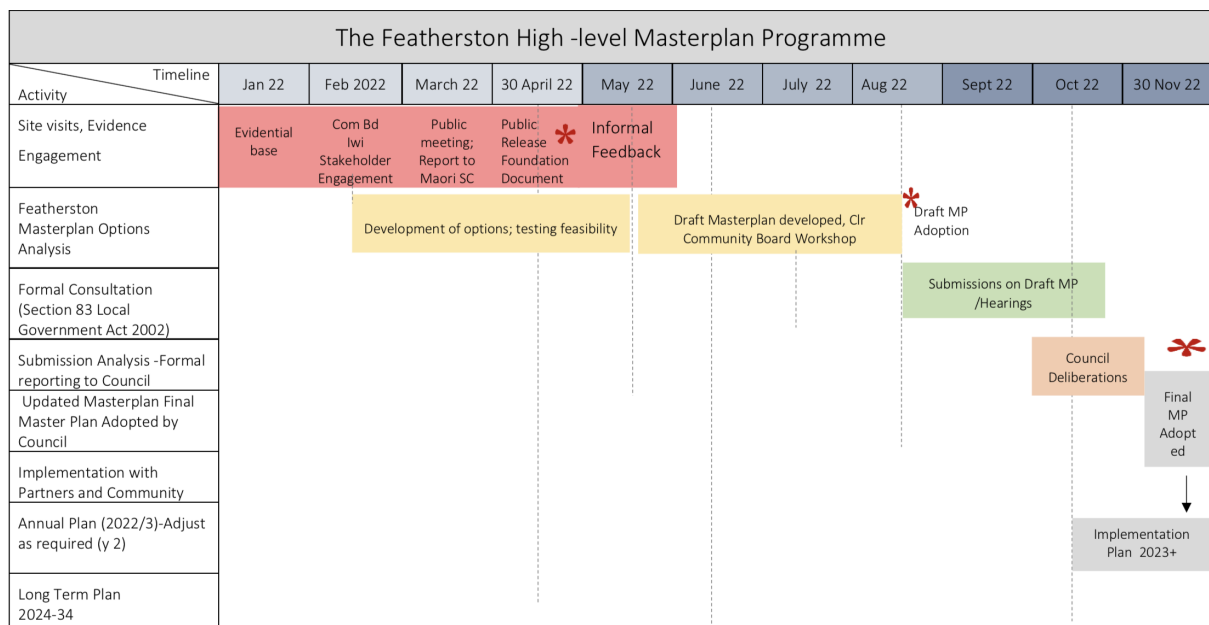
The Council prioritised and approved the development of a Featherston Masterplan following the adoption of the District Spatial Plan in 2021. Masterplan work in 2022 involves engagement with agencies, community engagement, options considerations, integrated planning, infrastructure assessment, forming of a foundation discussion document, reporting, compilation of a draft masterplan, consultation and feedback, refinement work and compilation of final masterplan.

Initial Engagement	Date
• Meeting with Chair Maori Standing Committee (MSC)	1 Feb
• Meeting with Chair MSC, and member Karen Mikaere (Mana whenua and MSC member)	21 Feb
• Report to MSC	29 Feb
• Report to Featherston Community Board	22 Feb
• Meeting with Chair Wairarapa Economic Dev Strategy Governance Group	1 Feb
• Online meetings with GWRC, Waka Kotahi, MHUD/Kainga Ora	22 Feb
• Online meeting with Masterton District Council Staff	21 Feb
• Public Meeting	30 March
• Planned meeting with Fab Feathy	31 March

Further Engagement Undertaken for the Masterplan has included the following:

- Engagement with representatives of Pae tū Mokai o Taurira. This included meetings in person and online. It also included a Pae tū Mokai o Taurira representative engaging directly with Māori residents to seek their views on future of Featherston.
- Discussion Featherston Knitting Group - 29 April
- Discussion with Booktown representative - 23 May
- Discussion with Fareham House Creative Space -26 May
- Meeting with Five Trails Trust - 26 May
- Discussion with Powerco - 31 May
- DIA/Fab Feathy meeting - 1 June
- Meeting with Wairarapa Moana Trail – 7 June
- Discussion with Powerco – 17 June 2022

Note. A report and Draft Featherston Masterplan Foundation Discussion Document will be presented for consideration at the Council Meeting of 14 July 2022.



1.5.1. Next steps

- Ongoing engagement multiple sectors, community
- Developing a Foundation Document, further engage, draft options for feedback
- Complete draft Masterplan
- Further engagement/formal consultation under Local Government Act 2002
- Finalise masterplan
- Use this to help inform the new District Plan, the Long-Term Plan and projects including projects with central government.

1.6 Featherston Master Plan - included within Complex Development Opportunities for Wellington Regional Growth

Featherston has been included within a key list of growth area projects for the wider Wellington region. The Featherston Master Plan was recently placed 7th on the list of the 7 key CDO's Complex Development Opportunities for growth within the region. The seven CDO's are understandably representative of important growth locations and area initiatives for the whole of Wellington. The seven identified CDO areas of growth focus are:

- Riverlink – HCC
- Waterloo Station – GW
- Trentham – UHCC
- Otaki – KCDC
- Porirua North – PCC
- Let's Get Wellington Moving, Courtney Place – WCC
- Featherston - SWDC

Going forward, the purpose is to progress and implement these key projects via combined place-shaping, align agency efforts and support with the growth work of the subject Council. This means that Featherston like the other CDO's will have applied inter-agency liaison, further support, and government investment for implementing growth provision results.

1.7 District Plan Review

District Plan Review Committee continues to consider extent of change needed for chapters, alongside the national planning standards, national direction. The DP review is a partial review; a mix of general review of key chapters, targeted review for some, minor review. The review is across 2021-2023, appeals work in 2024. Release of the draft provisions for informal consultation has been discussed, with the timeline moved to late October. It will result in additional workloads to get the draft completed, including additional Committee meetings to ensure that there is no slippage and that the draft be completed on time and meet National Planning Standards timeline in 2024.

The advisory group and combined WCDP Review Committee continue to examine the draft chapters and issues. Both groups are meeting more regularly through until the completion of drafting in August, preparation for informal consultation on the draft in October. Work has included the topics of, notable trees, subdivision, future urban, open space, infrastructure, energy, natural hazards, heritage, biodiversity, residential, settlement zones.

Topic work to come includes the matters of transport, subdivision standards, zoning/maps, Māori purpose and tangata whenua chapters, noise, lighting. Key area to note is work that SWDC are doing on the Martinborough wine growing soils with Wairarapa Wine Growers Society. The team met with MPI to talk through the unique nature of the South Wairarapa and the importance of soils to the vitality of its centres.

Workshops were held with staff on new approach to financial contributions, several models and approaches are being looked at. Solution for framework on natural hazards, particularly stormwater and river flooding are still being sought in conjunction with GWRC and WWL.

1.8 Proposed Council Dog Pound

Officers have identified an area of 1800m² located at 23 Viles Road, Featherston (the former golf course). There has been engagement with the necessary stakeholders regarding the land and officers are progressing with the necessary variation to lease arrangements. Staff have entered the procurement process for the container build. There were 3 parties which formally expressed interest.

This dropped to 2 entering the Request for Proposal (RFP) stage, and finally a preferred supplier has been selected and now entering a contractual arrangement to design/build container. Parties are excited by the opportunity to work through this project. Supplier quotes have been sought for the remaining aspects in the building of the pound.

The requirements around the power source, septic, and water requirements are proving challenging. The quote pricing has been updated due to the shifting construction costs. Please note that the quotes are time restricted and on expiry expect continual increases. SWDC officers are mindful as to other council interests that may want to engage with SWDC, be open for options that do not take away from the SW plan. Map showing location below.



1.9 Building Topic – Earthquake Prone Buildings Update.

The following update covers context information to June 2022. After a change of legislation in 2017 there was a review of the buildings listed on our earthquake-prone buildings register to determine if any could be removed as not falling in the new categories. One of the significant changes was buildings constructed primarily of timber framing without other construction materials providing lateral support, were no longer considered earthquake prone.

This resulted in a significant reduction in the number of buildings on our list with approx. 68 buildings no longer considered earthquake-prone either because they did not meet the profile categories or were primarily timber framed buildings. This review was carried out by LGE Consulting Ltd, in conjunction with Council Building Officers.

On the 5 March 2018 there were 15 Earthquake-Prone building notices issued to properties that had provided reports to Council which identified that a building did not meet the 33% NBS threshold and therefore considered to be an earthquake prone building.

At the same time there were 20 buildings identified as being potentially earthquake-prone which required the owner to provide an engineer's report to verify this. Of the 20 buildings:

- 1 was found to be incorrectly identified and removed from the list.
- 1 building was demolished.
- 1 building has consent to have strengthening work carried out.
- 3 Buildings have been strengthened.
- 3 have had an extension to provide the engineers report.
- 1 has advised an engineer's report is in progress.
- 2 reports have been received and excluded the buildings from being earthquake prone.
- 8 were issued Earthquake-prone building notices – these buildings are classed as unrated as we have not received an engineer's report.

To date we have issued 23 earthquake-prone building notices, 15 on 5th March 2018 and 8 on 8th January 2020, and of those 23:

- 6 have been either demolished or strengthened
- 2 have consent to strengthen but work has not started or is not complete
- 6 are rated 0-20%
- 2 are rated 20-34%
- 7 are unrated

Note. The buildings that have been issued earthquake-prone building notices have 15 years from the date of the notice to have strengthening work completed.

2. Service Levels

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.

2.1 Resource Management

2.1.1. Resource Management Act – Consents (Year to date 01/07/2021-31/05/2022)

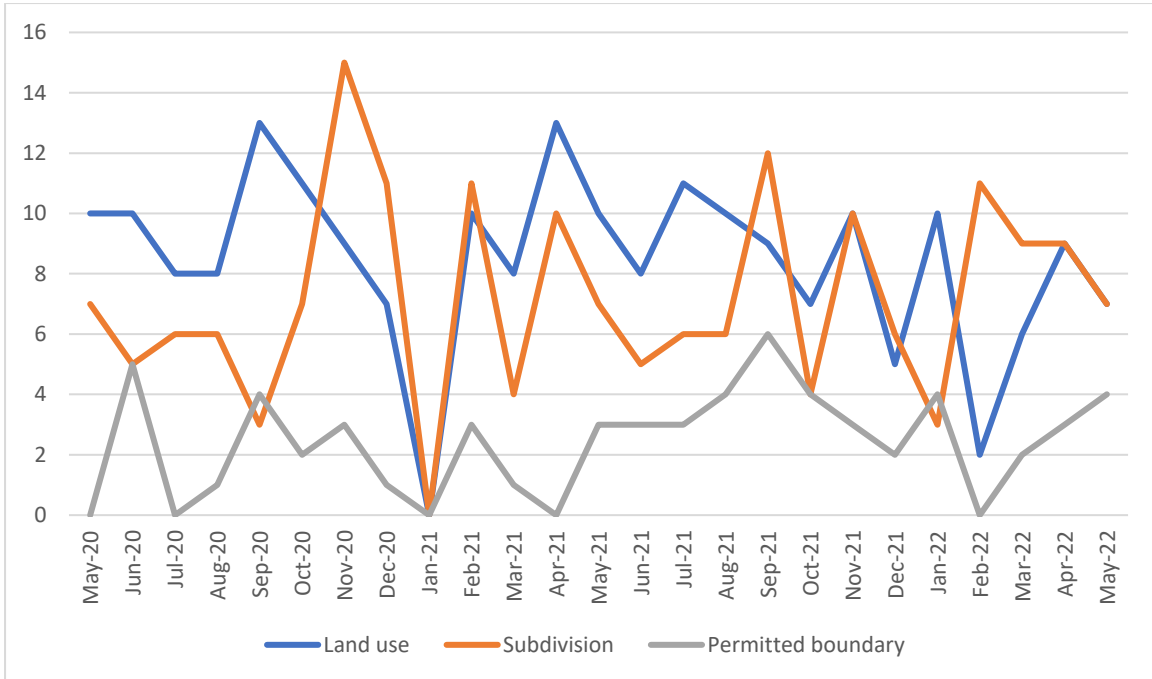
SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	Total 197/197
		100%	79/79 Land Use applications were completed within statutory timeframes. NCS
		100%	84/84 Subdivision applications were completed within statutory timeframes. NCS
		100%	34/34 permitted boundary/marginal activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	59/59 s223 certificates were certified within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	53/53 s224 certificates were certified. NCS.

2.1.2. Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

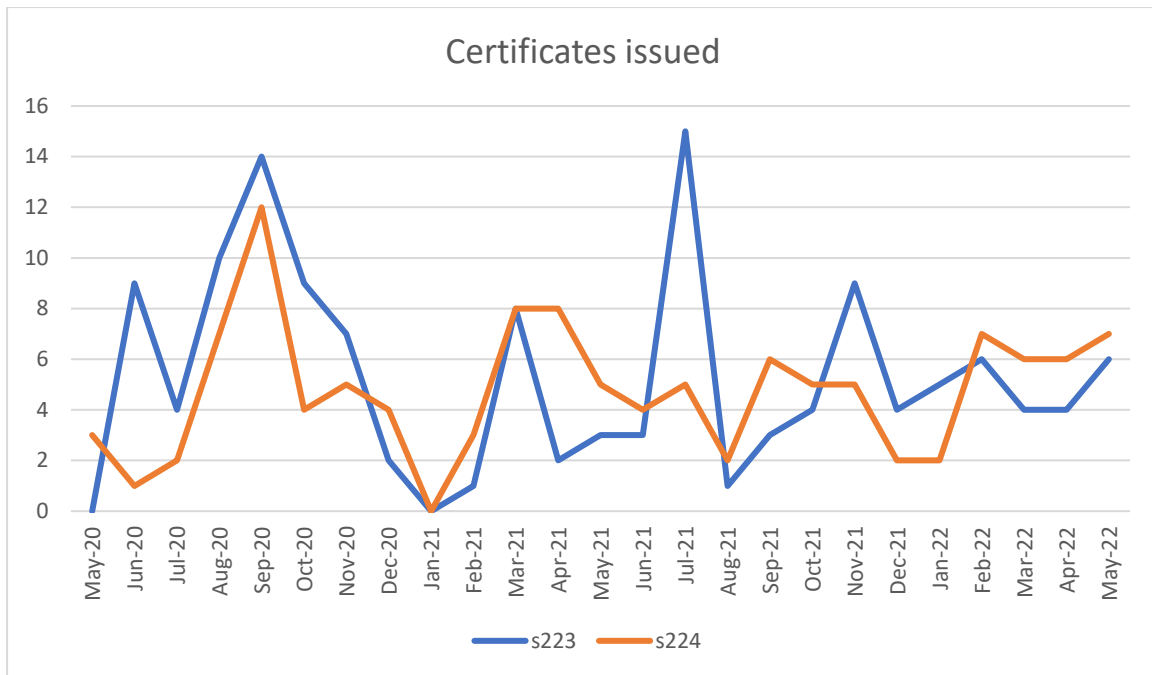
RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains, and updates reserve management plans as required.	Yes	Yes	RMP's are generally current and appropriate. It is therefore not anticipated that any updates will be undertaken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



Land Use	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	5	6	4	3	10	10	8	8	13	11	9	7
2021	0	10	8	13	10	8	11	10	9	7	10	5
2022	10	2	6	9	7							

Sub division	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec
2020	4	6	9	4	7	5	6	6	3	7	15	11
2021	0	11	4	10	7	5	6	6	12	4	10	6
2022	3	11	9	9	7							

Permitted Boundary	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	0	0	2	0	0	5	0	1	4	2	3	1
2021	0	3	1	0	3	3	3	4	6	4	3	2
2022	4	0	2	3	4							



S223	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	2	2	4	6	0	9	4	10	14	9	7	2
2021	0	1	8	2	3	3	15	1	3	4	9	4
2022	5	6	4	4	6							

S224	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	8	3	5	3	3	1	2	7	12	4	5	4
2021	0	3	8	8	5	4	5	2	6	5	5	2
2022	2	7	6	6	7							

2.1.3. Local Government Act – LIMs

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%		G:\LIMs\LIMS PROCESSED 2021-2022
Standard LIMs are processed within 10 days	100%	98.34%	178/181 standard LIMs were completed in time frame
Urgent LIMs are processed within 5 days	100%	100%	55/55 urgent LIMs were completed

	YTD 1 ST JULY 2021 TO 31 ST MAY 2022	PREVIOUS YTD 1 ST JULY 2020 TO 31 ST MAY 2021	PERIOD 1 ST MAY 2022 TO 31 ST MAY 2022	PREVIOUS PERIOD 1 ST MAY 2021 TO 31 ST MAY 2021
Standard LIMs (Processed within 10 working days)	181	210	17	19
Urgent LIMs (Processed within 5 working)	55	88	7	4
Totals	236	298	24	23

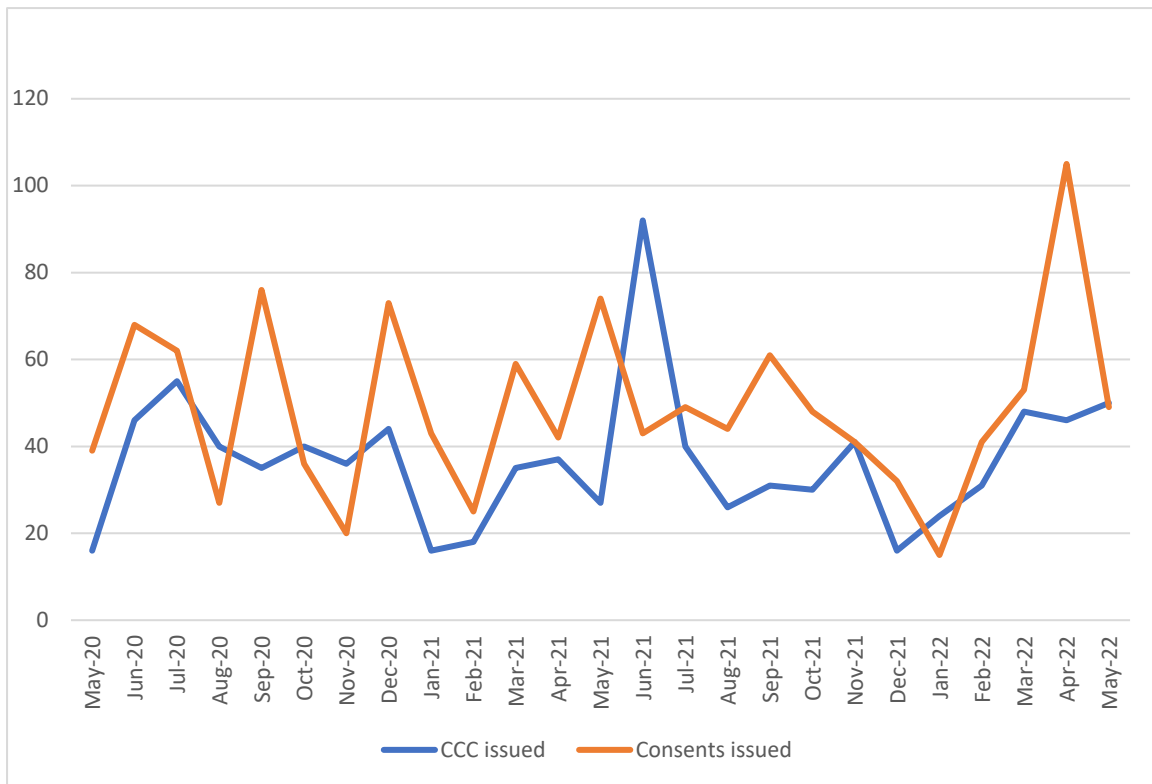
2.2 Building Act - Consents and Enforcement

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%	97.11%	NCS – 370/383 CCC's were issued within 20WD YTD
Building consent applications are processed within 20 working days	100%	97.62%	NCS –534 consents were issued within 20WD YTD 13 consents went over 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2022. Council was re-accredited in January 2020
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOF's and Swimming Pools	Yes	Yes	Building Consents Council inspects all new work to ensure compliance May 22 - 500 inspections BWOF's – 1 Total 205 average of 4 audits per month required, Swimming Pools – Total 408 – average of 12 audits per month required. May 22 – 21 audits
Earthquake prone buildings reports received	100%	N/A	Of the remaining buildings: 17 – Current buildings with Earthquake-prone building notices issued. 2 of these buildings have consent to carry out strengthening work. 3- Requested extension to provide engineers report

2.2.1. Building Consents Processed

TYPE – 1 MAY 2022 TO 31 MAY 2022	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	2	\$90,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	3	\$187,500
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	46	\$4,777,782
Other (public facilities - schools, toilets, halls, swimming pools)	2	\$90,000
Totals	53	\$5,145,282



CCC issued	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	11	24	31	4	16	46	55	40	35	40	36	44
2021	16	18	35	37	27	92	40	26	31	30	41	16
2022	24	31	48	46	50							

Consents issued	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	28	25	35	40	39	68	62	27	76	36	20	73
2021	43	25	59	42	74	43	49	44	61	48	41	32
2022	15	41	53	105	49							

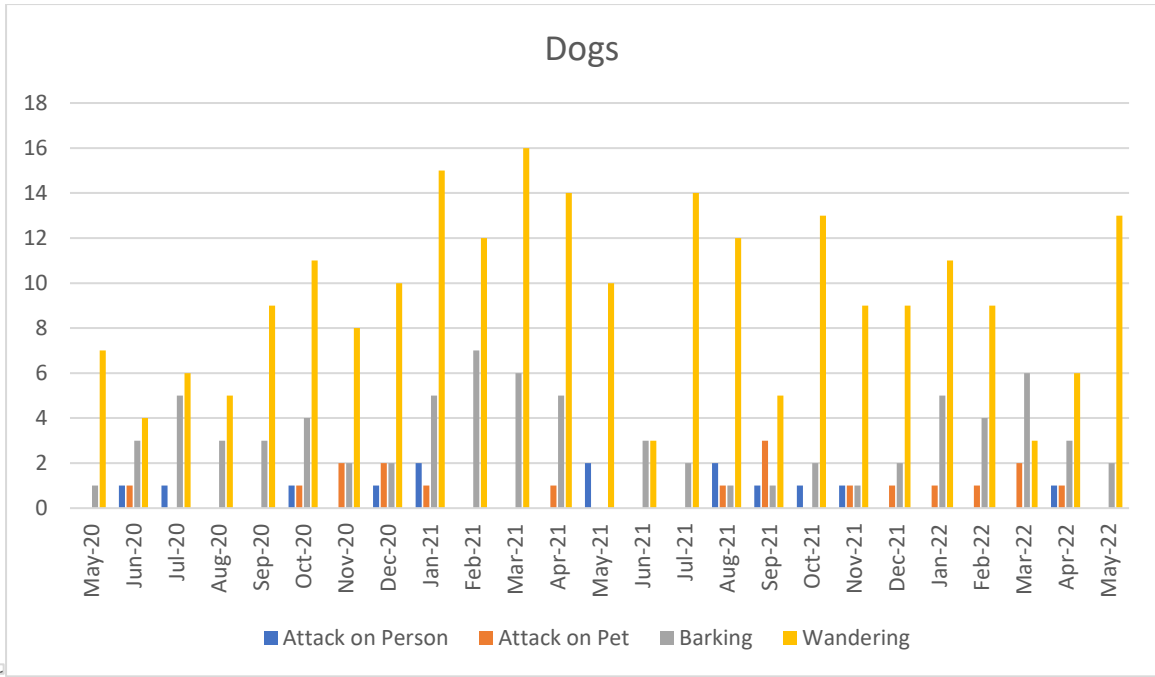
2.3 Environmental Health and Public Protection

2.3.1 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	1	Due to Covid 19 level restrictions this activity is not being able to be undertaken. Dogs n Togs event held in Featherston 2022
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 188/188
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	18/18

INCIDENTS REPORTED FOR PERIOD 1 ST MAY 2022 – 31 ST MAY 2022	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	-	-	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking	-	1	1
Lost Dogs	-	1	-
Found Dogs	1	-	-
Rushing Aggressive	1	-	-
Wandering	5	5	3
Welfare	-	-	-
Fouling	-	-	-
Uncontrolled (walked off leash urban)	-	-	-



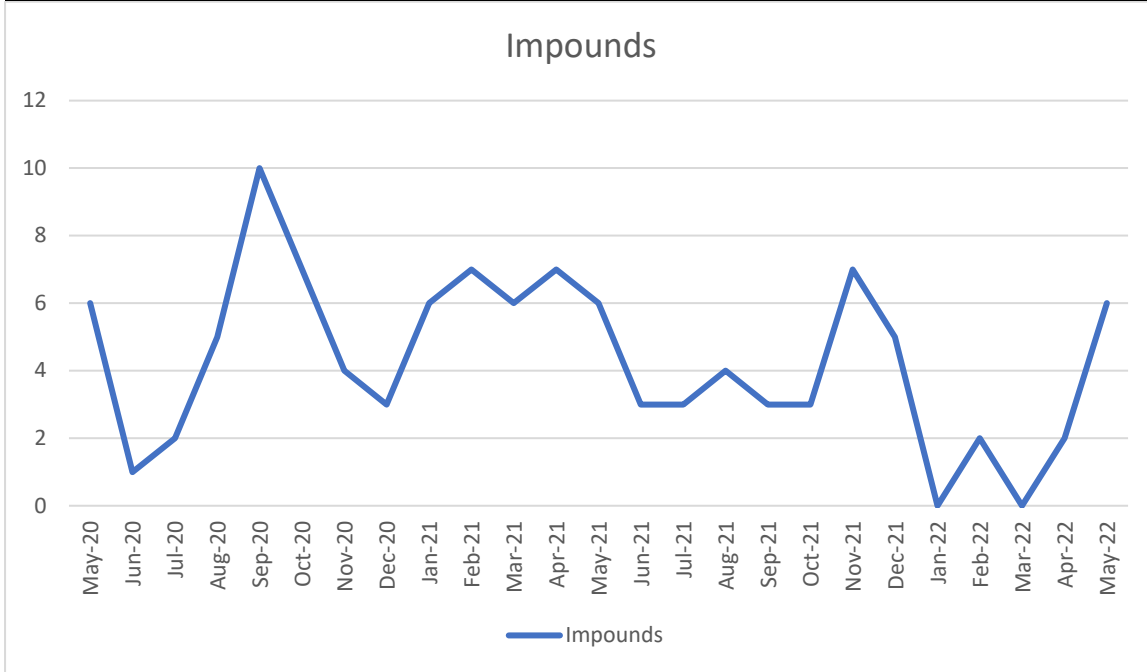
Attack on Person	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
2020	0	2	1	2	0	1	1	0	0	1	0	1
2021	2	0	0	0	2	0	0	2	1	1	1	0
2022	0	0	0	1	0							

Attack on Pet	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	0	0	0	1	0	1	0	0	0	1	2	2
2021	1	0	0	1	0	0	0	1	3	0	1	1
2022	1	1	2	1	0							

Barking	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	1	1	4	2	1	3	5	3	3	4	2	2
2021	5	7	6	5	0	3	2	1	1	2	1	2
2022	5	4	6	3	2							

Wandering	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	11	12	7	3	7	4	6	5	9	11	8	10
2021	15	12	16	14	10	3	14	12	5	13	9	9
2022	11	9	3	6	13							

DOG IMPOUNDS FOR PERIOD 1ST MAY 2022 – 31ST MAY 2022	MAY 2022		
Impounds	6		



Impounds	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	12	15	5	4	6	1	2	5	10	7	4	3
2021	6	7	6	7	6	3	3	4	3	3	7	5
2022	0	2	0	2	6							

2.4 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 32/32
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 18/18

INCIDENTS REPORTED	TOTAL FOR YTD PERIOD 1 JULY 2021 TO 31 MAY 22
Stock	38

2.4.1. Bylaws

In May 2022 there were:

Trees & Hedges

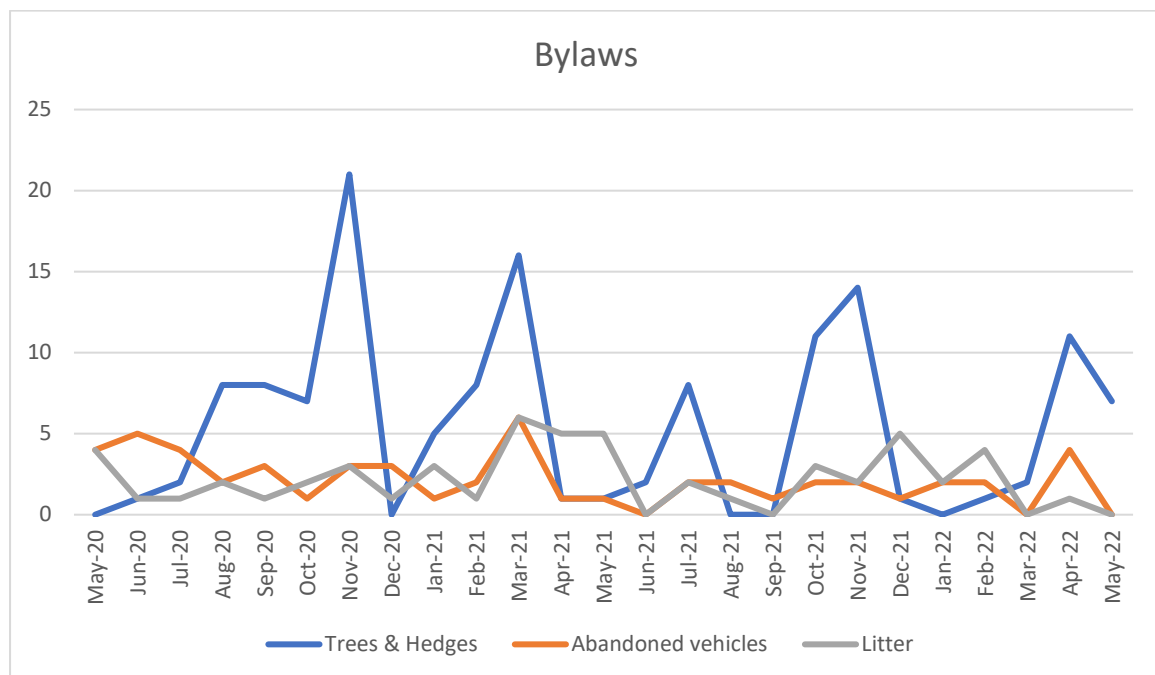
There were 1 first notices sent by Council requesting the owner/occupier to remove the obstruction from the public space. Following this there are 6 second follow up letters being sent within this period. 0 address has had contractors engaged to remove overgrown vegetation in Greytown.

Litter

0 litter (fly tipping) incidents have been recorded. From these, identification was retrieved from the litter Council officer disposed. 0 requests for information notice have been sent to the identifiable people associated with the incident. 0 incidents recorded for premises where the owner removed immediately.

Abandoned vehicles

There were 0 total vehicle related calls in the SWDC area, of which 4 were abandoned/unlawfully parked vehicles. 0 were removed by their owners and the remaining 0 incident remains open to be resolved.



Trees & Hedges	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	0	0	2	0	0	1	2	8	8	7	21	0
2021	5	8	16	1	1	2	8	0	0	11	14	1
2022	0	1	2	11	7							

Abandoned vehicles	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	5	1	1	0	4	5	4	2	3	1	3	3
2021	1	2	6	1	1	0	2	2	1	2	2	1
2022	2	2	0	4	0							

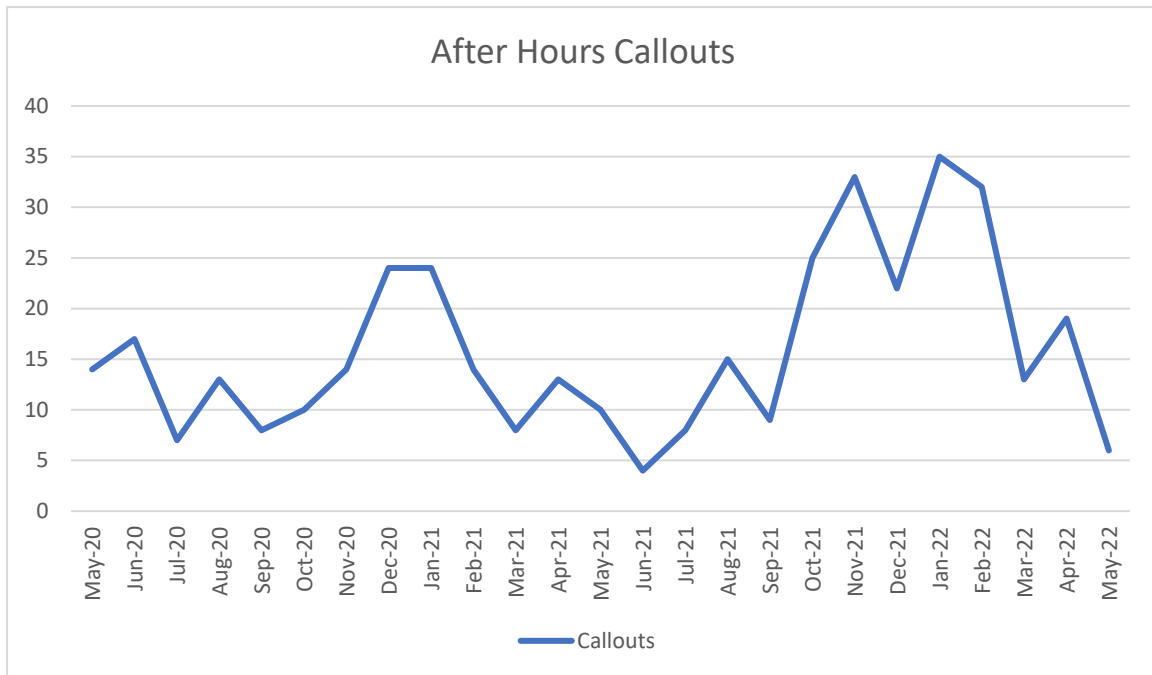
Litter	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	1	3	2	2	4	1	1	2	1	2	3	1
2021	3	1	6	5	5	0	2	1	0	3	2	5
2022	2	4	0	1	0							

2.4.2. 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 21/22	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%	97.7%	K:\resource\Health\Resource Management\Noise Control Complaints 212/217 attended within timeframe YTD 6 callouts May 2022 6/6 responded to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 21 TO 31 MAY 22	PREVIOUS YTD 1 JULY 20 TO 30 MAY 21	PERIOD 1 MAY 2022 TO 31 ST MAY 2022	PREVIOUS PERIOD 1 MAY 2021 TO 31 ST MAY 2021
Total	217	145	6	10



Callouts	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	8	28	27	7	14	17	7	13	8	10	14	24
2021	24	14	8	13	10	4	8	15	9	25	33	22
2022	35	32	13	19	6							

2.5 Sale and Supply of Alcohol Act - Licensing

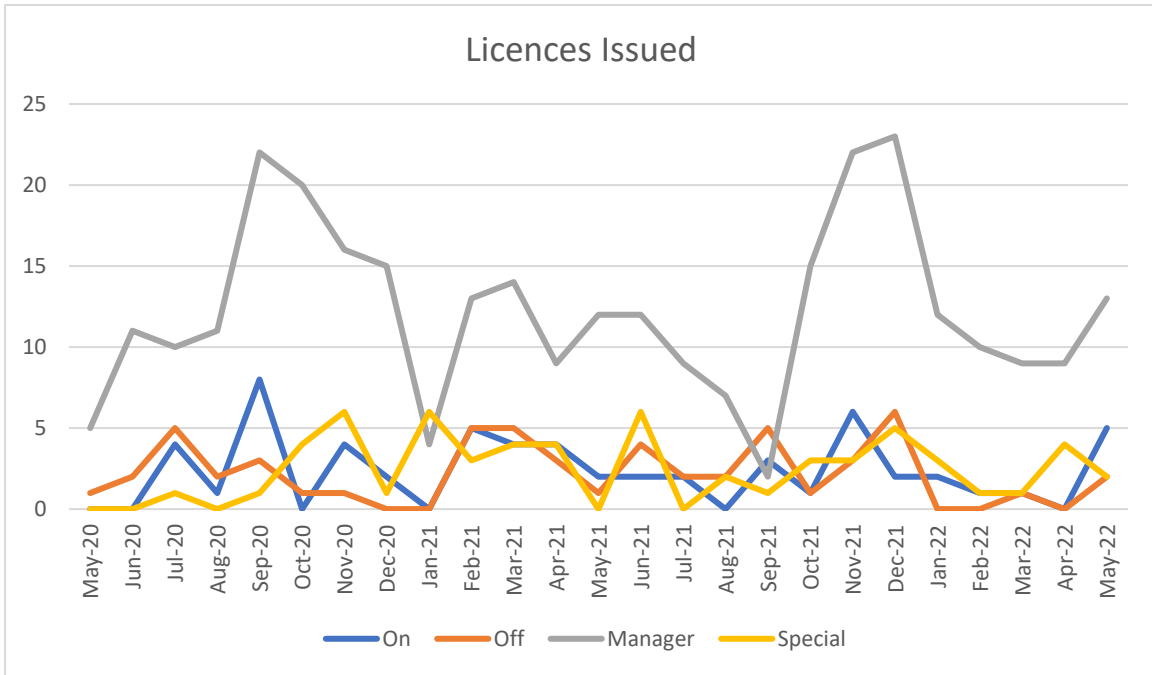
SERVICE LEVEL – The supply of alcohol is controlled by promoting responsible drinking.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
All premises licences issued have an inspection undertaken by the Inspector prior to issue to assess the licensees understanding of their obligations and responsibilities under the Act	100%	100% YTD	MAY 2022
			LICENCES PERIOD YTD
			On licence NEW 4 8
			On Licence RENEWAL 1 15
			Off Licence NEW 2 9
			Off Licence RENEWAL 0 11
			Club RENEWAL 0 4
TOTAL 47			
Information source: Inspector records, MAGIQ data, Alcohol Spreadsheet K:\resource\Liquot\Alcohol Master Sheet.xls			
Special Licences are issued			MAY 2022
			LICENCES PERIOD YTD

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET												
			Special 2 25 TOTAL 25 Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquot\Alcohol Master Sheet.xls												
All Duty Manager's (DM) certificate holders undertake an interview with the Inspector prior to certificate being issued to assess the manager's level of understanding with the Duty Manager's role			MAY 2022 <table border="1"> <thead> <tr> <th>LICENCES</th> <th>PERIOD</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Duty Manager NEW</td> <td>7</td> <td>50</td> </tr> <tr> <td>Duty Manager RENEWAL</td> <td>6</td> <td>81</td> </tr> <tr> <td>TOTAL</td> <td></td> <td>131</td> </tr> </tbody> </table> Each Duty Managers certificate includes interview with Inspector. These average approximately 1 hour Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquot\Alcohol Master Sheet.xls	LICENCES	PERIOD	YTD	Duty Manager NEW	7	50	Duty Manager RENEWAL	6	81	TOTAL		131
LICENCES	PERIOD	YTD													
Duty Manager NEW	7	50													
Duty Manager RENEWAL	6	81													
TOTAL		131													
75% of all licenced premises identified as at 1 July of every year have a compliance visit undertaken by the Inspector before the 30 th of June the following year (i.e. within a 12 month period)	75%	32.8% YTD	Due to COVID 19 this activity is not being undertaken. COMPLIANCE VISITS May 22 – 0 YTD 41/125 Information source : Compliance inspection records K:\resource\Liquor\Compliance Visits 21-22												
Average working days to process an application from acceptance by SWDC	25WD	19.95WD	Information source: Alcohol Master Sheet K:\resource\Liquot\Alcohol Master Sheet.xls												

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 21 TO 31 MAY 22	PREVIOUS YTD 1 JULY 20 TO 31 MAY 21	PERIOD 1 MAY 22 TO 31 MAY 22	PREVIOUS PERIOD 1 MAY 21 TO 31 MAY 21
On Licence	23	32	5	2
Off Licence	20	26	2	1
Club Licence	4	5	0	1
Manager's Certificate	131	146	13	12

Special Licence	25	30	2	0
Temporary Authority	12	4	2	0
Total	215	243	24	16



On	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	2	2	3	3	0	0	4	1	8	0	4	2
2021	0	5	4	4	2	2	2	0	3	1	6	2
2022	2	1	1	0	5							

Off	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	4	2	2	3	1	2	5	2	3	1	1	0
2021	0	5	5	3	1	4	2	2	5	1	3	6
2022	0	0	1	0	2							

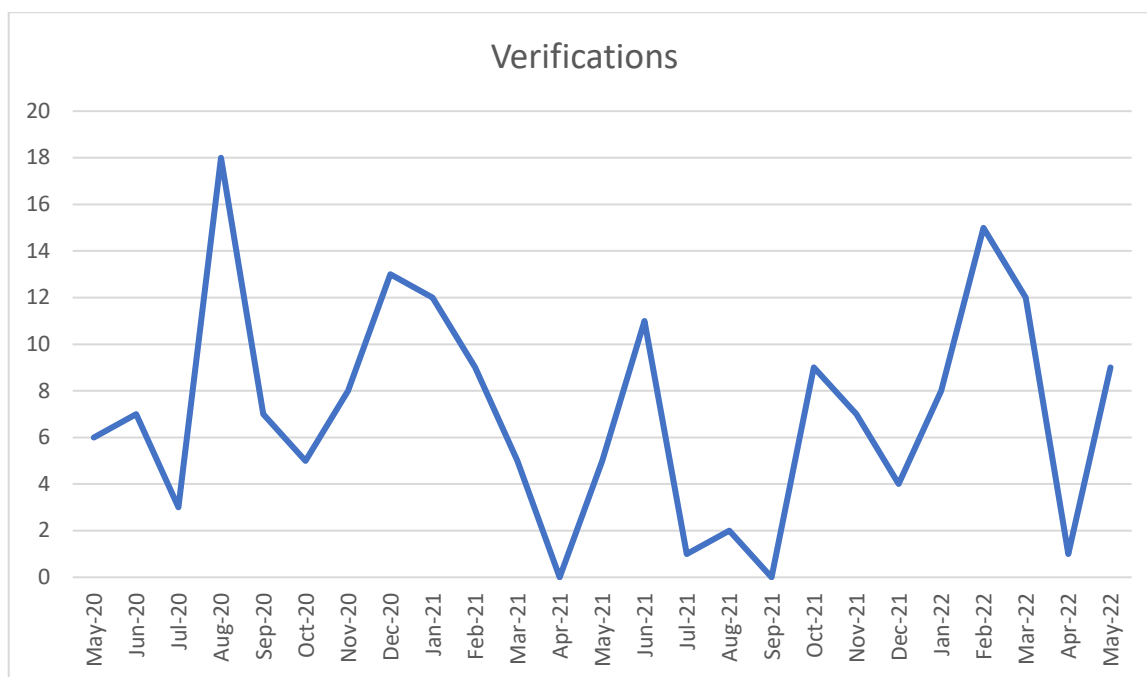
Manager	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	12	10	18	0	5	11	10	11	22	20	16	15
2021	4	13	14	9	12	12	9	7	2	15	22	23
2022	12	10	9	9	13							

Special	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	6	4	3	0	0	0	1	0	1	4	6	1
2021	6	3	4	4	0	6	0	2	1	3	3	5
2022	3	1	1	4	2							

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	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%	FCP (Food Act) –88 NP –68 Total number of premises is subject to change month by month as new businesses open and existing premises close. risk based measure changes
Premises are inspected in accord with regulatory requirements.	100%	77.27%	FCP verifications – 68/88 Covid 19 had an impact. We also had 9 premises close/or transfer to National Programmes this financial year so far. Verifications are booked depending on their outcome status this could be 18 /12/6 months. They do not have a consistent number each month. Verifications undertaken in May 22 9



Verifications	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	4	9	2	0	6	7	3	18	7	5	8	13
2021	12	9	5	0	5	11	1	2	0	9	7	4
2022	8	15	12	1	9							

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

Reviewed by: Harry Wilson, Chief Executive Officer

AGENDA ITEM C2

CLIMATE CHANGE – RESPONSE TO DRAFT NATIONAL ADAPTATION PLAN

Purpose of Report

The purpose of this report is to provide the Committee with the three Wairarapa District Councils' response to the Ministry for the Environment's draft National Adaptation Plan attached to this report.

Recommendations

Officers recommend that the Committee:

1. *Receives the Climate Change – Response to Draft National Adaptation Plan Report*
2. *Receives the attachment 'Three Wairarapa District Councils' joint submission – Draft National Adaptation Plan'*
3. *Notes that the three Wairarapa District Councils agreed to make a joint submission in response to the Ministry for the Environment's draft National Adaptation Plan*
4. *Notes that the three Wairarapa District Councils have approved the joint submission on the Ministry for the Environment's draft National Adaptation Plan*
5. *Notes that the three Wairarapa District Council's joint submission on the Ministry for the Environment's draft National Adaptation Plan has been submitted to the Ministry for the Environment.*

1. Significance

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

2. Background

The Ministry for the Environment has consulted on Government's first National Adaptation Plan, which will sit alongside the finalised National Emissions Reduction Plan (released May 2022). The National Adaptation Plan will set the direction for how Aotearoa New Zealand will:

- adapt to the unavoidable impacts of climate change, and
- address key climate risks up to 2028.

Actions in this first National Adaptation Plan are centred around:

- Focus area one: Reform institutions to be fit for a changing climate.
- Focus area two: Provide data, information, and guidance to enable everyone to assess and reduce their own climate risks.
- Focus area three: Embed climate resilience across government strategies and policies.

Consultation commenced on 28 April and closed on 3 June 2022.

3. Discussion

The three Wairarapa District Councils agreed to make a joint submission and opted to write a submission that focused on providing commentary of aspects of the Plan and managed retreat as opposed to responding to the fifty-one set questions about the Plan and twenty-one questions about managed retreat.

The draft submission was circulated to staff and elected members across the three Wairarapa District Councils for feedback and was signed off by each of the three Chief Executives at the end of this process. It was submitted to the Ministry for the Environment on 2 June 2022.

Key points raised in the submission

Key points raised in the submission include:

- The role of local government in supporting climate actions at the local, regional, and national level, and the need for central government to adequately resource councils and communities to respond to adaptation work required,
- The government prioritising nature-based solutions,
- The government releasing clear guidance and regulation to stop further development in places where the climate impacts are too high,
- Where managed retreat takes place, land should be transferred to a governmental agency and mana whenua partnership that could protect the land from further investment and protect the natural characteristics of the land,
- That Central Government, in collaboration with Local Government, properly engage Māori and create genuine partnerships in order to have a fair managed retreat process,

- That the government to develop a mechanism that spreads the costs of managed retreat fairly and equitably. There needs to be a mechanism that does not rest the bill solely with taxpayers, but one that does not leave vulnerable communities, especially those facing other structural oppressions, with no choices and huge debts,

4. Considerations

4.1 Climate change

Climate change mitigation: There are no direct impacts on climate change mitigation

Climate change adaptation: The three Wairarapa District Councils made a submission to have a say on the draft National Adaptation Plan as it relates to the region's environment and climate impacts.

4.2 Tāngata whenua

The submission included recommendations for the Government to better engage Māori and create genuine partnerships in order to have a fair managed retreat process. In addition to this, where managed retreat takes places, land should be transferred to a governmental agency and mana whenua partnership that could protect the land from further investment and protect the natural characteristics of the land.

4.3 Financial impact

There are no financial implications as a result of making this submission apart from staff resourcing to prepare and finalise the submission.

4.4 Community Engagement requirements

Elected members from across the three Wairarapa District Councils were provided an opportunity to provide feedback on the draft submission ahead of it being signed by the three Chief Executives and submitted to the Ministry for the Environment.

4.5 Risks

There no risks related to this submission.

5. Attachments

Appendix 1 – Three Wairarapa District Councils’ joint submission – Draft National Adaptation Plan

Contact Officer: Melanie Barthe, Climate Change Advisor

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

**Appendix 1 – Three Wairarapa District
Councils’ joint submission Draft
National Adaptation Plan**

Attn: Ministry for the Environment

Three Wairarapa District Council's joint submission – Draft National Adaptation Plan

Kia ora,

The three Wairarapa district councils have collaborated to submit the following feedback on the draft National Adaptation Plan.

We commend the government for the clear list of critical and supporting actions and the future work programme proposals. We found the documents well written and easy to follow.

However, we consider that the Ministry for the Environment rushed this consultation. Less than six weeks to prepare, review and approve a submission is a very tight timeframe on such an important piece of work. It is also likely that many submissions made by Councils will not be able to be formally adopted during Council meetings due to this tight timeframe.

We also have strong concerns that the ministry will not have enough time to sufficiently and robustly consider the submissions received and modify the Draft National Adaptation Plan accordingly if the final version of the Plan is due in August as currently planned.

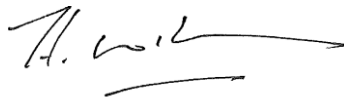
Being already time and resource poor, the three district Councils in the Wairarapa decided to work collaboratively on this submission.

Our submission outlined below is split into two parts covering both the draft National Adaptation Plan, and issues surrounding managed retreat.

Ngā mihi nui,

Harry Wilson

CEO – South Wairarapa District
Council



Geoff Hamilton

CEO – Carterton District
Council



David Hopman

CEO – Masterton District
Council



on behalf of:

- South Wairarapa District Council
- Carterton District Council
- Masterton District Council



Consultation on the Draft National Adaptation Plan

The three District Councils in the Wairarapa commend the Government for the first Draft National Adaptation Plan (NAP). We would like to emphasise the role local government has to play in connecting with our communities on these important issues. Local government entities are a key link between our communities and central government. They are a 'go to' place for our communities to share their concerns about what is happening at both local and national levels. Working at a local level also means councils have an in-depth knowledge of their localised hazards and risks, and how these local risks are predicted to change over the coming decades. Therefore, Local Government will play a major role in most of the actions throughout the National Adaptation Plan. We would like to highlight the fact that councils, especially small councils such as the three District Councils in the Wairarapa, are already under-resourced (staff numbers and capacity, budget, etc). Therefore, central government needs to support the adaptation work done by local government in all the ways possible (e.g. financially, human resource).

Overall, the three District Councils in the Wairarapa agree with the following:

- The vision, purpose, and goals of the draft NAP.
- The three focus areas:
 - o Reform institutions to be fit for a changing climate,
 - o Provide data, information, and guidance to enable everyone to access and reduce their own climate risks,
 - o Embed climate resilience across government strategies and policies.
- The reporting method described in the Draft NAP.
- The objectives, and actions listed in the economic and financial system section.
- The objectives and actions listed in the infrastructure section.
- The careful considerations given to research and development in climate change adaptation.
- The objectives and actions listed in the system-wide actions section especially when it comes to:
 - o Reforming legislation and helping Local Government in climate change adaptation,
 - o Giving access to latest climate change data (projections, climate hazards, etc),
 - o Strengthening investment in climate change adaptation.
- The four principles for including actions in the plan and the six principles for implementing actions.
- The role of Local Government, Iwi/Māori, private sector, individuals and communities, research and scientific community and Central Government.

The three District Councils in the Wairarapa recommend:

- That the government prioritise nature-based solutions as soon as possible rather than being part of the future work programme proposals as proposed in the Draft NAP. We have concerns regarding the choice the government made, to put the action '*Integrate nature-based solutions into the urban environment*' in the future work programme proposals section. Indeed, nature-based solutions have been successfully implemented overseas for many years now and those solutions could offer many positive outcomes in Aotearoa New Zealand too (cultural, social, environmental, economic). Therefore, we recommend implementing this action as soon as possible.
- That the government release clear guidance and regulation to stop further development in places where the climate impacts are too high. We have concerns regarding the objective HBP2, especially '*avoiding development in places that may be more exposed to climate impacts*'. We ask central government to set a threshold for what is classed as a high climate risk area. We ask central government to fund local councils to identify where their areas of current and potential 'very high' climate impacts are located. And we ask for a clear central government mandate to stop any future building in those zones/areas. We also recommend setting up a second threshold to identify places where the climate impacts are lower but not insignificant. In those places, development should be allowed if the assets are adapted to those impacts (e.g. requiring building with a higher floor level or on piles to avoid the building from getting flooded).

Consultation on managed retreat

Overall, the three District Councils in the Wairarapa agree with the following:

- Objectives of legislation of managed retreat: most of all, we agree that Local Government needs a clear direction from central government.
- Principles of legislation of managed retreat: most of all we agree with having fair and staged managed retreat processes, as well as prioritising nature-based solutions.
- Local government and central government playing a leading role in managed retreat. This means that central government needs to provide the tools necessary for local government to do so (regulatory tools, guidance, etc). There may be risks (inaction, inequity, lower level of public services) if tools and coordination of managed retreat are not funded by central government.
- Land should be transferred to a government entity / mana whenua partnership where managed retreat takes place.

However, we can see that putting the responsibility of the cost of managed retreat on beneficiaries, insurers and bankers may be a risk of failure:

- Fight over a claim: There already are examples of insurances' failure. The Christchurch 2011 earthquake is a striking example when we know that over 10 years after, some people are still fighting over their claim.
- Insurance and bank retreat: as an asset becomes more and more exposed to the risks, the premiums increase and potentially the insurance company will not insure the asset anymore. Therefore, in some cases, there won't be any access to fundings when responsibility is being put on the insurers.
- Living costs: Living costs in New Zealand are already high and many people are struggling. It does not seem reasonable to put an added pressure on the residents by asking them to contribute to the costs of managed retreat.

Ultimately, those may lead to **inaction** (no funds available to retreat), **inequity** (low-income families will be impacted more widely than high income families who can afford to move) and a **lower level of public services** (local government may not be able to pay to retreat their assets and infrastructures at risk). **Just transition, climate justice, inclusiveness** must be kept in mind in all the actions undertaken.

We would recommend that central government takes this responsibility and provides the necessary funds to managed retreat the assets at risk. This would also allow to have a proactive managed retreat rather than a reactive managed retreat. Being proactive allows for a just climate change adaptation and a just transition.

The three District Councils in the Wairarapa recommend:

- Where managed retreat takes places, land should be transferred to a governmental agency and mana whenua partnership that could protect the land from further investment and protect the natural characteristics of the land. Department of Conservation could be a good fit for this if it was properly resourced to undertake this work.
- Central Government, in collaboration with Local Government, properly engage Māori and create genuine partnerships in order to have a fair managed retreat process.
- We ask the government to develop a mechanism that spreads the costs of managed retreat fairly and equitably. There needs to be a mechanism that doesn't rest the bill solely with taxpayers, but one that does not leave vulnerable communities, especially those facing other structural oppressions, with no choices and huge debts.

Contact details

Melanie Barthe – Climate Change Advisor (CDC/SWDC)

melanie@cdc.govt.nz

or Lisa McLaren - Senior Policy Advisor [Climate Change and Environment] (MDC)

lisamc@mdc.govt.nz

AGENDA ITEM C3

CLIMATE CHANGE – 2021 GREENHOUSE GAS INVENTORY

Purpose of Report

For the committee to receive the 2021 Greenhouse Gas Inventory report

Recommendations

Officers recommend that the Committee:

1. *Receives the Climate Change – 2021 Greenhouse Gas Inventory report.*
2. *Receives the attachment ‘Greenhouse gas inventory 2021 for South Wairarapa District Council’.*

1. Significance

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

2. Background

The Ruamāhanga Strategy and action plan requires a yearly greenhouse gas inventory under the action 1-1.1.1. ‘Measure and report on Council’s emissions. The first inventory was done in 2018, therefore the 2021 inventory is the fourth report for South Wairarapa District Council.

Scope: This greenhouse gas inventory captures the corporate emissions only. It does not aim at capturing the emissions from the whole district.

3. Discussion

3.1 Greenhouse gas emissions inventory - results

The gross emissions of South Wairarapa District Council are **1,678.83 tCO₂e** (ton of CO₂ equivalent¹). Gross emissions do not account for carbon removal/emission from forestry.

¹ CO₂ equivalent: unit of measurement that is used to standardise the climate effects of various greenhouse gasses.

The net emissions of South Wairarapa District Council are **-782.60 tCO₂e**. As a reminder:

- Net emissions = gross emissions + carbon removal/emission from forestry

3.2 How are we tracking regarding our emissions targets?

Our targets during the period 2020 – 2030 are:

- Reduce our gross greenhouse gas emissions;
- Increase the reservoirs, therefore the amount of greenhouse gas sequestered every year;
- Reduce biogenic methane² by 10% below 2017 levels.

Gross emission evolution between 2018 and 2021: **-13.92%**

Sequestration evolution between 2018 and 2021: **-2.80%** (mainly due to deforestation in the Martinborough Golf Course)

Biogenic methane between 2018 and 2021: **-15.12%**

4. Considerations

4.1 Climate change

Climate change mitigation: This inventory helps the organisation to reduce its greenhouse gas emissions. Indeed, inventories help the Council (employees and elected members) to have a better understanding of the impacts on emissions related to different services at SWDC.

Climate change adaptation: There are no impacts on climate change adaptation.

4.2 Tāngata whenua

There are no impacts on tāngata whenua.

4.3 Financial impact

There are no direct financial impacts.

However, we can mention that by reducing our dependency to high carbon goods and services, we also reduce the budget going into carbon price (currently, a ton of carbon costs around 75NZD. The price of carbon two years ago (June 2020) was around 30NZD).

² Biogenic methane is methane produced from biological (plant and animal) sources

4.4 Community Engagement requirements

No communication or engagement plan is required.

4.5 Risks

This inventory presents no risks.

5. Appendices

Appendix 1 – Greenhouse gas inventory 2021 for South Wairarapa District Council

Contact Officer: Melanie Barthe, Climate Change Advisor

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

**Appendix 1 – Greenhouse gas
inventory 2021 for South Wairarapa
District Council**

JULY 22

GREENHOUSE GAS INVENTORY

SOUTH WAIRARAPA DISTRICT COUNCIL - 2021

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1 Summary

Note #1: Emission factors (EF) released by MfE are used in the greenhouse gas inventory.

Note #2: The district was in lock down level 3 and 4 between the 23rd of March 2020 and 14th May 2020 and between the 17th of August 2021 and the 7th September 2021 due to Covid-19 pandemic.

	Scope	t Co ₂ e - 2018	t Co ₂ e - 2019	t Co ₂ e - 2020	t Co ₂ e - 2021
CORPORATE SERVICES		31.98	41.01	29.35	28.15
Electricity	Scope 2	5.32	4.75	5.48	5.53
T&D losses ¹	Scope 3	0.40	0.41	0.47	0.50
Transport - Diesel	Scope 1	7.35	12.87	9.82	8.72
Transport - Petrol	Scope 1	16.55	18.66	13.04	11.92
Transport - Flights	Scope 3	1.93	3.78	0	0.81
Waste Uncertainty: +/- 40%	Scope 3	0.43	0.55	0.55	0.67
Refrigerant	Scope 1	0.00	0.00	0.00	0.00
COMMUNITY SERVICES		46.11	51.06	58.31	63.99
Electricity	Scope 2	42.87	47.03	53.63	57.47
T&D losses	Scope 3	3.25	4.03	4.60	5.22
Transport - Diesel	Scope 1	0.00	0.00	0.00	0.00
Transport - Petrol	Scope 1	0.00	0.00	0.08	1.30
Refrigerant	Scope 1	0.00	0.00	0.00	0.00
OPERATIONS		53.66	44.99	35.82	39.87
Electricity - Other	Scope 2	0.32	0.33	2.04	0.21
Electricity - Streetlights	Scope 2	29.59	23.27	22.77	25.20
T&D losses	Scope 3	2.27	2.02	2.13	2.31
Transport - Diesel	Scope 1	7.64	6.23	1.48	0.00
Transport - Petrol	Scope 1	13.85	13.14	7.40	12.15

¹ Transport and Distribution

WATER		1,801.57	1,832.17	1,881.76	1,529.36
<i>Water supply</i>	Scope 1	46.04	46.05	52.04	54.47
<i>Wastewater treatment</i>	Scope 1	1,731.81	1,767.71	1,798.72	1,441.46
<i>Electricity</i>	Scope 2	22.06	16.96	28.56	30.65
<i>T&D losses</i>	Scope 3	1.67	1.45	2.45	2.78
PARKS AND RESERVES		4.01	5.38	4.89	3.18
<i>Electricity</i>	Scope 2	1.25	1.77	1.24	1.39
<i>T&D losses</i>	Scope 3	0.09	0.15	0.11	0.13
<i>Transport - Diesel</i>	Scope 1	0.00	0.00	0.00	0.00
<i>Transport - Petrol</i>	Scope 1	2.67	3.46	3.54	1.66
REGULATORY		12.91	12.72	13.56	14.28
<i>Transport - Diesel</i>	Scope 1	11.48	11.58	11.71	13.37
<i>Transport - Petrol</i>	Scope 1	1.43	1.15	1.86	0.91
GROSS EMISSIONS		1,950.25	1,987.35	2,023.69	1,678.83

Table 1: Emissions by business units

	t Co₂e - 2018	t Co₂e - 2019	t Co₂e - 2020	t Co₂e - 2021
Scope 1	1,838.82	1,880.84	1,899.67	1,545.96
Scope 2	101.40	94.11	113.72	120.46
Scope 3	10.04	12.40	10.30	12.42
GROSS EMISSIONS	1,950.25	1,987.35	2,023.69	1,678.83

Table 2: Emissions by scopes

	t Co ₂ e - 2018	t Co ₂ e - 2019	t Co ₂ e - 2020	t Co ₂ e - 2021
ELECTRICITY	109.08	102.18	123.47	131.40
<i>Streetlights</i>	29.59	23.27	22.77	25.20
<i>Wastewater</i>	22.06	16.96	28.56	30.65
<i>Other</i>	49.75	53.88	62.39	64.61
<i>T&D losses</i>	7.68	8.07	9.75	10.94
TRANSPORT	62.90	70.86	48.92	50.83
<i>Petrol</i>	34.50	36.40	25.92	27.93
<i>Diesel</i>	26.47	30.68	23.00	22.10
<i>Flights</i>	1.93	3.78	0	0.81
WASTEWATER	1,731.81	1,767.71	1,798.72	1,441.46
WATER SUPPLY	46.04	46.05	52.04	54.47
WASTE	0.43	0.55	0.55	0.67
REFRIGERANT	0.00	0.00	0.00	0.00
GROSS EMISSIONS	1,950.25	1,987.35	2,023.69	1,678.83

Table 3: Emissions by sources

	t Co ₂ e - 2018	t Co ₂ e - 2019	t Co ₂ e - 2020	t Co ₂ e - 2021
GROSS EMISSIONS	1,950.25	1,987.35	2,023.69	1,678.83
<i>Forestry (removals)</i>	-2,532.29	-2,428.44	-2,330.06	-2,461.43
<i>Forestry (harvest emissions)</i>	4,950.74	2,262.39	2,754.62	0
TOTAL	2,418.46	-166.05	424.56	-2,461.43
NET EMISSIONS	4,368.70	1,821.30	2,448.26	-782.60

Table 4: Forestry



Figure 1: Gross versus Net emissions including forestry (tCO₂e)

	2018	2019	2020	2021
Gross emissions per FTE (t CO ₂ e) 2018: 45 FTE 2019: 52 FTE 2020: 55 FTE 2021: 59 FTE	43.34	38.22	36.79	28.45
Gross emissions per capita (kg CO ₂ e) 2018: 10,920 2019: 11,100 2020: 11,245 2021: 11,318	178.59	179.04	179.96	148.33

Table 5: Emissions per FTE and per head of population

2 Introduction

This report is the annual greenhouse gas (GHG) emissions² inventory report for South Wairarapa District Council. The inventory is a complete and accurate quantification of the amount of GHG emissions that can be directly attributed to the organisation's operations within the declared boundary and scope for the specified reporting period.

The inventory has been prepared in accordance with the requirements of the *Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (2004)* and *ISO 14064-1:2006 Specification with Guidance at the Organization Level for Quantification and Reporting of Greenhouse Gas Emissions and Removals*³.

3 Organisation Description

South Wairarapa District Council (SWDC) is the territorial authority for the South Wairarapa District. SWDC is located in the heart of the Wairarapa. The 30th of June 2021, SWDC employed 59 FTEs (Full Time-Equivalent) and is responsible for water and wastewater, waste, local roads (excluding State Highway), streetlighting, parks and reserves, community facilities and performing statutory duties such as regulatory compliance.

The council is organised as shown below:

- Corporate services,
- Community services,
- Operations,
- Water,
- Parks and reserves,
- Regulatory.

² Throughout this document 'emissions' means GHG emissions.

³ Throughout this document 'GHG Protocol' means the GHG Protocol Corporate Accounting and Reporting Standard and 'ISO 14064- 1:2006' means the international standard Specification with Guidance at the Organizational Level for Quantification and Reporting of Greenhouse Gas Emissions and Removals.

4 Inventory boundaries

This inventory covers a period from January 2021 to December 2021.

4.1 Organisational boundaries

4.1.1 Organisational boundaries included for this reporting period

Organisational boundaries were set with reference to the methodology described in the GHG Protocol and ISO 14064-1:2006 standards. The GHG Protocol allows two distinct approaches to consolidate GHG emissions: the equity share and control (financial or operational) approaches. We used an operational control approach to account for emissions.

This GHG inventory includes all the council’s business units as shown in Figure 2: Organisational structure bellow.

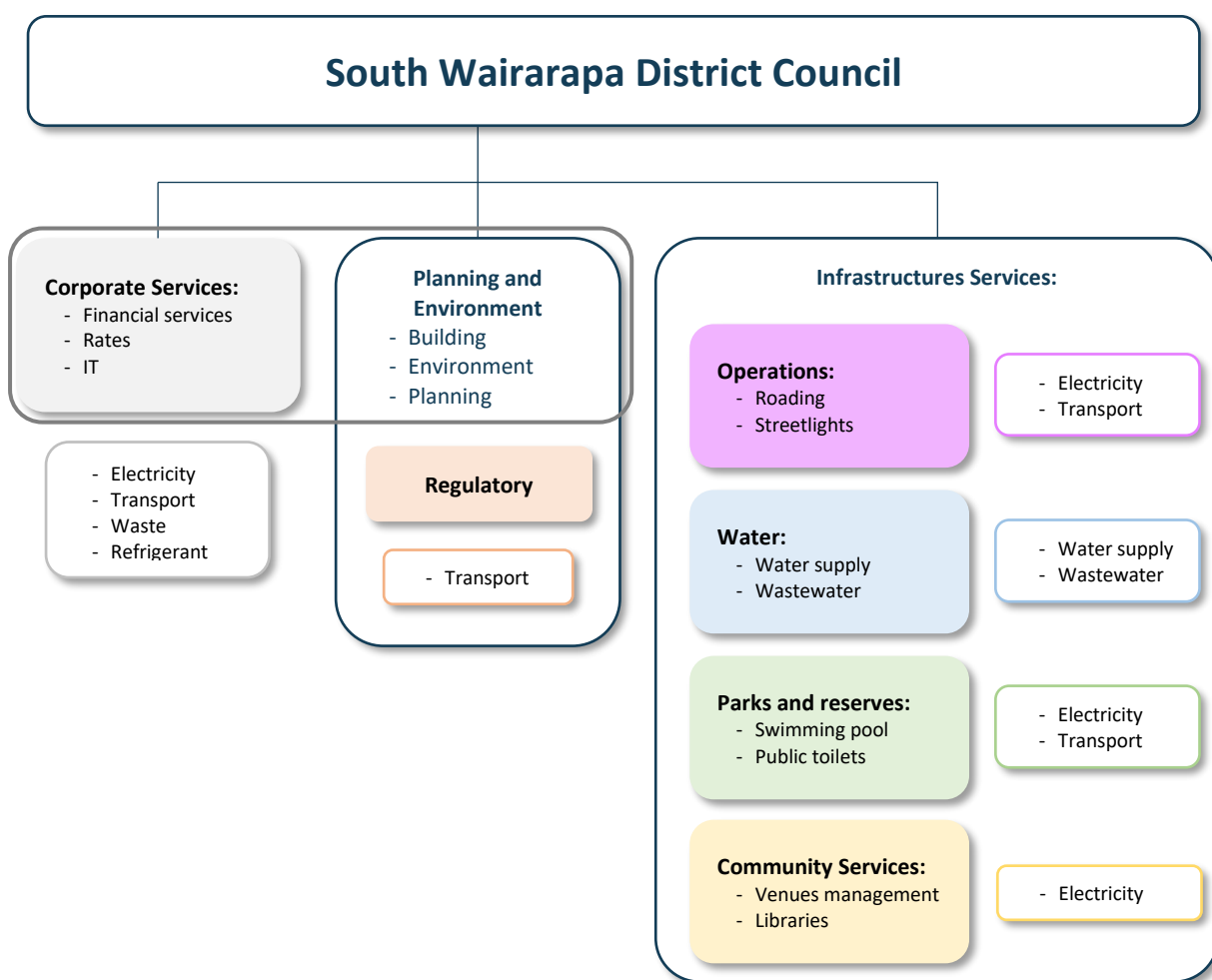


Figure 2: Organisational structure and emission sources

Planning and environment service share the same building as Corporate services. Therefore, it has been aggregated under the same business unit “Corporate services”. However, because the Regulatory service has dedicated vehicles, it was possible to create its own business unit.

The operational control of the water services has been transferred to Wellington Water in October 2019. However, to stay consistent with the previous greenhouse gas inventories, it is still included in this inventory.

4.1.2 Organisational business units excluded from inventory

Business unit	GHG emission source	Scope	Reason for exclusion
Community services - Properties	Electricity	Scope 2	Tenants pay their own power accounts
Operations - Waste management	Waste from the community	Scope 3	Outside of SWDC operational control Contractor: Earth Care
Operations - Roading	Emissions from road maintenance	Scope 3	Outside of SWDC operational control Contractor: Fulton Hogan

Table 6: Business units and GHG emission source excluded from this inventory

4.2 Reporting boundaries

4.2.1 GHG emission sources inclusions

The GHG emissions sources included in this inventory were identified with reference to the methodology in the *GHG Protocol and ISO14064-1:2006 standards*. As adapted from the *GHG Protocol*, these emissions were classified under the following categories:

- **Direct GHG emissions (Scope 1):** emissions from sources that are owned or controlled by the company (emissions from vehicles, refrigerant leaks)
- **Electricity indirect GHG emissions (Scope 2):** emissions from the generation of purchased electricity consumed by the company.
- **Other indirect GHG emissions (Scope 3):** emissions that occur as a consequence of the company's activities but from sources not owned or controlled by the company (waste, energy transport and distribution losses, ...).

This inventory considers:

- Corporate services:
 - Electricity
 - Transport and distribution losses
 - Transport – Diesel
 - Transport – Petrol
 - Transport – Flights
 - Waste
 - Refrigerant
- Community services:
 - Electricity
 - Transport and distribution losses
 - Transport – Diesel
 - Transport – Petrol
 - Refrigerant
- Operations:
 - Electricity – Other
 - Electricity – Streetlights
 - Transport and distribution losses
 - Transport – Diesel
 - Transport – Petrol

- Water:
 - Water supply
 - Wastewater treatment
 - Electricity used for wastewater treatment
 - Transport and distribution losses
- Parks and reserves:
 - Electricity
 - Transport and distribution losses
 - Transport – Diesel
 - Transport – Petrol
- Regulatory:
 - Transport – Diesel
 - Transport – Petrol

4.2.2 GHG emission source exclusions

For more information, refer to Table 6: Business units and GHG emission source excluded from this inventory.

5 Data collection and uncertainties

Table 7 gives an overview of how data were collected for each GHG emissions source, the source of the data and an explanation of any uncertainties or assumptions.

A calculation methodology has been used for quantifying the emissions inventory using emissions source activity data multiplied by emission or removal factors. All emission factors and uncertainties were sourced from the Ministry for the Environment’s *2020 Measuring Emissions: A Guide for Organisations*.

Business Unit	GHG emission source	Scope	Data source	Data collection unit	Uncertainty (description)
Corporate services	Electricity	Scope 2	Electricity company	kWh	Low It is assumed that the meter readings were done correctly
	Transport and distribution losses	Scope 3			
	Transport - Diesel	Scope 1	Fuel company	L	Low It is assumed that the supplier reports are complete and accurate
	Transport - Petrol	Scope 1			
	Transport - Flights	Scope 3	Finance team	Km	Low/Moderate It is assumed that the supplier invoices are complete and accurate. The distance between airports has been estimated
	Waste	Scope 3	Council officer	Kg	Moderate Estimation made by the staff in charge of the waste collection
	Refrigerant	Scope 1	A/C company	Kg	Low It is assumed that the supplier data is complete and accurate
Community services	Electricity	Scope 2	Electricity company	kWh	Low It is assumed that the meter readings were done correctly
	Transport and distribution losses	Scope 3			
	Transport - Diesel	Scope 1	Fuel company	L	Low It is assumed that the supplier reports are complete and accurate
	Transport - Petrol	Scope 1			

Business Unit	GHG emission source	Scope	Data source	Data collection unit	Uncertainty (description)
Operations	Electricity - other	Scope 2	Electricity company	kWh	Low It is assumed that the meter readings were done correctly
	Electricity - Streetlights	Scope 2			
	Transport and distribution losses	Scope 3			
	Transport - Diesel	Scope 1	Fuel company	L	Low It is assumed that the supplier reports are complete and accurate
	Transport - Petrol	Scope 1			
Water	Water supply	Scope 1	Council officer	m ³	Low It is assumed that the data source is an appropriate representation of activities
	Wastewater treatment	Scope 1	Council officer	DBO Nitrogen	Low It is assumed that the data source is an appropriate representation of activities
	Electricity - WWTP	Scope 2	Electricity company	kWh	Low It is assumed that the meter readings were done correctly
	Transport and distribution losses	Scope 3			
Parks and reserves	Electricity	Scope 2	Electricity company	kWh	Low It is assumed that the meter readings were done correctly
	Transport and distribution losses	Scope 3			
	Transport - Diesel	Scope 1	Fuel company	L	Low It is assumed that the supplier reports are complete and accurate
	Transport - Petrol	Scope 1			
Regulatory	Transport - Diesel	Scope 1	Fuel company	L	Low It is assumed that the supplier reports are complete and accurate
	Transport - Petrol	Scope 1			

Table 7: GHG emission sources, data collection and uncertainty

6 GHG emission calculations and results

6.1 Evolution of the GHG emissions

6.1.1 Base year

The first greenhouse gas inventory done for South Wairarapa District Council was made in 2018 (January to December). It set up the baseline.

6.1.2 Evolution of the GHG emissions and significant emissions changes

Note #1: Emission factors (EF) released by MfE are used in the greenhouse gas inventory.

Note #2: The district was in lock down level 3 and 4 between the 23rd of March 2020 and 14th May 2020 and between the 17th of August 2021 and the 7th September 2021 due to Covid-19 pandemic.

The gross emissions decreased by almost 14 % between 2018 and 2021.

The emissions from the business units *Community Services* and *Regulatory* increased by 39% and 11% respectively. The emissions from the business units *Operation, Parks and reserves, 3-Waters* and *Corporate Services* decreased by 26%, 21%, 15% and 12% respectively.

The scope 1 decreased (16%) and scopes 2 and 3 increased (19% and 24% respectively).

The emissions from *Electricity* and *Water supply* increased (+20% and +18%) while the emissions coming from *Transport* and *Wastewater* decreased (19% and 17% respectively).

Gross emissions per FTE and per capita respectively reduced by 34% and 17%.

Net emissions reduced a lot (-118%) due to no harvest emissions in 2021. However, carbon sequestration decreased (-3%) due to lower surface in forestry in 2021 compared to 2018.

	Evolution 2018 - 2021
Corporate Services	-11.98%
Community Services	+38.77%
Operations	-25.70%
3-Waters	-15.11%
Parks and Reserves	-20.79%
Regulatory	+10.62%
GROSS EMISSIONS	-13.92%

Table 8: Changes for the emissions by business units since 2018

	Evolution 2018 - 2021
Scope 1	-15.93%
Scope 2	+18.80%
Scope 3	+23.74%
GROSS EMISSIONS	-13.92%

Table 9: Changes for the emissions by scopes since 2018

	Evolution 2018 - 2021
Electricity	+20.47%
Transport	-19.19%
Wastewater	-16.77%
Water supply	+18.32%
Waste	+56.06%
Refrigerant	0%
GROSS EMISSIONS	-13.92%

Table 10: Changes for the emissions by sources since 2018

	Evolution 2018 - 2021
Gross emissions per FTE	-34.34%
Gross emissions per capita	-16.94%

Table 11: Changes for the emissions per FTE and per capita since 2018

	Evolution 2018 - 2021
GROSS EMISSIONS	-13.92%
Sequestration (forest)	-2.80%
Harvest emissions	-100%
TOTAL	-201.78%
NET EMISSIONS	-117.91%

Table 12: Changes for the net emissions since 2018



Figure 3: Annual emissions showing gross and net emissions (including forestry) since 2018

6.1.3 Evolution of the biogenic methane emissions

	2018	2019	2020	2021	Evolution 2018 - 2020
Waste	0.43	0.55	0.55	0.67	+56.06%
Wastewater	1,429.80	1,459.47	1,485.10	1,213.33	-15.14%
Total	1,430.23	1,460.02	1,485.65	1,214.00	-15.12%

Table 13: Biogenic methane emissions (tCH₄)

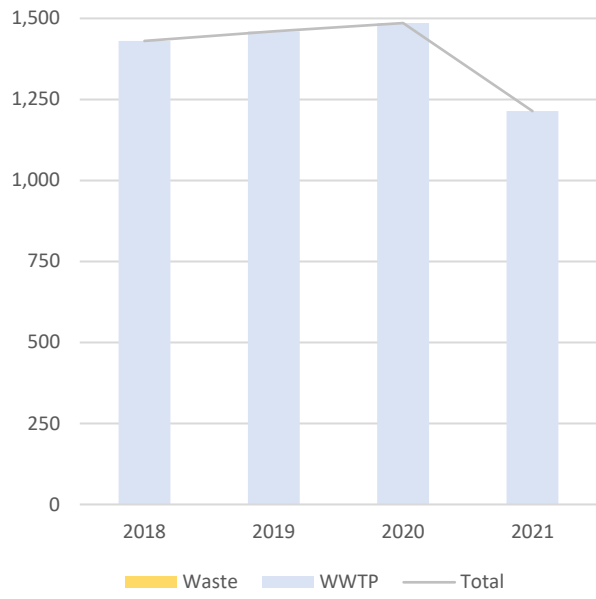


Figure 4: Biogenic methane emissions since 2018

6.2 Emissions for all seven GHGs

The seven GHG included in this inventory are:

- Carbon dioxide: CO₂
- Methane: CH₄
- Nitrous oxide: N₂O
- Hydrofluorocarbons: HFCs
- Perfluorocarbons: PFCs
- Sulfur hexafluoride: SF₆
- Nitrogen trifluoride: NF₃

	2018	2019	2020	2021
t CO₂ e	1,950.25	1,987.35	2,023.69	1,678.83
t CO₂	208.90	210.75	215.63	229.96
t CH₄	1,437.63	1,466.46	1,493.03	1,219.94
t N₂O	303.72	310.14	315.04	229.70
t HFCs	0	0	0	0
t PFCs	0	0	0	0
t SF₆	0	0	0	0
t NF₃	0	0	0	0

Table 14: Emissions for all seven GHGs

6.3 Gross emissions by scope, business unit and source

GHG emissions for South Wairarapa District Council for 2021 are provided in the GHG Inventory summary section at the start of this report.

The following figures give an overview of where the gross emissions are occurring across the organisation.

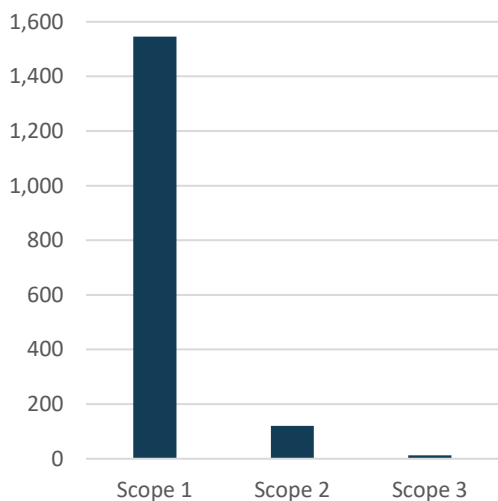


Figure 5: Gross emissions by scope (tCO₂e)

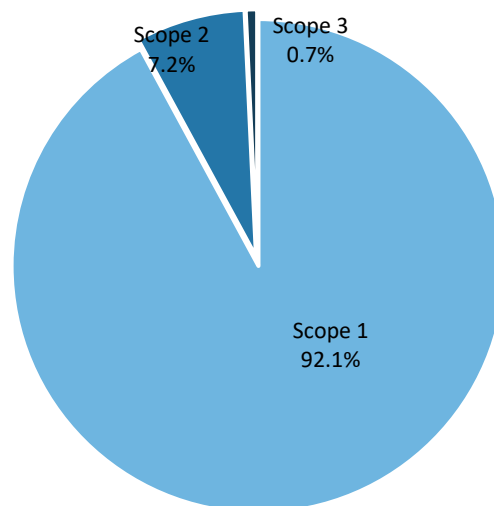


Figure 6: Gross emissions by scope (%)

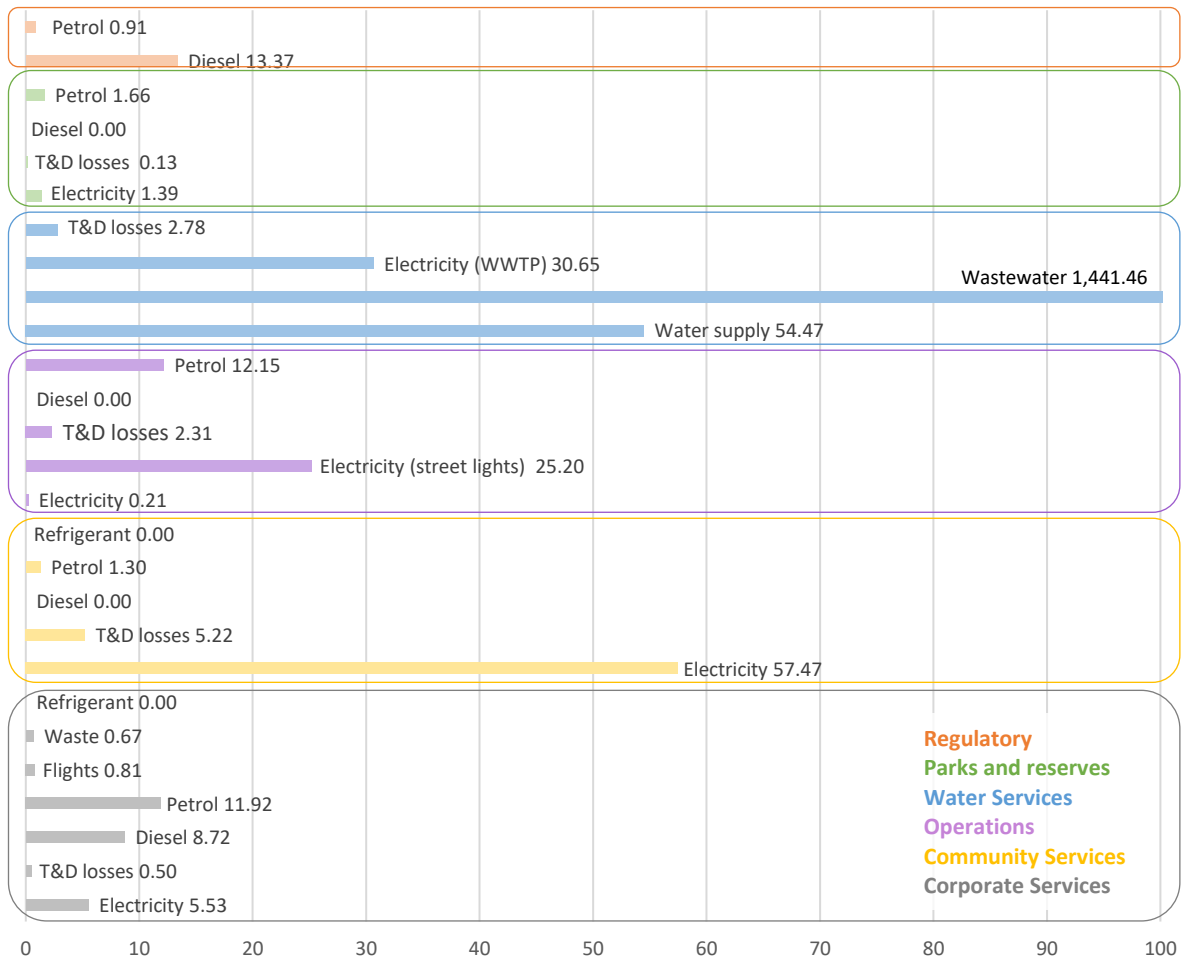


Figure 7: Gross emissions by business unit (tCO₂e)

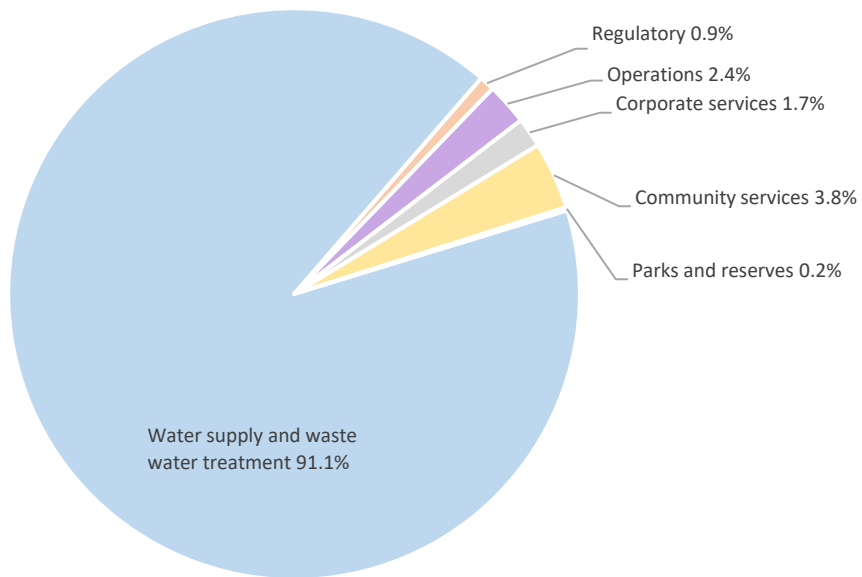


Figure 8: Gross emissions by business unit (%)

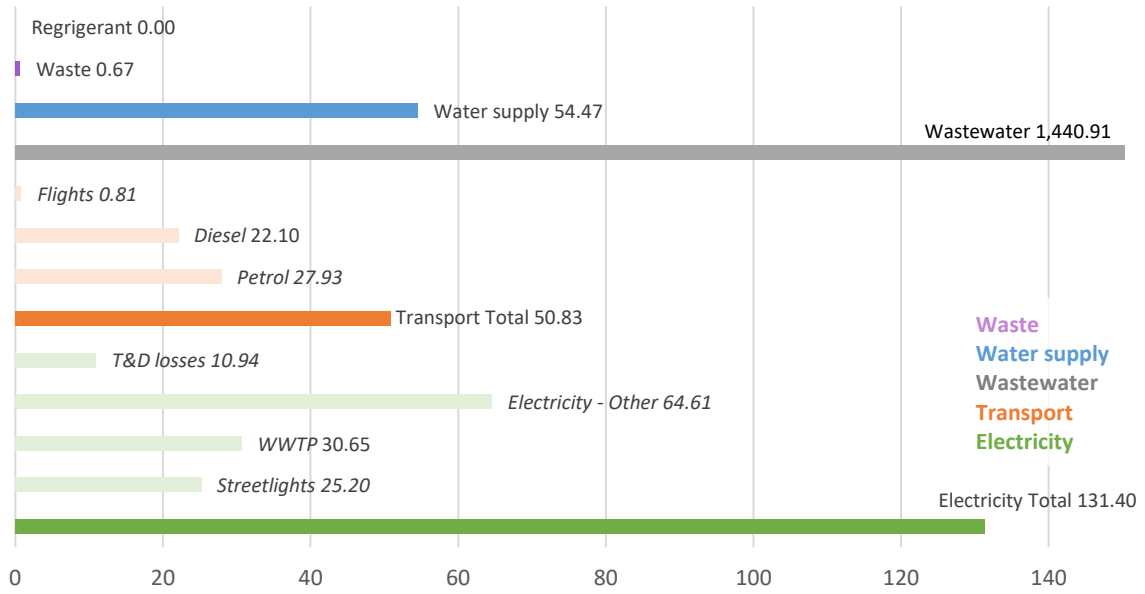


Figure 9: Gross emissions by source (tCO₂e)

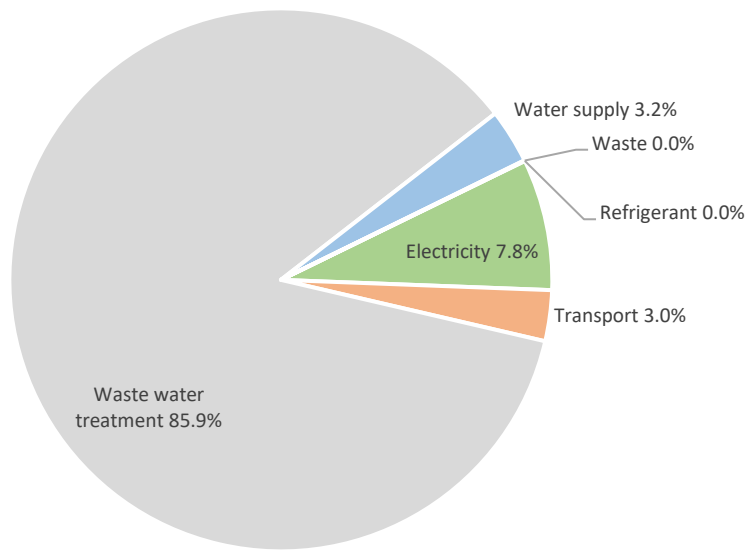


Figure 10: Gross emissions by source (tCO₂e)

6.4 Emissions from biologically sequestered carbon

The following data can be found in a report made by Woodnet (now Forest 360) in 2014. This report makes a list of the forests owned by SWDC. For this greenhouse gas inventory, the only stands considered are the ones owned by SWDC.

In 2021, South Wairarapa District Council owned 76.75 ha of forest, mainly in road reserves but also in the Martinborough Golf.

- Planted forest: 68.87 ha
- Native: 7.88 ha

No deforestation happened in 2021. Over 3 ha were planted at Lake Ferry and at the Martinborough Golf Course.

		Units	t CO ₂ e	t CO ₂	t CH ₄	t N ₂ O
Planted forest Sequestration	Growth	68.87 ha	-2,449.09	-2,449.09	n/a	n/a
	Regenerating	7.88 ha	-12.35	-12.35	n/a	n/a
Harvest emissions	Planted forest	0 ha	0	0	n/a	n/a
	Native forest	0 ha	0	0	n/a	n/a
TOTAL			-2,461.43	-2,461.43	n/a	n/a

Table 15: Total CO₂ sequestered and emitted by forestry in 2021

7 Liabilities

7.1 GHG stocks held

HFCs, PFCs and SF₆ represent GHGs with high global warming potentials. Their accidental release could result in a large increase in emissions for the reporting period. Therefore, any GHG stocks are included in the greenhouse gas emissions inventory to identify significant liabilities and implement procedures for minimising the risk of their accidental release.

HFCs, PFCs and SF₆ represent GHGs with high global warming potentials. Their accidental release could result in a large increase in emissions for that year, and therefore the stock holdings are reported in this inventory (Table 16: HFCs, PFCs and SF₆ held by).

Source	Amount held – January 2021	Amount held – December 2021	Potential liability
R410-A	37.6 kg	37.6 kg	78.49 tCO ₂ e
R32	2.61 kg	2.61 kg	1.76 tCO ₂ e
TOTAL			80.25 tCO₂e

Table 16: HFCs, PFCs and SF₆ held by SWDC

Because of the difficulty to reach the cooling units, the data doesn't include:

- The units from the main office – 19 Kitchener Street, Martinborough,
- The unit at the building team's office in Greytown.

This units will be included as soon as possible.

7.2 Land-use change

Organisations that own land subject to land-use change may achieve sequestration of carbon dioxide through a change in the carbon stock on that land. If a sequestration is claimed, this also represents a liability in future years should fire, flood or other management activities release the stored carbon.

Land-use change has been included in this inventory. SWDC owns 76.75 ha of forest (68.87 ha of planted forest and 7.88 ha of native forest). The potential liability of the land-use change is 71,863.02 tCO₂e.

	t CO ₂ e	t CO ₂	t CH ₄	t N ₂ O
Carbon emission (deforestation) – Planted forest	70,749.19	70,749.19	n/a	n/a
Carbon emission (deforestation) – Native forest	1,113.84	1,113.84	n/a	n/a
TOTAL	71,863.02	71,863.02	n/a	n/a

Table 17: Potential liability of the land-use change

8 Methodology and references

8.1 Methodology

The greenhouse gas inventory method used by South Wairarapa District Council is based on the following guides:

- National guidance:
 - o Measuring Emissions: A guide for Organisations – MfE (2019, 2020, 2022)
 - o Carbon accounting guidelines for wastewater treatment: CH₄ and N₂O – Water New Zealand
- International guidance:
 - o The Greenhouse Gas Protocol
 - o ISO14064-1:2018

More information [here](#) (MfE guidance) and [here](#).(Water NZ guidance).

8.2 References

Measuring Emissions: A guide for Organisations – MfE, 2019, 2020, 2022

Carbon accounting guidelines for wastewater treatment: CH₄ and N₂O – Water New Zealand

The Greenhouse Gas Protocol: A corporate accounting and reporting standard – World Business Council for Sustainable Development and World resources Institute, 2004 (revised)

ISO14064-1:2018. Greenhouse gases – Part 1: Specification with guidance at the organisation level for quantification and reporting of greenhouse gas emissions and removals – International Organization for Standardization, 2018 (revised)

Disclaimer:

The information in this greenhouse gas inventory is true and complete to the best of our knowledge. The calculation method used (MfE workbook and MfE factors), the inclusions and exclusions of this inventory may be different from other inventories and can explain the differences. The author and publisher disclaim any liability in connection with the use of this information.

PLANNING AND REGULATORY COMMITTEE

13 JULY 2022

AGENDA ITEM C4

ACTION ITEMS REPORT

Purpose of Report

To present the Planning and Regulatory Committee with updates on actions and resolutions.

Recommendations

Officers recommend that the Committee:

1. *Receive the Planning and Regulatory Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Committee for information. The Chair may ask officers for comment and all members may ask 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 remain in a master register but no longer reported on. Procedural resolutions are not reported on.

2. Appendices

Appendix 1 - Action Items to 13 July 2022

Contact Officer: Russell O'Leary, Group Manager Planning and Regulatory

Reviewed By: Harry Wilson, Chief Executive Officer

Appendix 1 – Action Items to 13 July 2022

Number	Raised Date	Responsible Manager	Assigned to	Action or Task details	Open	Notes
559	3-Nov-21	Russell	Rick	PLANNING AND REGULATORY RESOLVED (P&R2021/21): 1. To receive the South Wairarapa District Dog Pound Report. (Moved Mayor Beijen/Seconded Cr West) Carried 2. To recommend that officers progress the dog pound through procurement as long as a suitable South Wairarapa location can be sourced, and the costs do not exceed the budget allocated. (Moved Mayor Beijen/Seconded Cr West) Carried Cr Plimmer voted against	Open	6/12/21: Reviewing possible land options for the establishment of the pound. 1/6/22: Land investigation completed; procurement currently in progress.