



AGENDA

The Agenda of the Ordinary Meeting of the Carterton District Council to be held at the Carterton Events Centre, Holloway Street, Carterton on Wednesday 27th July 2016 at 1.00pm

1. **Apologies**
2. **Conflict of Interest Declaration**
3. **Wellington Free Ambulance – Diana Crossan to give oral report**
4. **Youth Strategy – page 1 - 12**
5. **Silage Bylaw Review – page 13 - 24**
6. **Wairarapa Gambling Venue Policy and TAB Board Venue Policy – page 25 - 38**
7. **Request to change the Name of an Existing Road – page 39 - 48**
8. **Draft Reserves Management Plan – page 49 - 136**
9. **Draft Waiohine River Floodplain Management Plan Submission – page 137 - 142**
10. **Economic Development Plan Progress Report – page 143 - 146**
11. **Terms of Reference for Committees and Advisory Groups – page 147 - 155**
12. **Appointments to Committees – page 156 - 158**
13. **Establishment of Hearing Committee to Hear Objection to Rates – page 159 - 160**
14. **Chief Executive's Report – page 161 - 170**
15. **Elected Members' Reports – page 171 - 172**
16. **Notification of General Business/Late Items**
17. **Confirmation of the Minutes – page 173 - 180**
 - 17.1 Minutes of the Ordinary Meeting held on 22nd June 2016 – page
18. **Matters Arising from Minutes**
19. **Exclusion of the Public**
 - 19.1 **Neighbourhood Support Arrangements – page 1 - 3**

Jane Davis
Chief Executive



19 July 2016

Wairarapa Rangatahi Youth Development Strategy

1. PURPOSE OF THE REPORT

For the Council to adopt a youth development strategy for the Carterton District.

2. SIGNIFICANCE

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

3. BACKGROUND

Officers have been working with officers from Masterton District Council and Esther Bukholt, Industry expert to develop a youth development strategy. This has been presented to the Masterton District Council Community Development Task Group and has been recommended to be presented to Council this month for sign off.

PURPOSE AND SCOPE OF STRATEGY

The draft Wairarapa Rangatahi Development Strategy 2016-2021 is in **Attachment 1**. The original strategy was developed in 2012 with extensive consultation with youth, Councils and Government Departments. However it was not well known throughout the Wairarapa and lacked support. The process was not cohesive with some components being left out.

Masterton District Council funded a review earlier this year and the attached document is the result of this review.

The document outlines where we have come from and more importantly where we are heading and focusses on two key goals:

1. **Strengthening youth voice** – youth positively participate in Council and community affairs
2. **Supporting youth potential** – youth are supported to reach their full potential and grow into vibrant, optimistic and connected adults

We are working with iwi at present due to conflicting views around the use of the word 'Rangatahi' and whether this is appropriate.

4. NEXT STEPS

Once the draft has been adopted by Councils, measures, business plan, resources and review processes and dates are to be developed. We need to develop an action plan with measureable outcomes confirming priorities and resourcing.

Following the October local body elections the South Wairarapa District Council will be invited to be involved in the strategy. It currently has the support of officers who have helped contribute thus far.

RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Adopts** the Wairarapa Youth and Rangatahi Development Strategy in Attachment 1.
3. **Notes** that some further details in the strategy will be completed by officers as resourcing and implementation plans are developed and agreed.

Carolyn McKenzie
Community Services Manger

Attachment 1: Draft Wairarapa Rangatahi Development Strategy 2016-2021

Wairarapa Rangatahi

Development Strategy 2016 - 2021

Masterton and Carterton District Councils
June 2016

Strategy Ownership

The Wairarapa Rangatahi Development Strategy 2016 – 2021 (WRDS) was developed by the Wairarapa District Councils of Carterton and Masterton. It outlines the way in which the Councils will work together to improve and integrate their work for rangatahi¹. Discussions continue with the South Wairarapa District Council on their participation in the strategy. The WRDS is informed by each of the Council's Long Term Plans, other local development plans and relates to young people aged 12 – 24 years.

Introduction

New Zealand/Aotearoa communities are rapidly changing. Today, 15.2% of the Wairarapa population is aged between 12 – 24 years. Wairarapa rangatahi sit within a context of an aging population as well as lower than national average rates of education employment and incomes. The large geographical area and small overall population also affects how rangatahi are dispersed and their access to services and opportunities.

The WRDS has been developed to reaffirm the Carterton and Masterton District Councils' commitment to rangatahi and outline the ways in which the Councils will work together. In particular the WRDS focuses on strengthening rangatahi voice and supporting rangatahi potential. It outlines a strategy for District Councils to work together with the rangatahi development and services sector to maximise their community development, funding and partnership resources for the benefit of rangatahi.

Insert personal messages from Mayors of Carterton and Masterton Council

¹ Rangatahi translates as: to be young, younger generation and youth <http://maoridictionary.co.nz/search>. In the context of this strategy it is used to describe youth and young people. Maori is one of three official languages of Aotearoa/New Zealand.

Background

Wairarapa Rangatahi Development Strategy 2016 - 2021

The Wairarapa Rangatahi Development Strategy (WRDS), was developed by:

- A peer review of the original Wairarapa Youth Development Strategy (WYDS) 2012-14
- A review meeting of WYDS 2012-14 with local stakeholders in August 2015
- Community consultation with local stakeholders February – April 2016
- Meetings between Wairarapa District Council Officers to discuss strategy scope and actions

See [Acknowledgements](#) and [Appendix one: Summary of rangatahi development community consultation](#) for more detail.

Strategy Focus

The original WYDS 2012-14 was intended as a Wairarapa wide strategy. For more information on how this was developed see [Appendix two: Wairarapa Youth Development Strategy 2012-14](#). However, as it was not formally adopted by all Wairarapa District Councils the strategy was not resourced, implemented or monitored. The key focus of the WRDS is for the Wairarapa District Councils to work together more closely to build their capability for rangatahi development for the benefit of rangatahi across the Wairarapa District Councils.

Rangatahi Involvement

Rangatahi from across the Wairarapa District were involved in the development of the original strategy and as the WRDS 2016-21 has retained the higher level principles from the original strategy, rangatahi have been re-consulted through the Wairarapa Youth Council and Rangatahi Tu Rangatira. However, it is vital that rangatahi are central to the development of the actions, monitoring and evaluation of the strategy moving forward.

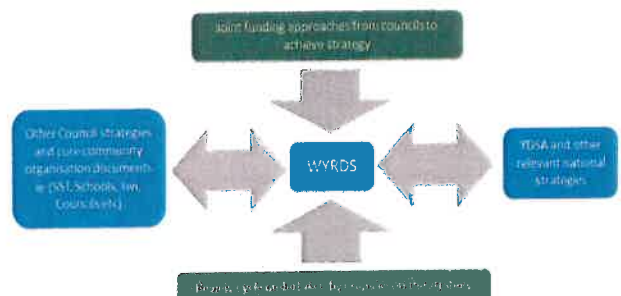
For more information on rangatahi in Wairarapa see [Appendix three: Key data on Wairarapa rangatahi](#)

Alignment with best practice and local plans

While led by the Carterton and Masterton District Councils, WRDS 2016-21 has been informed by a range of key community organisations and plans. See diagram one.

See [References](#) for full list of local plans and documents identified.

See [Appendix four: Alignment with best practice](#) for a link to best practice rangatahi development and engagement principles.



Resourcing

To be agreed on by the participating District Councils.

Review and Evaluation

All monitoring, review and evaluation of the WRDS 2016-21 will be conducted with rangatahi from the Wairarapa Youth Council and other agreed rangatahi forums and will include:

1. The participating District Councils' agreement on actions, measures and work plans
2. Regular monitoring through joint participating District Council quarterly meetings of appropriate officers, Councillors, Wairarapa Youth Council members and other rangatahi forums
3. Annual review and evaluation through Annual Plan, business plans and reporting processes
4. Final review and evaluation, including scope review in consultation with the wider rangatahi development and rangatahi services sector

Goals

Two key goals have been identified for this strategy:

1. **Strengthening Rangatahi Voice**

Rangatahi positively participate in Council and community affairs

Rangatahi are valued members of our community, and the Wairarapa District Councils are committed to ensuring their participation in the democratic process. This outcome will be achieved by actively seeking the advice, participation and meaningful engagement in civic and community affairs of rangatahi – with special consideration will be given to those not traditionally heard by Councils.

2. **Supporting Rangatahi Potential**

Wairarapa rangatahi are supported to reach their full potential and grow into vibrant, optimistic and connected adults

Rangatahi are our future citizens, and the Wairarapa District Councils are committed to ensuring that they are supported with positive environments and opportunities to reach their full potential. This outcome will be achieved through the Wairarapa District Councils sharing information and decision making in the areas of rangatahi community development, partnerships and funding. See Goals, Objectives and Actions below.

Once these have been approved by participating District Councils measures, business plans, resources and review processes and dates to be developed.

Goals	Objectives	Actions that will help achieve these objectives Note: It is assumed that <i>all</i> of these actions will be developed and reviewed with rangatahi through a range of forums
<p>Strengthening Rangatahi Voice</p> <p>Rangatahi positively participate in Council and community affairs</p>	<p>1. We know our rangatahi</p> <p>2. A strong Wairarapa Youth Council (YoCo)</p> <p>3. We listen to our rangatahi</p>	<ol style="list-style-type: none"> 1. Ensure all rangatahi engagement follows best national and international practise with special reference to indigenous models and research² 2. Create or source a detailed demographic profile of rangatahi that maps the diversity of the community (ethnicity, gender, location, abilities, access etc), strengths and struggles of these communities, now and into the future 3. Review the Wairarapa Youth Council (YoCo) to identify its successes and potential to become a valued source of guidance for the Wairarapa District Councils, government agencies and community sector 4. Resource and support YoCo to ensure their voice is politically and operationally embedded in Council and community affairs 5. Map the existing avenues that represent rangatahi voice and aspirations to Wairarapa decision makers³ and identify representation gaps 6. Work with local rangatahi and Māori⁴ development organisations to create rangatahi forums to fill representation gaps 7. Review Youth Reserve against best practice on-line rangatahi information services. Develop and resource Youth Reserve or other mediums as needed.

² In particular note guidelines from Ministry of Youth Development and Te Puni Kokiri

³ For example Wairarapa Youth Council , Rangatahi Tu Rangatira, Iwi Kainga, Tuia, Wairarapa Youth Focus Network

⁴ For example Te Kotahitanga, Hauora, Kaumatua Council

<p>Wairarapa Rangatahi Potential</p> <p>Rangatahi are supported to reach their full potential and grow into vibrant, optimistic and connected adults</p>	<p>4. Support and celebrate rangatahi leadership</p>	<p>8. Provide mentoring and development for rangatahi forums and the District Councils in:</p> <ul style="list-style-type: none"> • Cultural competency • Good practice rangatahi engagement (for Councillors and Council officers) • Best practice rangatahi advocacy (for rangatahi) <p>9. Support Civic Engagement education for rangatahi</p> <p>10. Review Wairarapa Youth Awards to ensure they are inclusive and effectively delivered</p>
	<p>5. Strong working relationships between Wairarapa District Councils and organisations working with rangatahi</p>	<p>11. District Councils share information and decision making with each other, about:</p> <ul style="list-style-type: none"> • funding streams administered for rangatahi • facility developments/infrastructure • partnerships that support rangatahi development; <p>with the purpose of improving outcomes for rangatahi</p> <p>12. District Councils actively participate in community networks that support rangatahi development</p>
	<p>6. Rangatahi have access to safe, accessible and friendly spaces and services</p>	<p>13. District Councils consult rangatahi to identify the Wairarapa spaces, places and services that need development and collaboratively implement these</p>
	<p>7. Rangatahi have access to a range of recreation, creative, cultural, sporting and social activities</p>	<p>14. All District Council provision of recreation and cultural activities includes consultation with rangatahi</p> <p>15. Identify key current and emerging organisations that provide opportunities for rangatahi. Provide community development advice and partnerships to prioritised opportunities.</p>
	<p>8. Rangatahi successfully transition into adulthood</p>	<p>16. District Councils actively participate in the Wairarapa Education, Training and Employment (YETE) network</p>

Appendix one: Summary of rangatahi development community consultation

Peer Review

A Peer Review of the Wairarapa Youth Development Strategy (WYDS) 2012 -14 was conducted by [3R Consulting](#) in August 2015 and highlighted the need for:

- Greater youth involvement in strategy actions and evaluations
- Greater evidence of Māori, Pasifika and any other prominent ethnic minorities
- Action plan/implementation, monitoring and evaluation of the strategy
- Additional information on youth in the Wairarapa

Consultation process one: Stakeholder Review Meeting

In August 2015, Masterton District Council and Connecting Communities held an externally facilitated meeting of local stakeholders to review the outcomes of the Wairarapa Youth Development Strategy (WYDS) 2012 - 2104. The meeting was attended by 13 local government and community stakeholders.

Outcomes of the meeting included:

- General agreement amongst those present that working together in this way was important for Wairarapa youth
- Commitment to ensuring future work included a wider representation of youth, Iwi and all Territorial Authorities
- Identifying the need for a combined action plan to forward the work
- Review of the strengths and weaknesses of the current Wairarapa Youth Development Strategy
- Potential success criteria and measures for current and future strategies
- Commitment to use of Youth Development Principles in all future strategy work

This led to a decision at the Masterton District Council November 2015 meeting to update the strategy.

Consultation process two: Stakeholder consultation

Masterton District Council engaged with an Industry Expert to lead a process for reviewing the WYDS 2012 -14. Stakeholder consultation during February to April 2016 included:

- Group meetings with the Wairarapa Youth Council, Rangatahi Tu Rangatira, Wairarapa Youth Focus Network
- Individual consultation interviews with a range of individuals and organisations recommended by the District Councils and Connecting Communities (see [Acknowledgements](#) for a full list)
- A presentation of progress to the Social Sector Trials Advisory Group
- A series of meetings with Officer representatives from the three District Councils to recommend goals, objectives and potential actions moving forward

Key issues and findings identified from the consultation processes included:

- Lack of leadership, ownership, resourcing and monitoring of the current strategy
- The urgent need for a cohesive working relationship between the District Councils to ensure effective outcomes for rangatahi
- Lack of youth engagement/voice for the District Councils and in the community
- Iwi have identified lack of Māori rangatahi voice in the community
- Lack of resources for developing and supporting youth leadership within Wairarapa
- Lack of spaces and information for youth
- Central versus dispersed services and support for youth

The WRDS 2016-21 has taken these findings into account.

Appendix two: Wairarapa Youth Development Strategy 2012-14

The purpose of the first Wairarapa Youth Development Strategy (WYDS) (2012-2014) was to provide “A holistic framework for supporting the transition of Wairarapa youth towards become valued members of the Wairarapa region.” It was intended as a community wide strategy and was based on best practice outlined in the [Youth Development Strategy Aotearoa](#). It included six key goals and 31 requirements although Council endorsements, partnerships, MOUs and action plans for achieving the strategy outcomes were not developed at this stage. The strategy was jointly produced by Te Kura a Rangi Trust and the Wairarapa Workforce Development Trust through funding from the Masterton District Council.

Research and consultation for the strategy included:

- A survey of around 100 Wairarapa youth (approximately 2% of the Wairarapa youth population) conducted in 2011. Participating youth were from local secondary schools, Work and Income, a tertiary training centre, The Spot and the Wairarapa Youth Council.
- Stakeholder consultation included focus groups, hui, and interviews with local education providers, youth development agencies and government agencies.
- The final format was developed by the Wairarapa Youth Council that they felt best represented them as young people, was easy to read and allowed young people to use, understand and access it.

In 2015, Masterton District Council requested a review and updating of the strategy in consultation with local stakeholders based on best practice and using updated statistical data.

Appendix three: Key data on Wairarapa Rangatahi

Demographic data

This snapshot of Wairarapa rangatahi has been compiled using Profile ID at: <http://profile.idnz.co.nz/>

- 12-24 year olds make up 15.2% of the Wairarapa population with 8.4% of these secondary school aged. Actual numbers are 6,231
- As a total population the Wairarapa region has a population spread of 8,235 in Carterton District, 9,528 in South Wairarapa District Council and 23,352 in Masterton
- 84.9% of the region identify as European, 15.5% Māori, 2.6 Pacific and 2.1% Asian. 2.1% also identify as New Zealander. This is an above average number of European/NZ compared to the national average, and lower average number of Māori and Pacific people
- 23.6% of the Wairarapa population have no qualifications, and 31.8% have only secondary school qualifications. This is compared to 18.6% and 32.5% respectively as national averages
- Compared to New Zealand, the Wairarapa has overall a lower income per household with 31% and 28.7% of households in the bottom two quartiles (50% combined nationally)
- The top three industries in the Wairarapa are Agriculture, Forestry and Fishing (15.5%), Health Care and Social Assistance (10.1%), and Retail Trade (10%)
- Family types vary slightly from national averages at 35.4% couples with children, 16.8% one parent families and 47.8 couples without children (41.3%, 17.8% and 40.9% respectively)
- 68.2% of households have access to the internet, slightly lower than the 72.8% national average

Secondary school sport participation

	Wairarapa %	National average %
Secondary students involved in sport	72%	54%
Girls - secondary school girls involved in sport	71%	51%
Boys - secondary school boys involved in sport	72%	58%
Teachers involved in sport	30%	34%

Compiled using data from the New Zealand Secondary Sports Council a <http://www.nzsssc.org.nz/school-sport-data/nzsssc-census-reports>

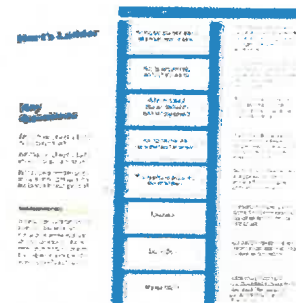
“As a small region we punch above our weight when it comes to the number of regional and national champions who go on to represent the country.” Dayle Clarkson, Regional Development Manager of Sport Wairarapa

Appendix four: Alignment with best practice

The following frameworks were used in the development of the Wairarapa Youth Rangatahi Development Strategy:

Harts Ladder

Hart's ladder is an easy to use model for evaluating the level of youth participation. It was developed in 1979 by Roger Hart (Hart 1992), and has been widely used in New Zealand/Aotearoa to evaluate youth participation in the sector since. It is recommended that this model be used to measure the level of youth participation in projects and actions and in future training of Councillors, Officers and Rangatahi Council members.⁵



Youth Development Strategy Aotearoa

The [Youth Development Strategy Aotearoa](#) developed by the Ministry of Youth Affairs (2002) outlines six key principles for the development of youth. These principles have been adopted by youth strategy developers across the country and include, including both WYDS 2012-14 and WRDS 2016 -21. This approach, along with HART's ladder as an evaluation tool was also endorsed by the August 2015 community stakeholder meeting.

Acknowledgements

Many thanks to the following organisations who provided us with information, support or feedback for this document including:

Anglican Diocese
Careers NZ
Connecting Communities
Carterton District Council
DHB Compass Health
Masterton District Council
Masterton Medical Centre
Ministry of Education
Ngāti Kahungunu O Wairarapa
Rangitāne O Wairarapa
Rangatahi Tu Rangatahi
Social Sector Trials
South Wairarapa District Council
Sport Wellington
Students Against Drunk Driving
Violence Free Network
Wairarapa Counselling Services
Wairarapa Road Safety Council
Wellington Regional Youth Worker Trust
Wairarapa Youth Council
Wairarapa Youth Focus Network
Youth Education Training Employment (YETE)
Youth Kinex

⁵ Diagram sourced from: <http://www.myd.govt.nz/documents/engagement/harts-ladder.pdf> 19 April 2016

References

The following organisations and/or associated key documents and plans were identified in the development and review of this document.

[Carterton District Council Annual Plans](#)

[Masterton District Council Annual Plans](#)

[Ngāti Kahungunu 25 Year Plan](#)

[Social Sector Trials Wairarapa Youth Action Plan 2013](#)

[South Wairarapa District Council Plans](#)

[Sport Wellington Strategic Plan 2014](#)

[Wairarapa District Health Board Annual Plan 2015/16](#)

Wairarapa – Youth Crime Action Plan

[Wairarapa REAP Strategic Direction 2013](#)

Other organisations

- Youth Education Training and Employment (YETE)
- Connecting Communities <http://www.connectingcommunities.org.nz/>
- Kinex Youth Health Clinic <https://www.facebook.com/mml.youth.clinic/>
- Safer Community Trust <http://www.waisct.org.nz/>
- Wairarapa Road Safety Council and SADD <http://www.wairsc.org.nz/>
- Violence Free Network <http://www.vfnw.org/>
- Rangitāne o Wairarapa <http://www.rangitane.iwi.nz/>
- Strengthening Families <http://www.strengtheningfamilies.govt.nz/>

Other references

Ministry of Youth Affairs January 2002, *Youth Development Strategy Aotearoa*, Ministry of Youth Affairs, Wellington. Accessed from <http://www.myd.govt.nz/documents/resources-and-reports/publications/Youth-development-strategy-aotearoa/ydsa.pdf>

Hart, Roger A, March 1992, *Children's Participation from Tokenism to Citizen Ship*, UNICEF International Child Development Centre, Italy. Accessed from https://www.unicef-irc.org/publications/pdf/childrens_participation.pdf

New Zealand Secondary School Sports Council, NZSSSC Representation Census 2015. Accessed from: <http://www.nzsssc.org.nz/school-sport-data/nzsssc-census-reports>



21th July 2016

Silage Bylaw 2011 Review

1. PURPOSE OF THE REPORT

For Council to review the existing Silage Bylaw 2011 for the purposes of determining if the bylaw is still applicable, requires amending, lapses or continues without modification.

2. SIGNIFICANCE

The matters for decision in this report do not trigger the significance policy of Council or otherwise trigger Section 76(3)(b) of the Local Government Act 2002.

3. BACKGROUND

Carterton District Council in 2011 adopted a Silage Bylaw in order control inappropriate and poor construction of silage pits and stacks along with poor management of these pits and stacks which have the potential to cause adverse effects on the environment and public health. Amongst other provisions, it controls the siting of pits/stacks in close proximity to waterways and the potential for leachates which may contaminate surface and groundwater. It establishes appropriate covering and sealing of the pits/stacks and setback distances in order to ensure that objectionable or offensive odor is kept to a minimum. The accumulation of insects and vermin, the current Silage Bylaw 2011 has proved itself to be very effective at controlling silage pit and stack locations.

4. CURRENT STATUS

Under the Local Government Act 2002 (the Act), all local authorities are required to review their bylaws by 30 June 2008 or within five years from the date of their making, whichever is the later. Once reviewed, the bylaws are to again be reviewed within a further 10 years. If a Bylaw is not reviewed in accordance with the Act it lapses after two years.

The current Silage Bylaw 2011 is due to be reviewed by the 12 September 2016 and the review must be completed by 11 September 2018.

5. DISCUSSION AND OPTIONS

The Council may consider four possible options in response to achieving the objectives. These options are statutory and non-statutory and may be used individually or in combination with each other. The options are:

Non-Statutory

- 1) Information and education programmes.

Statutory

- 2) Reliance on existing legislation such as the Resource Management Act 1991 and the Local Government Act 2002.
- 3) Retain the current Silage Bylaw 2011 without amendment.
- 4) Retain the current Silage Bylaw 2011 with amendment.

5.1 Assessment of Options

The benefits of the reasonably practicable options need to be considered in terms of meeting the current and future needs of the communities and performance of regulatory functions.

Option 1 - Information and Education Programmes

This option could target information and education to specific groups in the community. It could raise the awareness of issues associated with silage pits/stacks. However this option relies on the information being taken up.

By not having a Silage Bylaw in place it would reduce controls in relation to inappropriate siting, poor practice and management of silage and pits/stacks, offensive or objectionable odour resulting in an increase in the risk of negative effects on potentially affected persons.

Therefore this option would not meet the best needs of the District .

Option 2 - Reliance on existing legislation such as the Resource Management Act 1991 and the Local Government Act 2002

This option would rely on the current Silage Bylaw until it is no longer enforceable on 11 September 2018 (as per section 158 of the Act). At this time the controls, enforcement and other regulatory powers under the bylaw would cease, thereby increasing the risks of negative effects on potentially affected persons.

The Resource Management Act 1991 and general Local Government Act 2002 enforcement provisions are not particularly effective in dealing with the types of issues that can arise from poor silage management practices.

Given that the Council adopted the silage bylaw to assist with a problem, this is not considered to be a realistic option.

Option 3 - Retain the current Silage Bylaw 2011 without amendment

The current Silage Bylaw 2011 has proved itself to be very effective at controlling silage pit and stack locations.

This option is in line with current legislative requirements. This option should ensure that Council

has formal controls in place with which to control the location and other associated practices and management issues that can occur with silage pits/stacks. It would ensure that Council is complying with the Resource Management Act 1991 which promotes the sustainable management of natural and physical resources and requires that every person has a duty to avoid, remedy or mitigate and adverse effects on the environment arising from any activity.

This option as compared with Options 1 and 2 would provide Council with robust and effective powers to take enforcement action if required.

Option 4 - Retain the current Silage Bylaw 2011 with amendment

Council may wish to use this opportunity to amend the Bylaw. Council officers have reviewed the Bylaw and are of the opinion that there is nothing substantial that is required to be changed in order to address silage issues.

5.2 Recommended Option

A Silage Bylaw is still considered to be the most appropriate way in which to regulate potential problems and issue that arise in relation to inappropriate location and management of silage pits and stacks. This is also in line with current legislative requirements.

Therefore, it is considered that Option 3 "Retain the current Silage Bylaw 2011 without any amendments" is the most appropriate option.

6. CONSULTATION REQUIREMENTS

Section 160 of the Act notes that if, after the review, the local authority considers that the Bylaw should continue without amendment, it must consult on the proposal using the special consultative procedure if the bylaw concerns a matter identified in the local authority's Significance and Engagement Policy or if the local authority considers that there is, or is likely to be, a significant impact on the public due to the proposed continuation of the Bylaw.

Option 3 has been assessed against Council's Significance and Engagement Policy and it is determined that retaining the current Bylaw without amendment does not trigger the use of the special consultative procedure.

It has also been determined that there is unlikely to be a significant impact on the public due to the continuation of the Bylaw.

However, under option 3 Council is still required to consult on the proposed continuation of the Bylaw in a manner that gives effect to the requirements of section 82 but does not require Council to use the prescriptive process that is required under the special consultative procedure.

7. DETERMINATIONS UNDER S155 OF THE ACT

The Acts procedural requirements for reviewing a bylaw are the same as those for creating a bylaw. At review, the Council must consider whether a bylaw is the most appropriate way of addressing a perceived problem and whether the proposed form of the bylaw is the most appropriate for of bylaw. The Council must also consider whether it gives rise to any implications under the New Zealand Bill of Rights Act 1990 (NZBORA).

In this instance a Bylaw is an effective and enforceable mechanism by which to deal with silage nuisances in the district. Accordingly it is an appropriate way to address a perceived problem.

The Bylaw is considered the most appropriate form of bylaw and is neither inconsistent with nor raises any implications with the New Zealand Bill of Rights Act 1990.

8. CONSULTATION

The consultation process will involve the distribution of a consultation document based on this report, with the Bylaw attached and a submission form. The consultation document will be prepared following council's decision and will be made available both online at Carterton District Council's website. Hard copies will also be available at the main office. It is proposed that Council receive and hear submissions. The following dates represent the key times in the consultation programme:

Wednesday 27 th June 2016	Council adopts recommendations contained in this report.
Wednesday 3 rd August 2016	Advertisement in Wairarapa News
Friday 2 nd September 2016	Submissions/Feedback close at 4pm
Wednesday 14 th September 2016	Submissions heard by the Hearings Committee
Wednesday 28 th September 2016	Council make final decision
Wednesday 5 th October 2016	Public notice of final decision

9. RECOMMENDATIONS

That the Council:

1. **Receives** the report
2. **Determines** that a Silage Bylaw is still the most appropriate way of addressing problems associated with Silage Pits/Stacks
3. **Determines** that the continuation of the Silage Bylaw 2011 does not give rise to any implication under the New Zealand Bill Of Right Act 1009.
4. **Agrees** the existing Silage Bylaw 2011 should continue without amendments.

5. **Approves** the consultation process outlined in section 8 of the report.
6. **Appoints** Three Councillors to hear submissions if required on the retention of the Silage Bylaw 2011 without amendments as reviewed.

Prepared by:

Solitaire Robertson

Planner/Policy Adviser

Approved by:

Jane Davis

Chief Executive

Attachments:

1. **Silage Bylaw 2011.**

CARTERTON DISTRICT COUNCIL SILAGE BYLAW 2011



Contents	
Explanatory Note	3
Referenced Documents.....	3
Delegated Powers.....	3
Title	3
Commencement	3
Repeal.....	3
Application of Bylaw	4
Scope	4
Interpretation.....	4
Definitions	4
Adverse Effects caused by inappropriate siting of silage.....	5
Best Management Practices to avoid Adverse Effects.....	5
Siting of Silage Stacks and Pits.....	5
Council Consent.....	6
Offences and Enforcement	6
Penalties for Offences.....	6
Summary Proceedings	6
Bylaw Approval Date.....	7

1. Explanatory Note

This Silage Bylaw has been formulated in response to potential adverse affects on the environment and public health within the Carterton District

2. Referenced Documents

Reference is made in this document to the following:

New Zealand Legislation

- Health Act 1956
- Local Government Act 2002
- Resource Management Act 1991

Other Publications

- The Wairarapa Combined District Plan

3. Delegated Powers

This Bylaw does not provide for the delegation of powers to officers of Council.

Any delegation necessary to enforce aspects of this Bylaw are effected by the Mayor & Chief Executive Officer by issuing warrants under delegation to officers as provided for in the Local Government Act 2002 (section 174).

4. Title

A Bylaw of the Carterton District Council by way of Special Order pursuant to the provisions of the Local Government Act 2002 and all other Acts, powers and authorities enabling it in that behalf to make a Bylaw to be known as the **Carterton District Council Silage Bylaw 2011**.

5. COMMENCEMENT

This Bylaw shall come into force on the 12th day of September 2011.

6. REPEAL

As from the day this Bylaw comes into force, any previous silage bylaw or parts of any silage bylaw and their amendments in force in the Carterton District (including the former local authorities that now comprise the Carterton District Council) shall be repealed.

7. APPLICATION OF BYLAW

This Bylaw shall apply to the Carterton District.

8. SCOPE

This Bylaw is made under the authority of the Local Government Act 2002.

9. INTERPRETATION

When interpreting this Bylaw use the definitions set out in Section 10 unless the context requires otherwise. For the purpose of this Bylaw, the word 'shall' refers to practices that are mandatory for compliance with this Bylaw, while the word 'should' refers to practices that are advised or recommended.

10. DEFINITIONS

For the purpose of this Bylaw, unless inconsistent with the context, the following definitions apply:

Act – means the Local Government Act 2002

Approval - means approved in writing either by resolution of the Council or by any authorised officer of Council.

Certificate of Title - means a certificate registering the freehold ownership of land available to any owner(s) under the Land Transfer Act 1952.

Council - means the Carterton District Council

Enforcement Officer – means a person appointed by the Council to exercise the powers of enforcement in relation to offences against the infringement offences under the Act, and for the purposes of this bylaw shall include sworn officers of the New Zealand Police.

Occupier - the person who occupies the premises/property. This may be the owner of the premises, lessee, squatter or any other person on or using the premises.

Owner - the person who owns the premises/property.

Person - includes a corporation sole and also a body of persons whether corporate or incorporate.

Premises - means either:

(a) A property or allotment which is held under a separate certificate of title or for which a separate certificate of title may be issued and in respect to which a building consent has been or may be issued; or

(b) A building that has been defined as an individual residential unit held under a separate certificate of title, by a cross-lease, unit title or company lease and for which a certificate of title is available; or

(c) Land held in public ownership (e.g. reserve) for a particular purpose.

Public Notice - as defined in the Local Government Act 2002.

Residential Unit – A place of residence.

Silage – Silage is any plant material harvested while green for fodder and kept succulent by partial fermentation, in a stored form (e.g. stored in a purpose built pit or structure or covered stacks).

Territorial Authority (TA) means a city council or district council

11. Adverse Effects caused by inappropriate siting of silage

The Wairarapa Combined District Plan allows “Primary Production” as a permitted activity within the Rural zone of the Carterton District which includes farming activities that may produce the use of silage. However inappropriate siting and poor construction of silage pits or stacks, as well as poor management of silage pits or stacks can result in adverse effects on the environment and public health. These effects can include:

1. Poor coverage and sealing of silage stacks
2. Objectionable or offensive odour
3. Attraction and accumulation of insects (e.g. flies and mosquito’s), and vermin

12. Best Management Practices to avoid Adverse Effects

1. Good silage production
2. Siting and construction of silage pit
3. Careful covering and sealing of stack

The Resource Management Act (1991), which promotes sustainable management of natural and physical resources, requires that every person has a duty to avoid, remedy or mitigate any adverse effects on the environment arising from any activity.

13. Siting of Silage Pits and Stacks.

The siting of Silage Pits and Stacks shall comply with the following setback distances:

1. At least 100 metres from any neighbouring residential unit where the neighbouring property is held under a separate certificate of title and is in separate ownership AND
2. At least 5 metres from any boundary with a neighbouring property where the neighbouring property is held under a separate certificate of title and is in separate ownership.

In addition, the feeding out of silage shall be restricted to at least 5 metres from any adjoining boundary where the neighbouring property is held under a separate certificate of title and in separate ownership.

14. Council Consent.

Any person may apply in writing to the Council for consent to waive any activity that would be in breach under this bylaw. Any application requesting waiver of any part of the above setbacks relating to property boundaries and distances from residential units shall be accompanied by written consent from the owner and occupier of the adjoining and separately owned property.

15. Offences and Enforcement

Any person who contravenes any provisions of this bylaw commits an offence under section 239 of the Act and is liable upon summary conviction to the penalty prescribed in section 242 of the Act.

For the avoidance of doubt it is an offence under this bylaw to:

- (a) obstruct or hinder any Council officer or a sworn police officer in the performance of any duty to be discharged by that officer under or in exercise of any power conferred by this bylaw;
 - (b) fail to comply with any lawful notice or direction given under this bylaw.
- The Council may apply to a District Court for an injunction restraining a person from committing a breach of the bylaw pursuant to section 162 of the Act.

16. Penalties for Offences

A person who is convicted of an offence against a bylaw made under Part 8 (other than a bylaw made under Part 8 referred to in subsection (5)) is liable to a fine not exceeding \$20,000.

17. Summary Proceedings

In addition to enforcement of infringements of this Bylaw, the Act provides for prosecutions by way of summary proceeding as another means of enforcing the requirements of the Act. Council can lay an information (a summons) under the Summary Proceedings Act 1957 to initiate a prosecution against someone in the criminal courts for a breach of the Act.

Council may also follow proceedings under provisions of the:

- Local Government Act 1974
- Local Government (Rating) Act 2002
- Health Act 1956
- Resource Management Act 1991



20 July 2016

Wairarapa Gambling Venue Policy and TAB Board Venue Policy

1. PURPOSE OF THE REPORT

1. The purpose of this report is to inform Council of the outcome of the Review of the Wairarapa Gambling Venue Policy and the Wairarapa TAB Board Venue Policy, and to seek adoption of the reviewed policies.

2. BACKGROUND

1. Council is required by legislation to have a Gambling Venue Policy and TAB Board Venue Policy (refer Gambling Act 2003, Gambling (Gambling Harm Reduction) Amendment Act 2013 and Racing Act 2003). The key intent of these policies is to minimise harm to the community caused by gambling.
2. In 2003 the three Wairarapa Councils elected to develop joint policies to enable a consistent approach across the region.
3. Both policies are required to be reviewed at three year intervals. The previous Review was undertaken in 2011, with respective policies adopted in 2012. The Gambling Venue Policy 2012 and TAB Board Venue Policy 2012 remain in effect until the Councils adopt the reviewed policies.
4. The Gambling Venue Policy 2012 has a sinking lid where no additional gambling venues or gambling machines are permitted throughout the Wairarapa.
5. The TAB Board Venue Policy 2012 requires any potential operator to seek approval from Council via an application and consent process prior to establishing a venue.

3. LEGISLATIVE CHANGES

1. The Gambling (Gambling Harm Reduction) Amendment Act 2013 introduced provisions to allow for relocation policies, and requires Councils to consider whether to include a relocation policy when reviewing policies.
2. The Wairarapa Gambling Venue Policy 2012 includes provision for relocation to be considered "due to extraordinary circumstances" under Section 3.0. Relocation requires consent and could not take place without Council approval via the consent process. The Act provides for relocation of up to a maximum of 18 machines if consent is granted. The legislative cap of 18 machines means that there couldn't be any increase in gaming machine numbers across the Wairarapa as a result of this.

4. POLICY REVIEW

Review Summary

2. The Wairarapa Policy Working Group commenced the Review process in 2015 with support from the Technical Advisory Group.
3. A key component of the Review of each policy was ensuring that consideration was undertaken for a number of legislative requirements, including:

Gambling Venue Policy	TAB Board Venue Policy
<ul style="list-style-type: none">• specifying whether or not gaming machines can be established in the district and any restrictions on the maximum number of gaming machines• considering whether to include a relocation policy and• having regard to the social impact of gambling within the district.	<ul style="list-style-type: none">• specifying whether or not Board Venues can be established in the district and their location• having regard to the social impact of gambling within the district and the characteristics of the district.

4. Since the policies were last reviewed there has been an overall decrease in the number of machines and venues throughout the Wairarapa, from 19 venues to 14 venues and from 240 machines to 188 machines. The reductions indicate that the sinking lid approach is helping to manage machine and venue numbers.

Consultation

5. The three Wairarapa Councils adopted the draft Wairarapa Gambling Venue Policy and draft Wairarapa TAB Board Venue policy for formal consultation using the special consultative process.
6. The three Wairarapa Councils agreed to delegate authority to the Wairarapa Policy Working Group to hear and consider any submissions; and make recommendations back to the three Councils in the final policies.
7. Public consultation was undertaken in May – June 2016. Six submissions were received in response to the public consultation on the policies (see Attachment 1 for a summary of all six submissions):
 - Trust House Ltd
 - UCOL
 - Regional Public Health (two submissions – one for each policy)
 - Lion Foundation
 - The Salvation Army Oasis
8. One submitter, Salvation Army Oasis Wairarapa, provided an oral submission at the Hearing held at the Carterton Events Centre on 13 July 2016.
9. Submissions were generally supportive of the intent of both policies. Submitters that requested specific amendments were considered as part of the Deliberations.

Review Outcome

10. As a result of the review and formal consultation process, the Wairarapa Policy Working Group has not recommended any significant changes to the policy intent of either policy. Proposed amendments are summarised in Attachment 1.

11. The Wairarapa Policy Working Group support the continuation of the sinking lid approach for the Gambling Venue Policy.

Copies of the proposed 2016 policies are included in Attachment 2 (Gambling Venue Policy) and Attachment 3 (TAB Board Venue Policy).

5. RECOMMENDATIONS

That the Council:

1. Receives the report.
2. **adopt** the Wairarapa Gambling Venue Policy and the Wairarapa TAB Board Venue Policy (subject to adoption by South Wairarapa District Council (SWDC) and Masterton District Council (MDC)).

Prepared by:

Solitaire Robertson

Planner/Policy Adviser

Approved by:

Jane Davis

Chief Executive

Attachments:

1. Summary of Submissions & Proposed Amendments
2. Recommended Wairarapa Gambling Venue Policy
3. Recommended Wairarapa TAB Board Venue Policy

Attachment 1

Summary of Submissions

1. Six submissions were received (two from Regional Public Health) in response to the public consultation on the Draft Wairarapa Gambling Venue Policy and Draft Wairarapa TAB Board Venue Policy.
2. One submitter, Salvation Army Oasis Wairarapa, has asked to be heard in support of their submission.

No	Name/ Organisation	Submission
1	Cindy Grant Trust House Ltd	<ul style="list-style-type: none"> • Happy with the proposed draft Wairarapa Gambling Venue Policy. • Asked to be informed if policy content changes.
2	Jonathan Dann Universal College of Learning (UCOL)	<ul style="list-style-type: none"> • Requests amendment to the draft Wairarapa Gambling Venue Policy: <i>Para 3.2 to include tertiary education facilities in this list.</i> • UCOL considers any gaming/TAB facility in the vicinity of UCOL to be detrimental and have an adverse effect on UCOL students.
3	Dr Jill McKenzie Regional Public Health	<p>Submission for the TAB Board Venue Policy:</p> <ul style="list-style-type: none"> • Draft policy does not include how gambling minimisation and regard to social impacts of gambling will be achieved. • Requests amendment to the draft Wairarapa TAB Board Venue Policy: <i>No new TAB venue be permitted where the Councils believe that the character of the district, or part of the district for which the venue is proposed will be adversely affected, or where there is likely to be an adverse effect on any kindergartens, early childhood centres, schools, places of worship or other community facilities.</i> • Requests deletion of clause 1.4 • Requests addition of new clause for 1.4: <i>To have regard to the cumulative effects of additional opportunities for gambling in the district.</i>
4	Dr Jill McKenzie Regional Public Health	<p>Submission for the Gambling Venue Policy:</p> <ul style="list-style-type: none"> • Supportive of the policy to control the growth of gambling in the Wairarapa and to minimise the harm caused by gambling through the use of gaming machines. • Notes success of previous policy in reducing the number of class 4 venues and subsequent reduction in gaming machine numbers. • Supports the draft policy's stated intent that if a class 4 venue ceases to operate gaming machines, no new venue can take its place (unless subject to specific provisions). • Requests clause 3.1 (c) be rewritten to clarify the clause 3.1 (b) apply in the case of the re-establishment of a class 4 venue in exceptional circumstances to a stand-alone TAB. • Requests clause 2.4 be deleted and inserted in the Draft Wairarapa TAB Board Venue Policy.
5	Emma Lamont- Messer	<ul style="list-style-type: none"> • Support the continuation of a relocation provision. • Consider that rather than implementing a sinking lid, the Councils

	Lion Foundation	should maintain a cap at the current numbers of venues/machines.
6	Anoop Gopalakrishnan The Salvation Army Oasis	<ul style="list-style-type: none"> • Acknowledge that the sinking lid policy is a good start to preventing and minimising gambling harm in the Wairarapa. • Suggests that Councils adopt an existing sinking lid policy for TAB venues. • A TAB stand-alone venue with gaming machines should not be permitted to replace a class 4 venue that is closed. Contradicts the current sinking lid policy. • Oppose relocation as being against the sinking lid policy. • If relocation remains, request to include as part of the relocation consent process a requirement for venue operators to demonstrate how they will reduce the negative effects of their relocation.

Summary of Proposed Amendments following Review

Policy	Proposed Amendments
Gambling Venue Policy	<ul style="list-style-type: none"> • Condense content in Introduction section • Add additional objective (currently located in Introduction section) • Update venue/machine numbers • Update legislation references • Update dates • Use new standardised policy layout/format
TAB Board Venue Policy	<ul style="list-style-type: none"> • Update dates • Use new standardised policy layout/format

Summary of Proposed Amendments following formal consultation

Policy	Proposed Amendments
Gambling Venue Policy	<ul style="list-style-type: none"> • Delete clause 2.4 <p><i>No limit will be imposed on the number of stand-alone TAB Venues.</i></p> <ul style="list-style-type: none"> • Re-number clause 2.5 to 2.4 • Amend clause 3.3 to include an additional provision of a social impact statement as part of an application.
TAB Board Venue Policy	<ul style="list-style-type: none"> • Delete clause 1.4 from the Objective section (purpose of the Racing Act 2003) • Insert purpose of the Racing Act 2003 into the introduction section • Insert new clause as 1.4 <p><i>To have regard to the cumulative effects of additional opportunities for gambling in the district.</i></p> <ul style="list-style-type: none"> • Insert new clause as 2.2 <p><i>No new TAB Board Venue will be permitted where the Council believe that the character of the district, or part of the district for which the venue is proposed will be adversely affected, or where</i></p>

	<p><i>there is likely to be an adverse effect on any kindergartens, early childhood centres, schools, places of worship or other community facilities.</i></p>
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Attachment 2

Wairarapa Gambling Venue Policy



Wairarapa Gambling Venue Policy

2016

Adopted by:	[insert relevant Council/s and/or Council Committee meeting where it was adopted/approved]
Date of Approval:	xx/xx/xx
Policy Number:	MDC006
Review Date:	xx/xx/xx

The Gambling Act 2003 (the Act) that came into effect on 18 September 2003 requires territorial local authorities to have in place a policy that:

- specifies whether or not class 4 venues (hereafter referred to as gaming machine venues) may be established in its district and, if so, where they may be located
- may specify any restrictions on the maximum number of gaming machines that may be operated at any class 4 venue (the Act established a limit of nine machines on gaming venues)
- specifies whether or not TAB stand-alone venues may be established in the district

1.0 Objectives

- 1.1 To minimise the harm to the community caused by Class 4 gambling
- 1.2 To have regard to the social impacts of gambling in the Wairarapa Region
- 1.3 To control the growth of Class 4 gambling in the Wairarapa Region
- 1.4 To ensure that Councils and their communities have influence over the provision of new Class 4 gambling in the Wairarapa Region.

2.0 New Class 4 gambling venues may be established in the Wairarapa Region subject to the following restrictions

- 2.1 The number of gaming machine venues operating or consented in the Wairarapa Region as of 1 January 2016 (14) will not be allowed to increase i.e. no additional new gaming machine venues will be permitted. There will be no consents granted for any new class 4 venue in Masterton, Carterton and South Wairarapa Districts except as provided for in clause 3.4. The effect in those districts is that if a venue ceases to operate gaming machines no new venue can take its place.

This will mean that Masterton will have a maximum of five venues, Carterton a maximum of three and South Wairarapa will have a maximum of six.

- 2.2 Gaming machine venues existing or consented as at 1 January 2016 and not ceasing operations for any period longer than six months will be regarded as existing venues under this policy, and will be granted consent to continue their operations automatically.
- 2.3 Where two or more clubs merge the combined club may:
 - 1) Continue to operate existing venues.
 - 2) Operate on an existing single venue, which will be regarded as an existing venue for the purposes of this Policy, subject to section 4.4 of the policy.
 - 3) Apply to the Council for a single new venue to be established subject to section 3 of this Policy, provided that all existing venues are closed, subject to section 4.4 of the Policy.
- 2.4 New Class 4 gambling venues may be established subject to compliance with the Wairarapa Combined District Plan, fee and application requirements, and the conditions set out under 3.0:

3.0 The location of new Class 4 gambling venues will be subject to the following conditions

- 3.1 a) Council may permit a class 4 venue to re-establish at a new site where, due to

extraordinary circumstances, the owner or lessee of the class 4 venue cannot continue to operate at the existing site. Examples of such circumstances include, but are not limited to, the following:

- i. expiration of the lease; or
- ii. acquisition of property under the Public Works Act; or
- iii. site redevelopment.

b) Any permission to establish any new class 4 venue under this clause will be subject to the following conditions:

- i. the gambling venue operator at the new site shall be the same venue operator at the site to be vacated;
- ii. the number of gaming machines permitted to operate at the new venue will not exceed the number permitted to be operated at the existing site with a maximum of nine machines as provided by Section 94 of the Gambling Act 2003.

c) A TAB stand-alone venue with gaming machines may be considered as an alternate venue if a Class 4 Venue closed, subject to the conditions in this policy for Class 4 venues and conditions in the TAB Board Venue Policy.

3.2 New Class 4 gambling venues will not be permitted where the Council believes that the character of the district, or part of the district, for which the venue is proposed will be adversely affected, or where there is likely to be an adverse effect on any kindergartens, early childhood centres, schools, places of worship, or other community facilities.

3.3 To aid the Council in determining whether there is likely to be an adverse effect, all applications are required to be publicly notified and will include a social impact statement. Applications will be determined by the Hearings Committee of the Council, which may receive submissions from the applicant and any interested parties at a public hearing.

3.4 Except in the case of a TAB stand-alone venue Class 4 gambling venues will not be approved outside premises authorised under the Sale and Supply of Alcohol Act 2012 to sell and supply liquor for consumption on the premise, and where the gaming area is designated as restricted and is visually and physically separated from family or children's activities.

4.0 Restriction on the number of gaming machines that are permitted to operate at any venue or class of venue

4.1 No increase in the number of gaming machines currently operating or consented in the Wairarapa Region as of 1 January 2016 (188) will be permitted).

4.2 Further to the provision above, no additional new gaming machines will be approved in any district beyond the number operating as of 1 January 2016, i.e.

Masterton	78
Carterton	45
South Wairarapa	65

In Masterton, Carterton and South Wairarapa Districts any gaming machine that is

relinquished for a period of longer than six months may not be replaced on that site and may not be transferred to another site under any circumstances.

4.3 No venue may operate more than 18 gaming machines if existing at 17 October 2001 and not ceasing operations for any period longer than six months, or more than 9 machines if not existing prior to the 18 October 2001 or having ceased operations for any period longer than six months.

4.4 Where two or more club venues merge, the combined club may operate the lesser of 18, or the number of gaming machines both clubs operated immediately prior to the merger, subject to section 2.4 and 5.1.6 of this policy, and section 97A of the Gambling Act 2003.

5.0 Applications

5.1 Applications must be made on the approved form and must provide:

5.1.1 A scale site plan covering both gambling and other activities proposed for the venue including any screening or separation from other activities proposed.

5.1.2 Evidence of the authority to sell or supply liquor for consumption on the premise under the Sale and Supply of Alcohol Act 2012.

5.1.3 Name and contact details of the applicant.

5.1.4 Street address of the proposed or existing Class 4 gambling venue or TAB.

5.1.5 A copy of any certificate of compliance or resource consent required for the primary activity of the venue under the Wairarapa Combined District Plan.

5.1.6 Where the application relates to the merging of two or more clubs, details of the number of machines operated at each venue immediately prior to merger and the number of machines intended to be operated at each site as applicable.

6.0 Application Fees

6.1 Fees will be set by the Councils annually and will include consideration of the cost of:

- processing the application.
- establishing and triennially reviewing the Gambling Venues Policy.
- the triennial assessment of the economic and social impact of gambling in the Wairarapa.

7.0 Review of Policy

7.1 The policy will be reviewed every three years.

Attachment 3

Wairarapa TAB Venue Policy



Wairarapa TAB Board Venue Policy

2016

Adopted by:	[insert relevant Council/s and/or Council Committee meeting where it was adopted/approved]
Date of Approval:	xx/xx/xx
Policy Number:	MDC007
Review Date:	xx/xx/xx

The purpose of the Racing Act 2003 (the Act) is to provide effective governance arrangements for the racing industry; facilitate betting on galloping, harness, greyhound races, and other sporting events; and to promote the long term viability of New Zealand racing.

The Racing Act 2003 (the Act) requires territorial local authorities to have in place a policy that specifies whether or not TAB stand-alone venues may be established in the district.

1.0 Objectives

- 1.1 To minimise the harm to the community caused by TAB Board Venue¹ gambling
- 1.2 To ~~Have~~have regard to the social impacts of gambling in the Wairarapa Region
- 1.3 To ensure that Councils and their communities have influence over the provision of new TAB Board Venues in the Wairarapa region.
- 1.4 To have regard to the cumulative effects of additional opportunities for gambling in the district.
 - ~~To adhere to the Act's purpose namely:~~
 - ~~to provide effective governance arrangements for the racing industry;~~
 - ~~to facilitate betting on galloping, harness, greyhound races, and other sporting events, and~~
 - ~~to promote the long term viability of New Zealand racing.~~

2.0 Applications

- 2.1 Applications must be made on the approved form and must provide:
 - 2.1.1 A scale site plan covering both gambling and other activities proposed for the venue including any ~~=~~screening or separation from other activities proposed.
 - 2.1.2 Name and contact details of the applicant.
 - 2.1.3 Street address of the proposed or existing TAB Board Venue.
 - 2.1.4 A copy of any certificate of compliance or resource consent required for the primary activity of the venue under the Wairarapa Combined District Plan.
- 2.2 No new TAB Board venue will be permitted where the Councils believe that the character of the district, or part of the district for which the venue is proposed will be adversely affected, or where there is likely to be an adverse effect on any kindergartens, early childhood centres, schools, places of worship or other community facilities.

3.0 Application Fee

- 3.1 Fees will be set by the Councils annually and will include consideration of the cost of:
 - i. processing the application
 - ii. establishing and triennially reviewing the TAB Board Venue Policy
 - iii. the triennial assessment of the economic and social impact of gambling in the Wairarapa.

¹ A board venue refers to a premises that are owned or leased by the TAB Racing Board and where the main business carried on at the premises is providing racing betting or sports betting services under the Racing Act 2003.

4.0 Review of Policy

4.1 The policy will be reviewed every three years.



20th July 2016

Request to Change the Name of an Existing Road:

1. PURPOSE OF THE REPORT

For Council to give consideration to a suggested change to an existing road name.

2. SIGNIFICANCE

The matters for decision in this report do not trigger the significance policy of Council or otherwise trigger Section 76(3)(b) of the Local Government Act 2002.

3. BACKGROUND

A subdivision and land use consent has been approved for a lifestyle village on Lot 2 DP 405661 off the existing Macs Lane comprising of 78 unit titles and a managers residence. On the 27th of April 2016 Council approved the private road name servicing the development as Ashmore Park Road. At its meeting on the 22nd of June 2016 Council formally resolved to gazette Macs Lane as a legal road.

4. CURRENT STATUS

Application has been made by the developer of Ashmore Park for the renaming of Macs Lane. Council's current policy in regards to changing an existing road name is contained in section 6 of the policy, which is attached to this report (attachment 2) and firstly notes that a member of the public, emergency services, Council or a Councillor can request that a road name be changed.

The policy then further elaborates that Council will usually only consider changing the name of an existing road if a significant majority of the residents or business owners in the road support the proposed change or there is significant public benefit in making the change, especially for emergency services.

In respect of the proposal put before Council to rename Macs Lane to Ashmore Park Drive, there is significant public benefit in making the name change, especially for the emergency services. The name change as proposed will provide a consistent link between Brooklyn Road and the lifestyle development, thus eliminating confusions as to where Ashmore Park Road is located.

If Council accepts the road name change, then it is recommended that the previous name being Macs Lane is added to the Schedule of Preferred Road Names so it may be utilised again in the future.

5. RECOMMENDATIONS

That the Council:

1. **Receives** the report.
2. **Approves** the change of name from the existing Macs Lane to Ashmore Park Drive as identified on the scheme plan in Attachment 1.
3. **Agrees to add** the name Macs Lane to its Schedule of preferred road names and **amend** the policy accordingly.
4. **Instructs** officers to notify the District Land Registrar and Chief Surveyor, in accordance with Section 319A Local Government Act 1974.

Prepared by:

Solitaire Robertson

Planner/Policy Adviser

Approved by:

Jane Davis

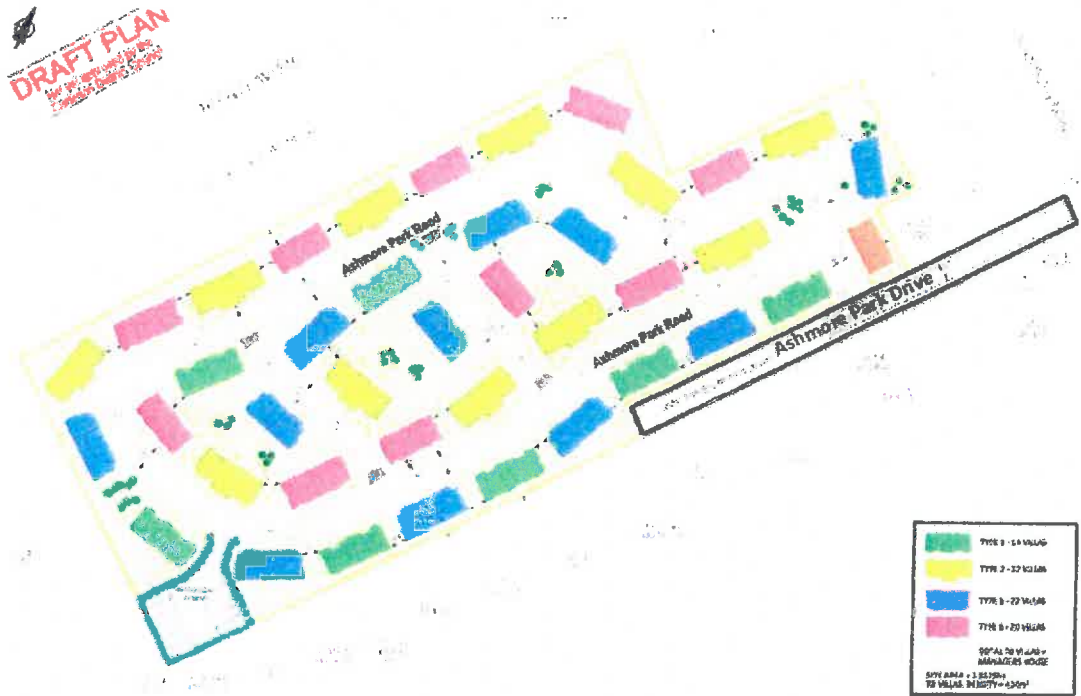
Chief Executive

Attachments:

1. Plan of subdivision Development
2. Road Naming Policy

Attachment 1

1. Plan for Subdivision



Attachment 2

2. Road Naming Policy



Road Naming Policy

1) Introduction

Carterton District Council is responsible for naming (and renaming) roads within its boundaries. Roads are named to reflect the identity of the local area and/or the district and to ensure ease of identification for the Council, the public and key public and private services such as emergency, postal and courier services.

The authority for naming roads comes from Section 319A of the Local Government Act 1974

2) Definitions

Private Road – any roadway, place or arcade laid out on private land by the owner thereof intended for the use of the public generally. Private roads are not maintained by the Council but shall be formally named.

Public Road – Any road open to public travel that is under the jurisdiction of and maintained by the Council.

Rights-of-Way (Private Way) - An easement, a privilege to pass over the land of another, whereby the holder of the easement acquires a reasonable and usual enjoyment of the property, (normally the right to pass and re-pass) and the owner of the land retains the benefits and privileges of ownership consistent with the right of way easement. Rights-of-way are not maintained by the Council but those rights-of-way that serve more than four lots shall be formally named.

Road – A generic term that for the purposes of this policy only encompasses public roads, private roads and rights-of-way that serve more than four lots.

Suggested Suffixes – Terms such as “road”, “street”, “lane” etc. are to be used in circumstances appropriate to the physical situation, with the following suffix definitions acting as a guide:

Avenue A wide straight road planted with trees on either side

Boulevard	A wide, main road, often planted with rows of trees
Circle	A street surrounding a circular or oval shaped space
Common	A street with a reserve or public open space along one side
Court	A short enclosed road, i.e. a cul-de-sac
Crescent	A crescent shaped street, generally with both ends intersecting the same street
Crest	A road running along the top or summit of a hill
Cul-de-sac	A short enclosed road
Drive	An especially scenic road or a main connecting route in a subdivision
Glade	A tree covered street or passage between streets
Green	As for Common, but not necessarily bounded by a reserve
Grove	A road that often features a group of trees standing together
Heights	A road traversing high ground
Lane	A narrow road
Lookout	A road leading to or having a view of fine natural scenery
Parade	A public promenade or road
Place	A short, sometimes narrow road
Ridge	A road along the top of a hill
Rise	A road going to a higher place of position
Road	A route between places, general usage
Row	A road with a line of professional buildings on either side
Street	A road that usually has houses on both sides
Track	A narrow country street that may end in pedestrian access
View	A road commanding a wide panoramic view across the surrounding areas
Way	A narrow road, often synonymous with lane

3) Road Naming Procedures

The procedures apply to new and currently named or unnamed roads, including roads with existing names that are not officially recognised.

The procedures will be applied when:

- a new subdivision is created
- a road is created by a process such as a gazette notice
- a request is received to name a new or currently unnamed road

- a request is received to rename a road
- a request is received to have a name approved for use as a potential road name.
- Council reserves the right to decline any road name proposed, and can substitute any proposal by one which Council considers more appropriate

4) Māori Road Name Proposals

Traditional or Appropriate Māori Name:

The use of Māori names is encouraged. When a Māori name is submitted confirmation of the views of local iwi shall be provided.

5) Request to Name a Road

Where new roads need to be named as a result of a new subdivision or development the subdivider/developer shall be given the opportunity of suggesting up to three options, in order of preference. When submitting the preferred options supportive comment should be given on why the names have been chosen, including any meaning and/or historical background.

Where thematic areas currently exist or are proposed it is desirable that the thematic nature of road names be retained in any new developments in that area.

The full costs of the signs and their erection are to be paid for by the subdivider/developer.

6) Request to Change the Name of an Existing Road

A member of the public, emergency services, Council or a Councillor can request that a road name be changed. Council will usually only consider changing the name if a significant majority of the residents or business owners in the road support the proposed change or there is significant public benefit in making the change, especially for emergency services.

7) Private Rights of Way

A development using one right of way that accommodates several dwellings can have a Court, Lane, or Way name formally identified. The Council does not have statutory power to name private ways but this does not preclude Council from either:

- Formally identifying names in well accepted usage ;or
- Formally recording the name agreed to by property owners.

Where a name can be formally recorded against a Right-of-Way, numbering proceeds as for new roads.

8) Guiding Principles Applicable For New Road Names

- **Historic Person or Event**
The name of a notable person or event from early history should ideally have a local association with the area, but might also be a prominent national personality or major event in New Zealand's history.
- **Significant Feature**
It is appropriate to name a road after a significant feature in the area (for example geographical feature, landscape, flora and fauna). Naming after features which do not exist in the area should be avoided (for example, naming after native trees or plants that are not evident in the area or views that cannot be identified).

- **Common or Established Theme**
Where more than one road is being created in a subdivision, a common theme is recommended for the names. If a naming theme is already established in an area then new names should remain consistent with that theme.
- **Traditional or Appropriate Māori Name**
The use of Māori names when known is encouraged. When a Māori name is submitted confirmation of the views of local iwi should also be provided.
- **Personal Name for Special Service**
This can be for community service, sport, conservation, or other sphere of activity with local association which can be duly recognised.

9) Technical Criteria

- Names should be reasonably brief.
- In general short roads will be given short names to avoid cartographic problems.
- The use of more than one word is generally to be avoided however hyphens to connect parts of names can be used whenever this is appropriate.
- The possessive form is not acceptable. e.g. Hector Avenue not Hector's Avenue.
- Descriptive names are acceptable provided they are not ambiguous.
- The name should have local content or meaning
- Names having historic significance, geographic significance, or referring to early explorers, early settlers and notable people or events, traditional or appropriate Māori names, having regard to the area concerned is also encouraged.

Reasons why Council might not recommend a suggested name could include:

- The name either duplicates or sounds similar to a road name already allocated in the Wairarapa.
- The name is in poor taste or likely to cause offence
- The name is difficult to pronounce.

10) Names should reflect issues which are important

Names give a historical context by reflecting the way a town develops. Names should be reflective of Carterton and the Wairarapa primarily. Starting trends or themes should be avoided unless an area is specifically defined. Names might embody something pleasing about living there.

11) Schedule of Preferred Road Names

Council had engaged in public consultation to assist in the compilation of a schedule of preferred road names. A list of names for road naming has been approved by Council and is attached as Appendix 1. Applications to Council should include proposed names taken from the schedule; however Council will consider any other name proposed. The schedule can be amended from time to time as Council considers appropriate.

Any application to name a road shall be considered by the full Council. Names are entirely at the discretion of Council, whether for policy reasons or for other considerations.

On approval the Council is required to provide a copy of the relevant resolution to the Registrar General of Land and the Surveyor General.

This policy takes effect on 23rd July 2014.

A review of this Policy shall occur by 22nd July 2019.

Appendix 1

Schedule of preferred road names

<u>Name</u>	<u>Reason</u>
Elizabeth	Reigning Monarch
Kaio	WW1 Veteran
Van Baarle	Developer
Wolters	First Town Clerk
Lipinski	Early settlers
Te Aroha	Heart of Carterton
Daysh	Historic Identity
Hart	WW1 veteran – Brigadier General
Lawrence	Historic Identity
Patterson	Current resident's fondness of Carterton
Goodin	Historic Identity
Maunsell	Historic Identity
Knutson	Historic Identity
Knowles	Historic Identity
Pankhurst	Historic Identity
Kiddie	Historic Identity
Francis Love	Historic Identity
Koers	Businessman

Former County Chairs

Gilligan	County Chair	1877-1878
Pharazyn	County Chair	1878-1882
Bunny	County Chair	1887-1904
Perry	County Chair	1904-1920
McGregor	County Chair	1933-1940
Court	County Chair	1940-1943
Scott	County Chair	1971-1976

Lukies	County Chair	1976-1983
Monk	County Chair	1983-1989
<u>Former Mayors</u>		
Keys	Past Mayor	1984-1995
Beyer	Past Mayor	1995-2000
Tankersley	Past Mayor	2000-2004
McPhee	Past Mayor	2004-2010
Mark	Former Mayor	



20 July 2016

DRAFT RESERVE MANAGEMENT PLAN

1. PURPOSE OF THE REPORT

Council to give consideration to commencing the pre- notification process of the Draft Reserve Management Plan for the Reserves in Carterton.

2. SIGNIFICANCE

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

3. BACKGROUND

Carterton District Council is responsible for managing open space and administering parks and reserves in accordance with the Reserves Act 1977. The review of the current Reserve Management Plans has been notified in 2015.

In response to the notification one submission was received by electricity network operator Powerco. Their submission has been taken into account in the formulation of the attached Draft Reserve Management Plan.

4. PROPOSED TIMELINE

Subject to Council's approval, and following the process set out in the Reserves Act, it is proposed to start pre-notification workshops with Councillors, Iwi, key stakeholders and the one submitter in August/September, make amendments to the Draft Plan by end of October and publicly notify the Draft Plan in November 2016.

5. RECOMENDATION

That the Council

- 1. Notes** the attached Plan.
- 2. Agrees** to the pre-notification process of the Draft Reserve Management Plan for Carterton's reserves.

Edita Babos
Senior Planner

Brian McWilliams,
Community Facilities Manager

Attachment 1: Draft Reserve Management Plan

Carterton District Council
Draft Reserve Management Plan

Introduction

Carterton District Council is responsible for managing open space and administering parks and reserves in accordance with the Reserves Act 1977. Parks and reserves are contributors to health and social and cultural wellbeing.

There are 31 ha of reserves and open spaces in Carterton which includes classified reserves, sportsfields, skate park, swimming pool, BMX track and children's playgrounds. The Council manages a mix of reserve types, including recreation and scenic reserves, and local purpose reserves of their environmental, landscape and other values.

Reserve management plans enable the Council to establish the desired mix of uses and activities for reserves, and to set in place policy to guide day to day management.

PART 1: SCOPE OF THE PLAN

This Plan is reserve management plan in accordance with Reserves Act 1977.

The general, activity based, and reserve specific policies in this plan are to guide decisions-making for the reserves in Carterton. The Plan does not detail overall site layouts of each reserve - this will be undertaken through the preparation of individual management plans, including landscape concept plans. The Plan sets the parameters for the development and use of the reserves, highlighting items that need further consideration for addressing management issues (eg. weed control, storm water management), and sometimes identifying development or improvement opportunities (eg. signage). This Plan contains high-level policy guidance for development plans but does not include the level of detail for reserves that a development plan would provide.

1.1 Objectives

The Plan has been prepared to provide for and ensure the use, enjoyment, maintenance, protection, preservation and development of all land managed as reserve by the Council. The Plan is to assist the Council to:

- Protect the values for which the various reserves have been established,
- Enhance, or restore, where appropriated, the values for which the various reserves have been established,
- Facilitate recreational use of reserves while protecting the values of each reserve where appropriate,
- Allow for appropriate development in reserves, where this is consistent with the purpose and value of a reserve,
- Promote the use and enjoyment outdoor attractions in Carterton.

1.2 Reserves covered by the Plan

This Plan applies to all land in Carterton declared and classified as a reserve under the Act and of which the Council is an administering body. The following classified reserve types are managed by the Council and are addressed in this plan:

- Recreation Reserves are established under section 17 of the Act. The main purpose of Recreation Reserves is the provision of areas for recreation and sporting activities for the physical wellbeing and enjoyment of the public.
- Historic Reserves established under section 18 of the Act are to protect and preserve places, objects and natural features of historic, archaeological, cultural, educational and other special interest.
- Scenic Reserves established under section 19 of the Act protect and preserve areas of scenic interest or beauty or natural features or landscape worthy of protection and preservation in the public interest.

- Local Purpose Reserves established under section 23 of the Act are held or the local purposes specified, such as esplanade, neighbourhood, environmental protection or drainage.

The policies in this Plan also apply to other land that Council manages of reserve purposes but which is not declared or classified as such in accordance with the Reserves Act.

1.3 Implementation

Implementation involving expenditure is directed by the local government annual planning process, which in turn is directed by the Long Term Plan.

The detail of reserve and facility maintenance is set by Levels of Service Agreements as part of the Asset Management process.

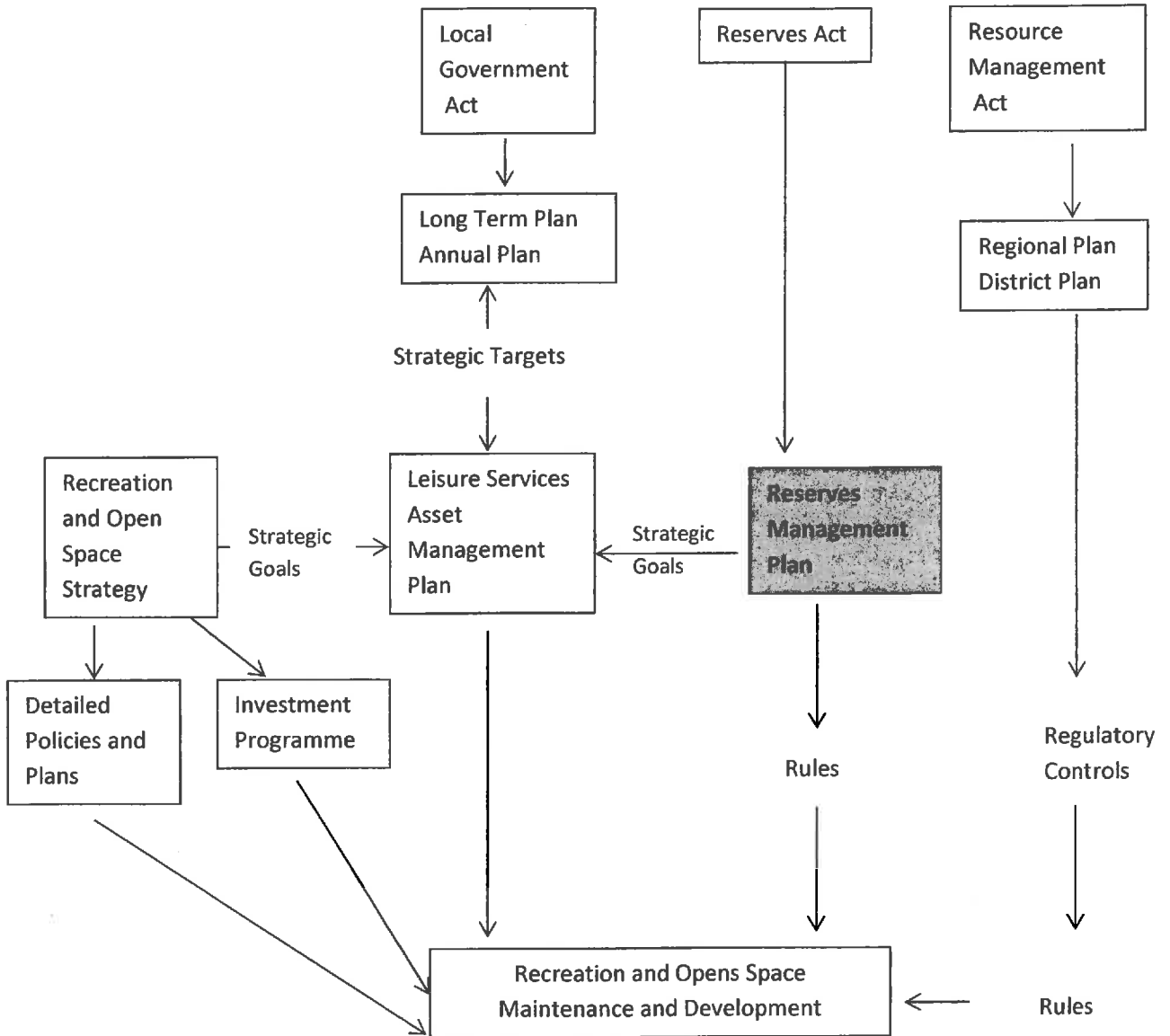
Some issues, like restrictions or prohibition on the use of public land (eg. dogs, liquor), management and development of existing Council-owned building and development of particular amenity landscapes are not included in this Plan, as they are better dealt with in bylaws, asset management plans or landscape and development plans.

The Department of Conservation plays a major role in providing places for recreation and caring for our open spaces. The Tararua Forest Park is managed by the Department, while QE2 National Trust manages a number of sites in the Carterton District. Regional Council controls the use of river beds and the coastal marine area for RMA matters such as soil conservation, water quality, ecosystems and natural hazards.

1.4 Plan Structure

Part 1 provides context for the Plan, Part 2 contains general policy guiding reserve management decision making (general administration, engagement, heritage management, reserve asset management, public benefit and enjoyment), Part 3 contains definitions and policy for the management of the different activity categories (allowed, managed, requiring authorisation, prohibited), Part 4 outlines the assessment criteria to be applied to applications for authorisations, Part 5 contains the legal descriptions of each reserve (in alphabetical order) managed by Council and other land that is not classified as reserve, but is managed as reserve and identifies significant reserve values and uses, as well as planned outcomes for individual reserves.

Figure 1: Key Legislation in Reserves Management



1.5 STATUTORY AND POLICY CONTEXT

The management of Carterton's reserves is guided by a range of legislation, statutory and non-statutory policy. Any activity controlled by this Plan must be also in accordance with other relevant legal instruments, eg. the Resource Management Act, the Building Act, the Crimes Act, the New Zealand Coastal Policy Statement, relevant District and Regional Plans, bylaws or resource consents. This Plan does not repeat the compliance requirements of the above instruments.

1.5(a) Statutes and Policies at a National Level

- **Reserves Act 1977:** The general purpose of the Act is to provide for the preservation and management of areas for the benefit and enjoyment of the public, ensuring the survival of indigenous species of flora and fauna, preservation of access for the public, provision for the preservation of representative samples of all classes of natural ecosystems and landscape, promotion of the protection of the natural character of the coastal environment and the margins of lakes and rivers.
- **The Local Government Act 2002** is the primary legislation enabling and governing Carterton District Council as a local authority, by stating the purpose of local government, providing framework and powers for activities local government is to undertake and promotes the accountability of the local authorities to their communities. The Long Term Plan and annual plans, local Bylaws, asset management planning, and Council policy are all undertaken in accordance with this Act.
- **The Resource Management Act 1991** governs the management of New Zealand's land, air and water, including the use, development and protection of these. Councils have specific powers, functions and duties in the achieving of the sustainable management of natural and physical resources: policy planning, control of activities and potential effects from land use, protection or development (natural hazards, hazardous substances, contaminate land, indigenous biodiversity), control of noise and mitigation of its effects, control of effects on the surface of lakes or rivers. National Policy Statements, Regional Policy Statements and Plans, District Plans and Resource consent are environmental management mechanisms enabled by the RMA. National Policy Statements are of policy that drive national consistency in local RMA planning and shape the content of policy and plan-development. The three National Policy Statements of relevance to reserve management are the New Zealand Coastal Policy Statement 2010, the proposed National Policy Statement on Indigenous Biodiversity 2010 and the National Policy Statement for Freshwater Management 2010.
- **The Building Act 2004** regulates building work and sets standards for buildings. Any building in a reserve is subject to the provisions and requirements of the Building Act.

- Historic Places Act 1993: This legislation provides guidance for physical work on archaeological sites, and the provisions of this Act must be complied with wherever a historic site (associated with activity prior to 1900) exists in a reserve.
- Conservation Act 1987: One of the requirements of this Act is to give effect to the principles of Treaty of Waitangi. Consultation regarding reserves with local Iwi is a way of giving effect to this requirement. Part 4A of the Conservation Act provides for marginal strips – generally 20m wide strips of land along the foreshore, lakes and rivers, which are reserved from the sale of surrounding or adjacent Crown Land. Council's management of marginal strips must be in accordance with the Conservation Act.
- Other Legislation: These are the Fencing Act 1978, the Property Law Act 2007 and the Biosecurity Act 1993, and they bind Council in its reserve management role.

1.5(b) Statutes and Policies at a Regional Level

- Reserves Act: The Greater Wellington Parks Network Plan provides policies and rules for the management of regional parks and forest by Wellington Regional Council. There are (yet) no regional reserves in the Carterton district or in the Wairarapa.
- Local Government Act: The Wellington Region Open Space Strategy is a non-statutory document that provides for a co-ordinated approach for the development, management and protection of open space across the Wellington region. The Strategy is not binding but helps to guide collaborative planning for the public open space network in the region. Carterton, or Wairarapa has not developed a Recreation and Open Space Strategy yet.
- Resource Management Act: The Regional Policy Statement for Wellington Region gives direction and framework for managing natural and physical resources with the region. District and regional plans must give effect to the regional policy statement. Regional plans control the use and management of natural resources, including air quality, fresh water, discharges to land, soil management, and the coastal marine area, using objectives, policies, rules and other methods. Regional plans govern reserve management activities such as land disturbance, storm water management, foreshore activities and agricultural spraying. Some activities occurring in reserves may need a resource consent from Greater Wellington Regional Council. A proposed Regional Plan has been just notified for the Wellington region, to replace the current plans.
- Other legislation: Greater Wellington has developed a Regional Pest Management Strategy under the Biosecurity Act. This strategy covers the land, rivers, lakes and coastal marine area within the administrative boundaries of Greater Wellington, including all reserves in Carterton district. The RPMS is binding on Council, setting responsibilities and priorities for the management of identified plant and animal pests. Greater Wellington contributes resources for this and collaborates with the council to implement the strategy.

1.2(c) Statutes and Policies at a Local Level

- **Reserves Act:** The current Reserves Management Plan has been last updated in 2010 and will be replaced by this Plan. Individual Reserve Management Plans have been last updated also in 2010 and will be replaced by this Plan.
- **Local Government Act:** A Recreation and Open Space Strategy for the Wairarapa region would provide councils with direction for the best management and development of open space in the Wairarapa. It would define vision, goals, themes and outcomes.

The Long Term Plan is the overarching planning and policy document setting out Council's priorities over the medium to long term to improve the wellbeing of Carterton and provides a framework and funding for projects including those associated with reserves.

Asset management plans are required by the Local Government Act and they should set out how Council will manage its assets (including recreational assets) to achieve its strategic goals. These plans should include a defined methodology for planned maintenance and asset replacement as well as a forecast of the expected costs to maintain and replace the assets.

Council is empowered by the Local Government Act to make bylaws and schedules. Reserve policies should be read in conjunction with the Carterton District Council General Bylaw, with particular reference to the following: Control of Dogs, Liquor Control Bylaw (Amended), Parking Restriction Bylaw, Skateboard, Roller Skates, Scooters and Similar Devices Bylaw.

Bylaws cannot overrule or counter the purpose and effect of a statute or regulation, but they can complement policies and plans made under the Act, and can assist with enforcing plan policies.

- **Other Council policies and management plans relevant to reserves management**

Council has adopted a number of policies and strategies (District or Wairarapa wide) that are relevant to the management of reserves. These are:

Active Wairarapa Strategy

Biodiversity Strategy (Wairarapa)

Carterton Town Centre Revitalisation Framework (Carterton)

Earthquake Prone Buildings Policy (Carterton)

Place Making Strategy (Carterton)

Towards and Arts, Culture and Heritage Strategy (Wairarapa)

Urban Design Action Plan (Carterton)

Urban Street Tree Policy (Carterton)

Wairarapa Provisional Local Alcohol Policy (Wairarapa)
Walking and Cycling Strategy (Carterton)

These policies, strategies and plans will remain in force until reviewed, and should be read in conjunction with this Plan. Ultimately though the provisions of the Reserves Act take precedence.

- Resource Management Act

The Wairarapa Combined District Plan is developed in accordance with the RMA and regulates land use in the Wairarapa (including Carterton). It outlines in general terms how reserves and open spaces in the district(s) should be managed and recognises that open space is a valuable resource for the community that requires recognition and protection. The following Special Features are shown in the planning maps: Parks, Notable Trees, Heritage Sites, Significant Natural Areas, Outstanding Landscapes and Outstanding Natural Features.

The District Plan regulates uses adjacent to (or affecting) reserves, and Council land uses of reserves that require resource consent or have to meet relevant standards.

When preparing or changing regional policy statements and plans, or district plans, of when considering designation requirements and heritage orders under the RMA, this Reserve Management Plan must be taken into consideration.

PART 2: GENERAL POLICY

This part provides the policy framework for the management of all reserves in Carterton. Each policy is intended to be considered in conjunction with all other relevant policies.

General management outcomes are formulated with the purpose of each reserve type in mind. Potential recreation opportunities, development applications and other activities consistent with these outcomes are provided for through the policies.

The Council follows the processes for general administration of reserves set out and recommended in the "Reserves Act Guide" by Local Government New Zealand and the Department of Conservation.

2.1 General Administration

2.1(a) Delegation and policy convention

Reserves Act Delegations: Decisions made in respect of reserves are made by the Minister, or by Council, via either independent powers conferred on it by the Act, or via powers delegated to it by the Minister under the Act. All decisions made by Council must be consistent with the Act and powers delegated by the Minister.

Most reserve management decisions have been delegated to Council. The Minister's approval is required for revocation of reserves, some land exchanges, disposal of revoked land, and uniting reserves or parts of reserves in some cases, surrendering leases on recreation reserves in some cases, taking specimens of native fauna (and protected exotic fauna) for educational or scientific purposes, taking or killing native fauna (and protected exotic fauna) in some reserves, the introduction of native flora and fauna into some reserves and exotic flora into scientific reserves. In the case of Council's autonomous powers under the Act, decisions may be delegated in accordance with the LGA. In the case of reserve management, the Manager, Recreational and Community Assets has delegation for decision-making concerning reserve operational management, and policy and planning undertaken in accordance with the LGA.

2.1(b) Change to agreed uses of reserves

The needs of a community and reserve users change over time. Council has to be able to respond appropriately to desires for changes to existing Authorisations. Sometimes a change in use allows Council to check that the historic use of a reserve is still compatible with the outcomes that are sought.

Outcome: Council can respond appropriately to changes in authorised uses of reserves and reserve facilities.

Policies:

- i. A change in use of a facility or activity that is the subject of an existing Authorisation is and Activity requiring Authorisation, and is subject to assessment (in Part 4).
- ii. A change in use may be approved by a new Authorisation if necessary, or by variation or amendment to an existing Authorisation to give effect to a change in use where the effects of the change in use are the same or similar in character, intensity and scale to the existing use, the use is consistent with the purpose and classification of the reserve and protects reserve values.

2.1(c) Changes to reserves – classification

The Council administers reserves vested in Council in trust for the purpose for which they are classified, in accordance with the Act. Only some of the reserves within Carterton are classified, under sections 17 to 23 of the Act.

Outcome: Land is managed in accordance with the purpose for which it is held.

Policies:

- i. All new reserve parcels will be vested for a particular purpose as part of the acquisition process. It is expected that these parcels will be classified under the Reserve Act within three years of acquisition.
- ii. The classification of reserves may be reviewed from time to time to ensure that the reserve classification continues to either:
 - a. Provide appropriate protection and preservation; or
 - b. Provide for access and enjoyment by the public where that is in accordance with the purposes for which the land is held, or
 - c. Reflect the values of the reserves that are present; or
 - d. Enable specified places to achieve heritage or recreation outcomes in the future.

2.1(d) Changes to reserves – tenure

Council sometime may wish to either pursue opportunities to secure or dispose of reserves land, in order to fund acquisition or developments with greater community benefit, or to improve the reserve asset under its administration. Acquisition includes land swap, leases, reserve contribution or esplanade reserves, or through negotiation of private land agreements such as esplanade strips and covenants.

Outcome: Land acquisition, boundary change, disposal or exchange mechanisms are utilised to improve the management of reserve values and/or public benefit and enjoyment.

Policies:

- i. Land acquisition or exchange (including boundary changes) may be proposed where it will:
 - a. Protect significant historic heritage, outstanding natural features, or significant amenity landscapes;
 - b. Improve the natural functioning or integrity of places, and in particular the long-term protection of a site of Significant Natural Value;
 - c. Improve the physical, ecological, recreational or landscape linkages between places,
 - d. Secure or improve access to and along water bodies;
 - e. Provide quality open spaces and recreation opportunities within walking distance of all urban homes;
 - f. Provide enough sports fields to allow the community to be active, healthy and engaged in sport on a regular basis;
 - g. Improve recreational opportunities, or access to /use of under-utilised reserve areas;
 - h. Be the most appropriate approach to addressing an historic encroachment.
- ii. Land disposal will be considered, and the Reserves Act s24 revocation process may be initiated, where:
 - a. The land no longer suits its classified purpose, or an alternative classification;
 - b. The public benefit is better met by freeing the land from a Reserves Act trust;
 - c. It is determined to be the most appropriate approach to addressing an historic encroachment.
- iii. Land disposal will not be initiated where the land in question:
 - a. Has national or regional significance;
 - b. Is recognised in the District plan for its natural, cultural or historic heritage values;
 - c. Is important for the survival of any threatened native species;
 - d. Represents a habitat or ecosystem that is under-represented, or has potential to improve representation in the Wellington region through restoration;
 - e. Is important for the natural functioning or integrity of and between places;
 - f. Is important for the amenity or utility of places;
 - g. Secures practical walking access to or between reserves, rivers or the coast;
 - h. Provides access for maintenance of watercourses.

2.1(e) Council as affected party

The Council may be considered as affected party under the RMA for development or activity proposals on land adjacent to a reserve or potentially affecting a reserve.

Outcome: Adverse effects on reserves or users of reserves, are taken into account in consent applications for development proposals.

Policies:

- i. Council departments involved with administering the resource consent and building consent processes, and those involved in administering reserves, will consult with each other on all matters affecting reserves, including applications for encroachments.
- ii. Before giving permission as an affected party in accordance with the RMA, satisfaction will generally be required that any adverse effects on reserves, or users of reserves are able to be avoided, remedied or mitigated to a level of impact that is less than minor.
- iii. Affected party approval may be given where any adverse effects on reserves or users of reserves are temporary, and reserves will be remedied to the original state.
- iv. In circumstances where avoidance, mitigation or full remedy are not feasible, proposals for the provision of net benefits, off –setting or compensation will be taken into account when considering approval as an affected party.
- v. Fencing covenants will be sought as a condition of all new subdivision adjoining reserves, or land managed as reserve.
- vi. When an affected party to applications involving new utilities, Council will seek to ensure that new utilities are avoided in locations where they could impact on future reserve management or use, including:
 - a. Site of Significant Natural Value in reserves;
 - b. Waterways
 - c. Reserve areas earmarked for structures.
- vii. Requirements for impact monitoring will be sought as condition on resource consents where relevant and possible.

2.1(f) Council as a Lessee

There is currently no land in Carterton leased by Council from others and managed as reserve. Should this occur in the future, Council must consider and respect the landowner's long term interest in the land.

Outcome: Good communication and transparency is evident in planning for and managing leased reserve land.

Policies:

- i. The landowner will be considered an affected party on any matter for consultation where the leased property may be affected.
- ii. Otherwise, activities on land leased by Council for Reserve purposes will be managed through the policies and processes of the Plan, with approval subject to landowner consent as legally necessary.

2.1(g) Encroachments

The unauthorised occupation or use of reserve land is an offence under s.94 of the Reserves Act. Sometimes activities like cultivation, excavation, planting, rubbish disposal, are carried out on the fringes of reserves, adjacent to private residences. Encroachments can be minor and easily removed without effect, but can also be significant and permanent structures, such as access driveway, and in extreme cases, parts of dwelling or structures.

Outcomes:

Public use and enjoyment of reserves is not prevented or restricted by unauthorised occupation or use of a reserve

Reserve values are not adversely affected by unauthorised occupation or use.

Historic encroachments on reserve land are formally resolved within legal constraint.

Policies:

- i. Council will investigate all apparent unauthorised encroachments, and their legality will be determined. Priority will be given to addressing encroachments which:
 - a. Present public safety issues;
 - b. Impede public space;
 - c. Adversely affect heritage or cultural sites, natural character or ecological processes.
- ii. Encroachments will be noted on Land Information Memoranda for the properties involved.
- iii. Encroachments should be either:
 - a. Removed;
 - b. Incorporated into the reserve as public property; or
 - c. Authorised as an occupation or use of reserve land for a finite period of time subject to the other policies of this section and in Part 3.
- iv. Other options for resolution of historic encroachments may be investigated, such as authorising a gardening licence, for example. The revocation of reserve land for the purposes of resolving an encroachment will not be supported, except in exceptional circumstances.

- v. Encroachments required to be removed must be removed within a specified timeframe at the encroacher's expense. The encroachment may otherwise be removed by Council, at the encroacher's expense.
- vi. If not incorporated in public property or required to be removed sooner, encroaching buildings or structures existing at the approval date for this Plan must not be extended, and must be removed and not replaced as they reach the end of their useful life.
- vii. An encroachment may be retained by the Council as a public facility, depending on its compatibility with the reserve classification and the planned outcomes for reserves.
- viii. Applications may be made for an Authorisation of historic encroachments, in accordance with Part 4 (assessment).
- ix. All retrospectively authorised encroachments will be charged a ground rental at market rates.

2.1(h) Integration with other Carterton District Council functions

The Council has many roles, functions and powers in undertaking its local government duties. When Council is also acting as a land manager, there is an opportunity to integrate actions and activities so that multiple outcomes may be achieved, eg. urban design protocol outcomes, amenity development.

Outcome:

Reserve management is efficient and effective.

Policies:

- i. Current Council policies will be implemented to the extent that they address matters relevant and appropriate for the routine operational administration of reserves, including the following policies:
 - a. Active Wairarapa Strategy
 - b. Biodiversity Strategy (Wairarapa)
 - c. Carterton Town Centre Revitalisation Framework (Carterton)
 - d. Earthquake Prone Buildings Policy (Carterton)
 - e. Place Making Strategy (Carterton)
 - f. Towards and Arts, Culture and Heritage Strategy (Wairarapa)
 - g. Urban Design Action Plan (Carterton)
 - h. Urban Street Tree Policy (Carterton)
 - i. Wairarapa Provisional Local Alcohol Policy (Wairarapa)
 - j. Walking and Cycling Strategy (Carterton)
- ii. Council's implementation of general local government functions (eg. asset management, utility operation, building consent and bylaw promulgation)

processes) within reserves will take account of the respective classification, outcomes and policies of the particular reserve.

- iii. Where an application for a resource or building consent is proposed adjacent to a reserve, property boundaries will be checked to avoid future encroachments.
- iv. Bylaws should be promulgated or changed as necessary to:
 - a. Support the management of reserve land;
 - b. Support integrated coastal and waterway management;
 - c. Be consistent with the planned outcomes for reserves and the policy in this Plan;
 - d. Implement prohibitions, where not otherwise provided for.

2.1(i) Naming of reserves

Most reserves within Carterton are informally named after the name most commonly used by the local community or after the nearest street in the locality. Section 16(10) of the Act sets out the procedure for officially naming or renaming reserves.

Outcome:

The names of reserves in Carterton reflect the district's natural, cultural and historic heritage.

Policies:

- i. Official names for reserves will be established after consultation with local Iwi, reserve users, reserve neighbours, and any other identified affected and interested parties.
- ii. The name of a reserve should reflect the relevance of the site, its history and use and purpose for which it was reserved.
- iii. Reserves may be named after deceased individuals if those people have made a significant contribution to the open space and recreational heritage of Carterton. Preference will be given to naming areas within reserves.
- iv. Reserve names will not include sponsor names.
- v. Both Maori and European names should generally be used on new signage and in documentation.

2.1(j) Plan monitoring, review and amendment

The Council is required to keep management plans over reserves for which it is responsible under continuous review to adapt to changing circumstances or increased knowledge. Monitoring of the state of reserves, including pressure on them and the effects of management efforts, contributes to this knowledge.

Outcome:

The plan is maintained as an up-to-date guide for decision making.

Policies:

- i. This Plan may be amended without further formality when the amendment would:
 - a. Correct a factual error;
 - b. Update information on protected areas;
 - c. Change the names or classification of existing reserve land following reclassification in accordance with the relevant legislation;
 - d. Reflect changes in legislation;
 - e. Provide clarification of an outcome or policy, with no change in its material effect;
 - f. Delete reference to a plan, provision or reserve that has been revoked.
- ii. Part or all of this Plan will be reviewed when:
 - a. Introducing new classified reserve land, or disposal of reserve land;
 - b. There is a significant change in Council Policy, the District Plan, Bylaws, Strategies, legislation, or the relevant policy of other agencies, that has significant implications for reserve management;
 - c. New information (eg. significant new management issue) suggests that a change in policy is necessary;
 - d. Any other reason deems it beneficial to review.
- iii. Any proposed major changes to the planned outcomes for specific reserves (Part 5) will be publicly notified.
- iv. Reserve management policies should be monitored and evaluated at regular intervals to assess their effectiveness and inform future management decisions.
- v. Council will liaise and co-operate with DoC, Greater Wellington and other agencies in relation to monitoring initiatives.
- vi. Monitoring should focus on:
 - a. Baselines and trends;
 - b. The condition of reserve values;
 - c. The nature, trends and extent of threats to reserve values;
 - d. Visitor or development impact on other reserve users;
 - e. The effectiveness of management initiatives;
 - f. The monitoring needs of priorities identified in the planned outcomes for reserves in Part 5.
- vii. Monitoring may be implemented through:
 - a. Conditions on activities requiring an Authorisation;

- b. Agreed Levels of Service, as part of the Asset Management Planning process;
- c. Community and Tangata Whenua efforts;
- d. Incidental Council activities in reserves (eg. maintenance);
- e. Conditions associated with an RMA consent process.

2.1(k) Reserve neighbours

Reserves have been established for specific purposes under the Reserves Act, and they also contribute to the wellbeing of people in Carterton. Council seeks to be a good neighbour and aims to ensure that the uses and activities that occur on reserves are reasonable in terms of their effect on surrounding properties.

Existing legislation and regulations such as the Property Law Act and local bylaws address matters of concern to neighbours, such as fencing, property, nuisance trees, noise and dogs.

Outcome:

Reserves are managed to provide for public benefit and enjoyment while considering the interests of adjoining neighbours in having reasonable enjoyment of their property.

Reserve-friendly adjacent land uses are promoted.

Policies:

- i. Adjoining property owners will be consulted when a new use or activity on a reserve is planned which has a potentially more than minor adverse impact on an adjoining landowner.
- ii. Council will not cause or permit structures, planting or other works on reserve land adjacent to waterways, in a way that would adversely affect existing utilities, or food protection works, or access to these for maintenance.
- iii. Neighbours will be encouraged, and assisted (with technical advice) to protect land with natural heritage values adjacent to reserves.
- iv. Requests by reserve neighbours for restrictions on public use of a reserve will not be considered unless it can be demonstrated that the use interferes unduly with the reasonable enjoyment of their property, and other options are not available.
- v. Landowners of properties adjoining reserves may apply for temporary access to inaccessible parts of their property as a Managed Activity.
- vi. Council will seek the immediate cessation of adjacent land uses which adversely impact upon reserves, reserve values and/or reserve users (stock trespass, herbicide use, rubbish dumping, encroachment). If direct

- communication is not effective in a reasonable timeframe, then other options will be considered, including prosecution where appropriate.
- vii. Council will negotiate with adjacent private land owners where there are issues of nuisance created by trees or vegetation growing on public land. Negotiation will aim to remove the nuisance without destroying the form or integrity of valuable vegetation.
 - viii. Section 333, 335 and 336 of the Property Law Act will be used as a guide for responses to nuisance complaints, to achieve informal resolution of complaints where possible.
 - ix. Management of vegetation that is causing a nuisance by overhanging private property will be undertaken in accordance with standard arboricultural practice.
 - x. Subject to the Property Law Act, the costs of any remedial action will be negotiated.
 - xi. In appropriate circumstances, species causing concern to neighbours may be replaced with suitable species at Council's discretion, and provided that no costs accrue to Council. A formal agreement setting out the proposed works and responsibilities, including a bond may be required.
 - xii. If the vegetation is significant then preservation of the vegetation will be the first goal. If vegetation must be trimmed, then it should be undertaken in a manner that minimises risk to the vegetation.
 - xiii. Agreements requiring fencing at the owner's cost will be sought as a condition of subdivision for all new reserves vested from any new subdivision adjoining a reserve, in accordance with Part Two of the Fencing Act.
 - xiv. Council will encourage boundary fencing consistent with best practice standards.
 - xv. Co-operation will be sought with esplanade reserve neighbours to promote planting of native vegetation on escarpments and stream banks to prevent or mitigate erosion.
 - xvi. Boundary fencing for all reserves adjacent to farms or lifestyle blocks must be maintained in good repair against stock trespass.

2.2 Engagement

This section covers public participation in reserves management and Treaty of Waitangi policies.

2.2(a) Public participation in reserve management

Individuals, groups, organisations and communities play an important role in reserve management. Relationships between communities, reserves and reserve administrators need to be nurtured and based on mutual good faith, cooperation and respect. Development of reserves may have significant effects on reserves,

reserve users and reserve neighbours, and it is appropriate for these and other affected or interested parties to be consulted in relation to matters that affect particular reserves. Consultation is governed by provision in the Reserve Act and Local Government Act.

Outcomes: The relationship between people and their reserves is recognised. Communities and individuals can easily share their knowledge and ideas about Carterton's reserves, and are engaged in the management of their local reserves.

Policies:

- i. Council will consult with people and interested organisations about the planning, management and development of heritage and recreation opportunities in reserves.
- ii. People and organisations will be encouraged to participate in the planning and management of reserves.
- iii. The views of reserve users and neighbours will be sought when assessing the strategic value of a reserve.
- iv. Education and information will be undertaken to promote awareness of
 - a. The values in reserves;
 - b. "Leave no trace" philosophy;
 - c. Key weed species and cost effective best practice for their control;
 - d. Pest animal species, and how members of community groups can be involved in pest control
- v. Opportunities for communities to be involved on-the-ground will be promoted, and actively sought in some cases (restoration, monitoring).

2.2(b) Treaty of Waitangi responsibilities

Section 4 of the Conservation Act requires that the Reserves Act should be interpreted and administered so as to give effect to the principles of the Treaty of Waitangi. Where there is inconsistency between the provisions of the Reserves Act and the principles of the Treaty, the provisions of the Act apply.

Effective partnerships with local Iwi can achieve enhanced heritage management of natural resources and historic and cultural heritage.

The Council must consult appropriately with, and have regard to the views of the local Iwi before making decisions about and undertaking action in reserves for which it is the administering body, which might affect their historic and cultural heritage.

Outcomes:

Decision making in regard to reserves is informed by the interests of local Iwi.

Traditional and cultural harvesting of plants is provided for, without unduly depleting or damaging the values of the reserve.

Policies:

- i. Iwi should be consulted where any major development is proposed in a reserve.
- ii. Iwi need to be consulted on proposals that involve places or resources of spiritual or cultural significance to them.
- iii. Iwi will be invited to participate in the identification, preservation and management of sites of spiritual, historic or cultural significance on reserves.
- iv. Council will take into account concerns or issues relating to reserve management raised by Iwi.
- v. Relationship based on mutual good faith, co-operation and respect will be maintained with the Iwi to enhance the management of reserves.
- vi. Partnerships to enhance heritage management and to recognise mana in respect of reserve management will be supported.
- vii. Public information and interpretation, where it refers to places or resources of significance to Iwi:
 - a. Will be developed in partnership with them;
 - b. May include Maori place and species names;
 - c. Will make appropriate use of Te Reo Maori.

2.3 Heritage Management

This section covers management of historic and cultural heritage, natural hazards and natural heritage.

2.3(a) Historic and cultural heritage

Some reserves in Carterton contain known features of heritage significance. Some sites might be protected through provisions in the Historic Places Act, Council's District Plan as well as the Reserves Act. Authorities or resource consents may be required for some activities that may affect heritage features. For the purpose of this Plan, Significant Heritage Site means: any reserve that contain a heritage feature recognised in the Wairarapa Combined District Plan, any historic building, feature or site registered with the Heritage New Zealand, any archaeological site as defined in the Historic Places Act, any historic feature noted as a Heritage Value of specific reserves in Part 5, any Notable Tree, and any historic feature listed in a regional plan.

Outcomes:

Significant Heritage Sites are appropriately identified and protected, and are managed in accordance with the values of the particular reserve, and for the enjoyment and education of existing and future generations.

The historic and cultural heritage of the District is evident in the protection, design and use of reserves.

Policies:

- i. Significant Heritage Sites should be protected, preserved or maintained in accordance with the ICOMOS NZ Charter, and the historic heritage section of the District Plan.
- ii. Use and enjoyment of historic and cultural features on reserves will be managed to:
 - a. Enable their preservation;
 - b. Be in keeping with their assessed significance;
 - c. Provide opportunities for the public to understand and experience them.
- iii. Public access to the whole or part of a reserve may be restricted for some reserves. Depending on the reserve classification, this could include where such access would be harmful to the historic and cultural features on the reserve.
- iv. Trees and woody shrubs will be removed from historic features if necessary to preserve the heritage values.
- v. Any reserve development work undertaken within 100m of any heritage feature identified in the Wairarapa Combined District Plan or any recorded archaeological sites identified by the NZAA should be undertaken in liaison with Heritage New Zealand, local Iwi and any other parties deemed to be affected or interested.
- vi. Any earthworks undertaken in a reserve containing places or resources known to be of spiritual, historic or cultural significance to local Iwi will be subject to protocol being entered into with local Iwi prior to works commencing.
- vii. Any destruction or substantial modification of significant heritage sites containing standing structures will be conditional on the investigation and recording of the built component of sites, in addition to any subsurface remains. Such investigation and recording to be in accordance with the Guidelines for Buildings Investigation and Recording of Heritage NZ.
- viii. Notable Trees should be protected when designing infrastructural developments for reserves.

- ix. Council will liaise and co-operate with Heritage NZ, Department of Conservation, Greater Wellington and Iwi in relation to historic and cultural heritage monitoring.

2.3(b) Natural hazards

Natural hazards are events which affect or may affect people, property or the environment. They include earthquakes, landslides, tsunamis, floods and storms, and are natural processes that are part of New Zealand's natural environment.

Human ability to restrain such natural forces is limited, and even when there is the technical ability to do so, natural processes in reserves should, where safe and practicable, continue to function unhampered.

Risk assessment is undertaken in the course of asset management planning. Unacceptable risk focuses on the likelihood of major or catastrophic impact. Risk management responses can potentially constitute a risk to reserve values (eg. Hard engineering can detract from amenity and scenery, or can disturb historic sites or native species), care is needed when deciding on appropriate risk treatments, depending on the values of the reserve.

Outcomes:

The risk from natural hazards in reserves is managed in accordance with best practice. Reasonable measures are taken to minimise the risk to wildlife, vegetation, property and safety from uncontrolled fires.

Policies:

- i. Natural hazard risk assessment will be a key consideration in the location and construction of all facilities in reserves.
- ii. Risk management responses to natural hazards on reserves:
 - a. Will first prioritise the elimination or mitigation of natural hazards in reserves where the possible or probable risk is potentially fatal, or where the risk is moderate to serious, and of high probability.
 - b. Will consider any significant natural, historic or cultural value that could potentially be adversely affected by risk management treatments, and will avoid adverse effects on these as much as possible.
 - c. Will otherwise be undertaken with the least possible interference to natural processes, natural resources, and historic and cultural heritage.
- iii. Information should be provided to enable people to assess and respond appropriately to risks from natural hazards that may occur in reserves.

- iv. Public entry will be closed to any part of a reserve if danger to people or property is considered imminent, and cannot be reasonably avoided by other means.
- v. The use of gas or liquid fuel cookers and barbecues is permitted in reserves, when undertaken safely and with due care to prevent fire to any vegetation.
- vi. It is a Prohibited Activity to set fire to vegetation (or to create conditions that could lead to a fire) within a reserve.
- vii. Public access to gorse and scrub covered areas will be discouraged where practical, in favour of recreation in more suitable fire resistant localities.
- viii. Council will take reasonable measures to ensure the reserve is kept clear of hazards that may pose a fire risk.
- ix. Council will mitigate areas identified as high fire risk by establishing green breaks planted in low-flammability species where practicable.
- x. Reserve neighbours will be encouraged to plant species known for their low-flammability, adjacent to their boundaries to reduce the risk of fire spread between reserves and private land.
- xi. Council will co-operate with the appropriate fire authority to provide for the prevention, detection, control and suppression of unauthorised fire within any reserve.
- xii. In times of fire danger, reserves may be closed.
- xiii. In coastal reserves relocation or managed retreat approaches will be preferred in addressing development under threat from coastal hazards.
- xiv. In reserves adjoining watercourses maintained by GWRC consultation will be undertaken with GWRC Flood Protection when planting or other works are proposed.
- xv. In any reserve that contains a site of significant natural value the removal of vegetation will be restricted to the minimum necessary to reduce fire risk to life or property.

2.3(c) Natural heritage

New Zealand's unique biodiversity is internationally important with high percentages endemic native species. These species and special habitats are valuable for their intrinsic values, the environmental services they perform, what they offer to future generations and for their contribution towards our identity.

The Reserves Act ranks the protection of the natural environment highly for a suite of reserve types, these include Scenic(A) and Local Purpose (Environmental Protection) reserves. The District Plan also contains provisions for protecting natural heritage, and resource consent may be required for some activities that may affect those values.

Significant natural values in this Plan may refer to sites with ecological significance, sites containing threatened species, Scenic (A) Reserves, Local Purpose (Environmental Protection) Reserves, geological features, significant trees.

Outcomes:

Existing areas of significant natural value within Council reserves are protected and preserved in perpetuity.

The biodiversity values, ecological integrity and connections present within the reserves are improved.

Significant degraded ecosystems and native biodiversity within reserves are restored to a healthy state.

In reserves protected primarily for their natural or scenic values, public enjoyment is consistent with the protection of the values.

Policies:

- i. Where reserves have identified significant natural values, management attention will focus as a minimum, on preventing net loss of existing natural values, including the ecological processes underpinning them. Activities or development will be managed in ways that;
 - a. Avoid any loss of identified significant natural values,
 - b. Avoid where possible, or otherwise remedy or mitigate adverse effects on the quality of ecosystem services, intrinsic values of landscape, landform and geological features or reserves.
- ii. Existing natural native vegetation cover should generally be maintained in reserves, and particularly where the reserve contributes to :
 - a. Coastal habitat values;
 - b. An ecological corridor;
 - c. Waterways and wetlands.
- iii. Except as provided in specific policies elsewhere in this Plan, the destruction or removal of any vegetation is an Activity requiring Authorisation and subject to Part 4 (assessment) of this Plan.
- iv. Planning and implementation of natural heritage improvement initiatives should:
 - a. Encourage native wildlife through the provision and maintenance of suitable habitat;
 - b. Be directed to nurturing natural regeneration, and restoration work in reserves containing significant natural values as the highest priority, along with any reserve found to contain threatened plant or animal species;
 - c. Seek to achieve or enhance ecological connections between natural areas;

- d. When undertaking restoration planting, source native species form the same ecological district, and preferably from the same locality except where other native species or introduced species are the most appropriate means of achieving the purposes of section 51(1) or 19(1)(b) of the Reserves Act.
 - e. Support other agencies in implementing threatened species recovery plans.
- v. Pest management programmes will implement the Regional Pest Management Strategy, collaborating with Greater Wellington and other relevant management agencies to co-ordinate and complement pest management efforts in the district.
- vi. Pest management outside of RPMS efforts should be targeted to protection of significant natural values.
- vii. Where infestation is expanding and total control is not feasible, pest management will focus on containment. Where pest species are entrenched and total control is not feasible, pest management will target suppression.
- viii. Pest control should be undertaken in a manner that minimises pesticide inputs into waterways.
- ix. Biological control organisms may be used for pest control, subject of the relevant provisions of the Act.
- x. The following plant collection is classified as Managed Activity:
 - a. Sourcing of seeds and cuttings from recreation and local purpose reserves for reserve restoration projects;
 - b. Collection of exotic plant material for non-commercial scientific research or educational purposes from historic or scenic reserves.
- xi. Any other collection of plant material requires Authorisation and is subject to Part 4 (assessment). Council will consult with and have regard to the views of the local Iwi regarding applications for Authorisations to take plant material for cultural harvest purposes.
- xii. In any part of a reserve that contains a significant natural value:
 - a. Exotic vegetation and animals should be eradicated as far as practicable.
 - b. Public access to the whole or part of a reserve may be temporarily or permanently prohibited for some reserves, except by permit.
- xiii. In reserves adjacent to the coast or waterways:
 - a. Natural character and amenity values, and particularly riparian values, should be maintained, and improved where practicable.
 - b. Existing vegetation on coastal reserves should be maintained and increased where possible, using species indigenous to that coastline.

- c. Erosion protection should be by vegetation maintenance and enhancement where possible and should favour soft engineering options otherwise.
- d. Any unavoidable erosion protection structures must be designed to be the most effective for the least adverse effect on natural character and coastal processes
- e. Ensure that structures and facilities do not impede fish passage.
- f. Land and facility management should avoid contamination of marine areas (eg. sediment, pesticide).
- g. Dunes should be protected through fencing off vulnerable dune areas, and directing public access to designated points, progressive replacement of marram and other exotic plant species with eco-sourced, dune-appropriate plants, and monitoring of restoration and revegetation efforts and erosion threats.
- h. Land management of reserves in the catchments of rivers or other waterways should ensure that there are no adverse impacts downstream from land disturbance, vegetation removal, structures, discharges or streambank erosion.

2.4 Reserve Asset Management

The Council provides facilities in reserves and maintains each reserve to an appropriate standard, depending on the purpose and use of the particular reserve. The policies below outline the general intentions of the Council in providing and maintaining reserve assets.

2.4(a) Facility Maintenance

Reserve facilities need to be maintained to levels appropriate to the reserve purpose and use. The Asset Management Plans for Buildings and Leisure Services address renewal and maintenance programmes. The standards for facilities maintenance are set in specific Levels of Service Agreements, as part of asset management planning.

Hazardous substances (chemicals, biological agents) may be needed in the management or maintenance of reserves. The primary regulation of hazardous substance use is through Greater Wellington regional plan(s), under the RMA. The permitted activity standards include requirements that signage be provided where agrichemical spraying has occurred or is in progress in public areas, until the re-entry period for that particular chemical has passed.

Outcomes:

Reserve values are preserved, and visitor amenity is enhanced through the appropriate maintenance of facilities.

Reserve users take responsibility for their litter and waste.

The risk of harm from the use of hazardous substances in reserves is minimised.

Policies:

- i. Clubs and occupants are responsible for the maintenance of their facilities to standards determined by the conditions of the Authorisation.
- ii. Reserve facilities will be monitored and maintained to ensure functionality, safety, cleanliness and amenity.
- iii. Maintenance of facilities and amenities will favour colour schemes and materials that blend with the reserve landscape where practical and comply with relevant strategic documents (eg. Carterton Town Centre Revitalisation Framework).
- iv. The use of hazardous chemicals on reserves will be minimised, through use of more environmentally friendly alternatives where practical and financially feasible.
- v. Where hazardous substances are to be used on reserves, the operation shall be undertaken in accordance with current best industry practice, and regional plan permitted activity standards or consent requirements.
- vi. Trimming, pruning or clearance of native vegetation should be limited to the minimum necessary to ensure the effective functioning of reserve tracks, pathways and other existing facilities.

2.4(b) Green Infrastructure and landscape amenity

Green infrastructure comprises trees and vegetation that are providing a service, such as amenity, recreational experience, shelter, shade, storm water or erosion management, and can also contribute to natural heritage.

The scenic and landscape amenity values of reserves are an important contributor to reserve values, and enhance the landscape in and around Carterton.

It is important the open space, natural and historic values are protected, and that development is coherent and sympathetic in character.

Outcomes:

Recreational enjoyment and the public benefits of reserves are enhanced through the provision of appropriate green infrastructure and development.

The loss of trees on reserves is minimised through active management and maintenance.

The landscape values of reserves are protected and enhanced.

Policies:

- i. Landscape design and maintenance should be used as a means of providing safe open spaces for recreation.
- ii. Landscape plans (including planting programmes, species lists, colour schemes and materials specifications) may be developed for reserves.
- iii. Council may prepare development plans for some reserves. Development plans for classified reserve land must be consistent with the Reserves Act, and with this Plan including the planned outcomes for the particular reserve. In addition the development plan should protect and enhance any natural and historic heritage features of the reserve, enhance recreational enjoyment where appropriate and group and contain structures so that open space is protected. Any development plans that fall outside of the scope of this Plan including Planned Outcomes in Part Five, will be subject to the relevant plan amendment process.
- iv. Design principles to be adopted and adhered. These need to address sourcing and type of plants, natural processes, soft engineering, surrounds, and be in general accordance with any design strategy for Carterton.
- v. Wood removal in scenic reserves and areas managed for heritage or ecological purposes, to be only for safety reasons or to protect access and existing structures – otherwise should be left for habitat management purposes on site. Outside of these sites removal of wood from felled or fallen trees or pruning operations is a Managed Activity, while unauthorised removal of wood from reserves is a Prohibited Activity.
- vi. Development Plans for any reserves next to or containing watercourses maintained by GWRC should be prepared in consultation with GWRC.

2.4(c) Lightning

Lighting in reserves increases the period that a reserve may be used and highlights landscaping features.

The Council does not encourage the use of reserve land after dark. The lack of lighting is a strategic decision to discourage visitors from using the areas at night where safety problems may exist.

Lights can disturb wildlife and “pollute” the night sky. District Plan policies, rules and standards apply in relation to lighting.

Outcome:

Safe and convenient legitimate night-time reserve use is facilitated through the provision of appropriate lighting.

Policies:

- i. Natural night sky is preserved where practical
- ii. Lighting should be provided in reserves commonly used for active recreation at night time, such as sports fields and skate parks.
- iii. The need for lighting in reserves to be determined using the principles of Crime Prevention through Environmental Design (CPTED).
- iv. Floodlighting is an activity that requires an Authorisation.

2.4(d) Memorials and the scattering of ashes

Monuments, plaques or other memorials may be sited in place associated with people, traditions or events of exceptional importance in Carterton. Memorials and memorial planting need to be site specific and carefully designed, and access and ongoing maintenance have to be addressed.

The scattering of ashes from cremation need to be managed in reserves, taking into account differing needs.

Outcomes:

Public memorials are in places associated with people, traditions or events of exceptional significance to Carterton.

Personal memorials do not detract from or damage reserve values.

Policies:

- i. Council may provide, maintain, repair or replace commemoration trees plaques or other memorials in places associated with significant people, traditions or events.
- ii. The scattering or placement of ashes from cremation is a Prohibited Activity in reserve gardens or in any place that is easily of frequently accessed by the public.
- iii. The following are Activities requiring Authorisation, and are subject to Assessment: the scattering or placement of ashes from cremation in any reserve or part of a reserve and personal memorials.

2.4(e) Road and car parks

Roads provide necessary access for reserve management activities.

Users of reserves may create demand for car park spaces within reserves. Occasionally groups also ask for the provision of or the exclusive use of car parks on reserves, where they obtain a benefit greater than that of the public at large. This demand should be balanced with the desirability of obtaining open space n reserves.

Council bylaws prohibit parking of motorised vehicles on reserves except when in use for management purposes or in designated car parks.

Outcomes:

Roading and car parks are provided where vehicle access is appropriate in terms of reserve purposes and planned outcomes.

Car park areas meet proven requirements directly related to the authorised use of the reserve.

Policies:

- i. Car parks on reserves are for vehicles associated with legitimate or authorised use of the reserve.
- ii. Barriers or other design features may be used to prevent inappropriate vehicle access within reserves.
- iii. The release of a car from a reserve that has been closed may incur a fee.
- iv. Parking necessary for carrying out reserve management activities and parking granted as part of an Authorisation for another activity are Allowed Activities.
- v. Regular use of reserve car parks for storage of recreation equipment, the development or extension of car parks, the exclusive use of car parks, parking anywhere other than in areas set aside for car parks and overnight or long-term car parking require Authorisation and are subject to Assessment.

2.4(f) Sports infrastructure

Sports infrastructure includes developed facilities, sports fields, hard courts or artificial surfaces.

Outcomes:

People of all ages and abilities are able to regularly play sports on sports infrastructure provided by Council.

People also enjoy recreation reserves and reserve facilities for their open space values, when not in active sports use.

Policies

- i. Sport facilities will be managed in accordance with Council's Sports Ground Policy, including the administration of seasonal use allocation, criteria for closure of grounds, hirer's responsibilities, fees and charges, and standards for grounds and courts.
- ii. Use of sports infrastructure by organised sports clubs is a Managed Activity.
- iii. Informal uses of the reserve by other organisations and individuals will be encouraged where this is compatible with booked uses.

- iv. Development plans for reserves with sports fields should provide for shared facilities and other recreational uses by the public.
- v. In order to retain open space, sports clubs will be encouraged to share infrastructure where practicable, minimising the number of structures on reserves as much as possible.

2.4(e) Structures and fixtures

Some structures are addressed separately - lighting, car parks, tracks and pathways. If a structure is not addressed elsewhere (seating, playgrounds, etc), it will be addressed in this section.

The Act specifies under what circumstances structures may be constructed on some types of reserves.

Built facilities include structures and fixtures such as playgrounds, seating, landscaping, toilets, rubbish bins, drinking fountains, lighting, fencing and safety barriers. These can all enhance the amenity, recreation and open space values that people experience when visiting reserves. But facilities also have the potential to significantly impact on reserve values, and to shape the visitor experience.

In some circumstances, it may be appropriate for facilities on reserve land to be provided by commercial or non-profit organisations. The protection of public access and use of the reserve needs to be taken into account when considering allowing facilities that potentially exclude the public from some parts or all of a reserve. Where there is exclusive use of reserve facilities, and Authorisation will be required.

Some Carterton reserves support utilities such as potable water, storm water or waste water infrastructure. Council provides these in accordance with its statutory local government responsibilities. Reserves may also contain other utilities, such as electricity or telecommunications. These also supply important infrastructure services, but are not in public ownership.

Section 48 of the Reserves Act provides for the granting of rights of way or other easements as the usual means of granting landowner permission to maintain utilities, where this involves actions that would otherwise contravene the Reserves Act (eg. vegetation removal, land disturbance).

It is expected that infrastructure utilities are maintained to avoid impacts on the health of reserves and reserve users. It is important that utility maintenance and operations protect reserve values. Council utilities should be recognised and accommodated in any reserve development plans.

Outcomes:

Recreation and enjoyment of reserves is facilitated and supported through appropriate facility provision.

Facilities are allowed on reserves for public recreation, educational and community services, consistent with the purpose of the reserve, and the planned outcomes from them.

Structures on reserves meet the needs of the approved use and users without adverse effects on the reserve, reserve values, reserve users and reserve neighbours.

Policies:

- i. The Council will provide, monitor and maintain structures, facilities and fixtures, to a standard that meets public safety requirements, relevant service levels, and in a manner that complements the values of a reserve.
- ii. Development of new facilities should provide for disabled access where possible, consider crime prevention through environmental design, be in keeping with the character of the reserve, facilitate easy maintenance, minimise the potential for deterioration and vandalism of reserve structures, facilities and fixtures, through design, materials and location, avoid being located in a hazard area or where they would be likely to adversely affect existing utilities.
- iii. Construction or development of facilities and amenities may be undertaken or permitted in open grassed areas of scenic reserves, where necessary for the public using the reserve, and where consistent.
- iv. Indoor sports clubs and other building occupiers will be encouraged to manage their premises in a way that prevents exclusive use where practical.
- v. Construction of buildings and other structures or other structures or fixtures owned and occupied by people or organisations other than Council are Activities requiring Authorisation and are subject to Assessment.
- vi. Maintenance or renewal by land disturbance, trimming, or clearance of intrusive or obstructive vegetation may be undertaken as a Managed Activity.
- vii. New capital utility works are Activities requiring Authorisation. New utilities may be considered as appropriate if alternative routes are shown to be impractical, reserve values can be protected and they can be co-located in areas that are already modified by utilities, where this option is practicable.

2.4(f) Tracks and Pathways

Walking tracks and pathways enable people to access and enjoy reserves. Different grades of track or pathway can facilitate enjoyment of reserves by people with different levels of mobility, and can provide a range of opportunity, from safe and easy open paths, through to cycle paths, mountain biking opportunities and bush walks.

Walking tracks and pathways also support the Council's wider policies in respect of transport, which seek to increase cycling and walking within Carterton, through improving the safety, convenience and extent of cycling and walking networks.

Outcome:

People can appreciate and enjoy reserves through the provision of walking track and pathway facilities that reflect the desired character of the reserve.

Policies:

- i. New pathways and tracks will be constructed and maintained in accordance with NZ Standards and design guidelines in a manner that protects the natural, historic, cultural and landscape values of the reserve and reflects the planned outcomes for reserves.
- ii. Paths should be designed to be shared between walking and cycling where practical.

2.5 Public use and enjoyment

This section covers the provision of access to recreational opportunities, and the appropriate management of different activities with reserves. These policies also guide Council's response to applications to use reserves for activities which may conflict with other uses, or the wider interests and safety of the community. The Council reserves the right to decline a proposal for use of a reserve.

The activities addressed here require specific policy attention. They may be allowed but require a managed approach. Alternatively they may require authorisation subject to Assessment or are clearly indicated as inappropriate activities in reserves, or as Prohibited Activities.

Allowed, Managed, Authorised and Prohibited activities are subject to the policies Part Three of this Plan.

2.5(a) Access and opportunity

Residents and visitors are attracted to reserves in Carterton where they can enjoy the natural environment, play sports, walk the dog, watch the children play or just have a rest. There are purpose built facilities like skate parks, BMX track, swimming pool, but in most cases the reserve provides a blank canvas where users decide how to use the site. And this as it should be, providing that the recreational enjoyment doesn't cause harm to others or to the reserve.

Constraints are needed when a choice of recreation is incompatible with the purpose of a reserve, the activity requires an undue amount of exclusive space, or is dangerous or a nuisance to other reserve users or neighbours.

Outcomes:

People can enjoy and use Carterton's reserves through the provision or authorisation of a range of recreation opportunities that protect reserve values and respect other reserve users and neighbours.

Activities do not cause harm to others.

Policies:

- i. Access to reserves will generally be free of charge to the general public, except that Council may charge for the use of facilities and services, an Authorisation may stipulate a charge for use for facilities or services or entrance and/or car parking charges for a specified time.
- ii. Public access to and along the coast and waterways will be promoted, protected and improved where practicable.
- iii. Shared pathways that are accessible to people with disabilities, should be provided where practicable.
- iv. Essential or emergency activities are Allowed Activities.
- v. Recreational opportunities in reserves will be provided or facilitated, consistent with the classification, values of and the planned outcomes for reserves. Recreation will be actively encouraged where this the primary purpose of the serve and is reflected in the planned outcomes for reserves; enabled in reserves where such activities are compatible with the reserve classification and the planned outcomes for reserves, including the provision of easy access for the appreciation and enjoyment of natural places; allowed, where adverse effects on reserves, reserve values, reserve users and neighbours, can be avoided, remedied or mitigated to an impact that is less than minor; and discouraged or prevented, where they are incompatible with the reserve classification or the planned outcomes for reserves, are likely to damage the reserve, are dangerous or a nuisance to other reserve users.
- vi. Recreational opportunities on reserves should be managed to avoid or otherwise minimise any adverse effects (including cumulative effects) on natural resources and historic and cultural heritage, the coast, the qualities and peace and natural quiet, the quality of playing surfaces and the experiences of other people.
- vii. The development by external providers, of new recreational opportunities involving structures, commercial or exclusive use is and Activity requiring Authorisation and is subject to Assessment.
- viii. A reserve (or part of it) may be closed in conjunction with a requested use, as appropriate and in accordance with statutory requirements, for the protection and well-being of the reserve, and for the protection and control of the public using it.

- ix. When providing for or authorising recreational activities that create hazards for other people, the provision or Authorisation will be managed so that the risk of harm to others is reduced.
- x. Smoking will be discouraged in playgrounds and sportsgrounds. (A smoke free policy for public spaces will be prepared and implemented over a period of time.)
- xi. Single or seasonal use of sports fields, courts and parks by sports clubs, non-commercial exclusive use of a recreation reserve for the purpose of particular games, sports or other activities or for public recreation and enjoyment and military, police or emergency services training exercises are all Managed Activities.
- xii. The use (including flying, take-off or landing) of motorised model ariplanes in a reserve requires Authorisation subject to Assessment.
- xiii. Golf is a prohibited activity
- xiv. Access within, and uses of reserves in the coastal environment immediately above MHWS should be managed to be consistent with Greater Wellington regional policy in respect of the coast, including the management of vehicles.

2.5(b) Aircraft

The Civil Aviation Authority has jurisdiction over an aircraft or helicopter in the air, while Council can control effects of activities on the ground on reserves, reserve values, reserve users and reserve neighbours.

Adverse effects of noise are regulated by the District Plan.

Permission to land in a reserve is not required in an emergency.

Outcome:

Lawful aircraft and helicopter take-off/landings are allowed on reserves where the adverse effects on reserve values, reserve users and reserve neighbours can be mitigated.

Policies:

- i. The use of a reserve by any form of aircraft for reserve management purposes is an Allowed Activity.
- ii. Any other use of a reserve by any form of aircraft for the purpose of landing or taking off requires Authorisation subject to Assessment.

2.5(c) Animals

The Act prohibits unauthorised animals in reserves, however authorisation can be provided in accordance with reserve-specific policies. The management of dogs is subject to the Council's Dogs Bylaw, which specifies dog exercise areas and

prohibited areas. The Bylaw also requires dog fouling to be removed, and that dogs are leashed except in dog exercise areas.

There are no reserves in Carterton suitable for horse riding and grazing of farm stock is by permit only.

Outcomes:

Reserve values, users and neighbours are not adversely affected by animals.

Access for specified animals is provided in a manner consistent with outcome statements for the reserve, and the protection of reserve values.

Other animal access is only as necessary (eg. guide dogs).

Policies:

- i. Subject to policies in Section 3.1 and restriction in Section 3.4 caged, contained or controlled animals and horses in reserves are Managed Activities.
- ii. An Authorisation may provide for animals in reserves, with or without conditions.
- iii. The planned outcomes for reserves in Part Five may provide for animals in specified reserves, with or without conditions, including provision for additional Dog Exercise Areas where dogs may be exercised off-leash.
- iv. Animals not provided for in policies above require Authorisation subject to Assessment.

2.5(d) Commercial filming and photography

Public land has become increasingly popular as commercial filming and photography locations. These activities can generally be undertaken with minimal impact on the reserve. The District Plan provides relevant permitted activity standards, retained discretions and consent considerations that are adequate in respect of filming in reserves, however additional attention is required relating to public access, as the Act is specific regarding exclusive use of reserves.

Outcome:

There are no adverse effects on reserve values from commercial filming or photography.

Policies:

- i. Commercial filming or photography is a Managed Activity.
- ii. If policies in Section 3.2 cannot be met, the activity will require Authorisation subject to Assessment.

- iii. Drones are Managed Activity and subject to Authorisation and Guidelines for UAV (drones) over Council reserves.

2.5(e) Events, including circuses and fireworks displays

Community groups and organisations have traditionally used reserve open space for booked group events such as weddings, and for commercial events, such as festivals and circuses.

Council manages events on reserves to minimise any adverse impacts on other users, neighbours, and the reserve itself. Fees are charged for uses where a person or group gains special or exclusive benefits that are greater than that derived by the general public.

In addition to permissions under the Act, events may require resource consents and liquor licences.

Outcomes:

Community use of Carterton reserves and facilities is maximised through events that are consistent with the purpose and classification of the reserve, protect reserve values, and are considerate of reserve users and neighbours.

Temporary commercial use of reserves for events occurs in ways that are equitable, consistent with the purpose and classification of the reserve, protect reserve values, and are considerate of reserve users and neighbours.

Policies:

- i. Circus use, wedding ceremony use, any outdoor event requiring temporary exclusive use of a reserve or part of a reserve, private or commercial events or functions are Managed Activities subject to the policies in Section 3.2..
- ii. Fireworks displays require Authorisation subject to Assessment.

2.5(f) Camping and campervans

Camping is a recognised activity that can take many forms – camping in tents or caravans, or staying overnight in campervans or motorhomes. Council limits camping in reserves due to litter and waste, obstruction of views or the visual dominance of camping vehicles and the perceived or real appropriation of public land for extended residential activity. It is an offence under the Reserves Act to camp in reserves without authorisation.

Outcomes:

There are no adverse effects on reserve values from camping
Carterton provides a low-impact opportunity for short-stay, self-contained, campervan overnight parking

Policies:

- i. Camping at any time, and the presence of campervans in reserves outside of day light hours is Prohibited, except in Council's camping grounds in Howard Booth Park, and subject to seasonal restrictions in Gladstone River Reserve, The Cliffs River Reserve, Kokotau River Reserve and Managtarere River Reserve.
- ii. In the reserves named above overnight campervan parking is an Allowed Activity, subject to policies in Section 3.2.
- iii. From time to time the designated campervan area may be closed for operational or safety reasons, including for events and sports use.

2.5(g) Leases, licences and easements (including utilities)

A variety of activities undertaken on Council reserves require a specific authorisation for the occupation of space. Leases, licences, or easements are the most common forms of Authorisation granted by Council to a person, organisation or company that is occupying or using part of a reserve, long term.

A lease grants a legal right for exclusive possession of reserve land for specified activities.

An easement gives a precise right of access, or a right to lay infrastructure. It must be registered on the land title or Gazette notice for the land.

A licence gives a non-exclusive right over the land, for specified activities, and can only be granted for commercial activities, grazing or activities in Section 74 of the Act.

The above Authorisations can only be granted in accordance with the statutory requirements of the Reserves Act. Depending on the activity, other permits or consents may be required before the Authorisation can be exercised.

Reserves often support utilities, but should not be regarded as infrastructure corridors. It is important that utility maintenance and operations protect reserve values, and that any necessary new utilities are sited carefully to avoid adverse effects.

Outcome:

The protection of reserve values and the retention of open space are balanced with appropriate use and occupation of reserves.

Policies:

- i. Temporary and long-term use of reserves should be allowed where lawful, and where consistent with both the purpose and classification of the reserve and with the planned outcomes for reserves.
- ii. For Sports Clubs, Recreational Clubs and Community Organisations the lease is renewable every 3 years.
- iii. Upon review of a lease or licence, the terms of the lease or conditions may be amended to reflect this plan.
- iv. Reclassification to Local Purpose reserve is required before a new lease can be granted for occupation by a non-recreational use.

2.5(h) Liquor sale and consumptions

The sale of liquor is a common fundraising activity by reserve occupiers. Reserve users can request liquor licences for regular liquor sales in association with their activity or for special or one-off types of events, where liquor is to be sold or supplied incidental to the principal purpose of the occasion or event being held. The Sale and Supply of Alcohol Act 2012 governs liquor licences.

In its role of reserve administrator, Council can support or oppose the granting of liquor licence, and may be the decision –maker in regards to Authorisations involving sale of liquor.

In terms of liquor consumption, the Liquor Control Bylaw regulates liquor consumption in designated public places. Outside of the conditions of a licence, liquor consumption is prohibited n specified reserves.

Outcome:

Lawful liquor consumption is allowed where the effects on the reserve, reserve values, reserve users, and reserve neighbours can be avoided, remedied or mitigated.

Policies:

- i. When considering support of or opposition to the granting of a liquor licence for premises located on reserves, or special licences for one-off types of events, support will be offered where the granting of permission is consistent with the purposes of the reserve, the effects on the reserve, reserve values, reserve users and reserve neighbours can be avoided, or mitigate to a level that is less than minor and where there is no history of non-compliance from the Applicant and may be conditional on a requirement that no glass be permitted an appropriate time limits are imposed.

- ii. Liquor consumption in reserves which are not subject to the Liquor Control Bylaw will be managed in accordance with Allowed Activity policies.
- iii. Additions to the areas subject to the Liquor Control Bylaw will be proposed as the need arises.

2.5(i) Signage, information and interpretation

Signs identify places, provide information about facilities and safety consideration, as well as control or direct different reserve users. They also interpret heritage or natural features.

Excessive or poorly designed or placed signage can have adverse impact on the reserve amenity.

Outcomes:

Adverse visual effects from signage are minimised, while useful information for reserve users is maximised.

Reserve signs provide users with clear advice on directions, regulations and other information.

Sign information, styles and types are consistent on reserve land throughout the Carterton District

Reserves are kept free of signs that do not have a community or public purpose.

Policies:

- i. Signs should be provided to inform visitors about recreational opportunities available in Carterton's reserves, encourage and assist people in understanding, appreciating, enjoying and protecting Carterton reserves, including directional information, including access point to reserves not owned by the Carterton District Council, reserve specific information (eg. Dog exercise areas, hazards, vulnerable dune areas), encouragement (smoke free playgrounds), reserve user rights and responsibilities, and enable people to have safe experiences.
- ii. Signs should be confined to the minimum necessary for safety, for adequate directional or essential regulatory information, and for interpretation of unique sites. Boundaries, entrances, tracks and features of particular interest may be signposted or interpreted.
- iii. Where practical, signage for different purposes or from different agencies will be combined to avoid a proliferation of signs.
- iv. Council signage will be consistent with the Council's Brand Guidelines (being prepared) and NZS for Outdoor Recreational Symbols 8603:1992.
- v. Signs should otherwise be located, and be of such a scale, design and colour, to compliment the landscape.

- vi. Signage for public hazard or emergency notification, or indicating names and denoting premises of reserve occupiers, or temporary name, sponsorship, advertising of directional signage and advertising around sports fields and hard courts, or permanent sponsorship or advertising signage on lessee assets is an Allowed Activity.
- vii. Any other temporary or permanent signage, and any other commercial signage including sponsorship signage is an activity requiring Authorisation subject to Assessment.

2.5(j) Other uses of reserves

A variety of activities undertaken on Council reserves require a specific authorisation under the Act. This section covers commercial and non-commercial activities that are not addressed elsewhere in this Plan.

Although leases and licences are the most common forms of Authorisation granted for commercial uses of reserves, temporary activities on recreation reserves (eg. Coffee carts catering caravans) may also be granted by an Authorisation in accordance with section 53(1)(f) of the Act.

Outcome:

The protection of reserve values and the retention of open space are balanced with appropriate use and occupation of reserves.

Policies:

- i. The non-commercial exclusive use of a recreation reserve by any person, body, society, or voluntary organisation for up to 6 consecutive days in each year, for the purpose of particular games, sports, or other activities or for public recreation or enjoyment, is a Managed Activity.
- ii. Commercial uses of reserves that are not addressed in other policies are activities requiring Authorisation subject to Assessment.
- iii. Agreements contemplated in section 53(1)(f) of the Act may be utilised to authorise the use of part or all of a recreation reserve.

PART 3: ACTIVITY MANAGEMENT CATEGORIES

This part provides policies for the following activity categories:

- Allowed Activities (Section 3.1)
- Managed Activities (Section 3.2)
- Activities requiring Authorisation (Section 3.3)
- Prohibited Activities (Section 3.4)

3.1 Allowed Activities

Many activities, especially recreation, need no specific permission, or may be undertaken with specified parameters in Carteron's reserves.

This section clarifies which activities are allowed as of right.

Outcome:

People can enjoy and appropriately use reserves.

Policies:

- i. Activities are allowed subject to the terms and standards of any relevant general policies in Part Two and this Part Three of the Plan and Part Four, any specific policy to the contrary in this plan, any statement to the contrary in the planned outcomes for reserves.
- ii. Any activity is allowed to the extent that it is being undertaken in accordance with an Authorisation, or is consistent with the purpose and classification of a reserve, does not require authorisation in accordance with the Act, is not inconsistent with the other policies in the Plan, is specified as an Allowed Activity in part Two of the Plan, is specified as (or consistent with) an appropriate activity in the planned outcomes for reserves (Part Five).
- iii. Aircraft landing, take-off and hovering, is allowed where necessary for reserve management purposes.
- iv. Dogs are allowed in any Dog Exercise Area identified in the planned outcomes for reserves in Part Five, on leash, outside of any area prohibited in section 3.4, if being used for Council operational purposes, for the blind, the deaf, Police, Customs and Security services, being worked in the course of their duty under the direct control of their handler or owners.
- v. Animals are allowed, where permitted in accordance with the terms and conditions of an Authorisation reached for another activity.
- vi. Essential or emergency actions or events necessary for the purposes of saving or protecting life of health, preventing serious damage to property, avoiding an actual or likely adverse effect on the environment or remedial measures are allowed, provided that Council is informed as soon as possible.
- vii. Where exclusive use of car parking has been authorised, the Authorisation holder may levy a charge on users, during the time they have exclusive use.

- viii. The overnight use of self-contained campervans at the Howard Booth Park, Gladstone River Reserve, Kokotau River Reserve, Mangatarere River Reserve and The Cliffs Reserve is allowed, provided that it is in a designated campervan area, and no seasonal restrictions are in place. All vehicles must display appropriate certification demonstrating that the vehicle is self-contained, camping is for a maximum of seven nights per calendar month (except in Howard Booth Park), and the campervan area has not been closed for operational or safety reasons, or for events or sports use.
- ix. Signage denoting the name of buildings and premises is allowed, provided that where it includes a sponsor's name this is part of the occupier's name and does not include a logo.
- x. Other permanent sponsorship or advertising signage on lessee assets is allowed, where it is not readily visible from any reserve public space and does not include a logo and does not cause nuisance to reserve users, or damage to the reserve.
- xi. Temporary name, sponsorship, advertising or directional signage associated with managed or authorised events and sports bookings is allowed, provided that it is specifically allowed in the permission or Authorisation is subject to the conditions of the permission or Authorisation, is present only for the duration of the event or sports booking, unless permission or Authorisation provides otherwise in respect of signage construction and removal or event promotion, is not fixed to any building or structure, does not interfere with play, cause nuisance to spectators, or cause damage to the reserve.
- xii. The use of any motorised vehicle is allowed provided that the speed does not exceed 10km/h and is for Council operational purposes, in carparks on road and vehicle crossings (except where prohibited by signage or by design features such as barriers), in any other place where on-site signage specifically permits the use.
- xiii. Day parking of any vehicle (excluding campervans) is allowed in the area of ... (appendix 5). The use of non-motorised vehicles is allowed on any formed and shared paths (except where expressly prohibited by signage), facility provided specifically for the purpose (eg. Skate park). Provided that on shared paths, non-motorised vehicles shall give way to pedestrians.

3.2 Managed Activities

Managed activities are permitted subject to booking, or other conditions imposed on a case by case basis.

These can include one-off or repeat events, short or long-term proposals, commercial or non-commercial ventures run by organisations or individuals, sometimes involving permanent structures or facilities, and sometime requiring exclusive use.

Booking a reserve venue is required to ensure availability. Payment of fess may be required, and reserve use may be subject to conditions.

Outcome:

Activities that require temporary exclusive use of reserves and other low impact activities are managed in a manner that protects the reserve and other users.

Policies:

- i. The activities identified as Managed Activities in the policies of Part Two and Polices ii-ix below are Managed Activities, and are allowed, subject to the relevant provisions, and to any conditions imposed on the permission.
- ii. Managed Activities that involve temporary exclusive possession of a reserve (or part of a reserve) are allowed, provided that the activity is consistent with the classification and purpose for which the land is held; is subject to availability; must be booked with the Council no later than 10 days before the activity; may not occupy space or restrict access for more than 6 consecutive days; does not involve more than 100 people; does not involve vehicles outside of designated roads, car parks or crossings; does not adversely impact on reserve neighbours or other legitimate users of the reserve (including other activities already booked in the reserve); does not take place in a site of significant natural value or significant heritage, does not involve any modification or damage to the reserve land, vegetation or wildlife, or to any reserve values identified in Part Five; does not involve the erection of signs, marquees or other structures, other than freestanding structures for the duration specified in the permission; does not require additional services (eg. water, electricity); is subject to the removal of all rubbish or other evidence of the activity having taken place; must specify if liquor is to be offered for sale when booking; does not exceed the District Plan permitted activity standards for noise in the relevant zone, will be subject to hireage fees, charges and/or bonds as specified in the current Council Fees and Charges Schedule; may be subject to conditions. (Exclusive use of parking is not guaranteed.)
- iii. The following exceptions apply in relation to ii. above: circuses – exempt of limit of number of spectators subject to activity taking place in a large enough reserve; commercial filming of photography – exempt of duration limit, limit of number of people, natural or heritage reserve limitation and additional service limitation, but provide that associated activities comply with the Plan provisions (animals, fire, parking), public access restriction/exclusive use is not for more than 30 days per year in total, the activity does not introduce contaminants, smoke, pyrotechnics or explosion effects, or involve aircraft take-off or landing or require an RMA consent, and does not take place in a significant heritage site; single or seasonal use of sports fields, courts and parks by sport clubs – exempt of number of people limit and additional services limitation but subject to the activity complying with the Sports

Ground and Court Policy and request for tournaments must be made using an Application form for Events on Parks, Reserves and Beaches; Military, police or emergency services training exercises are exempt of number of people limitation and additional services limitation.

- iv. Commercial filming or photography that does not require exclusive use of the reserve is allowed, provided that it complies with the terms and standards above
- v. Maintenance or renewal of an existing utility by land disturbance, trimming or clearing of intrusive or obstructive vegetation is a Managed Activity, provided that the works are within a 3m utility corridor a written "Request to Undertake Works in and Existing Utility Corridor in a Reserve" has been received by the Manager no later than 5 days before starting the Activity. The Manager may impose conditions to protect reserve values and rehabilitation or reinstatement standards to be met.
- vi. Caged, contained, or controlled animals in reserves are Managed Activity.
- vii. Collection of plant material is a Managed Activity and is allowed free of charge, provided that: a written request to undertake the activity has been received by the Manager, no later than 5 days before starting the activity; the activity is consistent with the classification and purpose for which the land is held; the amounts to be collected are small in relation to the abundance of the material; there are minimal adverse effects on the reserve, other users or neighbours from collection methods and quantities taken; the collection does not affect the viability of the native species at the place; collection could not practically occur outside the reserve, or elsewhere within the reserve where the potential adverse effects could be significantly less; the Manager may determine the permitted location, amount, method, duration and/or timing of the collection; in respect of the taking of seeds or cuttings of cultural significance to Tangata Whenua, particular species or individual plants may be excluded from the permission, and the view of the local Iwi will be taken into account; in respect of non-commercial research, findings must be made available to Council.
- viii. Removal of wood from felled, fallen or pruned trees is a Managed Activity, and is allowed on a first-in-first-served basis, free of charge, provided that a written request to undertake the activity has been received by the Manager no /later than 10 days before the activity; the request to remove wood is from non-profit community groups or members of the public where the wood is for personal use only; the written request includes the reserve name and address, information on the identity of the applicant; if required a safety management plan and evidence of appropriate insurance is supplied to the Manager prior to the collection of the wood; the reserve is to be left in similar condition as prior to the removal of the wood. All damage caused to be remedied at the cost of the applicant.
- ix. Temporary access through a reserve to otherwise inaccessible parts of an adjoining property by the landowner is a Managed Activity, and is allowed provided that the activity must not be inconsistent with the classification and purpose for which the

land is held, exceed two weeks, restrict public use of the reserve except to the extent necessary to ensure public safety or security of property, adversely impact on reserve values or neighbour; a written request to undertake the activity has been received by the Manager no later than 15 days before the activity; the Manager may determine the permitted location and form of the access.

3.3 Activities Requiring Authorisation

Activities requiring authorisation under the Act are reference throughout this plan. This section contains policies that apply to such activities.

If the activity is not contemplated in this Plan, but is consistent with the planned outcomes for a reserve and the other relevant policies of the plan, and the Council does not have a delegation to approve the activity, then the Minister's approval is needed.

Outcomes:

Reserve values are protected, and the community benefit from the provision of a reserve network asset is maximised through appropriate authorisations to occupy reserves.

Public use and enjoyment of reserves is protected.

Policies:

- i. The following activities can only be undertaken in accordance with an Authorisation (which may be for a lease, licence, permit, easement, agreement or other authority, or by amendments to an existing Authorisation), granted (with or without conditions) in accordance with Part Four:
- ii. Activities addressed as and Allowed or Managed Activity in Parts Two and Three, that cannot comply with the standards and terms of the relevant policies;
- iii. Activities specifically requiring Authorisation in Part Two of this Plan, including aircraft use, animals, car parks and exclusive use of car parks, change in use of a facility or agreed activity, collection of plant material and research, commercial uses, construction, alterations or extensions, filming and photography; fireworks displays, gardening, grazing, farming and forestry, lighting, memorials and the scattering of ashes, motorised model airplanes, new recreation opportunities, signage, utility infrastructure, vegetation removal or destruction;
- iv. Any other activity that requires a lease, licence, easement, permit or other Authorisation in accordance with the Act.

3.4 Prohibited Activities

It is an offence for a number of activities to be carried out within a reserve without being Authorised (Reserve Act, section 94). The Act also provides for some activities to be

prohibited in certain circumstances, or for bylaws to be made. Council Bylaws (under the Local Government Act and other Acts) also specify prohibited activities (eg. Dumping of rubbish, liquor consumption).

Activities may be prohibited because of the effects that they are deemed likely to have on reserve values or on other reserve users.

To obtain authorisation for an otherwise prohibited activity in accordance with the Reserves Act, applicants would need to seek a review and amendment of this Plan to change policy, or to seek the reclassification or revocation of the reserve land.

Outcome:

Reserves and their values, reserve users, and neighbours are protected from the effects of dangerous, damaging or nuisance activities within reserves.

Policies:

- i. Activities indicated as Prohibited in the policies of this Plan (including the planned outcomes for serves) will be enforced via the offence provisions of the Act (s94), or through Carterton District Council bylaws made in accordance with the Reserves Act and other relevant Acts.

PART 4: ASSESSMENT CRITERIA

This part outlines the assessment criteria or principles that will be applied to applications for Authorisation.

In case of inconsistency between any of the assessment criteria and the applicable statute, the statute prevails.

Where the Council does not have delegated authority to make a decision, these policies will inform recommendations that will be made to the Minister of Conservation.

4.1 Context

4.1(a) Assessment of applications for Authorisations will be informed by the following additional contextual information, where relevant:

- i. The classification and purpose of the proposed site/Reserve;
- ii. The level of authority conferred on Council as reserve administering body for the site, and any powers or limits to powers;
- iii. The planned outcomes for reserves described in a Reserves Management Plan;
- iv. The provisions of the First Schedule to the Act;
- v. The content of any existing detailed management, concept or development plan for the reserve;
- vi. The existing natural or cultural values (including significance) on site, in or adjacent to the reserve;
- vii. The views of Tangata Whenua in respect of applications for the taking of vegetation of cultural significance to them, and applications affecting sites of known significance to local Iwi;
- viii. The nature of existing recreational or other uses of the reserve, including any unique features;
- ix. Current public access;
- x. Current connectivity between the reserve and other open spaces and population catchments;
- xi. Current recreational opportunities available in the reserve or its immediate environs;
- xii. Contribution of the proposal to, and compatibility with, the wider network of recreational opportunities in the locality, district or region;
- xiii. The suitability of the proposal for people with differing capabilities, skills and interests;
- xiv. Known demand, current and projected levels of use;
- xv. The identification of the site as suitable for commercial and/or not-for-profit service provision in the planned outcomes for reserves;
- xvi. The financial viability of commercial proposals.

4.2 General Principles for Assessment

4.2(a) The proposal must not be for a prohibited activity as defined in a reserves management plan, except that this assessment criterion does not apply to an application to authorise an historic encroachment.

4.2(b) The proposal must:

- i. Comply with or be consistent with the provisions of the Act, including the classification and statutory purpose of the reserve;
- ii. Be compatible with the planned outcomes for reserves, the general policies for activities, reserve types or specific reserves, and with any existing detailed development plan for the site;
- iii. Be compatible with the community outcomes expressed in the Long Term Plan;
- iv. Avoid, remedy or mitigate any adverse effects (including cumulative effects).

4.2(c) The proposal should also:

- i. Maximise positive effects on natural resources and historical and cultural heritage, and on the benefit and enjoyment of the public, including public access;
- ii. Avoid significant or on-going adverse effects on neighbours or their property, except where the agreement of the neighbour has been obtained for the management of the adverse effect;
- iii. Complement the wider network of open space opportunities available in the locality and the wider Carterton area;
- iv. Meet a demonstrated (existing or projected) demand;
- v. Recognise the need in the Carterton community for low-cost access to recreation opportunities;
- vi. Favour local, or Carterton-wide benefits, over benefits to other geographic communities;
- vii. Licence is preferred to a lease (where both options are available and all other things are equal), in order to better protect public access;
- viii. Limit the proposed site coverage (eg. building footprint, associated facilities) to the minimum necessary for effectiveness or viability.

4.2(d) The proposal may (for services by commercial and/or not-for-profit providers) be acceptable in reserves where the services are identified as being suitable in the planned outcomes for reserves. Proposals should generally be discouraged otherwise.

4.2(e) The proposal must:

- i. Be from a property constituted body with power to enter into any financial and leasing commitment;

- ii. Have public liability insurance adequate for the nature and scale of the activity and for the identified risks.
- iii. The proposal should reflect applicant responsibility for all costs associated with the development and implementation of an Authorisation.

4.2(f) The proposal may reasonably incur a financial consideration (rental, fee or charge) where there are one or more clear and identifiable beneficiaries, gaining special or exclusive use of a reserve or its facilities, greater than that derived by the general public. The financial consideration may be equal to some or all of the costs of operation, maintenance and replacement.

4.3 Protection of /Provision for Quality Visitor Experience

4.3(a) In addition to other assessment policies, the proposal must:

- i. Have public safety precautions adequate for the nature and scale of the activity and for the identified risks, including to other reserve users;
- ii. Not involve exclusive occupation of space except where it cannot reasonably be located outside the reserve.

4.3(b) The proposal should:

- i. Enhance or complement public access to the reserve;
- ii. Enhance public benefit, amenity or enjoyment;
- iii. Maintain at least public pedestrian access to the reserve, except to the extent necessary for public safety – restriction of public access over parts of a reserve may be acceptable where necessary for a proposal's viability or security;
- iv. Retain opportunities in the locality or city for people with different capabilities.

4.4 Protection of natural, Cultural or Heritage Values from Adverse Effects

4.4(a) The proposal must:

- i. Protect significant natural and cultural values and historic heritage values, and significant or unique uses of the reserve from adverse effects, including noise;
- ii. Avoid adverse downstream effects on any stream catchment or the coast.

4.4(b) The proposal should also:

- i. Protect the heritage, natural, recreation and other values identified in Part Five of this Plan;
- ii. Protect natural and open space values as far as practicable where the classification or purpose of the reserve emphasises the retention of open space or the protection of natural values;
- iii. Not detrimentally affect sites or values of significance to Tangata Whenua;

- iv. Enhance natural, historic or cultural reserve values where appropriate;
- v. Vegetation disturbance within sites of significant natural values is to be limited to preparation for, completion of and maintenance of restoration planting, thinning, pruning, trimming and removal of exotic vegetation, actions necessary for the avoidance of imminent danger to human life, the removal of plant pests listed in the Greater Wellington RPMS, the removal of diseased vegetation, cultural harvesting of plant material, seed gathering, thinning, pruning trimming and removal of native vegetation where it is in accordance with the planned outcomes of the reserve or a written commitment made by the Council to any party prior to this Plan;
- vi. Not involve removal or major works to notable/significant trees in reserves for the purposes of maintaining or improving views, or to address shading;
- vii. Avoid or mitigate adverse effects to a level of impact that is less than minor, in preference to any other mitigation, remedial or compensatory measures.

4.5 Utilities and structures (including works, buildings, lighting, signage, hoardings and other facilities)

4.5(a) The proposal must:

- i. Be at the applicant's cost and
- ii. Not be granted where it is reasonably able to be provided for/located outside the reserve, it is for a structure on the coast that does not depend on a coastal setting, existing structures or facilities can reasonably be shared or co-located, it could reasonably be built on another reserve site with significantly less potential adverse effects, it is not in the public interest to be on the reserve, it impedes the use of the reserve for its primary purpose.

4.5(b) The proposal should also:

- i. Avoid locating telecommunication structures within playgrounds, sports grounds, courts, or any other area designated for intensive child's play;
- ii. Complement and be physically co-located with existing structures, facilities or exclusive occupation where possible;
- iii. Be of a scale, design and colour that relates to, and is integrated with the landscape;
- iv. Be located, designed and maintained to minimise the potential for deterioration and vandalism;
- v. Avoid locating structures or access ways within or in close proximity to a site with significant natural or heritage values, unless it is essential for the activity and the heritage values can be protected;
- vi. Avoid locating a structure in close proximity to a waterway, unless it is essential for the activity and fish passage can be protected
- vii. Provide for disabled people in places where this is practicable, be available for use by the public, be multi-purpose;

4.5(c) The proposal may:

- i. Be for an easement for existing utilities in reserves
- ii. Acceptably connect a new underground pipe to an existing utility where the utility connection point is within 20 metres of the beneficiary property boundary.

4.6 Additional Consideration for Particular Activities

4.6(a) The assessment of an application for aircraft to land or take-off in a reserve should also consider the effect of noise on reserve neighbours, and any threatened animal species

4.6(b) It is generally inappropriate to:

- i. Regularly use reserve car parks for non-reserve uses;
- ii. Use reserve car parks for overnight use, subject to any reserves management plan exceptions.

4.6(c) New or additional car park areas should

- i. Provide a clear public benefit; and
- ii. Demonstrate a proven requirement directly related to an authorised use of the reserve, that does not outweigh the public benefit of open or natural space or other reserve values.

4.6(d) The collection of material from reserves may be authorised where;

- i. The amounts to be collected are small in relation to the abundance of the material, and
- ii. There are minimal adverse effects from collection methods and quantities taken; and
- iii. Collection could not practically occur outside the reserve or elsewhere with the reserve where the potential adverse effects could be significantly less.

4.6(e) The assessment of applications for commercial filming or photography should:

- i. Be guided by the relevant permitted activity standards and matters provided in the District Plan; and
- ii. Consider that temporary restricted or excluded public access of more than 30 days in a year, or more than 6 consecutive days, may be acceptable where necessary for commercial filming; and
- iii. Generally consider the activity inappropriate in a significant heritage site or site of significant natural value, unless adverse impacts can be avoided, including by compliance with the Film New Zealand/Department of Conservation Code of Practice for filming on public conservation lands.

4.6(f) An encroachment should not be authorised if it:

- i. Cannot demonstrate a historic occupation;
- ii. Materially or perceptually impedes public access;
- iii. Adversely affects natural character or amenity values;
- iv. Raises public safety issues;
- v. Cannot readily be altered so that it does not create the effects above;
- vi. Unnecessarily reduces public open space, or provides a small private benefit/convenience at significant public cost;
- vii. It aggravates flood risk, or impedes access to watercourses for flood management maintenance purposes.

4.6(g) An encroachment may appropriately be authorised if:

- i. There is an appropriate legal mechanism available, and
- ii. There is evidence that the encroachment is historic, and
- iii. There is evidence that the encroachment was unintentional;
- iv. There is evidence that the encroachment would not adversely affect public access, the natural character or amenity values of the reserve, or present a safety risk;
- v. It contributes to or enhances the values of the reserve, and is unlikely to create precedent.

4.6(h) Risk from fireworks displays should be low to the well-being of wildlife or neighbouring pets should be low and any effect is to be effectively avoided, remedied or mitigated.

4.6(i) At the time of the fireworks displays water supply should be available that does not present significant adverse effects on any in-stream or riparian values.

4.6(j) Fireworks displays should generally be considered inappropriate in or within 100m of a site of Significant Natural Value.

4.6(k) Authorisation for grazing may be granted in a reserve if:

- i. The land is not required for its classification purpose for the time being;
- ii. Grazing is considered necessary or desirable for the management of the reserve;
- iii. The land is in existing pasture or farming use;
- iv. The number and type of stock is suitable for the location and land type – in general only sheep or calves up to 3 months old;
- v. Stock effects on the reserve are reversible;
- vi. The fencing of the reserve (for keeping stock within the area) shall not preclude public pedestrian access.

4.6(l) Authorisation (or variation or amendments to existing Authorisation) may be appropriate for the following:

- i. New Authorisations with an existing lessee (at the conclusion of a lease) where the conditions of the previous Authorisation have been adhered to, and the planned outcomes for reserves support the on-going use;
- ii. Commercial development including trades, business or occupations that are necessary to enable the public to obtain benefit from and enjoyment of the reserve, or for the convenience of those using the reserve for its primary purpose, or complimentary to the primary activity of an Authorisation.
- iii. An Authorisation for the temporary occupation of any reserve, where it implements a planned outcome for the reserve.
- iv. In a Scenic Reserve the erection of facilities or amenities for public recreation and enjoyment of a scenic reserve, where it implements a planned outcome for the reserve.
- v. In Recreation Reserves
 - lease of a recreation reserve that is unlikely to be used for its purpose, where its revocation is considered inadvisable,
 - the erection of structures including buildings and facilities associated with and necessary for the use of the reserve for outdoor sports, games, or other recreational activity or for sports, games, or public recreation not directly associated with outdoor recreation, where it is in the public interest;
 - Authorisations for occupation for the purpose of recreational activities in recreation reserve, that are not directly associated with outdoor recreation, provided that there is no practical option for location with a Local Purpose Reserve and the activity does not impinge on the primary purpose of the reserve;
- vi. It is generally inappropriate to scatter ashes anywhere frequented by reserve users.
- vii. Memorials should be consistent with the character of the place.
- viii. Memorials should not be permitted to damage natural features, be attached to or engraved into natural features, and should not require provision for any special access.
- ix. Memorial plaques on items of reserve furniture, and the planting of appropriate trees may be authorised.
- x. Signage should not be allowed to imply sponsorship or ownership of reserve public space.
- xi. The District Plan permitted activity standards for signage are considered useful maximum threshold for signage on reserves.

PART 5: RESERVE INFORMATION AND OUTCOMES

ADMIRAL ROAD LOOKOUT

LOCATION

328 ADMIRAL HILL ROAD
1817015003

PRIMARY PURPOSE OF RESERVE SCENIC



INFORMATION

APPELLATION

LOT 1 DP 305260
CT 21256

RESERVE ACT CLASSIFICATION

NO CLASSIFICATION

PARCEL AREA (HA) 0.1178

SCALE REGION

DISTRICT PLAN ZONES

RURAL (PRIMARY PRODUCTION)

NATURAL HAZARDS NO

LEASES/EASEMENTS/LICENCES

GRAZING AGREEMENT WITH NEIGHBOUR

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

Low

RECREATION VALUES

Walking, picnicking.

OTHER VALUES AND INFORMATION

Fantastic panoramic views over the Wairarapa and Tararua.

Utilities: Picnic table with seats.

OUTCOMES SOUGHT

1. Safeguard open green space and amenity landscape values.
2. Protect natural values to achieve healthy ecological functioning, through animal and weed pest control.
3. Enable informal recreation, encouraging opportunities for walking.
4. Continue to consider grazing Agreements as potentially appropriate for this reserve, provided that grazing is only permitted outside of any significant vegetation areas.
5. Improve car parking along the site for better access to the site.
6. Introduce interpretive signage on the site.

BATHS

LOCATION

PEMBROKE STREET
1821006200

PRIMARY PURPOSE OF RESERVE RECREATION



INFORMATION

APPELLATION	RESERVE ACT CLASSIFICATION
PT SECTION 207 208 CT D1/197	NO CLASSIFICATION

PARCEL AREA (HA) 0.3490
SCALE DISTRICT
DISTRICT PLAN ZONES
RESIDENTIAL
**NATURAL HAZARDS EARTHQUAKE PRONE
BUILDING (EASTERN CONSULTING
ASSESSMENT REPORT FROM 2012)**
LEASES/EASEMENTS/LICENCES
INDOOR POOL OPERATED PRIVATELY

VALUES AND OUTCOMES

HERITAGE VALUES

Baths opened in 1911 but no heritage status assigned.

NATURAL VALUES

None

RECREATION VALUES

Swimming.

OTHER VALUES AND INFORMATION

Utilities: Changing rooms, Filter plant room, unheated swimming pools (main pool, learners pool, toddlers pool), shade structures, ticket box, toilets and showers, staff-room, slides, diving board, tables and umbrellas, bike stands, floating equipment.

OUTCOMES SOUGHT

1. Enable active recreation, including competitive swimming.
2. Strengthen earthquake prone buildings on the site.
3. Recreational enjoyment and the public benefits of the Baths are continuously enhanced by infrastructure and amenity improvements.
4. People of all ages and abilities have access to the Baths.
5. Appropriate measures (eg. provision of lifeguards) are in place to ensure safety of users.

BELVEDERE HALL RESERVE

LOCATION

583 BELVEDERE ROAD
1814030400

PRIMARY PURPOSE OF RESERVE
LOCAL PURPOSE (PUBLIC HALL)



INFORMATION

APPELLATION

LOT 1 DP 15039 BLK VI
TIFFIN SD
CT 403/35

RESERVE ACT CLASSIFICATION

LOCAL PURPOSE
RESERVE

PARCEL AREA (HA) 0.1258

SCALE LOCAL

DISTRICT PLAN ZONES

RURAL (PRIMARY PRODUCTION)

NATURAL HAZARDS NONE

LEASES/EASEMENTS/LICENCES

ADMINISTERED BY THE BELVEDERE PUBLIC
HALL BOARD

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

None

RECREATION VALUES

Indoor Bowling.

OTHER VALUES AND INFORMATION

Utilities: Community (Country) Hall. Electricity infrastructure owned by Powerco (HV Overhead Line, Poles, Distributions Transformer, Pole Mounted Fuses, LV Overhead Line), Carpark

OUTCOMES SOUGHT

1. Provide a meeting place for the local community, for functions, informal recreation.
2. Provide for the continuous operation and maintenance of existing network utilities, in accordance with the Electricity (Hazards from Trees) Regulations 2003 and NZECP 34:2001.

CARRINGTON PARK

LOCATION

HIGH STREET SOUTH
1821048500

PRIMARY PURPOSE OF RESERVE RECREATION



INFORMATION

APPELLATION

LOT 1 DP 14056
LOT 1 DP 59134
PT LOT 2 DP 1024
PT SECS 4 5
350/229 467/236

RESERVE ACT CLASSIFICATION

NO CLASSIFICATION

PARCEL AREA (HA) 5.8224

SCALE DISTRICT

DISTRICT PLAN ZONES

RESIDENTIAL

**NATURAL HAZARDS EARTHQUAKE PRONE
BUILDING – BAND ROTUNDA**

LEASES/EASEMENTS/LICENCES

PARTS LEASED TO CARTERTON SCHOOL
AND CARTERTON TENNIS CLUB

VALUES AND OUTCOMES

HERITAGE VALUES

Historic Band Rotunda

NATURAL VALUES

Mature English Oaks around the Rotunda,
amenity planting around reserve boundaries.

RECREATION VALUES

Active and informal recreation

OTHER VALUES AND INFORMATION

Well used space by different clubs and
organisations (Carterton Athletic Club, Fire
Brigade, junior soccer, general public).

Utilities: Public toilets, Kids playground, historic
Band Rotunda, skateboard ramp, AstroTurf – all
weather cricket pitch, fitness trail, changing
rooms, wicket block, long jump pits, discus/shot-
put launching pad, skating ring/basketball court,
sealed carparks, tree lighting, litter bins, tables
and seating, signs, drainage, electricity utilities
owned by Powerco (LV Underground Cable,
Pole, LV Overhead Line, Duct, HV Overhead
Line).

OUTCOMES SOUGHT

1. Provide a high quality venue for active recreation (day and night) for people of all ages and abilities.
2. Enable informal recreation.
3. Provide a well-equipped playground.
4. Provide a high quality pleasant open space (green oasis) in the town centre appreciated for its open space values.
5. Define park entrance by improved amenity.
6. Maintain high amenity of reserve.
7. The historic Rotunda will be maintained for future generations.
8. Provide for the continuous operation and maintenance of existing network utilities, in accordance with the Electricity (Hazards from Trees) Regulations 2003 and NZECP 34:2001.
9. Investigate the possibility of establishing an all-weather multi-purpose sport complex in the reserve.

CLAREVILLE CEMETERY

LOCATION

138 CHESTER ROAD
1814024400

PRIMARY PURPOSE OF RESERVE LOCAL (CEMETERY RESERVE)



INFORMATION

APPELLATION	RESERVE ACT CLASSIFICATION
PT SECTION 300 348 CT	GAZETTED 1926 AS PUBLIC CEMETERY

PARCEL AREA (HA) 16.2889
SCALE DISTRICT
DISTRICT PLAN ZONES
RURAL (PRIMARY PRODUCTION)
NATURAL HAZARDS EARTHQUAKE FAULT
LINE HAZARD AREAS CUT THROUGH THE
SITE (SURVEYED, MAPPED AND ASSUMED)
LEASES/EASEMENTS/LICENCES
PADDOCK OF 10.58 LEASED FOR GRAZING,
PART OF CEMETERY LEASED TO FUNERAL
DIRECTORS FOR CREMATIONS

VALUES AND OUTCOMES

HERITAGE VALUES

First funeral in 1866.

NATURAL VALUES

Picturesque park-like setting, mature trees,
avenue of Kanzan cherries along North/South
axis, 1.5ha of wetland.

RECREATION VALUES

Informal recreation

OTHER VALUES AND INFORMATION

Utilities: Crematorium, Chapel, Sheds, Lawn
Cemetery, Pet Cemetery, Toilets, Seats and
Tables, Ash Internment Plots, Pump and Well,
litter bins, water containers, amenity planting.

OUTCOMES SOUGHT

1. Maintain high amenity to create a welcoming
place to visit.
2. Ensure the reserve meets the need of the
community.
3. Facilitate the development of an easy to use
on-line application for finding individual burial
plots/graves.

CLOCK TOWER RESERVE

LOCATION

HIGH STREET
1821041100

PRIMARY PURPOSE OF RESERVE
LOCAL (HISTORIC), ROAD



INFORMATION

APPELLATION

LOT 1 DP 81767
CT 48B/481

**RESERVE ACT
CLASSIFICATION**

NO CLASSIFICATION

PARCEL AREA (HA) 0.1788

SCALE DISTRICT

DISTRICT PLAN ZONES

COMMERCIAL

NATURAL HAZARDS EARTHQUAKE PRONE

BUILDING

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

Historic clock mechanism within the Clock Tower listed in the District Plan.

NATURAL VALUES

Open Space in centre of town

RECREATION VALUES

Passive.

OTHER VALUES AND INFORMATION

Utilities: Clock Tower with historic clock, electricity infrastructure owned by Powerco (LV Underground Cable), Phone Booth, amenity planting, lights, carparks, seat.

OUTCOMES SOUGHT

1. Provide high amenity unique open space in the centre of the town.
2. Strengthen the earthquake prone tower on the site.
3. Provide for the continuous operation and maintenance of existing network utilities, in accordance with the Electricity (Hazards from Trees) Regulations 2003 and NZECP 34:2001.
4. Consider re-establishing informative signage (map) on the site.
5. Develop a detailed design for the space in accordance with the relevant design framework.

FLAT POINT ESPLANADE RESERVE

LOCATION

FLAT POINT ROAD
1818017501

PRIMARY PURPOSE OF RESERVE
LOCAL



INFORMATION

APPELLATION

LOT 4 DP 86496
CT 54A/804

**RESERVE ACT
CLASSIFICATION**

ESPLANADE
RESERVE

PARCEL AREA (HA) 0.4800

SCALE DISTRICT

DISTRICT PLAN ZONES

RURAL, FLOOD ALERT AREA, SIGNIFICANT
NATURAL AREA (SNc001), COASTAL
ENVIRONMENT MANAGEMENT AREA

NATURAL HAZARDS COASTAL FLOOD

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

Significant history and heritage value to the Ngai Tumapuhia A Rangi hapu, who are established in the area and call it Te Unununu from "Te Matamata a te Ununu"(canoe launching site). It is possible that the site is waahi tapu.

NATURAL VALUES

Coastal dunes – significant coastal habitat.
Boundary Stream (Arawhata).

RECREATION VALUES

Walking, Fishing, Swimming, Diving.

OTHER VALUES AND INFORMATION

Utilities: Fence, Style, Toilets.

OUTCOMES SOUGHT

1. Enable informal recreation by providing public access to the coast.
2. Prevent coastal erosion by restoring and protecting the dunes in partnership with the community and Greater Wellington Regional Council.
3. Continued recognition of cultural and heritage values.

GLADSTONE RIVER RESERVE

LOCATION

GLADSTONE ROAD
1816020400

PRIMARY PURPOSE OF RESERVE
LOCAL



INFORMATION

APPELLATION

LOT 1 DP 45125
LOT 1 PT LOTS 2 6
D P512
CT 18D/1338

RESERVE ACT CLASSIFICATION

ESPLANADE (gaz 64-568)

PARCEL AREA (HA) 6.2112

SCALE DISTRICT

DISTRICT PLAN ZONES

RURAL (SPECIAL), FLOOD HAZARD

NATURAL HAZARDS FLOOD

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

None

RECREATION VALUES

Camping, Swimming, Fishing, Jetboating.

OTHER VALUES AND INFORMATION

Utilities: Electricity Infrastructure owned by Powerco (HV Overhead Lines).

OUTCOMES SOUGHT

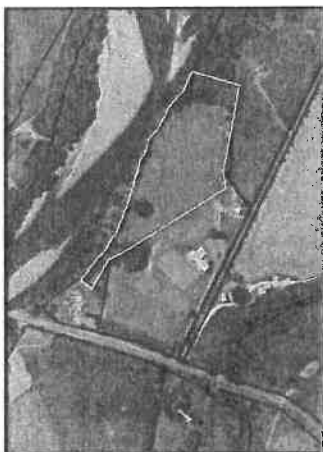
1. Enable active recreation by providing access to the river.
2. Develop facilities to support seasonal camping.
3. Improve the amenity of the reserve by controlling weed and pests, and planting new, possibly native trees.
4. Provide for the continuous operation and maintenance of existing network utilities, in accordance with the Electricity (Hazards from Trees) Regulations 2003 and NZECP 34:2001.
5. Improve/Define access to the reserve.

GLADSTONE RECREATION RESERVE

LOCATION

GLADSTONE ROAD
1817009000

PRIMARY PURPOSE OF RESERVE RECREATION



INFORMATION

APPELLATION

LOT 1 DP 10273
CT 4C/115

RESERVE ACT CLASSIFICATION

NO CLASSIFICATION

PARCEL AREA (HA) 3.0470

SCALE DISTRICT

DISTRICT PLAN ZONES

RURAL (SPECIAL), FLOOD HAZARD

NATURAL HAZARDS FLOOD

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

Some riparian vegetation is part of this reserve.

RECREATION VALUES

Rugby field.

OTHER VALUES AND INFORMATION

Utilities: Lawn Rugby Field with goal posts, Flood Lights, all other utilities are part of the Gladstone Sport Complex.

OUTCOMES SOUGHT

1. Enable active recreation.
2. Manage boundary closest to river as riparian planting.

GLENBURN ESPLANADE RESERVE

LOCATION

GLENBURN ROAD
1818018900

PRIMARY PURPOSE OF RESERVE
LOCAL



INFORMATION

APPELLATION

LOT 2 DP 72334
CT

**RESERVE ACT
CLASSIFICATION**

ESPLANADE RESERVE

PARCEL AREA (HA) 0.4400

SCALE DISTRICT

DISTRICT PLAN ZONES

RURAL (PRIMARY PRODUCTION), COASTAL ENVIRONMENT MANAGEMENT AREA, FLOOD HAZARD

NATURAL HAZARDS FLOOD

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

The general area is rich in historic heritage, and might be waahi tapu site.

NATURAL VALUES

Coastal environment.

RECREATION VALUES

Walking, enabling access to the coast for fishing.

OTHER VALUES AND INFORMATION

There might be un-recorded historic sites/waahi tapu in the reserve.

Utilities:

OUTCOMES SOUGHT

1. Enable access to the coast.
2. Continued recognition of cultural and heritage values.
3. Consider informative/educational signage.
4. Contribute to coastal amenity by suitable planting along stream and coast.

HOLLOWAY STREET CIVIC RESERVE

LOCATION

50 HOLLOWAY STREET
1821044800

PRIMARY PURPOSE OF RESERVE
LOCAL



INFORMATION

APPELLATION

PT SECTION 2
CT 51/273

**RESERVE ACT
CLASSIFICATION**

NO CLASSIFICATION

PARCEL AREA (HA) 0.0451

SCALE DISTRICT

DISTRICT PLAN ZONES

COMMERCIAL

NATURAL HAZARDS

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

None.

NATURAL VALUES

Amenity planting.

RECREATION VALUES

Passive.

OTHER VALUES AND INFORMATION

This reserve was redeveloped and improved as part of the third stage of the CBD redevelopment.

Utilities: Bench seats, replica gas heritage lights, amenity planting.

OUTCOMES SOUGHT

1. Enable passive recreation.
2. Provide high quality urban open space close to the civic centre of the town.
3. Consider further improvements – provision of art work/sculptures, “linger node” activities.

HOWARD BOOTH PARK

LOCATION

198 BELVEDERE ROAD
1819033200

PRIMARY PURPOSE OF RESERVE RECREATION



INFORMATION

APPELLATION

LOT 1 DP 409854
LOT 2 DP 3254
LOTS 32 33 34 35 36
DP 23600
CT 436146

RESERVE ACT CLASSIFICATION

NO CLASSIFICATION

PARCEL AREA (HA) 8.6474

SCALE DISTRICT

DISTRICT PLAN ZONES

RESIDENTIAL

NATURAL HAZARDS CONTAMINATED SITE

SN07/027/02

LEASES/EASEMENTS/LICENCES

Paddock LEASED FOR SHEEP GRAZING

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

Periphery planting of mature trees.

RECREATION VALUES

Informal recreation.

OTHER VALUES AND INFORMATION

Utilities: 12 holiday homes (cabins), ablution block (showers, laundry, kitchen), gazebo, 16 powered caravan sites, tent sites, picnic tables and seats, well and pump, electricity infrastructure owned by Powerco (LV underground cable, duct, service box, LV overhead line, poles, HV overhead line).

OUTCOMES SOUGHT

1. Enable active and passive recreation.
2. Provide a safe and pleasant place for holiday stays.
3. Change name to Carterton Holiday Park.
4. Improve signage relating to the reserve.
5. Provide for the continuous operation and maintenance of existing network utilities, in accordance with the Electricity (Hazards from Trees) Regulations 2003 and NZECP 34:2001.

KAIPATANGATA WATER COLLECTION

LOCATION

KAIPATANGATA ROAD
1814036200

PRIMARY PURPOSE OF RESERVE
LOCAL



INFORMATION

APPELLATION	RESERVE ACT CLASSIFICATION
SECTION 12 PT SEC 1 SO 26541 CT 13B/1046 284/78	NO CLASSIFICATION

PARCEL AREA (HA) 350.6196
SCALE DISTRICT
DISTRICT PLAN ZONES
RURAL (PRIMARY PRODUCTION)
NATURAL HAZARDS
LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES
None

NATURAL VALUES
Forestry.

RECREATION VALUES
Mountain Bike track.

OTHER VALUES AND INFORMATION

Utilities: Water Treatment Plant, Mountain Bike tracks, forestry.

OUTCOMES SOUGHT

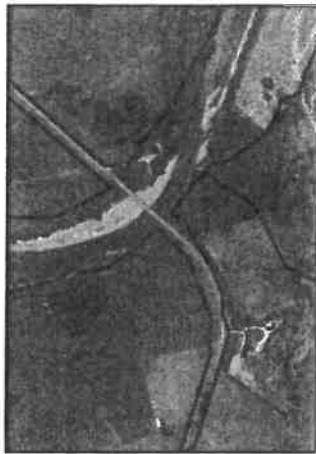
1. Enable active recreation.
2. Ensure continuous water supply to the town, in accordance with relevant standards.
3. Manage forestry for the benefit of the town.

KOKOTAU RIVER RESERVE

LOCATION

KOKOTAU ROAD
18160

PRIMARY PURPOSE OF RESERVE RECREATION



INFORMATION

APPELLATION	RESERVE ACT CLASSIFICATION
PT SECTION 8 AHIARUHE BLK PT LOT 4 DP 5269 CT	NO CLASSIFICATION

PARCEL AREA (HA) 0.1012ha
SCALE DISTRICT
DISTRICT PLAN ZONES
RURAL (SPECIAL), FLOOD HAZARD
NATURAL HAZARDS FLOOD
LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

Riparian plants – including willows, alder, poplars.

RECREATION VALUES

Passive, providing access to river for swimming, fishing.

OTHER VALUES AND INFORMATION

Parcel missing from LINZ dataset.

Utilities: Electricity infrastructure owned by Powerco (HV Overhead Line).

OUTCOMES SOUGHT

1. Enable access to the river for active and passive recreation.
2. Prepare plans for linking this reserve with the Cliff Reserve as walking access and wildlife corridor.
3. Provide for the continuous operation and maintenance of existing network utilities, in accordance with the Electricity (Hazards from Trees) Regulations 2003 and NZECP 34:2001.

Longbush Domain

LOCATION

1135 Longbush Road
1817020800

PRIMARY PURPOSE OF RESERVE LOCAL (PLAYCENTRE)



INFORMATION

APPELLATION

SECTION 20 BLK VIII
HUANGARUA
CT

RESERVE ACT CLASSIFICATION

RECREATION
RESERVE (gaz. 84 PG
4688)

PARCEL AREA (HA) 0.7284

SCALE DISTRICT

DISTRICT PLAN ZONES

RURAL (PRIMARY PRODUCTION)

NATURAL HAZARDS

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

Amenity landscaping.

RECREATION VALUES

Active and passive.

OTHER VALUES AND INFORMATION

Utilities: Play centre, toilet block, swimming pool, play equipment, community facility, electricity infrastructure owned by Powerco (HV overhead line).

OUTCOMES SOUGHT

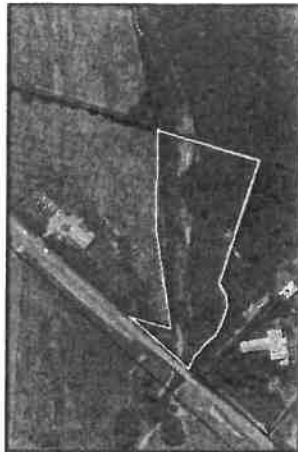
1. Enable informal recreation.
2. Provide a play centre for the rural community.
3. Provide for the continuous operation and maintenance of existing network utilities, in accordance with the Electricity (Hazards from Trees) Regulations 2003 and NZECP 34:2001.

MANGATARERE ESPLANADE RESERVE

LOCATION

108 MANGATARERE VALLEY ROAD
1814019801

PRIMARY PURPOSE OF RESERVE LOCAL



INFORMATION

APPELLATION

LOT 7 DP 86041
CT 53D/274

RESERVE ACT CLASSIFICATION

ESPLANADE RESERVE

PARCEL AREA (HA) 0.7430

SCALE DISTRICT

DISTRICT PLAN ZONES

RURAL (PRIMARY PRODUCTION)

NATURAL HAZARDS FLOOD

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

Riparian vegetation, some exotic some native.

RECREATION VALUES

Walking, fishing, swimming, camping

OTHER VALUES AND INFORMATION

Utilities: Electricity infrastructure in ownership of Powerco (LV overhead line).

OUTCOMES SOUGHT

1. Enable access to the river for active and passive recreation.
2. Improve biodiversity values of the reserve.
3. Provide utilities for camping/picnicking.
4. Provide for the continuous operation and maintenance of existing network utilities, in accordance with the Electricity (Hazards from Trees) Regulations 2003 and NZECP 34:2001.

MEMORIAL SQUARE

LOCATION

PARK ROAD
1821042800

PRIMARY PURPOSE OF RESERVE LOCAL (HISTORIC)



INFORMATION

APPELLATION

LOT 22 DEEDS PL 414
CT 436/38

RESERVE ACT CLASSIFICATION

NO CLASSIFICATION

PARCEL AREA (HA) 0.2322

SCALE DISTRICT

DISTRICT PLAN ZONES

COMMERCIAL

NATURAL HAZARDS

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

Historic Memorial from 1921 added on in 1949 – remembering the local victims of the two great wars. Notable trees.

NATURAL VALUES

Open green space with mature trees and amenity planting

RECREATION VALUES

Passive.

OTHER VALUES AND INFORMATION

The Memorial Square was the first stage of the CBD redevelopment. Some notable trees have been removed due to storm damage, and ill health.

Utilities: Memorial, seats, amenity planting, lights, colonnade, flag pole, litter bins, tree lightning, irrigation, electricity infrastructure owned by Powerco (LV Underground cable).

OUTCOMES SOUGHT

1. Preserve historical value of the Memorial.
2. Maintain high amenity open space in centre of town.
3. Enable community events to take place in and around the Square (local markets, festivals, ANZAC ceremony).
4. Provide for the continuous operation and maintenance of existing network utilities, in accordance with the Electricity (Hazards from Trees) Regulations 2003 and NZECP 34:2001.

MILLENNIUM PARK

LOCATION

115 HIGH STREET NORTH
1819058800

PRIMARY PURPOSE OF RESERVE LOCAL



INFORMATION

APPELLATION

PT SECTION 206
CT 6B/626

RESERVE ACT CLASSIFICATION

NO CLASSIFICATION

PARCEL AREA (HA) 0.0928

SCALE DISTRICT

DISTRICT PLAN ZONES

COMMERCIAL, CARTERTON CHARACTER
AREA

NATURAL HAZARDS

LEASES/EASEMENTS/LICENCES

PART LEASED TO ADJOINING CAFE

VALUES AND OUTCOMES

HERITAGE VALUES

The original park was created to commemorate the millennium – this will have a historic value in years to come.

NATURAL VALUES

Amenity planting.

RECREATION VALUES

Passive.

OTHER VALUES AND INFORMATION

The Park has been recently redeveloped (February 2016) – the water feature has been removed, the paved courtyard has been replaced with a deck that has been added onto the Café, and a bronze sculpture of Charles Carter has been erected facing the Main Street.

Utilities: Deck, seats, sign, bronze statue, amenity planting, lighting.

OUTCOMES SOUGHT

1. Enable passive recreation.
2. Maintain a high quality green open space in the centre of the town with historic interest.
3. Informative signage could be placed close to the Main Street.

MORETON ROAD RESERVE

LOCATION

32 MORETON ROAD
1822063700

PRIMARY PURPOSE OF RESERVE
LOCAL



INFORMATION

APPELLATION

LOTS 1 2 DP 29444
CT 8C/826

RESERVE ACT CLASSIFICATION

NO CLASSIFICATION

PARCEL AREA (HA) 0.1826

SCALE DISTRICT

DISTRICT PLAN ZONES

RESIDENTIAL, CONTAMINATED SITE

SN07/028/02

NATURAL HAZARDS CONTAMINATED SITE,
SUBSIDANCE

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

Some trees, mostly grass.

RECREATION VALUES

Passive.

OTHER VALUES AND INFORMATION

Utilities: Shed, planting.

OUTCOMES SOUGHT

1. Enable informal recreation.
2. Maintain a tidy open space for passive recreation on the edge of the urban area.

NGATAWHAI RESERVE

LOCATION

NGATAWHAI ROAD (OFF TE WHARAU ROAD)
1818012000

PRIMARY PURPOSE OF RESERVE
RECREATION



INFORMATION

APPELLATION

PT LOT 3 DP 10170
CT

RESERVE ACT CLASSIFICATION

NO CLASSIFICATION

PARCEL AREA (HA) 0.7841

SCALE DISTRICT

DISTRICT PLAN ZONES

RURAL (PRIMARY PRODUCTION)

NATURAL HAZARDS

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

Some mature trees – mostly native.

RECREATION VALUES

Passive.

OTHER VALUES AND INFORMATION

A remote rural reserve.

Utilities:

OUTCOMES SOUGHT

1. Enable informal recreation
2. Support the growth of native vegetation for indigenous biodiversity values.
3. Investigate linking this reserve with other accessible high value natural sites.

NORFOLK ROAD ESPLANADE RESERVES

LOCATION

NORFOLK ROAD (BY 428 AND 1006)
1814008502, 1814001701

PRIMARY PURPOSE OF RESERVE RECREATION



INFORMATION

APPELLATION

LOT 3 DP 74294
LOT 1 DP 12846
CT 505/8

RESERVE ACT CLASSIFICATION

ESPLANADE
RESERVE

PARCEL AREA (HA) 0.6550 1.2571

SCALE DISTRICT

DISTRICT PLAN ZONES

RURAL (SPECIAL), FLOOD HAZARD,
EROSION HAZARD

NATURAL HAZARDS FLOOD AND EROSION

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

Riparian ecosystem.

RECREATION VALUES

Walking, access to river.

OTHER VALUES AND INFORMATION

Utilities:

OUTCOMES SOUGHT

1. Enable public access to river.
2. Enable walking along the river, and water related activities.
3. Maintain and enhance native riparian ecosystem in the reserves.
3. Formulate a strategy of linking these esplanade reserves either by esplanade strips or new reserves.

SOUTH END PARK

LOCATION

60 BROOKLYN ROAD
1822007002

PRIMARY PURPOSE OF RESERVE RECREATION



INFORMATION

APPELLATION

LOT 2 DP 489351
CT 703965

RESERVE ACT CLASSIFICATION

NO CLASSIFICATION

PARCEL AREA (HA) 0.4540

SCALE DISTRICT

DISTRICT PLAN ZONES

RESIDENTIAL

NATURAL HAZARDS CONTAMINATED SITE
(SN 07/022/02)

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

None

NATURAL VALUES

Some trees.

RECREATION VALUES

Active recreation (BMX biking)

OTHER VALUES AND INFORMATION

Utilities: BMX biking track, electricity infrastructure owned by Powerco (LV underground cable, duct, HV underground cable, LV overhead line, HV overhead line, pole, distribution transformer, pole mounted fuses).

OUTCOMES SOUGHT

1. Enable active recreation.
2. Investigate the possibility of adding play equipment to the park.
3. Provide for the continuous operation and maintenance of existing network utilities, in accordance with the Electricity (Hazards from Trees) Regulations 2003 and NZECP 34:2001.

SPARKS PARK

LOCATION

BELVEDERE ROAD
1814047103
ADDITION 181902400

PRIMARY PURPOSE OF RESERVE LOCAL



INFORMATION

APPELLATION

LOT 1 DP 89362
CT 57A/189
PT SECS 173 TARATAHI
PLAIN BLK X
CT 191/232 403/41

RESERVE ACT CLASSIFICATION

NO CLASSIFICATION

PARCEL AREA (HA) 2.2155 ADDITON 0.4937

SCALE DISTRICT

DISTRICT PLAN ZONES

RESIDENTIAL AND RURAL (PRIMARY
PRODUCTION) AND RURAL (SPECIAL),
FLOOD HAZARD

NATURAL HAZARDS FLOOD

LEASES/EASEMENTS/LICENCES MANAGED
BY SPARKS PARK TRUST

VALUES AND OUTCOMES

HERITAGE VALUES

Iris society planted a lot of iris bulbs in memoriam of Carterton local Francie Love, internationally respected Iris breeder.
Park was funded in part as a Millennium Project.

NATURAL VALUES

Wetland. Amenity planting – spring bulbs and irises

RECREATION VALUES

Walking, jogging.

OTHER VALUES AND INFORMATION

Duck habitat, well used dog waking area. A new area of 0.4973 adjoining the Park has been donated to Council recently, this to be incorporated with the Park.

Utilities: Lake, fence, entrance gate, shelter planting, landscaping avenue of pin oaks, bridge, spring bulbs, electricity infrastructure owned by Powerco (HV overhead line, poles, distribution transformer, pole mounted fuses, LV overhead line).

OUTCOMES SOUGHT

1. Maintain a pleasant open space for a multitude of purposes – informal recreation, storm water management, biodiversity (wetland).
2. Investigate the possibility of maintaining some water level during the dry summer months.
3. Investigate the possibility of educational use or the reserve – eg. arboretum, small botanical garden.
4. Investigate the possibility of establishing a small sculpture park accommodating the work of local artists.
5. Provide for the continuous operation and maintenance of existing network utilities, in accordance with the Electricity (Hazards from Trees) Regulations 2003 and NZECP 34:2001.

THE CLIFFS RIVER ESPLANADE

LOCATION

DAKINS ROAD
unknown

PRIMARY PURPOSE OF RESERVE RECREATION



INFORMATION

APPELLATION

LOT 3 DP 51389
CT

RESERVE ACT CLASSIFICATION

ESPLANADE

PARCEL AREA (HA) 0.3490

SCALE DISTRICT

DISTRICT PLAN ZONES

RURAL (SPECIAL), FLOOD HAZARD

NATURAL HAZARDS FLOOD

LEASES/EASEMENTS/LICENCES

VALUES AND OUTCOMES

HERITAGE VALUES

NATURAL VALUES

Mature Totara trees. Riparian vegetation.

RECREATION VALUES

Walking, Swimming.

OTHER VALUES AND INFORMATION

Popular picnic spot. The Wairarapa Harvest Festival is being held in this Reserve every autumn.

Utilities: Toilet block, barbeque sites, litter bins.

OUTCOMES SOUGHT

1. Enable informal recreation.
2. Enable public access to the river.
3. Enable community events to be held in the reserve.
4. Work with Greater Wellington Regional Council on erosion control and weed and pest control.

UPPER TARATAHI HALL RESERVE

LOCATION

715 CHESTER ROAD
1814015500

PRIMARY PURPOSE OF RESERVE
LOCAL



INFORMATION

APPELLATION	RESERVE ACT CLASSIFICATION
SECTION 434 TART DIST CT	NO CLASSIFICATION

PARCEL AREA (HA) 1.0319
SCALE DISTRICT
DISTRICT PLAN ZONES
RURAL (PRIMARY PRODUCTION)
NATURAL HAZARDS
LEASES/EASEMENTS/LICENCES LAND IS GRAZED, THE HOUSE ON THE SITE RENTED, AND THE AHLL IS MANAGED BY THE WEST TARATAHI HALL BOARD.

VALUES AND OUTCOMES

HERITAGE VALUES

The Hall used to be the Country Women's Institute meeting place.

NATURAL VALUES

Some boundary planting.

RECREATION VALUES

Passive.

OTHER VALUES AND INFORMATION

Utilities: Hall, house, paddock.

OUTCOMES SOUGHT

1. Maintain reserve as meeting place for community activities.

VICTORIA STREET RAILWAY RESERVE

LOCATION

VICTORIA STREET
1821011900

**PRIMARY PURPOSE OF RESERVE
RECREATION**



VALUES AND OUTCOMES

HERITAGE VALUES
None

NATURAL VALUES
Trees as screens on the boundary with the
Railway Line.

RECREATION VALUES
Walking, biking.

OTHER VALUES AND INFORMATION

Utilities:

OUTCOMES SOUGHT
1. Enable informal recreation.
2. Provide pedestrian/biking link to the Baths and
Railway Station.

INFORMATION

APPELLATION

LOT 35 DP 49240
CT

**RESERVE ACT
CLASSIFICATION**

NO CLASSIFICATION

PARCEL AREA (HA) 0.1872

SCALE DISTRICT

DISTRICT PLAN ZONES

RESIDENTIAL

NATURAL HAZARDS

LEASES/EASEMENTS/LICENCES

NOTES

Since Council Notified its intention to review its Reserve Management Plan, some changes occurred.

Fisher Place Reserve has been donated to the Carter Society. The Brooklyn Road Reserve has been subdivided, and the part with the Council flats has also been donated to the Carter Society.

New reserves have been introduced to this Plan: Glenburn Esplanade Reserve, a second Esplanade Reserve along the Waingawa River by Norfolk Road and the Ngatawhai Reserve.

More reserves will be vested with Council in the near future as part of recent developments: across the Armstrong Avenue lifestyle village, on Belvedere Road by the Mangatarere Stream, part of Daleton Farm (Council's wastewater irrigation area), Mill Road (Cameron subdivision).

Council might also purchase some land for a new park in the southern area of the town.



Wednesday, 20 July 2016

Draft Waiohine River Floodplain Management Plan Submission Report

1. PURPOSE OF THE REPORT

For Council to consider and approve a submission to Greater Wellington Regional Council on the Draft Waiohine River Floodplain Management Plan

2. SIGNIFICANCE

The matters for decision in this report are not considered to be significant under the Council's Significant and Engagement Policy

3. BACKGROUND

Greater Wellington released a draft Waiohine River Floodplain Management Plan in March 2016. It has invited submissions from interested and affected parties, with the submission period closing 15 July. The Council has been given an extension to this time to accommodate the Council meeting date.

The draft plan was prepared by Greater Wellington. The Waiohine River Floodplain Management Plan Advisory Committee approved the plan for consultation, as did Carterton District Council and South Wairarapa District Council. Councillor Ashby is this Council's current representative on the Committee.

The Council, led by Councillor Ashby, has engaged with a number of Carterton people about the draft plan, including directly affected property owners. As well as individual meetings the Council hosted a meeting on 30 June to which affected property owners and the wider community was invited. A number of themes came out of that meeting. These are reflected in the Council's submission.

4. COUNCIL'S SUBMISSION

The draft submission is in Attachment 1. The main themes of the submission are:

- The adversely affected property owners must be compensated appropriately and remedial works undertaken as agreed with the owners
- There is uncertainty about the costs for the flood protection improvements and the apportionment. It is difficult to determine whether the increased protection for Greytown is worth the cost. However, any final cost of the flood protection improvements and on-going maintenance must be met by those people who benefit from the works and reflect the value of the assets protected
- Any works must not adversely impact on Carterton's wastewater treatment system currently under development

- Actions that can commence immediately (i.e. the Mangatarere Stream and Beef Creek works and drainage around the urupa) should not be delayed by the planning process
- The potential for the plan to be amended to encompass the decisions of the Ruamahanga Whaitua should be signalled
- Carterton District Council seeks a strong, ongoing collaboration with Greater Wellington Regional Council as the plan is finalised and then implemented (in whatever form the community desires), which includes exploring opportunities for recreation initiatives.

5. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Approves** the submission in Attachment 1.
3. **Delegates** to the Mayor and Chief Executive the authority to attend the Regional Council's Hearing to speak to the submission.

Jane Davis
Chief Executive

Attachment 1: Draft submission on the Draft Waiohine River Floodplain Management Plan



27 July 2016

The Chief Executive
Greater Wellington Regional Council

<http://haveyoursay.gw.govt.nz/waiohine>

Dear Greg

Submission: Draft Waiohine Floodplain Management Plan

Thank you for the opportunity to submit on the Draft Waiohine Floodplain Management Plan (Draft Plan). This submission has been informed by the feedback we have received from people in Carterton, especially the property owners directly affected by the proposed works.

1. The adversely affected property owners must be compensated appropriately

The directly adversely affected property owners need to be provided with reasonable compensation and remedial works on their respective properties must be undertaken in consultation with them. The remedial works required by the property owners have been noted in reports of the individual meetings with them that were undertaken recently.

We understand the Regional Council is continuing to talk with these landowners. Carterton District Council would be very pleased to carry on assisting with these conversations.

2. The cost of the flood protection improvements must be met by those people who benefit from the works

There is uncertainty about the costs for the flood protection improvements and the apportionment. It is difficult to determine whether the increased protection for Greytown is worth the cost.

As a matter of fairness we strongly submit that, in allocating the local share, the flood protection works must be funded by those who directly benefit and must reflect the value of the assets protected. The costs should also include any future retreated flood protection on the Carterton side.

The Draft Plan is designed to protect the Greytown community. The properties on the Carterton side of the river will have a lower level of protection in a major flood event than they do currently. This needs to be recognised in the funding arrangements.

There is a suggestion that the local share be allocated to all properties in the floodplain, with Carterton. In this case it would mean Carterton ratepayers and South Wairarapa

29945

ratepayers each contributing 12.5% of the operations costs. Greytown ratepayers would pay 25% and the regional ratepayers 50%. It is very hard to understand the justification for the 12.5% contribution from Carterton ratepayers in this instance, where no increased level of protection will be provided to Carterton from the proposed works.

3. Apportioning the costs of on-going maintenance

The costs of the annual maintenance programme on the Waiohine should be apportioned in a more equitable way, where the benefit lies. At present the costs are met 50% by South Wairarapa District ratepayers and 50% by Carterton District ratepayers. This does not reflect the overall benefit or value of assets protected.

4. Any works must not adversely impact on Carterton's wastewater treatment system currently under development

We have been developing our plans for the Carterton wastewater treatment plant and land discharge area for some time, and we are nearing the end of the design phase ahead of the resource consent application lodgement. We understand the proposed flood protection works will have a small impact on our discharge area, with increased flood depths. This will happen in the higher return period events.

Through the Draft Plan development stage we received advice from your technical officers that the impacts are considered to be "insignificant" given the rarity of the events (1:100 year return period). We reiterate our previous concerns about our wastewater treatment system and the consenting process may be compromised by the Draft Plan. We request reassurance from the Regional Council that this will not be the case.

5. Actions that can commence immediately (i.e. the Mangatarere Stream and Beef Creek works) should not be delayed by the planning process

The Draft Plan provides for works in the Mangatarere Stream and Beef Creek, including the removal of vegetated berms, channel lowering and increasing the hydraulic efficiency of the channels. There are also plans for drainage works around the urupa.

We submit that this work should be carried out immediately and should not be delayed while the plan is being finalised.

6. Integrating with the Ruamahanga Whaitua process

We suggest that, in order to minimise the environmental impacts on the river, the potential need to amend the plan to encompass the decisions of the Ruamahanga Whaitua's deliberations is recognised.

7. Carterton District Council seeks a strong, ongoing collaboration with Greater Wellington Regional Council

We seek a continuing ongoing collaboration with the Regional Council as the plan is finalised and then implemented (in whatever form the community desires), which includes exploring opportunities for recreation initiatives.

Both Councils are mandated to provide for the interests of the same ratepayers within Carterton and we believe it is imperative that we work together to implement the plan.

Thank you again for this opportunity to submit on the Draft Plan. We would like to present our submission in person.

John Booth
Mayor

Contact: Jane Davis
Chief Executive
Carterton District Council
PO Box 9
Carterton 5743
jane.davis@gw.govt.nz
Ph: 06 379 4034



Monday, 18 July 2016

Economic Development Plan Progress Report

1. PURPOSE OF THE REPORT

To provide an update on the progress of the Economic Development Working Group is making with the Carterton Economic Development Plan.

2. SIGNIFICANCE

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

3. BACKGROUND

In April 2015 the Council adopted the Carterton Economic Development Strategy and Action Plan. The Plan was prepared by the Council's Economic Development Working Group. The Plan included a number of actions which were to be regularly monitored. The Working Group has been overseeing the implementation of the Plan and driving some of the actions.

The Plan provides for the creation of an Economic Development position within the Council to lead many of the actions. This was trialled using a contractor. The trial was unsuccessful. Alternative arrangements are in place, including a contract with Go Carterton to provide administrative support for the Working Group and another contractor engaged to provide advice to the Working Group.

4. PROGRESS IMPLEMENTING THE PLAN

The following sets out the progress made towards implementing the plan, as assessed by the Economic Development Working Group.

Strategic Alliances/Partnerships

Action	Progress	Completed	Notes
Continue working with Wairarapa Economic Development Taskforce Group	3 / 10	On-going	
Engage a contractor to implement the ED actions (ED Position)	7 / 10	On-going	Original ED position replaced by contractor

Providing promotion and information

	Progress	Completed	Notes
Consider the Carterton 'brand' and articulate it – our values, points of difference – quirky, arty, friendly, welcoming.	8 / 10	On-going	Messaging across Council's business consistent with the "brand"

Identify the compelling stories and then shout about them! People who have relocated here and why, the successful businesses, the lifestyle opportunities. Make it real. Promote on-line as well in paper media, TV maybe.	2 / 10	On-going	Not doing this as yet, but now have strategy to implement
Enhance the Cartertonnz.com and update CDC website so they align. Develop and implement a social media strategy – Facebook, Twitter, Google+, Pinterest etc for promoting Carterton	2 / 10		Appointment of communications and marketing coordinator will enable this project to progress
Seek out opportunities to promote Carterton both to potential new residents as well business investors (WREDA as a start)	3 / 10		The potential is there, but not done much with it yet

Ensuring effective mentoring and advice

Action	Progress	Completed	Notes
Explore ways of supporting new businesses – for example business mentoring, connecting to financial, HR, legal, IT, marketing support, providing training opportunities	5-6 / 10		
Develop a New Business Pack	0 / 10		Need to build platform before progressing the pack
Look at ways to connect and cluster businesses to provide synergies, networks etc	0 / 10		This workstream has not to date been a priority. It will now progress
Explore mentoring programmes for new businesses and funding mechanisms	5 / 10		

Reducing bureaucracy and other barriers

Action	Progress	Completed	Notes
Identify current council processes and (where possible) remove or amend anything that gets in the way of people helping themselves	8 / 10	On-going	CDC is considered to be performing very well in delivering regulatory services, according to feedback from the Carterton and wider Wairarapa communities
Lobby for ultra-fast broadband and rural band initiatives	10 / 10	Completed	
Lobby trains for better service after surveying to establish needs	9 / 10	On-going	Working group established with GWRC and other Wairarapa TAs to explore passenger rail initiatives
Lobby DHB to retain and enhance local health services	2 / 10		Need to consider if this workstream still needed. CDC has established relationships with health providers
Lobby for roading funding not to be cut	n/a	On-going	Council continues to promote government funding/investment in

			Carterton Roads through programme and business case processes
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Encouraging investment

Action	Progress	Completed	Notes
Conduct a Council Asset Audit – the facilities, buildings, land etc that it has and how it is being used....are all assets being fully utilised, what opportunities are there?	5 / 10		Events Centre review completed. Other asset reviews underway ahead of next Long Term Plan
Investigate grant funding options	5 / 10	On-going	Funding options assessed on a project-by-project basis
Explore opportunities to create sites for “Small Business Hub” development	2 / 10		This project is considered to have the potential to deliver enormous benefits for Carterton. Project will involve reviewing existing available space in town. May require capital investment and degree of subsidisation. Examples of successful hubs around the country to use as a model. Big project with lots of threads – could be a pilot for rural NZ.
Investigate opportunities to promote Waingawa to potential businesses	2 / 10		
Explore opportunities to hold a ‘Live and Do Business’ in Carterton Expo	0 / 10		
Explore opportunities to work with entrepreneurs to develop tourism products – eg wine trail, cycle trail, eco-tourism, agri-tourism and connect/cluster	0 / 10		CDC to consider including in MOU with Destination Wairarapa
Business plan for conferences/meetings in Carterton – the venues, the businesses to support, the entertainment (eg Wellington business group come on train, have 2 day business meeting utilising Event Centre, local B&Bs for accommodation, local transport company , tour to Stone Henge, mushroom factory, local wineries, dinner at local pub/restaurant)	5 / 10		Pick up as part of Events Centre strategy implementation
Work with event organisers to identify and promote additional events and/or enhance existing events	3 / 10		Pick up as part of Events Centre strategy implementation and CDC to consider including in MOU with Destination Wairarapa
Identify potential wider educational opportunities for the District	5 / 10		Some progress being made. Appointment of the new Community Development co-ordinator

			will help progress this initiative
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5. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Notes** the progress being made implementing the Carterton Economic Development Plan.

Jane Davis
Chief Executive



20 July 2016

Terms of Reference for Committees and Advisory Groups

1. PURPOSE OF THE REPORT

To establish two new committees and amend the terms of reference for the Audit and Risk Committee.

2. SIGNIFICANCE AND ENGAGEMENT

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

3. BACKGROUND

The Council, at its meeting on 22 June 2016, agreed to a new governance structure for the Council, which included two new committees: a Policy and Strategy Committee and an Infrastructure and Services Committee. At the same meeting the Council agreed to expand the terms of reference for the Audit and Risk Committee to include oversight of the Council's responsibilities under the Health and Safety at Work Act.

It was also agreed that no changes were required to the terms of reference for the Council's other committees: Water Race, Hearings Appointments and Rural Travel Fund Committees.

Two of the previous Working Groups (Economic Development and Place Making) have also been turned into advisory groups.

4. PROPOSED TERMS OF REFERENCE – NEW COMMITTEES

The proposed Terms of Reference for the two new committees are in **Attachment 1**.

3.1 Policy and Strategy Committee

The proposed terms of reference provide for the Policy and Strategy Committee to develop policies and strategies, and monitor their implementation, in relation to economic development, community development and the provision of community services.

It is also proposed the committee takes an oversight role for the implementation of the Wairarapa Combined District Plan and any changes to the plan as they relate to Carterton. As well as taking an interest in the review of the District Plan, the Committee may initiate the development of a Plan change in response to a Carterton issue.

It is proposed the Committee develops, reviews and monitors policies under the Building Act 2004 and develops and monitors bylaws. Where the Council makes submissions on government Bills or other policy the Committee will approve these submissions.

The Committee will also oversee the development of plans and procedures for the Council's responsibilities under emergency management legislation.

Council establishes and defines a number of its relationships with community groups and other organisations through memoranda of understanding, especially where the Council provides funding to groups. It is proposed the Committee monitors the development of Memoranda of Understanding between the Council and other bodies, and generally provides an oversight of the Council's relationships with Carterton groups. Where grants have been allocated to groups by the Grants Committee, it is proposed the Strategy and Policy monitors the use of those grants.

The Committee will need to work closely with the Economic Development and Placemaking Advisory Groups. The Terms of Reference provide for the Committee to receive advice from those two groups.

Finally, it is proposed the Committee keeps a watching brief on the development of Wairarapa-wide policies and strategies which happen through the various joint Wairarapa fora.

3.2 Infrastructure and Services Committee

The proposed terms of reference provide for the Infrastructure and Services Committee to oversee the operations of the Council's roading, waters, solid waste management, parks and Events Centre. This will include an overview of the Council's asset management plans.

It is proposed that the Committee develops plans and oversees the preparation of resource consent applications for its water services.

5. PROPOSED TERMS OF REFERENCE – AUDIT AND RISK COMMITTEE

The proposed amended Terms of Reference for the Audit and Risk Committee is in **Attachment 2**.

It is proposed to amend the Audit and Risk Committee Terms of Reference to include specific reference to the Health and Safety at Work Act 2015. Under this Act, which came into force in April 2016, gives Councillors responsibilities and obligations as "officers". The Committee will act as a vehicle for many of those obligations to be carried out.

The current Terms of Reference do not allow for any external appointments to the Committee. The Office of the Auditor General has provided advice to Councils that appointing a member, possibly to the Chair, is good practice to ensure the Committee has the full experience and skills necessary for the Committee to fully discharge its duties. It is proposed that the Terms of Reference be amended to enable such an appointment.

6. COMMITTEES' MEETING SCHEDULE

It is proposed that the Committees will meet by-monthly. The first meeting of each committee will be on 17 August 2016.

7. PROPOSED TERMS OF REFERENCE ADVISORY GROUPS

The proposed Terms of Reference for the two advisory groups are in **Attachment 3**. Both groups have met and considered the Terms of Reference and have confirmed their agreement of them.

8. RECOMMENDATIONS

That the Council:

1. **Receives** the report.
2. **Agrees** to disestablish the Roding Committee.
3. **Agrees** to establish a Policy and Strategy Committee and an Infrastructure and Services Committee, and **adopts** the Terms of Reference in Attachment 1.
4. **Adopts** the amended Terms of Reference for the Audit and Risk Committee in Attachment 2.
5. **Adopts** the Making Places Advisory Group and Economic Development Advisory Group Terms of Reference in Attachment 3.

Jane Davis
Chief Executive

Attachment 1: Proposed Terms of Reference Policy and Strategy, and Infrastructure Services Committees

Attachment 2: Amended Terms of Reference Audit and Risk Committee

Attachment 3: Proposed Terms of Place Making and Economic Development Advisory Groups

Policy and Strategy Committee

Purpose

To oversee, co-ordinate and direct the development of and the review of policies, strategies and bylaws.

Specific responsibilities

1. Develop policies and strategies in relation to:
 - i. the economic development of the Carterton District
 - ii. community development within the Carterton District
 - iii. community services provided to the Carterton community

and monitor implementation.
2. Provide an oversight of the implementation of the Wairarapa Combined District Plan and any changes to the plan.
3. Develop an urban growth plan for Carterton, for adoption by the Council.
4. Develop, review and monitor policies under the Building Act 2004, including (but not limited to) the approval of the Council's Earthquake Prone Policy.
5. Develop new bylaws, for adoption by the Council.
6. Monitor and review existing bylaws and recommend to Council any changes.
7. Develop and approve responses to government legislation proposals and policy issues.
8. Oversee the development of plans and procedures for the Council's responsibilities under emergency management legislation.
9. Monitor the development of Memoranda of Understanding between the Council and other bodies, and provide an oversight of other relationships with Carterton groups.
10. Monitor the use of Council grants.
11. Receive advice from the Economic Development and Placemaking Advisory Groups.
12. Monitor and provide input into any Wairarapa-wide policies and strategies.

Membership

The Mayor and four elected members.

Quorum

Three members.

Meeting frequency

Monthly, or as required.

Infrastructure and Services Committee

Purpose

To oversee the operations of the Council's roading, waters, parks and Events Centre.

Specific responsibilities

1. Monitor the development of the Council's Asset Management Plans.
2. Oversee the formulation of proposals and priorities in respect of the development of community facilities.
3. Monitor the operations of the Council's roads, including, where necessary, considering applications for road closures where objections to the proposed closure are received.
4. Monitor the operation of the Events Centre.
5. Develop plans and oversee the operation of the treatment and disposal of wastewater at Dalefield farm, including the preparation of resource consent applications.
6. Develop plans and oversee the operation of the water supply to Carterton, including the preparation of resource consent applications.
7. Develop plans and oversee the operation of stormwater, including the preparation of resource consent applications.

Membership

The Mayor and four elected members.

Quorum

Three members.

Meeting frequency

Monthly, or as required.

Audit and Risk Committee

Purpose

To monitor, evaluate and report to the Council on its financial, assurance and risk management policies, systems and processes and overview the performance of the Chief Executive.

Specific responsibilities

1. Monitor the identification and management of risks faced by the Council.
2. Monitor the Council's health and safety management system and identification of risks in accordance with the Health and Safety at Work Act 2015 and any substitute legislation.
3. Approve the annual external audit proposal.
4. Review the external auditor's management letter and management responses.
5. Monitor management of the Council's internal financial control environment, and report as appropriate to the Council on compliance with all external audit requirements and statutory responsibilities.
6. Monitor and review the Council's financial policies and financial performance.
7. Review the draft Annual Report prior to consideration by Council, including consideration of reports from external auditors.
8. Consider matters relating to the employment of the Chief Executive, including an annual performance review.

Membership

The Mayor and three elected members. The Committee may also have one appointed member who may also be the chair. A member appointed by Council will be on the basis of their skills and experience relevant to the purpose of the Committee.

Quorum

Three elected members.

Meeting frequency

Twice yearly, and as required.

Carterton Place Making Advisory Group

DRAFT Terms of Reference

Purpose

To assist the Council to promote the revitalisation of Carterton's town centre.

Activities

The Advisory Group's activities include:

- Preparing and reviewing Carterton Revitalisation Framework and recommending it to the Council
- Overseeing and monitoring the implementation of the Framework
- Providing advice to the Council on major projects in the town centre
- Coordinating/carrying out place-making activities in Carterton.

Council asserts protocols

Any place making activities involving Council assets must first be approved by the Policy and Strategy Committee of the Council.

Membership

- Up to 3 Councillors
- Individuals with particular expertise in place making
- Representatives of Go Carterton
- Representatives from other Carterton groups that have a direct interest in place making and/or place making projects in Carterton

A Councillor will chair the Advisory Group.

Administrative support and advice

Secretarial support will be provided by Go Carterton, under a funding agreement with the Council. Council officers will provide advice to the Advisory Group, as required, subject to funding availability.

Meetings

Monthly, or as required

Economic Development Advisory Group

DRAFT Terms of Reference

Purpose

To assist the Council and business community develop and grow the Carterton District economy.

Activities

The Advisory Group's activities include:

- Preparing and reviewing a Carterton Economic Development Plan and recommending to Council
- Monitoring implementation of the plan and reporting progress to the Council and to Go Carterton
- Coordinating economic development activities within Carterton District

Membership

- Up to 3 Councillors
- Up to 3 representatives of Go Carterton

A Councillor will chair the Advisory Group.

Administrative support and advice

Secretarial support will be provided by Go Carterton, under a funding agreement with the Council.

Council officers will provide advice to the Advisory Group, as required, subject to funding availability.

Meetings

Monthly, or as required

19 July 2016

Appointments to Council Committees

1. PURPOSE OF THE REPORT

To appoint members to two new Committees.

2. SIGNIFICANCE AND ENGAGEMENT

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

3. BACKGROUND

The Council is considering the establishment of two new Committees – Policy and Strategy Committee and Infrastructure and Services Committee (see the report on this agenda).

4. RECOMMENDED APPOINTMENTS

Over the past month I have talked to each Councillor about preferences for sitting on the new committees. The recommendations below reflect those discussions. The Proposed Terms of Reference for the Committees provide for four Councillors plus myself be appointed to each committee.

I am not going to exercise my powers under the Local Government Act to appoint the chairs but instead I have recommended below people who I believe would be appropriate to fill the chair and deputy chair roles for the remainder of this term of Council. The Councillors I am recommending have the experience and knowledge for those roles.

5. RECOMMENDATIONS

That the Council:

1. **Receives** the report.
2. **Appoints** to the Strategy and Policy Committee the following members:
 - Councillor Brazendale
 - Councillor Carter
 - Councillor Lang
 - Councillors Palmers
 - Mayor Booth

and appoints Councillors Brazendale of the chair and Councillor Carter as the deputy chair.

3. **Appoints** to the Infrastructure and Services Committee the following members:

- Councillor Ashby
- Councillor Greathead
- Councillor Keys
- Councillors Knowles
- Mayor Booth

and appoints Councillors Ashby of the chair and Councillor Keys as the deputy chair.

John Booth
Mayor



Monday, 18 July 2016

Establishment of Hearing Committee to Hear Objection to Rates

1. PURPOSE OF THE REPORT

To establish and make appointments of members to a hearing committee to hear an objection under section 29 of the Local Government (Rating) Act 2002 (the Act).

2. SIGNIFICANCE AND ENGAGEMENT

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

3. BACKGROUND AND ESTABLISHMENT OF THE COMMITTEE

Mr Don Kinnell has lodged two objections with the Council to rates the Council has charged to a number of properties in Carterton. The Act does not specify a process to consider such objections. It is appropriate that the Council formally hears and considers the objections. It is therefore recommended that the Council establishes a committee for this purpose.

The objector has indicated he would like to attend the committee meeting. It is likely that he will want to speak to his objections. As well as the objector, owners of the properties referred to in the objections may also wish to make a presentation to the Committee. This can be accommodated by the Committee.

There is no current committee set up to consider matters of the nature of the objections. A special hearing committee will be needed to be established. This is addressed in the recommendations below.

4. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Establishes** a Hearings Committee to hear and make a decision on the objections by Mr Don Kinnell on rates charged to a number of properties on Carrington Drive and Mill Grove made under section 29 of the Local Government (Ratings) Act 2002.
3. **Appoints** three Councillors to the Hearings Committee.
4. **Appoints** one of the members as chair.

Jane Davis
Chief Executive

19 July 2016

Chief Executive's Report

PURPOSE OF THE REPORT

To inform Council of officers' activities since the previous meeting.

1. ROADING

1.1 Maintenance works carried out in June included:

- Wearing course on Waiohine Gorge, Clifton Grove, Ruakiwi and Blakes Roads;
- Roadside mowing of the Arterial & Collector Roads;
- Cutting of wildings and small trees in conjunction with the mowing cycle;
- Installation of 750mm diameter culvert and associated pavement construction to remove the ford crossing on Kaiwhata Road;
- High cut of Mahupuku, Waiohine Gorge and sections of Longbush, Puketiro and Te Wharau Roads;
- Noxious weed control on Te Wharau and Ruakiwi Roads; and
- Culvert maintenance and replacements were undertaken on Clifton Grove, Tea Creek, Te Wharau, Dakins, Norfolk, Millars, Glenburn and Mangatarere Valley Roads.

The June maintenance contract claim was \$189,028. Fulton Hogan provided additional resource to enable more work to be undertaken within the overall maintenance and operations allocation. The renewal programme expenditure met budget.

1.2 Work proposed for July includes:

- Culvert maintenance and repairs Glenburn, Ahiaruhe, Foreman Jury, Waiohine Gorge, Hughes Line, Moreton, Rayners, Driscolls, East Taratahi, Dalefield, Waihakeke and Craigie Lea Roads as identified from routine inspections.
- Raising M/H covers for 2016/17 reseal sites.

1.3 Millars/Ponatahi Intersection

The sight rails at the intersection were completed. A Final Completion Certificate was issued on 30 June 2016 covering all work except the remedial sealing area. The appropriate retentions are being held until 6 months after the date the remedial sealing of Millars Road intersection has been completed.

1.4 Rehabilitation Contract 2015-16

Two sites have been completed, and signed off.

Work at the third has been suspended until after winter as previously advised. The site has been made safe and it is expected that, weather permitting, work will recommence in September.

1.5 Footpath Maintenance and Resurfacing Contract

The work scheduled for year 1 of this two year contract has been completed. Expenditure is approximately \$20,400 above budget due to additional work such as pram crossings and the Park Road relocation of the pedestrian crossing. This will reduce the amount available for works in year 2. Confirmation of sites for year 2 will be done in July with work commencing shortly afterwards.

1.6 Street Light Contract 2014-2017 (Alf Downs Group)

The installation of two solar lights at the Hughes Line / East Taratahi Road and Waihakeke Road / Para Road intersections was completed in June for \$22,328.28 excluding GST.

1.7 Ponatahi Culvert Realignment

The precast culvert sections for the extension have been ordered. Regional Council consent has been received, and discussions have taken place with the adjoining owners.

1.8 District Verge Mowing

Mowing is carried out under the Maintenance Contract and this year cost \$36,606

The contract stipulates:

- The roads to be mowed;
- The timing of the mowing;
- The standard to be achieved; and
- The machinery and pilot vehicle requirements.

The contract does not stipulate the choice of machinery; it is left up to the contractor to select appropriate machinery that meets the requirements of the contract. These are that it should be *'adequate and shall ensure that the public is protected from the use of that plant'*. In addition, *'the mower must have the guards in place at all times when mowing'*.

Of the two types of mower commonly in use, the slasher is preferred by this contractor due to its speed of travel along the road. It is estimated that using a rotary mulcher would cost double that of a slasher because of the reduced productivity. Evidence to date would suggest that provided a guard is in place the slasher mower does not present a high risk to the public. During the period of the current contract, there have been no reports of damage or harm to passing motorists reported to Council, and only one claim has been made to the contractor.

1.9 Accidents

There were two crashes notified in June 2016.

- A head on crash outside the mushroom factory Kokotau Road. This is the second crash at this location in two months. The vehicle travelling south crossed the centreline. One injured person was airlifted to hospital.
- A loss of control crash on the first bend south past the Ruamahanga bridge on Kokotau Road. A power pole was taken out and the suspected two occupants had fled the scene before emergency services arrived.

A survey is underway to enable a study to determine what can be done to improve the sight distance from the mushroom factory.

1.10 Key Performance Indicators

The 4th Quarter for the second year of the contract response times performance indicators are tabled below.

Although their performance has not met the target required, there has been an improvement with their restructure mid-year.

Carterton District Council

Key Performance Indicators

Jun-16

Maintenance Contract Response Times

Compliant 90%

	Number of requests to Contractor	Number of requests not within response time	Percent compliance
To end of previous quarter	104	7	93%
This quarter	37	9	76%
Year to date	141	16	89%

Sign Replacements

Compliant 90%

	Number of requests to Contractor	Number of requests not within response time	Percent compliance
To end of previous quarter	48	20	58%
This quarter	14	4	71%
Year to date	62	24	61%

Road Signs and Markings Missing or not Visible

Six monthly inspection

	Number of signs and markings in the Network	Signs and markings missing	Target less than 5%
December 15 Inspection	2300	99	4.3%
June 2016 inspection	2300	25	1.1%

Streetlight Monthly Audit

	Number of streetlights identified with a	Number of faulty streetlights repaired within two	% Compliance
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	fault	weeks	
To end of previous quarter	18	17	94%
This quarter	24	22	92%
Year to date	42	39	93%

2. OPERATIONS

2.1 Sewer Main Replacement

The Sewer main replacement contract that was let in February to Core Infrastructure has now been completed and was \$12,000 under budget. The areas renewed were Diamond Street pumping station to end of Street, approximately 102 meters, Richmond Road from High Street east up Richmond Road, approximately 152 meters, Pembroke Street from Davey Street to railway line and Broadway from High Street to just past Carterton Memorial Club.

2.2 Smoke Testing

After the completion of the Eastern side of town last year, we have commenced the Western side of town starting from Dalefield Road. At this stage we have completed up to and including Rexwood Street. Out of this testing we have found one fault which our staff rectified.

2.3 Water Meters

All water meters have been read and we have posted out 508 invoices. We have had several queries due to residents receiving invoices and not being aware of the change of the yearly threshold of 300 cubic meters down to 225 cubic meters, despite the communications on the changes.

3. PLANNING AND REGULATORY

Dave Gittings, Manager of Planning and Regulatory Services, started with the Council on 18 July. He brings with him a wealth of knowledge and experience, particularly in the building services area.

3.1 Building Services

In the first 7.5 months of 2016 the building services team has processed 196 consents, 36 more than the same period last year. The types and values the building works are set out below.

Building type	Number of consents	Value of building works	Number of consents	Value of building works
	Jan 2016 – 19 July 2016	Jan 2016 – 19 July 2016	Jan 2015 – 19 July 2015	Jan 2015 – 19 July 2015
New residential units	37	\$10,258,000	18	\$5,146,214
New warehouses, factories, farm buildings, offices	15	\$4,247,000	22	\$756,359
Dwelling alterations and foundations	29	\$923,064	24	\$955,962
Domestic fireplaces	60	\$232,668	57	\$236,992

Re-sited houses	5	\$143,000	6	\$93,700
Garages, carports, conservatories	18	\$337,604	20	\$385,010
Other out-buildings	23	\$731,000	4	\$85,000
Other building works	9	\$628,000	9	\$245,300
TOTAL	196	\$17,500,336	160	\$7,904,537

This is an exceptional amount of building work consented in the Carterton District. The Building Services team has managed the workload associated with the high number and value of consents, and have, at the same time, addressed all the issues identified in the IANZ accreditation assessment. An outstanding performance by the team.

4. COMMUNITY FACILITIES

4.1 Land Acquisition

We have finally been able to acquire land at the southern end of town to accommodate a new park/play area as per our Long Term Plan.

The land secured comprises two adjoining sections stretching from 58 Frederick Street through to Charles Street (see area outlined in green below).



Our intention is to provide a small passive recreation area for young children and families, while also creating a green space link between Frederick Street and Charles Street.

The park will contain pieces of play equipment e.g. see-saw, swings and a pedestrian path through the park with seating provided. Solar lighting, rubbish bins, doggie doo bins and bag

dispensers will be included. Bollards will be used at each end of the park to prevent vehicles entering the park area. Eastern and western perimeters will be planted using native plants with specimen trees planted within the park.

5. COMMUNITY DEVELOPMENT

5.1 TUIA Mayoral Rangatahi Mentoring Programme

TUIA rangatahi, Dallas and Anaru Te Rangi, together with the R2R youth group held the first working bee for the construction of the community garden at the rear of Haumanu House. This project forms the community service requirement of the programme for Dallas and Anaru. Mayor John Booth and rangatahi volunteers assisted.

5.2 Carterton Social Service Network

The local Network has been re-invigorated and will meet on a monthly basis to discuss local needs and supports for Carterton people. This group includes representatives from 25 organisations and will continue to grow as the group develops its effectiveness and priorities for action.

5.3 Haumanu House

Use of the House is steadily increasing with 13 providers now delivering regular services. New users are Literacy Wairarapa, Oasis Networking (mental health advocacy) and Wairarapa Community Counselling.

R2R is currently designing a logo which will be launched in August with new signage and media coverage to advertise available services. R2R is also engaging local youth to take photographs of Carterton landmarks/areas/people to display in the House.

5.4 WaiArt Sculpture

Carolyn and Anna Kingsley attended a hui at Hurunuiorangi Marae on Sunday to discuss the possibility of working together to create a sculpture. The Marae has hosted a recent graduate of Auckland University School of Fine Arts who majored in working with concrete and they would like her to work with WaiArt on the design. Due to funding accountability, there is a deadline of September to work through the concept and design plans. If this does not progress, the funding will need to be returned to Creative Communities.

During the Hui, Carolyn was advised that there are no plans underway for the Pou and that they do not have the Totara wood that had been put aside for the Pou. We are unsure as to where this is at present.

5.5 Community Grants

Bids to the Local and Regional Grants are now open, with applications closing on 29th July.

5.7 Community Patrol

Community Patrols NZ and Wairarapa Police are leading a project to provide vehicles to all Wairarapa towns. It is hoped that once funds are raised to purchase and equip the vehicles, more people will volunteer for community patrols. Carterton's volunteer numbers are at a critical level – there were previously 16, however there are now only 2.

5.8 Carterton Daffodil Festival

This annual event is being held on Sunday 11th September 2016, and planning is well underway. A coordinators' meeting for all parties involved was held on Friday 8th July. This year will see a traffic management plan being established by Traffic safe NZ, to ensure pedestrian safety at both locations at Middlerun and Carterton CBD.

Advertising of this event will start by the beginning of August, and will follow the same schedule as 2015.

5.9 Events Centre 5th Birthday

The 29th of October marks 5 years from the opening of the Events Centre. We plan to hold a morning tea to celebrate.

5.10 Marketing and Communications

It has been approximately one month since Kate Jurlina has been in the newly created role. It has been a particularly busy time for the Events Centre and Council, so Kate has had to pick things up relatively quickly.

Areas of focus thus far:

- **Branding**– meeting with the managers of each department to identify the style in which we should present ourselves to the public. We are looking to align ourselves with the LGNZ branding guidelines, so that we can have a consistent feel to other councils, while still maintaining our unique image. We will retain our current “brand”, but will enhance and refresh our image.
- **Websites** –we are looking at current content, inconsistencies, and correct errors which may be occurring, with a view to improving the websites in all these areas.

We have implemented a web governance suite called *SiteImprove* which reports weekly what imperfections our CDC and Events Centre websites have, and then we are able to identify what these are and how to fix them. At last count the following errors were detected.

1. All 200 pages of CDC website had broken links
 2. 89 Misspellings
 3. 481 Word documents. (not ideal to have word documents, as these can be edited.)
- **Communications Guidelines** – initial discussions have started regarding process and implementation of communication guidelines.
 - **Elections** – Kate has been working with our Electoral Officer (Milan) and Deputy (Sandra) to support them in the Vote2016 campaign. An advertising schedule has been drafted and will be shared with the other Wairarapa councils.

5.11 Library

Statistics

Circulation (Issue) Statistics	June 2015	June 2016
Carterton	5,691	4,730
Featherston	2,680	2,375
Greytown	3,070	2,543
Martinborough	3,449	2,820
Total	14,890	11,760

E-Book Issues	June 2015	June 2016
(All of Wairarapa Library Service)	11,384	11,760

5.12 Events

On Saturday 18 June we extended the library opening hours to 4pm. This has received numerous favourable comments from customers who believe it is an asset to the Carterton Community. We are recording the feedback and will produce this at the end of the trial.

The large print collection was exchanged and refreshed.

Niall de Burca, an Irish storyteller, came and entertained members of the public and the local Scout troop with his amazing stories. This took place on Thursday 23 June.

5.13 Information Centre

Enquiries

Local: 605	Out of Town: 77	Phone: 49
Accommodation Enquiries:	1	
Events Enquiries:	264	
Activity/Attraction Enquiries:	11	
Social Services Enquiries:	28	
General Enquiries:	62	
Library	8	
Meetings Enquiries:	235	
Other:	109	

Radio

During the month of June we were able to offer Heart of the Arts (aka Toi Wairarapa) an opportunity to host a programme. Corrine interviewed Nikki King who as part of the band Spank, recently released a new EP at Heart of the Arts.

Rob & Val Weaver interviewed both John and Dick Booth on their programme which as usual was enjoyed by the guests and the listeners. Cheryl Norman and Cheryl Jaggard hosted a show where we interviewed Gene Bartlett, Deputy Principal of Lakeview about the Ka Rewa programme that is running at the school, followed by our very own Andrea Darbyshire, Assistant Librarian to talk about the Winter Warmers school holiday programme.

The last week of June involved Rachel and Cheryl who interviewed Claire White from Twisted Tourism who runs a 'horror' attraction. We have only a couple of hundred followers on our Carterton Connections Facebook page, but this was seen by 1,597 people!

Facebook and TWitter

We have 858 followers at present on Facebook. We are up to 341 followers on Twitter.

Art

We have a new exhibition from Wai Art entitled "Greeting Cards".

Ticketing

Sales of tickets have been reasonably steady for Menopause over June and we have sold tickets to a number of shows outside the Events Centre but through Eventfinda.

6. FINANCIAL

The following is summary information on the financial results for the Council for the financial year to 31 May 2016. Full financial statements are available.

6.1 Key financial measures

The Council has recorded an operating surplus of \$964,433 for the eleven-month period to 31 May 2016. This compares with the budgeted surplus of \$904,992, a favourable variance of \$59,441.

Overall operating revenue was \$14,133,530, over budget by \$928,239. Revenue was over budget for unbudgeted forestry harvest (\$970,312) and a positive variance for trade waste charges (\$156,490), offset by negative variances for NZTA roading subsidy (\$131,913), interest earned on deposits (\$30,606) and some regulatory and planning miscellaneous income (\$36,431). This relates mainly to the combined animal pound, which is not likely to go ahead this year, offset by extra building consent fees.

Overall operating expenditure was \$13,169,097, over budget by \$868,831. Expenditure included a number of unplanned items including forestry harvesting costs (\$896,910) sewerage activity consultancies and materials (\$205,623), building inspection consultancy fees (\$127,962) and health and safety legislative change (\$32,627). This was offset by positive timing variances for roading expenses (\$239,999) and waste management (\$78,828).

Total capital expenditure this year to date was \$2,935,031, which excludes \$158,861 work-in-progress balance brought forward from the previous year. The full-year budget in the Annual Plan is \$4,378,200. Council has approved a further \$1,248,281 mostly to complete capital items brought forward from the previous year, and Chief Executive has approved a further \$77,046 under delegated authority for emergency capital expenditure. Expenditure for the eleven months to date is 51 percent of the revised total of \$5,703,527.

Currently the Council has eleven term loans held with the Bank of New Zealand totalling \$8,180,887, and five finance leases totalling \$91,263.

6.2 Unbudgeted expenditure

Additional expenditure beyond the budget can be approved by Council. The following unbudgeted expenditure has been approved by Council in the year to date:

Item	Amount	Approved
Capital expenditure		
Carry-forward of uncompleted capital projects	\$ 828,156	26 August 2015
Carry-forward of unused sewage treatment and disposal development budget	\$ 340,000	26 August 2015
Computer software update	\$ 80,125	23 September 2015
Total to date	\$ 1,248,281	

Item	Amount	Approved
Operating expenditure		
Kokomai Creative Festival	cash \$ 5,000 services \$ 9,000	29 July 2015
Wairarapa Apprentice and Industry Trainees graduation ceremony	\$ 1,000	26 August 2015
Toi Wairarapa	\$ 6,000	30 October 2015
Carrington Park toilets	\$ 5,750	24 February 2016
Total to date	\$ 26,750	

The following unbudgeted expenditure has been approved by the Chief Executive this financial year under delegated authority for emergency expenditure:

Item	Amount	Noted by Council
Emergency capital expenditure		
Replace concrete cut-off saw	\$ 1,974	25 November 2015
Replace CCTV camera	\$ 3,850	25 November 2015
Additional portable sewage sampler	\$ 6,939	25 November 2015
Library heat pumps	\$ 12,420	27 April 2016
Holiday Park house chattels	\$ 1,739	27 April 2016
Renovations Council Offices—phase 1	\$ 42,050	25 May 2016
Events Centre inner door—brought fwd	\$ 8,074	25 May 2016
Total to date	\$ 77,046	

RECOMMENDATIONS

That the Council:

1. Receives the report.

Jane Davis
Chief Executive

Councillor Report - Jill Greathead

18 June to 15 July 2016

Date	Name	Reason	Salient points
20 June	Waste Management and Minimisation Plan Meeting	Discussion between the three Wairarapa Councils on Actions for Waste plan	
22 June	Mangatarere Restoration Society	School visit to year group 5 and 6 to discuss the importance of water and native tree planting	
29 June	Council discussion	Wairarapa Governance	
3 July	Greater Wellington Waiohine River Trip	Tour and discussion on the Draft Flood Plain Management Plan	
6 July	Zone 4 Meeting	Lower Hutt	Presentations on: <ul style="list-style-type: none"> • LGA Amendment Bill • Parliamentary Commissioner for the Environment Jan Wright on the Certainty and Uncertainty of preparing NZ for rising seas • Trees that Count – 185 Million native trees to assist with reducing our carbon levels • Excellent presentation by Greg Boyle on the future of the Waste water project on Daleton Farm
6 July	Mangatarere Restoration Society	AGM	
7 July	Mangatarere Restoration Society	Enviroschools Day	60 students from the 4 Carterton Enviro-schools had training in morning and then went to Daleton Farm Wetland to plant trees – it rained the moment they came but they all planted one tree
10 July	Mangatarere Restoration Society	Daleton Farm Wetland planting with New Zealand First Youth as their community service on their retreat	Planted over 1,000 natives – very successful event with approximately 30 young adults coming from all over the country
12 July	Wairarapa Safer Community Trust	Monthly Meeting	
12 July	LGA Amendment Bill Webinar		
13 July	Gambling Venue and TAB Venue Policies	Hearing and Deliberation	6 submissions in total

The Minutes of the Ordinary Meeting of the Carterton District Council held in the Carterton Events Centre, Holloway Street, Carterton on Wednesday 22nd June 2016 at 1.00pm

Present Mayor J Booth (Presiding)
Crs M Ashby, E Brazendale, R Carter, J Greathead, R Keys, W Knowles,
G Lang & M Palmers

In Attendance P J Devonshire (Kaumātua)
Lou Cooke (Kaumātua)
J Davis (Chief Executive)
C Mckenzie (Community Development Manager)
S Hayes (Committee Secretary)

Prior to the commencement of the meeting, a moments silence was observed in recognition of the passing of former Mayor Gary McPhee who was the Mayor of the Carterton District Council from 2004 to 2010.

1. Apologies

There were no apologies.

2. Declaration of Conflict of Interest

No conflicts of interest were declared.

3. Notification of General Business/Late Items

- 3.1 Carterton Community Courthouse Trust
- 3.2 Councillor Report Cr Greathead

4. Carterton Community Courthouse Trust

J Gillard, Chairman of the Carterton Community Courthouse Trust joined the meeting to provide a progress report on the Courthouse building. He advised the Trust has been successful in securing a \$140,311 grant from the Lotteries Community Facilities Fund, bringing total project funds raised to \$251,000. Sufficient funds are now available to bring the building up to code and complete the interior and exterior renovation. The Trust anticipates the Courthouse Hub will be ready in early 2017. Mr Gillard thanked Council for its ongoing support over the course of the project.

Cr Palmers thanked the Trust for its report and congratulated them on the work carried out to achieve their funding to date.

5. Water Race Committee Meeting and Water Races Rates and Charges Policy

Purpose

Report to Council on the Water Race Committee meeting of 8 June 2016 and progress on reviewing the rates database for the water races.

Moved:

That the fixed rural water services rate be treated the same as the UAGC for the purposes of section 20 of the Local Government Rating Act.

That the definition of the rural water services rate in the Council's Funding Impact Statement be appended with the following "For the purposes of this rate 'provision of the service' means the provision of water for stock or domestic use, including where:

- the water race channel passes over the ratepayer's property
- the water race is piped through the ratepayer's property
- water is extracted from the water race on a neighbouring property"

That Council approves an application fee for piping or relocating a water race.

That Council adopts the 'Water Races Rates and Charges Policy'.

That the Mayor be authorised to approve any minor amendments.

Crs Knowles/Greathead

Carried

6. Adopt Annual Plan & Set Rates for 2016/17

Purpose

To present the Annual Plan 2016/17 for adoption and set rates for the year ending 30 June 2017.

Moved:

That pursuant to Section 95 of the Local Government Act 2002, and all other powers enabling it in that behalf, adopt the Annual Plan 2016/17.

That pursuant to the Local Government (Rating) Act 2002, and all other Acts and powers enabling it in that behalf, set the following rates, including the applicable rate of GST, for the period commencing 1 July 2016 and ending 30 June 2017, in accordance with the relevant provisions of the Council's Annual Plan for 2016/17:

(a) a General Rate set under section 13(2)(b) Local Government (Rating) Act 2002, on every rating unit and assessed on a differential basis as described below:

- a rate of 0.23833 cents in the dollar of capital value on every rating unit in the Residential category
- a rate of 0.47666 cents in the dollar of capital value on every rating unit in the Commercial category
- a rate of 0.19066 cents in the dollar of capital value on every rating unit in the Rural category

- (b) a Uniform Annual General Charge of \$860.26 per rating unit set under section 15(1)(a) Local Government (Rating) Act 2002
- (c) a targeted metered Water Rate of \$495.85 set under section 19(2)(a) Local Government (Rating) Act 2002 for an allowance of up to 225 cubic metres of water per year on every separately used or inhabited part of a rating unit that has been fitted with a water meter or meters and is connected to the Council's urban water supply system
- (d) a targeted metered Water Rate of \$1.70 per cubic metre set under section 19(2)(a) Local Government (Rating) Act 2002 per cubic metre of water supplied, as measured by meter, for water consumed over 225 cubic metres per year on every separately used or inhabited part of a rating unit that has been fitted with a meter or meters and is connected to the Council's urban water supply system, to be invoiced separately from property rates
- (e) a targeted Water Rate of \$247.93 set under Section 16 Local Government (Rating) Act 2002 for rating units that are not yet connected but are able to be connected to the urban water supply system
- (f) a targeted Sewerage Rate of \$538.75 set under Section 16 Local Government (Rating) Act 2002 for each water closet or urinal connected directly or through a private drain to Council's sewerage reticulation system
- (g) a targeted Sewerage Rate of \$269.38 set under Section 16 Local Government (Rating) Act 2002 for rating units that are not yet connected but are able to be connected to the Council's sewerage reticulation system
- (h) a targeted Stormwater Rate of 0.11615 cents per dollar of land value set under Section 16 Local Government (Rating) Act 2002 on all rating units within the urban area, being the residential zone and adjacent areas where stormwater from the property drains to the urban stormwater system
- (i) a targeted Refuse Collection and Kerbside Recycling Rate of \$91.69 set under Section 16 Local Government (Rating) Act 2002 on every separately used or inhabited part of a rating unit where Council provides the service
- (j) a targeted Regulatory and Planning Service Rate of 0.02229 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on every rating unit in the district
- (k) a targeted Rural Water Service Rate of \$240.65 set under Section 16 Local Government (Rating) Act 2002 per rating unit on land situated in the Carrington Water Race System Classified Area
- (l) a targeted Rural Water Rate set under Section 16 Local Government (Rating) Act 2002, calculated on land area on rating units within the Carrington Water Race System Area as follows:
- Class A \$72.60811 per hectare
 - Class B \$14.73454 per hectare
 - Class C \$129.87354 per hectare

- (m) a targeted Rural Water Service Rate of \$209.32 set under Section 16 Local Government (Rating) Act 2002 per rating unit on land situated in the Taratahi Water Race Classified System Classified Area
- (n) a targeted Rural Water Rate set under Section 16 Local Government (Rating Act 2002, calculated on land area on rating units within the Taratahi Water Race Classified System Area as follows:
- Class A \$16.28615 per hectare
 - Class B \$3.36126 per hectare
 - Class C \$121.11510 per hectare
- (o) a targeted Waingawa Sewerage Rate of \$402.28 set under Section 16 Local Government (Rating) Act 2002 on every separately used or inhabited part of a rating unit that is connected to the Waingawa Sewerage Service
- (p) a targeted Waingawa Sewerage Rate of 0.3300 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on all commercial and industrial properties connected or able to be connected to the Waingawa Sewerage Service
- (q) A targeted Waingawa Sewerage Rate of 0.1650 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on all residential properties connected or able to be connected to the Waingawa Sewerage Service
- (r) A targeted Waingawa Water Rate of \$210.38 set under Section 16 Local Government (Rating) Act 2002 on all rating units that are connected or able to be connected to the Waingawa reticulated water service
- (s) A targeted metered Waingawa Water Rate of \$2.27 per cubic metre set under Section 19(2)(a) Local Government (Rating) Act 2002, as measured by meter, for all water consumed on every separately used or inhabited part of a rating unit which has been fitted with a meter or meters and is connected to the Waingawa reticulated water service, to be invoiced separately from property rates.

That all rates will be payable in four instalments with due dates of:

- 22 August 2016
- 22 November 2016
- 20 February 2017
- 22 May 2017

That, in accordance with sections 57 and 58(1)(a) of the Local Government (Rating) Act 2002, a 10 percent penalty will be added to any portion of the current instalment that remains unpaid after the date shown in the table below:

Instalment	Due Date for Payment of Rates	Penalty Date
1	22 August 2016	23 August 2016
2	22 November 2016	22 November 2016
3	20 February 2017	21 February 2017
4	22 May 2017	23 May 2017

That, in accordance with sections 58(1)(a) of the Local Government (Rating) Act 2002, a penalty of 10 percent will be added to the amount of an invoice for metered water remaining unpaid two months after the initial invoice date.

That, in accordance with sections 58(1)(b) of the Local Government (Rating) Act 2002, an additional penalty will be added on 5 July 2016 to any rates unpaid from previous years.

That the Mayor and Chief Executive be delegated the authority to make changes as agreed at the meeting, and minor editorial corrections prior to publication.

Crs Carter/Ashby

Carried

7. Gladstone Football Grounds Naming

Purpose

For Council to give consideration to a name for the Gladstone Football Grounds.

B McWilliams joined the meeting to present the report and answer questions.

Moved:

That Council receives the report and approves naming the Gladstone Football Grounds on the esplanade reserve "Stevie Thompson Domain".

Crs Lang/Brazendale

Carried

8. Legalisation of Macs Lane

Purpose

For Council to give consideration to legalising Macs Lane.

Moved:

That Council pursuant to Section 111 of the Reserves Act 1977 vests the land described as Lot 4 DP 22605, Lot 9 DP 19267 and Lot 10 DP 19267 as Public Road.

Crs Brazendale/Knowles

Carried

9. Carterton Revitalisation Framework

Purpose

29912

5

For Council to consider for adoption the Carterton Town Centre Revitalisation Framework.

Moved:

That Council receives the report and approves the Carterton Revitalisation Framework.

Crs Keys/Ashby

Carried

Cr Knowles left the meeting at 1.53pm and returned at 2.29pm

10. Council Committees

Purpose

For Council to consider a Committee structure for the remainder of the 2013-16 Triennium.

Moved:

That Council receives the report and agrees to the establishment of a new governance structure, as set out in Section 5 of the report, with Council meetings held monthly.

Crs Carter/Greathead

Carried

Moved:

That Council meetings be held in the evening.

The resolution was lost

Moved:

That the Chief Executive bring back to the next Council meeting draft terms of reference for the committees and advisory groups.

Crs Carter/Brazendale

Carried

Moved:

That the terms of reference for the Audit and Risk Committee include allowance be made for an independent Chair to be appointed, but remain with the current Chair to the end of this Triennium.

Crs Brazendale/Greathead

Carried

11. Chief Executive's Report

Purpose

To inform Council of officers' activities since the previous meeting.

Moved:

That the information in the Chief Executive's report be received.

Crs Keys/Ashby

Carried

12. Elected Members Reports

An Elected Member report was tabled from Cr Greathead.

Cr Ashby gave an update on progress of the Ruamahanga Whaitua Committee and advised community consultation will commence in July/August.

13. General Business/Late Items

There was no general business.

14. Confirmation of Minutes

14.1 Ordinary Meeting 25th May 2016

Moved:

That the minutes of the Ordinary Meeting held on 25th May 2016 be confirmed.

Crs Carter/Palmers

Carried

14.2 Special Meeting 1st June 2016

Moved:

That the minutes of the Special Meeting held on 1st June 2016 be confirmed.

Cr Carter/Greathead

Carried

Cr Palmers abstained from voting on this resolution.

15. Matters Arising from Minutes

There were no matters arising.

The meeting adjourned from 2.46pm to 2.57pm

16. Charles Rooking Carter Statue Gifting

Purpose

For Council to receive from the Lions Club of Carterton the Charles Rooking Carter Statue.

Alan Renall, Morris Edwards, Ian Reid, Kim McMillan, and John McNamara from the Lions Club of Carterton attended this part of the meeting to formally hand over the statue to the town. A Renall stated the Lions Club were proud to be involved in the project through to its completion.

Moved:

That Council receives the report

Accepts the gift of the Charles Rooking Carter Statue

Acknowledges the generosity of the Lions Club in creating the statue and gifting it to the Council.

Cr Carter/Lang

Carried

Cr Knowles congratulated the Lions Club for their brilliant work carried out to complete the project.

The Mayor thanked B McWilliams and his staff for their input and work with the Carterton Lions Club.

The meeting concluded at 3.04pm

Minutes confirmed.....

Date.....