

CARTERTON
DISTRICT COUNCIL

Ordinary Council Meeting

Agenda

to be held on

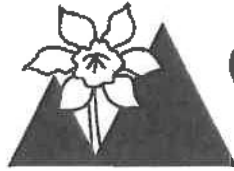
Wednesday, 5 April 2017

at 1.00pm

in the

Hurunui o Rangi Room, Carterton Event Centre

50 Holloway Street, Carterton



AGENDA

The Agenda of the Council Meeting of the Carterton District Council to be held at the Hurunui o Rangī Meeting Room at the Carterton Event Centre, 50 Holloway Street, Carterton on Wednesday 5 April 2017 at 1.00pm.

1. Karakia (Prayer)
2. Apologies
3. Conflict of Interest Declaration
4. Public Forum
5. Notification of General Business / Late Items
6. Courthouse Update – *page 1 - 4*
7. Cobblestone Update – *page 5 - 8*
8. YETE Update – *page 9 - 18*
9. Position Statement on the LGC Proposal – *report to follow*
10. Submission on Draft Government Policy Statement – *page 19 - 30*
11. CE Report – *page 31 - 44*
12. General Business/Late Items
13. Confirmation of the Minutes – *page 45 - 58*
 - 13.1 Minutes of the Extraordinary Council meeting held on 20 February 2017.
 - 13.2 Minutes of the Ordinary Council meeting held on 22 February 2017.
 - 13.3 Minutes of the Extraordinary Council meeting held on 22 March 2017.
14. Matters Arising from Minutes
15. Exclusion of the Public - Confirmation of the Minutes – *page 59 - 62*
 - 15.1 Minutes of the Public Excluded portion of the Ordinary Council meeting held on 22 February 2017.
 - 15.2 Matters Arising from Public Excluded Minutes.



29 March 2017

Courthouse Update Report

1. PURPOSE OF THE REPORT

For the Council to receive a report of activities of the Carterton Community Courthouse Trust.

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. REPORT ON ACTIVITIES OF THE COURTHOUSE TRUST

A report outlining the activities with the renovation of the Courthouse is in **Attachment 1**.

The report notes that the Trustees are well into the internal building works of the Courthouse building, as well as almost completing the exterior works.

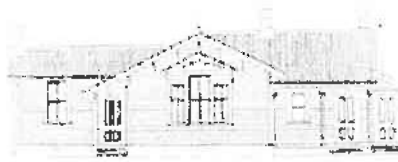
4. RECOMMENDATION

That the Council:

- 1. Receives the Courthouse Update Report in Attachment 1.**

Jane Davis
Chief Executive

Attachment 1: Courthouse Trust Update Report



Carterton Community Courthouse Trust
From Victorian Courthouse to revitalised Community Hub

Report to Carterton District Council

Meeting, 5 April 2017

Excellent progress has been made since my last report in February. The carpentry work is expected to be complete in about a fortnight or so, with the painting, floor sanding, kitchen installation to follow shortly after. Although the reality may prove different, a completion date around early May is looking a possibility.

Access to the building is still restricted while the renovation work is in progress. However, now that the progress is so obvious to passersby, the Trust is receiving an increasing number of enquiries about the project and expressions of interest in using the new hub. The Trust is appreciative of the many positive comments received.

Renovation – Summary of Activities since last Report & Work to be Done

Roof

1. The interim straps anchoring the ventilator to the roof have now been replaced by fine wire stays.
2. The major portion of the renovated roof (including fascias, soffits & ventilator) has now been painted.
3. The remaining section of the roof above the rear lean-to is still to be painted. Initially this portion of the work was deferred until the skylight had been installed in the roof over the toilet area. This last remaining section of the roof renovation phase is expected to be completed in the near future.

Ramp & Steps

1. The new code-compliant hand rail has been installed and this completes all work on this phase of the project.

Interior Building Work

This work is continuing, with good progress to date. So far, the work has extended to,

1. Insulation and lining of the two meeting rooms, plus the toilets and cleaner's cupboard.
2. Lining of the kitchen with gib over ply.
3. Lining of the storeroom with ply.
4. Most of the stopping.

5. Fitting of the refurbished double doors between the two main rooms (namely, the courtroom and reception area).
6. Fitting of most of the architraves in rimu to the original detail.
7. Fitting of some of the pine architraves to those areas which will be painted.
8. Reused rimu panelling to dado height has been installed.
9. Commenced paint stripping of the original/replacement courtroom panelling and architraves.
10. Design, measuring and ordering of the extractor hood and purpose made stainless benches.
11. Painting of the storeroom.

Sub-Trades

1. Good progress continues on the electrical and plumbing work in conjunction with the building work.
2. Installation of three phase power has commenced. This utilises a trench to the street which has been generously dug by Council staff. Prior to this work being started, existing underground services in the area were located and marked by Tick2Dig.
3. All interior and exterior light fittings to be provided by the Trust are now on hand.

With the end of the principal carpentry work in sight and beyond the completion of the work associated with the principal subtrades (namely electrical and plumbing), the organising of the balance of the subtrades is being undertaken,

1. Design and construction of the benches for the hand-basins.
2. Laying of the carpet and vinyl.
3. Sanding and oiling of the floors.
4. Installation of the kitchen range, deep fryer and commercial washer.
5. Installation of the kitchen equipment.

Air Conditioning (HVAC)

The code requires mechanical ventilation to the toilets and the Trust has already committed to this work, for obvious reasons, at a cost of \$2.5K (plus GST).

Beyond this, the Trust is of the firm opinion that heating and cooling (HVAC) is necessary for the public areas of the building. A properly designed system will allow the whole of the building to be used throughout the year to best advantage.

Such a system has been designed by Callister Electrical. It comprises two heat pumps, one in each of the two meeting rooms, plus a ducted underfloor system for the reception and courtroom.

Needless to say, this element is a substantial cost, with a total quoted figure of some \$24,000 (plus GST) for the reception, courtroom and two meeting rooms. However the Trust does not have sufficient funding at this stage for the principal HVAC work and will require further funding if this work is to be done.

Ideally, the HVAC system should be in place from day one, but the hub can still function without it, albeit in a less comfortable fashion. The HVAC system may need to be installed in stages as funding becomes available.

Fitout

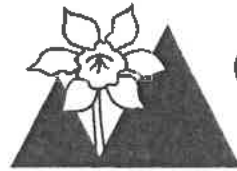
1. A local chef has kindly put together a list of items required for a commercial kitchen. We are in the process of acquiring the most essential of these items. Again we are making good use of Trade Me picking up items such as a brand new bain marie for \$325 (a good deal less than purchasing the same item at retail of approx \$1000).
2. A recent article about the Courthouse in the *Wairarapa Times Age*, attracted the attention of the Wellington office of the Hong Kong and Shanghai Bank (HSBC). As a result, HSBC has kindly donated five office chairs which we collected from Wellington.

Hub Operations – Planning

We are continuing with our planning work. This includes our mode of operation, managerial and administrative systems, security and access, booking system, collation of potential users, charging structure, and so.

In celebration of our achievements and to showcase the new facilities we plan to have one or more public open days. These will be advertised in due course.

Joseph Gillard
Chairman
Carterton Community Courthouse Trust
Email: xk6050@xtra.co.nz



29 March 2017

Cobblestones Trust Update Report

1. PURPOSE OF THE REPORT

For the Council to receive a report of activities of the Cobblestones Trust.

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

Cobblestones is a museum, located in Greytown. The Council funds the museum, through a grant, of \$5,000 per year.

The Council appoints a member to the Board. Joseph Gillard was appointed by the Council in late 2017.

4. REPORT ON ACTIVITIES OF THE COBBLESTONE TRUST

A report prepared by Mr Gillard, outlining the activities of the Cobblestones Trust, is in **Attachment 1**. This is the first report Council has received on the activities of the Trust for some time. It is intended that the Council will receive regular reports through this term.

5. RECOMMENDATION

That the Council:

- 1. Receives the Cobblestones Trust Update Report in Attachment 1.**

Jane Davis
Chief Executive

Attachment 1: Cobblestones Trust Update Report

Cobblestones Trust

Report to CDC Meeting, 5 April 2017

For the benefit of those Councillors who have not had involvement with Cobblestones to date, I have outlined the situation.

My Position

1. I have been appointed as a Trustee representing CDC on the Board of the Cobblestones Trust.
2. Board meetings are held monthly and to date, I have attended three meetings.
3. My position is to represent CDC's interests and report to CDC on matters of moment.

Management Structure

1. Cobblestones Trust is a Registered Charity (CC35875)
2. Its stated purpose is to see to the "maintenance, preservation, and development of the Cobblestones Museum ... for the use, benefit and, enjoyment of the public."
4. The Board comprises between eight and ten Trustees nominated by the three Wairarapa TLAs, plus various service groups and organisations.
5. As a consequence, the Board could fairly be described as having appropriate representation from the Wairarapa region.

General Description

1. In brief, the objectives of the Museum have been interpreted such that the collection comprises a wide range of colonial buildings brought to or re-erected at the site at 169, Main Street, Greytown.
2. In addition, the Museum has an extensive collection of principally farm machinery and domestic items and information relating to the Wairarapa pioneer period.
3. The buildings and collection are well housed, either on open display on the site, in the restored buildings, or in an attractive, new structure completed two years ago.
4. The overall setting is most attractive, with main road exposure amongst mature trees and landscaping.

Ongoing Developments

1. In the time of my involvement, there has been a reorganisation of the Board with a change of Chairperson, Deputy Chair and Treasurer. These positions are now held respectively by Grey Tuck, Brian Baxter and David Masters.
2. I would offer the comment that as best I can discern at this point in time, from a managerial point of view, the Museum is in good hands.
3. The principal current task in hand is to redefine the sub-committee structure and the responsibilities of each. This is most desirable, as it is likely to result in clearer lines of accountability, achieve operational efficiencies and better outcomes.
4. Similarly, funding sources are in the process of being confirmed, both with each of the three TLAs and other funders.

5. Importantly, a start has been made to gather statistics as to visitor patronage and origins. Such information is vital for planning and efficient management purposes.

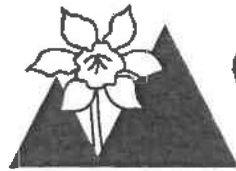
Summary

I would offer the opinion that Cobblestones is in the process of transitioning from what has developed into a thorough, extensive collection of social history. The challenge now is to create a stronger, more resilient business around the collection, so it is better able to meet the demands and expectations of a competitive, selective 'entertainment' market. This is not to say that the collections can be ignored; quite the reverse, in fact. However, I believe the time has come for the Museum to take a wider, more business-like view of the future.

There is more to be done in this area and the Board is directing its efforts into achieving this end.

Joseph Gillard

Trustee for Carterton District Council



24th March 2017

YETE (Youth Employment Training and Education) update

1. PURPOSE OF THE REPORT

To update the Council on the YETE programme funded by a number of organisations including Carterton District Council.

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

YETE means:

- All Wairarapa youth engaged in meaningful education, training and/or employment
- A pathway for every student from education to employment
- Our businesses are better connected with young people
- Wairarapa young people have the skills employers need

It aims to link schools, education and employers together so that our young people are equipped with the skills necessary to secure employment with our local businesses.

One initiative I am involved in is the "License to work" (L2W) programme. There are a number of sites in the process of setting up the L2W programme e.g. Makoura College with 20 Year 11 students in a two year programme which commenced in Term 1 this year. UCOL Foundation L3 cookery skills group, Te Wananga o Aotearoa – Two groups of 15 students studying. Connecting Communities/Compass Health are starting with a community group out of Youth Kinex building provided by the DHB.

Other schools that are looking to pilot this programme are Kuranui, Wairarapa College, Rathkeale College; Taratahi, Youth Services Carterton and Chanel College.

The youth employability passport programme focusses on employability skills such as positive attitude, communication, willingness to learn, problem solving, team work, resilience and self-management. It also teaches work search skills, work readiness, work ethic and has support mechanisms and people to act as mentors.

Carterton District Council will be a business partner providing work experience, mentoring and volunteer opportunities to young people to help them prepare for the workforce.

In Carterton, I am currently working with Premier Beehive who have just signed up to be a partner along with Mackenzie Electrical 2000. There are a number of businesses in Masterton such as Trust House and McDonalds signed up as partners.

I will be looking to work with Kuranui, Makoura and Youth Services (based in Carterton) to provide opportunities to our young people.

YETE is a long term initiative that is run by volunteers and representatives from organisations such as Council, local businesses such as McDonalds, schools, Tertiary providers, BCITO, and those working with youth. They will be requesting further funding through the Annual Plan.

I have attached the December newsletter (next one due mid-April) for those who are interested.

4. RECOMMENDATIONS

That the Council:

1. **Receives the report.**

Carolyn Mckenzie

Community Services Manager

Attachment 1 – YETE December 2016 newsletter.

YETE PARTNERSHIP WAIRARAPA

YETE MEANS:

All Wairarapa youth engaged in meaningful education, training, and/or employment

A pathway for every student from education to employment

Our businesses better connected with young people

Wairarapa young people have the skills employers need



YETE meets Business



Sachin Kaintura (General Manager, McDonalds), Tom Hullena (YETE Chair) and Peter McNeur (Director, Walrara REAP) presented to businesses in late October. Employers expressed that schools teach very little of what young people need to know in the work place, but who could teach them?

Being a youth friendly employer is more than just giving someone a job. It can be through providing time, business walk through, coffee date, career progression discussions, desk shadowing, mock interviews, contracted/part-time employment, NCEA assessment, industry based training, CV, mentoring, etc.

Employers were given the challenge to come up with different ways in which they could contribute/help.

A challenge was put out there about the perception of who is responsible for successful

employability of youth. It was agreed that no single source is at fault. It is a collective community responsibility. "It takes a village to raise a child."

Some employers expressed concern that things haven't gone well in the past, and other employers gave examples of how they came up with solutions for those exact challenges.

MacKenzie Electrical 2000 is wanting to provide pathways for students into their trade and link better with schools to convey the importance of curriculum decisions made from Year 10.

Moore Stephens Markhams are wanting to provide pathways into the business (bigger than accounting).

At the end of the presentation, many employers signed up on the spot to be part of this exciting journey.

What are the benefits for Youth Friendly Employers?

- Peer recognition and aspiration creation for both Business and Youth
- Connection with organisations to ease the process of employment
- Networking and events with other Youth Friendly businesses and organisations
- Leveraging off other business' experience, knowledge and resources
- Community recognition - we are doing something positive about this issue

Some Opportunities to Connect with Young People:



Business Walkthrough



Coffee Date



Career Progression Discussion



Contracted Employment



Offering Mentoring



Mock Interviews



Skills Review/Alignment Feedback



School Assembly Presentation



Lunch Date



Training Course Presentation



Part Time Employment



Paid/Unpaid Internship



Open Day



CV review



Industry Employment Pathway



Supporting other Businesses



Booth at Career Day



NCEA Assessment



Industry Based Standard



Role Reversal Interview



Desk Shadowing



Apprenticeship

Youth Employability Passport Programme - License to Work

Strengthening and creating partnerships to support young people into work and educational training is a core focus for YETE, due to the significant number of young people not currently in employment, education or training (NEETs) in the Wairarapa.

This is a significant problem for the local labour force and the national economy, with research showing that early stints of unemployment can lead to long-term unemployment and benefit dependency.

The Youth Employability Passport is an initiative that has been developed by COMET alongside many organisations across Auckland. This initiative has been designed as a link between education, business and youth – representing a promising method for young people to build, and be recognised for the employability skills they need for their transition into early adulthood.

Please visit the COMET website for more information; www.cometauckland.org.nz

Getting our youth working

PHOTO/FILE By Hayley Gastmeier - Wairarapa Times Age



Preparing the region's young people to step into the workforce was the aim of a two-day seminar held in Masterton in late November. About 20 Wairarapa Careers Advisors and key figures from some secondary schools and tertiary providers participated in the Youth Employability Passport – Licence to Work (YEP) programme, which provides young people with skills to increase their employment prospects.

Those who participated in the course at REAP House will teach the 12-month programme next year when it is piloted in the Wairarapa. The primary focus of the programme is the development of skills including having a positive attitude, communication, teamwork, self-management, willingness to learn, thinking skills and resilience. It was developed over five years in consultation with government, education, businesses and industry groups.

Bringing the programme to the Wairarapa was an initiative of the Wairarapa Youth Education, Training and Employment Community Partnership (YETE).

Tom Hullena, chairman of the YETE partnership for the Wairarapa region, said the identified competencies were valuable in all workplaces, and were the skills that employers considered commonly lacking in young workers. "If a young person leaves school and falls in a workplace twice then it's almost a fifty per cent chance they will be on some form of long-term benefit dependency. Similarly if they leave school and don't get into work within that first couple of years the stats

are about the same." Mr Hullena said the skills included in the YEP Programme would prepare young people for life.

"The whole purpose of this programme is creating mechanisms that will strengthen the young persons' ability to be successful in the workplace, both so they can sustain employment but also be beneficial to employers."

The creator of the course, Shirley Johnson, was in Masterton training the soon-to-be Wairarapa facilitators. So far the programme has been run out of three regions around the country with a total participation of 250 young people. And next year the programme will be run out of seven regions with about 1000 students on-board. "It's designed so it can be woven into the school curriculum and it can also be delivered outside of school," she said.

The year-long programme consists of workshops, with 20 hours of voluntary work and 80 hours of work experience. "What this does is it gets schools, community, family, the voluntary sector and the business sector all working together to enable young people to build the skills they need to be successful."

YETE Project Lead, Josie Whaanga, said she was excited about the pilot. She hopes this would eventually be on offer region-wide. She said businesses and education providers would be crucial for the programme taking off.

Tom's New Role for Masterton

PHOTO/FILE By Gerald Ford - Wairarapa Times Age

Education visionary Tom Hullena, NZOM, says his new Masterton role is an exciting chance to work closer to home and to "have some levers pulled closer to where they're needed".

Mr Hullena, who last month received the New Zealand Order of Merit for his services to education, has been hired by Masterton District Council in the role of Special Projects Leader for education and community development.

Mr Hullena said he was excited with the Council's Long Term Plan goal to make Masterton an "education centre of excellence" – which it will be his role to lead. "At my stage in life you want to be doing something purposeful and meaningful ... and what's purposeful and meaningful for me is the chance to do something to enhance the wellbeing of others."

Mr Hullena said his work at Makoura College from 2009 to 2015 had some similarities to his new position. "In terms of any leadership role there are certain processes and people skills that make a difference," Mr Hullena said. "I think those things are transferable."

Mr Hullena said regions can work together to develop education better than having rules imposed from outside. "In the quickly changing and dynamic world of work, which 70% of our students are going into, how well are schools preparing students?" Mr Hullena asked. "There is also a need to better align schools with the needs of the workplace."

Mr Hullena said work is important "for all of us to survive in a positive way" and education needed to prepare people for this. "It's important for our individuals and for our future. You've got to get people prepared. The community cannot afford to have high levels of dependency," he said.

This year Mr Hullena has taken on the role of chairman of a Youth Education, Training and Employment Partnership for the Wairarapa region – which has some overlaps with his new role.

"Employers have been saying our young people are not work ready," Mr Hullena said. "How can we work collectively to develop the potential of our young people, or as many of them as possible?" Mr Hullena said a lot of work had been done in identifying what young people needed to be ready for work.

"Technical skills are sometimes better learned in the workplace," Mr Hullena said, but there is "a

combination of soft skills that transfer across workplaces".

"These soft skills are also good for a community or a family. They're not everything you need for a holistic well-rounded individual, but a number of them fit in that space."

Those skills include communication over a range of formats, "co-operation and collaboration with others – and with others of difference", resilience, and self-management.

Also included is "a sense of agency – a belief in yourself and that you can make a difference".

"We're wanting to grow that framework in teachers, schools, employers, students and parents... so we're more likely to develop [the skills] in our young people and our older people.

"They are competencies that make us good human beings as well."

The YETE Partnership hosted a seminar on the topic for schools and community groups on November 14 and 15.



Tom Hullena at Makoura College in 2014, when he was presented with this korowai or cloak.

Licensing youth for work

PHOTO/FILE By Gerald Ford - Wairarapa Times Age



The new Project Lead for Wairarapa YETE says preparing young people for work is a two-way process.

As well as educating young people in the skills needed to hold down a job, Josie Whaanga says employers and educators can also learn how to engage with young people.

"People forget they were once a young person; it's a perpetual cycle," she said. "Young people still have [the same] needs. You have to invest in that space."

Miss Whaanga comes to her new role from Taratahi Agricultural Training Centre, but has been involved with the YETE Partnership since the establishment of the initiative more than a year ago.

The position is funded with help from Masterton and Carterton District Councils, Masterton Trust Lands Trust, Greytown Lands Trust, Trust House Limited, the Nikau Foundation and the TG McCarthy Trust.

Carterton Mayor John Booth said YETE is "a wonderful initiative to support a pathway for our youth employment in the region" and he looks forward to "many positive outcomes."

Masterton Mayor Lyn Patterson describes Miss Whaanga's appointment as a way to "support key stakeholders working collaboratively so that we can provide the best opportunities for our young people".

Miss Whaanga took place in the recent two-day seminar learning about the Youth Employment Passport (YEP), otherwise known as a "Licence to Work".

She says "it's a concept we still need to sell."

Josie Whaanga is the YETE (Youth Education and Training in Employment) Project Lead for Wairarapa, working out of Wairarapa REAP.

"We need to pitch it to employers and businesses. We need the engagement of parents, whanau, education – tertiary and secondary providers – nothing is done in isolation."

"We're piloting it and starting small next year to get some runs on the board. I'd love to see it rolled out in foundation programmes in tertiary and secondary education.

"It's kind of a no-brainer for secondary; it's a complementary fit for the curriculum – and for tertiary."

Miss Whaanga said the YEP programme involves taking young people through a process of preparation for the workplace.

"They start with voluntary work and develop the key competencies and work skills that they need."

"Their willingness is already demonstrated, and then they move on to work experience in a paid workplace. We kind of scaffold them through that process," she said.

"Potential employers can help by providing things like interview practise, mentoring, or a business walk-in," Miss Whaanga said. "It's more beneficial for everybody when everyone is on board and knows what their expectations are. We don't set anybody up to fail."

Future Me Careers Conference

Friday 5 August, 2016

Year 11 – 13 students from Kuranui College, Chanel College, Makoura College, Rathkeale College, St Matthews Collegiate, Ponatahi Christian School, Solway College, Wairarapa College, Te Kura Kaupapa Maori o Wairarapa, Wairarapa Teen Parent Unit and Tararua College, were involved in an interactive careers event held at UCOL Wairarapa and REAP House. Over the day, 52 workshops were available to students from 18 employers, two Tertiary Institutions and one Industry Training Organisation (ITO).

Career teachers approached Wairarapa REAP in 2012 to organise the careers events with the main focus to highlight options for students who choose not to move on to tertiary institutes once they had completed secondary education.

These events enable employers to interact with students and inspire students into different careers. It was important that the sessions were “hands-on” so that the students could get a taste of what the career was about.

The “Future Me Careers Conference” was established to encourage the engagement of local employers, and ITOs to be able to provide information to students from all Wairarapa Colleges at one time. This allows the employers, tertiary providers and ITOs to have a captive audience of young people who are interested in their industry, and offer them the chance to provide real life accounts and relevant information about what to expect from that particular industry. The conference organisers also encouraged the employers to invite their young employees so the students could relate to them and put themselves in their positions. Being able to see the products that the employees made and learning the “tools of the trade” also made a huge impact on the students.

This was the third careers conference held and the next one is planned for 2018.

Click here and download to see photos of the day
<http://photos.waireap.org.nz/Schools-Programmes/2016/Future-Me-Careers-Conference>

YETE Action Group Meeting Dates for 2017 All Meetings are at REAP House 1 - 3 pm

Thursday, 9 February, 2017

Thursday, 16 March, 2017

Thursday, 13 April, 2017

Thursday, 11 May, 2017

Thursday, 8 June, 2017

Thursday, 13 July, 2017

Thursday, 10 August, 2017

Thursday, 14 September, 2017

Thursday, 12 October, 2017

Thursday, 9 November, 2017

Thursday, 14 December, 2017

YETE Partnership Meeting Dates for 2017 All Meetings are at REAP House 3 - 5 pm

Wednesday, 22 March, 2017

Wednesday, 21 June, 2017

Wednesday, 13th September, 2017

Wednesday, 6 December, 2017



Moving ON Conference - Year 8's

Monday 5 December, 2016

In 2011, three principals from South Wairarapa schools approached Wairarapa REAP to establish a conference for Year 8 students. The conference format was to have an inspirational speaker to open the day and three hands-on workshops for the students to take part in. The brief for the day was to open the students eyes to see what educational, social, and community projects are available to them before entering secondary schooling.

This year's conference was the fifth successful event the South Wairarapa principals had held with support from Wairarapa REAP. The students submit their top seven workshops and from these, three are allocated for them to take part in on the day. The options this year were:

1. 8 Steps to Success – Buck Anderson – Head of Community Rugby, New Zealand Rugby.
2. Make Your Own World-Fab Lab Masterton – Vik Olliver - World-Fab Lab Masterton.
3. Xmas Stained Glass Biscuits – Kiri MacDonald and Stacey Puddy – UCOL Wairarapa.
4. Dance Performance – Karin Melchior – Kurarua College dance teacher.
5. Make Some Noise – Jordan Tredray – local music teacher.
6. Paint The Earth – Katie Gracie – local artist and author.



7. Special FX – Riki Anderson and Alana Sheeran – UCOL Wairarapa.
8. Mau Rakau – Mikey Kawana.
9. Fire and Rescue – Station Officer Michael Conford and Senior Firefighter Justin Long, Masterton Fire Station.
10. Muay Thai – Kelly Birch - Featherston Muay Thai.

Belinda Cordwell was the opening speaker. Belinda is a former professional tennis player who represented New Zealand at the 1988 Summer Olympics in Seoul, South Korea. During Belinda's career, she won one WTA Singles and two WTA Doubles titles. Belinda reached her highest individual ranking on the WTA Tour on 4 December, 1989, when she became No. 17 in the world. Belinda's most notable result was reaching the semifinals at the Australian Open in 1989, where she lost to Helena Sukova. Since retiring from playing professionally, Belinda has worked as a television tennis commentator for One Sport and Sky Sport. Belinda continues to coach and encourage young tennis players.

The main focus for the Moving ON Conference is to keep the local South Wairarapa community involved and the event will be held again in 2017.

Click here and download photos from the conference:
<http://photos.waireap.org.nz/Schools-Programmes/>







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YETE

THE YOUTH EDUCATION, TRAINING AND EMPLOYMENT PARTNERSHIP



Wishing
you and
your
whānau a
wonderful
Christmas
and New
Year!


Merry Christmas

**Thank you so
much for your support
throughout 2016!**



YETE CONTACTS

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YETE Project Lead

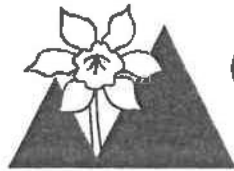
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3 April 2017

Position Statement on the Local Government Commission's Draft Proposal for Wairarapa Council

1. PURPOSE OF THE REPORT

For the Council to adopt a position statement on the Local Government Commission's Draft Proposal for Wairarapa Council, ahead of considering a formal submission.

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

The Local Government Commission has been considering the local government arrangements in Wairarapa for some time. It formally received applications for changes to the arrangements affecting Wairarapa in 2013, including an application from the three Wairarapa district councils for a unitary authority in Wairarapa. Following consultation on a draft proposed wider regional unitary authority model the Commission withdrew that proposal and started working with the three District Councils and the Regional Council on alternative options.

After community consultation and its own investigations the Commission released a draft proposal in March for a combined Wairarapa District Council. Submissions on the draft proposal are due by 3 May 2017.

4. DRAFT POSITION STATEMENT

Councillors have informally discussed the draft proposal and agreed to prepare a position statement, identifying how the draft proposed arrangements could be strengthened. This is not an indication about whether or not the Council supports or opposes the draft proposal. Instead it is intended to assist the Carterton community think about the proposal and how, if it is to be progressed by the Commission as a final proposal, the new council arrangements could better meet the needs of Carterton.

The draft position statement is in **Attachment 1**. It outlines some principles that should underpin the design of any new council model. The key area which the proposed Council

could be strengthened is the Community Board arrangements. The draft position statement includes suggested amendments to the Draft Terms of Reference in the Commission's proposal, as well as other changes to the model.

5. CARTERTON DISTRICT COUNCIL SUBMISSION

The Council's Policy and Strategy Committee will consider a formal submission on the Commission's Draft Proposal on 26 April. Informal feedback on the position statement may assist Councillors when considering the Council's formal submission.

6. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Adopts** the position statement on the Local Government Commission's Draft Proposal for Wairarapa Council, in Attachment 1.

John Booth
Mayor

Attachment 1: Draft Carterton District Council position statement on the Local Government Commission's Draft Proposal for Wairarapa Council

Carterton District Council Position Statement

Local Government Commission Draft Proposal for Wairarapa District Council

The Carterton District Council has prepared this position statement in advance of its submission to the Local Government Commission's Draft Proposal to amalgamate the three Councils in Wairarapa.

The Council does not have a position about whether it supports or opposes the proposal. This position statement instead focusses on the proposed Wairarapa Council arrangements and identifies where the model can be improved and strengthened.

Principles for the design of the Wairarapa Council model

There is an opportunity for the Wairarapa to have in place a local government model that fits with the area's unique character. Although the model must comply within the provisions of the Local Government Act, the Council believes there is scope to significantly strengthen aspects of the Commission's draft model.

The Council considers the following principles should underpin any new local government arrangements in Wairarapa:

- Decisions about activities affecting local communities should be made locally, unless it is more efficient to carry out the activity on a district-wide basis, or where the benefits of integrating and aligning with other areas outweigh benefits of keeping decision-making local
- Emphasis must be placed on working with communities
- Consultation and communication between the council and the community boards needs to be positive, respectful and enduring
- District-wide strategies should be supported and implemented by local plans
- Place-making must stay local
- Resources need to be provided where responsibilities are delegated and allocated to local communities/community boards
- The relationship between the Council and the Regional Council needs to be respectful and enduring.

Representation

The Council believes the representation arrangements are appropriate, as proposed. We especially support the names of the rural wards. We note that the ward boundaries are based on a population formula and cannot be changed significantly.

Community Boards

The Council believes the community board arrangements are a vital part of the proposal. In line with the principles identified above, the success of the model will in part rest with the willingness of the

Council to allocate resources and delegations to the community boards, and allow the boards to effectively carry out their roles as leaders of their local communities.

For Carterton residents, amalgamating into a much bigger Council entity poses a high risk that Carterton issues will be overlooked when the Council is considering its budgets and activities. Therefore, the model needs to enable the Carterton community to be able to make decisions about our unique area.

For the model to be successful the Community Boards must be supported by Council resources, including both budgets and staff. We believe the proposal will be strengthened if there is specific provision made for each community board to have sufficient staff resources and budget allocated to enable them to operate and make decisions effectively.

The Draft Terms of Reference included in the Draft Proposal set out a wide range of responsibilities for community boards. The Terms of Reference could be further strengthened by a statement about the purpose of the boards. This statement should make reference to the boards being, in their local areas:

- advocates for their communities;
- leaders in the development of plans and decision-making on the use and development of local amenities, facilities and services; and
- decision-makers on issues that are local to their areas, except where it is more efficient for that decision-making to be done on a district-wide basis, or where the benefits of integrating and aligning with other areas outweigh benefits of keeping decision-making local.

The Terms of Reference should also provide for the preparation, every three years, of a Local Area Plan that sets out the priorities and preferences of the communities in their area for local activities and levels of service over term of the Board. This will enable the board to set out clearly their community's expectations for activities and investments in their local area, for the Council to consider and provide for in its Long Term Plan.

An amended Terms of Reference is provided at page 5 of this position statement. It also identifies some other changes that would strengthen the Draft Proposal with respect to community boards.

Working with Maori

The proposed Maori Standing Committee is supported. We also support the Commission's decision to leave any other decisions and arrangements for the Council's relationship with Maori for the new Council to make.

Working with the rural community

We strongly support the establishment of a Rural Standing Committee. As with the Community Board discussion above, this committee needs to be well supported by Council officer resources and be delegated to make decisions relevant to the rural areas of Wairarapa. We believe there will need to be significant interaction between the Transition Body and the rural community as the Rural Standing Committee's terms of reference and delegations are prepared.

Area offices, principle public office, and service centres

We support the proposal to retain area offices in Carterton, Martinborough and Masterton. It is very important that residents do not lose their direct access to council services and advice.

We note that the Commission has not nominated a head office, but has instead identified Masterton as the location of the “principle public office”. We also note that the draft proposal provides for the Transition Body to make decisions about the location of staff and functions.

We believe the new Council will need a central base which will be the location of the Mayor’s office and Council Chambers. We also believe that location needs to be as accessible as possible. It is important that people across the Wairarapa District feel that they can access the Mayor and Council. With the geographical size of the proposed district, a central location will be important both practically and symbolically.

Serious consideration should be given to Carterton being the principle location of the Mayor’s office and Council Chambers, because of its geographical central location.

In addition, and on a purely practical basis, there will be the need for the new teams within the Council to regularly come together, especially early on as the Council is established and systems and processes are integrated. With the service centres located in Masterton, Martinborough and Carterton a lot of work will be required to avoid the risk of the new organisation simply operating as they currently do as three separate units. This will miss the benefits of amalgamation.

It makes sense that Carterton is the principle place where meetings are held. The new Council will need to create meeting spaces to enable them to come together. We note that this would be the case where ever the main office is to be located. The Carterton Events Centre already has modern meeting facilities which could be utilized in part to meet the new Council’s needs.

Both Masterton and Carterton have property that will potentially be surplus, depending on the decisions made about the location of a head office. The relative value of that property should be a consideration in the decisions made about a head office location, so that ratepayers get the best value from any sales and investment in new facilities.

Rates, debt and assets

We strongly support the Commission’s approach to ring-fencing debt associated with wastewater treatment systems. We support the Commission locking-in the proposed provisions for as long as it is legally able. We note that upcoming debt-funded capex may also need to be ring-fenced in this way.

Process from here

Should an amalgamation be confirmed (and we will be actively supporting a petition to require a poll) we would like the new Council to be in place by October 2018. Our staff have been operating for a number of years now with the uncertainty of amalgamation and this has caused some stress. If an amalgamation is confirmed we would like the impacts on staff minimised by having as short a transition period as is possible. We strongly encourage the Commission to progress the proposal as quickly as it can.

Service delivery

While outside the scope of the Commission's powers to include in a reorganisation proposal, we would like to make a statement about service delivery. Carterton District Council currently delivers the majority of its services using in-house resources. While we contract out our road management, maintenance and capital works, and rubbish collection and disposal, we use our own staff to deliver all our other services. We believe this enables us to provide the best level of service to our communities.

We will continue to advocate strongly for the Wairarapa Council, should it eventuate, to adopt this model¹. We ask that the Commission, through the transition period, ensures the current Councils do not enter into long term contracts that might preclude this option being adopted across the Wairarapa, and/or force a contract-based service delivery model on Carterton.

¹ Subject to Section 17 of the Local Government Act

Suggested Amended Draft Terms of Reference for Wairarapa community boards (suggested changes from the Draft Proposal shown in red)

Purpose of Community Boards

The purpose of the Wairarapa community boards is to enable democratic decision-making within their areas in partnership with the Council. This means providing a leadership role in empowering local communities to determine local issues associated with their areas. For the communities in their areas they are:

- advocates
- leaders in the development of plans and decision-making on the use and development of local amenities, facilities and services
- decision-makers on issues that are local to their areas, except where it is more efficient for that decision-making to be done on a district-wide basis, or where the benefits of integrating and aligning with other areas outweigh benefits of keeping decision-making local.

The Community Boards will have delegations and be resourced by the Council to effectively fulfil their role. This includes the appointment of a senior manager to be the "Area Manager" for the board areas. The Area Manager's role will be to lead the officer support of the Board, including administration, communications, reporting, planning, etc.

1. Annual Submission on Expenditure

- At the beginning of each Triennium, authority to prepare a Local Area Plan that sets out the priorities and preferences of the communities in their area for local activities and levels of service for the 3 next years. The Local Area Plans should provide for the implementation of districtwide plans and strategies where appropriate, as well as setting out activities that are unique to the area.
- Authority to prepare a board annual plan for submitting to the Wairarapa District Council (Council) for expenditure within the community, for consideration as part of the annual plan and Long Term Plan processes.

2. Community

- Authority to communicate with community organisations, local marae and special interest groups within the community (as per section 52 of the Local Government Act 2002).
- Authority to listen, articulate, advise, advocate and make recommendations to Council on any matter of interest or concern to the local community.
- Authority to work with Council and the community to establish a strategic plan.
- Authority to provide a local community perspective on the levels of service as detailed in the long term plan, and on local expenditure, rating impacts and priorities.
- Authority to receive information of Council's receipt of all non-notified resource consent applications.
- Authority to provide advice to the Council and its committees on any matter of interest or concern to the Community Board in relation to the sale of alcohol.

3. Community Grants

- Authority to allocate community-based grant funds as approved through the annual plan process or the long term plan process.
- Authority to consider, and either approve or reject applications by community groups to establish community gardens, in accordance with the licensing requirements under the Reserves Act 1977 and Council policy.

- c. Authority to allocate any bequests or similar consistent with the terms of the bequest by making resolution for Council ratification.

4. Parks and Reserves

- a. Authority to make recommendations to Council after reviewing existing or considering new draft Reserve Management Plans for local public parks and reserves within its area, within current Council policy or management plans and within the annual plan/long term plan budget.
- b. Authority to decide priorities for local public parks and reserves within its area and in accordance with the Reserve Management Plans.
- c. Authority to prepare development and implementation plans for local public parks and reserves within its area and in accordance with the Reserve Management Plans.

5. Roading

- a. Authority to make recommendations relating to all traffic control and signage matters, in relation to existing local roads within the community board's area.
- b. Authority to make recommendations on changes to speed restrictions on local roads.
- c. Authority to make recommendations on the need to permanently diminish or stop roads. (i.e. permanently change the size of or permanently close a road)
- d. Authority to assist the Chief Executive (through the Community Board Chairperson) to consider and determine temporary road closure applications where there are objections to the proposed road closure.
- e. Authority to determine priorities for footpath maintenance and priority locations for new footpaths.

6. Naming Reserves, Structures and Commemorative Places

- a. Authority to receive requests from the community, or put forward names, regarding specific names of reserves, structures and commemorative places for input to the staff report.
- b. Authority to approve or reject officer recommendations in respect of such names.

7. Naming Roads

- a. Authority to make recommendations on the naming for public roads, private roads and rights of way.

8. Urban Reserves, Urban Amenities and Town Main Centres

- a. Authority to make recommendations on matters relating to urban reserves, urban amenities and town main streets that meet current Council policy or management plans and fall within the annual plan/long term plan budget.
- b. Authority to decide priorities for urban reserves, amenities and town main streets within its area and that meet current Council policy or management plans and fall within the annual plan/long term plan budget.
- c. Authority to prepare development and implementation plans for urban reserves, urban amenities and town main streets within its area and that meet current Council policy or management plans and fall within the annual plan/long term plan budget.
- d. Authority to prepare local area improvement plans.
- e. Authority to lead place making activities.

9. Submissions

- a. Authority to make submissions to Council on issues within its area.

10. Emergency Management

- a. Authority to support the development and promotion of individual and community planning for a civil defence emergency; in partnership with the Council support response activities during an event; and after an emergency event, support community-response recovery efforts.

11. Training and Development

- a. Authority to set priorities for and expend annual funding allocated by Council for the purposes of training and development.



29 March 2017

Submission on the Government Policy Statement on Land Transport Funding 2018

1. PURPOSE OF THE REPORT

For the Council to agree a submission on the Government Policy Statement on Land Transport Funding 2018.

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

The Government Policy Statement on Land Transport (the GPS) details the government's priorities for the land transport sector and is a requirement of the Land Transport Management Act 2003.

The GPS describes the outcomes the government expects to achieve from its investment in land transport through the National Land Transport Fund (the Fund) over the next 10 years. It sets out how it will achieve these outcomes through investment and how much revenue will be provided and how the revenue will be raised.

In this way, the GPS influences decisions on how the Fund is invested by the NZ Transport Agency. It also guides local government and the NZ Transport Agency on the type of activities that should be included in Regional Land Transport Plans and the National Land Transport Programme.

The GPS sets aside money to:

- Maintain the existing transport network
- Improve the land transport network through investing in roads, in public transport services and in walking and cycling initiatives
- Deliver specific objectives including lifting economic growth and productivity, improving safety and improving preparedness for events like the Canterbury and Kaikoura earthquakes.

A new GPS is issued every three years. The next GPS will come into force on 1 July 2018 and cover the ten-year period 2018/19-2027/28 (GPS 2018). The GPS is usually released 6-12 months ahead of when it takes effect, so the NZ Transport Agency and councils can use it in their planning.

Submissions are currently being sought on the Draft Government Policy Statement on Land Transport 2018 (Draft GPS 2018).

4. The DRAFT GPS

The strategic priorities of the Draft GPS 2018, continued from GPS 2015, are:

- Economic growth and productivity – increased focuses on high growth urban areas, freight, regional improvements and resilience
- Road safety – in accordance with the Safer Journeys Strategy 2010-2020
- Value for money – provide the right infrastructure and services to the right level at the best cost.

These priorities are supported by an approach that includes:

- Technology - potential to offer different solutions to how people and goods move around New Zealand
- One-transport system – considers all transport modes (road, rail, sea, air).

Full details of the GPS are provided on the Ministry of Transport website:

<http://www.transport.govt.nz/ourwork/keystrategiesandplans/gpsonlandtransportfunding>

The closing date for submissions is 5 pm Friday 31 March 2017.

5. WAIRARAPA SUBMISSION

The Regional Land Transport Committee approved a submission on the Draft GPS 2018 at its meeting on 28 March. A copy of the draft submission is in **Attachment 1**. The Committee made some minor amendments to the draft submission, but the final version of the submission is not yet available.

The three Wairarapa Mayors agreed to lodge a combined Wairarapa Councils submission in addition to the Regional Land Transport Committee's submission. The timing of the close of submissions has meant that the Mayors signed off the submission on behalf of their Councils. The Council is therefore being asked to confirm the submission retrospectively.

A copy of the three Councils' submission is in **Attachment 2**.

6. RECOMMENDATION

That the Council:

1. **Receives the report.**
2. **Agrees the submission on the Government Policy Statement on Land Transport Funding 2018, in Attachment 2.**

Jane Davis
Chief Executive

Attachment 1: Regional Transport Committee submission on the Government Policy Statement on Land Transport Funding 2018

Attachment 2: Wairarapa Councils' submission on the Government Policy Statement on Land Transport Funding 2018

Wellington Regional Transport Committee

Submission on the Draft Government Policy Statement on Land Transport 2018/19 – 2027/28

28 March 2017

Introduction

The Wellington Regional Transport Committee (RTC) would like to thank the Ministry of Transport for this opportunity to provide feedback on the Draft Government Policy Statement on Land Transport 2018/19 – 2027/28 (Draft GPS 2018).

Key points

This submission identifies particular areas of support, as well as changes that the RTC would like to see made to the Draft GPS 2018. The key points in our submission are as follows:

- **One transport system approach** – The RTC fully supports this integrated approach but the Draft GPS 2018 does not provide the mechanisms to make this happen efficiently or effectively. The balance of objectives and funding are unevenly weighted, for example, the emphasis is still heavily geared towards road investment, particularly state highways. The ‘silo’ structure of the activity class framework does not encourage integrated planning, and better provision in the activity classes is needed to enable multi-modal, multi-agency programmes particularly in the areas of travel demand management and network optimisation.
- **Weighting of objectives** – The lower priority that has been given to two of the six national land transport objectives, those concerning the provision of appropriate transport choices and mitigating the effects of land transport on the environment, is not supported. All six objectives should be equally important. Although additional funding for walking and cycling is welcomed, there is insufficient attention given to walking in the objectives.
- **Public transport** – While the increased funding is welcomed, the Draft GPS 2018 downplays the important role of quality public transport in supporting economic growth, improving efficiency and optimising the transport system, particularly in urban areas. The RTC also remains concerned that the ability to deliver high quality and integrated public transport services is constrained by the inability to fund rail infrastructure through the NLTF.
- **Resilience** – The RTC supports the increased focus on resilience but it needs to encompass a broader perspective, including longer term impacts and trends such as climate change. A specific activity class for resilience is recommended.

- Local road investment – The RTC does not support the reduced funding allocated to the local road improvements activity class as we believe that there are reasons for the underspend related to the funding criteria that need to be investigated and resolved before any decisions are made regarding the level of funding.

One transport system approach

The RTC fully supports the ‘one transport system’ approach as this is in line with the approach taken in the Wellington Regional Land Transport Plan 2015 (RLTP). A multi-modal, integrated package of solutions that effectively support economic growth and community wellbeing is key to delivering the strategic vision for the region. This includes providing *a high quality, reliable public transport network and an attractive and safe walking and cycling network*, as well as *a reliable and effective strategic road network*. This also means ensuring the Wellington region has *a well planned, connected and integrated transport network and an efficient and optimised transport system that minimises the impact on the environment*.

The RTC has strong concerns that the ‘one transport system’ approach will not be able to be delivered in practice due to the balance of funding set out in the Draft GPS 2018. Funding is still heavily weighted towards road investment, particularly state highways and this is despite the Draft GPS 2018 clearly stating that in order to achieve value for money (one of the three strategic priorities) investment needs to get the best use out of existing assets. While some investment in roading is necessary particularly for safety and resilience reasons, the balance of funding does not adequately recognise the important role of public transport, active modes and travel demand management as part of an effective and optimised transport network.

There is also concern that the ‘silo’ structure of the activity classes framework does not encourage the integrated multi-modal planning needed to support and enable the one transport system approach. The activity classes need to make better provision for multi-modal, multi-agency programmes particularly in the areas of travel demand management and network optimisation. We also note that despite significance reference to emerging technologies, many of which may be employed to optimise the transport system, it is not clear how the activity classes will allow these to be funded.

We welcome the guidance in the ministerial expectations for the NZ Transport Agency regarding the need to “work collaboratively with the transport sector” and “encourage integrated network planning”. We agree these are crucial to ensuring a one transport system approach. The alliance that was formed to deliver the Mackays to Peka Peka Expressway, involving the NZ Transport Agency, the local authority (Kapiti Coast District Council) and contractors, is a good example of this collaborative approach and resulted in a number of wider positive outcomes around community engagement, safety, integration with other transport modes and environmental management.

The RTC recommends a shift to a more balanced and multi-modal funding allocation within GPS 2018, recognising the important role of public transport, active modes and travel demand

management as part of an effective and optimised transport network, possibly via a more area-based approach to funding activities.

Weighting of objectives

The RTC does not support the lower priority given to two of the six national land transport objectives and questions the lack of explanation for giving unequal weighting to the objectives. The Draft GPS simply states that the objectives concerning the provision of appropriate transport choices and mitigating the effects of land transport on the environment “have less focus” but it is not clear why. There are concerns about the impact this prioritisation will have on progress towards a ‘one transport system’. The provision of transport choice is an essential part of achieving a resilient and efficient transport network, and mitigation of environmental effects should be an important priority given that the transport sector accounts for nearly 20% of domestic greenhouse gas emissions in New Zealand and is the highest emitting sector after agriculture. Environmental effects can also be addressed through positive initiatives such as electric cars and low emission public transport vehicles. The RTC would like to see all six objectives given equal importance.

The additional funding provided in the walking and cycling improvements activity class is welcomed by the RTC. There are several key cycleway projects in the Wellington region that can be progressed using this funding allocation and will assist in achieving our key strategic objective of *an attractive and safe walking and cycling network*. However, we are concerned that insufficient attention has been given to walking in the objectives. The long and short term results are limited to cycling only and there is a concern that this will impact on the ability for walking infrastructure projects to be funded. It may even influence whether walking is considered as part of wider projects, such as connections to public transport and providing paths adjacent to highways.

Virtually every journey begins and ends with walking and the importance of this mode cannot be ignored, particularly in areas such as Wellington City which has New Zealand’s highest proportion of journey to work trips that are made on foot (21% based on 2013 Census data). Furthermore, as our population ages, walking will also become an increasingly important mode of transport across the region, requiring high quality infrastructure.

There is also a concern about the lack of funding for cycleways outside main urban areas and the impact this will have on cycle networks in other areas that are not eligible for Government subsidies.

It is noted that reporting measures are not included in the Draft GPS. Without these, it is hard to understand how the short to medium term results will be assessed and how this will shape investment decision making. For example, the short to medium term results for the Economic Growth and Productivity priority include: “Public transport is provided where there is sufficient demand”. It is unclear what is meant by “sufficient demand” and what metrics will be used to determine the level of demand.

The RTC recommends that all six national land transport objectives are given equal importance, including provision of appropriate transport choices and mitigating the effects of land transport on the environment.

The RTC supports the additional funding provided in the walking and cycling improvements activity class.

The RTC recommends that greater emphasis is placed on walking in the objectives and the results, and that reporting measures also include walking.

Public Transport

The Wellington region has a high-quality, well used public transport network of bus, train and harbour ferry services and one of our key strategic objectives is to provide *a high quality, reliable public transport network*. The rail network accounts for around 45% of journey to work trips from local authority areas other than Wellington City to destination workplaces within the Wellington CBD, highlighting the importance of the rail network as a means of transporting people to/from the Wellington CBD and taking pressure off the strategic highway network. The ongoing investment in public transport is welcomed by the RTC but it does not go far enough, particularly when compared to the funding allocated for roading.

The Draft GPS 2018 downplays the important role that quality public transport performs in supporting economic growth, improving efficiency and optimising the transport system, particularly in urban areas. It is also virtually silent on the role that public transport can play in reducing emissions. The references to public transport throughout the Draft GPS seem to suggest that it is a secondary mode of transport that should only be invested in if sufficient demand already exists. This contrasts with the GPS's statements in respect of roading, where investment is strongly encouraged to enable growth despite the acknowledgment that benefit cost ratios for state highway improvements have been diminishing.

Public transport is so much more than simply "a transport choice for those without private vehicles". This type of wording does little to support or encourage an uptake in public transport and is not an accurate reflection of public transport users. Public transport (including buses, trains, ferries and light rail) is an extremely efficient mover of people and therefore plays an important role in addressing traffic congestion, achieving liveable cities, supporting an efficient transport network and contributing to economic growth and productivity. It will also play an increasingly important role in supporting New Zealand's ageing population which is likely to lead to more demand for public transport.

Reference is made in the Draft GPS 2018 to the lack of growth outside Auckland and Wellington in public transport use. Public transport patronage is very much a reflection of the services available and how it is integrated with the rest of the transport network. The RTC notes that in the cycling area, investment in networks is being explicitly used as a means of creating user growth. We therefore question why this investment approach is not also being applied to stimulate public transport growth across other centres in New Zealand.

The RTC remains concerned that the ability to deliver high quality and integrated public transport services is constrained by the inability to fund rail infrastructure through the NLTF. Separate funding for rail undermines the ability to efficiently plan and deliver an integrated one transport system approach. Under the current approach, rail capital works on KiwiRail network infrastructure that are critical for the reliable running of commuter rail services are not included in the NLTP.

In the Wellington region's Hutt Valley, all of the partners involved in the State Highway 2 (Ngauranga to Te Marua) Programme Business Case concluded that public transport and particularly rail improvements were an essential part of the solution for addressing the problems along this corridor including congestion, as well as facilitating growth. Delivering these solutions will be much less efficient, and ultimately more costly overall, than it should be because the public transport improvements are reliant on some significant infrastructure improvements to the rail lines. Negotiations with KiwiRail are required to make this happen, but the necessary infrastructure works are a lower priority for Kiwirail due to their focus on freight rather than passenger services. This disconnect makes it very difficult to deliver and maintain high quality passenger rail services.

We also wish to question the guidance in the ministerial expectations regarding the NZ Transport Agency taking a lead role in securing prudent activity management in public transport. The region's local authorities undertake activity and asset management planning as part of our responsibilities under the Local Government Act 2002 and are set out in our Long Term Plan.

The RTC **recommends** that the role and benefits of public transport are more clearly outlined in the GPS, recognising that public transport is an extremely efficient mover of people and therefore plays an important role in addressing traffic congestion, achieving liveable cities, supporting an efficient transport network and contributing to economic growth and productivity as part of the one transport system approach.

The RTC **recommends** a substantial reallocation of funding within the activity class framework in order to reflect the important role that public transport performs in the transport system.

The RTC **recommends** that the Government review the funding of passenger rail infrastructure, recognising that the delivery of high quality and integrated public transport services is constrained by the inability to fund rail infrastructure through the NLTF.

Resilience

The identification of resilience as one of the six national land transport objectives in the Draft GPS 2018 and its identification as a priority is supported by the RTC. Providing *an increasingly resilient transport network* is a key strategic objective for the Wellington region. The need to address resiliency now and for future users is a very real and pressing one.

As set out in the RLTP, a resilient transport network is one which is designed, developed and maintained to recover quickly from unplanned events. A transport network may be affected by both 'High Impact Low Probability' events and 'Low Impact High Probability' events. These may be natural hazard events ranging from a slip or surface flooding, through to a major earthquake or tsunami. Crashes that occur on the road network may also result in disruptions as a result of lane closures or an entire corridor being temporarily out of use. Another aspect of transport network resilience is the need to be adaptable to potential future changes in climate patterns, sea levels, travel demands, technologies, fuel types, and lifestyles.

It is this latter resilience element that we do not feel has been adequately addressed in the Draft GPS 2018. It is often the slower incremental threats to the network that are overlooked and it is critical that these be factored into our planning. It will be difficult to achieve this under the Draft GPS 2018 approach to resilience which focuses on identifying and remedying critical points on the network.

The RTC would strongly support a specific activity class for resilience to encourage and enable a focused investment approach to this important priority.

The RTC recommends that greater emphasis is given to longer term impacts and trends such as climate change.

The RTC recommends that a specific activity class for resilience activities be introduced.

Local road investment

The RTC does not support the reduced funding allocated to the local road improvements activity class. The rationale suggests this is due to underspending and we question if the reason behind this has been adequately investigated as it may be an indication of difficulties meeting the funding criteria rather than a reduced need for funding. We understand some local councils face difficulties raising their local share, particularly with pressure to keep rates increases to a minimum. We are concerned that those councils that are fully utilising this budget will be penalised by the reduced funding allocation. We also note the new definition for the activity class is focused on creating new local assets which is not in line with the value for money objective requiring investment get the best use out of existing assets (as mentioned earlier).

The RTC welcomes the additional funding provided in the local road maintenance activity class which is essential to support the implementation of the ONRC. However, we note that the public has not yet had an opportunity to comment on ONRC customer levels of service and the implications it will have on their local roads. We also envisage a greater effect on local road maintenance arising from the uptake of High Productivity Motor Vehicles by the transport industry. The increased use of these vehicles has been very successful and improved transport efficiency. However, the greater vehicle mass means assets are deteriorating at a faster rate than anticipated and the renewal needs of roads and bridges is increasing in turn.

The RTC **recommends** the reasons for underspending in the local road improvements activity class be fully investigated before any decisions are made regarding the level of funding.

Thank you once again for the opportunity for the RTC to provide feedback on the Draft GPS 2018.

29 March 2017

Attn: GPS Policy Team
Ministry of Transport
PO Box 3175
WELLINGTON 6140

Dear Sir/Madam

Thank you for the opportunity to review and provide feedback on the Government Policy Statement on Land Transport 2018 (GPS).

The Masterton, Carterton and South Wairarapa District Councils support the submission of the Wellington Regional Transport Committee, and in addition we would like to submit the following comments in regard to the GPS;

- The Councils support the GPS approach considering the whole transport system and all the transport modes. However, the GPS should clearly identify that transport connections should not just be focused on the “destination” but also on the “starting point” for those journeys.

We therefore request that rural roads are given more emphasis in the GPS and that the journey starting point be as much a focus as the destination.

- We also request that improving road and rail connections be included in the GPS where it is efficient to move freight by rail for at least part of its journey and where this will relieve pressure on roads.
- The Councils have concerns about reduced maintenance spending resulting in lower average standards on the rural roads associated with the One Network Road Classification (ONRC) programme. The Councils note that the public has not yet had an opportunity to comment on the ONRC customer levels of service and the implications it will have on their local roads. More clarity is needed on the time frame for a public discussion.
- The Councils support the regional economic development and tourism focus of the GPS and note that the Wellington region is identified for future growth. Passenger rail services improvement for the Wairarapa from Wellington would be a key aspect regarding this development and tourism focus. We recommend that passenger rail service improvement in the region be included in the GPS.

- The Councils support the Government in considering providing additional support to reduce local funding contributions but request the GPS includes a commitment to the support, rather than just considering it.
- The Councils support the GPS giving priority to resilience investment on routes with highest economic and social costs. However, we have concerns that the Rimutaka Hill Road has not been included in the accelerated regional road package and it is unclear the implications of this for the region. In a major event affecting the Wellington Region there is a high chance that many people from Wairarapa will be trapped in Wellington and visa versa. Wairarapa will also be heavily dependent on access to Wellington for lifeline services.

We request that the Rimutaka Hill Road be included in the accelerated regional road package.

- The Councils are concerned that the GPS has focused on the extension of cycle networks in the main urban areas but is silent on supporting rural and provincial cycling. Cycling is a tourism focus for the regions and this leaves rural and provincial Councils with the full costs for providing these networks when urban areas are receiving Government subsidies. We request that this subsidy be made available to all councils.
- The Councils are also concerned that the national local road improvement budget will be reduced by \$40million, especially when safety, safer speeds and dust management are issues that will be drawing on this budget in the future. We understand that some councils are currently not fully utilising this budget but are concerned that the councils that are will be penalised through this budget reduction. We request that this budget not be reduced.

Once again, thank you for the opportunity to provide feedback.

Yours sincerely

Lyn Paterson, on behalf of Masterton District Council

John Booth, on behalf of Carterton District Council

Viv Napier, on behalf of South Wairarapa District Council



5 April 2017

Chief Executive's Report

1 PURPOSE OF THE REPORT

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

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 PLANNING AND REGULATORY SERVICES

3.1 Planning and Policy

In the previous Chief Executive's report planning had had a very quiet start to the year however there has been an influx of resource consent applications over the last 6-7 weeks. One consent has been granted and the other five applications have been received with four in progress.

There has been some progress on the Provisional Local Alcohol Policy (PLAP) with the Alcohol Regulatory and Licensing Authority (ARLA). It had been the understanding of the three Councils that if agreement between appellant groups and Councils could be agreed then no hearing would be required. The Ministry of Justice has interpreted section 83 of the Sale and Supply of Alcohol Act 2012 to say a hearing must still take place despite agreement between parties. In an effort to speed the process, His Honour Judge Kelly has been petitioned for a single representative from all parties to appear in the end of March's Auckland hearings rather than what was to be a mid-July hearing. We are waiting on His Honour's decision.

3.2 Building Services

The opening of the GoShift portal was scheduled to be 1 April however, this week has seen extensive user testing on the product by the first tranche users (CDC being one) and a number of small bugs have been identified. The launch date for the Goshift portal for customer use is now 28 April.

The current number of active building consents has risen dramatically following a slow start to the year. As of the 22nd March the BCA is working on 34 building consents. While 25 are active there are 9 on hold awaiting further information. Six of the consents have been sent to National Consultants to process on a contract basis due to staff leave requirements.

The two tables below outline building consent statistics for February and March (as at 22nd) 2017 compared with the corresponding period the previous year. March is tracking to equal or exceed last year's value of works and consent numbers with a further seven working days to add to the totals.

Table 1: February 2016-2017 Comparison

Building Type	Number of Consents	Value of building works	Number of Consents	Value of building works
	February 2016	February 2016	February 2017	February 2017
New (& prebuilt) House, Unit, Bach, Crib	3	1,409,000	3	731,000
New Farm Buildings – other	-	-	1	15,000
New Other Buildings	-	-	1	14,000
Dwellings – alterations & additions	4	105,800	4	140,000
Domestic Fireplaces	4	17,080	6	24,603
Re-sited Houses	1	18,000	2	55,000
Domestic only – garages	-	-	2	34,000
Domestic only – carports	1	5,900	-	-
Conservatories	1	14,719	-	-
Other outbuildings e.g. shed, workshop, sleep-out	3	94,000	4	203,400
Shops, restaurants – Alterations & additions	-	-	1	75,000
Multi-purpose 2ldg.. alterations & additions	1	17,000	-	-
Swimming Pools & Spa Pools	1	39,000	-	-
TOTAL	20	1,720,499	24	1,292,003

Table 2: March 2016-2017 Comparison

Building Type	Number of Consents	Value of building works	Number of Consents	Value of building works
	March 2016	March 2016	March (as at 22 nd) 2017	March (as at 22 nd) 2017
New (& prebuilt) House, Unit, Bach, Crib	5	1,718,000	8	1,689,000
New Offices	-	-	1	350,000
New Warehouses	1	620,000	-	-
New Farm Buildings – other	-	-	1	11,000
New Other Buildings	1	35,000	-	-
Dwellings – alterations & additions	3	108,700	3	66,500
Dwellings – New Foundations only	1	2,314	-	-
Domestic Fireplaces	5	20,000	-	-
Domestic only – garages	1	26,000	1	17,000
Other outbuildings e.g. shed, workshop, sleep-out	2	97,000	2	65,000
Office/admin – alterations & additions	1	3,000	-	-
Other Buildings – alterations & additions	-	-	1	30,000
TOTAL	20	2,630,014	17	2,228,500

3.3 Asset management and GIS projects

The end of February provided some good flying conditions for the Wellington and Wairarapa updated aerial imagery. Carterton’s urban flyover took place on a beautifully blue skied 22nd February. The rural component was completed on an equally clear 24th & 25th.

Drone coverage of the wastewater treatment plant property has also been completed. Permanent ground control points have been installed to assist with the

future consistency of the imagery and video path. With ground control points even small changes can now be detected with regular fly overs.

Our GIS team attended an Emergency Readiness and Response Workshop in Wellington which provided a base to assess our data resources with our preparedness for an emergency. The aim is to be able to produce easily digestible data in an emergency and this work is now part of the GIS work programme.

Nearly 950 old engineering plans have been scanned and stored in the Council's document management system. Access to the plans for the operations department was made last month.

Confirmation of the role for Carterton District in the Broadband Stage 2 proposal was clarified. Carterton will coordinate the implementation of the urban fibre rollout for Carterton & South Wairarapa, and also will assist with mapping requirements for the proposal.

3.4 Noise Control

Armourguard Security responded to 15 noise complaints in February and 7 up to 23rd March. For the combined period there were 7 excessive noise directions served on non-compliant households.

3.5 Environmental Health

The first transition point for the changes from the Food Act 2014 will take place on 31 March 2017, requiring existing and new businesses with a liquor licence to register their food control plans or national programme. A large resource in time had been spent with operators to ensure compliance. Thankfully, all operators have now signed up to either a national programme or a food control plan.

Unfortunately both the Empire Restaurant and the Royal Oaks Tavern have closed down and now cease to operate.

3.6 Liquor Licensing

Liquor licensing remains extremely busy.

25 special licenses were issued (17 in relation to the harvest festival), one renewed club license to Gladstone Rugby Club, seven managers certificates as well as renewals of one off-license and one on-license.

3.7 Animal Control

March provided time for animal control officers from CDC and MDC to visit neighbouring Tararua District Council and Hastings District Council to inspect their animal facilities. The visits will inform Wairarapa Councils on potentially new animal facilities.

For the period February to 24 March, there have been 48 service requests for animal control

4 OPERATIONS

4.1 Kaipatangata Water Supply

Work is continuing on the cleanup operation in the dam area of the water supply following the storm event. Garry Baker, Selwyn Osborn and their team have been making excellent progress with what is a major repair job. On-going siltation issues with the stream mean that the bores are still being used to supply water to the town.

4.2 Wastewater Irrigation

Irrigation has continued due to higher flows into the plant, due in part to a high water table. The irrigation was shut off while another cut for hay was carried out.

Irrigation will continue depending on the weather, how long we irrigate for will depend on the moisture levels in the soil.

We are still well on track to lodging the resource consent application on 13 April.

4.3 Solid Waste

The Solid Waste Services Operations contract is due to close and reviewed before a new contract is awarded.

4.4 Water and Wastewater main Replacement

The water and sewer main replacement have been completed in Waingawa.

The High Street South water main renewal commenced 20 March and will be completed by 30 June 2017.

5 COMMUNITY FACILITIES

5.1 Bird's Park

Work has commenced on the park with the contractors working on the path. Once this is complete Parks staff will then continue with installations such as seats, rubbish bins, doggie doo bins and Doggie Do bag dispenser, and playground equipment.

5.2 Swimming Facilities Feasibility Study

Meetings have now commenced with the Carterton Swimming Club. A Memorandum of Understanding has been drawn up between the Carterton Swimming Club and Carterton District Council. A project advisory group has been formed and a consultant is working on the feasibility study.

5.3 Keep Carterton Beautiful Group (KCBG)

The KCBG volunteers have been extremely busy. They completed their painting of the fitness trail in Carrington Park, repainted the wood fence by Wheatstone St and the have commenced painting the wall and gates of Clareville Cemetery. Once this is

completed they will then begin raking up leaves and chestnuts around the gravesites. While this continues they still continue to maintain the chapel doing the sweeping, mopping and cleaning.

6 COMMUNITY DEVELOPMENT

6.1 Community Funding

Applications are now invited from groups and individuals for Creative Communities Scheme funding to support local arts projects. The Committee hopes that as many applicants as possible will apply, as funds are required to be returned to Creative NZ if they are not allocated. The closing date for applications is 28th April.

The Sport NZ Rural Travel Fund Committee allocated \$9,221.78 to nine schools and club sports teams to assist children with travel to sports events.

The Carterton & Districts Returned & Services Memorial Trust Fund Committee will meet on 12th April to award the 2017 Tertiary Scholarships.

6.2 Carterton District Council School Holiday Programme

Registrations are full for the April Holiday Programme which will run in the second week of the school holidays 24 – 28 April at the Events Centre. The free programme offers Carterton children many unique opportunities and experiences.

6.3 Charles Rooking Carter Awards

Nominations are now open for the Civic Awards with categories for Boosting Business, Achievers Award, Voluntary Community Services, Courage and Commitment, and two new awards: Young Leader Award and Charles Rooking Carter Civic Award. Details and nomination forms are available on the council website. The Awards Ceremony will be held on Saturday 10th June.

6.4 Emergency Response Preparedness

The Carterton Community Response Plan and Emergency Hub Plan have now been completed, and will be available on the council and WREMO websites. An emergency activation exercise was held at the Events Centre to provide practical information about how the Emergency Hub (Events Centre) will operate, and how the community will be involved.

This is a very successful initiative, led by the community in partnership with the Council and the Wellington Regional Emergency Management Office (WREMO). Mr Ron Shaw has provided much of the leadership through the Project Wairarapa movement.

6.5 Toy Library

The Toy Library Committee has agreed to move from their current space to another area within the library. This means we will be able to begin reconfiguring the library with a view to expanding the children's and young adults section as well as fiction. We will also be moving the shelving around to improve sightlines within the library.

This is to improve safety, in line with CPTED (crime prevention through environmental design) principles.

6.6 Unity Sculpture

The sculpture was unveiled by Mayor Booth, Hurunui o rangi Marae and WaiArt who collaborated with Creative Communities to create this magnificent piece of art situated at the front of the event centre. The sculpture signifies Unity and working together, which this project certainly incorporated and the end result is fantastic.

The unveiling took place on March 22nd with the occasion being marked by a welcome and prayer from the local iwi, a blessing of the sculpture and singing by children from Carterton School Kapa Haka group.

6.7 Wellington Free Ambulance

Wellington Free Ambulance is celebrating 90 years of their 'one-of-a-kindness' this year and is looking for support from Council. There are a number of sponsorship options available for this event from \$1,000 to principal sponsorship of \$30,000. They are also holding a gala on the 25th November and tables for 10 people are \$2000.

The Community Services Manager will be discussing the dinner with Councillors and staff to determine if there is an interest in attending this black tie event (which will be self-funding).

6.8 Marketing and Communications

Branding

- **Website – Completed!** The website went live at the beginning of March and we have had a very positive response from the public. There will still be more enhancements to come but we are very happy with it so far.
- **Communications Guidelines –** initial discussions have started regarding the preparation and implementation of communication guidelines.
- **New templates have been created for official CDC notices and are being used for public information.**
- **Our new logo is being used, and a new email signature template will be created so that there is continuity throughout the council. This should be completed by the end of March.**

Marketing

- **160 year Carterton - logo and email banner are now in use.**
- **Carterton Residents Guide will be published on Wednesday 12th April.**
- **Events Centre staff will be attending the Wellington Wedding Show in May, and will join other Carterton wedding suppliers to create a vision for Carterton Weddings.**

- Events Centre staff attended “Show Me Wellington” on Wednesday 8th March. Although this was a well organised event and we had a positive response, there was not enough foot traffic. We did receive a couple of very strong leads and the venue team are working with them to help book their event.
- “What’s On” Newsletter was well received, and we will be looking to enhance this as we produce future versions.
- A one page “What’s On” feature will be advertised in the Wairarapa News each month to keep the Wairarapa community of “What’s on” at the Events Centre.

Advertising

- Carterton Events Centre will be advertised on the electronic screens at Masterton Medical. They have 160,000 people through a year and this has proved to be a great platform to advertise.

Social Media

- CDC Facebook – still very popular, and becoming an instant source of delivering information.

Community Engagement

- Reserves Management plan – Consultation period closed on 15th March.
- Annual Plan Consultation Document - adopted at Council Meeting on 22 March and will be published in the Wairarapa Midweek on 29 March.

Website

- In-house website administration is proving very efficient, although it can be time consuming. A few members of staff have been identified to go through website administration training, and will look to update information on the website relevant to their departments. This will allow for more efficient systems.

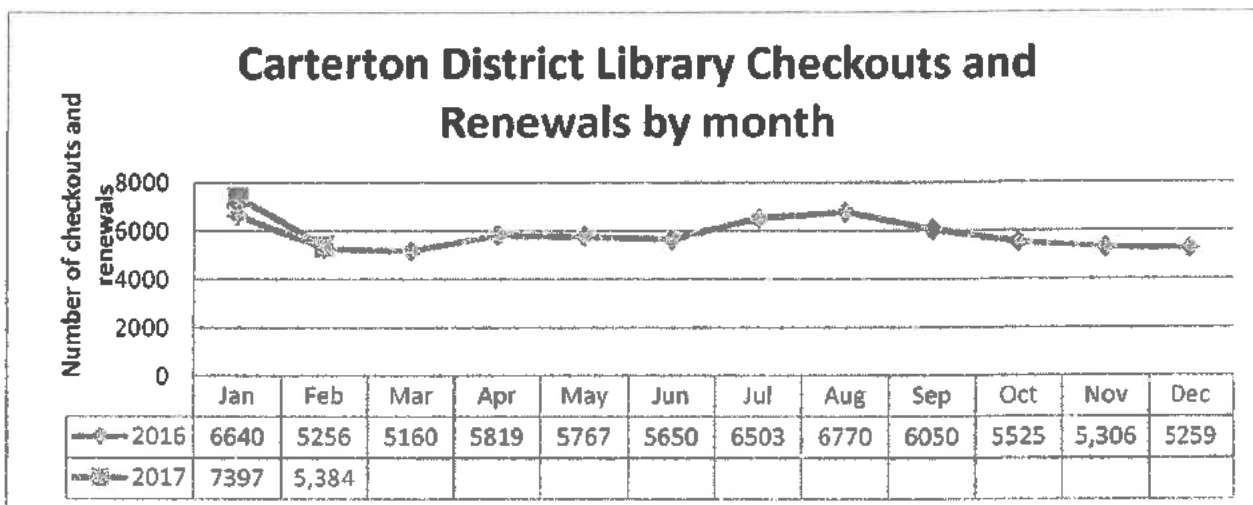
6.9 Library Monthly Report for February 2017

Statistics

Issues and renewals:

Physical items:

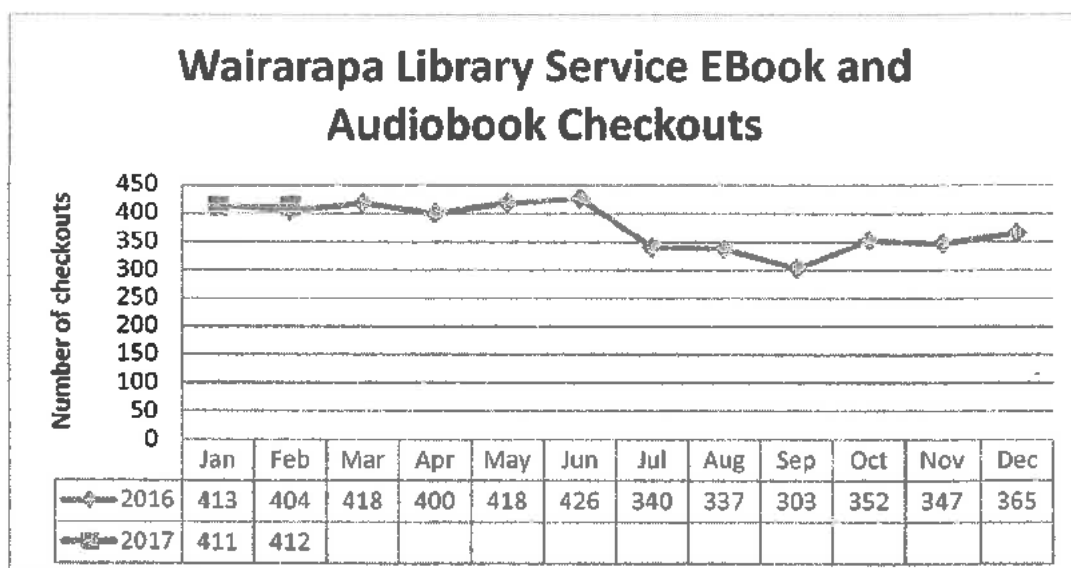
	Carterton	Wairarapa Library Service
Number of issues and renewals for February	5384	13931



E-books and Audiobooks:

There were 412 E-book and audiobook issues for the entire Wairarapa Library Service in February.

	Wairarapa Library Service
Audiobooks	153
Ebooks	259
TOTAL	412



Computer and Wi-Fi access

	Feb 2016	Feb 2017
Public Computer Use		
APNK Public Access PCs	378	543
Wireless usage	644	702
Unique Devices (laptops, tablets, smart phones etc used in the library to access wireless facility)	273	367

It was noted there was a significant increase in use of internet facilities compared with February 2016.

Displays

Adult Displays	Young Adult Displays	Junior Displays
Top 10 books of 2016	Top 10 books of 2016	Coding Club
Aoteoroa Summer Reads		Give it a go
Love your Library		

Events

- Coding Club – a librarian-led programme teaching children aged 8-12 coding basics had the first session on 25 February. It is hugely popular and we have a long waiting list already. The hour long session takes place every Saturday 3-4pm. All library staff are to be trained so that they can confidently assist participants.
- The teen book club had 'blind date with a book' session 25 February.
- The adult book club was held 27 February 2017.

Other initiatives

- The Home Link service, which arranges book selection and deliveries to library members who are unable to get to the library, expanded to include Carter Court. The service is now provided to both rest care facilities in Carterton. Previously called 'Housebound', the service is in the process of being rebranded.
- Support was provided to the "Healthy Mamas, Healthy Pepes" event by providing a story-teller.
- From 14 to 28 February a story-writing competition was held to promote "Library Lovers' Day". The winner has been selected and notified.

6.10 Information Centre

Monthly Report for February / March 2017

Statistics

Local: 906 + 768 = 1674

Out of Town: 109 + 80 = 189

Phone: 60 + 25 = 85

Events Enquiries: 36 + 179 = 215

Social Services: 54

General Enquiries: 75 + 34 = 109

Meetings: 708

Accommodation: 11 + 7 = 18

Activity/Attraction: 32 + 7 = 39

Library: 12

Other: 125

There has been a significant increase in new residents with one real estate agent asking for 7 new residents' packs in one day due to the numbers of homes sold to out-of-towners.

We are looking forward to getting our new Regional District Guide published at the end of March to be able to add this to our packs.

There has been an increase in overseas visitors, especially German families and an increase in 'freedom camping enquiries'. We have also had a large number of 'last

minute' accommodation bookings so many of our local providers have reaped the benefit of these including: Summit Lodge, Stoneway Cottage and Nellie's Cottage.

With the huge number of events at this time of year including: Martinborough Fair (February and March), Golden Shears, A & P Show, Wings Over Wairarapa, Castlepoint Races and Harvest Festival along with some of the fishing competitions we are inundated with visitors.

Facebook: 973 followers which is doing well with an organic reach and no paid advertising. Carterton Connections is also up to 268 followers now.

Twitter: We are up to 383 followers on twitter.

Art Sales: The Matt Gorrie exhibition is on site as a solo exhibition along with the Wai Art Space

Ticketing: Ticketing for February/March has been slow but steady, sales have been for Grumpy Old Women, Sue Nicholson and CATS (put on by MATS in Masterton)

Social Services: Demand for the Foodbank services appears to have been very slow. The Committee is currently talking to a social worker at the DHB in relation to residents who are being released from hospital and may be in need of a food parcel.

7 FINANCIAL

This short report provides summary information on the financial results for the Council for the financial year to 31 January 2017. Full financial statements are available. Budgets used are those from the annual plan and any changes subsequently approved by Council.

7.1 Key financial measures

The Council has recorded an operating surplus of \$535,431 for the seven-month period to 31 January 2017. This compares with the budgeted surplus of \$373,481, a favourable variance of \$161,950.

Overall operating revenue was \$8,735,842, over budget by \$175,437. Revenue was over budget for most activities, in particular infrastructure contributions (\$185,068), building consent fees (\$46,250), for the holiday park (unbudgeted) (\$97,788), and for Events Centre hireage (\$17,565). These are mostly permanent differences. The over-recovery was offset by negative timing variances for NZTA roading subsidies (\$284,831).

Overall operating expenditure was \$8,200,411, over budget by \$13,488. Expenditure included a number of unplanned items including sewerage activity consultancies and materials (\$103,244), holiday park operating expenses (unbudgeted) (\$100,415), and building inspection consultancy fees (\$65,589). This was partly offset by positive timing variances for roading activity (\$104,826) and landfill resource consents (\$52,000).

Total capital expenditure this year to date was \$1,747,374, which excludes \$333,329 work-in-progress balance brought forward from the previous year. The full-year

budget in the Annual Plan is \$6,110,139. Council has approved a further \$651,325 mostly to complete capital items brought forward from the previous year, and Chief Executive has approved a further \$33,383 under delegated authority for emergency capital expenditure. Expenditure for the year to date is 26 percent of the revised total of \$6,794,847.

Currently the Council has twelve term loans held with the Bank of New Zealand totalling \$8,185,870 and five finance leases totalling \$80,603.

7.2 Unbudgeted expenditure

Additional expenditure beyond the budget can be approved by Council. Unbudgeted expenditure was approved by Council in October. In addition, unbudgeted expenditure has been approved by the Chief Executive under delegated authority. Since the last Council meeting there has been no emergency expenditure approved.

8 HEALTH AND SAFETY

8.1 Health and Safety Committee

Since reporting to the last Council meeting one further meeting of the Health and Safety Committee has occurred.

At that meeting we:

- Considered the Hazard Register for Parks and Reserves and allocated individual hazards to members to complete hazard reports. These reports look at the raw hazard and then allocate a risk category, consider the controls that can be put in place and allocate a risk category post controls. These reports will be reviewed at the next Committee meeting with a hope that the Hazard Register for Parks and Reserves can be signed off.
- Reviewed and updated action items.
- Discussed that there have been a number of instances where vehicles have minor damage from minor accidents, however there are no reports coming through to the Health and Safety Committee. The committee have determined that it should promote the need for people to talk to their managers or complete accident reports when they have minor accidents in vehicles which may not involve personal injury. It was suggested that the on-site mechanic could ask if an accident was reported when he sees damaged vehicles that he is working on. Also suggested that staff be reminded of the need to report accidents when insurance claims are being considered.
- Discussed the need to promote and increase the level of reporting as we have been seeing underreporting of some incidents and near misses.

8.2 ICAM Training Course

The three staff who were enrolled on the ICAM (Incident, Cause, Analysis, Method) Training Course have completed the course and have commented very favourably on both the content and the trainer. They will formally report to the next Health and Safety Committee meeting and in the meantime they are looking at changes that could be made to our accident investigation form to ensure that all the information needed is gathered in a logical sequence and reporting is streamlined.

Unfortunately their training will be put into practice immediately as we have had a accident that will need to be investigated.

8.3 Health and Safety Handbook

Work on the Health and Safety Handbook is proceeding and it is hoped that this will be completed allowing the Handbook to be signed off by the management team within the next four weeks.

9 RECOMMENDATIONS

That the Council:

1. **Receives** the report.

Jane Davis
Chief Executive

**The minutes of the Extraordinary Council Meeting of the Carterton District Council held in the
Hurunui o Rangi Meeting Room, Carterton Events Centre, 50 Holloway Street, Carterton
on Monday 20th February 2017 at 1.00pm.**

Present: Mayor Booth (presiding)
Crs M Ashby, R Carter, B Deller, J Greathead, T O'Callaghan, R Vergunst,

In Attendance: D Gittings (Planning and Regulatory)
S Robertson (Resource Management Planner)

1. Apologies

Apologies received from Cr G Lang, Deputy R Keys for lateness.

Moved

That Council accepts the apologies received.

Greathead / Carter
CARRIED

2. Conflicts of interest

No conflict of interest was declared.

3. Public Forum

No speakers for the public forum.

Late Arrival by Cr R Keys at 1.10pm

4. Easter Trading Policy

Purpose

For Council to see the outcome of the Easter Trading submissions received and for council to recommend the adoption of the Easter Trading Policy.

Under submissions received and summary of submissions, Hospitality New Zealand, there last bullet point was an officer error bullet point to be deleted.

Moved

That Council received the report.

That Council Adopts the Easter Trading Policy.

Greathead / O'Callaghan
CARRIED

The Meeting concluded at 1.15pm

Minutes confirmed.....

Date.....

The minutes of the Ordinary Council Meeting of the Carterton District Council held in the Hurunui o Rangi Meeting Room at the Carterton Events Centre, 50 Holloway Street, Carterton on Wednesday 22 February 2017 at 1.00pm.

Present: Mayor John Booth (presiding)
Crs R Keys, R Carter, B Deller, J Greathead, T O'Callaghan, R Vergunst
M Ashby, G Lang

Attendance: M Sebire (Corporate Services Manager)
D Gittings (Planning and Regulatory Manager)
C Mckenzie (Community Services Manager)
B McWilliams (Parks and Reserves Manager)
G Baker (Operations Manager)
H Burgess (Executive Assistant)

1. Karakia

The meeting was opened with a Karakia by M Sebire.

2. Apologies

Moved

Apologies were received from PJ Devonshire and Lou Cook

Crs Carter / O'Callaghan
CARRIED

3. Conflict of Interest

There was no conflict of interest declared.

4. Public Forum

Limelight Theatre presented in the public forum. They are unable to proceed with planning and preparation of this year's programme as they have been advised that cost will apply for the venue hire and the duration of the Event Centre usage needs to be reduced.

Limelight would like assurance that its Memorandum of Understanding with Carterton District Council will be honoured until its expiry date in 2019. They would also like assurance that it will be able to continue to present shows as it has done under the Memorandum of Understanding for the past three years and assurance that discussions will be conducted within the terms of the Memorandum of Understanding.

The Community Services Manager is trying hard to find a balance between increasing revenue for the Carterton Event Centre and meeting all the Memoranda of Understanding.

Arrangement will be made for councillors to meet with the Limelight representatives.

5. Notification of General Business / Late Items

There was no General Business or late items.

6. Courthouse Update Report

Purpose

To update Council on of activities of the Carterton Community Courthouse Trust to the Council.

Moved

That Council receives the Courthouse Update Report in Attachment 1.

Crs Greathead /Ashby
CARRIED

7. Triennial Agreement 2016-2019

Purpose

For Council to endorse the proposed Triennial Agreement for the 2016-19 triennium and authorise the Mayor to finalise and sign the Triennial Agreement.

Moved

That Council receives the report.

That Council endorses the proposed Triennial Agreement for the 2016-2019 triennium.

That Council notes that the proposed agreement is subject to consideration by all councils in the Wellington region and that this may result in changes being proposed which, if significant, will require the proposed agreement to come back to the Council for further consideration.

Crs Deller / Ashby
CARRIED

Moved

That Council Authorises the Mayor to sign the Triennial Agreement on behalf of the Council, provided that no significant changes are made following consideration of the proposed agreement by other councils.

Deputy Mayor Keys / Cr O'Callaghan
CARRIED

8. Establishment of Grants Committee for the 2016-19 Triennium

Purpose

For Council to establish and appoint members to a Grants Committee for the 2016-19 Triennium.

Moved

That Council receives the report.

That Council agrees to establish a Grants Committee.

Crs Greathead / Lang

CARRIED

Moved

That Council adopts the Terms of Reference for the Grants Committee in Attachment 2.

Crs O'Callaghan / Vergunst

CARRIED

Moved

That Council appoints the following Councillors to the Grants Committee:

- i. Mayor Booth
- ii. Deputy Mayor Keys
- iii. Councillor Vergunst
- iv. Councillor Greathead

Moved

That Council appoints Deputy Mayor Keys as chair of the Committee.

Crs Ashby / Deller

CARRIED

9. Establishment of a Road Closure Hearing Committee for the 2016-19 Triennium.

Purpose

For Council to establish and appoint members to a Road Closure Hearing Committee for the 2016-19 Triennium.

Moved

That Council receives the report.

That Council agrees to establish a Road Closure Hearing Committee.

Crs O'Callaghan / Vergunst

CARRIED

That Council adopts the terms of reference for the Road Closure Hearing Committee in Attachment 1.

Crs Greathead / Carter
CARRIED

Moved

That Council appoints the following Councillors to the Road Hearing Committee:

- i. Mayor Booth
- ii. Councillor Ashby
- iii. Councillor Carter

Crs Deller / Greathead
CARRIED

Moved

That Council appoints Mayor Booth as chair of the Committee.

Crs Carter / Lang
CARRIED

10. Winding up of the Carterton and District Community Trust

Purpose

To inform Council about the winding up of the Carterton and District Community Trust.

Moved

That Council received the report.

That council notes the liquidation of the Carterton District Community Trust and the transfer of the Trust's assets to the Nikau Foundation.

Crs Carter / Lang
CARRIED

11. Chief Executive's Report

Purpose

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

Moved

That Council receives the report.

That Council notes the Chief Executive has approved unbudgeted capital expenditure for the new public seating in Holloway Street and the replacement of a pump at the swimming pool.

Crs Keys / Lang
CARRIED

Moved

That the new park at the south end be named Bird's Park.

Crs Vergunst / O'Callaghan
CARRIED

Moved

That Council adopt the Annual Report Year ending 30 June 2016.

Crs Greathead / Carter
CARRIED

12. Whaitua Update report

Councillor Ashby updated council on Whaitua.

Modelling is well underway. They are in the fourth year for something that was planned to take two years. He suggested that Whaitua be invited to report to Council.

13. Destination Wairarapa Report to 31 December 2016

Purpose

For Council to receive a report of activities for the quarter ended 31 December 2016 and to receive a copy of the Memorandum of Understanding between Destination Wairarapa and the three Wairarapa Councils.

Moved

That Council receives the Destination Wairarapa report to the end of December 2016

Crs Greathead / Carter
CARRIED

14. Confirmation of the minutes

Moved

That the minutes of the Ordinary Meeting held on Wednesday 14 December 2016 be confirmed.

Crs Deller / O'Callaghan
CARRIED

15. Matters Arising from 14 December 2016 Minutes

There were no matters arising from the minutes from the 14 December 2016.

16. Public Excluded

16.1 Appointment of Independent Member of the Audit and Risk Committee

Purpose

For Council to consider the appointment of an independent member of the Audit and Risk Committee, to be chair of the Committee.

Moved

That Council receives the report.

Crs Ashby / O'Callaghan
CARRIED

That Council appoints Phillip Jones to the Audit and Risk Committee.

Crs Ashby / Greathead
CARRIED

That Council appoints Mr Jones as Chair of the Committee, and Mayor Booth as Deputy Chair.

Crs Keys /Deller
CARRIED

Moved

That the public be excluded from the following parts of the proceedings of this meeting, namely:

16.2 Rates Refund

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
16.2 Rates Refund	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item no.	Interest
16.2	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))

Crs Carter / Greathead
CARRIED

Moved

That the Council go out of Public Excluded and return to the Ordinary meeting at 3.05pm

Crs Keys /Greathead
CARRIED

The public portion of the meeting concluded at 3.05pm

Minutes confirmed.....

Date.....

The minutes of the Extraordinary Council Meeting of the Carterton District Council held in the Hurunui o Rangi Meeting Room, Carterton Events Centre, 50 Holloway Street, Carterton on Wednesday 22 March 2017 at 1.00pm.

Present: Mayor Booth (presiding)
Crs M Ashby, R Carter, B Deller, J Greathead, T O'Callaghan, R Vergunst,
G Lang, R Keys

In Attendance: J Davis (Chief Executive)
M Sebire (Corporate Services Manager)
B McWilliams (Parks and Reserves Manager)
K Jurlina (Market and Communications Coordinator)
H Burgess (Executive Assistant)

Apologies

Apologies received from Lou Cook and PJ Devonshire.

Moved

That Council accepts the apologies received.

Crs Carter / O'Callaghan
CARRIED

1. Conflicts of interest

No conflict of interest was declared.

2. Public Forum

No speakers for the public forum.

Late Arrival to table by Cr M Ashby at 1.05pm

3. Adoption of consultation documents for Annual Plan 2017/18

Purpose

For Council's adoption of the consultation document for the proposed Annual Plan 2017/18, and the adoption of the supporting information.

Moved

That Council agrees that its proposals for the 2017/18 annual plan are significantly different from the 2017/18 year in the 2015–2025 Long Term Plan, and therefore consultation is needed.

Crs Carter / O'Callaghan
CARRIED

That Council adopts the supporting information for the consultation document for the proposed Annual Plan 2017/18, in Appendix B.

Crs Greathead / Ashby
CARRIED

That Council adopts the consultation document for the proposed Annual Plan 2017/18, in Appendix A.

Crs Deller / Keys
CARRIED

That Council authorises the Mayor and Chief Executive to approve any minor amendments that may be necessary for publication.

Crs Keys / Deller
CARRIED

That Council agrees consultation and hearings processes to satisfy the engagement requirements under the Significance and Engagement Policy.

Crs Carter / Greathead
CARRIED

4. Adoption of draft Wellington Region Waste Management and Minimisation Plan and the Waste Assessment.

Purpose

For Council's adoption of the Statement of Proposal for the draft Wellington Region Waste Management and Minimisation Plan, and the adoption of the Waste Assessment.

Moved

That Council receives this report.

That Council adopts the draft Wellington Region Waste Management and Minimisation Plan 2017–2023 in appendix A, and notes the Wairarapa Joint Management Plan on pages 83–100.

Crs Greathead / O'Callaghan
CARRIED

Moved

That Council adopts the Statement of Proposal Joint Wellington Region Waste Management and Minimisation Plan 2017–2023 and the associated submission form in appendices C and D.

Crs Vergunst / Deller
CARRIED

Moved

That Council agrees to publicly notify the Waste Assessment and the Statement of Proposal for public consultation.

Crs Carter / O'Callaghan
CARRIED

Moved

That Council authorises the Mayor and Chief Executive to approve any minor amendments that may be necessary for publication.

Crs Greathead / Deller
CARRIED

Moved

That Council agrees to consult alongside the consultation and hearings processes of the consultation document for the 2017/18 Annual Plan.

Crs Carter / Vergunst
CARRIED

Moved

That Council notes that the Council will provide to the Wellington Region Waste Management and Minimisation Plan Joint Committee the feedback from the consultation process.

Crs Carter / Greathead
CARRIED

The Meeting concluded at 1.50pm

Minutes confirmed.....

Date.....

Exclusion of the Public

The following is the recommended resolution for exclusion of the public so that the appropriate resolution complies with legislative requirements.

That the public be excluded from the following parts of the proceedings of this meeting, namely:

1. Minutes for the Public Excluded portion of the Ordinary Council Meeting held on the 22 February 2017.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Minutes of the Public Excluded Portion of the Ordinary Meeting held on the 23 November 2016	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item no.	Interest
1.	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))

