EXTRAORDINARY MEETING

of

Council

AGENDA

Time: 10:00 am

Date: Wednesday, 9 July 2025

Venue: Waiata House, 27 Lincoln Road, Masterton

MEMBERSHIP

Mayor Gary Caffell (Chairperson)

Councillor Bex Johnson
Councillor Craig Bowyer
Councillor Brent Goodwin
Councillor David Holmes
Councillor Tom Hullena
Councillor Stella Lennox
Councillor Tim Nelson
Councillor Marama Tuuta

RECOMMENDATIONS IN REPORTS ARE NOT TO BE CONSTRUED AS COUNCIL POLICY UNTIL ADOPTED

Values

1. **Public interest:** members will serve the best interests of the people within the Masterton district and discharge their duties conscientiously, to the best of their ability.
2. **Public trust:** members, in order to foster community confidence and trust in their Council, will work together constructively and uphold the values of honesty, integrity, accountability and transparency.
3. **Ethical behaviour**: members will not place themselves in situations where their honesty and integrity may be questioned, will not behave improperly and will avoid the appearance of any such behaviour.
4. **Objectivity:** members will make decisions on merit; including appointments, awarding contracts, and recommending individuals for rewards or benefits.
5. **Respect for others:** will treat people, including other members, with respect and courtesy, regardless of their ethnicity, age, religion, gender, sexual orientation, or disability. Members will respect the impartiality and integrity of Council staff.
6. **Duty to uphold the law:** members will comply with all legislative requirements applying to their role, abide by this Code, and act in accordance with the trust placed in them by the public.
7. **Equitable contribution:** members will take all reasonable steps to ensure they fulfil the duties and responsibilities of office, including attending meetings and workshops, preparing for meetings, attending civic events, and participating in relevant training seminars.
8. **Leadership:** members will actively promote and support these principles and ensure they are reflected in the way in which MDC operates, including a regular review and assessment of MDC's collective performance.

These values complement, and work in conjunction with, the principles of section 14 of the LGA 2002; the governance principles of section 39 of the LGA 2002; and our MDC governance principles:

Whakamana Tangata	Respecting the mandate of each member, and ensuring the integrity of the committee as a whole by acknowledging the principle of collective responsibility and decision-making.
Manaakitanga	Recognising and embracing the mana of others.
Rangatiratanga	Demonstrating effective leadership with integrity, humility, honesty and transparency.
Whanaungatanga	Building and sustaining effective and efficient relationships.
Kotahitanga	Working collectively.

Order Of Business

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The Chairperson will open the meeting with the karakia

Karakia timatanga

Kia tau ngā manaakitanga a te mea ngaro	Let the strength and life force of our ancestors
ki runga ki tēnā, ki tēnā o tātou	Be with each and everyone of us
Kia mahea te hua mākihikihi	Freeing our path from obstruction
kia toi te kupu, toi te mana, toi te aroha, toi te Reo Māori	So that our words spiritual, power, love and language are upheld
kia tūturu, ka whakamaua kia tīna! Tīna!	Permanently fixed established and understood
Hui e, Tāiki e!	Forward together

At the appropriate time, the following karakia will be read to close the meeting

Karakia whakamutunga

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

1 CONFLICTS OF INTEREST

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

2 APOLOGIES

The Chair invites notice from members of:

- leave of absence for future meetings of Masterton District Council
- apologies, including apologies for lateness and early departure from the meeting where leave of absence has not previously been granted.

3 ITEMS NOT ON THE AGENDA

The Chairperson will give notice of items not on the agenda as follows:

Matters requiring urgent attention as determined by resolution of the Council

- The reason why the item is not on the agenda; and
- The reason why discussion of the item cannot be delayed until a subsequent meeting.

Minor matters relating to the general business of Council

No resolution, decision or recommendation may be made in respect of the item except to refer it to a subsequent meeting of Masterton District Council for further discussion.

4 REPORTS FOR DECISION

4.1 HOOD AERONAUTICAL CHARGES REVIEW

File Number:

Author: **David Paris, General Manager Finance**

Authoriser: **Maseina Koneferenisi, General Manager Infrastructure and Assets**

PURPOSE

The purpose of this report is to provide Council with feedback from users on the Hood Aeronautical Charges Review and seek agreement as to the fees to be applied from 10 July 2025.

RECOMMENDATIONS

That Council

1. **Receives** the Hood Aeronautical Charges Review Report.
2. **Adopts** the Hood Aeronautical Charges Model including charges for casual users and annual charges for domiciled aircraft as specified in Attachment 2.
3. **Notes** the additional revenue will move the Council closer to alignment with the Revenue & Financing Policy of targeting 60% revenue from user charges while balancing greater use for domiciled aircraft, but will not achieve the Policy target without more aeronautical activity.
4. **Implements** the revised Hood Aeronautical Charges model and charges from 10 July 2025.
5. **Completes** a further review of the Hood Aerodrome Aeronautical Charges within three years.

CONTEXT

Council carried out a review of aeronautical charges applying for the use of Hood Aerodrome from June 2024. Council agreed a revised model of charges for consultation at its meeting on 23 April 2025 based on a set of principles established as the basis of developing a charging model for analysis. These are:

- Equity – The service used is the same for everyone, therefore no one user should have an advantage over another.
- User pays – Those who use the service should bear the costs associated with its usage, rather than the public funding the majority (in line with Councils Revenue and Financing Policy).
- Heavier aircraft create more wear & tear – the cost structure should reflect this.
- The fenced grassed areas are Safety Areas – costs of maintenance are included in operational costs.
- Airport management & compliance activities benefit all – all users share this cost.
- Fee collection should be administratively simple – it should be easy to recover charges.
- Terminal users pay for terminal use – Passenger capable commercial aircraft pay for the use of the terminal.

Council consulted on the Hood Aeronautical Charges Review between Thursday 24 April 2025 and Thursday 22 May 2025. Council received 31 submissions (available on the Council website as Attachment 2 to Report 7.1 on the 28 May 2025 Hearing Agenda) and 17 submitters spoke in support of their submission at the Hearing held on 28 May 2025.

At the deliberations meeting held on 11 June 2025, officers proposed a revised fees schedule to take into account feedback from submitters. However, an alternative charging schedule was proposed by elected members: a schedule of voluntary flat fee annual charges for each domiciled aircraft with a 125% increase on current charges and that the rates proposed in the consultation document be adopted for casual users apart from an increase in the charge for microlights to $7.50 plus GST per landing.

Officers provided advice about the implications of the recommendation to adopt the alternative charging schedule (see Supplementary Report), including that the proposal was significantly and materially different to the proposal consulted on and so Council should consider if, and the extent to which, it should reconsult with users. Council resolved to consult on the proposal and to make a final decision on the charges at this meeting.

Users were contacted by letter and email and the consultation period was from 18 to 29 June 2025 (see Attachment 1).

ANALYSIS AND ADVICE

Council received 5 submissions. Two submissions were late and have been accepted in accordance with Council's Submission Policy. The submissions are included in full below, alongside officers' comments.

Name: David Cretchley	**Date Received**: 23 June 2025

Feedback Received:

I noticed on the recent communications on 18/06/25 about the Hood Landing fees, that you still intend to charge for missed approaches.

MISSED APPROACH CHARGE

- *Aircraft executing missed approaches are liable for a charge of $5.00 for any sequence of 1-5 missed approaches.*

This goes against all the feedback that you have had from the Hood users and, also, doesn't promote safety at the Aerodrome.

Can you please look at this and get back to me as to if this was intentional, or just a mistake?

Officer's Comment:

The revised proposal that staff brought back to Council included a proposal for Hood-domiciled aircraft to have no charges for touch n go or missed approaches. This was not picked up in the resolution that the Council adopted as the focus was on whether annual charges should be retained or not. Touch and Go and Missed Approaches are a common practice for visiting, training aircraft who use Hood for practice, so the ability to charge for them should be retained in the charging regime.

Name: Murray Callister	**Date Received:** 23 June 2025

Feedback Received:

I want to begin by commending the Council's decision to retain the annual fees for domiciled local users. This approach is consistent with other aerodromes nationwide and has been a long-standing and fair practice at Hood. The proposed increase in charges for regular users also appears realistic and justifiable.

However, I urge the Council to reconsider the fixed landing charges for transient aircraft — particularly in the 1501 kg to 2900 kg category, which includes my own aircraft. Based on my recent flying activity over the past nine months, I've compiled the following landing fees from various aerodromes I've visited (all figures exclude GST):

- **Wairoa:** $13.91
- **Palmerston North:** $9.13
- **Paraparaumu:** $9.13
- **Otaki:** $8.69
- **Taupō:** $10.00
- **Whangarei:** $12.60
- **Omaka:** $8.69

In comparison, the proposed $22.00 (excl. GST) landing fee at Hood for the same weight class feels excessive. I believe it may actively discourage visiting aircraft and reduce aerodrome activity, which is not your objective — especially when flying events play a critical role in keeping pilots active, building inter-club relationships, and fostering aviation communities.

In recent months alone:

- **Waipukurau Fly-in (May 11):** Over 50 aircraft attended
- **Dannevirke Fly-in (June 15):** Similarly well-attended

These events generate real economic and social value — both for pilots and for local communities. They offer vital opportunities for students, instructors, and aero club members to stay engaged and inspired. Clubs even provide breakfast to all attendees, free of charge, and inject spending into the local economy.

If Masterton's charges are not aligned with regional norms, I believe we risk missing out on these benefits. It's also worth questioning whether the pricing model itself is truly reflective of actual impact or simply aimed at revenue generation.

Key Points for Consideration:

- **Cost Recovery vs. Value:**
  Excessive administrative effort to recover $10,000–$20,000 in revenue would not be justifiable in the private sector — especially when weighed against lost usage and goodwill.
- **Runway Wear Misconceptions:**
  The idea that light aircraft impose significant wear on the runway is overstated. Let's move away from this assumption.
- **Grow Usage, Not Charges:**
  Hood should be promoted as a destination. Usage could grow from the current ~5,000 movements to 30,000 — comparable with similar-sized aerodromes.

Name: Murray Callister	**Date Received:** 23 June 2025

- **Simplify Payment:**
  Like Omaka, introduce simple, on-the-day billing options. Reduce the fixed charge for transient aircraft in the 1501–2900 kg range from $22.00 to $10.00. No discounts required — this would increase both patronage and revenue.
- **Improve Signage and Online Payment:**
  Add clear signage at fuel pumps and aero club with QR codes or links for instant online payments. I often pay on the day at other aerodromes when this is available — it's a small improvement with big impact on compliance and revenue collection.
- **Reassess All Fixed Charges:**
  Ensure that pricing encourages increased movements, not just short-term cost recovery.
- **Be Realistic About Airline Prospects:**
  The aspiration of attracting a regional airline may be admirable, but it's not likely in the next 20 years. Let's avoid burdening ratepayers and users in the meantime.
- **Examine Daily Expenditure:**
  Conduct a deep review of day-to-day spending — a process standard in private enterprise. You may be surprised at where savings can be made.

Now is the time for smart, strategic decisions that protect Hood Aerodrome as a community asset. I encourage Council to take full advantage of the feedback provided through submissions before moving forward.

Please don't hesitate to contact me if any clarification is needed.

Officer's Comment:

A number of the comments are unrelated to the landing fees review, so have been referred to the Airport Manager and Facilities & Open Spaces Manager.

Landing fees are reflective of the airport operator requiring users of the airport to pay for their use. Using aircraft weights to create differential pricing is common practice.

Applying the principles that were adopted for the review resulted in using weight bands to ensure heavier planes that cause more runway wear, pay more. The cut-off at 1500kg between small General aircraft (GA) and medium GA was chosen as it corresponds to general industry practice for weight classes. The average landing fee for that weight range for eleven airports surveyed by the Council's consultant was $21.33 +GST for Medium GA (1,501kg to 2,900kg). The Council proposed $22.00 +GST.

The Council needs to record and monitor usage of the airport. The data is also used to charge for landings. The system that is used to record aircraft movements comes at a cost. A review of the appropriateness and cost effectiveness of that system will be undertaken.

Name: Josh Flynn	**Date Received:** 23 June 2025

Feedback Received:

I support the decision to retain the annual landing fee option.

A big thank you to the councillors for putting forward the amended proposal.

Officer's Comment:

None

Name: Wairarapa Aero Club (Keith Mclure)	**Date Received:** 30 June 2025 (accepted as a late submission)

Feedback Received:

Thank you for your time in meeting with our committee members this afternoon.

The Club has 3 aircraft – 2 microlights and 1 Small GA aircraft therefore the annual landing charges will be as follows (and including the aircraft registration):

- Tecnam DOY $180
- Tecnam WRA $180
- Piper DOS $360
- Total $720

The difficulty for the Club was that we had not seen your letter dated 18th June. We only knew of the existence of the letter because another submitter referred to having received a copy over the weekend and scanned a copy to us late this morning. Accordingly we (Club sub-committee) have spent more hours preparing to meet with Council anticipating having to negotiate some bespoke arrangement around annual charges. Had we had your letter then a great deal of time would have been saved as well as your time in having to meet with us.

In terms of consultation as set out in the letter the Aero Club confirms that the proposed annual landing charges as set out above of $720 GST inclusive is acceptable to the Club.

The other point that the Club wishes to flag is it' strong objection to any "access fee" to the airfield. We would argue that the Club is in a special position. It does not undertake any commercial development nor business. It provides the community benefit(s) as summarised in the Club' submission (on landing charges) and has enjoyed unrestricted access to the airfield for close to 100 years. It may not be possible for Council to unilaterally change that arrangement if indeed this is a policy that Council intends to pursue.

The Club wishes to engage on a positive basis with Council to promote and develop Hood Aerodrome. The process that Council has embarked upon in relation to Landing Charges has from the Club's perspective been unnecessarily adversarial, divisive, expensive and costly in terms of damaged relationships.

In summary please talk to us if there are issues or problems to be addressed.

Name: Wairarapa Aero Club (Keith Mclure)	**Date Received:** 30 June 2025 (accepted as a late submission)

Officer's Comment:

The revised proposal would have seen the Aeroclub paying around $3,150 +GST per annum based on some 450 landings their aircraft have done in the last year. That would have been an average of $7 per landing. The annual charge model will reduce that to approximately $1.60 per landing. Officers do not consider that this meets the principles of user pays and equity.

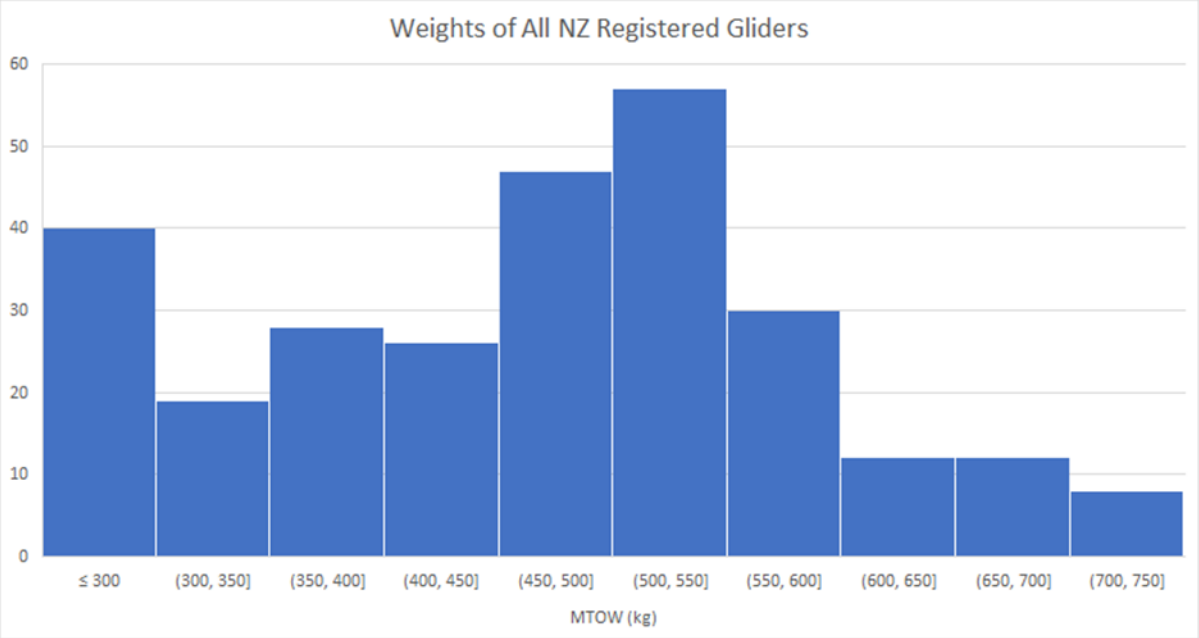
The ability to apply charges for access rights in the future has been included in the Council proposal in order to give Council the ability to ensure aircraft that are not paying leases or rents, do still make an equitable contribution to the operating costs of the airport. These provisions are similar to licences to occupy which Council is proposing to formally adopt as part of the Wairarapa Consolidated Bylaw for businesses using Council property and facilities, such as outdoor dining on footpaths.

Name: Wellington Wairarapa Gliding Club (David Hirst)	**Date Received:** 1 July 2025 (accepted as a late submission)

Feedback Received:

I note in the proposed schedule of landing charges at Hood that gliders are all considered to have a Maximum Take Off Weight of greater than 600kg, with some being over 1200kg. These numbers are incorrect.

The following histogram was generated from the CAA Aircraft Register and shows all 279 gliders registered in New Zealand.



Name: Wellington Wairarapa Gliding Club (David Hirst)	**Date Received:** 1 July 2025 (accepted as a late submission)

Officer's Comment:

Gliders are proposed to be charged based on their MCTOW. Those under 600kg will be charged $7.50 +GST per landing. Those between 601 and 1,500kg will be charged $14.00 +GST per landing. The reference to Gliders in the 1,501 to 2,900 kg category will be removed.

OPTIONS CONSIDERED

A summary of the options considered is included in the table below.

Option		Advantages	Disadvantages
1	Adopt the alternative charging schedule (Attachment 2)	• Has been consulted on • Takes into account submitter feedback • Balances greater use for domiciled aircraft • Reflects principles for charging (equity, user pays etc) for casual users	• Does not fully align with Council's Revenue and Finance Policy as user pays is not maximised • Does not reflect principles for charging (equity, user pays etc) for domiciled aircraft
2	Modify the alternative charging schedule (Attachment 2)	• Depends on the nature of the modifications	• Depends on the nature of the modifications • Has not been consulted on and may need further consultation depending on the significance of the modifications. This will delay charging at the new rates.
3	Maintain the status quo	• None	• Does not address the aims of the review • Does not align with Council's Revenue and Finance Policy

RECOMMENDED OPTION

Option 1 is recommended. This reflects Council's wishes to respond to submitter feedback and balance greater use of the aerodrome for domiciled aircraft while working towards the user pays policy settings in the Revenue and Finance Policy.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

Council agreed at the 11 June 2025 meeting that the charges proposed by elected members are significantly inconsistent with the user pays policy detailed in the Council's Revenue and Financial Policy. The reasons for the inconsistency are that Council is acknowledging that it is not maximising user pays but are working towards the settings in the Policy in order to encourage greater use. Council will consider amendments to the Policy as part of the Annual Plan 2026/27 development.

Significance, Engagement and Consultation

The operation of the aerodrome is governed by the Civil Aviation Act 2023. Clause 230 (2) requires an airport operator to consult with substantial customers '*before fixing or altering the amount of the charge; and within 5 years after fixing or altering the amount of the charge'*.

Section 219 defines the meaning of substantial customer as 'a person is a **substantial customer** of an airport operator if subsection (2) or (3) applies (or they both apply).

(2) This subsection applies if the person paid, or was liable to pay, the airport operator an amount:

a) relating to identified aerodrome activities undertaken during the airport operator's last accounting period; and
b) exceeding 5% of the total revenue paid or payable to the airport operator in relation to identified aerodrome activities undertaken during that period.

Council sought broader feedback through the original consultation process and has now sought additional feedback following the Council decision on 11 June 2025 to set an alternative charging schedule that differed from the proposal consulted on.

Users were contacted by letter and email and the consultation period was from 18 to 29 June 2025 and five submissions were received.

Financial Considerations

The Masterton Airport is owned and operated by Masterton District Council. The facility has relatively low usage, so user charge revenue does not generate sufficient income to cover the costs operation. Ratepayers currently pick up 64% of the operating costs. The review of aeronautical charges was designed to increase revenue from aeronautical activity - reducing how much ratepayers are funding. The 2025/26 budgets have been set with an expectation of $40,000 generated from landing fees. This is an increase from the $29,000 expected to be achieved in 2024/25.

The alternative charging schedule allows for increases in the annual landing fees of 125% from the 2024/25 base and increases in the 'per landing' charges by varying percentages across seven weight categories. The majority of the airport usage is from microlights and small aircraft so that is where most of the revenue is generated. Microlights increase from $5.00 to $7.50, Small GA from $10 to $14, Medium GA from $15 to $22 (all per landing).

The extent of take up of the annual fees is unknown as they are voluntary and many of the infrequent flyers may choose to pay per landing. Never-the-less, revenue from landing fees is expected to increase and meet the 2025/26 budgeted revenue figure of $40,000.

Implications for Māori

There are no specific implications for Māori identified with the decision or proposed approach.

Communications/Engagement Plan

As noted in the body of this report, the aerodrome users (i.e. those charged landing charges over the last 12 months) were provided with the consultation proposal in May 2025 and a further letter was sent to those same users following the Council decision on 11 June 2025.

Environmental/Climate Change Impact and Considerations

In respect to this decision there are no known impacts for the environment.

NEXT STEPS

Subject to adoption by Council, the Hood Aeronautical Charges Model, including casual charges and annual charges for domiciled aircraft listed in Attachment 2 will come into effect from 10 July 2025.

ATTACHMENTS

1. **Further Consultation - Letter to Hood Users** ⇩
2. **Hood Aeronautical Charges** ⇩

MASTERTON WHAKAORIORI DISTRICT COUNCIL

18 June 2025

Hood Aerodrome Aeronautical Charges Review: Proposed Charges 2025/26

Masterton District Council wrote to you recently to let you know about the review of the Hood Aerodrome aeronautical charges. Council received 31 submissions on the proposed charging model and 17 submitters spoke in support of their submission.

In response to the submissions made, Council has decided to apply the charges and charging regime that was proposed in the consultation document for casual users, with a minor increase to the rate for microlights. The proposed charges are attached.

Rather than apply those charges to all users, Council has decided to keep the flat fee annual charge option and have that available to be applied to aircraft domiciled at Hood Aerodrome. The Council decided to increase the current annual charges by 125% on current charges. These revised charges are now also listed in the attached. The option of taking up the annual charge remains voluntary.

If you have any feedback on these proposed charges, please contact us by **midnight Sunday 29th June 2025** by one of the following methods:

- Phoning our Customer Services Team 06 370 6300 between 9am and 4pm weekdays.
- Emailing us at submissions@mstn.govt.nz.
- Dropping off a letter to Masterton District Library or the Customer Service Centre at 161 Queen Street.
- Posting a letter to Masterton District Council, PO Box 444, Masterton, 5840.

Please note that fees, charges and leases for property, buildings and commercial activity are not included as part of this review. The Council is still to consider the option of adding access charges for aircraft not stored on aerodrome land.

06 370 6300 | PO Box 444, Masterton 5840 | mdc@mstn.govt.nz | www.mstn.govt.nz

PROPOSED AERONAUTICAL CHARGES MODEL FOLLOWING COUNCIL DECISION 11 JUNE 2025

MCTOW Group	Aircraft/Glider Class	Fee Per Landing (excl GST)
0 - 600 kg	Microlights and Helicopters under 5,700 kg	**$7.50**
601 - 1500 kg	Small General Aviation (GA) and Gliders	**$14.00**
1501 - 2900 kg	Medium GA, Gliders, light twin	**$22.00**
2901 - 5700 kg	Large GA, Medium Twins	**$32.00**
MCTOW Range	**Aircraft Class including Helicopters over 5,700kg**	**Fee – MCTOW x Per KG Rate (excl GST)**
5701 - 10,000 kg	Large Twins	**$0.01628**
10,000 - 15,000 kg	Commercial Airline – Medium	**$0.01776**
15,001 kg UP	Commercial Airline – Large	**$0.01924**
Hood Aerodrome Domiciled Aircraft – Annual Landing Charges		
MCTOW Group	**Aircraft/Glider Class**	**Per Aircraft (excl GST)**
0 - 600 kg	Microlights and Helicopters under 5,700 kg	**$180.00**
601 - 1500 kg	Small General Aviation (GA) and Gliders	**$360.00**
1501 - 5700 kg	Medium and Large GA, Gliders, light twin	**$1,080.00**

Further Detail:

- All pilots must comply with the Hood Airport Operating Procedures, including the use of radio calls, unless the aircraft is not able to carry a radio.
- Radio calls are monitored and will be the basis for recording aircraft movements and charging for aerodrome use.
- Annual Landing Charges are voluntary and only available to aircraft domiciled at Hood Aerodrome. They do not relate to a set number of landings and are specific to each aircraft (non-transferable to other aircraft, only two exceptions for groups of aircraft).
- The Annual Landing Charge covers all landings and Touch and Go's for those aircraft who have paid in July each year, i.e. paid in advance on invoice.
- All aircraft not on the Council's schedule of Annual Landing Charges will be charged per landing, based on the schedule above.
- Landing fees that are paid by casual users online into Council's bank account, with the appropriate reference can apply a 15% discount.
- An administration fee of $10 will be added to any monthly invoice that is less than $20 (excl GST).

TOUCH AND GO (T&G) CHARGES

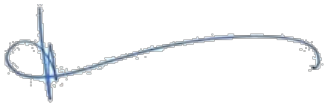
- One Landing Fee applies for every series of 5 successive T&G's, or part thereof.
- T&G count starts again on a declared full stop landing, or on vacating and rejoining the circuit.

MISSED APPROACH CHARGE

- Aircraft executing missed approaches are liable for a charge of $5.00 for any sequence of 1-5 missed approaches.

OTHER

- Aircraft not domiciled on Airport land may be subject to access charges.
- Aircraft parking on aerodrome land for more than 5 nights will be subject to parking charges of $5 (excl GST) per night.
- Group discounted annual charges are available to
  - The Vintage Aviator Ltd (TVAL) proposed as $2,160 (excl GST) covering their vintage plane collection; and
  - Wairarapa Model Aircraft Club proposed as $350 (excl GST) annual charge for use of the facility.
- Special case users
  - Massey University School of Aviation and NZ Defence Force will be charged quarterly fees based on estimated annual usage and access to airspace for training purposes.



Kym Fell
Chief Executive

ATTACHMENT 2: HOOD AERONAUTICAL CHARGES FROM 10 JULY 2025

MCTOW Group	Aircraft/Glider Class	Fee Per Landing (excl GST)
0 - 600 kg	Microlights and Gliders up to 600kg Helicopters under 5,700 kg	**$7.50**
601 - 1500 kg	Small General Aviation (GA) Gliders over 600kg	**$14.00**
1501 - 2900 kg	Medium GA, Light Twin	**$22.00**
2901 - 5700 kg	Large GA, Medium Twins	**$32.00**
MCTOW Range	**Aircraft Class including Helicopters over 5,700kg**	**Fee – MCTOW x Per KG Rate (excl GST)**
5701 - 10,000 kg	Large Twins	**$0.01628**
10,000 - 15,000 kg	Commercial Airline – Medium	**$0.01776**
15,001 kg UP	Commercial Airline – Large	**$0.01924**
Hood Aerodrome Domiciled Aircraft – Annual Landing Charges		
MCTOW Group	**Aircraft/Glider Class**	**Per Aircraft (excl GST)**
0 - 600 kg	Microlights, Gliders up to 600kg Helicopters under 5,700 kg	**$180.00**
601 - 1500 kg	Small General Aviation (GA) Gliders over 601kg	**$360.00**
1501 - 5700 kg	Medium and Large GA, Light Twin	**$1,080.00**
Annual Landing fee covers all Touch and Go and Missed Approaches		

TOUCH AND GO (T&G) CHARGES

- One Landing Fee applies for every series of 5 successive T&G's, or part thereof.
- T&G count starts again on a declared full stop landing, or on vacating and rejoining the circuit.

MISSED APPROACH CHARGE

- Aircraft executing missed approaches are liable for a charge of $5.00 for any sequence of 1-5 missed approaches.

Further Detail:

- All pilots must comply with the Hood Airport Operating Procedures, including the use of radio calls, unless the aircraft is not able to carry a radio.
- Radio calls are monitored and will be the basis for recording aircraft movements and charging for aerodrome use.
- Annual Landing Charges are voluntary and only available to aircraft domiciled at Hood Aerodrome. They do not relate to a set number of landings and are specific to each aircraft (non-transferable to other aircraft, only two exceptions for groups of aircraft).

- The Annual Landing Charge covers all landings and Touch and Go's and Missed Approaches for those aircraft who have paid in July each year, i.e. paid in advance on invoice.
- All aircraft not on the Council's schedule of Annual Landing Charges will be charged per landing, based on the schedule above.
- Landing fees that are paid by casual users online into Council's bank account, with the appropriate reference can apply a 15% discount.
- An administration fee of $10 will be added to any monthly invoice that is less than $20 (excl GST).

OTHER

- Aircraft not domiciled on Airport land may be subject to access charges.
- Aircraft parking on aerodrome land for more than 5 nights will be subject to parking charges of $5 (excl GST) per night.
- Group discounted annual charges are available to
  - The Vintage Aviator Ltd (TVAL) - annual charge $2,160 (excl GST) covering their vintage plane collection; and
  - Wairarapa Model Aircraft Club- annual charge $350 (excl GST) for use of the facility.
- Special case users
  - Massey University School of Aviation and NZ Defence Force will be charged quarterly fees based on estimated annual usage and access to the runways and airspace for training purposes.

4.2 2025 LOCAL GOVERNMENT NEW ZEALAND ANNUAL GENERAL MEETING: REMITS

File Number:

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PURPOSE

This report seeks Council direction on the remits proposed in the Local Government New Zealand (LGNZ) 2025 Annual General Meeting Remits document.

RECOMMENDATIONS

That Council

1. receives the information provided on the remits to the 2025 Local Government New Zealand Annual General Meeting; and
2. delegates authority to Councillor Lennox to vote in accordance with Council's agreed position on each of the remits at the 2025 LGNZ AGM.

CONTEXT

The Local Government New Zealand (LGNZ) remits are voted on at the LGNZ Annual General Meeting (AGM) on 16 July 2025. This year there are 4 remits. The full LGNZ 2025 Annual General Meeting Remits document is attached (see Attachment 1).

Proposed remits address current strategic issues. They have a national focus articulating a major interest or concern at the national political level.

Remits raised by a council must have formal support from at least one zone or sector group meeting or five councils prior to being submitted, as they must be relevant to local government as a whole.

The proposed remits are then voted on by all councils in a ballot at the LGNZ AGM and require more than 50% support for LGNZ to advocate for them on behalf of the sector. Once passed, remits become official policy to be actioned by LGNZ.

ANALYSIS AND ADVICE

The table below outlines all 4 remits with officer advice on considerations for each.

LGNZ 2025 AGM REMITS: FEEDBACK AND ADVICE

No	Remit	Detail	Considerations	Recommendation
1	**Improving Joint Management Agreements with iwi/hapū** (Northland Regional Council)	That LGNZ advocate to Government for: a) legislative change to make the Joint Management Agreement (JMA) mechanism more accessible for councils to use with iwi/hapū, b) for the provision of technical, legal and financial support to facilitate the use of JMAs for joint council and iwi/hapū environmental governance, and c) for a mechanism such as JMAs to be included in the Government's new resource management legislation.	Joint Management Agreements (JMA) enable stronger partnerships between iwi and local authorities and also provide an equal and level environment for iwi to participate in environmental governance.	Support
2	**Annual adjustment of Alcohol Licensing Fees** (Far North District Council)	That LGNZ advocates for the Government to update the Sale and Supply of Alcohol (Fees) Regulations 18 December 2013 to account for inflation and include a mechanism for automatic annual inflation adjustments.		Support

No	Remit	Detail	Considerations	Recommendation
3	**Aligning public and school bus services** (Nelson City Council)	That LGNZ advocate for the reform of the Ministry of Education funded school bus services to provide an improved service for families and to better integrate the services with council provided public transport services, including the option of Public Transport Authorities (e.g. regional and unitary councils) managing such services (with appropriate government funding), noting that: a. councils better know their local communities; and b. the potential to reduce congestion from better bus services for schools; and c. the efficiency gains realised from integrating these two publicly funded bus services d. the outdated and inflexible rules of the current centralised school bus system	There are no issues supporting this from an MDC roading operational perspective — it is more of a Regional Council issue than a local council one. General Comments • The nuances of local needs are better understood by local authorities. • As a provincial town, congestion levels around schools can be high. This is not only during pickup/drop off, but also parked cars during school hours (visitor and student vehicles). • If it is to go ahead, full funding should be transferred to regional authorities, and the transfer should be seen as a permanent solution. • We should welcome the diversification of employment opportunities to the regions, rather than centrally located. • There are favourable speed safety aspects that come with having students on designated school buses – eg legal requirements to drop speed to 20km/h when	Support, noting this is more a regional council issue

No	Remit	Detail	Considerations	Recommendation
			passing a school bus. From a climate perspective, we should be encouraging the uptake of public transport to help reduce emissions. Transport emissions account for almost 90,000 tCO_2e in Masterton – our second highest emissions source.	
4	**Review of local government arrangements to achieve better balance** **Proposed by:** (Tauranga City Council)	That LGNZ works with the Government and councils to review current local government arrangements, including the functions and structure of local government, to achieve a better balance between the need to efficiently and effectively deliver services and infrastructure, while enabling democratic local decision-making and action by, and on behalf of communities.	Central government is progressing function-specific policy and legislative change that will have broad impact across the LG sector and wider government system. Councils are closer to their communities and understand their needs and expectations. A shared work programme that connects central and local government representatives would be a vehicle for progressing this work.	MDC support this, noting the need to ensure rural-provincial perspectives are considered as needs, resourcing and capacity can be different to metro Councils.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

Alignment with the intent of any relevant Council policies and strategies, is set out in the table above.

Significance, Engagement and Consultation

The decision has been assessed against Council's Significance and Engagement Policy and is considered to be of low significance.

Financial Considerations

There are no financial implications as a result of this decision.

Implications for Māori

No particular implications for Māori have been identified.

Communications/Engagement Plan

No communication or engagement plan is required as a result of this decision.

Environmental/Climate Change Impact and Considerations

No direct implications as a result of this decision.

NEXT STEPS

The LGNZ remits will be voted on at the LGNZ AGM on 16 July 2025.

ATTACHMENTS

1. LGNZ 2025 AGM Remits ⇩

Remits

Remit 1. Improving Joint Management Agreements with iwi/hapū

Proposed by: Northland Regional Council

Supported by: LGNZ Zone 1

Remit: **That LGNZ advocate to Government for: a) legislative change to make the Joint Management Agreement (JMA) mechanism more accessible for councils to use with iwi/hapū, b) for the provision of technical, legal and financial support to facilitate the use of JMAs for joint council and iwi/hapū environmental governance, and c) for a mechanism such as JMAs to be included in the Government's new resource management legislation.**

Why is this remit important?

JMAs are a valuable tool for councils and iwi / hapū to work together on environmental governance. Many councils support stronger partnerships with tangata whenua, but the statutory and practical barriers to formalising JMAs have severely limited their uptake by councils and iwi/hapū.
There is thus a need to address the limitations of the current mechanism under the RMA, to make it more accessible to councils and tangata whenua, as well as to ensure a mechanism such as JMAs is included in the Government's new resource management legislation.

Recommended improvements include a) simplification or modification of the JMA statutory requirements and criteria; b) provision of a customisable JMA template and detailed guidance on when JMAs might be appropriate and how to establish them; c) explanation of the legal implications for the parties, and the Health & Safety obligations; d) making JMAs mandatory in appropriate circumstances in addition to Treaty settlements; and e) provision of funding to support iwi/hapū capacity to develop and implement JMAs.

Background and context

JMAs under the Resource Management Act 1991 (RMA) provide for agreement between a local authority and an iwi authority and/or groups representing hapū to jointly perform or exercise any local authority functions, powers or duties under the RMA relating to a natural or physical resource.

Since inclusion as a mechanism under sections 36B-E of the RMA in 2005, only two JMAs have been established, apart from their mandatory use in some Treaty settlements.

For a JMA to be developed, the local authority must be satisfied that the agreement is an "efficient" method of exercising the function, power or duty. However, if a JMA were to require more funds and resources to support administrative costs and extra person-hours than what council would itself expend, the "efficiency" criterion might not be satisfied. Thus, "efficiency" could compel an iwi/hapū to contribute its own resources to the collaborative management process if it wished to conclude a

JMA. A lack of financial resources is repeatedly identified by iwi/hapū as being the most significant barrier to their full participation under the RMA.

Another requirement of s36B is that the local authority must be satisfied that the other party to the JMA has the "technical or special capability or expertise to perform or exercise the function, power, or duty jointly with the local authority". Many (especially unsettled) iwi/hapū are under-resourced, often having to relying on voluntary contributions of resources and expertise; thus funding and technical support may be needed to facilitate iwi/hapū participation in JMAs.

Another deterrent to JMA uptake is that the agreement can be cancelled by either party at any time. If conflict arises, the local authority will always have the “upper hand” because the function(s) shared under the JMA will revert exclusively to local authority control. More stringent cancellation requirements could be introduced that give JMA parties greater assurance of continuation.

Only those JMAs created as part of Treaty Settlements are currently mandatory for local authorities. A similar mandatory requirement under the RMA for councils to enter into JMAs in appropriate circumstances would facilitate uptake.

Currently there is very little information available on the legal implications of JMAs, and on the process and considerations for developing and implementing such an agreement. There is also no template provided for such agreements. Technical guidance from central government would further facilitate uptake.

In summary, very low uptake of JMAs reflects the high barriers to their uptake by councils and iwi/hapū. They remain a potentially useful tool if sufficient guidance, resourcing and technical support is provided, and if criteria for developing them are made more enabling.

How does this remit relate to LGNZ’s current work programme?

This remit aligns with LGNZ's strategy, in particular the long-term goal that Te Tiriti partnerships between local government and Māori are authentic, strong and respected. We are not aware of any existing or planned work to advocate for improved legislative mechanisms and implementation support for Joint Management Agreements.

How will the proposing council help LGNZ to make progress on this remit?

We can provide some technical expertise to support analysis of specific options to improve how JMAs function and some advocacy support.

Remit 2. Annual adjustment of Alcohol Licensing Fees

Proposed by: Far North District Council

Supported by: LGNZ Zone 1

Remit: **That LGNZ advocates for the Government to update the Sale and Supply of Alcohol (Fees) Regulations 18 December 2013 to account for inflation and include a mechanism for automatic annual inflation adjustments.**

Why is this remit important?

If a local council does not have a bylaw that sets alcohol licensing fees and charges it must default to the schedule of fees in the Sale and Supply of Alcohol (Fees) Regulations 2013. These default fees were set 12 years ago and, with the impact of inflation over this period, no longer enable local councils to reasonably recover the costs to administer the alcohol licensing system. This has led to increasing ratepayer subsidisation of these costs. Currently the only way that councils can increase these fees and charges is to make an Alcohol Fees Bylaw under an Order in Council associated with the Sale and Supply of Alcohol Act 2012. This is an inefficient and expensive way for councils to raise their alcohol licensing fees and charges, when this issue could be simply resolved by the government updating the schedule of fees in the Regulations.

Background and context

Objectives relating to the setting of alcohol licensing fees were listed in the review of the Supply of Alcohol (Fees) Regulations 2013 conducted by the Ministry of Justice in 2017. These objectives include: recovering the total reasonable costs incurred by local councils and ARLA in administering the alcohol licensing system; ensuring that those who create the greatest need for regulatory effort bear the commensurate costs.

Alcohol licensing fees and charges are intended to cover the reasonable costs of administering the alcohol licensing system via a 'user pays' approach. The fees and charges set in the Sale and Supply of Alcohol (Fees) Regulations 2013 are now 12 years out of date and have not been updated since 2013, despite two reviews of these fees conducted in 2018 and 2022 as required by section 404 of the Sale and Supply of Alcohol Act. With inflation since 2013, costs to manage alcohol licenses cannot be recovered through the fees prescribed in these Regulations. This means that every time Council processes an alcohol licence it costs more than the fee paid by the licensee and the difference must be covered by general rates.

To increase these fees and charges in their districts, local councils can make Alcohol Fees Bylaws under the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013. However, making a bylaw is a relatively costly and inefficient way to address this issue as it involves: time and effort to research and draft the bylaw; costs for public consultation; and the need to regularly review the fees and charges set in the bylaw. A better solution would be for the government to update the fees and charges listed in the 2013 Regulations to reflect current costs. The schedule of fees in the revised Regulations should also allow for an annual CPI increase and allow cost recovery for hearings objections to District Licensing Committee decisions.

How does this remit relate to LGNZ's current work programme?

This remit sits within the Funding and Financing advocacy area within LGNZ's Advocacy Work Programme. Specifically, this relates to: Advocating for changes to local government funding and financing; and building and working with a coalition of the willing to support LGNZ's advocacy for changes to local government funding and financing. Fees and charges are also specifically mentioned in LGNZ's funding and finance toolbox. We understand that the regulation of alcohol fees is not currently part of this Work Programme.

How will the proposing council help LGNZ to make progress on this remit?

We can provide detailed evidence of the current income received by FNDC from licensing fees based on applying the outdated fee schedule in the 2013 Regulations, compared with the costs to administer the alcohol licensing system. In summary, in the 2023/24 financial year FNDC received $410,000 in income from licence application fees compared with costs of $581,000. This means there was a shortfall of $171,000 which has to be recovered from general rates. In 2023/24 licence application fees covered 71% of costs for the Council. By contrast, the 2017 Review of the 2013 Regulations reported that cost recovery across all local councils was 108%.

Remit 3. Aligning public and school bus services

Proposed by: Nelson City Council

Supported by: LGNZ Regional Sector

Remit: **That LGNZ advocate for the reform of the Ministry of Education funded school bus services to provide an improved service for families and to better integrate the services with council provided public transport services, including the option of Public Transport Authorities (e.g. regional and unitary councils) managing such services (with appropriate government funding), noting that:**

a. councils better know their local communities; and

b. the potential to reduce congestion from better bus services for schools; and

c. the efficiency gains realised from integrating these two publicly funded bus services

d. the outdated and inflexible rules of the current centralised school bus system

Why is this remit important?

The quality and efficiency of school and public bus services is compromised by school and public bus services being funded through two different arms of Government. Some services are funded through the New Zealand Transport Agency and councils, and others are through the Ministry of Education School Bus Transport Service. This remit proposes to align those functions by transferring the funding and management to Regional Public Transport authorities which are better placed to understand and respond to local transport needs. By improving our bus services for students, we can also reduce congestion which is noticeably less during the school holidays in towns and cities around New Zealand.

Background and context

There are essentially two drivers for this reform. The first is that it makes no sense to have two different arms of Government separately planning and contracting publicly funded bus services. The second is that decisions about bus services are best made locally.

The co-ordination and contracting of public bus services, whether for getting students to school or for other passengers, is a complex job. Decisions about the routes, frequency, bus size and convenient bus stops are difficult, requiring the juggling the objectives of making the service as convenient as possible, maximising usage, managing costs and ensuring safety. These decisions are inherently local.

The centralised school bus transport system is a huge source of frustration to communities and councils all over New Zealand. It is governed centrally by archaic, rigid rules that date back nearly 100 years, and are unchanged to this day.

The Ministry of Education officials do the best they can within the current policy, but the system is fundamentally outdated and broken. It makes no sense for education officials to be running transport services, and it is impossible to run a community focused, flexible school transport system over thousands of schools and communities from Wellington.

One of the big opportunities of this reform is to reduce congestion by improving our bus service for students. The potential is highlighted in towns and cities all over New Zealand during school holidays when there is much less congestion. An improved bus service with timetables and routes tailored to students' needs would be a wise investment for the overall transport network.

Regional councils, unitary authorities and Auckland Transport are all public transport authorities with delegated responsibility for the development, planning and delivery of public transport services in New Zealand.

The current system has perverse incentives in that if a public transport authority uses rates to improve public transport service to an area, the Ministry of Education withdraws its service. The current system discourages councils to provide public transport services on routes and times that work for students.

Nelson/Tasman are exploring trialling the integration of the management of public and school transport services. We believe there is the opportunity to provide a more responsive service to families of school aged children, to expend our public transport network and to get efficiency gains from contracting for both types of services. If successful, the trial may result in wider reforms.

This is a significant proposal currently involving more than $125 million of annual public expenditure on school bus services that would need to be transferred to public transport authorities. It would be a complex reform that requires careful attention to detail and consultation with parents, schools, bus service providers and councils. The prize is a better bus services in places like Nelson, less congestion on our roads and more efficient use of public money.

How does this remit relate to LGNZ's current work programme?

Transport is a critical issue facing all councils and we need to be proactively looking for way to better deliver services. This remit goes to the heart of LGNZ's vision of localism in that it proposes to localise the delivery of school bus services. This remit also compliments LGNZ's strategic relationship with Government in that it proposes reforms that improve efficiency, and is not just asking for more funding in fiscally constrained times. It also supports LGNZ's sustainability goals by providing opportunities for expansion of public transport services.

How will the proposing council help LGNZ to make progress on this remit?

Nelson City Council is keen to help advance the case for this reform. We have already engaged with the Ministry of Education, the Minister of Education and the Minister of Transport who are interested in the reforms and keen to trial this alternative approach for the delivery of school bus services. We also commit to sharing our experiences should Nelson Tasman proceed to trialling this reform.

Remit 4. Review of local government arrangements to achieve better balance

Proposed by: Tauranga City Council

Supported by: LGNZ Metro Sector

Remit: **That LGNZ works with the Government and councils to review current local government arrangements, including the functions and structure of local government, to achieve a better balance between the need to efficiently and effectively deliver services and infrastructure, while enabling democratic local decision-making and action by, and on behalf of communities.**

Why is this remit important?

Efficient and effective local democracy and associated decision making is paramount.

Background and context

A number of local government reviews undertaken previously, have concluded that the current structure and arrangement of the local government sector, is not conducive to ensuring that infrastructure and services delivered to communities, are always done so in a cost effective and efficient manner.

Current sector arrangements are a legacy, and do not always reflect how our communities have expanded, nor how modern services are delivered.

Central government is underway with key policy and legislations changes that both directly and indirectly significantly impact the local government sector. This will require an agile and well planned response by the sector.

How does this remit relate to LGNZ's current work programme?

This is an important issue for local government as the sector responds to the current central government policy and legislation changes and reforms underway. Seeks advocacy for a work programme between central government, local government and LGNZ, to undertake this review, and ensuring local communities are well considered.

This remit sits within the principles of the Local Government Act 2002 in that it would give local government a tool to provide services more efficiently. While this is not currently part of LGNZ's work programme, engaging with central government will be essential to making progress in this area.

How will the proposing council help LGNZ to make progress on this remit?

Metro sector councils will provide support and resource to participate and work on the programme established.

5 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 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 for the passing of this resolution
5.1 - Local Water Done Well - Foundation Principles	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - 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 would exist under section 6 or section 7