



ORDINARY MEETING of Council AGENDA

Time: 9:30 am

Date: Wednesday, 16 September 2026

Venue: Greater Wellington Regional Council,
34 Chapel Street, Masterton

MEMBERSHIP

Mayor Bex Johnson (Chairperson)

Councillor Craig Bowyer

Councillor Gary Caffell

Councillor Waireka Collings

Councillor Brent Goodwin

Councillor David Holmes

Councillor Andrea Jackson

Councillor Stella Lennox

Councillor Tim Nelson

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

1	Conflicts of Interest	5
2	Apologies	5
3	Public Forum.....	5
4	Items not on the Agenda	5
5	Confirmation of Council Minutes	6
5.1	Minutes of Council Meeting held on 5 August 2026	6
5.2	Minutes of Council Meeting held on 9 September 2026.....	19
6	Committee Reports.....	32
6.1	Finance, Risk and Assurance Committee Meeting - 12 August 2026	32
7	Reports for Decision.....	44
7.1	June/July 2026 Weather Event.....	44
7.2	Revenue and Financing Policy Review 2027-37: Funding Needs Analysis and Proposed Policy Direction	51
7.3	Annual Report 2025/2026 Update	111
7.4	Amendment to the Wairarapa Consolidated Bylaw Part 6A: Traffic Bylaw Schedules	119
7.5	Updated Use of Public Places by Adjoining Business Premises Policy	125
8	Reports for Information	166
8.1	Infrastructure Activity Report	166
8.2	Corporate and Community Activity Report.....	176
8.3	Strategy, Policy and Governance Activity Report	183
8.2	Meeting Reports from Councillors	195
8.5	Mayor's Report 5 August 2026 to 15 September 2026	196
9	Public Excluded	198
9.1	Public Excluded Minutes of Council Meeting held on 5 August 2026.....	198
9.2	Finance, Risk and Assurance Committee Meeting - 12 August 2026	198
9.3	Procurement Direction for Town Hall Development	199
9.4	Property Disposal.....	199
9.5	Nikau Heights Tank Replacement Contract Award.....	199
9.6	Waiti Waters Ltd - LGFA Accession and Guarantee (Covering report)	199

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	
Kia mahea te hua mākihikihi	Be with each and everyone of us
kia toi te kupu, toi te mana, toi te aroha, toi te Reo Māori	Freeing our path from obstruction
kia tūturu, ka whakamaua kia tīna! Tīna!	So that our words spiritual, power, love and language are upheld
Hui e, Tāiki e!	Permanently fixed established and understood
	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 PUBLIC FORUM**4 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.

5 CONFIRMATION OF COUNCIL MINUTES**5.1 MINUTES OF COUNCIL MEETING HELD ON 5 AUGUST 2026**

File Number:

Author: Harriet Kennedy, Governance Team Leader

Authoriser: Kym Fell, Chief Executive

RECOMMENDATION

That the Minutes of Council Meeting held on 5 August 2026 be received and confirmed as a true and correct record of that meeting.

ATTACHMENTS

- 1. Minutes of Council Meeting held on 5 August 2026**



MINUTES

**Ordinary Council Meeting
Wednesday, 5 August 2026**

Order Of Business

1	Conflicts of Interest	3
2	Apologies	3
3	Public Forum.....	3
4	Items not on the Agenda	3
5	Confirmation of Council Minutes	3
5.1	Minutes of Council Meeting held on 24 June 2026	3
5.2	Minutes of Extraordinary Council Meeting held on 30 June 2026	3
6	Committee Reports.....	4
	There were no Committee reports.	
7	Reports for Decision.....	4
		4
7.1	Adoption of Waiti Waters Statement of Expectations.....	4
7.2	Electoral System for the 2028 Local Government Election	5
7.3	Wairarapa Consolidated Bylaws Part 6A: Traffic Control Schedule – Proposed Changes for Queen Street North.....	5
7.4	Ngati Te Korou Funding Access.....	6
7.5	Use of Public Places by Adjoining Business Premises Policy.....	6
7.6	Head Start Proposal	7
8	Reports for Information	9
8.1	Infrastructure Activity Report	9
8.2	Corporate and Community Activity Report.....	10
8.3	Strategy, Policy and Governance Activity Report	10
8.4	Meeting Reports from Councillors	10
8.5	Mayor's Report 24 June 2026 to 31 July 2026.....	11
9	Public Excluded	11
9.1	Public Excluded Minutes of Council Meeting held on 24 June 2026	11
9.2	Public Excluded Minutes of Extraordinary Council Meeting held on 30 June 2026.....	12
9.3	Wairarapa Waste Management and Minimisation Contract	12

**MINUTES OF MASTERTON DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE GREATER WELLINGTON REGIONAL COUNCIL, 34 CHAPEL STREET,
MASTERTON
ON WEDNESDAY, 5 AUGUST 2026 AT 9:30 AM**

PRESENT: Mayor Bex Johnson, Deputy Mayor C Bowyer, Councillors G Caffell, W Collings, B Goodwin, D Holmes, A Jackson, S Lennox, and T Nelson

IN ATTENDANCE: Iwi representatives Mhirangi Hollings and Robin Potangaroa, Chief Executive, Group Manager Strategy, Director Commercial, Chief Financial Officer, Group Manager Infrastructure, Strategic Planning Manager, Roothing Services Manager, Facilities and Open Spaces Manager, Compliance and Asset Manager, Programme Manager, Three Waters Operations and Transition Manager, Economic Development Lead, Governance Team Lead

1 CONFLICTS OF INTEREST

Councillor Goodwin declared an interest in relation to Item 7.5 Use of Public Places by Adjoining Business Premises Policy.

2 APOLOGIES

There were no apologies.

3 PUBLIC FORUM

There was no public forum

4 ITEMS NOT ON THE AGENDA

There were no late items

5 CONFIRMATION OF COUNCIL MINUTES

5.1 MINUTES OF COUNCIL MEETING HELD ON 24 JUNE 2026

RESOLUTION 2026/63

Moved by Councillor G Caffell
Seconded by Councillor S Lennox

That the Minutes of Council Meeting held on 24 June 2026 be received and confirmed as a true and correct record of that meeting.

CARRIED

5.2 MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD ON 30 JUNE 2026

RESOLUTION 2026/64

Moved by Councillor D Holmes
Seconded by Councillor C Bowyer

That the Minutes of Extraordinary Council Meeting held on 30 June 2026 be received and

confirmed as a true and correct record of that meeting.

CARRIED

6 COMMITTEE REPORTS

There were no Committee reports.

7 REPORTS FOR DECISION

RESOLUTION 2026/65

Moved by Councillor C Bowyer

Seconded by Councillor B Goodwin

That Council agrees to move Item 7.6 Head Start Proposal forward to the beginning of the agenda

CARRIED

Item 7.6 was taken first (see page 7).

The meeting adjourned at 11.28am following the conclusion of Item 7.6, and reconvened at 11.37am

All members were present when the meeting reconvened.

7.1 ADOPTION OF WAITI WATERS STATEMENT OF EXPECTATIONS

The paper recommending Council approval of the adoption of the Waiti Waters 2026-2036 Statement of Expectations was presented by the Group Manager Infrastructure, the Water Transition Manager and the Programme Director, Waiti Waters Establishment.

Members noted the importance of education and communication with the community around the new billing structure for water and water meter charges.

RESOLUTION 2026/66

Moved by Councillor G Caffell

Seconded by Councillor D Holmes

That Council:

1. **Note** the attached Waiti Waters Statement of Expectations has been developed by the Stakeholders' Forum in line with requirements of the Local Government (Water Services) Act 2025 and Waiti Waters Shareholders' Agreement and is recommended by the Forum for adoption by shareholding Councils
2. **Adopt** the attached Waiti Waters Statement of Expectations 2026-2036
3. **Note** that following adoption by shareholding Councils, the Programme Director will issue the Statement of Expectations to the Chair of the Waiti Waters Board, the Chief Executive, and the Stakeholders' Forum, as required by s12.2 of the Shareholders' Agreement.

CARRIED

7.2 ELECTORAL SYSTEM FOR THE 2028 LOCAL GOVERNMENT ELECTION

The report providing Council the opportunity to consider, in relation to the 2028 local government election, whether to continue to use the First Past the Post electoral system or to change to the Single Transferable Vote system, or whether to hold a poll of electors on a proposal that a specified electoral system be used for the next two triennial elections was presented by the Group Manager Strategy.

Members discussed the options and, while the equity considerations that go with STV were raised, most were of the view that there was no need for change, first past the post was easy to understand and expressed concern that if there was change there would be confusion and potentially an increase in invalid votes.

RESOLUTION 2026/67

Moved by Councillor D Holmes

Seconded by Councillor S Lennox

That Council

1. Receives the report on the Electoral System for the 2028 Local Government Election
2. Agrees to continue with the status quo, First Past the Post electoral system
3. Notes that the community will be publicly notified, by 19 September 2026, of its right to demand a poll on the electoral system to be used for the next two triennial elections.

CARRIED

7.3 WAIRARAPA CONSOLIDATED BYLAWS PART 6A: TRAFFIC CONTROL SCHEDULE – PROPOSED CHANGES FOR QUEEN STREET NORTH

The report seeking a Council decision on options to address parking issues on Queen Street North and seeking approval to amend the Wairarapa Consolidated Bylaws Part 6A: Traffic Control Schedule to give effect to that decision was presented by the Economic Development Lead.

A proposal was put to agree to both options in the recommendation, to undertake the consultation proposed for designating Queen Street from Bruce Street to the northern roundabout as a P120 zone in addition to putting in the 60 minutes carparks as proposed.

RESOLUTION 2026/68

Moved by Councillor T Nelson

Seconded by Councillor S Lennox

That Council:

1. Receives the Wairarapa Consolidated Bylaws Part 6A: Traffic Control Schedule – Proposed Changes for Queen Street North Report.
2.
 - (a) Agrees to designate the area outside 8 Queen Street for three parallel carparks with a P60 limit; and
 - (b) Agrees to amend the Wairarapa Consolidated Bylaws Part 6A: Traffic Control Schedule to give effect to this decision; and
 - (c) Notes that the bylaw changes will be notified through our website and Antenno.
 - (d) Agrees to consult on designating Queen Street from Bruce Street to the northern

roundabout as a P120 zone.

CARRIED

7.4 NGATI TE KOROU FUNDING ACCESS

The report seeking approval to access funding set aside in the Long-Term Plan 2024-34 for the implementation of the Ngāti Te Korou Reserve Master Plan was presented by the Group Manager Infrastructure and the Senior Facilities and Open Spaces Asset Specialist.

RESOLUTION 2026/69

Moved by Councillor G Caffell

Seconded by Councillor W Collings

That Council **approves** the capital expenditure to the value of up to \$181,000 to enable progressing Phase 2 of the Ngāti Te Korou Reserve Master Plan development

CARRIED

7.5 USE OF PUBLIC PLACES BY ADJOINING BUSINESS PREMISES POLICY

The report summarising the intent and key elements of the Use of Public Places by Adjoining Business Premises Policy (the Policy) and seeking its adoption for implementation was presented by the Senior Strategic Advisor – Infrastructure and the Economic Development Lead.

Councillor Goodwin left the meeting at 12.30 due to his declared interest.

In response to questions, it was advised that the main drivers for the Policy were to meet health, safety and accessibility standards as currently there was no oversight over what people were doing, there was legal vulnerability and difficulties enforcing compliance and a lack of clarity and consistency when there was no framework for the private commercial use of public land. It was noted that the fee framework was separate to the Policy.

Members discussed the Policy and asked that the fees framework be revised so business owners who came within the minor or standard categories weren't charged an application fee or an annual charge, but that for the major category the application fee and the fee for use of a carpark should remain. It was also suggested that the minor and standard categories be combined.

Staff advised that the application fee was to cover staff time and if there was no fee for that, that cost would be picked up by ratepayers which was inconsistent with the user pays direction.

No resolutions were passed. Staff will bring the Policy and Fee Framework back to the next Council meeting.

Item 7.6 was taken at the beginning of the meeting, before Item 7.1

7.6 HEAD START PROPOSAL

The report seeking Council's decision on a Head Start proposal and outlining the next steps should Council support a proposal, was presented by the Chief Executive, who noted that the decision being sought wasn't to amalgamate or abolish councils or a final future structure, it was about whether Council should participate in the process and was for elected members to determine the option that serves the best interests of the district.

Councillor Nelson signalled that he would be proposing an addition to the recommendations to provide that the Chief Executive report back to Council with recommendations for the detailed design of the preferred option, including governance arrangements, resources, funding, reporting arrangements, community engagement, and the role of elected members in the detailed design process.

In response to questions it was advised that Council hadn't consulted on the proposal but had taken the opportunity to engage with the community with the information that had been brought together in a very short timeframe, and, that if Council wanted to keep negotiating with both parties and not put in a proposal, that would be the backstop option but Council would then lose the opportunity to be part of the conversations and negotiations on the proposals submitted.

A motion proposing that Council didn't participate in the Head Start Pathway was put. Those who supported the motion were of the view that the timeframe had been short and unrealistic and even though Council had been working to get as much information as possible together there were more questions than answers and the answers that there were, were based on assumptions and crystal ball gazing. The two options Council was left with were to go with Wellington, which the community didn't support, or to go with the Wairarapa which may not be affordable. Supporting a particular model meant also supporting the assumptions that went with it. The process was voluntary, if Council was feeling uninformed, not putting in a proposal meant there were two years to get answers to the questions, learn from others and consult with the community. Going with either of the options without enough information was a gamble they were not prepared to take when there was the possibility of imposing more cost on the people of Masterton whose incomes were lower and dependencies higher. They were not against amalgamation but against the process, and being asked to make one of the most important decisions for the district based on hope.

Those who did not support the motion were of the view that while there were a lot of unknowns that was not a reason not to take the first step. It was important for Council to show leadership and articulate what Council wanted and to make the decision that was best for the long term future of Masterton. Putting in a proposal for the Wairarapa would allow Council to have significant input into the final set up. The Wairarapa proposal also meant that elected members would remain accessible to the community as they were currently which wouldn't be the case if Masterton was part of Wellington. Engagement with the community had given Council a clear mandate for the Wairarapa proposal. Local decision making needed to be close and under local control and Council's ability to control the outcomes for the people of Masterton would be lost with the other options. The backstop option would mean that the decision would be taken out of Council's hands.

The Ngāti Kahungunu representative advised that the iwi would support whatever Council decided but noted the timeframe was short to make a good decision. The Rangitāne representative advised that the iwi supported the Wairarapa proposal and ensuring that Wairarapa iwi were represented in future governance, but would work constructively with whatever Council decided.

A further motion was put to submit the Wairarapa Unitary Head Start proposal but on the proviso that South Wairarapa District Council also agreed to submit a Wairarapa proposal. Head Start gave larger councils the ability to decide what was best for smaller councils but amalgamation should be a voluntary process and Masterton should not be forcing others to join

RESOLUTION 2026/70

Moved by Councillor D Holmes
Seconded by Councillor C Bowyer
That Council:

1. **Receives** the Head Start Proposal report.

CARRIED

MOTION

Moved by Mayor B Johnson
Seconded by Councillor G Caffell
That Council

2. **Agrees** not to participate in the Head Start pathway for Simplifying Local Government.

LOST

MOTION

Moved by Councillor C Bowyer
Seconded by Councillor B Goodwin
That Council

3. **Agrees** to submit the Wairarapa Unitary Head Start proposal (Attachment 4) on the basis that South Wairarapa District Council supports the proposal

LOST

RESOLUTION 2026/71

Moved by Councillor D Holmes
Seconded by Councillor S Lennox
That Council

1. **Agrees** to participate in the Head Start pathway for Simplifying Local Government and to submit the Wairarapa Unitary Head Start proposal (Attachment 4).

In Favour: Councillor David Holmes, Councillor Stella Lennox, Councillor Tim Nelson, Councillor Waireka Collings, Councillor Andrea Jackson

Against: Councillor Craig Bowyer, Councillor Brent Goodwin

Abstained: Mayor Bex Johnson, Councillor Gary Caffell

CARRIED 5/2

RESOLUTION 2026/72

Moved by Councillor T Nelson
Seconded by Councillor S Lennox
That Council

4. **Delegates** authority to the Mayor and Chief Executive together to negotiate with participating councils, make minor amendments, and submit the initial Head Start Proposal to Government for consideration when agreed.
5. **Agrees** that the Chief Executive report back to Council with recommendations for the detailed

design of the preferred option, including governance arrangements, resources, funding, reporting arrangements, community engagement, and the role of elected members and iwi in the detailed design process

6. **Agrees** to continue development of the Head Start proposal following submission.

CARRIED

The meeting adjourned at 1.00pm following the conclusion of Item 7.5 and reconvened at 1.32pm

All members were present when the meeting reconvened

8 REPORTS FOR INFORMATION

8.1 INFRASTRUCTURE ACTIVITY REPORT

The report providing Council with an update from the Infrastructure Group was presented by the Group Manager Infrastructure.

The Roading Services Manager provided an update on the latest weather event which had caused more damage to the roading network. A report would be coming to a future Council meeting in relation to the additional expenditure required.

An update was provided by the Three Waters Operations and Transition Manager who advised that an engineer's report had been commissioned in relation to the recent weather event.

RESOLUTION 2026/73

Moved by Councillor C Bowyer
Seconded by Councillor S Lennox

That Council receives the update from the Infrastructure Group.

CARRIED

8.2 CORPORATE AND COMMUNITY ACTIVITY REPORT

The report providing Council with an update from the Corporate and Community Group on key projects and activities was presented by the Group Manager Corporate and Community.

RESOLUTION 2026/74

Moved by Mayor B Johnson
Seconded by Councillor S Lennox

That Council receives the update from the Corporate and Community Group on key projects and activities.

CARRIED

8.3 STRATEGY, POLICY AND GOVERNANCE ACTIVITY REPORT

The report providing Council with an update from the Strategy, Policy and Governance Teams was

presented by the Group Manager Strategy.

RESOLUTION 2026/75

Moved by Councillor S Lennox

Seconded by Councillor C Bowyer

That Council receives the update from the Strategy, Policy and Governance Teams

.CARRIED

8.4 MEETING REPORTS FROM COUNCILLORS

Councillors are appointed to a number of external groups and organisations as representatives of Masterton District Council. This agenda item allows Councillors to report back on meetings attended in that capacity.

Councillor Caffell had attended the meeting of the Disability Advisory Group who had provided useful feedback on the Kids Own Playground project.

Deputy Mayor Bowyer advised he had attended meetings of the Wairarapa Combined District Plan Joint Committee, the Wairarapa Road Safety Council, the Waiti Stakeholder Group, the Regional Transport Committee, Mataikona Governance Group, and the LGNZ AGM.

Councillor Lennox advised that, having been under the umbrella of Te Āwhina, Kim's Way was now stand alone.

Councillor Nelson had attended the Netball Wairarapa Strategic Planning Day.

Councillor Collings advised she had attended the LGNZ Te Maruata Conference.

8.5 MAYOR'S REPORT 24 JUNE 2026 TO 31 JULY 2026

The Mayor presented her report.

RESOLUTION 2026/76

Moved by Councillor D Holmes

Seconded by Councillor C Bowyer

That Council receives the information contained within the report.

CARRIED

9 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2026/77

Moved by Councillor D Holmes

Seconded by Councillor C Bowyer

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
9.1 - Public Excluded Minutes of Council Meeting held on 24 June 2026	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(b)(i) - the withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest s7(2)(e) - the withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate material loss to members of the public s7(2)(g) - the withholding of the information is necessary to maintain legal professional	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

	privilege 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)	
9.2 - Public Excluded Minutes of Extraordinary Council Meeting held on 30 June 2026	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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
9.3 - Wairarapa Waste Management and Minimisation Contract	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities 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

CARRIED

The Meeting moved into public excluded at 2.42pm

The Meeting closed at 3.02pm

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 16 September 2026.

.....
CHAIRPERSON

5.2 MINUTES OF COUNCIL MEETING HELD ON 9 SEPTEMBER 2026**File Number:****Author:** Harriet Kennedy, Governance Team Leader**Authoriser:** Matt Boulton, Group Manager Corporate & Community**RECOMMENDATION**

That the Minutes of the Council Meeting held on 9 September 2026 be received and confirmed as a true and accurate record of that meeting.

ATTACHMENTS

1. Minutes of Council Meeting held on 9 September 2026



MINUTES

**Additional Council Meeting
Wednesday, 9 September 2026**

Order Of Business

1	Conflicts of Interest	3
2	Apologies	3
3	Public Forum.....	3
4	Items not on the Agenda	3
5	Confirmation of Council Minutes	3
	There were no minutes for confirmation as the meeting is an additional meeting	
6	Committee Reports.....	3
	There were no committee reports as the meeting is an additional meeting	
7	Reports for Decision.....	4
7.1	Climate Action Fund Allocation 2026/2027	4
7.2	Community Wellbeing Grant and Community Events Fund Applications for 2026/2027	8
8	Reports for Information	9
	Nil	
9	Public Excluded	9
	Nil	

**MINUTES OF MASTERTON DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT AT THE GREATER WELLINGTON REGIONAL COUNCIL OFFICE,
34 CHAPEL STREET, MASTERTON
ON WEDNESDAY, 9 SEPTEMBER 2026 AT 9:30 AM**

PRESENT: Mayor Bex Johnson, Deputy Mayor C Bowyer Councillors G Caffell, W Collings, B Goodwin, D Holmes, A Jackson, S Lennox, and T Nelson

IN ATTENDANCE: Iwi representatives Mhirangi Hollings and Robin Potangaroa, Group Manager Corporate and Community, Strategy Team and Environment Lead, Grants Administrator, Governance Team Lead

1 CONFLICTS OF INTEREST

Councillor Lennox advised she was a Board Member of Kim's Way Night Refuge, a Board Member Elevate Community Trust and was the Council appointee on the Refugee Resettlement Steering Group.

Councillor Caffell declared he was a member of the Masterton Bowling Club.

Councillor Goodwin declared an interest in the Community Events Fund Applications 15 and 17.

Councillor Jackson declared she was Board Chair of Ko te Aroha and of Kim's Way Night Refuge and advised she was an observer on the Hockey Wairarapa Board and also advised that she had a show on Access Radio.

Councillor Collings advised that she sometimes had a show on Access Radio.

Councillor Holmes declared he was the Board Chair of Victim Support.

Councillor Nelson advised that he was the Council appointed observer on the Pūkaha Board.

Iwi Representative Mhirangi Hollings declared an interest in the Rangitāne o Wairarapa Incorporated Event Fund application.

2 APOLOGIES

There were no apologies.

3 PUBLIC FORUM

There was no public forum

4 ITEMS NOT ON THE AGENDA

There were no late items

5 CONFIRMATION OF COUNCIL MINUTES

There were no minutes for confirmation as the meeting is an additional meeting

6 COMMITTEE REPORTS

There were no committee reports as the meeting is an additional meeting

7 REPORTS FOR DECISION

7.1 CLIMATE ACTION FUND ALLOCATION 2026/2027

The report providing the applications for the 2026/27 Climate Action Fund to Council for deliberation was presented by the Strategy Team and Environment Lead.

In response to a question, it was advised that businesses had been included in those who could apply for funding as it was recognised that they were part of the community and there was an opportunity for them to set an example for others, they could have a higher carbon footprint, and their inclusion in the fund aligned with the Adapt and Change movement.

Members discussed the applications and made the allocations set out in the table in the resolution below. In relation to the allocation to Application 7 Qual Chem Products Ltd, a request was made for a caveat around the funding that the applicant to be contacted to check whether the project could proceed with the lower amount allocated and, in relation to Application 8 The Bittern Conservation Trust and Sustainable Wairarapa, the funding allocation was to be for the first year of the project only.

Due to her declared interest, Councillor Jackson left the room at 9.42am for the discussion on the Ko te Aroha application and returned at 9.44am.

Members requested a report back on the current and previous successful applications re the impact they have had and for a review of the criteria to be undertaken before the next funding round.

RESOLUTION 2026/78

Moved by Councillor D Holmes

Seconded by Councillor W Collings

That Council:

1. **Receives** the report *Climate Action Fund Allocation 2026/27*
2. **Receives** nine applications including one application that did not meet the criteria of the fund
3. **Decides** funding allocations for the applications as follows:

	Applicant (in alphabetical order)	Funding granted?	Amount
1	Fab Lab Masterton	Yes	\$2,000
2	Fish and Game (Cootes Rd, Matahiwi)	Yes	\$2,000
3	Fish and Game (Coutada II Wetland, Paierau Rd)	Yes	\$2,000
4	Ko te Aroha	Yes	\$4,155

5	Oxford Street Community Garden	Yes	\$2,500
6	Pūkaha Mount Bruce Board	Did not meet the criteria	
7	Qual Chem Products Ltd	Yes	\$5,000
8	The Bittern Conservation Trust and Sustainable Wairarapa	Yes	\$4,000
9	Wairarapa Pūkaha to Kawakawa Trust	Yes	\$15,000

4. **Agrees** to carry over unallocated funding of \$97,200.80 to the 2027/28 Climate Action Fund budget, as per the criteria of the fund
5. **Notes** that staff will operationalise the decisions made at this meeting, and distribute any funds allocated in accordance with any conditions set by Council.

CARRIED

7.2 COMMUNITY WELLBEING GRANT AND COMMUNITY EVENTS FUND APPLICATIONS FOR 2026/2027

The report providing Council with the applications received for funding from the Community Wellbeing Grant and Community Events Fund, to allow for decisions to be made on the allocation of funding from the 2026/27 budgets, was presented by the Group Manager Corporate and Community.

Members discussed each of the applications for the Community Wellbeing Grant and Community Events Fund and made the decisions in the table included in the resolution below.

In relation to the conflicts members had declared:

- Councillor Jackson left the meeting for the discussion on the Access Radio, Ko te Aroha, and Kim's Way Night Refuge applications. She also advised that she worked for Nuku Ora who worked with Kia Hakinakina Wairarapa
- Councillor Collings left the meeting for the discussion on the Access Radio application
- Councillor Lennox left the meeting for the discussion on the English Language Partners NZ Trust and the Kim's Way Night Refuge applications.
- Councillor Caffell left the meeting for the discussion on the Masterton Bowling Club application
- Iwi representative Hollings left the meeting for the discussion on the Caring Families Aotearoa and the Hospice Wairarapa Community Trust applications.
- Councillor Holmes left the meeting for the discussion on the Victim Support – Manaaki Tangata application

The meeting adjourned at 11.22am and reconvened at 11.35am

All members and iwi representatives were present when the meeting reconvened. The Community Events Fund applications were considered when the meeting reconvened.

In relation to the conflicts members had declared:

- Councillor Lennox left the meeting for the discussion on the Elevate Wairarapa Community Trust application
- Iwi representative Hollings left the meeting for the discussion on the Rangitāne o Wairarapa Incorporated Christmas at Matua Pa application.
- Councillor Goodwin left the meeting for the discussion on the Te Waiwhakaata Wairarapa Film Festival 2027 and Sustainable Wairarapa Film Festival applications.

The meeting adjourned 12.31pm and reconvened at 12.34pm

All members were present when the meeting reconvened.

Members requested a review of the Community Events Fund criteria in relation to the application of the fund to events that were held after the funding round closed but before Council's determination of the funding applications.

RESOLUTION 2026/79

Moved by Councillor C Bowyer

Seconded by Councillor S Lennox

That Council receive the information in the Community Wellbeing Grant and Community Events Fund Applications for 2026/27 Report, and for the;

1. Community Wellbeing Grant

- receive** the 47 Community Wellbeing Grant applications summarised in Attachment 1, and
- determine** the funding allocations for these applications as set out below

App#	Organisation	Project Description	Allocation
2	Access Radio Wairarapa Charitable Trust	Seeking funding towards operating expenses to maintain and develop the community programmes.	\$2,000
3	Alzheimers Wairarapa Incorporated	Seeking funding towards the Iona Day and Out & About programmes designed to overcome barriers by assimilating and encouraging patients to participate in day-to-day activities.	\$2,000
7	Come Sew With Me Charitable Trust	Seeking funding for three months operating expenses for the sewing machine museum and workshops open to the public.	\$2,000
8	English Language Partners NZ Trust	Seeking funding towards personnel costs and operating expenses for the growing refugee-background population in Masterton. We are facing significant space and coordination challenges.	\$5,000

10	Good Bitches Trust	Seeking funding towards expenses of the Baking it Better programme providing baking boxes to 12 Masterton organisations. This delivers 483 boxes of baking by 45 Masterton volunteers.	\$500
11	Hōkai Tahī Charitable Trust	Seeking funding to provide free counselling and therapeutic support for Masterton whānau experiencing pregnancy and postnatal challenges, birth trauma, pregnancy or baby loss and related emotional distress. This is for a 12-month period to support approximately 80 Masterton individuals including women, parents, partners and whanau members.	\$1,500
12	Hospice Wairarapa Community Trust Board	Seeking funding for the printing costs to produce 50 individual biographies.	\$1,225
13	Kia Hakinakina Wairarapa	Seeking funding towards the Raising a Region project.	\$2,000
15	Kim's Way Night Refuge Incorporated	Seeking funding for three months of operating expenses.	\$6,000
17	Little Bundles Wairarapa	Seeking funding to purchase wool, washing products and clothing to provide bundles of clothing for those in need from premature babies to 6-year-olds.	\$500
18	Masterton Bowling Club	Seeking funding for seven sunshades for the Dixon Street outdoor seating area.	\$500
19	Masterton District Brass Band	Seeking funding to: (1) maintain and grow the Brilliant Brass programme; (2) maintain the senior band and its resources	\$5,000
20	Masterton Mens Shed Incorporated	Seeking funding towards a new electricity connection to the building and upgrading the mains board.	\$1,000
21	Masterton Young Citizens Club Incorporated	Seeking funding towards the Community Boxing and Wellbeing Programme operating expenses.	\$5,000

23	Motuoru Trust	Seeking funding towards the Youth Development and One-on-One Mentoring programmes.	\$1,000
24	Mount Bruce Hall Society Incorporated	Seeking funding to towards electricity costs.	\$500
25	People First NZ Incorporated - Ngā Tāngata Tuatahi	Seeking funding towards expenses for 11 monthly meetings and to deliver a series of accessible, peer led Learn With Us workshops from November 2026 to June 2027.	\$500
26	Pūkaha National Wildlife Centre	"Masterton District Council generously provided a \$200,000 loan to support the Pukaha Mount Bruce Board. The loan is interest-bearing over 10 years, with the principle reducing by \$20,000 annually upon successful application to the Community Wellbeing Grant".	\$20,000
27	Ranfurly Club Incorporated	Seeking funding towards utility and operating expenses.	\$500
28	Riding for the Disabled Association (Wairarapa Group) Incorporated	Seeking funding towards training for a third coach to achieve a Level 3 (NZ Certificate in Equine - Therapeutic Riding Assistant Coach.	\$2,970
29	Ruamāhanga Restoration Trust	Seeking funding for the Mātauranga Māori Climate Change Outdoor Classroom programme with educator Joseph Potangaroa delivering 10 outdoor sessions for 250 students and teachers.	\$3,000
30	St John Wairarapa Area Committee	Seeking funding towards the Waka Ora Health Shuttle service for Masterton and the wider Wairarapa area. Masterton residents are the biggest users of the shuttle service with 3,801 (58.5%) passenger trips out of 6,493 for the entire region.	\$2,000
32	Shear History Trust	Seeking funding towards the operating expenses of the Wool Shed Museum tourist attraction which also houses the Jubilee Fire Engine museum and Council's steam roller in the Stewart-Weston gallery.	\$8,000

33	SPCA <i>(Royal New Zealand Society for the Prevention of Cruelty to Animals)</i>	Seeking funding towards the personnel costs of the Masterton Centre Manager whose leadership enables animal rescue, cruelty investigations, community support, volunteer management and educational services.	\$3,000
34	Sustainable Wairarapa Incorporated	Seeking funding towards "ReConnect" the multi-organisational one-day expo programme focusing on sustainability and resilience in the Wairarapa. To provide attendees with information on improving resilience to climate change and hear from speakers on four sustainability streams.	\$1,000
35	The Kitchen Fairies	Seeking funding for the coordinator to ensure the day-to-day operations of managing referrals, coordinating volunteers, and distributing meals to support rural communities across Masterton district and wider Wairarapa. This will allow for fundraising, grant income and donations to be directed toward increased groceries and care packages.	\$3,500
36	Tinui Playgroup	Seeking funding to purchase children's mud and water play resources, outdoor seating, picnic table, bird feeder, bug hotel and edible plants to create a welcoming outdoor environment encouraging children to connect with nature and learn through play and exploration.	\$1,000
38	Victim Support - Manaaki Tangata	Seeking funding towards personnel costs and staff training.	\$1,000
39	Wairarapa Citizens Advice Bureau Incorporated	Seeking funding for operating expenses.	\$1,000
40	Wairarapa Fern & Thistle Pipe Band	Seeking funding to purchase specialist uniform items, musical equipment and towards hall hire and insurance costs for ongoing weekly rehearsals, youth tuition and community performances.	\$2,000

41	Wairarapa Filipino Society	Seeking funding for a Leadership Development and Wellbeing Programme for up to 36 participants for the 12 existing officers and 24 emerging leaders. This is for succession planning to risk losing institutional knowledge and momentum in the services and cultural programmes provided to Masterton residents.	\$1,500
42	Wairarapa Hockey Association	Seeking funding towards the grading, levelling and associated costs of the car parking area at the Clareville Hockey venue.	\$3,500
44	Wairarapa Youth Charitable Trust	Seeking funding towards operating expenses.	\$5,000
45	WanderSearch Wairarapa Charitable Trust	Seeking funding towards the operating costs of the WandaTrack system and purchase an additional eight pendants to increase our support for the vulnerable members of our community.	\$1,000
46	Yellow Brick Road (Supporting Families in Mental Illness)	Seeking funding towards a reliable second-hand vehicle to replace an ageing vehicle no longer fit for purpose for our transitional housing service in the community.	\$2,500
47	Youthline Central North Island Incorporated (Wairarapa Branch)	Seeking funding for the "Thrive" (Hauora Hinengaro Pai-Oranga Mental Health, Wellbeing) programme which includes workshops and activities designed to enhance mental health awareness, coping skills, where to get support, help and overall wellbeing among rangatahi.	\$1,000

(c) **agrees** to carry forward the \$4208 unallocated funding to the 2027-2028 year.

2. *Community Events Fund*

- (a) **receive** the 23 Community Events Fund applications summarised in Attachment 2, and
- (b) **determine** the funding allocations for these applications as set out below:

App #.	Organisation	Event	Allocation
1	Age Concern Wairarapa Incorporated	Ageing with Attitude Expo	\$2,000
2	Alzheimers Wairarapa Incorporated	Masterton Brick Show	\$2,000

4	Douglas Villa Association Football Club Incorporated	Douglas Villa AFC Junior Football Tournament 2026	\$2,500
5	Eastside Community Group	Community Festival 2027	\$4,500
6	Elevate Wairarapa Community Trust	Summer Hummer 2027 (30 Year Celebration)	\$8,000
7	Equippers Masterton Trust	Colour Party 2026	\$1,000
8	Golden Shears International Shearing Championship Society	Golden Shears International Shearing Championships	\$12,000
9	Masterton Malayali Association	Onam Celebration 2026	\$500
10	Masterton Motorplex Incorporated	Drag Racing Season 2026-27	\$6,500
11	New Zealand Aerobatic Club	National Aerobatic Championships	\$1,000
12	Pre Shears Woolhandling Championships	Pre Shears Woolhandling Championship 2027 competition	\$1,454
13	Rangitāne o Wairarapa Incorporated	Christmas at Matua Pā	\$1,500
14	REAP Wairarapa Incorporated	REAP Wairarapa Schools Kapa Haka Festival 2026	\$4,646
15	Jane ROSS	Te Waiwhakaata Wairarapa Film Festival 2027	\$2,500
16	Rotary Club of Masterton South	Masterton Christmas Fair 2026	\$5,500
17	Sustainable Wairarapa Incorporated	Sustainable Wairarapa Film Festival	\$1,000
19	Tinui Horse Sports Club	Tinui Horse Sports and Family Day Out 2027	\$1,818

20	Tinui School 150th Committee	150 Years Anniversary Celebration	\$2,000
21	Wairarapa Balloon Society Incorporated	Wairarapa Balloon Festival 2027	\$4,000
23	Wellington Heritage Festival Trust	Wellington Heritage Festival 2026	\$2,500

(c) **agrees** to carry forward the \$182 unallocated funding to the 2027-2028 year.

CARRIED

8 REPORTS FOR INFORMATION

Nil

9 PUBLIC EXCLUDED

Nil

The Meeting closed at 12.42pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 16 September 2026.

.....
CHAIRPERSON

6 COMMITTEE REPORTS

6.1 FINANCE, RISK AND ASSURANCE COMMITTEE MEETING - 12 AUGUST 2026

File Number:

Author: Harriet Kennedy, Governance Team Leader

Authoriser: Kym Fell, Chief Executive

Members: Graham Naylor (Chair), Mayor Bex Johnson Deputy Mayor Craig Bowyer, Councillor Gary Caffell, Councillor Waireka Collings, Councillor Brent Goodwin, Iwi representative Mhirangi Hollings, Councillor David Holmes, Councillor Andrea Jackson, Councillor Stella Lennox, Councillor Tim Nelson and Iwi representative Robin Potangaroa

THE COMMITTEE RECOMMENDS:

That Council

1. Confirms the report of the Finance, Risk and Assurance Committee held on 12 August 2026 and the resolutions in that report.
2. Adopts the Treasury Management Policy (Finance Risk and Assurance Committee Minutes Report 5.1 Minutes Attachment under separate cover)
3. Approves the Tax Governance Framework (Finance Risk and Assurance Committee Minutes Report 5.2 Minutes Attachment under separate cover)
4. Approves the Risk Management Policy (Finance Risk and Assurance Committee Minutes Report 5.3 Minutes Attachment under separate cover).

ATTACHMENTS

1. Minutes of Finance, Risk and Assurance Committee Meeting held on 12 August 2026



MINUTES

**Finance, Risk and Assurance
Committee Meeting
Wednesday, 12 August 2026**

Order Of Business

1	Conflicts of Interest	3
2	Apologies	3
3	Public Forum.....	3
5	Reports for Decision.....	4
5.1	Masterton District Council's Treasury Management Policy	4
5.2	Masterton District Council's Tax Governance Framework	4
5.3	Masterton District Council Risk Management Policy.....	5
6	Reports for Information	5
6.1	Service Provision Report Aratoi Regional Trust.....	5
6.2	Destination Wairarapa Quarterly Report (1 April 2026 to 30 June 2026)	6
6.3	Business Wairarapa Report (1 April 2026 to 30 June 2026)	6
6.4	Wairarapa Economic Development Strategy (WEDS) Quarterly Report 1 April 2026 - 30 June 2026	7
6.5	Non-Financial Performance 2025/26 Quarter 4 Report.....	7
6.6	Regulatory Update	8
6.7	Health and Safety Quarterly Report.....	8
6.8	Rates Receivable Report for Year Ended 30 June 2026	8
6.9	Insurance Update	9
6.10	Treasury Management Report.....	9
6.11	Six Monthly Report from Pukaha Mount Bruce Board.....	9
7	Public Excluded	10
7.1	Technology and Information Six Monthly Risk Report	10
7.2	2025/2026 Quarter 4 Risk Management Update Report.....	10

**MINUTES OF MASTERTON DISTRICT COUNCIL
FINANCE, RISK AND ASSURANCE COMMITTEE MEETING
HELD AT THE GREATER WELLINGTON REGIONAL COUNCIL, 34 CHAPEL STREET,
MASTERTON
ON WEDNESDAY, 12 AUGUST 2026 AT 1:30 PM**

PRESENT: Graham Naylor (Chair), Mayor Bex Johnson, Deputy Mayor Craig Bowyer, Councillors G Caffell, W Collings, B Goodwin, D Holmes, A Jackson, S Lennox and T Nelson and Iwi Representatives Robin Potangaroa and Mhirangi Hollings.

IN ATTENDANCE: Chief Executive, Director Commercial, Group Manager Infrastructure, Group Manager Strategy, Building and Planning Manager, People and Capability Manager, Health Safety and Wellbeing Advisor, Economic Development Lead, Corporate Planning Lead, Chief Information Officer, Bob Francis (Chair Pūkaha Mount Bruce Board), Sarah McClintock (Aratoi Director), Anna Nielson (Chair of Destination Wairarapa), Gavin Hodder (Destination Wairarapa), Terry Shubkin (General Manager Business Wairarapa) and Governance Advisor.

1 CONFLICTS OF INTEREST

No conflicts of interest were declared.

2 APOLOGIES

No apologies were received.

3 PUBLIC FORUM

There was no public forum.

4 ITEMS NOT ON THE AGENDA

The meeting was advised of the following items for inclusion in the agenda:

- Six Monthly Report from Pukaha Mount Bruce Board

This item had not been available for inclusion with the agenda and could not be held over until a later meeting.

COMMITTEE RESOLUTION 2026/13

Moved by Graham Naylor

Seconded by Mayor B Johnson

That in terms of section 46A(7) of the Local Government Official Information and Meetings Act 1987 the items be dealt with at this meeting.

CARRIED

5 REPORTS FOR DECISION

5.1 MASTERTON DISTRICT COUNCIL'S TREASURY MANAGEMENT POLICY

The report seeking the Finance, Risk & Assurance Committee's endorsement of the revised

Treasury Management Policy.

Mike Shirley of PwC gave a presentation *Treasury Management Update, Masterton District Council*.

The Director Commercial took the report as read, noting that it would come back to Council for adoption.

COMMITTEE RESOLUTION 2026/14

Moved by Graham Naylor

Seconded by Councillor C Bowyer

That the **Finance, Risk & Assurance Committee**:

1. **Endorses** the proposed revised *Treasury Management Policy* (Attachment 1).
2. **Notes** the revision is supported by independent review and commentary by PwC (Attachment 2).
3. **Notes** that, following endorsement by the Finance, Risk & Assurance Committee, the Treasury Management Policy will be presented to Council for approval at its meeting on 16 September 2026.

CARRIED

Attachments

- 1 Treasury Management Policy

5.2 MASTERTON DISTRICT COUNCIL'S TAX GOVERNANCE FRAMEWORK

The report seeking endorsement from the Masterton District Council Finance, Risk & Assurance Committee of the *Tax Governance Framework* was spoken to by the Director Commercial. It was noted that Framework will require approval by Council at its 16th September meeting.

Following a query regarding who is liable if the IRD rules aren't legally followed, it was advised the Chief Executive is liable.

COMMITTEE RESOLUTION 2026/15

Moved by Graham Naylor

Seconded by Councillor B Goodwin

That the **Finance, Risk & Assurance Committee**:

1. **Endorses** the Tax Governance Framework (Attachment 1) and Tax Risk Management Strategy (Attachment 2), collectively called the *Tax Governance Framework*.
2. **Notes** the Framework has been developed by PwC, Council's Taxation advisor.
3. **Notes** on recommendation / endorsement by the Finance, Risk & Assurance Committee the Framework will require approval by Council at its 16th September meeting.

CARRIED

Attachments

- 1 Tax Governance Framework

5.3 MASTERTON DISTRICT COUNCIL RISK MANAGEMENT POLICY

The report seeking endorsement from the Masterton District Council's Finance, Risk & Assurance Committee for the revised *Risk Management Policy* was spoken to by the Director Commercial.

It was noted that key messages from the Auditor-General's report have been used to inform the revised *Risk Management Policy*.

Members discussed the policy, and were advised that rather than risk being an Item for Consideration, it is expected to be covered through the body of any report.

It was noted that risks around Treaty obligations would be covered in the risk register as required.

COMMITTEE RESOLUTION 2026/16

Moved by Graham Naylor

Seconded by Councillor T Nelson

That the **Finance, Risk and Assurance Committee**:

1. **Endorses** the revised *Risk Management Policy* (Attachment 1).
2. **Notes** the case studies in Attachment 2 demonstrate how the Policy could be applied.
3. **Notes** that, following endorsement by the Finance, Risk & Assurance Committee, the Policy will be presented to Council for approval at its 16 September 2026 meeting.

CARRIED

Attachments

- 1 Risk Management Policy

6 REPORTS FOR INFORMATION

6.1 SERVICE PROVISION REPORT ARATOI REGIONAL TRUST

The report updating the Finance, Risk and Assurance Committee with the Aratoi Regional Trust Quarter 4 2025-26 Service Provision Report was presented by Sarah McClintock of Aratoi.

The order of the agenda was altered, with this becoming the second report.

It was noted that Sarah was currently the only full time staff member, with some part time roles.

An admission fee is now being charged to every visitor, with a cheaper charge for Masterton residents in recognition of their support.

Members noted their support for Aratoi's work, including working with Rangitāne to deliver their exhibition Tino Rangitānetanga, and raising additional funds.

COMMITTEE RESOLUTION 2026/17

Moved by Graham Naylor

Seconded by Mayor B Johnson

That the Finance, Risk and Assurance Committee receives the Aratoi Regional Trust Service Provision Report, covering the summary results of the key result areas for Quarter 4 (1 April – 30 June 2026).

CARRIED

6.2 DESTINATION WAIRARAPA QUARTERLY REPORT (1 APRIL 2026 TO 30 JUNE 2026)

The report providing the Finance, Risk and Assurance Committee with the fourth quarter (1 April 2026 – 30 June 2026) progress report on key deliverables for Destination Wairarapa was presented by Gavin Hodder and Anna Nielsen from Destination Wairarapa.

Gavin Hodder, a new representative on the board was introduced.

It was highlighted that the reported increase in “Domestic spend in Wairarapa” is likely due to a data issue. It has been raised with MBIE, with a response yet to come.

Anna Nielsen has been asked to chair an all of government/parties tourism forum for RTNZ, with Minister Louise Upston on the panel.

It was noted that the dates quoted for the Destination Wairarapa Memorandum of Understanding were wrong. They should be a year later than detailed in the report.

Destination Wairarapa are leading Stage 1 of the Wairarapa Shared Narrative Project, which will focus on community engagement and insights gathering to inform the development of a shared regional narrative. Manawatu was cited as a good example of work done in this area. Anna Nielsen undertook to provide Members with information on the exercise undertaken by Manawatu.

It was noted that Destination Wairarapa’s KPIs would need to be refreshed.

COMMITTEE RESOLUTION 2026/18

Moved by Graham Naylor

Seconded by Councillor D Holmes

That the Finance, Risk and Assurance Committee receive the fourth quarter report (1 April 2026 – 30 June 2026) from Destination Wairarapa.

CARRIED

6.3 BUSINESS WAIRARAPA REPORT (1 APRIL 2026 TO 30 JUNE 2026)

The report providing the Finance, Risk and Assurance Committee with the Business Wairarapa progress report on key deliverables for 1 April 2026 – 30 June 2026 was taken as read by Terry Shubkin from Business Wairarapa

It was noted that Terry Shubkin has resigned from Business Wairarapa.

There was value seen in undertaking a more formal business confidence survey.

COMMITTEE RESOLUTION 2026/19

Moved by Graham Naylor

Seconded by Councillor T Nelson

That the Finance, Risk and Assurance Committee receive the Business Wairarapa progress report on key deliverables for 1 April 2026 – 30 June 2026.

CARRIED

6.4 WAIRARAPA ECONOMIC DEVELOPMENT STRATEGY (WEDS) QUARTERLY REPORT 1 APRIL 2026 - 30 JUNE 2026

The report providing the Finance, Risk and Assurance Committee with an update on the delivery of the Wairarapa Economic Development Strategy (WEDS) Work Programme for the period 1 April to 30 June 2026 was presented by Natasha Kyd.

Following a Member's query whether the Tū Hauoranga website was receiving enquiries, Natasha advised that she could report back on that.

The Wairarapa Work Ready Passport will be piloted with Wairarapa College and Ponatahi Christian School in the 2027 school year.

The Mayors Taskforce for Jobs have put forward a proposal to work with WEDS. They are currently in discussion on what that would look like. WEDS are not currently working with unskilled youth.

WEDS are currently in discussion with the Wairarapa Water Users Society to run a fourth series of the Water Summer Series. Natasha undertook to report back to the Committee on what the evolved series will look like. It was noted that there could be an opportunity for Council to have more of an active role in at least one of the events.

COMMITTEE RESOLUTION 2026/20

Moved by Graham Naylor

Seconded by Councillor D Holmes

That the Finance, Risk and Assurance Committee receives the Wairarapa Economic Development Strategy Quarterly Report for the period 1 April to 30 June 2026.

CARRIED

6.5 NON-FINANCIAL PERFORMANCE 2025/26 QUARTER 4 REPORT

The report advising the Finance, Risk and Assurance Committee on performance against non-financial measures for Quarter 4 2025/26 (1 April – 30 June 2026) including provisional year-end results for 2025/26.

A Member raised the possibility of the Auditor General looking at Council compliance with NZTA targets for reseal/rehabilitation, and was advised that there was nothing tying it to NZTA compliance standards at this stage.

Members queried what roads in Masterton carry more than 10,000 vehicles per day.

Members were advised on 13/8/2026 that only two locations currently meet this threshold. Dixon Street has an average daily traffic of 11,000 vehicles and State Highway 2 South has an annual average daily traffic (AADT) of around 17,000.

COMMITTEE RESOLUTION 2026/21

Moved by Graham Naylor

Seconded by Mayor B Johnson

That the Finance, Risk and Assurance Committee receives the Quarter 4/Year-end non-financial performance report for the 2025/26 financial year (Year 2 of the 2024-34 LTP).

CARRIED

6.6 REGULATORY UPDATE

The report providing the Finance, Risk and Assurance Committee with an update from the Building Control Services; Consents and Planning; and Environmental Health teams was taken as read.

A Member requested an update on Earthquake Prone buildings, and were advised that Council is waiting for the government to update the legislation, noting there has been no timeframe given.

A Member noted their support for the work being undertaken doing property checks for unregistered dogs and property checks.

COMMITTEE RESOLUTION 2026/22

Moved by Graham Naylor

Seconded by Mayor B Johnson

That the Finance, Risk and Assurance Committee receives the update from the Building Control Services team, the Consents and Planning team and the Environmental Health team.

CARRIED

6.7 HEALTH AND SAFETY QUARTERLY REPORT

The report providing Council with the Quarter Four Health, Safety and Wellbeing update from the Corporate and Community team was spoken to by the People and Capability Manager, and the Health Safety and Wellbeing Advisor.

COMMITTEE RESOLUTION 2026/23

Moved by Graham Naylor

Seconded by Councillor S Lennox

That the Finance, Risk and Assurance Committee receives the Quarter Four Health, Safety and Wellbeing update from the Corporate and Community Team.

CARRIED

6.8 RATES RECEIVABLE REPORT FOR YEAR ENDED 30 JUNE 2026

The report providing the Finance, Risk & Assurance Committee with an update on rates collection and arrears as at 30 June 2026 was spoken to by the Director Commercial.

The reduction in the number of properties with arrears, the \$ value of arrears and the % of rates in arrears was highlighted.

Members noted their appreciation for the work involved in these reductions.

COMMITTEE RESOLUTION 2026/24

Moved by Graham Naylor

Seconded by Mayor B Johnson

That the Finance, Risk & Assurance Committee receives the Rates Receivable Report for the year ended 30 June 2026.

CARRIED

6.9 INSURANCE UPDATE

The report providing the Finance, Risk & Assurance Committee with advice on the renewal of insurance cover from 1 July 2026 and provide information about the premiums of that insurance.

Members queried the transfer of insurance alongside the transfer of assets to Waitī Waters, and were advised that Waitī Waters haven't confirmed their position at this stage.

COMMITTEE RESOLUTION 2026/25

Moved by Graham Naylor

Seconded by Councillor W Collings

That the Finance, Risk and Assurance Committee **notes** the information contained in the Insurance Update Report.

CARRIED

6.10 TREASURY MANAGEMENT REPORT

The report providing Council with information as at 30 June 2026 with respect to the Council's investments and debt positions was spoken to by the Director Commercial.

COMMITTEE RESOLUTION 2026/26

Moved by Graham Naylor

Seconded by Councillor W Collings

That the Finance, Risk and Assurance Committee receives the Treasury Management Report as at 30 June 2026.

CARRIED

6.11 SIX MONTHLY REPORT FROM PUKAHA MOUNT BRUCE BOARD

The report providing financial information from the Pūkaha Mount Bruce Board, required by Council as a condition of the provision of a loan to the Board was spoken to by Bob Francis, Chair of the Pūkaha Mount Bruce Board.

This item was taken after item 6.4.

Members questioned what was covered under "Other Income" (\$858,901.59) in the Profit and Loss Statement, with clarification on this to be reported back to Council.

There are currently 25 volunteers and the goal is to have 50.

Members noted their appreciation of the progress being made.

COMMITTEE RESOLUTION 2026/27

Moved by Graham Naylor

Seconded by Councillor C Bowyer

That the Finance, Risk and Assurance Committee receives the information provided by the Pūkaha Mount Bruce Board.

CARRIED

7 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2026/28

Moved by Graham Naylor

Seconded by Councillor B Goodwin

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
7.1 - Technology and Information Six Monthly Risk Report	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	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
7.2 - 2025/2026 Quarter 4 Risk Management Update Report	s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	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

CARRIED

COMMITTEE RESOLUTION 2026/29

Moved by Graham Naylor

Seconded by Mayor B Johnson

That Council moves out of Closed Council into Open Council.

CARRIED

The Meeting closed at 4.23pm.

The minutes of this meeting were confirmed at the Council meeting held on 16 September 2026.

7 REPORTS FOR DECISION

7.1 JUNE/JULY 2026 WEATHER EVENT

File Number:

Author: Kaine Jaquiery, Roding Manager

Authoriser: Kym Fell, Chief Executive

PURPOSE

This report asks Council to approve to fund the delivery of the recovery works needed after the June/July 2026 weather event.

EXECUTIVE SUMMARY

Severe compounding storm events in late June and early July 2026 — the third and fourth major events of the year — fell on catchments already at full saturation, causing widespread landslips, road dropouts and drainage failures across the district. The response generated 241 emergency dispatches affecting 76 local roads, and Council's Emergency Operations Centre and Civil Defence welfare support were activated.

Phase 1 response works are complete or in progress at \$663,355.72. Phase 2 recovery works covers nine sites requiring engineering assessment, estimated at \$2,932,366.47, giving a combined forecast of \$3,595,722.19. NZTA Waka Kotahi has approved funding assistance for both phases under the WC141 emergency works process: \$1,438,739 approved at a 56% funding assistance rate, and \$2,155,716 approved at the enhanced 76% rate that applies to emergency works spending above the annual cost-share threshold. Council's share is now estimated at \$1,150,417, to be met from the Flood/Storm Damage Fund.

The nine recovery sites are at differing stages of assessment. Priority is the full reinstatement of Masterton–Castlepoint Rd RP8.12, given the risk of isolating the community beyond it, followed by the dropout sites at Ngahape Rd, Manawa Rd, Tīnui Valley Rd and Te Mai Road. Some repair approaches are still to be confirmed by engineering assessment, so the estimates will firm up as that work is completed.

The four Mataikona Road sites need more extensive work, estimated at \$1.46M. Suicide Point Te Rerenga o Te Aohuruhuru requires geotechnical investigation and further optioneering before a repair approach and firm cost can be confirmed, and consenting may add time outside Council's control. The main programme risk is timing: if the works run across two financial years, less of the spend sits above the NZTA cost-share threshold and Council's share increases.

RECOMMENDATIONS

That Council:

1. receives the June/July 2026 Weather Event – Recovery Funding Approval report;
2. acknowledges that NZTA Waka Kotahi has approved central Government funding assistance towards the costs of the response and recovery efforts for the June/July 2026 weather events, being \$1,438,739 approved at a 56% funding assistance rate and \$2,155,716 approved at 76%;

3. approves progressing the remaining recovery works, estimated at \$2,932,366;
4. approves the further drawing on the Flood/Storm Damage Fund to source Council's share of recovery costs, opening balance at 1 July 2026 \$-572,934. Closing balance 30 June 2027, assuming no further drawing on the Fund, estimated at \$-1,223,351.

CONTEXT

In late June and early July 2026, a complex, slow-moving low-pressure system brought persistent heavy rain across the Masterton district. This was the third and fourth major storm events of 2026, and rainfall fell on catchments at 100% saturation with zero remaining absorption capacity: a 24-hour peak of 88.2 mm (exceeding a 1-in-10-year ARI) and a 48-hour peak accumulation of 134 mm (a 1-in-30-year ARI event) for the June event.

Rapid runoff caused severe river spikes along the Tauweru, Kopuaranga, Waipoua, and Ruamāhanga river systems, overtopping banks and overwhelming local drainage networks. Impacts were felt district-wide, including surface flooding in urban Masterton and across 76 local roads throughout the rural and coastal network. During the event, the dispatch register recorded 241 dispatches across the network.

Key affected corridors were Masterton–Castlepoint Rd, Whangaehu Valley Rd, Annedale Rd, Wairere Rd, Springhill Rd, Mataikona Rd, Manawa Rd, Daggs Rd, Ngahape Rd, and Te Ore Ore Bideford Rd.

The events triggered activation of Council's Emergency Operations Centre and Civil Defence welfare isolation support, and led to the temporary closure of all district sports grounds and walking/cycling trail networks due to severe saturation and erosion.

ANALYSIS AND ADVICE

The safety of road users and the restoration of reliable access for affected communities are the primary drivers for the works described in this report. The damage spans landslips, road dropouts, drainage failures and debris across the rural network, in addition to the urban flooding and community isolation described above.

Response works

Response works covered immediate safety and access measures across the network — clearing slips and fallen trees, unblocking drainage, and making safe or temporarily reinstating damaged roads. These works have been completed or are in progress, at a total cost of \$663,355.72, supported by the contractor's job-costing records.

Recovery works

Recovery works cover the permanent reinstatement of nine sites identified during the response phase, at an estimated cost of \$2,932,366.47. These sites carry differing levels of urgency and risk, and each is being progressed through engineering assessment and NZTA's WC141 emergency works funding process.

Site	Damage / risk	Proposed approach	Estimated cost
Masterton– Castlepoint Rd RP8.12	Highest priority — risk of isolating the community beyond this site	Anchored Shotcrete Retaining System (Option 3.3) — structurally certified, 50+ year design life	\$867,512.16 (incl. \$60,000 geotech)
Ngahape Rd RP11.480	Dropout from river embankment washout	Willow and geofabric-wrapped gabion retaining structure	\$301,318.79
Manawa Rd RP2.9	Dropout from river embankment movement	Willow and geofabric-wrapped gabion retaining structure	\$51,935.67
Tīnui Valley Rd RP7.14	Dropout from river embankment movement and scour	Repair approach to be confirmed by engineering assessment	\$201,599.86
Te Mai Road RP1.3	Road dropout	Most likely a lime boulder infill structure	\$50,000
Mataikona Rd RP4.301 and RP4.32 (second hill)	Two road dropouts	Most likely geogrid structures	\$160,000 (\$80,000 each)
Mataikona Rd RP8.050 — Suicide Point	Road dropout; high risk of isolating the wider Mataikona community	Repair; approach and cost to be confirmed by geotechnical investigation and further optioneering	\$800,000
Mataikona Rd RP8.827 & 8.86 — Middle Settlement	Two slips; risk of isolating Middle Settlement	Repair; approach to be confirmed by engineering assessment — subject to confirmation of consenting requirements	\$500,000

Mataikona Road

This event caused damage at four high-risk sites along the Mataikona Road: two slips in front of Middle Settlement, a road dropout at Suicide Point, and two smaller dropouts on the second hill. All four are recorded as road restrictions in Council's asset management system and are currently monitored under the same regime applied to the 60-plus dropout and live slip sites across the network. If not addressed, these sites have a high potential of worsening, severely reducing the level of service or, in the worst case, isolating the community.

Repair of all four sites is estimated at \$1.46M (Middle Settlement \$500,000, Suicide Point \$800,000, and the two second-hill dropouts \$80,000 each). Repair is the approach recommended in this report and is included in the funding approved by NZTA.

Delivery of these works within the 2026/27 financial year carries risk. The Suicide Point dropout (RP8.050) is the most complex of the four. A geotechnical investigation and a further optioneering stage are required before a repair design and a firm cost can be confirmed, and the \$800,000 estimate should be treated as indicative until that work is complete.

Consenting is a further constraint. Works at Middle Settlement site will require resource consent, and consent timeframes are outside Council's control.

If the programme cannot be delivered in a single financial year, the NZTA cost-share threshold applies separately in each year. Splitting the spend across two years means less of it exceeds the threshold in either year, so a smaller proportion attracts the higher funding assistance rate and Council's share increases. The works will therefore be programmed to complete within one financial year wherever the investigation and consenting timeframes allow.

A Council-facilitated adaptation working group, with members from the community and mana whenua, is looking at the long-term future of this corridor. It is led by a Council-appointed facilitator and includes key stakeholders representing the community. An adaptation governance group provides strategic oversight. That work is at an early stage and a forward pathway is not expected for some time, but the repair decision is needed now. The repair direction and delivery risks will continue to be communicated through the adaptation working group.

OPTIONS CONSIDERED

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

Option		Advantages	Disadvantages
1	Approve all recovery works	Repairs every damaged site, removing the risk of further deterioration. Locks in current pricing and maximises NZTA cost recovery, with funding assistance now approved. Restores level of service across the whole network.	Highest cost: \$3,595,722.19, Council share \$1,150,417.00. Delivery within one financial year is not assured. Geotechnical investigation, optioneering and consenting at the Mataikona sites may cause delay and reduce NZTA cost recovery or increase costs.
2	Response phase works only (no recovery works)	No further expenditure beyond the response works already completed, at \$663,355.72.	Leaves risk of unstable slopes and hazardous road edge and would be an ongoing safety risk to manage. Deterioration likely, increasing future repair costs and the chance of road closures. May jeopardise Council's eligibility for NZTA funding assistance in future.

RECOMMENDED OPTION

Option 1 is recommended. It progresses all urgent recovery works, addresses network safety risks, and preserves Council's NZTA funding entitlement.

Priority is the full reinstatement of Masterton–Castlepoint Rd RP8.12, given the risk of community isolation, followed by repairs at Manawa Rd, Ngahape Rd, Tinui Valley Rd and Te Mai Road. The Mataikona sites will follow as the geotechnical, optioneering and consenting work allows.

NZTA funding assistance has now been approved. If the scope or cost of any site changes materially once the outstanding geotechnical and engineering assessments are complete, the approach will be brought back to Council

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The decision is consistent with the Infrastructure Strategy by ensuring continued provision of safe roading levels of service. Council has the appropriate delegated authority to approve these works under the MDC delegation register.

NZTA has assessed Council's application and approved funding assistance for the response and recovery works. Emergency works of this nature are not separately provided for in the Long-Term Plan; Council's share is met from the Flood/Storm Damage Fund, which is the mechanism established for this purpose.

Significance, Engagement and Consultation

The proposed works have been assessed against the MDC Significance and Engagement Policy as being of medium significance. The decision relates to a strategic part of the roading network and has positive community impact once remediated. The recovery works themselves are not considered to carry a degree of controversy.

Mataikona Road runs through an area of natural value that is recognised as significant in the regional plan. An adaptation working group is actively engaging with the community on the future of that corridor.

Given the urgent nature of the repair works, consultation to obtain public feedback on analysis and alternatives was not carried out. The necessary works are required to preserve the roading network and maintain a level of service

Financial Considerations

The proposed works will return the network to pre-event service levels and qualify for NZTA subsidised funding, now approved, which reduces the financial impact on Council.

NZTA pays a share of qualifying emergency works costs, and Council pays the rest. The size of NZTA's share steps up once Council's emergency works spending for the year passes a set threshold, which is 10% of Council's annual maintenance, operations and renewals programme. NZTA has assessed the claim on that basis and approved \$1,438,739 at the standard 56% funding assistance rate and \$2,155,716 at the enhanced 76% rate. In practice this means Council pays 44% of the first \$1,438,739 of emergency works, and 24% of everything spent above that. The higher subsidy applies only to the spending above the threshold, not to the whole claim.

Item	Amount (excl. GST)
Phase 1 – Response (actual / programmed cost)	\$662,088.22
Phase 2 – Estimated Recovery (nine sites)	\$2,932,366.47
Total programme cost	\$3,594,455
Council pays 44% of the first \$1,438,739 (approved at 56%)	\$633,045.16
Council pays 24% of the remaining \$2,155,716 (approved at 76%)	\$517,371.84
Total estimated Council share	\$1,150,417

Council's share is proposed to be funded from the Flood/Storm Damage Fund which has a negative balance of \$-572,934. The further drawing of funds will push the Fund further into a negative position. Annual funding of \$500,000 from Roding Rates is being allowed in annual budgets, but this latest draw pushes the balance further negative and points to the need to increase the \$500k per annum in the 2027-37 Long Term Plan.

The cost share above assumes the whole programme is delivered within the 2026/27 financial year. The threshold that triggers the higher NZTA share applies separately in each financial year, so if delivery is split across two years — for example if consenting or the further geotechnical work at Suicide Point delays the Mataikona sites — less of the spend attracts the higher rate and Council's share increases. The financing scenarios assume the approved claim is delivered and claimed within 2026/27, there are no further calls made on the fund, and no surplus roading funds are available to add to the fund balance at year end.

Implications for Māori

The Mataikona coastline holds significant value for Māori, including places of significance. Māori representatives sit on the adaptation working group for the corridor, and Council has engaged with them on its future through that group. At the other recovery sites, the works are repairs and reinstatement of existing roading assets within the current road corridor.

Key contacts within the working group will be notified before work starts at the Mataikona sites, giving a further opportunity to identify any sites of significance or other requirements. That is in addition to the accidental discovery protocol contractors are required to have in place under the contract, which applies at all sites if any site of significance, or any archaeological or cultural material, is identified during the works.

Communications/Engagement Plan

The standard contract procedures will be undertaken; the contract has insurances, traffic management plans, quality plan, health and safety plan, environmental plan, and contract programme in place.

Work sites and programmes will be publicly notified through the Council website, with liaison made with property owners adjacent to the works that are directly affected. Council has engaged internally with Roding and Finance in preparing this report, and externally with NZTA Waka Kotahi through the WC141 funding application. No views contrary to the recommendations have been identified.

Environmental/Climate Change Impact and Considerations

No significant environmental effects have been identified that cannot be managed through the environmental and construction management plans already in place under the roading maintenance contract. These cover matters such as erosion and sediment control, management of debris and silt, and protection of adjacent waterways during the works.

It is worth noting, however, that weather events of this scale are becoming more frequent and more intense, most likely as a result of a changing climate. The cumulative effect of repeated events on an already-saturated network is a growing pressure on both the roading asset and Council's emergency works budgets. This trend is relevant to the longer-term adaptation work underway for the Mataikona Road corridor, and to future maintenance and renewals planning more generally.

Next Steps

Subject to Council's endorsement of the recommendations contained in this report, the roading team will proceed with finalising site assessments then programming and delivering the remaining recovery works. NZTA has approved funding assistance for both phases, so no further external funding approvals are required before the works proceed.

ATTACHMENTS

Nil

7.2 REVENUE AND FINANCING POLICY REVIEW 2027-37: FUNDING NEEDS ANALYSIS AND PROPOSED POLICY DIRECTION

File Number:

Author: David Paris, Director Commercial

Authoriser: Kym Fell, Chief Executive

PURPOSE

This report seeks Council's direction on the review of the Revenue and Financing Policy, being reviewed as part of the 2027-37 Long-Term Plan process, before a draft policy is prepared for Council's adoption for consultation.

EXECUTIVE SUMMARY

The Local Government Act 2002 (LGA) requires Councils to have a Revenue and Financing Policy, which forms part of the Council's financial management framework.

Officers have reviewed the 2024 Revenue and Financing Policy, and the supporting section 101(3) LGA funding needs analysis as part of the 2027-37 Long-Term Plan process. The review has considered legislative requirements, current good practice, recent Council decisions and the implications arising from the transition of water services to Waiti Waters.

Elected Members have discussed the proposed policy direction and key updates at workshops in June, July and August.

A thorough review of the Policy was undertaken as part of the 2024 Long-Term Plan process. This review has found that the majority of the current funding Policy framework remains appropriate.

The primary focus has therefore been on responding to changes resulting from the three waters transition and improving the transparency, consistency and robustness of the section 101(3) analysis. This review has identified a small number of proposed changes to funding allocations and rating mechanisms.

The key proposed changes relate to:

- updating the urban and rural population allocation to reflect current population data (78.3 percent urban, 21.7 percent rural);
- changing the Roding- Storm Damage Fund activity to a population-based split rather than allocating the majority of costs to rural rates;
- moving Rural Solid Waste activity costs from a Targeted Uniform Charge to a Capital Value-based rate;
- moving the rural share of Parks, Reserves and Cemeteries activities to Capital Value-based rates; and
- allocating the rates-funded component of Animal Control activity costs to 90 percent urban and 10 percent rural from a Targeted Uniform Charge (79 percent urban, 21 percent rural).

This report seeks Council's direction on the proposed changes to inform the draft Revenue and Financing Policy.

RECOMMENDATIONS

That Council:

1. **receives** the report;
2. **notes** the funding needs analysis and overall impact assessment (as required by section 101(3) of the Local Government Act 2002), is attached as Attachment 1;
3. **notes** that the proposed Revenue and Financing Policy does not consider or propose changes to service levels, levels of investment, asset standards, or the scope of services provided by the Council;
4. **notes** that water services activities will be removed from the proposed Revenue and Financing Policy due to these services transferring to Waiti Waters;
5. **agrees** that officers prepare a draft Revenue and Financing Policy on the basis of the following:
 - a. revise the urban/rural population split from 79 percent urban and 21 percent rural to 78.3 percent urban, 21.7 percent rural in alignment with the latest population data;
 - b. allocate funding for the Roothing - Storm Damage funding activity from 70 per cent rural and 30 per cent urban to align with the proposed urban/rural population allocation above of 78.3 percent urban and 21.7 percent rural;
 - c. change the rates-funded component of Rural Solid Waste activity from a Targeted Uniform Charge to a Capital Value-based rate;
 - d. change the rural share of Parks, Reserves and Cemeteries activities from a Targeted Uniform Charge to a Capital Value-based rate;
 - e. change the urban/rural allocation of the rates-funded component of Animal Control activity costs from population data of 79 percent urban properties and 21 percent rural properties to 90 percent urban properties and 10 percent rural properties;
6. **agrees** to an additional Council meeting on 7 October 2026 for officers to report to Council with the draft Revenue and Financing Policy, proposed consultation material and recommended consultation approach for approval prior to consultation commencing.

CONTEXT

The Local Government Act 2002 (LGA) requires councils to adopt a Revenue and Financing Policy (the Policy) that sets out how the Council will fund its operating and capital expenditure. The Policy is a key component of Council's financial management framework and directs how Council will source, fund and deliver Council services and activities.

Funding sources available to Council include rates, fees and charges, borrowing, subsidies, grants, development contributions and other revenue sources. The Policy sets out:

- the funding tools available to Council;
- the factors Council considers when selecting funding sources;
- Council's approach to funding operating and capital expenditure; and
- how the costs of individual activities are allocated between different sectors of the community.

In developing and reviewing the Policy, Council is required to apply the two-step process set out in section 101(3) of the LGA¹. This requires Council to firstly assess the funding requirements of each activity and then to consider the overall impact of funding decisions on the current and future interests of the community.

As part of preparation for the 2027-37 Long-Term Plan, officers have undertaken a review of the current Policy, including the supporting section 101(3) analysis. The review has focused on responding to the transition of three water activities to Waiti Waters whilst also ensuring the Policy remains fit for purpose, reflects current service delivery arrangements, incorporates recent Council decisions, aligns with community outcomes, and clearly demonstrates compliance with legislative requirements.

The draft section 101(3) funding needs analysis, prepared as part of this review, is included as Attachment 1. The analysis records Council's consideration of section 101(3) funding principles for each activity and provides the rationale that supports the proposed funding approach.

Across all the options proposed in this report there is the impact of the Head Start process and potential amalgamation. This could mean we are reviewing the Policy again quite soon after this review. The Council still needs to review the Policy to comply with the LGA and Rating Act regardless of potential future decisions or direction.

Out of Scope

This review focuses on how Council activities are funded and how funding responsibilities are allocated across the community.

It does not consider or propose changes to service levels, levels of investment, asset standards, or the scope of services provided by the Council. Any future decisions relating to levels of service will be considered through the development of the 2027-37 Long-Term Plan and associated Asset Management Plans, or specific project and service reviews as appropriate.

Funding of Roding Costs

The current policy includes a Roding Rate and Roding Charge with a differential between urban and rural created by allocation of a larger share of roding costs to rural properties, reflecting that an average of 70% of subsidised roding expenditure is spent on rural roads. All rural property types, including farms, forestry, lifestyle, horticultural and coastal properties, currently contribute on the same basis (30% via a targeted charge and 70% via a rate per dollar of land value). The roding network is an asset which benefits all properties that have access to it, facilitating the property use and resulting economic benefit, whatever the land use.

As part of the 2024 Revenue and Financing Policy review, the Council considered whether forestry should pay a greater share of rural roding costs due to that land use activity having a higher impact on road wear at harvest. Officers investigated this issue and assessed available modelling and local data (see report to Council on 18 February 2026). Officers have also been proactive in challenging valuation methodology that discounts forestry-use land values. The Valuer General is currently reviewing those valuation rules, but it will not result in changes in time for the 2026 rating revaluations.

While forestry is recognised as a significant contributor to wear on some rural roads, the Council concluded that the evidence and data available were not robust enough to support a forestry-

¹ <https://www.legislation.govt.nz/act/public/2002/84/en/latest/#DLM170873>

specific rating approach. The Council also found that much of the activity contributing to road wear could not be reliably identified and therefore targeted through the rating system. As a result, the Council decided not to pursue a forestry-specific differential at that time.

In August 2026 the Council has received a Morrison Low Advisory (MLA) report focused on identifying the impact of heavy vehicle activity on Wairarapa roads and linking those vehicle movements to different land uses. The MDC section of the report remains subject to clarification. The report has yet to be analysed and the logic tested and staff have yet to meet with authors of the report to understand the roading costs they have used, the allocations they have made and where conclusions can be drawn. Their report (relating to MDC) remains in draft so will not be circulated yet.

The Council's current policy of allocating 70% of the rates required for subsidised roading to rural properties is already partially targeting the impact of heavy vehicle usage.

Currently forestry-use land makes up 4% of the district's LV and is paying 5% of the rates applied to subsidised roading. One of the biggest data gaps Councils have is the forested area on pastoral farms. If forestry was to be targeted with a differential, greater specificity will be needed from Quotable Value to apply apportionments for forestry use.

At this stage of the Revenue and Financing Policy review, there has not been the time to consider introducing new differentials to target forestry or other land uses. The MLA report provides one methodology to assess what traffic movements impact road deterioration, but the wider community benefits of the roading network need to be given consideration as well.

As a result, no changes are proposed based on this latest analysis, and it is recommended the current approach to funding rural roading should remain in place. Further analysis and possible refinement of the MLA methodology is needed before proposing defensible change. The option to implement such a change can be left open to consult on in the future and potentially implement in 2028/29.

Local Government (Rating) Act 2002 Considerations

When reviewing the Policy, Council must also consider the provisions of the Local Government (Rating) Act 2002 (the Rating Act). This requires an assessment of the available rating mechanisms, and the impact of any proposed changes to the rating base, such as the impact of changes in population and property values.

Impact of Water Services Transition on Uniform Charges

With responsibility for water services transferring to Waiti Waters from 1 July 2027, the Policy will no longer determine funding allocations for water supply, wastewater and stormwater activities. This has implications for the Policy as there is a limit on the proportion of total rates revenue that may be collected through certain rating mechanisms, including through Targeted Uniform Charges (TUCs)². Only 30 percent of rates can be obtained via TUC. Other options available to the Council include rating based on Capital Values (CV) and Land Values (LV).

The removal of water services from Council's rating activities results in a higher percentage of rates coming from TUC (32.2 percent), putting the Council above the statutory limit of 30 percent.

² The same dollar amount is charged for each type of property e.g. all urban properties are charged the same Targeted Uniform Charges.

To bring the TUC level within the compliant range, officers have reviewed the funding and rating approach for all Council activities and propose changes that ensure the policy continues to:

- reflect Council's funding intentions;
- remain consistent with the outcomes of the section 101(3) analysis;
- comply with the requirements of the Rating Act; and
- maintain an appropriate balance between uniform and value-based rating mechanisms.

Rating Base

Proposed changes to the rating base are attached to this report as Attachment 2.

Population split is one of the inputs used when determining the allocation of costs between urban and rural areas and is used to allocate costs for a number of district-wide activities. It acts as a proxy for estimating access to, and use of, Council services that primarily benefit people rather than property.

Population-based allocations are generally used where the benefits of an activity are shared across parts of the community, and where property values do not provide a reasonable indicator of benefit. Examples include libraries, archives, community facilities and several regulatory and governance activities.

In 2024 the estimated resident population data (population data) from Statistics New Zealand (Stats NZ) was adjusted. This resulted in a reduction in the estimated population.

Officers propose using the revised population data for the rating base assumptions in the Policy. This results in a modest increase in the proportion of the population residing in rural areas. As a result, where funding allocations are based on population, the rural share of costs increases slightly for the 2026 policy review.

The revised population split is:

- Urban: 78.28 percent (previously 79 percent)
- Rural: 21.72 percent (previously 21 percent)

Revaluations

The imminent rating revaluation will result in changes to both Capital Value (CV) and Land Values (LV) for properties across the district. These changes may affect the distribution of rates for activities funded using value-based rating mechanisms, and given that, further sense checking of the impacts of the revaluation will be done in December / January.

Work undertaken

Officers have undertaken a comprehensive review of the Policy and the supporting section 101(3) of the LGA funding needs analysis. This included consideration of recent Taituarā guidance and a review of current activities and funding mechanisms available to the Council.

Workshops were held with elected members on 10 June, 15 July and 12 August 2026 as well as a supporting elected member survey. Through these mechanisms elected members provided direction on the overall approach to the review, the application of funding principles, and a number of potential changes to funding allocations and rating mechanisms.

ANALYSIS AND ADVICE

Section 101(3) Analysis

The analysis attached at Attachment 1 records Council's consideration of the matters set out in section 101(3) of the LGA. The assessment for each activity considers:

Section 101(3) Consideration	Assessment
Community outcomes supported	What Long-Term Plan outcomes the activity contributes to
Distribution of benefits	Public benefit and private benefit
Period of benefit	Current generation, future generations, or both
Exacerbator pays	Whether costs can be attributed to those creating demand or costs
Costs and benefits of funding methods	Why rates, fees, charges, grants or loans are appropriate
Operating funding mix	Funding sources and approximate proportions
Capital funding approach	How renewals, growth and upgrades are funded (if applicable)
Rating basis (if applicable)	Capital Value, Land Value, Targeted Uniform Charge, Targeted Service Charge, Population (urban/rural)

Officers also considered the overall impact of the resulting funding allocations on the current and future social, economic, environmental and cultural wellbeing of the community (as required by section 101(3)(b) of the LGA, which is also summarised in Attachment 1).

This included consideration of affordability, fairness, the distribution of costs between urban and rural ratepayers, intergenerational equity, community wellbeing outcomes, resilience and the long-term sustainability of funding arrangements.

Overall, officers consider that the existing funding framework remains appropriate and continues to achieve a reasonable balance between user-pays principles, community benefit and affordability. The review has found that the majority of existing funding allocations also remain appropriate.

The primary focus of the review has therefore been to improve the transparency, consistency and robustness of the supporting analysis, while identifying a small number of areas where changes to funding allocations or rating mechanisms may better reflect the distribution of benefits and Council's desired funding approach.

Key Proposed Changes

Officers recommend Council consider the following changes:

Proposed change	Current Policy	Rationale
Update and Use the 2026 Urban/Rural Population Split for Allocations	The population split previously was: - Urban 79 percent - Rural 21 percent	Since the previous review, the proportion of the district's population residing in rural areas has increased slightly. Officers therefore recommend updating the population allocation used throughout the Policy to urban: 78.28 percent and rural: 21.72 percent. This reflects and aligns with the latest population estimates.

Proposed change	Current Policy	Rationale
Allocate Roding - Storm Damage Funding on a Population basis. <i>Council currently rates \$500,000 plus GST per annum to restore the Storm and Flood Damage Fund, which is used following severe weather events that impact the roading network.</i>	These costs are currently allocated 70 percent to rural properties and 30 percent to urban properties. This reflects the historical view that the majority of expenditure on storm related damage occurs on rural roads and reflected the expenditure of the roading budget in rural areas.	Officers consider the current approach does not adequately reflect the distribution of benefits arising from storm damage recovery and resilience funding. The benefits of maintaining a resilient and connected transport network are shared across the district through continued access to homes, businesses, schools, health services, emergency response and freight routes. The increasing frequency and severity of severe weather events mean that impacts may occur across the wider (rural or urban) transport network and infrastructure. Officers therefore recommend allocating storm damage costs using the revised urban/rural population allocation. This approach better reflects the district-wide benefits of resilience and recovery funding and provides a more equitable allocation of costs between urban and rural communities.
Allocate Rural Solid Waste costs through a Capital Value rate.	The rates-funded component of rural solid waste is funded through the rural targeted uniform charge. Costs are allocated after the separate targeted charge set for beach (coastal community) collections.	Officers recommend moving the rates-funded component of Rural Solid Waste to a Capital Value-based rate. This does not change the underlying assessment of benefits but changes the method by which the rates-funded component is allocated. The change would improve consistency with the urban funding approach and reduce Council's reliance on uniform charges.
Allocate the rural share of Parks, Reserves and Cemeteries costs through a Capital Value rate	Council currently funds the rural share of Parks & Reserves and Cemeteries through a TUC.	Officers recommend moving the rural share of these activities to a Capital Value-based rate. This does not change the underlying assessment of benefits but changes the method by which the rates-funded component is allocated. The proposal improves consistency between urban and rural funding approaches and contributes to reducing overall reliance on uniform charges.
Animal Control Costs Allocated 90 percent Urban and 10 percent Rural	Council currently allocates Animal Control costs between urban and rural areas based on population	Officers recommend allocating the rates-funded component of Animal Control 90 percent to urban properties and 10 percent to rural properties. This reflects the assessment that the majority of demand for the service, complaints,

Proposed change	Current Policy	Rationale
	using a TUC.	education and enforcement activity occurs within urban areas while recognising that the activity provides public safety benefits across the district.

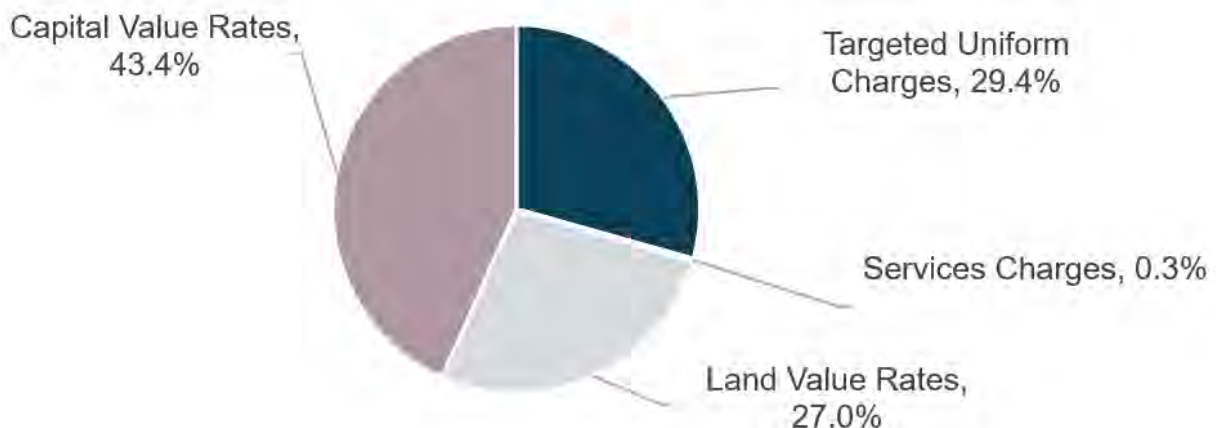
The financial and rating impacts of these proposed changes are outlined in Attachment 3. The Rating Funding Impact Statement for 2027/28 will reflect the changes to the mix of CV rates and targeted charges as described above³.

Below are graphs of the overall proportions of rates before and after the proposed policy changes.

2026/27 Total MDC rates \$44.7m (incl GST) After water activities removed)



2026/27 Total MDC Rates \$44.7m (incl GST) After water activities removed and after proposed policy changes



³ To achieve this we will eliminate the urban-only Civic Amenities (CV) Rate and convert the Sundry Facilities (CV) Rate to a rate called the Facilities & Amenities (CV) Rate.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
1 Consult on the proposed changes identified through the review and seek community feedback.	Reflects current Council direction and workshop discussions. Improves compliance with section 101(3) requirements. Improves transparency and consistency of the policy. Better aligns funding allocations with assessed benefits and service demand. Reduces TUCs to within the statutory limit following the removal of water services from the rating base. Enables community feedback on proposed funding allocation changes before final decisions are made.	Results in some redistribution of rates between urban and rural areas that may not be considered equitable by all.
2 Undertake a broader review of all activity funding allocations and rating mechanisms.	Enables a comprehensive reassessment of Council's funding framework. Provides an opportunity to reconsider all funding assumptions and rating mechanisms.	Risks reopening funding decisions that are not considered problematic. May create uncertainty ahead of the Long-Term Plan process. Significantly increases the scope, time and complexity of the review. Would likely delay completion of the Policy review. May result in further changes as amalgamation proposals progress.

RECOMMENDED OPTION

Option one is recommended. This option reflects the outcomes of the review undertaken to date, responds to direction provided by elected members through the June, July and August workshops and an elected member survey. This option also improves the transparency and robustness of the

Council's section 101(3) LGA analysis. Consulting with our community will help us understand the impacts of any proposed changes before any decisions are made.

Other option considered

Do not change current funding allocations or rating mechanisms

If the Council resolves not to make changes to the policy, the proportion of rates would exceed the 30 percent limit on Targeted Uniform Charges (TUC) prescribed by the Rating Act. This option does not incorporate recent analysis and does not consider updated rating base assumptions (e.g. population and land values). This is not a reasonably practicable option because it is contrary to law.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The Policy is a statutory policy required under sections 101, 102 and 103 of the LGA. The primary focus for this review is the removal of three waters activities. The current review has been undertaken to reflect the shift of water activities to Waitī Waters and ensure the Policy continues to provide an appropriate framework for funding Council activities, reflects recent Council decisions, and complies with the requirements of the LGA and Rating Act. These matters are discussed in more detail in the body of this report.

Significance, Engagement and Consultation

Officers have assessed the proposed changes against Council's Significance and Engagement Policy. The proposed amendments are considered to be of medium significance. The review does not propose changes to levels of service, strategic assets, Council's strategic direction or the overall level of rates revenue required. Instead, the proposals primarily affect the allocation of costs between parts of the community and the rating mechanisms used to recover those costs.

While the overall significance of the review is considered medium, several proposals may be of particular interest to urban and rural ratepayers as they result in changes to the proportion of rates they pay for activities. Officers therefore consider that community consultation in accordance with section 82 and 83 of the LGA is appropriate and consistent with the Council's Significance and Engagement Policy.

Financial Considerations

As noted, the Policy outlines how Council will fund its activities and services; and which parts of our community will contribute and how. Overall, the combined effect of the proposed changes is articulated in examples provided in Attachment 3.

Implications for Māori

Council policy must support the principles set in the preamble to the Te Ture Whenua Māori Act 1993. Council supports these principles through considering how the status of Māori freehold land affects the LGA's 101(3) funding principles. There are very few properties in the district that identify as Māori Freehold Land.

In particular, the distribution of benefits can be different for Māori Freehold land compared to land in general ownership e.g. increased land values can be realised through the sale of general land but not Māori Freehold Land. As every block of Māori Freehold Land is different and requires specific consideration, the Council's approach is to support the principles of the Te Ture Whenua Māori Act 1993 through its policies on Rates Remission and Postponement on Māori Freehold Land to provide for the most appropriate support for the particular circumstances of the block of land, its ownership structure and the aspirations of the owners.

The Rates Remission and Postponement on Māori Freehold Land Policy is being reviewed as part of the 2027 Long-Term Plan process.

Communications/Engagement Plan

Subject to Council's agreement with the proposed policy direction and changes, officers will develop consultation material consistent with Council's Significance and Engagement Policy and the requirements of section 82 and 83 of the LGA.

The consultation material (Statement of Proposal) will:

- explain the purpose of the Policy review;
- identify the proposed funding and rating changes;
- outline the rationale for the proposed changes;
- provide information on the likely impacts of the proposals on different groups of ratepayers;
- make the draft Policy and supporting section 101(3) analysis publicly available; and
- provide opportunities for interested and affected persons to present their views.

The detailed section 101(3) activity assessments will be available as supporting information. Consultation will focus primarily on those proposals that alter the incidence of rates or change funding responsibilities between groups of ratepayers.

Officers propose that community feedback be sought through a combination of:

- an online submission form;
- hard copy submission forms;
- a community information session; and
- a hearing.

The timing, scope and format of consultation will be reported to Council as part of the next stage of the review, together with the draft Revenue and Financing Policy, supporting consultation material and a proposed consultation timetable.

Environmental/Climate Change Impact and Considerations

There are no specific environmental/climate change implications associated with adopting the Policy consultation document. The consultation approach is primarily online, which better aligns with environmental objectives.

NEXT STEPS

Subject to Council's direction, officers will prepare a draft Policy incorporating the agreed policy changes and finalise the supporting section 101(3) of the LGA funding needs analysis.

Officers will then develop the consultation material, including information on the proposed funding changes and their impacts on different groups of ratepayers and report to Council on 7 October 2026.

Consultation is proposed between 12 October to 12 November 2026 (one month).

Following consultation, feedback will be analysed and reported back to Council to inform final deliberations and adoption of the Policy as part of the broader 2027-37 Long-Term Plan process.

ATTACHMENTS

1. **Attachment 1: Funding needs analysis and overall impact: Consideration of Appropriate Funding Sources** [↓](#)
2. **Attachment 2: Rating Base Assumptions** [↓](#)
3. **Attachment 3: Rates Impacts** [↓](#)

Attachment 1: Funding needs analysis and overall impact: Consideration of Appropriate Funding Sources

Contents

Assessment Framework	3
Airport	4
Animal Control (Including Dog Control)	5
Archive.....	6
Arts & Culture	7
Building Services.....	8
Cemeteries	9
Community Development	10
District Buildings.....	11
Economic Development and Promotion (including CBD Amenities)	12
Civil Defence & Emergency Management.....	13
Environmental Services (including Alcohol Licensing and Bylaw Enforcement)	14
Environmental Initiatives.....	15
Forestry.....	16
Housing for the Elderly	17
Library	18
Mawley Park (Holiday Park)	19
Other Property.....	20
Parking	21
Parks & Reserves.....	22
Sports Fields	24
Public Conveniences	25
Recreation Centre	26
Waste Minimisation (Recycling and Composting).....	27
Recycling Kerbside Collection.....	28
Refuse Collection.....	29
Urban Transfer Station (Refuse Disposal).....	30
Resource Management and Planning	31
Subsidised Roading.....	32
Roading – Storm Damage	33

Roading – Subsidised	35
Roading – Non-Subsidised Rural	35
Roading – Non-Subsidised Urban	36
Rural Halls.....	37
Rural Refuse	38
Representation.....	39
Overall Impact Assessment (Section 101(3)(b))	40

Assessment Framework

The assessments below summarise Council's consideration of the matters set out in section 101(3) of the Local Government Act 2002 when determining the appropriate funding sources for each activity. The assessments are intended to provide a high-level record of the factors considered and should be read alongside the Revenue and Financing Policy and Funding Impact Statement.

Section 101(3) Consideration	Assessment
Community outcomes supported	What outcomes (aligning with the Long-Term Plan) this activity contributes to.
Distribution of benefits	Public benefit and private benefit.
Period of benefit	Current generation, future generations, or both.
Exacerbator pays	Whether costs can be attributed to those creating demand or costs.
Costs and benefits of funding methods	Why rates, fees, charges, grants, or loans are appropriate.
Operating funding mix	Funding sources and approximate proportions.
Capital funding approach	How renewals, growth and upgrades are funded.
Rating basis (if applicable)	Capital Value, Land Value, Targeted Uniform Charge, Targeted Service Charge, Population (urban/ rural)

Airport

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Thriving and Resilient Economy by providing strategic transport infrastructure that supports business activity, investment, tourism and regional connectivity. The activity also supports Efficient, Safe and Effective Infrastructure through the provision of a regionally significant transport asset and contributes to community resilience through emergency and medical transport services.
Distribution of benefits	Public benefits arise through economic development, regional connectivity, recreational opportunities and Life Flight operations serving the Wairarapa region. Private benefits accrue to airport users, commercial operators, lessees, recreational users and event organisers. Public benefit is assessed at approximately 40% of operating costs.
Period of benefit	Operating expenditure primarily benefits current users and residents. Airport infrastructure, including the runway and lighting assets, provides benefits over a long period and across multiple generations.
Exacerbator pays	Airport users contribute through landing charges, ground leases and event charges, ensuring identifiable users contribute directly to the costs of the activity.
Costs and benefits of funding methods	Users can be readily identified and charged through leases, landing fees and event charges. Rates funding recognises the wider economic, strategic and emergency management benefits that accrue to the district as a whole and cannot be fully attributed to individual users.
Operating funding mix	User charges, lease income and event revenue are targeted to recover approximately 60% of operating costs. The remaining 40% is funded from rates.
Capital funding approach	Renewals are funded from depreciation reserves. Development and growth projects are funded through a combination of loans, capital contributions, lease-generated revenue and external grants.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation.

Animal Control (Including Dog Control)

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports an Engaged and Empowered Community by promoting responsible animal ownership, public safety and community wellbeing. The activity contributes to safe, healthy and welcoming neighbourhoods through education, regulation and enforcement.
Distribution of benefits	Public benefits arise through improved community safety, reduced nuisance from dogs, and protection of public health. Private benefits accrue to dog owners through registration services, education and access to animal control services. Council assesses the public benefit component at approximately 30% of activity costs. The majority of service demand arises within urban areas.
Period of benefit	Benefits are primarily realised by the current community through ongoing regulatory, education and enforcement activities.
Exacerbator pays	Dog owners contribute through registration fees and service charges. Owners who fail to comply with legislative requirements contribute through infringement fines and shelter fees.
Costs and benefits of funding methods	Dog owners can be readily identified and charged for a significant proportion of the costs. Rates funding recognises the wider community benefits arising from responsible dog ownership, public safety and reduced nuisance.
Operating funding mix	Registration fees, pound fees and infringement fines are targeted to recover approximately 70% of costs. The remaining 30% is funded from rates.
Capital funding approach	Capital expenditure relating to animal control facilities and infrastructure is funded in accordance with Council's capital funding policies, including borrowing, reserves and rates where appropriate.
Rating basis	Rates funding is recovered through a Targeted Uniform Charge. Costs are allocated 90% to urban properties and 10% to rural properties, reflecting the distribution of service demand.

Archive

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports Pride in our Identity and Heritage by preserving, protecting and making accessible the district's historical records and collective memory. The activity also supports An Engaged and Empowered Community through education, research and public access to local history.
Distribution of benefits	Benefits are predominantly community-wide. The Archive preserves historical records for current and future generations, supports education and research, and contributes to community identity and understanding of the district's history. Direct benefits accrue to individuals undertaking research, accessing records, photographs and other historical resources.
Period of benefit	Benefits are strongly intergenerational. The Archive preserves records and historical information for future communities while also providing immediate benefits to researchers, schools, community groups and residents.
Exacerbator pays	Not applicable. There is no identifiable individual or group whose actions create the need for expenditure on this activity.
Costs and benefits of funding methods	Council considers the preservation of local history and heritage to be an important community service. While individual users receive direct benefits through research access and staff assistance, significant user charges could discourage access and conflict with the objective of preserving and sharing the district's heritage. Limited charges may be applied where users require specific research assistance, copying or reproduction services. Rates funding recognises the substantial community and intergenerational benefits of maintaining the Archive collection.
Operating funding mix	User charges recover approximately 5% of activity costs. The remaining costs are funded from rates.
Capital funding approach	Capital expenditure relating to archival facilities, preservation systems and collection management is funded through Council's capital funding policies, including reserves, depreciation funding, grants and borrowing where appropriate.
Rating basis	Rates funding is recovered through the Targeted Uniform Charge. Costs are allocated between urban and rural areas using population allocation.

Arts & Culture

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports Pride in our Identity and Heritage by enabling access to arts, culture, history and creative experiences that celebrate and reflect the district's unique identity. The activity also supports An Engaged and Empowered Community through participation, learning, creativity and cultural expression.
Distribution of benefits	Public benefits include a more informed, educated and connected community, enhanced quality of life, and broader cultural enrichment. Private benefits accrue to individuals who attend exhibitions, events and programmes.
Period of benefit	Operating expenditure provides immediate benefits to current residents and visitors. Cultural institutions and community identity also provide longer-term benefits to future generations.
Exacerbator pays	Not applicable. There is no identifiable group whose actions create the need for this activity.
Costs and benefits of funding methods	User charging would create barriers to participation and may reduce access to cultural experiences. As the majority of benefits accrue across the wider community, rates funding is considered appropriate. External funding is also sought to supplement Council funding.
Operating funding mix	Predominantly rates funded. Council's funding arrangements require the Wairarapa Cultural Trust/Aratoi to achieve at least 20% of funding from sources other than Council.
Capital funding approach	Renewals and capital improvements are funded through Council's capital funding policies, including reserves, grants, borrowing and depreciation funding where appropriate.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation.

Building Services

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports Efficient, Safe and Effective Infrastructure by ensuring the district's built environment is safe, resilient and compliant with statutory standards. The activity also supports an Engaged and Empowered Community by protecting the health and safety of residents and building users.
Distribution of benefits	Public benefits arise through the consistent application of building standards, protecting public safety and community wellbeing. Private benefits accrue to property owners, developers and occupiers through the approval and inspection of building work and protection of asset values. Council assesses the public benefit component at up to 20% of activity costs.
Period of benefit	Benefits are realised both immediately through regulatory oversight and over the life of buildings through improved safety, quality and durability.
Exacerbator pays	Applicants undertaking building work contribute through building consent and inspection fees, recognising the demand they place on the service.
Costs and benefits of funding methods	A significant proportion of the activity can be funded by identifiable users through consent fees. However, rates funding is appropriate to recognise the wider public benefit associated with maintaining safe and compliant buildings across the district.
Operating funding mix	Building consent and related fees recover a significant proportion of costs. The balance is funded from rates, with the proportion varying according to levels of building activity.
Capital funding approach	Primarily an operating activity. Any capital expenditure associated with service delivery systems or facilities is funded through Council's capital funding policies, including reserves, borrowing and rates where appropriate.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation.

Cemeteries

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports Pride in our Identity and Heritage by preserving places of historic, cultural and community significance and providing for the respectful remembrance of past generations. The activity also supports an Engaged and Empowered Community through the provision of an essential community service.
Distribution of benefits	Public benefits arise through the availability of cemetery services, heritage preservation, community amenity and open space values. Private benefits accrue to the families and loved ones of those interred. The private benefit component is assessed at approximately 65% of activity costs. The remaining 35% reflects wider community, heritage and amenity benefits.
Period of benefit	Benefits extend over a long period. Burial services provide immediate benefits to families, while maintained cemeteries provide community, heritage and memorial benefits for future generations.
Exacerbator pays	Users contribute through burial fees and plot purchase charges, reflecting the direct benefit received from cemetery services.
Costs and benefits of funding methods	Burial and plot fees provide a practical means of recovering costs from identifiable users. Rates funding is appropriate for the ongoing maintenance of historic and existing cemetery areas and for the wider public amenity and heritage benefits.
Operating funding mix	Burial fees and plot sales contribute toward operating costs and long-term maintenance obligations. The community benefit component is funded from rates.
Capital funding approach	Cemetery extensions are funded from the lawn cemetery reserve fund. Service level improvements may be funded through a combination of reserves, rates and borrowing. Renewals are supported through depreciation funding.
Rating basis	The rates-funded component is recovered through Capital Value-based rates in both urban and rural areas. Costs are allocated between urban and rural areas using the population allocation. While the benefits of cemetery services are shared across the community, Council considers a Capital Value-based rate provides a fairer distribution of costs and improves consistency

	with the funding approach adopted for Parks & Reserves and other district-wide amenity activities.
--	--

Community Development

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports an Engaged and Empowered Community by strengthening community capacity, encouraging participation, supporting local initiatives and fostering social connection. The activity also contributes to Pride in our Identity and Heritage where programmes promote local identity, culture and community connection.
Distribution of benefits	Benefits are predominantly community-wide, with programmes and initiatives intended to improve social, cultural and economic wellbeing across the district. While specific groups or organisations may receive direct support, the wider community benefits from stronger and more resilient communities.
Period of benefit	Benefits are realised both in the short term through programme delivery and over the longer term through stronger community capacity, participation and wellbeing.
Exacerbator pays	Not applicable. There is no identifiable group whose actions create the need for the activity or who can reasonably be charged for the benefits received.
Costs and benefits of funding methods	User charges are not considered practical as the benefits are largely collective and community-wide. Rates funding enables equitable access to community development initiatives and supports Council's broader wellbeing objectives. Council also seeks external funding where available to supplement ratepayer funding.
Operating funding mix	External funding and grants are used where available. At least 85% of activity costs are expected to be funded from rates.
Capital funding approach	As the activity is primarily operational in nature, capital expenditure is limited. One-off projects or community grants may be supported through reserves where appropriate.
Rating basis	Costs are recovered through a Targeted Uniform Charge, reflecting the district-wide benefits of the activity and the view that all properties benefit broadly equally from a strong and

	connected community. Costs are allocated between urban and rural using the population allocation.
--	---

District Buildings

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports Efficient, Safe and Effective Infrastructure through the provision and stewardship of Council-owned facilities that support service delivery and community access. The activity also supports an Engaged and Empowered Community by providing office accommodation for Council staff (Waiata House) and public-facing customer services spaces and meeting rooms (161 Queen Street). A future Town hall will be included under this activity.
Distribution of benefits	Private benefits accrue to organisations and individuals using Council facilities and office accommodation. Public benefits arise because Council-owned buildings enable the delivery of local government services and provide accommodation for activities that support the wider community.
Period of benefit	Operational benefits are realised immediately through the accommodation of Council services and facility users. Building assets provide benefits over multiple generations and require long-term stewardship and investment.
Exacerbator pays	Users contribute through venue hire fees where applicable and Council activities are charged an internal market rental to recognise their use of office accommodation.
Costs and benefits of funding methods	Internal rental charges allocate costs to the activities occupying Council-owned office space, including accommodation such as Waiata House and the Queen Street building. Some external lease income is earned from the Queen Street building. Rates funding recognises that a portion of costs relate to the provision of facilities that support the delivery of services for the wider community. A new Town hall will require a funding policy to target the recover of costs from hirers.
Operating funding mix	Internal rental recoveries currently fund approximately 55% of costs, with Council seeking to increase this to around 65%. The remaining costs are funded from rates. Venue hire revenue currently contributes a minimal proportion of total costs.

Capital funding approach	Renewals are funded from depreciation reserves. Upgrades and improvements to public facilities and office accommodation are funded through borrowing. Significant redevelopment projects, including replacement civic facilities, may also be funded through loans.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation.

Economic Development and Promotion (including CBD Amenities)

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Thriving and Resilient Economy by encouraging business growth, investment, innovation, tourism and employment opportunities. The activity also contributes to an Engaged and Empowered Community by supporting a vibrant district centre and community events.
Distribution of benefits	Public benefits arise through a stronger local economy, increased employment opportunities, enhanced district attractiveness and community prosperity. Private benefits accrue to businesses, tourism operators, event organisers and property owners that benefit from increased economic activity and visitor spending. CBD amenities also provide community safety and amenity benefits through services such as CCTV and lighting.
Period of benefit	Benefits are realised both immediately and over the long term through sustained economic growth, investment and district development.
Exacerbator pays	Not generally applicable. While businesses and property owners may receive proportionately greater benefits, the activity is intended to support district-wide economic outcomes rather than address costs generated by specific groups.
Costs and benefits of funding methods	Individual beneficiaries cannot readily be identified or charged in proportion to the benefits received. Rates funding is therefore considered the most practical funding method. A

	commercial differential is applied to recognise the additional indirect benefits that accrue to business properties.
Operating funding mix	Predominantly rates funded, supplemented by external contributions and partnerships where available.
Capital funding approach	Renewals are funded from depreciation reserves. Asset extensions and improvements may be funded through a combination of reserves, external funding and borrowing where appropriate.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation.

Civil Defence & Emergency Management

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports an Engaged and Empowered Community and Efficient, Safe and Effective Infrastructure by enhancing preparedness, response and recovery capability for natural hazards and emergency events, helping build a resilient and safe district.
Distribution of benefits	Benefits accrue to the entire community through risk reduction, readiness planning, emergency response capability and recovery coordination. While some groups may face higher levels of vulnerability, the activity provides district-wide public benefits.
Period of benefit	Benefits are both immediate and long term. Preparedness activities reduce future risks while response and recovery capabilities protect current and future communities.
Exacerbator pays	Not applicable. The need for emergency management services arises from community-wide exposure to natural and other hazards rather than the actions of identifiable individuals or groups.
Costs and benefits of funding methods	User charging is not practical because the benefits are widespread and emergency response capability must be available to all residents. Rates funding is considered the most equitable and efficient means of funding the activity. Cost sharing with neighbouring councils offsets a portion of costs.

Operating funding mix	Shared service income contributes approximately 28% of activity costs, with the balance funded from rates.
Capital funding approach	Emergency management facilities, technology and equipment are funded through Council's capital funding policies, including reserves, borrowing and rates where appropriate.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation.

Environmental Services (including Alcohol Licensing and Bylaw Enforcement)

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Sustainable and Healthy Environment through environmental health, food safety, licensing and regulatory services that protect people and the environment. The activity also supports an Engaged and Empowered Community through the maintenance of public health, safety and amenity standards.
Distribution of benefits	Public benefits arise through food safety monitoring, liquor licensing, bylaw enforcement, noise control, nuisance management and protection of public health and safety. Private benefits accrue to regulated businesses, property owners and individuals who benefit from compliance services or enforcement action affecting neighbouring properties.
Period of benefit	Benefits are primarily current, arising through ongoing monitoring, compliance and enforcement activities. Some benefits extend into the future through improved public health and environmental outcomes.
Exacerbator pays	Where practical, individuals responsible for non-compliance contribute to costs through infringement fees, recovery of remediation costs and other enforcement mechanisms. Examples include abandoned vehicles and nuisance-related enforcement actions.
Costs and benefits of funding methods	User charges and licence fees are applied where identifiable beneficiaries or regulated parties can be charged. However, many activities provide broader public health and safety

	benefits that cannot reasonably be attributed to individual users, making rates funding appropriate.
Operating funding mix	Regulatory fees, licensing charges, internal recoveries and enforcement-related income contribute toward costs. Council's target is for approximately 50% of costs to be funded from rates, recognising the significant public benefit component.
Capital funding approach	Primarily an operational activity. Capital expenditure related to regulatory systems, equipment or facilities is funded through Council's capital funding policies where required.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation.

Environmental Initiatives

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Sustainable and Healthy Environment by promoting environmental stewardship, resource conservation, climate resilience and sustainable practices that contribute to the long-term environmental resilience of the district.
Distribution of benefits	Benefits are predominantly community-wide and include improved environmental quality, water conservation, air quality improvements, environmental education and climate change initiatives. While some individuals or organisations may benefit directly from specific programmes, the primary benefits accrue to the district as a whole.
Period of benefit	Benefits are realised both now and into the future. Many initiatives are intended to improve long-term environmental outcomes and resilience for future generations.
Exacerbator pays	Not generally applicable. The activity focuses on promoting positive environmental outcomes rather than addressing costs attributable to identifiable individuals or groups.
Costs and benefits of funding methods	User charges are not practical as benefits are broadly shared across the community and often accrue over the long term. Rates funding is considered the most equitable means of supporting environmental outcomes that benefit all residents.

Operating funding mix	Funded primarily from rates.
Capital funding approach	Capital projects associated with environmental initiatives are funded through Council's capital funding policies, including grants, reserves, borrowing and rates where appropriate.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation to reflect district-wide benefits.

Forestry

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Thriving and Resilient Economy through the sustainable management of forestry assets and the generation of returns that contribute to community outcomes. The activity also supports a Sustainable and Healthy Environment through the responsible stewardship of Council-owned land resources.
Distribution of benefits	Public benefits arise through the generation of income that can reduce the net cost of Council activities and contribute to community assets. There are limited direct private benefits beyond those associated with forestry operations and contracting services.
Period of benefit	Forestry activities provide long-term benefits over multiple harvest cycles. Revenue from forestry can support both current and future ratepayers.
Exacerbator pays	Not generally applicable. Costs associated with roadside forestry management are allocated directly to the rural roading activity where those costs arise.
Costs and benefits of funding methods	Forestry revenue is used to offset activity costs where available. Residual costs are funded through rates, recognising that the benefits of financial returns accrue across the district.
Operating funding mix	Forestry income contributes directly toward activity costs. Any residual costs are funded from rates.

Capital funding approach	Net proceeds from forestry harvests are transferred to reserve funds to support future forestry activities and other long-term community purposes.
Rating basis	Residual costs are recovered through the Targeted Uniform Charge. Costs are allocated between urban and rural areas using the population allocation.

Housing for the Elderly

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports an Engaged and Empowered Community by providing affordable housing options that enable older residents to remain independent, connected and supported within the community. The activity contributes to social wellbeing and helps meet the housing needs of some of the district's more vulnerable residents.
Distribution of benefits	Direct benefits accrue to tenants who receive affordable accommodation. Wider community benefits arise through improved social outcomes and housing support for older residents with limited assets and income.
Period of benefit	Benefits are realised immediately through the provision of housing and continue over the long term through the availability of affordable accommodation for future residents.
Exacerbator pays	Not applicable. There is no identifiable group creating the need for expenditure. The activity is provided primarily to achieve social wellbeing outcomes.
Costs and benefits of funding methods	Rental income provides a practical means of recovering costs from identifiable beneficiaries. However, Council recognises a wider community benefit from supporting affordable housing for older residents and has therefore determined that a limited rates contribution is appropriate to support social wellbeing outcomes and housing affordability. Historically, rents have been maintained at affordable levels, resulting in some costs not being fully recovered through user charges alone.
Operating funding mix	Rental income is the primary funding source. Council has determined that up to 10% of operating costs may be funded from rates to recognise the public benefit component.

Capital funding approach	Capital renewals and major refurbishment are funded from depreciation reserves. If significant redevelopment or replacement is undertaken, funding would likely be sourced from a combination of borrowing and government subsidies.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation.

Library

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports an Engaged and Empowered Community by providing access to information, learning opportunities, community spaces and digital resources that promote literacy, lifelong learning and social inclusion. The activity also supports Pride in our Identity and Heritage through local history collections and the preservation and sharing of community knowledge.
Distribution of benefits	Direct benefits accrue to library users through access to books, digital resources, information services, programmes and community spaces. Wider public benefits arise through improved literacy, education, digital inclusion, access to information and lifelong learning opportunities. Libraries also function as community hubs that support social connection, inclusion and community wellbeing. The presence of library services contributes to the attractiveness and vitality of the district and enhances quality of life for residents, including those who may not regularly use the service but value its availability.
Period of benefit	Benefits are realised both immediately and over the long term through improved literacy, educational achievement, social outcomes and community resilience. Library facilities, collections and community knowledge resources provide enduring benefits across generations.
Exacerbator pays	Not applicable. There is no identifiable group whose actions create the need for expenditure on library services.
Costs and benefits of funding methods	While users can be identified, Council considers that significant user charges for core library services would create barriers to access and may discourage participation,

	particularly for lower-income households and those who may benefit most from library services. The community receives substantial social, educational and cultural benefits from widespread access to library services. User charges are therefore generally limited to optional or supplementary services and do not form the primary funding source.
Operating funding mix	User charges, grants and other recoveries contribute approximately 5% of operating costs. The remaining 95% is funded from rates.
Capital funding approach	Asset renewals and improvements are funded through Council's capital funding policies, including depreciation funding, borrowing and grants where appropriate.
Rating basis	Rates funding is recovered through the Targeted Uniform Charge. Costs are allocated between urban and rural areas using the population allocation, reflecting district-wide access and benefit.

Mawley Park (Holiday Park)

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Thriving and Resilient Economy by providing visitor accommodation that supports tourism, events and economic activity within the district. The activity also supports an Engaged and Empowered Community by providing accommodation for participants and visitors attending community, sporting and cultural events.
Distribution of benefits	The primary benefit accrues to visitors, campers and accommodation users through access to holiday park facilities. Wider community benefits arise through increased visitor spending, support for regional events, enhanced tourism capability and the contribution the facility makes to Masterton's recreation precinct and visitor experience.
Period of benefit	Benefits are realised immediately through accommodation services and over the longer term through the contribution the facility makes to tourism, event hosting capability and district attractiveness.

Exacerbator pays	Users contribute directly through accommodation charges, site fees and facility charges. The costs of providing the service are largely borne by those using the facility.
Costs and benefits of funding methods	Users can be readily identified and charged for the services provided, making user charges the preferred funding mechanism. Rates funding may be appropriate where Council seeks to retain the facility for broader community, economic development or tourism objectives, or where capital investment is required to maintain strategic visitor infrastructure.
Operating funding mix	Accommodation charges, camping fees and other user revenue are expected to recover the majority of operating costs. Any residual costs may be funded through rates where Council determines there is a wider public benefit.
Capital funding approach	Renewals are funded from depreciation and operating surpluses where available. Major upgrades, redevelopment or strategic investments may be funded through reserves, borrowing, grants or rates funding where a wider community benefit is identified.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation.

Other Property

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports Efficient, Safe and Effective Infrastructure through the stewardship and management of Council-owned property assets that support service delivery and strategic objectives. The activity also supports a Thriving and Resilient Economy through prudent asset management and the generation of rental income where appropriate.
Distribution of benefits	Direct benefits accrue to tenants and users of Council-owned properties. Wider community benefits arise where properties support Council services, strategic objectives, community facilities or economic development outcomes.

Period of benefit	Benefits are realised both currently through occupation and service delivery, and over the longer term through the strategic value and ongoing use of Council-owned assets.
Exacerbator pays	Not generally applicable. Costs are primarily recovered from users through rental income where practical.
Costs and benefits of funding methods	Council seeks to achieve market rental returns wherever practicable. Rental income provides a direct means of charging identifiable beneficiaries. Rates funding may be required where rental income does not fully recover ownership costs or where wider community benefits justify retention of the asset.
Operating funding mix	Rental income currently recovers approximately 65% of activity costs. The balance is funded from rates.
Capital funding approach	Asset purchases are funded from general capital reserves. Asset renewals, improvements and replacement are funded through reserves, depreciation funding, borrowing and other capital funding sources as appropriate.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation.

Parking

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Thriving and Resilient Economy by facilitating access to businesses, services and commercial areas. The activity also supports Efficient, Safe and Effective Infrastructure through the management of parking resources, safety, accessibility and transport network efficiency.
Distribution of benefits	Public benefits arise through efficient turnover of parking spaces, improved accessibility, safety, convenience and support for economic activity. Private benefits accrue to motorists, retailers, businesses and visitors who utilise parking facilities.
Period of benefit	Benefits are primarily current and relate to the ongoing operation of the parking network and town centre accessibility.

Exacerbator pays	Users contribute through parking charges. Those who fail to comply with parking restrictions contribute through infringement fees, recognising the costs associated with parking enforcement.
Costs and benefits of funding methods	Parking users and offenders can be readily identified and charged. User charges and infringements are therefore the preferred funding mechanisms. Any rates funding recognises the wider community and economic benefits arising from effective parking management.
Operating funding mix	Parking meter fees and infringement revenue are expected to recover the majority of activity costs. Rates funding is only required where revenue is insufficient to meet costs.
Capital funding approach	Parking infrastructure renewals and improvements are funded through Council's capital funding policies, including depreciation funding, reserves and borrowing where appropriate.
Rating basis	This activity is funded 100% by user pays. No rating component is part of this activity.

Parks & Reserves

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports an Engaged and Empowered Community by providing open spaces, recreational opportunities and places for community connection. The activity also supports A Sustainable and Healthy Environment through the protection and enhancement of green spaces and environmental amenity and contributes to Pride in our Identity and Heritage through the stewardship of valued public places and landscapes.
Distribution of benefits	Benefits are predominantly community-wide. Parks and reserves provide residents and visitors with access to open space for recreation, leisure and community activities, contributing to physical and mental wellbeing. They enhance environmental amenity, provide focal points for communities, strengthen community identity and pride, and contribute to the attractiveness of the district as a place to live and visit. Direct benefits accrue to users and to organisations that lease

	or occupy park facilities, however the primary benefits are shared broadly across the community.
Period of benefit	Parks and reserves provide both immediate and intergenerational benefits. The recreational, environmental, cultural and amenity values created by these assets are expected to benefit current and future residents, supporting Council's long-term commitment to maintaining and enhancing these spaces.
Exacerbator pays	Not generally applicable. Users cannot readily be identified or excluded from most parks and reserves. However, organisations receiving exclusive use of facilities through leases or occupancy arrangements contribute through lease payments and charges where appropriate.
Costs and benefits of funding methods	Council considers rates funding to be the most practical and equitable funding method because the benefits are widely shared across the community and unrestricted public access is a key objective. While some facilities are used by identifiable groups, excessive user charges could discourage participation in recreation and community activities. Limited lease and occupancy income is therefore collected from exclusive users, with the majority of costs funded through rates to recognise the broader public benefits.
Operating funding mix	Approximately 95% of activity costs are funded from rates, with a small proportion recovered through lease and other income.
Capital funding approach	Renewals and new assets are funded through a combination of developer contributions, depreciation reserves and borrowing.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation. Council considers a Capital Value-based rate provides a fairer distribution of costs and improves consistency with the funding approach adopted for other district-wide amenity activities.

Sports Fields

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports an Engaged and Empowered Community by providing opportunities for recreation, physical activity, community participation and organised sport. The activity also contributes to community wellbeing, social connection and healthy lifestyles.
Distribution of benefits	Benefits are predominantly community-wide. Sports fields provide opportunities for active recreation, physical wellbeing and community engagement. Direct benefits accrue to sports clubs, participants and sporting organisations that use the facilities for organised activities. The wider community benefits through improved health outcomes, social cohesion and opportunities for participation in sport and recreation.
Period of benefit	Sports fields provide both immediate and intergenerational benefits. Ongoing access to quality sporting facilities contributes to long-term community wellbeing and supports future generations to participate in recreation and organised sport.
Exacerbator pays	Not generally applicable. However, sports clubs and organised user groups contribute through hire charges that reflect a portion of the additional maintenance costs associated with their use of the facilities.
Costs and benefits of funding methods	While identifiable user groups receive a direct benefit, the wider community also benefits from increased participation in sport and recreation. Council seeks contributions from sports clubs where practical, while recognising that excessive charges may discourage participation and undermine community wellbeing objectives. Rates funding recognises the substantial public benefit generated by the activity.
Operating funding mix	User charges currently recover approximately 5% of operating costs. The balance is funded from rates. Council's policy is generally to recover approximately 50% of the marginal maintenance costs attributable to a particular sporting code where practical.
Capital funding approach	Renewals and upgrades are funded through Council's capital funding policies, including depreciation funding, reserves, developer contributions and borrowing where appropriate.

Rating basis	Rates funding is recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation. Council considers a Capital Value-based rate provides a fairer distribution of costs and improves consistency with the funding approach adopted for Parks & Reserves and other district-wide amenity activities.
---------------------	--

Public Conveniences

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports an Engaged and Empowered Community by providing essential public facilities that contribute to health, accessibility, comfort and community wellbeing. The activity also supports A Thriving and Resilient Economy by providing facilities that enhance the experience of residents, visitors and tourists throughout the district.
Distribution of benefits	Benefits are predominantly community-wide. Public conveniences support public health, hygiene, accessibility and amenity. They provide benefits to residents, visitors, shoppers, facility users and businesses, particularly in commercial areas and visitor destinations.
Period of benefit	Benefits are primarily current through daily use of the facilities, while the assets themselves continue to provide long-term community benefits over many years.
Exacerbator pays	Not applicable. While individual users can be identified in theory, practical mechanisms for charging users are not considered efficient or cost-effective.
Costs and benefits of funding methods	User charging is not considered practical due to collection costs, access considerations and the public health objectives of the activity. Rates funding is therefore considered the most efficient and equitable funding mechanism given the broad community and visitor benefits provided.
Operating funding mix	Operating costs are funded entirely from rates.
Capital funding approach	Renewals are funded from depreciation reserves. New facilities and significant upgrades are funded through borrowing and other capital funding sources where appropriate.

Rating basis	Rates funding is recovered through a Capital Value rate. Costs are allocated between urban and rural areas using the population allocation. The commercial differential recognises that businesses receive additional indirect benefits from the provision of public conveniences.
---------------------	--

Recreation Centre

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports an Engaged and Empowered Community by providing accessible recreation, aquatic and fitness facilities that encourage active lifestyles, social participation and community wellbeing. The activity also contributes to A Thriving and Resilient Economy by enhancing the attractiveness of the district as a place to live, work and visit.
Distribution of benefits	Direct benefits accrue to facility users, sports participants, spectators, clubs, schools and event organisers. Wider community benefits arise through improved health outcomes, water safety education, youth engagement, social wellbeing and the availability of high-quality recreation facilities. Although user benefits are assessed as significant, Council also recognises substantial community-wide benefits.
Period of benefit	Benefits are realised both currently through day-to-day use of the facility and over the long term through improvements in community health, wellbeing and recreation infrastructure.
Exacerbator pays	Not generally applicable. Users contribute through admission charges, memberships and programme fees.
Costs and benefits of funding methods	While users can be readily identified and charged, Council has determined that recovering the full cost of the facility from users would create affordability barriers and reduce participation, particularly for lower-income households, children and young people. Although direct user benefits are assessed as significant, Council has intentionally adopted a lower level of cost recovery in recognition of the wider community benefits arising from participation in recreation, aquatic activities, learn-to-swim programmes, health promotion and community wellbeing. Rates funding therefore recognises both the public benefits generated by the facility and Council's objective of ensuring broad community access.

Operating funding mix	User charges and other recoveries are targeted to recover approximately 30% of operating costs, with the balance funded from rates.
Capital funding approach	Asset renewals and minor capital works are funded from depreciation reserves. Future replacement and major upgrades are expected to be funded through a combination of borrowing, grants, reserves and external funding.
Rating basis	Rates funding is recovered through the Targeted Uniform Charge. Costs are allocated between urban and rural areas using the population allocation reflecting the district-wide availability and benefit of the facility.

Waste Minimisation (Recycling and Composting)

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Sustainable and Healthy Environment by promoting waste reduction, recycling, resource recovery and sustainable behaviours that reduce pressure on landfill and improve environmental outcomes for current and future generations.
Distribution of benefits	Community-wide benefits arise through reduced waste to landfill, reduced consumption of natural resources and improved environmental outcomes. Direct benefits accrue to individuals and businesses that use recycling and composting facilities to dispose of unwanted materials.
Period of benefit	Benefits are realised both immediately through waste diversion and over the long term through improved environmental outcomes and resource conservation.
Exacerbator pays	Users generating compostable waste contribute through greenwaste charges. Those generating waste are encouraged to contribute toward the costs of managing and processing that material.
Costs and benefits of funding methods	While identifiable users receive direct benefits, Council considers there is a significant public benefit from reducing waste to landfill and encouraging recycling. Charges are applied to greenwaste processing, but pricing is intentionally set at levels that encourage positive waste behaviours and support waste minimisation objectives. Rates funding

	recognises the broader environmental benefits delivered across the district.
Operating funding mix	Greenwaste charges are targeted to recover approximately 80% of contracted processing costs. The balance of activity costs, largely associated with recycling services, is funded through rates.
Capital funding approach	Expansion of waste minimisation and processing facilities may be funded through borrowing and external subsidies, including funding from the Waste Levy.
Rating basis	Rates funding is recovered through a Capital Value rate. Costs are allocated between urban and rural areas using the population allocation.

Recycling Kerbside Collection

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Sustainable and Healthy Environment by providing convenient recycling services that reduce waste to landfill, conserve resources and enable residents to actively participate in sustainable waste management practices.
Distribution of benefits	Direct benefits accrue to households and properties receiving the collection service through convenient recycling collection. Wider community benefits arise from waste diversion, reduced landfill demand and environmental improvements.
Period of benefit	Benefits are both current and long term, with immediate convenience for service users and enduring environmental benefits arising from reduced waste disposal.
Exacerbator pays	Those located within the serviced area contribute through the targeted charge applied to properties that have access to the collection service.
Costs and benefits of funding methods	Service recipients can be readily identified, making a targeted rate an effective and equitable funding mechanism. A targeted charge ensures the costs of collection are borne by those who have access to and benefit from the service while continuing to support Council's waste minimisation objectives.

Operating funding mix	Costs are substantially recovered through a targeted uniform rate applied within serviced areas.
Capital funding approach	Collection infrastructure and service improvements are funded through targeted charges, reserves, borrowing and external funding where available.
Rating basis	Funded through a Targeted Uniform Charge charged to every separately used or inhabited part of a rating unit within the collection service area (urban area only).

Refuse Collection

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Sustainable and Healthy Environment by contributing to a clean, healthy and safe district through the collection and disposal of household waste. The activity supports public health, environmental protection and responsible waste management practices.
Distribution of benefits	Direct benefits accrue to households and property owners who use the collection service. Wider community benefits arise through improved public health, environmental outcomes and reduced litter within the district.
Period of benefit	Benefits are primarily current, reflecting the ongoing collection and disposal of household refuse. Long-term benefits also arise through the maintenance of community health and environmental quality.
Exacerbator pays	Those generating refuse contribute through the purchase of official Council rubbish bags, ensuring that those creating waste contribute toward the costs of collection and disposal.
Costs and benefits of funding methods	Council considers user pays to be the preferred funding mechanism because the volume of waste generated is influenced by individual behaviour. Pricing through rubbish bags encourages waste minimisation and recycling while allowing those generating waste to contribute directly toward service costs. A limited rates contribution recognises the wider community benefits associated with maintaining a clean and healthy environment.

Operating funding mix	Revenue from the sale of official Council rubbish bags is intended to recover as much of the service cost as practicable. Any remaining costs are recovered through rates.
Capital funding approach	Capital expenditure associated with refuse collection infrastructure and waste management facilities is funded through Council's capital funding policies, including borrowing, reserves and external funding where appropriate.
Rating basis	Rates funding is recovered through a Capital Value-based rate within the urban area only, reflecting the location of service delivery and benefit.

Urban Transfer Station (Refuse Disposal)

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Sustainable and Healthy Environment by providing safe and responsible waste disposal services that protect public health and reduce inappropriate waste disposal. The activity also contributes to an Engaged and Empowered Community by ensuring residents and businesses have access to essential waste management infrastructure.
Distribution of benefits	Direct benefits accrue to individuals, households, businesses and organisations that use the transfer station to dispose of waste. Wider community benefits arise through the availability of safe waste disposal services, protection of public health, environmental outcomes and the reduction of illegal dumping or unmanaged waste.
Period of benefit	Benefits are realised both currently through ongoing disposal services and over the long term through environmental protection and responsible waste management practices.
Exacerbator pays	Waste generators contribute directly through gate fees based on the type and quantity of waste disposed of, reflecting the costs associated with managing and disposing of that waste.
Costs and benefits of funding methods	Users can be readily identified and charged through the weighbridge and gate fee system. Council's policy is to target full cost recovery through user charges where practicable. However, rates funding may be required to recognise the wider public health and environmental benefits of providing

	convenient waste disposal services and to avoid gate charges becoming a disincentive to lawful disposal.
Operating funding mix	Gate fees are targeted to recover 100% of operating costs where possible. Any residual costs are funded from rates.
Capital funding approach	New infrastructure and major improvements may be funded through user charges, waste levy grants, reserves and borrowing.
Rating basis	Any rates-funded component is recovered through Capital Value-based rates. Costs are allocated between urban and rural areas using the population allocation, recognising the wider community benefit associated with maintaining accessible waste disposal infrastructure.

Resource Management and Planning

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Sustainable and Healthy Environment through the sustainable management of land use and natural resources. The activity also supports a Thriving and Resilient Economy by enabling appropriate development and investment and contributes to an Engaged and Empowered Community through planning processes that provide opportunities for participation in district development.
Distribution of benefits	Public benefits arise through the development and administration of a consistent planning framework that manages environmental effects, protects community amenity and supports sustainable development. Direct benefits accrue to landowners, developers and applicants who receive planning advice or resource consents.
Period of benefit	Benefits are strongly intergenerational. Planning decisions influence land use, environmental quality, infrastructure requirements and community outcomes for many years into the future.
Exacerbator pays	Applicants contribute through resource consent fees and other planning-related charges, recognising the additional costs generated by development proposals and planning processes.

Costs and benefits of funding methods	While applicants receive direct benefits and can be charged for specific services, many planning functions provide wider public benefits that cannot reasonably be attributed to individual users. Rates funding recognises the community-wide benefits of effective planning, environmental management and sustainable development.
Operating funding mix	Resource consent fees are targeted to recover approximately 30% of activity costs. The remaining costs are funded from rates.
Capital funding approach	This is primarily an operating activity. Financial contributions collected under planning instruments are transferred to reserves and used for their intended long-term purposes.
Rating basis	Rates funding is recovered through a Capital Value rate. Costs are allocated between urban and rural areas using the population allocation.

Subsidised Roothing

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports Efficient, Safe and Effective Infrastructure by providing and maintaining a safe, reliable and connected transport network. The activity also supports a Thriving and Resilient Economy by enabling the movement of people, goods and services and contributes to An Engaged and Empowered Community through access to employment, education, recreation and essential services.
Distribution of benefits	Benefits accrue across the district to residents, businesses, visitors, transport operators and property owners. The roading network enables economic activity, community connectivity and access to services. Direct benefits accrue to road users, while broader social and economic benefits are shared throughout the community.
Period of benefit	Benefits are both current and intergenerational. Roothing assets have long useful lives and support economic and community outcomes over multiple generations.
Exacerbator pays	Road users contribute indirectly through fuel excise duties, road user charges and vehicle registration fees, which support Waka Kotahi funding of local roads. Heavy vehicle impacts

	and forestry-related effects on the network are recognised as important considerations in the allocation of roading costs.
Costs and benefits of funding methods	The benefits of the roading network are shared widely and over long periods, making a combination of national transport funding and local rates an appropriate funding approach. Land Value-based rates recognise the relationship between land use, economic activity and the benefit derived from network access, while targeted charges recognise the broad public benefit of the roading network.
Operating funding mix	Costs are funded through a combination of Waka Kotahi subsidies and local rates. Council allocates roading costs between urban and rural areas based on relative expenditure levels and applies a mix of targeted charges and Land Value-based rates.
Capital funding approach	Renewals are funded through a combination of Waka Kotahi subsidies and rates. Improvements and new assets may be funded through subsidies, borrowing, rates and direct beneficiary contributions where appropriate.
Rating basis	Costs are allocated between urban and rural areas and funded through a combination of Targeted Uniform Charge and differential Land Value-based roading rates. Land Value is considered the most appropriate means of recognising the benefit derived from access to the transport network and the productive use of land.

Roading – Storm Damage

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports Efficient, Safe and Effective Infrastructure by restoring and protecting transport infrastructure following severe weather events. The activity also supports a Thriving and Resilient Economy by maintaining access for businesses, freight movements and rural production, and contributes to An Engaged and Empowered Community through the restoration of safe and reliable access to homes, services and community facilities.
Distribution of benefits	Benefits accrue across the district. While storm damage often occurs in specific locations, the restoration of transport links and critical infrastructure benefits residents, businesses, visitors

	and communities throughout Masterton. Recovery works support community connectivity, emergency access, economic activity and public safety
Period of benefit	Benefits are both immediate and intergenerational. Recovery works restore access and services in the short term while resilience improvements provide protection and service continuity for future generations.
Exacerbator pays	Not applicable. Storm damage is caused by natural hazard events rather than identifiable individuals or groups.
Costs and benefits of funding methods	User charges are neither practical nor equitable. The benefits of recovery and resilience are shared across the district and often extend beyond the location where damage occurs. A district-wide funding approach recognises the community-wide benefits of a resilient and connected transport network and spreads the financial impact of infrequent but significant weather events. External funding assistance is sought wherever available.
Operating funding mix	The Storm Damage Fund is restored through rates funding, supplemented by reserves and external funding where available. Council has determined that storm damage costs should be shared across the community rather than primarily allocated to rural ratepayers. While storm damage has historically occurred predominantly on rural roads, the increasing frequency and severity of weather events means future impacts may occur across the wider transport network. A district-wide funding approach recognises that the benefits of network resilience, recovery and continued connectivity are shared by both urban and rural communities.
Capital funding approach	Recovery and resilience projects may be funded through a combination of reserves, borrowing, rates and external subsidies. Borrowing may be used where significant long-term resilience benefits are expected.
Rating basis	Rates funding is recovered through a Capital Value rate. Costs are allocated between urban and rural areas using the population allocation recognising that the benefits of restoring network functionality and maintaining community resilience are shared across the district.

Roading – Subsidised

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports Efficient, Safe and Effective Infrastructure through the provision of a safe and reliable transport network. The activity also supports a Thriving and Resilient Economy and an Engaged and Empowered Community by enabling access to employment, education, services and recreation.
Distribution of benefits	Benefits accrue to residents, businesses, visitors, freight operators and property owners throughout the district.
Period of benefit	Benefits are both current and intergenerational due to the long life of transport infrastructure assets.
Exacerbator pays	Road users contribute indirectly through fuel excise duties, road user charges and other national transport funding mechanisms.
Costs and benefits of funding methods	Property owners benefit through access to the transport network and increased utility of land. The broad distribution of benefits supports a combination of Waka Kotahi funding and local rates.
Operating funding mix	Combination of Waka Kotahi subsidies and local rates.
Capital funding approach	Subsidies, rates, borrowing, development contributions and reserves where appropriate.
Rating basis	Costs are allocated between urban and rural areas and funded through a combination of Targeted Uniform Charge and differential Land Value-based roading rates. Land Value is considered the most appropriate means of recognising the benefit derived from access to the transport network and the productive use of land.

Roading – Non-Subsidised Rural

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports Efficient, Safe and Effective Infrastructure and a Thriving and Resilient Economy by maintaining transport

	assets that primarily service rural communities and productive land uses.
Distribution of benefits	Benefits accrue primarily to rural residents, landowners, businesses and rural road users through improved access and connectivity.
Period of benefit	Benefits are both current and long term due to the ongoing service provided by rural transport assets.
Exacerbator pays	Heavy vehicle users and productive land uses contribute to network wear, although direct cost recovery is limited.
Costs and benefits of funding methods	As benefits are predominantly received within the rural area, Council considers it appropriate that the majority of costs are recovered from rural ratepayers.
Operating funding mix	Primarily funded from rural rates.
Capital funding approach	Funded through rates, reserves and borrowing where appropriate.
Rating basis	Rates funding is recovered through a combination of rural Targeted Uniform Charge and Land Value-based rural rates.

Roading – Non-Subsidised Urban

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports Efficient, Safe and Effective Infrastructure through the provision and maintenance of urban transport and streetscape assets. The activity also supports an Engaged and Empowered Community by contributing to a safe, accessible and attractive urban environment.
Distribution of benefits	Benefits accrue primarily to urban residents, businesses, visitors and road users through enhanced amenity, safety and accessibility.
Period of benefit	Benefits are realised both currently and over the long term through the maintenance of urban infrastructure assets.
Exacerbator pays	Not generally applicable as benefits are shared broadly across the urban area.

Costs and benefits of funding methods	User charging is not practical. Funding from urban ratepayers reflects the primary location of benefits and the public-good nature of the services provided.
Operating funding mix	Primarily funded from urban rates and local transport revenues where applicable.
Capital funding approach	Funded through depreciation, rates, reserves and borrowing where appropriate.
Rating basis	Rates funding is recovered through a combination of urban Targeted Uniform Charge and Land Value-based urban rates.

Rural Halls

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports an Engaged and Empowered Community by providing facilities that enable social interaction, local events, community activities and emergency gathering spaces within rural communities. The activity also contributes to Pride in our Identity and Heritage by maintaining long-standing community assets that often form an important part of local identity and history.
Distribution of benefits	Direct benefits accrue to hall users and community groups. Wider benefits arise through strengthened community connections, social cohesion and the availability of shared community spaces within rural areas.
Period of benefit	Benefits are realised both currently and over the long term through the continued availability of community infrastructure to support future generations.
Exacerbator pays	Not applicable. User numbers are relatively low and the costs of extensive user charging would outweigh the potential revenue obtained.
Costs and benefits of funding methods	While users receive a direct benefit, user charges can recover only a small proportion of costs. Rates funding recognises the wider community value of maintaining rural community facilities and ensuring access remains affordable.
Operating funding mix	User charges recover approximately 1% of costs. The balance is funded from rates.

Capital funding approach	Renewals are funded through depreciation reserves, although not all depreciation is funded. Asset rationalisation and disposal proceeds may be transferred to General Capital Reserves.
Rating basis	Rates funding is recovered through a Capital Value-based rate. Approximately 95% of costs are allocated to the rural area and 5% to the urban area, reflecting the location of the service and the distribution of benefits.

Rural Refuse

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports a Sustainable and Healthy Environment by providing waste disposal and resource recovery services that promote public health and environmental protection. The activity also supports An Engaged and Empowered Community by ensuring rural communities have access to essential waste management services.
Distribution of benefits	Direct benefits accrue to users of rural transfer stations and collection services. Wider benefits arise through improved environmental outcomes, reduced illegal dumping, improved public health and the availability of waste services throughout the district.
Period of benefit	Benefits are realised both currently through service provision and over the longer term through environmental protection and responsible waste management practices.
Exacerbator pays	Users contribute through transfer station fees, collection charges and targeted rates where services can be readily identified. Those generating waste contribute toward disposal costs.
Costs and benefits of funding methods	Full user-pays funding is not considered practical due to the relatively high costs of servicing dispersed rural communities and the lower volumes of waste received. Council therefore combines user charges, targeted rates and general rates funding to balance affordability, service accessibility and environmental outcomes.
Operating funding mix	Transfer station charges recover approximately 5% of costs. Beach collection services are partly funded through targeted rates on serviced properties. Remaining costs are allocated

	approximately 90% to rural areas and 10% to urban areas and funded through rates.
Capital funding approach	Facility upgrades and improvements may be funded through borrowing, reserves, targeted rates and external funding where available.
Rating basis	Following targeted beach collection rates and user charges, remaining costs are recovered through a rural Capital Value-based rate. Council considers this approach provides consistency with the urban funding approach and assists in reducing reliance on uniform charges.

Representation

Section 101(3) Consideration	Assessment
Community outcomes supported	Supports an Engaged and Empowered Community by providing democratic leadership, representation, accountability and opportunities for public participation in local decision-making. The activity also supports all community outcomes through governance, strategic direction-setting and oversight of Council services and investments.
Distribution of benefits	Benefits are predominantly community-wide. Elected members represent the interests of all residents and ratepayers, provide governance and strategic leadership, and make decisions on behalf of the district. While individuals and groups may engage directly with elected members, the benefits of democratic representation accrue broadly across the community.
Period of benefit	Benefits are both current and long term. Governance decisions influence current service delivery, community outcomes, investment decisions and the future direction of the district.
Exacerbator pays	Not applicable. The need for democratic governance and representation arises from Council's statutory responsibilities and the provision of local government services to the community as a whole.

Costs and benefits of funding methods	User charges are neither practical nor appropriate as democratic representation is provided for the benefit of the entire community and access to elected members cannot reasonably be restricted to those willing to pay. Rates funding is therefore considered the most equitable and efficient funding mechanism. Capital Value-based funding recognises the broad community benefit of effective governance and provides a reasonable measure of ability to pay.
Operating funding mix	The activity is predominantly funded from rates. Approximately 40% of costs are allocated as overheads to Council activities, with the balance funded through the Representation & Development Rate.
Capital funding approach	Representation is primarily an operating activity. Any capital expenditure associated with governance systems, election technology or meeting facilities is funded through Council's normal capital funding policies.
Rating basis	The rates-funded component is recovered through recovered through a Capital Value-based rate. Costs are allocated between urban and rural areas using the population allocation, reflecting Council's view that elected members represent all ratepayers across the district.

Overall Impact Assessment (Section 101(3)(b))

Following completion of the activity-level assessments required under section 101(3)(a) of the Local Government Act 2002, Council must consider the overall impact of the resulting allocation of funding responsibilities on the current and future social, economic, environmental and cultural wellbeing of the community.

The review has found that the majority of existing funding decisions remain appropriate and continue to broadly align with Council's funding principles. The proposed changes do not significantly alter the overall balance between user-pays and rates-funded activities. Instead, the review focuses on improving transparency, strengthening the rationale supporting existing funding decisions, and ensuring the policy better reflects current service delivery arrangements and Council decisions.

In considering the overall impact of the proposed funding allocations, the following key themes have emerged:

Affordability

Council has considered the affordability of rates and fees for households, businesses and rural landowners. Particular attention has been given to activities where full cost recovery from users may create barriers to participation or access, including the

Recreation Centre, Library, Community Development and Housing for the Elderly activities.

The proposed changes largely reallocate funding responsibilities between different parts of the community rather than increasing the overall amount of rates collected. However, some redistribution of costs will occur between urban and rural ratepayers as a result of the proposed changes to Storm Damage funding, Animal Control, Rural Solid Waste, Parks & Reserves and Cemeteries.

The transition of water services to Waifī Waters is expected to reduce rates by between approximately 4.8% and 37.2%, depending on property type. The combined effect of the proposed Revenue and Financing Policy changes is comparatively modest and is estimated to result in an average rates increase of up to 4.7% for some properties and an average reduction of up to 3.8% for others.

Overall, officers consider the proposed changes achieve a reasonable balance between affordability, fairness and the distribution of benefits, while ensuring compliance with the Local Government (Rating) Act 2002 and maintaining the integrity of Council's funding framework.

Fairness and Distribution of Costs

A key objective of the review has been to ensure the allocation of costs reflects, as closely as reasonably practicable, the distribution of benefits and service demand associated with each activity.

Several proposed changes seek to improve the alignment between those who benefit from, or create the need for, an activity and those who contribute to its funding. Examples include:

- allocating Animal Control costs more heavily to urban areas where the majority of service demand occurs;
- funding Storm Damage costs on a district-wide basis recognising the shared benefits of network resilience and recovery;
- improving consistency in the use of Capital Value-based rates for district amenity activities such as Parks & Reserves, Cemeteries and Rural Solid Waste; and
- retaining user-pays approaches where beneficiaries can be readily identified.

Community Wellbeing

Council has considered the broader social, economic, environmental and cultural benefits that arise from many activities and services. For several activities, the review confirms that a strict beneficiary-pays approach would not be consistent with Council's wider community outcomes.

Examples include:

- Recreation Centre funding, where rates support affordability and participation objectives;
- Library and Archive services, where significant community and intergenerational benefits justify high levels of rates funding;
- Parks & Reserves, where public access and community wellbeing outcomes are prioritised; and
- Housing for the Elderly, where a limited rates contribution supports wider social wellbeing objectives.

Intergenerational Equity

Council has considered the extent to which future generations benefit from current expenditure and infrastructure investment.

Long-life assets such as transport infrastructure, community facilities, parks, cemeteries and airport infrastructure provide benefits over multiple generations. Consistent with Council's existing financial strategy, borrowing, reserves and depreciation funding continue to play an important role in ensuring costs are shared fairly between current and future beneficiaries.

The proposed Storm Damage funding approach also recognises that resilience investments made today provide benefits to future communities through the protection and restoration of critical infrastructure.

Resilience and Sustainability

The review recognises that climate-related events, infrastructure resilience and long-term sustainability are increasingly important considerations in Council's funding decisions.

The proposed approach to Storm Damage funding reflects a shift from viewing recovery costs as primarily a rural roading issue towards recognising the district-wide benefits of maintaining a resilient transport network. This aligns with Council's broader resilience objectives and supports the long-term sustainability of funding arrangements.

Te Ture Whenua Māori Act 1993

Council has considered its obligations under section 102(3A) of the Local Government Act 2002 and the principles contained in the Preamble to Te Ture Whenua Māori Act 1993.

The Revenue and Financing Policy has been developed alongside Council's rates remission and postponement policies, which provide mechanisms to recognise the unique characteristics of Māori freehold land and support the retention, occupation,

development and utilisation of that land for the benefit of its owners, whānau and hapū.

Overall Conclusion

Overall, officers consider that the proposed funding allocations continue to achieve an appropriate balance between:

- user-pays and community funding;
- affordability and full cost recovery;
- current and future beneficiaries;
- urban and rural interests; and
- transparency, fairness and administrative practicality.

The proposed changes are considered to improve the alignment between Council's funding decisions, the funding principles set out in section 101(3) of the Local Government Act 2002, and the community outcomes contained within the Long-Term Plan

Attachment 2: Rating Base Assumptions

Masterton Land Area		
Area	Hectares (ha)	Percent (%)
Rural	227,704 ha	92 %
Urban	1,796 ha	8%
Total	229,500 ha	100%

Population changes between 2023/ 2026

Based on estimated resident population data from Statistics New Zealand

Masterton Population (2026)			Population (2023)	
Area	Number	Percent (%)	Number	Percent (%)
Rural	6,280	21.72%	6,090	21%
Urban	22,630	78.28%	22,800	79%
Total	28,910	100%	28,970	100%

Rating Valuation Totals June 2026/ June 2023

Land Value			Capital Value	
Area	\$million (2026)	\$ million (2023)	\$million (2026)	\$ million (2023)
Rural	\$3,262 million	\$3,244 million	\$5,039 million	\$4,936 million
Urban	\$2,550 million	\$2,494 million	\$5,803 million	\$5,536 million
Total	\$5,812 million	\$5,738 million	\$10,843 million	\$10,472 million

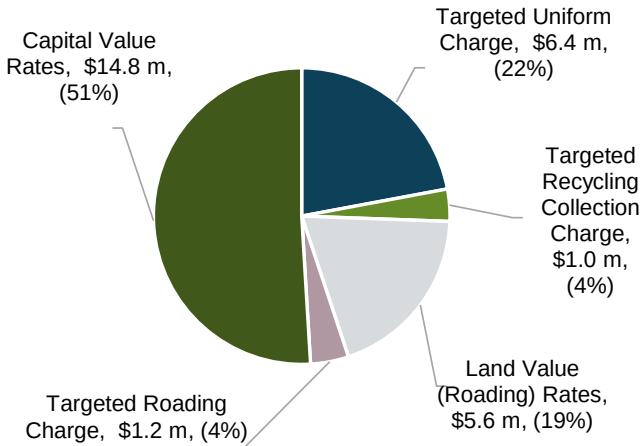
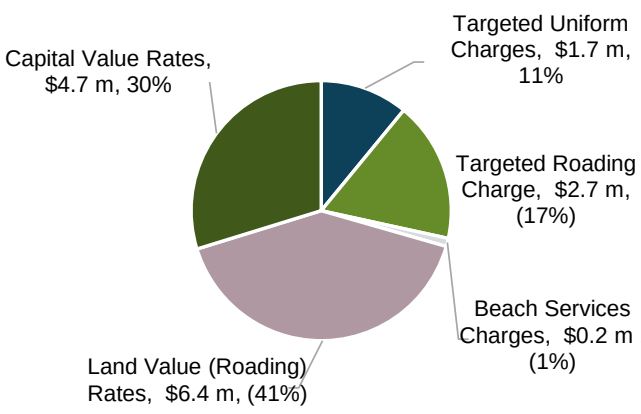
Masterton Separately Ratable Units 2026/2023

Ratable Units		
Area	2026	2023
Rural	4,105	4,091
Urban	10,474	9,324
Total	14,579	13,415

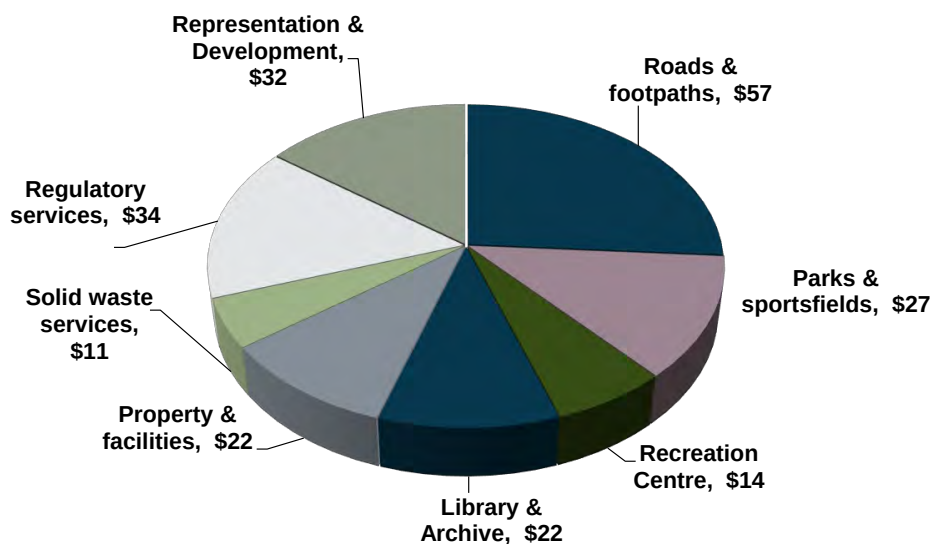
Attachment 3: Rates Impacts

The Following graphs and information set out the estimated rates impact of the proposed changes across urban and rural property types.

Description	Urban	Rural																																				
Water activities removed, <u>no policy changes</u>	26/27 Urban Rates \$28.9m <table border="1"> <thead> <tr> <th>Category</th> <th>Amount (\$m)</th> <th>Percentage (%)</th> </tr> </thead> <tbody> <tr> <td>Capital Value Rates</td> <td>\$14.8</td> <td>51%</td> </tr> <tr> <td>Targeted Uniform Charge</td> <td>\$6.4</td> <td>22%</td> </tr> <tr> <td>Land Value (Roding) Rates</td> <td>\$5.4</td> <td>19%</td> </tr> <tr> <td>Targeted Roding Charge</td> <td>\$1.1</td> <td>4%</td> </tr> <tr> <td>Targeted Recycling Collection Charge</td> <td>\$1.0</td> <td>4%</td> </tr> </tbody> </table>	Category	Amount (\$m)	Percentage (%)	Capital Value Rates	\$14.8	51%	Targeted Uniform Charge	\$6.4	22%	Land Value (Roding) Rates	\$5.4	19%	Targeted Roding Charge	\$1.1	4%	Targeted Recycling Collection Charge	\$1.0	4%	26/27 Rural Rates \$15.8m <table border="1"> <thead> <tr> <th>Category</th> <th>Amount (\$m)</th> <th>Percentage (%)</th> </tr> </thead> <tbody> <tr> <td>Land Value (Roding) Rates</td> <td>\$6.6</td> <td>41%</td> </tr> <tr> <td>Capital Value Rates</td> <td>\$3.3</td> <td>21%</td> </tr> <tr> <td>Targeted Uniform Charges</td> <td>\$3.0</td> <td>19%</td> </tr> <tr> <td>Targeted Roding Charge</td> <td>\$2.8</td> <td>18%</td> </tr> <tr> <td>Beach Services Charges</td> <td>\$0.2</td> <td>1%</td> </tr> </tbody> </table>	Category	Amount (\$m)	Percentage (%)	Land Value (Roding) Rates	\$6.6	41%	Capital Value Rates	\$3.3	21%	Targeted Uniform Charges	\$3.0	19%	Targeted Roding Charge	\$2.8	18%	Beach Services Charges	\$0.2	1%
Category	Amount (\$m)	Percentage (%)																																				
Capital Value Rates	\$14.8	51%																																				
Targeted Uniform Charge	\$6.4	22%																																				
Land Value (Roding) Rates	\$5.4	19%																																				
Targeted Roding Charge	\$1.1	4%																																				
Targeted Recycling Collection Charge	\$1.0	4%																																				
Category	Amount (\$m)	Percentage (%)																																				
Land Value (Roding) Rates	\$6.6	41%																																				
Capital Value Rates	\$3.3	21%																																				
Targeted Uniform Charges	\$3.0	19%																																				
Targeted Roding Charge	\$2.8	18%																																				
Beach Services Charges	\$0.2	1%																																				

Description	Urban	Rural																																				
Water activities removed, after policy changes	26/27 Urban Rates \$28.9m  <table border="1"> <thead> <tr> <th>Category</th> <th>Amount (\$m)</th> <th>Percentage (%)</th> </tr> </thead> <tbody> <tr> <td>Capital Value Rates</td> <td>\$14.8 m</td> <td>51%</td> </tr> <tr> <td>Targeted Uniform Charge</td> <td>\$6.4 m</td> <td>22%</td> </tr> <tr> <td>Targeted Recycling Collection Charge</td> <td>\$1.0 m</td> <td>4%</td> </tr> <tr> <td>Land Value (Rooding) Rates</td> <td>\$5.6 m</td> <td>19%</td> </tr> <tr> <td>Targeted Rooding Charge</td> <td>\$1.2 m</td> <td>4%</td> </tr> </tbody> </table>	Category	Amount (\$m)	Percentage (%)	Capital Value Rates	\$14.8 m	51%	Targeted Uniform Charge	\$6.4 m	22%	Targeted Recycling Collection Charge	\$1.0 m	4%	Land Value (Rooding) Rates	\$5.6 m	19%	Targeted Rooding Charge	\$1.2 m	4%	26/27 Rural Rates \$15.8m  <table border="1"> <thead> <tr> <th>Category</th> <th>Amount (\$m)</th> <th>Percentage (%)</th> </tr> </thead> <tbody> <tr> <td>Land Value (Rooding) Rates</td> <td>\$6.4 m</td> <td>41%</td> </tr> <tr> <td>Capital Value Rates</td> <td>\$4.7 m</td> <td>30%</td> </tr> <tr> <td>Targeted Rooding Charge</td> <td>\$2.7 m</td> <td>17%</td> </tr> <tr> <td>Targeted Uniform Charges</td> <td>\$1.7 m</td> <td>11%</td> </tr> <tr> <td>Beach Services Charges</td> <td>\$0.2 m</td> <td>1%</td> </tr> </tbody> </table>	Category	Amount (\$m)	Percentage (%)	Land Value (Rooding) Rates	\$6.4 m	41%	Capital Value Rates	\$4.7 m	30%	Targeted Rooding Charge	\$2.7 m	17%	Targeted Uniform Charges	\$1.7 m	11%	Beach Services Charges	\$0.2 m	1%
Category	Amount (\$m)	Percentage (%)																																				
Capital Value Rates	\$14.8 m	51%																																				
Targeted Uniform Charge	\$6.4 m	22%																																				
Targeted Recycling Collection Charge	\$1.0 m	4%																																				
Land Value (Rooding) Rates	\$5.6 m	19%																																				
Targeted Rooding Charge	\$1.2 m	4%																																				
Category	Amount (\$m)	Percentage (%)																																				
Land Value (Rooding) Rates	\$6.4 m	41%																																				
Capital Value Rates	\$4.7 m	30%																																				
Targeted Rooding Charge	\$2.7 m	17%																																				
Targeted Uniform Charges	\$1.7 m	11%																																				
Beach Services Charges	\$0.2 m	1%																																				

Average monthly *urban* residential rates of \$219 pays for the following:



2026/27 Rates recast for a Masterton residential property with a CV of \$550,000.

Rates relating to three waters, being paid in 2026/27 amount to \$129/mth and have been excluded from above.

Table 1: Rates Examples

The table on the following page presents examples of the proposed rates impacts. The examples are grouped according to the policy changes being considered and are intended to illustrate how those changes may affect different types of properties and ratepayers.

- A Change Population Allocation:** Update and Use the 2026 Urban/Rural Population Split for Allocations
- B Change Storm Allocation:** Allocate Roothing - Storm Damage Funding on a Population basis.
- C Change Rural Solid Waste, Parks, Animal Services Allocations:**
 - Allocate Rural Solid Waste costs through a Capital Value rate.
 - Allocate the rural share of Parks, Reserves and Cemeteries costs through a Capital Value rate
 - Animal Control Costs Allocated 90 percent Urban and 10 percent Rural

RATES EXAMPLES						Change Population Allocation		Change Storm Allocation		Change Rural Solid Waste, Parks, Animal Services Allocations		Overall Changes due to Policy	
INCLUDING GST	CAPITAL VALUE (AT SEP 2023)	2026/27 MDC RATES	2026/27 MDC Rates excl 3 Waters*	% Change (Waters)	\$ Change pa (Waters)	Policy Change A \$	Policy Change A %	Policy Change B \$	Policy Change B %	Policy Change C \$	Policy Change C %	\$	%
Masterton - residential example 1	\$ 380,000	\$ 3,115	\$ 2,018	-35.2%	\$ (1,098)	\$ (13)	-0.6%	\$ 20	1.0%	\$ 5	0.2%	\$ 12	0.6%
Masterton - residential example 2	\$ 550,000	\$ 4,003	\$ 2,617	-34.6%	\$ (1,386)	\$ (15)	-0.6%	\$ 28	1.1%	\$ 4	0.1%	\$ 16	0.6%
Masterton - residential example 3	\$ 660,000	\$ 4,365	\$ 2,783	-36.3%	\$ (1,583)	\$ (19)	-0.7%	\$ 25	0.9%	\$ 5	0.2%	\$ 11	0.4%
Masterton - residential example 4	\$ 760,000	\$ 4,732	\$ 2,972	-37.2%	\$ (1,760)	\$ (21)	-0.7%	\$ 23	0.8%	\$ 5	0.2%	\$ 7	0.3%
Masterton - residential example 5	\$ 1,090,000	\$ 6,263	\$ 3,934	-37.2%	\$ (2,329)	\$ (27)	-0.7%	\$ 31	0.8%	\$ 5	0.1%	\$ 9	0.2%
Masterton - central, small area	\$ 540,000	\$ 3,910	\$ 2,539	-35.1%	\$ (1,371)	\$ (16)	-0.6%	\$ 26	1.0%	\$ 5	0.2%	\$ 14	0.6%
Riversdale Beach	\$ 880,000	\$ 3,940	\$ 3,282	-16.7%	\$ (657)	\$ 39	1.2%	\$ (50)	-1.5%	\$ (103)	-3.1%	\$ (114)	-3.5%
Castlepoint	\$ 850,000	\$ 3,736	\$ 3,102	-17.0%	\$ (635)	\$ 38	1.2%	\$ (46)	-1.5%	\$ (110)	-3.6%	\$ (118)	-3.8%
Rural - lifestyle	\$ 1,180,000	\$ 3,139	\$ 3,288	4.8%	\$ 149	\$ 45	1.4%	\$ (53)	-1.6%	\$ (25)	-0.8%	\$ (34)	-1.0%
Rural - forestry	\$ 2,340,000	\$ 7,078	\$ 7,410	4.7%	\$ 333	\$ 67	0.9%	\$ (151)	-2.0%	\$ 275	3.7%	\$ 191	2.6%
Rural - hill country farm	\$ 6,840,000	\$ 18,154	\$ 19,026	4.8%	\$ 872	\$ 175	0.9%	\$ (383)	-2.0%	\$ 1,108	5.8%	\$ 900	4.7%
Rural - dairy farm	\$ 3,880,000	\$ 10,745	\$ 11,255	4.8%	\$ 511	\$ 118	1.1%	\$ (213)	-1.9%	\$ 343	3.0%	\$ 248	2.2%
Commercial - industrial	\$ 1,000,000	\$ 11,050	\$ 7,180	-35.0%	\$ (3,870)	\$ (45)	-0.6%	\$ 73	1.0%	\$ 5	0.1%	\$ 33	0.5%
Commercial - motel	\$ 1,200,000	\$ 13,262	\$ 8,721	-34.2%	\$ (4,542)	\$ (53)	-0.6%	\$ 96	1.1%	\$ 5	0.1%	\$ 47	0.5%
Commercial - large retail	\$ 7,680,000	\$ 71,648	\$ 44,684	-37.6%	\$ (26,963)	\$ (313)	-0.7%	\$ 332	0.7%	\$ 5	0.0%	\$ 24	0.1%
Commercial - Queen St shop	\$ 475,000	\$ 6,118	\$ 4,055	-33.7%	\$ (2,063)	\$ (24)	-0.6%	\$ 47	1.1%	\$ 5	0.1%	\$ 27	0.7%

* Modelled using 2026/27 Rates Required, less 3 Waters rates, but no reduction for stranded overheads. Stranded overheads to be addressed via the LTP budgets.

7.3 ANNUAL REPORT 2025/2026 UPDATE

File Number:

Author: David Paris, Director Commercial

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to present draft aspects of Council's 2025/26 financial result prior to Audit New Zealand review, and to provide an update on Annual Report progress.

RECOMMENDATIONS

That Council

1. Receives the update on the draft 2025/26 Annual Report financial results, including draft rates requirement summary statements and a summary of the non-financial performances measures; and
2. Approves carry forward funding of \$500,000 from the Building Control surplus and \$130,000 from the Environmental Initiatives underspending to be applied to storm/flood damage reserve and resilience project funding respectively; and
3. Notes that delays due to workload and resourcing within of the Finance team have led to the audit and adoption date of the Annual Report for 2025/26 being pushed out by four weeks, with revised adoption date of 25 November 2026

CONTEXT

Preliminary financial results for operating activity for the year to 30 June 2026 are able to be reported in this report, however progress on asset capitalisation and infrastructural revaluation has been slow due to some key staff availability and there is not the capacity to complete the remaining work to meet the end of September deadline for the commencement of the audit. The Local Government Act 2002 (LGA) requires all councils to prepare and adopt an Annual Report by the 31st of October each year. The Chief Executive has approved the request to Audit NZ that they delay their audit by four weeks and that an adoption date of 25 November be targeted.

ANALYSIS AND ADVICE

The purpose of an annual report is:

- to compare the actual activities and performance of the Council against what was planned for that year in the Long-Term Plan and the Annual Plan; and
- to promote accountability to the community for the decisions made throughout the year.

The 2025/26 Annual Report is reporting on Year 2 of the 2024-34 Long-Term Plan (LTP) and budgets that were set in the 2025/26 Annual Plan. It covers the period from 1 July 2025 to 30 June 2026.

The Annual Report document will include an introductory section with highlights of the year's achievements and detailed commentary at the activity level, of the achievements of the organisation as well as full financial reporting that meets Public Benefit Entity (PBE) financial reporting standards.

The Annual Report includes detailed commentary of the performance and achievements of the organisation during the year.

The financial statements included in this report are interim and remain subject to change as final reconciliation work on asset capitalisation is completed. In particular, the depreciation numbers have yet to be confirmed, but that will not change the comparisons to the net rates requirement plan vs actual.

Accompanying the two statements are commentaries describing where actual results have varied from the plan/budget.

Draft* Statement of Revenue & Expenditure					
12 months 2024/25 Actual	12 Months Year to Date to 30 June 2026	12 months 2025/26 Actual	12 months 2025/26 Plan	Variance	
	Revenue				
45,668,949	Rates Revenue**	49,637,801	49,710,290	(72,489)	-0.1%
1,516,108	Interest Received (external)	1,007,681	1,060,128	(52,447)	-4.9%
11,355,286	Roading Subsidies	12,556,759	11,650,478	906,281	7.8%
1,521,481	Financial Contributions	2,412,880	3,603,000	(1,190,120)	-33.0%
22,862,825	Fees, Charges & Other Revenue	14,729,630	15,011,333	(281,703)	-1.9%
82,924,649	Total Operating Revenue	80,344,752	81,035,230	(690,478)	-0.9%
	Expenses				
15,508,421	Personnel Costs	15,489,290	15,795,440	306,150	1.9%
33,150,011	Other Operating Expenditure	33,779,467	32,651,553	(1,127,914)	-3.5%
3,033,006	Interest Expense	2,989,554	2,767,773	(221,781)	-8.0%
21,961,798	Depreciation & amortisation	21,950,178	21,906,630	(43,548)	-0.2%
73,653,236	Total Operating Expenses	74,208,489	73,121,396	(1,087,093)	-1.5%
\$9,271,413	Operating Surplus/(Deficit)	\$6,136,263	\$7,913,834	(\$1,777,570)	

*Before Other Gains & Losses, Vested Assets and Revaluation Gains & Losses

**Rates Revenue excludes rates on Council properties

The Statement of Revenue & Expenditure (above) shows an accounting surplus of \$6.14 million, or 7.64% of Operating Revenue. The Plan was for \$7.91 million surplus and there are a range of reasons why that has not been achieved, but overall the Council has operated close to the levels planned for both revenue and expenditure.

The accounting surplus above arises due to revenue being applied to asset renewal (ie capital expenditure which is excluded from Operating Expenses). The accounting surplus has generally been applied to capital projects and is not available to apply as carried forward funds.

- Operating Revenue in total is \$80.34 million which is \$0.69 million or 0.9% less than planned. \$1.1 million of that relates to financial contributions being less than planned, but this income does not impact operational activities. At \$2.4 million, Financial Contributions are 58.6% up on last year as a result of a number of large developments progressing.
- Fees, charges & other revenue of \$14.73 million is 1.9% less than planned. There are variations in this revenue across most activity areas, but better than planned building consent fee income of \$582k is offset by \$324k less income from Solid Waste and a number of other areas where external income has not been achieved.
- NZTA subsidies are 7.8% more than planned as a result of extra storm event response and recovery work achieving subsidy.
- In the expenditure area Personnel costs of \$15.49 million are 1.9% less than planned and a 0.1% decrease on the prior year when some one-off restructuring costs were incurred.
- Other Operating expenditure of \$33.8 million is \$1.1 million (3.5%) more than planned, due to a number of things, including:
 - o The Roothing activity has spent some \$1.2 million unplanned on response and recovery from three separate storm events that impacted the district's rural roading network. This expenditure has attracted NZTA subsidy, with Council's share being drawn on from at the Storm/Flood Damage Reserve Fund (which has a negative balance).
 - o Resource Mgmt & Planning was \$199k ahead of planned due to a combination of more spending on the Wairarapa Combined District Plan than planned (\$356k vs \$180k) and higher river scheme contributions (to GWRC) than planned for.
 - o Recreation Centre operating costs were \$42k (2.9%) more than planned due to a combination of higher electricity costs and the repainting costs of the 'spruce up' being operational costs (not capital where it was budgeted).
 - o Across all property-related activities the cost of insurance has been less than planned as significant reductions in premiums for material damage policy were achieved.
 - o Solid waste costs were \$344k (5.5%) less than planned, but offset by revenue being \$325k less than planned.
- Interest costs are \$222k (8%) more than planned due to interest incurred on short term borrowing that was required for cashflow and interest on pre-funded debt that was drawn early to meet repayments. The extra cost of pre-funding was offset by interest earnings of the funds on deposit.

The Rates Requirement Summary to 30 June 2025 (below) shows the Council's net spending of rates funding at \$49.8 million which 1.61% less than planned.

After allowing for the Rates Revenue, penalties & remissions negative variance of \$80k, the bottom line is a surplus of \$733.8k or 1.45% of rates. This result is before allocation of corporate overheads, so variances in each activity are not yet offset by corporate overhead savings. The Rates Requirement results are net of external revenue. Where there has been budgeted funding to/from reserves, those transfers have been allowed for where the funding is needed. Funding of depreciation has been allowed for at the level it was budgeted.

The Plan allowed for \$345k funding from reserves as a continuation of the rates smoothing initiative from the 2021-31 LTP. Only \$185k of this funding has been needed to be drawn on, but a total of \$3.5 million remains as a negative balance in the Rates Smoothing Reserve account – an issue that the Council needs to address in the next LTP. The expectation was that small rates increases over the next 5 years would progressively repay that internal borrowing.

Notes to the Accounts				Note 1
2024/25 Actual	RATES REQUIREMENT SUMMARY	2025/26 Actual	2025/26 Budget	Variance
Groups & Activities				
\$	Roading	\$	\$	\$
8,085,663	Subsidised Roothing	9,941,814	9,430,125	(511,690)
2,176,878	Non-subsidised Roothing	2,330,793	2,781,492	450,699
Water Services				
5,328,489	Urban Water Supply	5,703,898	5,821,416	117,518
189,340	Rural Water Supplies & Races	215,990	203,206	(12,784)
Wastewater Services				
8,171,284	Wastewater Services - Urban	8,152,187	8,279,304	127,117
457,116	Wastewater Services - Rural*	557,411	495,890	(61,521)
Stormwater Services				
1,164,479	Urban Stormwater System	1,382,905	1,221,335	(161,570)
Solid Waste Services				
376,437	Solid Waste Services	574,203	423,612	(150,591)
1,022,814	Waste Minimisation Services	833,009	992,404	159,395
Community Facilities/Activities				
3,754,108	Parks, Reserves & Sportsfields	3,744,592	3,703,435	(41,157)
1,965,462	Trust House Recreation Centre	1,855,562	1,808,779	(46,783)
251,870	Cemeteries	260,981	262,627	1,646
2,828,712	Library & Archive	2,972,166	3,029,567	57,401
1,712,678	Property	1,699,292	1,850,593	151,301
656,074	Airport	940,445	919,768	(20,677)
217,814	Mawley Park	309,317	289,891	(19,426)
Regulatory Services				
1,302,651	Resource Management & Planning	1,387,792	1,385,898	(1,894)
900,430	Environmental Services	1,019,619	1,060,214	40,595
1,144,802	Building Development	820,182	1,429,240	609,058
(93,896)	Parking Services	(70,580)	(24,051)	46,529
293,265	Animal Services	382,494	299,228	(83,266)
327,130	Emergency Management	447,997	451,108	3,111
-	Weather Events Recovery	0	-	(0)
Leadership, Development & Corporate Services				
885,068	Representation	1,020,387	1,005,313	(15,074)
0	Internal Functions (net)	(24,243)	\$0	24,243
1,338,303	Community Development	1,373,959	1,360,763	(13,196)
480,495	Arts and Culture	472,677	488,321	15,644
1,045,819	Economic Development	1,108,924	1,105,577	(3,347)
469,812	Environmental Initiatives	370,967	523,635	152,668
46,453,096	Total Rates Requirement	49,784,740	50,598,690	813,951
Rates Revenue				
46,251,653	Masterton District rates levied	50,341,541	50,345,968	(4,427)
62,373	Rural Wastewater capital contributions*	57,859	47,722	10,137
869,829	Rates penalties	910,716	435,000	475,716
(699,895)	Rates remissions	(791,558)	(230,000)	(561,558)
46,483,961	Rates Revenue (incl Council properties)	50,518,556	50,598,690	(80,134)
30,865	Net Rates Surplus/(Deficit)	733,817	(0)	733,817

Across all Council activities the income and expenditure levels have varied from the plan/budgets, some more significantly than others. Commentary on significant variances to Rates Requirement is as follows:

Roading, overall, the \$12.27m rates required is 0.5% more than planned. The Plan allowed for \$500k to be added to the Storm/Flood Damage Fund and this has occurred, but the fund has also been drawn on to the tune of \$552k to fund the Council's share of the costs of storm events this year. The year end fund balance is -\$573k. Overall, 100% of the approved subsidised programme has been spent. Some aspects of the budgeted programme were not fully funded by NZTA, but the rates funded share of that work has been applied (eg footpaths programme and road safety).

Across the **Three Waters** activities the overall rates funding has been fully spent or applied to depreciation reserves. This is a requirement of the water transition process. The effect of higher than planned costs for stormwater has been offset by operational savings on urban water and wastewater services. The stormwater cost being 13.2% more than planned is a direct result of both extra preventive maintenance work such as clearing streams and response costs to storm/flood events. Operating cost over-runs have occurred on both Tinui Water and Tinui Wastewater as weather events have meant those systems have been affected.

Solid Waste overall result is close to Plan rates required, but revenue from gate fees and Councils allocation of the waste levy is \$340k (6%) below planned, while operational cost savings have largely offset that, particularly in the cost of processing recyclables.

Community Facilities includes parks and reserves with 1.1% over the planned rates required, again attributable to storm cleanup work. Trust House Recreation Centre at 2.6% more than planned has had higher electricity costs and some painting costs as part of the refurbishment have been expensed (as per accounting rules) but they were budgeted as part of the capital project.

Library and Archive rates required has come in at 1.9% below planned. Property costs include District Buildings such as Waiata House and Queen Street as well as public conveniences and Housing for the Elderly. A number of budget savings have been achieved, but the saving on rent costs at Queen Street has contributed most to the 8.2% lower rates required. Mawley Park revenue at \$449k was 9.1% down on plan, while operating costs were 3.4% under the planned level.

Regulatory functions – Planning fee income is 38.9% ahead of Plan, while Building consent fee income of \$1.95m is 43% ahead of the planned level reflecting continuing high levels of activity. The surplus that is generated by this extra revenue allows some \$500k to be transferred to reserves to be applied to either the Rates Smoothing deficit or the Storm/Flood Fund deficit. The Rates Requirement table figures are before allowing for the \$500k transfer.

Parking Control surplus of \$71k is better than the \$24k that was planned, but is down from the prior years \$94k surplus. Animal Services rates required has run above the Plan by \$83k, which is 8.5% of the activity's operating costs. It is made up of 2.2% less external revenue and 2.4% higher costs combining to produce the over-plan result. There were higher legal and court costs and higher costs of after-hours callouts.

Leadership, Development & Corporate – There have been unders and overs across these activities, largely balancing each other out. The Wellbeing budgets have come in close to the level planned, except for Environmental Initiatives where a proportion of the project funding for climate resilience and sustainability has not been able to be applied to projects. A carry forward of \$130,000 is proposed to be applied to resilience projects such as Mataikona.

Across all Council's asset management and corporate functions there is some \$24k less net cost to allocate than planned. This is a combination of some expenditure budgets underspent, others overspent and more interest earned on funds on deposit than planned. Spending in the Technology area has been ahead of plan as a result of investment in software licensing to take advantage of the enhanced capabilities and security features that come with higher spec'd products.

Non-Financial Performance Measures

There are 41 measures across seven activity areas. All non-financial performance measures were reported to the Finance, Risk and Assurance Committee (FRAC) on 12 August 2026. Of the 41 measures, 34 measures (83%) were achieved, and seven measures (17%) were not achieved. This compares to 37 measures (90%) achieved in 2024/25.

	2025/26	2024/25
Achieved	82.9% (34)	90.2% (37)
Not achieved	17.1% (7)	9.8% (4)
Total	41	41

Since presenting the Quarter 4/Year End results to FRAC two results have been updated, as outlined below. The updated results do not affect the overall year-end performance assessment with both measures still being achieved for the year.

Water supply – real water loss

The Quarter 4/Year End Report incorrectly stated that real water loss was 15%. This figure reflected the reduction in average water consumption (from 405 to 345 litres per person per day) rather than actual network water losses. The result has been corrected to 42%.

While 42% is higher than the 30% reported in 2024/25, the results are not directly comparable. Technical issues resulted in meter readings being missed during April and May, requiring a longer assessment period from March to June (92 days), compared with 27 days in the previous year. The assessment also covered a different seasonal period, with this year's data largely reflecting autumn conditions. These factors are likely to have influenced the result and should be taken into consideration when comparing performance between years.

The correct result of 42% remains below the target set for water loss of 45%. Therefore, the target is still achieved for the year

Regulatory – resource consents within statutory timeframes

The Quarter 4/Year End Report stated that 113 of 120 resource consents (94%) were issued within statutory timeframes. This figure was inadvertently carried forward from the Quarter 3 results.

The correct year-end result is 158 of 166 resource consents (95%) issued within statutory timeframes, representing a slight improvement on the result previously reported.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

Sections 98 and 99 of the Local Government Act 2002 require councils to prepare an Annual Report at the end of each financial year and in accordance with the information required by Part 3 of Schedule 10 of the same Act. The 2025/26 Annual Report is being prepared in accordance with the legislation.

The legislation requires Council to report on the performance measures and targets identified for its activity areas and those measures that are identified as mandatory for all Councils. The legislation also requires Council to report on its financial performance against budgets that were set for the year.

Under the LGA Council is required to adopt the Annual Report by 31 October. However, due to several factors including internal resourcing pressures, this deadline will not be met. The work on the Annual Report is progressing, and it is anticipated that Council will be able to adopt it on 25th November 2026.

Significance, Engagement and Consultation

The recommendation to receive this report does not trigger criteria under the Significance and Engagement policy.

The 2025/26 Annual Report and a Summary of it will be published and made available to the community within one month of adoption.

Financial Considerations

There are no specific financial considerations associated with this update, other than those reported within the body of the report.

Implications for Māori

There are no considerations or implications specific to Māori arising out of the receipt of this update report.

Communications/Engagement Plan

Not applicable.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change impacts or considerations arising from the receipt of this update report.

ATTACHMENTS

Nil

7.4 AMENDMENT TO THE WAIRARAPA CONSOLIDATED BYLAW PART 6A: TRAFFIC BYLAW SCHEDULES

File Number:

Author: Karen Yates, Group Manager Strategy

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to seek Council adoption of amendments to the Wairarapa Consolidated Bylaw Part 6A: Traffic Bylaw Schedules, to extend the no-stopping area on Russell Street outside the Wellington Free Ambulance Station.

RECOMMENDATIONS

That Council:

- amends** the Wairarapa Consolidated Bylaw Part 6A: Traffic Bylaw Schedules by amending Schedule 2F1: No Stopping Areas on Streets, to extend the no stopping zone on the southwestern side of Russell Street from 18 metres to 60.5 metres:

Schedule 2F1: No Stopping Areas on Streets

Location		Description	Date of Resolution
Primary	Secondary		
Russell Street	Queen Street	The southwestern side of Russell Street, commencing at the intersection of Russell Street and Queen Street, extending in a southeastern direction for a distance of 18.0 60.5 metres.	TBC

- notes** that the request has come from Wellington Free Ambulance following issues regarding access for ambulances.

CONTEXT

The three Wairarapa District Councils have a consolidated Bylaw including *Part 6: Traffic*. This sets the requirements for parking and control of traffic on any road in the Masterton, Carterton and South Wairarapa districts, including state highways located within the urban boundaries.

Under clause 22 of *Part 6: Traffic*, each council is responsible for maintaining schedules of traffic control measures in their district and has the power to amend their Bylaw schedules by resolution, publicly notified under clause 21.

Masterton District Council's schedule is known as *Part 6A: Traffic Bylaw Schedules*. Schedule 2F lists all no stopping areas in the District, with Schedule 2F1 covering no stopping areas on streets.

ANALYSIS AND ADVICE

Analysis

This report proposes amendments to Part 6A: Traffic Bylaw Schedules of the Wairarapa Consolidated Bylaw. It is proposed that the existing no stopping zone on Russell Street is extended to include the street frontage of the Wellington Free Ambulance Station. The current no stopping zone is 18m, the proposed is 60.5m.



Above: Map of Russell street showing the current (yellow) and proposed new (purple) no stopping zone

The Wellington Free Ambulance Station opened in 2025. Since then there has been a consistent issue with vehicles parking along the station frontage and obstructing ambulance access. The frontage has been designed as a continuous dropped kerb to provide unobstructed access to the ambulance bays. As stated in the Land Transport (Road User) Rule 2004, parking alongside any part of kerb crossing provided for a driveway or within 1 metre of the side of a driveway is regarded as obstructing entry or exit, and is an offence under the rules. However, given the length of the kerb, it could be difficult to distinguish the ambulance bay area.

While the new Wairarapa Hospice Shop provides off-street parking for approximately 16 vehicles, since their opening, the Wellington Free Ambulance have observed an increase in the number of vehicles parking outside their premises, including directly in front of the ambulance bay exits. Wellington Free Ambulance has advised that this has occurred on multiple occasions and has

impeded the ability of ambulances to exit the station quickly when responding to emergency callouts.

The situation presents an obvious risk to the efficient operation of emergency services. Ambulances require immediate and unimpeded access to the road network. Any delay caused by parked vehicles could affect emergency response times. Extending the existing no-stopping restriction along the full length of the dropped kerb frontage would provide a clear and consistent message that parking is not permitted in this location.

Advice

It is recommended that:

- the no-stopping zone on Russell Street be extended to cover the full length of the ambulance station frontage, including the entire dropped kerb area; and
- yellow no-stopping lines be painted on the road surface consistent with both the request from Wellington Free Ambulance, and good practice as set out in the Land Transport NZ Traffic Control Devices Manual Part 13: Parking Control

This change would:

- Include new painted yellow lines and 'no parking' signs to signal the no parking area.
- Improve visibility of the parking restriction and reduce the chance of confusion
- Reinforce the existing legal requirement not to obstruct vehicle crossings or driveways, as stated in the Land Transport (Road User) Rule 2004
- Help maintain clear and reliable access for ambulances entering and exiting the station
- Support timely emergency response by reducing the risk of vehicles blocking ambulance movements
- Address concerns raised by Wellington Free Ambulance regarding repeated access obstructions.

In addition to the proposed no-stopping area extension, enforcement and monitoring activity in the area has been increased. The extension of the no-stopping zone and installation of yellow lines will complement these enforcement efforts by providing a clear visual indication of the restriction and supporting greater compliance.

Given the public safety function of the ambulance station, and the reported instances of access being obstructed, the proposed extension of the no-stopping zone is considered an appropriate and proportionate response to ensure emergency vehicles can access the road network without issue.

Proposed Amendments

The following amendment to Part 6A: Traffic Bylaw Schedules Schedule 2F1: No Stopping Areas on Streets is proposed, to extend the no stopping zone on the southwestern side of Russell Street from 18 metres to 60.5 metres:

Schedule 2F1: No Stopping Areas on Streets

Location		Description	Date of Resolution
Primary	Secondary		
Russell Street	Queen Street	The southwestern side of Russell Street, commencing at the intersection of Russell Street and Queen Street, extending in a southeastern direction for a distance of 18.0 60.5 metres.	TBC

OPTIONS CONSIDERED

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

Option		Advantages	Disadvantages
1	Amend the <i>Wairarapa Consolidated Bylaw Part 6A: Traffic Bylaw Schedules Schedule 2F1: No Stopping Areas on Streets</i> to extend the no-stopping area on Russell Street	- Provides a clear indication that stopping and parking is not permitted along the ambulance station frontage. - Reduces the likelihood of vehicles obstructing ambulance access, supporting timely emergency response times. - Addresses concerns raised by Wellington Free Ambulance - Responds to the increased parking demand generated by nearby land users.	- Minor costs for the installation of yellow no-stopping lines - Given that parking across the dropped kerb is already prohibited under existing rules, no disadvantages have been identified – the proposed response will make this clearer and more visible for users of this space.
2	Do not amend the <i>Wairarapa Consolidated Bylaw Part 6A: Traffic Bylaw Schedules Schedule 2F1: No Stopping Areas on Streets</i> to extend the no-stopping area on Russell Street	No additional costs associated with extending road markings.	- Continued risk of vehicles obstructing ambulance access, potentially delaying emergency response times, despite parking across the dropped kerb already being prohibited - Relies on parking enforcement alone to address non-compliant parking behaviour, which may be

Option		Advantages	Disadvantages
			less effective than combining enforcement with clear visual cues such as yellow no-stopping lines Increased likelihood of repeated complaints and service requests from Wellington Free Ambulance and the community if access issues persist

RECOMMENDED OPTION

Option 1 is recommended. It provides a clear and visible indication to motorists that parking is not permitted along the ambulance station frontage. While parking across the dropped kerb is already prohibited, the current road environment does not clearly communicate this restriction, resulting in ongoing instances of vehicles obstructing ambulance access. The proposed changes will improve compliance, support enforcement efforts, and help ensure ambulances can enter and exit the station without delay.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

Wairarapa Consolidated Bylaw (WCB) 2025

The WCB provides the local regulatory framework for traffic and parking management within the District. The bylaw includes Part 6A (Traffic Bylaw Schedules) that list specific parking restrictions and locations. The proposed extension will be incorporated into Schedule 2F: No Stopping Areas on Streets, upon Council approval.

Resolving to extend the no-stopping zone by amending Part 6A: Traffic Bylaw Schedules is authorised by clause 22.1 of the Wairarapa Consolidated Bylaw Part 6: Traffic.

Significance, Engagement and Consultation

Given the limited scale of the proposed change, and that stopping is prohibited in this area already, consultation and engagement is not considered necessary.

Financial Considerations

There will be minor costs associated with the change due to the painting of the lines. These will be funded through current operating budgets.

Implications for Māori

There are no implications for Māori from the proposed amendments as detailed in this report.

Communications/Engagement Plan

Communication is covered in the 'Next Steps' section of this report, below.

Environmental/Climate Change Impact and Considerations

No environmental/climate change impacts have been identified in relation to this decision.

NEXT STEPS

Following adoption of the amendments to the Wairarapa Consolidated Bylaw Part 6A: Traffic Bylaw Schedule, notification will be made on the Council's website, and yellow lines will be painted in the area.

ATTACHMENTS

Nil

7.5 UPDATED USE OF PUBLIC PLACES BY ADJOINING BUSINESS PREMISES POLICY

File Number:

Author: Karen Yates, Group Manager Strategy

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to present the revised draft Use of Public Places by Adjoining Business Premises Policy (the Policy), and proposed associated charging framework, for adoption.

Executive Summary

Commercial use of Public Places can support economic vitality and place-making. The Policy enables this while safeguarding public safety, accessibility, amenity values, and fair competition. The revised Policy establishes a clear, consistent, and transparent framework for managing commercial use of Public Places consistent with the licencing requirements established in the Wairarapa Consolidated Bylaw (the Bylaw) and provides the required foundation for decision-making, ensuring its alignment with relevant Council policies and strategies.

In addition, a revised charging framework for the commercial occupation of public places is proposed. The framework establishes a consistent and transparent approach to recovering costs where businesses receive a private commercial benefit from the use of public places. It proposes a user-pays principle to businesses who use public places, while also recognising that activities such as outdoor dining, retail displays and similar initiatives can contribute positively to the amenity, vibrancy and economic activity of the town centre. The recommended fee framework is considered to provide an appropriate balance between cost recovery, economic activation and public amenity outcomes.

Overall, the Policy and charging framework balance enabling commercial activity and vibrancy with Council's stewardship of public assets. Together they provide a practical, transparent and legally robust framework for managing increasing demand for the commercial use of Public Places while supporting Council's long-term strategic outcomes for the district.

RECOMMENDATIONS

That Council:

1. **Receives** the report, and:
2. **Approves** the Use of Public Places by Adjoining Business Premises Policy
3. **Agrees** in alignment with Clause 32, Schedule 7 of the Local Government Act 2002, to:
 - a) Establish a Use of Public Places by Adjoining Business Premises Policy sub-committee.
 - b) Appoints the GM Strategy and GM Infrastructure and Councillor <INSERT> to that sub-committee.
 - c) Delegate authority to the sub-committee to, by resolution publicly notified, amend Part 6A (Traffic Bylaw Schedule) of the Ngā Ture ā-Rohe Tōpu o Wairarapa - Wairarapa

Consolidated Bylaw to reflect any changes required in response to the approval of a Licence to Occupy that is within scope of the Policy.

4. **Approves** Fees Option 1 and includes the following fees in the Fees and Charges Schedule 2026/27:
- a) Written Authorisation: No charge
 - b) Licence to Occupy Application Fee: \$135
 - c) Licence to Occupy Annual Area Occupation Charge: \$90/m² per annum
 - d) Parking Occupation Charge: \$2,236 per parking space per annum

OR

4. **Approves** Fees Option 2 and includes the following fees in the Fees and Charges Schedule 2026/27:
- a) Written Authorisation: No charge
 - b) Licence to Occupy Application Fee: \$135
 - c) Licence to Occupy Annual Area Occupation Charge: \$0/m² per annum
 - d) Parking Occupation Charge: \$2,236 per parking space per annum
5. **Agrees** to the commencement date of the Policy being 1 October 2026.
6. **Agrees** to an initial review of the Policy 12 months after its commencement date, 1 October 2027.

THE POLICY

Context

In the past year there has been increasing interest in commercial use of Public Places, particularly in the Town Centre for outdoor dining. Factors influencing this include growth in our population (an increase of 4,000 people since 2015), changing consumer expectations creating more demand for outdoor dining opportunities, and business owners seeking new and creative approaches to provide a range of experiences for both local consumers and visitors. Retail trade, accommodation and food services contribute \$163.3 million to Masterton's GDP, or roughly 9%. These industries have grown approximately 2.5% annually since 2015.

The Masterton Town Centre Summit and community-led Masterton Town Centre Strategy (December 2025) emphasised the need to develop an adaptable commercial environment, as well as creating a welcoming and inclusive town centre. Feedback in early community engagement for the Development Plan also signalled our community's desire for a more vibrant CBD. Commercial use of public places, in particular, for outdoor dining experiences, can contribute to these outcomes.

At the same time, Council needs to ensure the health and safety of our community, and the fair and equitable use of public places. Historically, Council's approach to managing these types of arrangements has been ad-hoc, applying 'case-by-case' decision-making under officer delegation. Ad-hoc assessments create legal vulnerability, increase the risk of unlawful and unmanaged use of public places, increase the risk of operational inefficiency and duplicated effort; as well as being

difficult to enforce or remove when needed. This situation has driven the need for a Policy to support consistency with the Bylaw. A Policy approved by Council enables Governance input and oversight and enhanced community transparency of Council's decision-making processes.

Analysis and Advice

Key Policy Content

The proposed Policy establishes a consistent framework for managing existing use of public places, and requests from businesses and property owners for future or expanded use of public places, including roads, footpaths, berms, carparks, and associated airspace.

The draft Policy:

- Is consistent with the Bylaw, in particular its licence requirements, and is designed to balance opportunities for economic activity and enhanced vibrancy with public safety and accessibility.
- Includes clear statutory definitions (e.g. road, parklet, outdoor dining area) to support public understanding and consistent interpretation.
- Enables business premises adjoining public places to apply to carry out Outdoor Dining, Sale of Goods, and Ancillary Commercial Use activities in the following areas (see Schedule 1 of the Policy which includes maps):
 - o Town Centre and side streets
 - o Kuripuni and Lansdowne retail areas.
- Will regulate the use of public places by requiring the business to obtain written authorisation, or to hold a Licence to Occupy.

Through the Policy, we can support activity that creates a more vibrant CBD, while also balancing this with the need for community accessibility and safety.

Key elements of the Policy include:

Policy Purpose and Objectives

The Policy intent is to:

- Enable appropriate management of the use of Public Places within the Policy Areas by Adjoining Business Premises for Outdoor Dining, Sale of Goods, and Ancillary Commercial Use while maintaining public health, safety, and accessibility standards.
- Clearly outline Council's approval and decision-making processes consistent with Council bylaws, policies, strategies, and the District Plan.
- Ensure fair, equitable, and transparent decision-making.

Application Pathways

The revised Policy has been simplified in response to elected member feedback. It proposes two application pathways: 1) Written Authorisation, and 2) a Licence to Occupy, enabling a risk-based and proportionate response.

The features that require an application for use of public place to escalate from Written Authorisation to a Licence to Occupy are:

- the use involves one or more of the following: subsoil penetration, structural anchoring, substantial airspace encroachment or occupation of a metered or P120 Restricted or Unrestricted parking space/on-street parking;
- the use includes the placement of Outdoor Dining Infrastructure, Display Items, or Ancillary Commercial Use Items that are fixed, anchored, semi-permanent, or not readily removable without alteration to or reinstatement of the Public Place;
- the use materially reduces the availability of Metered or P120 Restricted or Unrestricted Parking Spaces/on-street parking;

Where an application does not include these features, an application for written authorisation applies.

Approval Process

The approval process reflects the complexity of the activity. More complex projects will also require more supporting information with the application.

Applications would be facilitated through the Taking Care of Business Process, with oversight from the Economic Development Lead. This process encourages a pre-application discussion to provide initial advice on the application and approval process, timeframes, and specific requirements for the proposal.

Applications must be made by the owner or occupier of the Adjoining Premises. If the business changes hands, a new Authorisation or Licence to Occupy would be required.

Additional information requirements will depend on the nature and extent of the proposal but could include the requirement to consult affected parties. See further discussion below.

Where an application is non-compliant, the applicant would be advised. The applicant could address the reason for non-compliance and re-submit.

Consultation with Consultation Parties

Where required by Council as part of the application process, applicants must consult relevant consultation parties before lodging their application. Consultation parties could include owners and occupiers of adjoining premises; businesses or tenancies in the same building or public place that may be affected, including upper or lower floors; and any other directly affected property owners or occupiers, particularly where the proposal may affect views or amenity, road frontage access, parking, loading, operational access, or economic impacts.

Consultation should provide enough information about the proposal, its design, and potential impacts so affected parties can understand it and give feedback. The purpose is to ensure views are considered by Council during assessment, although consultation does not guarantee approval.

Consultation must match the scale and likely impacts of the proposal and give affected parties a fair opportunity to respond before a decision is made. If Council considers consultation inadequate, it may require additional consultation or information.

The final decision on granting an authorisation remains entirely at Council's discretion, having considered the views of consultation parties.

Transitional Arrangements

Fourteen businesses are currently recorded as using a public place in the areas specified in the Policy. Transitional arrangements will allow these businesses to continue to use those spaces for a period of up to six months, through until 1 April 2027. This is conditional on them submitting an application under the new Policy by 1 January 2027 and actively progressing this.

Transitional applications, along with any new applications, will be assessed against the criteria specified in the Policy. This ensures we have a fair and equitable approach to considering new applications and allows for existing arrangements to transition to the new Policy.

Licence to Occupy a Parking Space

All applications to use a public parking space would require a Licence to Occupy.

Policy Settings for Use of Parking Spaces

There are 244 metered parking spaces in the Masterton Town Centre, with 140 on Queen Street and the remainder on adjacent streets from Jackson Street through to King Street. In addition, there are 80 P120 Restricted car parks in the permitted areas.

The 140 metered parking spaces on Queen Street are distributed as follows:

Queen Street Block	West	East
Jackson to Perry/Bannister	24	16
Perry/Bannister to Lincoln/Church	10	18
Lincoln/Church to Park	12	24
Park to King	16	20
Total	62	78

The 2023/24 Parking Study undertaken by Stantec on behalf of Council found the average occupancy of the metered carparks was 71% across the day (higher at peak times of 11am-2pm but still below 85%), with some variation based on exact location relative to services. A target occupancy of 85% is an industry standard that represents an efficient use of the parking resource. This translates to around two in every ten spaces being consistently available.

For any application that requests the use of a metered, P120 Restricted or Unrestricted car park, the impact on parking would be assessed. The following principles are proposed, as outlined in the Policy, to guide decision making in relation to metered/time limited parking in the first twelve months:

- The draft Policy proposes up to twelve metered/P120 Restricted carparks in the permitted areas be made available for occupation initially (and no more than one per application).
 - o This equates to less than 3.7% of metered or time limited carparks in the permitted areas - there are currently 244 metered carparks and 80 P120 Restricted carparks

in the permitted areas. Additional parking will become available near the Town Centre activation space soon; and near the new Library when that is completed.

- It is proposed that the twelve metered/P120 restricted carparks be evenly distributed, particularly through the areas of Queen Street that are included in the permitted area. To achieve that, the Policy states that no more than two carparks in any block of Queen Street (within the permitted area) can have a Licence to Occupy at any time. Applications would be considered on a 'first in' basis. There are four blocks in the Queen Street CBD area and with two carparks each, this equates to a maximum of eight carparks being potentially available to occupy.
 - o If all eight potential carparks were occupied, this would equate to a reduction of around 5% of metered carparks for most blocks.
- To ensure we don't restrict potential opportunities for enhancement and development in the permitted areas, any applications that require the Bylaw amendment and do not meet the Policy criteria would be elevated to Council for decision. For clarity, this would include any applications seeking to occupy more than one carpark or any application received after the threshold (for each block or overall) is met. This enables Council to consider proposals that may benefit Masterton but fall outside the scope of the initial Policy settings.

This approach supports enabling vibrancy in the Town Centre, while mitigating the impact on access to parking, particularly in the CBD. As noted, a further mitigating factor is that additional off-street parking will be made available near the library on Queen Street, which will lift the number of available parks in the CBD.

Parking spaces that have Restrictions of less than P120 have been excluded from the Policy. These spaces are in locations that have been identified as requiring greater turnover of parking for specific reasons, hence shorter time limits apply, such as P5, P15 or P60. █

Enabling Timely Implementation

Part 6A (Traffic Bylaw Schedule) would need to be amended to reflect any approvals that are approved relating to the use of a metered or P120 Restricted or Unrestricted parking space in the permitted areas. The amendment process requires a Council resolution, publicly notified.

Schedule 7 Clause 32 of the Local Government Act enables Council to delegate decisions to a sub-committee. Council cannot delegate the making or amending of the Bylaw but can delegate amendments to the Traffic Bylaw schedule.

For operational efficiency, and to enable more responsive customer service, it is recommended that Council establish a Use of Public Places by Adjoining Business Premises Policy sub-committee, and delegate to that sub-committee:

- the authority to resolve amendments to Part 6A (Traffic Bylaw Schedule) of the Bylaw in response to the approval of a Licence to Occupy that is within scope of the Policy.

It is proposed that the GM Infrastructure, the GM Strategy and one elected member be appointed to that sub-committee.

Without a sub-committee, the Bylaw schedule amendments would need to go to the next Council meeting. This could mean a wait of up to six weeks through the year, and up to two months over the December/January summer period.

Any application to occupy a parking space that requires an amendment to the Bylaw, or a request to occupy a parking space that requires a Policy exception, would need to be escalated to Council for decision.

Conditions and Compliance Requirements

All approved applications would be required to comply with any conditions applied to their Written Authorisation or Licence to Occupy. Conditions are more likely to be specified for a Licence to Occupy.

Conditions of Licence to Occupy

Responsibility for maintenance, compliance, and removal of structures rests with the licence holder, while ownership of the public place remains with Council.

Licences to Occupy a public place may be approved with conditions. Common conditions would include the requirement for the licence holder to:

- Remove any structure with reasonable notice – for example to enable Council to require removal to undertake maintenance or renewal work on infrastructure in the vicinity of the adjoining business premise.
- Reinstate the public place to its original condition – for example if an area of footpath needed to be repaired after a structure was removed.

In most situations, a licence would not be granted for more than three years at a time; and the applicant would be required to renew the licence at the end of that period.

Longer term agreements generally require a lease to occupy which has more complex legal considerations including public liability and insurance requirements.

To provide some assurance for more substantive investments, renewal subject to compliance with the terms of the licence could be signalled.

Compliance and Enforcement

The Policy establishes that the use of any part of a Public Place for Outdoor Dining, Sale of Goods or Ancillary Commercial Use without a current Licence to Occupy or Written Authorisation issued by the Council is prohibited, noting transitional arrangements apply to provide an opportunity for businesses who do not currently hold appropriate written authorisation from Council or Licence.

Implementation of the Policy

The proposed Policy will be implemented by the Council through a set of operational procedures, to:

Translate the Policy's principles and assessment criteria into day-to-day operational decision-making.

- Set structured thresholds for the Policy criteria.
- Provide staff and applicants with clear expectations and responsibilities.
- Ensure applications are handled consistently, transparently, and defensibly across Council teams.

- Support Council objectives evident in its long-term development planning.

The procedures are being developed within the operational framework of the Council, based on subject matter expert advice and input. The procedures will be approved by ELT prior to the Policy's commencement date.

Overall, the draft Policy and procedures are expected to provide Council with a robust, transparent, and defensible framework for managing growing demand for the commercial use of Public Places, while safeguarding public interests and aligning with wider Council strategies.

It is recommended that an initial review of the Policy be undertaken after twelve months. This provides a period to test the new Policy and make adjustments if evidenced.

POLICY OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
1 Approves the proposed Use of Public Places by Adjoining Business Premises Policy; and the establishment of a Sub-Committee that can amend the Traffic Schedule within the scope of the Policy.	The approved Policy will provide the regulatory structure for fair and consistent assessment of applications for use of Public Places. The proposed Policy supports a more vibrant town centre while balancing this against compliance, health and safety and accessibility needs. A twelve-month review will enable Council to test the Policy and make changes if necessary. The Sub-Committee will enable more efficient administrative processes, and more responsive customer service.	Not all community members will agree with all authorised use of public place.
2 Approves the proposed Use of Public Places by Adjoining Business Premises Policy, and associated sub-committee, with amendments.	The approved Policy will provide the regulatory structure for fair and consistent assessment of applications for use of Public Places. Further advantages would depend on what	Not all community members will agree with authorised use of public place. Further disadvantages would depend on what amendments were proposed.

Option	Advantages	Disadvantages
	amendments were proposed.	
3 Status quo - do not approve the proposed Policy, which would mean no need to establish the Sub-Committee and officers would make decision under delegated authority regarding leases/licences. Applications would be assessed by officers and approved by the Chief Executive under delegated authority, in accordance with Rēhita Tuku Mana - Delegation Register (April 2026).	No advantages have been identified.	Risk of operational inefficiency, with staff relying on ad hoc decision-making, informal practices, precedent, rather than clear policy and processes. Risk of inconsistent or legally vulnerable decision-making given the lack of Policy. Risk of increased time and cost per application, due to unclear requirements, rework, and duplicated effort. Risk of difficulty enforcing removals or compliance, particularly where historic or informal approvals exist without documented processes.

RECOMMENDED POLICY OPTION

Option 1 is recommended for the Use of Public Places Policy.

Adoption of the Policy will provide Council with a clear and consistent framework for managing applications to occupy public places, supporting a more vibrant town centre while establishing criteria and standards that protect public safety, accessibility and amenity.

In addition, the establishment of the subcommittee will enable more efficient administrative processes, more responsive customer service, and more consistent decision-making regarding applications to occupy public places.

CHARGING FRAMEWORK

Context

Council does not currently have a charging framework that specifically applies to the commercial occupation of public places by adjoining businesses.

The proposed charging framework has been revised taking into consideration Council feedback:

- It removes all fees and charges for any application that aligns with the Written Approval pathway.
- It proposes a one-off Application Fee of \$135 per application for any Licence to Occupy application. This reflects cost recovery associated with assessing and administering applications. The amount proposed, of \$135 per application, is consistent with fees charged for similar licence applications. Over the first year of operation staff will record the time invested in assessing and finalising applications for a Licence to Occupy to enable more accurate cost recovery in future.
- It maintains an annual charge for any Licence to Occupy relating to a carpark. The annual fee of \$2,235 per annum is consistent with the level of revenue that Council could receive via parking fees otherwise based on current parking fees – i.e. it is set to recover lost revenue. It is recommended that this amount be reviewed as part of the fees and charges review each year.

Council has indicated it does not wish to impose annual occupation charges based on the square meterage of the space occupied. Officers have considered this position and recommend a per metre fee is applied to Licence to Occupy applications only.

The rationale for that includes:

- Any business that occupies a public place will benefit from that usage.
 - o Having tables and chairs outside for the purpose of outdoor dining is known to be attractive to customers.
 - o Anecdotal feedback from businesses has been that they do generate more income from having these spaces available to their clientele.
 - o The increased interest in enabling outdoor dining supports this.
- Businesses that are located in certain locations are better able to leverage that opportunity.

- o Businesses located where public places can be occupied have an advantage over businesses that cannot offer this opportunity (or can only offer on a small scale).
- o Businesses who are located where there are 'build outs' have an advantage over businesses who do not have 'build outs' as the Licence to Occupy requires compliance with the Bylaw, which means they must still guarantee a minimum pathway for pedestrians. Where there are build outs, the business can occupy more space.
- Any public place that is occupied by a business, still belongs to Council with associated maintenance and renewal costs.
- Other businesses operating on public places, including for dining, are charged for the opportunity to use that space. In that context, not charging would be inequitable.
 - o Examples of Council charges for other commercial activities on public land include temporary occupation fees for mobile operators, occupation agreements for commercial activities operating from parks and reserves, and seasonal commercial use arrangements.
 - o These arrangements demonstrate a general principle that where Council incurs costs in processing applications, or where exclusive private use results in the loss of a public asset, a charge may be appropriate.

The following factors have been considered in the development of the proposed fees:

Consideration	Assessment
Administrative costs	The Council administrative fee for similar activities (e.g. assessing applications for other licences, consents etc) is charged at \$135 per hour. Officers anticipate that the assessment of a licence to occupy will exceed more than three hours and propose recording the time required for each application so a more accurate assessment can be undertaken for future fee assessments.
Parking value	A fully occupied Queen Street metered parking space generates \$2,236 per annum based on current charges.
Equity considerations	Occupancy of public places for commercial use can provide private benefit while reducing public access, as outlined above.
Vibrancy and amenity	Occupation of public places can contribute to activation, economic activity and a more vibrant town/shopping centre, as our community signalled a desire for.

The proposed framework seeks to balance recovery of Council's administrative and operational costs with Council's broader objective of supporting economic activity and activation within public

places, while recognising the value of public parking places where these are occupied for private commercial purposes.

Analysis and Advice

The framework introduces categories based on the scale and impact of occupation.

Category	Description	Charge
Written authorisation	Occupation of public place that does not trigger any of the criteria for a Licence to Occupy.	No application fee and no annual charge
Licence to Occupy	Occupation that has one or more of the following features: - involves one or more of the following: subsoil penetration, structural anchoring, substantial airspace encroachment or occupation of a metered or P120 Restricted or Unrestricted parking space/on-street parking - includes the placement of Outdoor Dining Infrastructure, Display Items, or Ancillary Commercial Use Items that are fixed, anchored, semi-permanent and/or not readily removable without alteration to or reinstatement of the Public Place - materially reduces the availability of Metered or P120 Restricted or Unrestricted Parking Spaces/on-street parking	Application fee (one off) and Square metre area occupied fee (annual)
Parking Space	Charge where occupation displaces a public parking space	Annual parking occupation charge of \$2,236 per parking space

Application Fee

At a minimum, all applications for a Licence to Occupy should pay an Application Fee, which would help to offset the cost of processing and assessing applications.

It is proposed the application fee be set at \$135, aligning with the per hour charge that is set for other licence applications.

Officers anticipate it will take more than three hours to process and assess these applications. A record can be kept in the first year to inform future fee setting decisions.

Square Metre Occupation Fee

Given Council has indicated that it does not wish to impose occupation charges equivalent to commercial lease rates and wishes to support activation, economic activity and business growth, proposed fees and charges, included in the table below have been revised down seeking a modest contribution toward the value of occupied public place.

The proposed charge is below comparable commercial rental values, balancing affordability for businesses with the principle that exclusive commercial use of public place should make some contribution towards the value of that space and Council's ongoing role in managing it.

The proposed approach:

- Recognises that businesses occupying public places receive a commercial benefit from that occupation, whilst also acknowledging the broader community benefits that result from more active and vibrant town centres.
- Aligns with Council's Revenue and Finance Policy, which emphasises a user pays approach.
- Aligns with Section 101 of the Local Government Act, which requires councils to equitably distribute funding burdens and recover costs from those who directly benefit from specific services.

An alternative option is to remove the annual square metre occupation charge. This would maximise support for businesses seeking to activate public places but would mean no recognition of the commercial value of occupying the public land is applied, and no cost recovery for maintenance of those spaces. These costs would effectively be borne by the wider ratepayer base.

Parking Space Occupation Fee

Officers believe a parking occupation charge should apply regardless of which option is selected for charging for per metre occupation. Unlike other forms of occupation, the exclusive use of a parking space removes a public asset from general use and reduces the availability of public parking for residents, visitors and customers. Where the parking space is metered, occupation may also result in the loss of parking revenue that would otherwise be available to Council. The proposed parking occupation charge reflects the annual value of a fully occupied Queen Street metered parking space and provides a simple and transparent mechanism for recognising the value of that public asset when it is occupied for private commercial purposes.

Benchmarking Against Other Councils

Council	Application Fee	Annual Renewal Fee	Area Charge	Parking Charge
Auckland	N/A	\$456	\$173 m ²	Carparks not covered, but carparks for works are \$105 per day
Christchurch	N/A	N/A	Minimum \$690 annual charge	N/A
Wellington	\$240.50	\$121.50	\$115/m ²	\$236 application fee \$119.50 Annual Fee

				under Parklet Rules
Nelson	N/A	N/A	\$200/m ²	\$1,000 parking space deposit
Queenstown	\$450	N/A	\$600/m ²	N/A
Napier	N/A	\$197	No charge up to 3m ² \$321 3m ² to 10m ² \$454.00 10.1m ² to 20m ² \$679 greater than 20m ²	N/A

Benchmarking demonstrates there is no single approach across New Zealand. Councils use a mixture of application fees, annual charges, renewal fees and parking-related charges. While many councils impose annual occupation charges, the proposed framework adopts a simpler approach by limiting charges to application cost recovery and the occupation of public parking spaces.

Summary of Options for Charging

Officers have included two options for charging for public place occupations for Council consideration. Both options include a one-off application fee to recover Council's administration costs and an annual parking occupation charge where a public parking place is occupied. The key point of difference is whether an annual area-based occupation charge should apply based on the square metre space that is occupied.

Charge Type	Option 1 – Low Fee	Option 2 – No Fee
Written Authorisation	No charge	No charge
Licence to Occupy Application Fee	\$135 one-off fee	\$135 one-off fee
Annual Area Occupation Charge	\$90/m ² per annum	\$0/m ²
Parking Occupation Charge	\$2,236 per parking space per annum	\$2,236 per parking space per annum

Assessment of Options

Option 1: Low Square Metre Fee

This option includes a modest annual occupation charge that recognises the private commercial benefit received through occupation of public place while remaining significantly lower than commercial lease rates and the charges adopted by many other councils.

Officers consider this option is most consistent with Council's Revenue and Financing Policy, which emphasises user pays, and the funding principles contained within Section 101 of the Local Government Act 2002.

The occupation of public place by adjoining businesses provides an identifiable private benefit, and the proposed charge reflects the principle that those receiving that benefit should make an appropriate contribution towards the value of the public place being occupied and the costs associated with administering the activity.

The Local Government Act requires councils to consider the distribution of benefits between the community as a whole and identifiable beneficiaries when determining funding mechanisms, and fees and charges are an expressly recognised funding source.

Option 2: No Square Metre Fee

This option limits charges to a contribution towards the cost of Council's application processing costs; and cost recovery for occupation of public parking spaces.

This option provides the greatest level of support for businesses but does not align with user pays principles and has the lowest level of cost offset and cost recovery. It would result in the wider ratepayer base funding the value associated with the occupation of public place by private commercial operators.

This approach is also inconsistent with Council's Revenue and Finance Policy, which emphasises a user pays approach; and Section 101 of the Local Government Act 2002, which requires councils to equitably distribute funding burdens and recover costs from those who directly benefit from specific services.

CHARGING FRAMEWORK OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
1 Approves Option 1, the proposed low square metre fee, charging framework for the use of public place under the Policy	Recognises the commercial benefit derived from exclusive occupation of public place. Aligns with Council’s Revenue and Finance Policy, which emphasises a user pays approach. Aligns with Section 101 of the Local Government Act 2002, which requires councils to equitably distribute funding burdens and recover costs from those who directly benefit from specific services. Provides a contribution towards the value of public place being occupied for private commercial purposes. Remains comparatively affordable for businesses. More closely aligns with charging approaches adopted by other councils.	Introduces additional costs for some occupiers seeking to use public place May discourage some applications that would otherwise proceed

Option	Advantages	Disadvantages
2 Approves Option 2, the alternative no fee charging framework, for the use of public place under the Policy	Minimises costs for businesses. Simplifies administration and charging arrangements. Avoids introducing a new annual fee during the current economic environment.	Does not recognise the commercial benefit associated with occupation of public place. Provides no direct contribution towards the value of public land being exclusively occupied for private commercial purposes. Inconsistent with Council's Revenue and Finance Policy, which emphasises a user pays approach. Does not align with Section 101 of the Local Government Act 2002, which requires councils to equitably distribute funding burdens and recover costs from those who directly benefit from specific services. Results in the value associated with occupation of public place being borne by the wider community rather than the occupier who primarily benefits from the use of this space.
3 Approves another approach to a charging framework for the use of public place under the Policy	Advantages will be dependent based on the approach	Disadvantages will be dependent on the approach

RECOMMENDED OPTION

Option 1 is recommended for the Use of Public Places Policy charging framework.

Adoption of the recommended charging framework will provide a transparent, equitable and proportionate approach to charging for the occupation of public place. The recommended framework enables Council to recover the costs associated with assessing and administering applications, recognises the private commercial benefit derived from occupying public place through a modest annual occupation charge, and recovers the value associated with the occupation of public parking spaces where applicable.

Officers consider the recommended charging framework provides an appropriate balance between supporting business activity and public place activation, while remaining consistent with the user-pays principles reflected in Council's Revenue and Financing Policy. It is also consistent with S 101 of the Local Government Act relating to cost recovery.

If Council to minimise costs to businesses, it may instead choose to adopt the alternative charging option that sets the annual area occupation charge at \$0/m². However, officers note that this approach would represent a departure from the user-pays principles reflected in Council's Revenue and Financing Policy, as the value associated with the occupation of public place would largely be borne by the wider community rather than those receiving the primary commercial benefit from that occupation.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

This Policy aligns with the following documents:

- *Long-Term Plan 2024-34 Tō Wāhi, Tō Mahere: Your Place, Your Plan.*
- *Ngā Ture ā-Rohe Tōpu o Wairarapa Wairarapa Consolidated Bylaw*, in particular:
 - o Part Two: Public Places (including Parks and Reserves).
 - o Part Three: Sale of Goods in Public Places
 - o Part Six: Traffic
- *Wairarapa Combined District Plan*

The Policy aligns with Council's strategic direction, improving our infrastructure and economic and community outcomes; and enabling positive growth and development for our future:



It also aligns with the views of the community as expressed in the early engagement on the Masterton Development Plan where feedback included a desire for a more vibrant town centre.

Significance, Engagement and Consultation

As the proposed Policy is operational, no consultation or engagement is required prior to Council adoption. Consultation is undertaken in relation to each application as necessary.

The Policy requires applicants to consult with affected businesses, property owners, and other stakeholders (including Mana Whenua where relevant), consistent with a resource consent process and/or in accordance with Section 156 of the Local Government Act if the proposal relates to use of a carpark that is listed in Part 6A (Traffic Bylaw Schedule) and is assessed as requiring consultation.

The Policy also allows Council to require additional engagement in accordance with the Significance and Engagement Policy where this is considered necessary.

Financial Considerations

The approval of this Policy will allow Council to recover costs associated with the administration of the process.

The proposed Policy enables consideration of occupying up to 12 metered or time limited carparks. This equates to 3.7% of all 324 potentially eligible metered (244) and P120 Restricted (80) car parks in the approved areas. Any requests to occupy a parking space that required a Bylaw change, or a Policy exception, would be elevated to Council for decision.

To support an even distribution, it is proposed that no more than two car parks can be allocated in any section of Queen Street that is located in the Policy Area. Any exceptions would be elevated to Council for decision.

Where a public parking space is occupied, the loss of parking revenue would be recovered through the Parking Occupation Charge associated with the Licence to Occupy.

Under the recommended charging framework, Council would also recover some of the costs associated with assessing and administering Licence to Occupy applications through a one-off application fee and receive a modest annual occupation charge that recognises the private commercial benefit associated with the occupation of public place.

Should Council choose the alternative charging option and set the annual area occupation charge at \$0/m², Council would continue to recover some of the application processing costs and the parking occupation costs but would forgo revenue associated with occupation of public place. This would reduce costs to businesses, but contrasts with the user-pays principles reflected in Council's Revenue and Financing Policy.

Implications for Māori

The Policy requires applicants to seek the views of mana whenua when required. Beyond this, we have not identified any implications specific to Māori by approving this Policy.

Communications/Engagement Plan

The following operations teams have been engaged in the development of this Policy: Animals and Bylaws, Roading team, Building team, Project team, Planning team, and Parks and Open Spaces team.

Officers have made initial contact with those businesses that operate in a manner covered by this Policy and will undertake follow up visits to businesses if the Policy is adopted by Council.

Officers will also make contact with businesses that have shown an interest in utilising the space outside their business, and set out the next steps.

Environmental/Climate Change Impact and Considerations

Adopting a Policy to formally allow the use of Public Places will enable the community to have more opportunities to spend time outside and create vibrancy within the CBD, which could result in favourable environment outcomes. In other towns and cities there are examples of authorised projects having a positive impact in the environment space through planting installations, shade structures, and in some cases, locally grown herbs and greens. The benefits of spending time outside on human health have been well versed.

Next Steps

Once adopted, the Policy will be available to staff and published on the Council website on 1 October 2026; the aligned Sub-Committee would be established; and the Use of Public places by Adjoining Business Premises Procedures will be finalised to support the operational teams implement the Policy.

ATTACHMENTS

1. Use of Public Places by Adjoining Business Premises Policy [↓](#)

Use of Public Places by Adjoining Business Premises Policy



Ihirangi | Contents

Use of Public Places by Adjoining Business Premises Policy	1
Horopaki Context	3
Kuputaka Definitions	3
Pūtake Purpose	8
Whāinga Objectives	8
Whānuitanga Scope	8
Ara Whakatutuki Tono, me te Pepa Tuku Mana Applications, Processing Pathways, and Form of Authorisation	9
Whakaritenga Taupua Transitional Arrangements.....	10
Mana Whakatau a te Kaunihera, Herenga Raihana me ngā Herenga Whakahaere Council Discretion, Licence Conditions and Administrative Terms.....	11
Ngā Paearu i ngā Tukanga Whakataunga Criteria Considered in Decision-Making Process.....	13
Wānanga tahi ki ngā Pāti Whiriwhiri Consultation with Consultation Parties.....	14
Arotake Kaupapa Here Review of Policy	15
Tuhinga Hāngai Related Documents	15
Whakahaere Kōnae Version Control	16
Rārangi Hōtaka List of Schedules.....	16
Āpitihanga 1: Whaitua o te Kaupapa Here Schedule 1: Policy Areas	17
Wāhi o te Kaupapa Here - Tahi: Pokapū Tāone me ngā tiriti i ōna taha, pēnei me ngā tiriti o Dixon me Chapel Policy Areas - One: Town Centre and side streets including Dixon and Chapel Street.....	18
Wāhi o te Kaupapa Here - Rua: Ngā wāhi kaihokohoko ki Kuripuni Policy Areas - Two: Retail areas in Kuripuni.....	19
Wāhi o te Kaupapa Here - Toru: Ngā wāhi kaihokohoko ki Lansdowne Policy Areas - Three: Retail areas in Lansdowne.....	20

Policy Reference: MDC 061

First Adopted	16 September 2026
Latest Version	Version 1 (September 2026)
Adopted by:	Council
Review Date	2026/27 (1 October 2027)

Horopaki | Context

Public Places, including Roads, form an important part of the Council's town centre and retail areas. Public Places are used for movement, access, and public amenity. In some locations, they adjoin commercial premises and can accommodate commercial activities associated with Adjoining Business Premises, including Outdoor Dining, Sale of Goods and Ancillary Commercial Use.

The use of Public Places for commercial activities associated with Adjoining Business Premises can enhance the vibrancy and attractiveness of town centres but must be managed to ensure safe, accessible, and equitable public access.

This policy supports the implementation of Council's Public Places Bylaw and Sale of Goods in Public Places Bylaw by providing a framework for assessing and managing applications by Adjoining Business Premises to undertake Outdoor Dining, Sale of Goods, and Ancillary Commercial Use within the Policy Areas.

Kuputaka | Definitions

Ngā Ture ā-Rohe Tōpu o Wairarapa: Wairarapa Consolidated Bylaw (1 November 2025) (**Bylaw**) introduction (Part One) establishes definitions that apply across the entire bylaw. This policy adopts and applies those overarching defined terms where relevant, while also introducing and defining additional terms specific to the policy context within this definitions section.

Accessways	Has the meaning given to it in section 215 of the Local Government Act 1974.
Adjoining Business Premises	Means a commercial Premises within the Policy Areas that is located in a building that shares a boundary with a Public Place. This includes any separately occupied commercial tenancy within that building, whether located at ground level, above ground level, below ground level, or to either side within the building.
Amenity Values	Means those natural or physical qualities and characteristics of an area that contribute to people's appreciation of its pleasantness, aesthetic coherence, and cultural and recreational attributes.
Ancillary Commercial Use	Means the use of an Ancillary Commercial Use Area for ancillary, supporting, or associated commercial purposes connected with that Premises, where such use is not Outdoor Dining or the Sale of Goods and does not involve the service or consumption of food or beverages or the display, offering, promotion, or sale of Goods as a primary purpose.

Ancillary Commercial Use Area	Means a clearly identified area located in front of the relevant Adjoining Business Premises (including one or more frontages of the Premises if applicable as determined by the Council), within which an Ancillary Commercial Use by an owner or occupier of an Adjoining Business Premises may be undertaken, being an area of a size and configuration determined by the Council to ensure safe and accessible pedestrian movement and maintain public amenity.
Ancillary Commercial Use Items	Means items placed within an Ancillary Commercial Use Area in connection with an Ancillary Commercial Use (not including Sign and Signage, which is excluded under this policy), that are temporary, moveable, and not permanently fixed to the Public Place.
Authorisation	In this policy, references to an authorisation include a written authorisation or Licence to Occupy, as applicable.
Berm	Has the meaning given to it in section 2 of Part Two of the Bylaw.
Commencement Date	Means the commencement date of this policy which is 21 September 2026.
Consultation Parties	Means: - the owners and occupiers of Premises adjoining the Adjoining Business Premises, including those immediately adjacent on either side; and - the owners and occupiers of any separately occupied tenancy or Premises used for business or commercial activities within a building that directly fronts or shares a boundary with the same Public Place as the Adjoining Business Premises, including Premises located on upper or lower floors of that building, where those Premises may be directly affected by the proposal; and - any other identifiable property owners or occupiers who are directly affected by the proposed use of a Public Place for an Outdoor Dining Area, Sale of Goods, or other Ancillary Commercial Use, including where such use may result in: - impacts on significant vistas or Amenity Values associated with their Premises; - obstruction or reduction of road frontage serving their Premises; or

- material economic, access, or operational impacts on their Premises (including access, loading, or on-street parking); as determined by the Council.

Council or the Council	Masterton District Council (and includes any officer authorised to exercise the authority of the Council).
Display Area	Means a clearly identified area within a Public Place for the Sale of Goods by an Adjoining Business Premises, located in front of the relevant Adjoining Business Premises (including one or more frontages of the Premises if applicable as determined by the Council), within which the Sale of Goods by an owner or occupier of an Adjoining Business Premises may be undertaken, being an area no longer than the length of the relevant frontage or combined frontages unless otherwise approved by the Council, and of a size and configuration determined by Council to ensure safe and accessible pedestrian movement and maintain public amenity.
Display Items	Means items placed within a Display Area in connection with the Sale of Goods that are temporary, moveable, and not permanently fixed to the Public Place, including (but not limited to) shelves, stands, racks, tables, display units, cabinets, or similar items used to facilitate the Sale of Goods.
Existing Terms	Includes the manner extent, location, and conditions under which the use or occupation has historically occurred or been permitted by the Council (whether formally or informally).
Footpath	Has the meaning given to it in section 315 of the Local Government Act 1974.
Licence	Has the meaning given to it in section 4 of Part One of the Bylaw.
Licence to Occupy Part of a Public Place	For the purposes of this policy, a Licence (as defined in the Bylaw) issued for the purpose of authorising a right to occupy a part of a Public Place for Outdoor Dining, the Sale of Goods, or Ancillary Commercial Use by Adjoining Business Premises is referred to as a Licence to Occupy Part of a Public Place, or a Licence to Occupy.

Metered Parking Space/s	Has the meaning given to it in section 2 of Part Six of the Bylaw and as identified in the Traffic Control Schedule (Part 6A) of the Bylaw.
Outdoor Dining	Means the use of an Outdoor Dining Area for service or consumption of food or beverages supplied by that Premises to customers of that Premises.
Outdoor Dining Area	Means a clearly defined area within a Public Place for Outdoor Dining by an Adjoining Business Premises, located in front of the relevant Adjoining Business Premises (including one or more frontages of the Premises if applicable as determined by the Council) within which Outdoor Dining by an Adjoining Business Premises may be undertaken, being an area no longer than the length of the Premise frontage (unless otherwise approved by the Council) and of a depth determined by the Council to ensure safe and accessible pedestrian access and maintain visual amenity.
Outdoor Dining Infrastructure	Means all furniture, fittings, and structures, placed within an Outdoor Dining Area in connection with Outdoor Dining, that are not permanently fixed to the Public Place and are capable of being removed without significant alteration to the Public Place, including (but not limited to) tables, chairs, heaters, umbrellas, planter boxes, temporary landscaping features, waiting stations, barriers, railings, awnings, canopies, screening devices, Parklets, access ramps, steps, platforms and decks or other similar items used to facilitate Outdoor Dining. Outdoor Dining Infrastructure does not include building accessways, driveways, or site development works not installed for the purpose of Outdoor Dining.
Parking Space	Parking space has the meaning given to it in section 2 of Part Six of the Bylaw and as identified in the Traffic Control Schedule (Part 6A) of the Bylaw.
Parklet	Areas that are part of a Public Place that have been constructed in spaces that were intended for on-street parking.
Policy Areas	Means those areas identified on the maps in Schedule One of this policy.

Property	Means an estate or interest in land (such as a lease) within the legal boundary of a site including any buildings or structures on that land, that is privately owned or lawfully occupied by a Person.
Public Benefit	Occurs when there is an identifiable benefit available to the public or a sufficient section of the public and it is not primarily for private advantage, for example pedestrian or vehicle access.
Public Place	Has the meaning given to it in section 4 of Part One of the Bylaw.
Queen Street Block	Means the section of Queen Street between two consecutive intersecting streets measured from the centreline of one intersection to the centreline of the next intersection.
P120 Restricted Parking Space	Means a parking space where a P120 restriction has been applied.
Road	Has the meaning given to it in Part One of the Bylaw. In summary, Road includes (but is not limited to): • the carriageway (formed road); • Berms; • Footpath; • land that is legally road but not currently formed as carriageway or Footpath (sometimes referred to as "unformed road"); • subsoil below the Road; and • airspace above the Road.
Sale of Goods	Means the use of a Display Area for the display, offering, promotion, or sale of Goods in connection with that Premises, where the primary purpose of the activity is the retail or transactional exchange of Goods with customers of that Premises, and does not include Outdoor Dining or Ancillary Commercial Use.
Sandwich Board	Has the meaning given to it in section 2 of Part Two of the Bylaw.
Sign and Signage	Has the meaning given to it in section 2 of Part Two of the Bylaw.

Transition Period	Means the period beginning from the day after the Commencement Date up to and including 9 February 2027.
Unrestricted Parking Space	Means a Council owned parking space where no restriction has been applied.

Pūtake | Purpose

This Policy establishes a framework for managing the use of Public Places within the Policy Areas by Adjoining Business Premises for Outdoor Dining, Sale of Goods, and Ancillary Commercial Use. Authorisation for such use is granted through a Licence to Occupy or other approval mechanism provided for under this Policy and the Bylaw.

This policy establishes the criteria and decision-making approach for the assessment and determination of applications, to ensure the safe, accessible, and equitable use of Public Places.

Whāinga | Objectives

1. To enable the activation and efficient use of Public Places within the Policy Areas through controlled use by Adjoining Business Premises.
2. To ensure Public Places are used in a safe, accessible, and orderly manner.
3. To manage and mitigate the impacts of Outdoor Dining, Sale of Goods, and Ancillary Commercial Use on public amenity, accessibility, and safety.
4. To ensure that the use of Public Places by Adjoining Business Premises is consistent with Council bylaws, policies, strategies, and the District Plan.
5. To ensure appropriate cost recovery for Council's administration, maintenance, and management of Public Places used for commercial purposes.
6. To support transparent, consistent, and equitable decision-making in the assessment and approval of applications for the use of Public Places within the Policy Areas by Adjoining Business Premises for Outdoor Dining, Sale of Goods, and Ancillary Commercial Use.

Whānuitanga | Scope

This policy applies to the regulation and authorisation of the use of Public Places within the Policy Areas for Outdoor Dining, Sale of Goods and Ancillary Commercial Use by Adjoining Business Premises from the Commencement Date.

Adjoining Business Premises located within the Policy Areas may undertake Outdoor Dining, the Sale of Goods and Ancillary Commercial Use in a Public Place only where authorised under this Policy.

The form of authorisation under this Policy may take the form of a Licence to Occupy, Written Approval, or other form of Council authorisation.

To clarify, this policy does not apply to:

- the use of Public Places by Adjoining Business Premises outside the Policy Areas;
- the Sale of Goods by Mobile Traders regulated under Part Three of the Bylaw;
- the Sale of Goods undertaken in the Masterton Permitted Areas identified in Schedule A of Part Three of the Bylaw, including locations identified in Schedule A as permitted areas for Mobile Traders, regulated under Part Three of the Bylaw;
- Sale of Goods undertaken by a Person in a Public Place who is not an Adjoining Business Premises. Such activities are regulated under Part Three of the Bylaw;
- Public Places that are classified as reserves under the Reserves Act 1977 within the Policy Areas, including any land held, managed, or designated by the Council for reserve purposes, or intended for such use notwithstanding that classification processes under the Reserves Act 1977 or other relevant legislation are not yet complete;
- Public Places that are parks as defined under relevant New Zealand legislation or used principally for community, recreational, environmental, cultural, or spiritual purposes;
- Sign and Signage, including Sandwich Boards, regulated under Section 8 of Part 2 of the Bylaw and the Wairarapa Combined District Plan;
- any activity that is unlawful or prohibited under the Wairarapa Consolidated Bylaw, the District Plan, or any other applicable statutory or regulatory instrument, including relevant management plans.

Ara Whakatutuki Tono, me te Pepa Tuku Mana | Applications, Processing Pathways, and Form of Authorisation

Applications will be assessed and classified by the Council as requiring a Licence to Occupy or written approval having regard to the scale, nature, and effects of the proposed Outdoor Dining Area, Display Area, or Ancillary Commercial Use Area.

The classification of an application determines the applicable processing pathway, information requirements, complexity of the assessment to be undertaken by the Council, and the type of authorisation required under this Policy.

The Council will determine which pathway the applicant must use to submit their application as established under this Policy.

Applicants are encouraged to engage with Council prior to lodging an application to obtain initial guidance on requirements, timeframes, and assessment considerations.

Application Pathway Requirements

Where the Outdoor Dining Area, Display Area, or Ancillary Commercial Use Area includes one or more of the following features, the application will be considered under the Licence to Occupy pathway:

- the use involves one or more of the following: subsoil penetration, structural anchoring, substantial airspace encroachment or occupation of a metered or P120 Restricted or Unrestricted parking space/on-street parking;
- the use includes the placement of Outdoor Dining Infrastructure, Display Items, or Ancillary Commercial Use Items that are fixed, anchored, semi-permanent, and/or not readily removable without alteration to or reinstatement of the Public Place;
- the use materially reduces the availability of Metered or P120 Restricted or Unrestricted Parking Spaces/on-street parking;

Examples may include (but are not limited to):

- barriers, bollards, or setbacks used to define an Outdoor Dining Area, Display Area, or Ancillary Commercial Use Area;
- cantilever umbrellas, awnings, canopies, or other overhead Outdoor Dining Infrastructure requiring structural fixing or building interface attachment;
- parklets, raised decks, platforms, or built-out dining extensions, including modular or structural installations with anchoring or subsoil penetration;
- enclosed or semi-enclosed Outdoor Dining Areas or prefabricated structures or pods; and
- fixed or anchored Display Items or Ancillary Commercial Use Items, including racks, shelving, or other installations involving ground fixing, anchoring, or substantial airspace occupation.

Where none of the Licence to Occupy pathway criteria apply, the application will be required to apply to Council for written permission to occupy the space.

Form of Authorisation

Applications will be authorised in accordance with their classification as follows:

- If one or more of the Licence to Occupy pathway criteria are met, the application will be authorised by way of the granting a Licence to Occupy to be entered into by the applicant and the Council.
- If none of the criteria apply, then the application will be authorised by way of written authorisation issued by the Council.

Whakaritenga Taupua | Transitional Arrangements

Transitional Continuation of Use

Any use of a Public Place by an Adjoining Business Premises for the purpose of Outdoor Dining, Sale of Goods, or Ancillary Commercial Use within the Policy Areas that was in place immediately before the Commencement Date, whether formally authorised or informally permitted by the Council (including by tolerance or acquiescence), may continue during the Transition Period.

Such use must not be expanded or intensified beyond the scale, footprint, location, or intensity as existed immediately before the Commencement Date and is subject

at all times to compliance with applicable law and any direction, requirement, or condition imposed by the Council.

The Council may at any time require modification, suspension, or cessation of any use of a Public Place that was in place immediately before the Commencement Date where necessary for safety, accessibility, asset protection, amenity, or statutory compliance.

Application Requirement

Within three months from the Commencement Date, the owner or occupier of the relevant Adjoining Business Premises must apply to the Council for authorisation of that use under this policy if they wish to continue that use beyond the Transition Period.

Failure to submit an application within the required timeframe requires that the use cease at the end of the Transition Period.

Temporary Continuation Pending Determination

Where a valid application has been lodged within the required timeframe and remains undetermined at the end of the Transition Period, such use may continue on a temporary basis until the application is determined, provided that:

- the applicant continues to diligently progress the application in good faith; and
- complies with all reasonable requests, requirements, and timeframes imposed by the Council.

The Council may suspend or terminate such temporary continuation where it considers that the application is not being diligently progressed or is being unreasonably delayed by the applicant.

Determination of Application

Where an application is determined:

- if approved, the use may continue only in accordance with the authorisation issued under this Policy and the Bylaw;
- if refused, the use must cease immediately upon notification of the refusal decision.

Post Transition Requirement

On the expiry of the Transition Period, and subject to any permitted temporary continuation under this Policy, an Adjoining Business Premises may only use a Public Place for Outdoor Dining, Sale of Goods, or Ancillary Commercial Use where authorised under a current authorisation issued under this Policy and the Bylaw.

Mana Whakatau a te Kaunihera, Herenga Raihana me ngā Herenga Whakahaere | Council Discretion, Licence Conditions and Administrative Terms

The Council may grant or refuse an application at its discretion. Where an authorisation is issued, it is subject to compliance with this policy and any terms and conditions imposed by the Council.

An authorisation subject to compliance with this policy may include any terms and conditions the Council considers necessary, to ensure the safe, accessible, and appropriate use of the Public Place. These may include (without limitation) insurance requirements, suspension, termination, review, variation, renewal, cancellation, reinstatement, fees, and make good rights and obligations.

The granting of an authorisation under this policy (whether that authorisation be a Licence to Occupy or written authorisation) does not confer any property right or exclusive interest in the Public Place, and all authorised use remains subject to ongoing compliance with the conditions of the authorisation.

Variation of Authorisation

An application to vary an authorisation must be made by written request to the Council and will be assessed in accordance with this policy, the Bylaw, any relevant provisions relating to the management and control of the Public Place and having regard to the nature and significance of the proposed variation.

Variations to a Licence to Occupy must be recorded by deed of variation between the Council and the holder of the authorisation. Variations to a written authorisation may be recorded by written agreement or written confirmation issued by the Council, or in such other form as the Council considers appropriate.

The Council may determine, having regard to the scale, nature, and effects of the proposed variation, that a variation to a written authorisation instead requires a new application to be lodged and assessed under application pathway.

The Council may require the reasonable costs of preparing and executing any application to vary an authorisation to be met by the applicant.

Use of Metered or P120 Restricted or Unrestricted Parking Spaces

To ensure equitable distribution and to maintain accessibility for the public to parking along Queen Street, the Council may determine the circumstances in which Metered or P120 Restricted or Unrestricted Parking Spaces may be used by Adjoining Business Premises for Outdoor Dining, Sale of Goods, or Ancillary Commercial Use, so that:

- no more than 12 of Metered or P120 Restricted Parking Spaces are used under a Licence to Occupy at any one time; and
- within each Queen Street Block in the Policy Areas – no more than two Metered or P120 Restricted Parking Space may be used under a Licence to Occupy.

Where an application proposes the use of a Metered or P120 Restricted or Unrestricted Parking Space for Outdoor Dining, Sale of Goods, or Ancillary Commercial Use, the granting of a Licence to Occupy is subject to any necessary amendments to the Traffic Control Schedule (Part 6A) in accordance with Part 6 of the Bylaw (in particular clause 21.1) that the Council determines are necessary to give effect to the approved use. Any such amendments shall be undertaken in accordance with the consultation and notification requirements of the Traffic Bylaw, including clause 21.2 where applicable.

The baseline for determining availability will be the number of relevant carparks identified in the Traffic Control Schedule within the Policy Areas, as at the Commencement Date of this policy.

Applications for use of a Metered or P120 Restricted Parking Space will be considered on a 'first in, first served' basis by the relevant Council decision-making body.

Ngā Paearu i ngā Tukanga Whakataunga | **Criteria Considered in Decision-Making Process**

The information provided in support of an application for a Licence to Occupy under this policy will be used by the Council to assess each application against the criteria set out below.

The Council's decision on whether to approve a Licence to Occupy and grant an authorisation will be made following a multiple criteria framework, comprising an initial assessment against minimum criteria, followed by consideration of other relevant criteria where the minimum criteria are satisfied. Satisfaction of the minimum criteria does not create any entitlement to the granting of an authorisation.

Applications must satisfy the Council that they meet all minimum criteria in order to proceed to further assessment. Where an application does satisfy the minimum criteria, the applicant may be advised of the reasons and given the opportunity to amend and resubmit the application.

Minimum criteria for assessment are listed below:

- **Compliance with Council bylaws, policies, strategies and the District Plan.** The extent to which the application is consistent with those instruments.
- **Health and safety.** The extent to which the application appropriately manages risks including nuisance effects (including noise), potential or imminent hazards, pedestrian safety, traffic safety, and compliance with any applicable bylaws, local policies and national standards.
- **Accessibility.** The extent to which the application maintains safe and reasonable pedestrian movement within the Public Place and access to adjoining properties, and the extent to which it impacts the safe and efficient use of a Public Place, including parking and transport infrastructure.

Where the minimum criteria are satisfied, the Council may also have regard to the following additional criteria in its assessment:

- **Impact on Council Assets.** This includes underground infrastructure, street trees, and public amenities (such as seating and rubbish bins), and the extent to which these assets can be accessed for maintenance and renewal.
- **Sustainability.** The extent to which the application integrates sustainable, eco-friendly practices throughout the project and for maintaining these practices after the works have concluded. For instance, whether the application addresses covered areas for the public, or degrades significant vegetation.

- **Strategic alignment.** The extent to which the application reflects or aligns with the Masterton District Council's strategies and broader strategic direction.
- **Economic and cultural development.** The extent to which the application supports the development of commercial activities in the area that contribute to vibrancy, activity, and local identity of the district.
- **Fairness and competition effects,** to which the Council may have regard, including relevant guidance issued the Competition Assessment Guidelines developed by the Commerce Commission.¹

Wānanga tahi ki ngā Pāti Whiriwhiri | **Consultation with Consultation Parties**

Where required by the Council, the applicant must undertake consultation with all Consultation Parties prior to submission of the application.

Consultation must involve providing sufficient information to Consultation Parties to enable them to understand the nature, design, and potential effects of the proposal and to provide feedback on the proposal. The purpose of the consultation is to inform Consultation Parties of the proposal and to enable their views to be considered by the Council as part of its decision-making process.

Prior to undertaking consultation, and during the pre-application stage, the applicant must engage with the Council to confirm the applicable consultation requirements for the application. This includes the identification of Consultation Parties relevant to the specific site and circumstances, and any Council expectations for the scope and manner of consultation.

The Council may provide guidance; however, responsibility for undertaking consultation in accordance with this policy remains with the applicant.

The applicant must provide evidence to the satisfaction of the Council that reasonable steps have been taken to notify Consultation Parties of the proposal and to seek their feedback, including details of any responses received, any written support or objections and any changes made to the proposal as a result of that feedback. Written support or agreement, where obtained, should be provided as part of the application but does not determine or limit the Council's decision.

Consultation must be proportionate to the scale and potential effects of the proposed Outdoor Dining, Sale of Goods, or Ancillary Commercial Use and must be undertaken in a manner that provides Consultation Parties with a reasonable opportunity to consider and respond to the proposal prior to the application being determined.

The Council may determine that consultation has not been adequately undertaken and may require further consultation, additional information, or defer consideration of the application until consultation requirements are satisfied. Consultation forms part of the information considered by the Council in its assessment of the application and does not confer any right to approval.

The granting of an authorisation under this policy remains at the sole discretion of the Council.

¹ [Competition Assessment Guidelines | Commerce Commission](#)

Ngā utu Takahi Kaupapa Here | **Consequences for Breach of Policy**

Except as provided for under the Transitional Arrangements section of this policy, the use of any part of a Public Place for Outdoor Dining, Sale of Goods or Ancillary Commercial Use without a current authorisation is prohibited. This includes the establishment or operation of any Outdoor Dining Area, Display Area, or Ancillary Commercial Use Area or the associated use of Outdoor Dining Infrastructure, Display Items, or Ancillary Commercial Use Items in those areas.

Any unauthorised use of a Public Place, including use occurring where an authorisation has expired, been suspended, revoked, or otherwise ceased to have effect constitutes a breach of the Bylaw. Such a breach may result in enforcement action under the Bylaw, including prosecution as provided for under section 242 of the Local Government Act 2002, which prescribes penalties for offences against bylaws.

Further, where applicable, the Council may exercise its authority under section 163 of the Local Government Act 2002 to remove or alter works in breach of the Bylaw and recover associated costs from the person responsible.

The owner or occupier of the Adjoining Business Premises associated with the Outdoor Dining, Sale of Goods, or Ancillary Commercial Use is responsible for obtaining all required approvals and ensuring a valid authorisation remains in place at all times.

Policy Exceptions

Any exception to this Policy must be approved by Council resolution.

Arotake Kaupapa Here | **Review of Policy**

This policy can be reviewed, amended or revoked at any time. An interim review will take place after 12 months of the commencement date. After concluding the interim review, the Policy must be reviewed every five years.

Tuhinga Hāngai | **Related Documents**

- Ngā Ture ā-Rohe Tōpu o Wairarapa - Wairarapa Consolidated Bylaw (1 November 2025) (Bylaw), in particular:
 - Part One - Introductory
 - Part Two - Public Places (including Parks and Reserves) and applicable sections, in particular:
 - o Section 3 - Public Safety and Nuisances
 - o Section 5 - Obstructing Public Places

- o Section 6 - Damage to Public Places
- o Section 8 - Signage
- o Section 9 - Outdoor Dining
- o Section 10 - Exposing Articles for Sale
- o Section 15 - Awnings and Blinds
- o Section 16 - Projections on Public Places not Permitted
- o Section 19 - Animals in Public Places
- Part Three - Sale of Goods in Public Places
- Part Six - Traffic
- Wairarapa Combined District Plan

Whakahaere Kōnae | **Version Control**

Version	Date	Summary of Amendments	Approved By
1	September 2026	New Policy approved	Council

Rārangi Hōtaka | **List of Schedules**

- Schedule 1: Policy Areas:
 - Policy Areas - One: Town Centre and side streets including Dixon and Chapel Street
 - Policy Areas - Two: Retail areas in Kuripuni
 - Policy Areas - Three: Retail areas in Lansdowne

Āpitihanga 1: Whaitua o te Kaupapa Here | **Schedule 1: Policy Areas**

The Policy Areas listed here are indicative only. They are intended to reflect the purpose and scope of the policy, rather than to form part of the policy itself, and should be interpreted as guidance rather than a definitive statement of inclusion or exclusion.

These areas are outlined below:

- **Policy Areas - One: Town Centre and side streets**

- Queen Street (From the Northern Roundabout connecting with Chapel and Dixon Street through to the intersection of Queen Street and Renall Street)
- Dixon St (Workshop Rd to Bruce St)
- Bruce St (all)
- King St (all)
- Park St (all)
- Lincoln Rd (between Queen St and the eastern side of Chapel St)
- Church St (between Queen St and Dixon St)
- Perry St (between Queen St and the eastern side of Chapel St)
- Bannister St (between Queen St and Dixon St)
- Jackson St (between Queen St and the eastern side of Chapel St)
- Workshop Rd (between Queen St and Dixon St)
- Renall St (between Queen St and the eastern side of Chapel St)

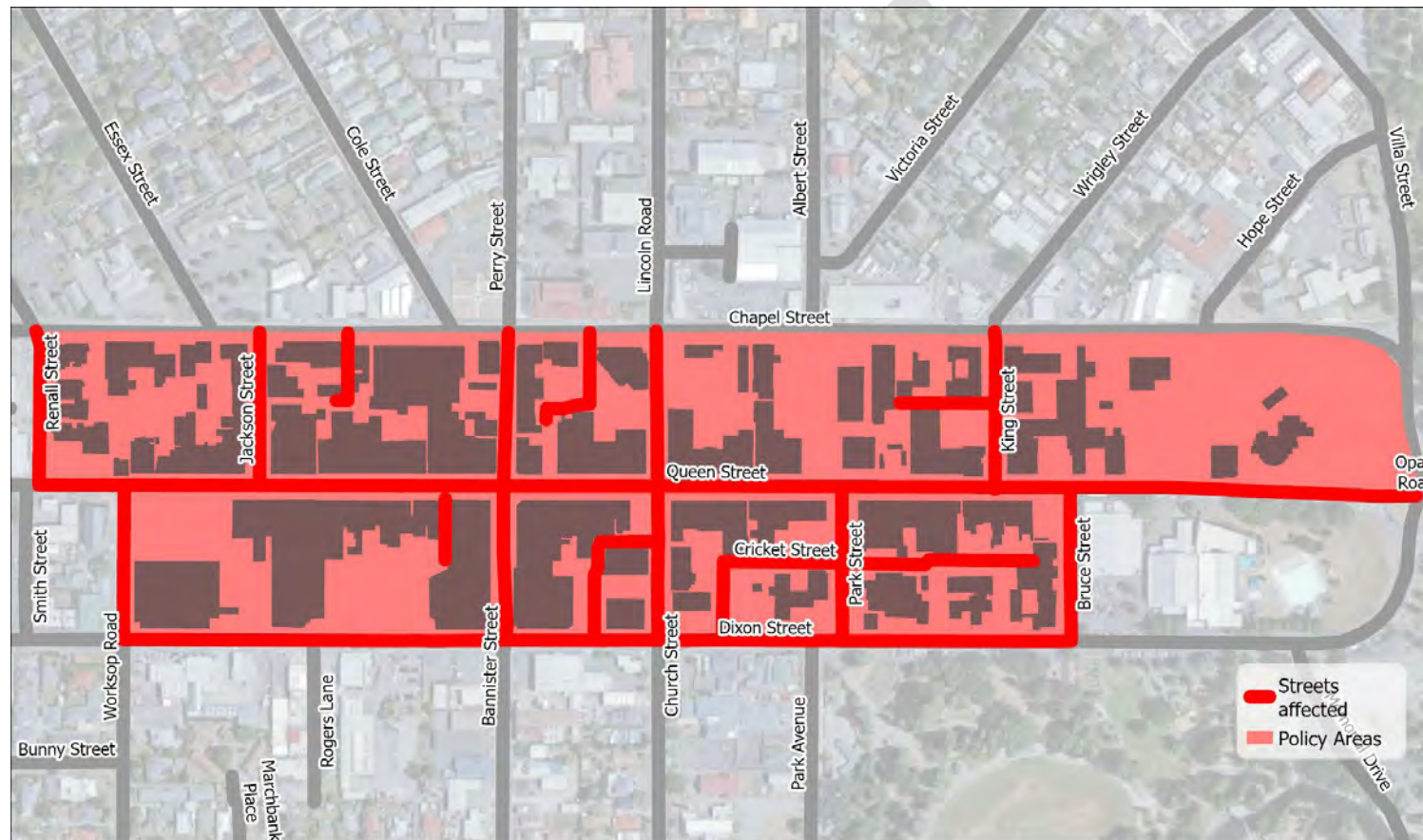
- **Policy Areas - Two: Retail areas in Kuripuni**

- Queen St (425 Queen St to Crayne St)
- Queen St (Crayne St to Waltons Ave)
- Queen St (Crayne St to Kuripuni St)
- Crayne St (all).

- **Policy Areas - Three: Retail areas in Lansdowne**

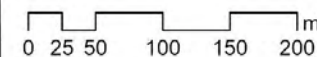
- North side of First St (1B - 3D First St)
- South Side of First St (Opaki Rd - Cooper St).

Wāhi o te Kaupapa Here - Tahi: Pokapū Tāone me ngā tiriti i ōna taha, pēnei me ngā tiriti o Dixon me Chapel | **Policy Areas - One: Town Centre and side streets including Dixon and Chapel Street**



Use of Public Spaces by Adjoining Business Premises
Town Centre and side streets including Dixon and Chapel Street

DISCLAIMER: The Masterton District Council accepts no responsibility for actions or projects undertaken or loss or damages incurred, by any individuals or companies, or agencies, using all or any of the information presented on this map. The Masterton District Council does not provide interpretation of this information or advice on how to interpret, or make this information. Your own independent and appropriate professional advice should be sought. The information displayed on this map may contain errors or omissions or may not have the spatial accuracy required for some purposes.



18

Wāhi o te Kaupapa Here - Rua: Ngā wāhi kaihokohoko ki Kuripuni | **Policy Areas - Two: Retail areas in Kuripuni**



		Use of Public Spaces by Adjoining Business Premises Retail areas in Kuripuni	DISCLAIMER: The Masterton District Council accepts no responsibility for actions or projects undertaken or loss or damages incurred, by any individuals or companies, or agencies, using all or any of the information presented on this map. The Masterton District Council does not provide interpretation of this information or advice on how to interpret, or utilize this information. Your own independent and appropriate professional advice should be sought. The information displayed on this map may contain errors or omissions or may not have the spatial accuracy required for some purposes.	
--	--	--	--	--

Wāhi o te Kaupapa Here - Toru: Ngā wāhi kaihokohoko ki Lansdowne | **Policy Areas - Three: Retail areas in Lansdowne**



		Use of Public Spaces by Adjoining Business Premises Retail areas in Lansdowne	DISCLAIMER: The Masterton District Council accepts no responsibility for actions or projects undertaken or loss or damages incurred, by any individuals or company, or agency, using all or any of the information provided on this map. The Masterton District Council does not provide interpretation of this information or advice on how to interpret, or value this information. Your own independent and appropriate professional advice should be sought. The information displayed on this map may contain errors or omissions or may not have the spatial accuracy required for some purposes.	
--	--	---	---	--

8 REPORTS FOR INFORMATION

8.1 INFRASTRUCTURE ACTIVITY REPORT

File Number:

Author: Tyler Ross, Group Manager Infrastructure

Authoriser: Kym Fell, Chief Executive

PURPOSE

This report provides Council with an update from the Infrastructure Group (see Attachment 1).

RECOMMENDATION

That Council receives the update from the Infrastructure Group.

ATTACHMENTS

- 1. Infrastructure Group Activity Report** [↓](#)

Roading

Reporting Period: July - August 2026

On track/low impact

At risk/medium impact

Behind plan/high risk

Summary Update
• NLTP funding bid: Draft bid for subsidised maintenance, operations and renewals submitted to NZTA for the next three-year period. (2027–30 period), • New maintenance contract: Tender planning and preparation of tender documents has begun, with the aim of taking the current maintenance and renewal contract to market around November. • Weather event recovery: Recovery works continued and flood damage estimates submitted, delaying some general maintenance work. • Routine maintenance (July): 200 potholes repaired, 69 km grading, 380 tonnes of metal placed, 17 signs replaced, high vegetation cutting commenced. • Reseals: Texture survey complete; sites being validated and designed, with the full 2026/27 programme due end of August. Pre-reseal repairs 60% complete, rural shoulder clearing finished, urban repairs underway. • Temporary traffic management (NZGTTM): The new risk based approach to traffic management went live across the network on 10 August, moving site traffic management onto a risk-based system. • Some high risk Tree removal was carried out on roads during July with specialist forestry support.

Top Issues and Risks	Impact Details	Mitigations	Impact
Budget & weather	Delays, reduced scope/quality, potential contractual dispute	Monitor & Report, some funding has been reallocated from roading improvement projects. Seeking further funding NZTA.	
Asset deterioration	Consequential damages to vehicles Increase in complaints Increase in backlog	Review programme Reallocation of Council road safety improvement budget into other roading maintenance, operations & renewals (MOR)	
Further deterioration EW sites and ground movement /consenting delays	Cost, approvals, work programme scheduling, resourcing	Monitor & report. Seek Geotech expertise if significant	

PROJECTS

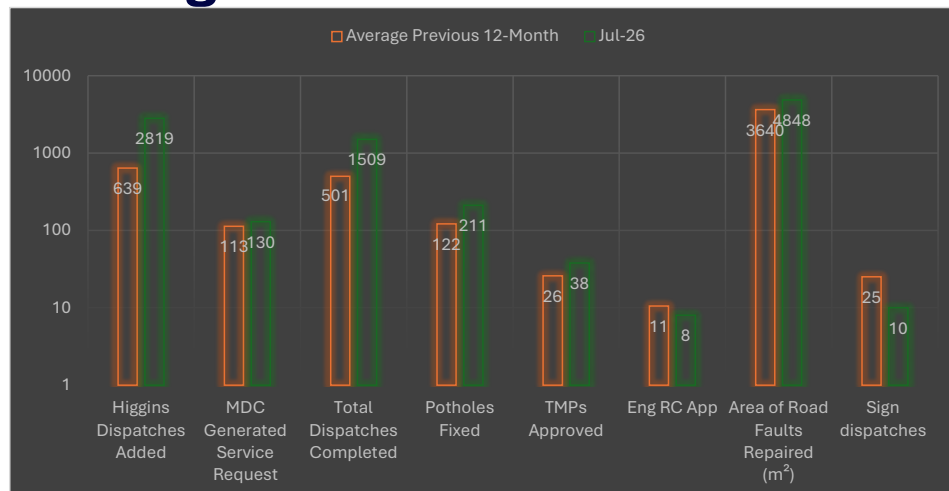
1. Roothing Renewals	Overall Status:
• Road Resurfacing: The 2025/26 programme is complete. Planning and preparation for the 2026/27 season is underway. • Footpaths Planning: Renewals is planned for Makoura Road (Johnstone Street–Kuripuni Street), South Road (South Belt–Devon Street), Bannister Street (Masonic Street–Keaton Street), Devon Street (South Road–Harley Street), Surrey Street (Solway Street to both Durham Street & Derby Street), Derby Street (Surrey Street–High Street), Herbert Street (Makoura Road–Colombo Road), Cole Street (Coradine Street–Pownall Street), Dixon Street (Bannister Street–#91), Mary Street (Paul Street–Kibblewhite Road), and McKenna Street (Dixon Street–Hogg Crescent). Final sites to be confirmed • Urban Drainage: Planning is also underway to install new kerbing in Kibblewhite Road. • Pavement Rehabilitation: The 2026/27 has commenced which includes sites on Masterton Castlepoint Road sites (Masterton Stronvar Road Intersection and Tauweru), Te Ore Ore Bideford Road, Dreyers Rock Road sites (two sections). Works on the Masterton Castlepoint Road/ Masterton Stronvar Road intersection have started and expected to be completed by the time this is reported to council. • Unsealed Roads: Phase 1 of the dust seal reinstatement programme was completed following resealing in March–April 2026. The remaining sites will be completed when weather conditions are more favourable for sealing next summer. • Culverts: The culvert clearing programme is underway. A number of culverts were blocked by debris from the recent weather events. • Unsealed Maintenance: A total of 60 km has been graded across the Ngahape and Miki Miki areas.	

2. Capital Improvements	Overall Status:
• Bridge Replacements: The new Grahams Road bridge is now complete and works on the Upper Waingawa Bridge is progressing well. Expected completion date of October 2026. • Stormwater Resilience: This forms part of a wider 10-year programme addressing 15 high-risk sites identified following recent cyclones. Phase one and phase two have been completed which included four different sites on Masterton Castlepoint, Ngaumu, Langdale Road. Phase three (Blairlogie Langdale Road) will be released for tender in September.	

Page 2

Roading

Reporting Period: July - August 2026



Roving Dashboard

Higgins Dispatches Added: Well above average (2,819 vs. 639), driven by two emergency events in late June, a further event in July, and pre-entry of the year's cyclic work — the latter a data-entry timing effect, not real demand growth.

MDC Generated Service Requests: Slightly up (130 vs. 113), a modest lift in public reporting following the weather events.

Total Dispatches Completed: Up sharply (1,509 vs. 501), reflecting emergency response work and closing out of pre-entered cyclic jobs.

Potholes Fixed: Above average (211 vs. 122), consistent with the wet end-of-winter conditions typical for this time of year.

TMPs Approved: Up on average (38 vs. 26), indicating increased activity on the network

Engineering RC Applications: Down slightly (8 vs. 11), within normal month-to-month variation.

Area of Road Faults Repaired: Above average (4,848 m² vs. 3,640 m²), aligning with the increased repair volumes per sealing work.

Sign Dispatches: Well below average (10 vs. 25), as sign work was deprioritised while crews focused on emergency response, less vandalism.

Emergency/Resilience & Strategy

Overall Status:

- **Mataikona River Slip:** The retaining wall and anchoring works are complete. Rock rip-rap works remain outstanding and are on hold pending a consent variation.
- **Mataikona Resilience Works:** A Crown funding package has been secured for resilience improvements in the area. Road widening and the Sandy Bay resilience works have been awarded to 1GEO and are nearing completion, including improvements to the Sandy Bay dune areas.
- River resilience works to protect the road along the upper and lower Mataikona River, via groyne construction, are progressing through detailed design and consenting. A global consent covering minor infill rock rip-rap maintenance along the coastal route is also being sought. Physical works will not begin until consents are secured and the remaining funding is confirmed.
- **February and April 2026 Weather Events:** Response works are complete. Funding has been approved for the more complex recovery works, and repairs are now underway at Front Hill and at sites on Masterton–Castlepoint Road.
- **June and July 2026 Weather Events:** Response works are underway across the network and are expected to be complete within the next few weeks. The funding application has been submitted to NZTA.
- Recovery works for sections of the network impacted by the events has been identified and funding requested for approval.
- **Dropout Site Monitoring:** More than 60 sites are being monitored. Each is recorded as a road restriction and ranked by severity, intervention would only be sought where movement begins to affect the operating lane or road safety — this has been recorded as a risk in the roading risk register.

I & A – Utilities

Reporting Period: July - August 2026

On track/low impact At risk/medium impact Behind plan/high risk

Water Supply – Operations & Projects	Overall Status
Water Projects Nikau reservoir tank – Funding approved by Council. Tender closed. Paper to be presented to Council regarding approval of contractor price. District Metered Area (zoning) – Delivery of meters due in Sept. Engineering design completed, Preparing tender. Physical works will take place in late 2026 and into 2027. Water Storage – Investigation into land options for raw and treated water storage underway in the Upper Plain area. Co-location of raw and treated water at Upper Plain Road should remove the need for land acquisition. Geotechnical assessments are completed. High Street Water Rider Main (Fleet Street – Vivian Street)– 99% completed. Preparing engineering design & tender for the final stage, Vivian St to Intermediate St Derby Street water main – Replace 300m x 100mm dia of water main. Contract awarded. Physical works have started. Millard Ave water main – Install 500m x 100mm dia of water main. Contract has been awarded. Physical works will start approximately late Sept.	

Unplanned Maintenance Analytics (Citycare work)	Overall Status:
The current wastewater & stormwater service requests have increased from last month due to the weather event at end of June and July . - Water – 67 (June) v 95 (July) - Waste – 17 (June) v 58 (July) - Stormwater – 11 (June) v 29 (July)	

Service Requests						
Completed Service Requests	May		June		July	
Water	99	↑	67	↓	95	↑
Wastewater	12	↑	17	↑	58	↑
Stormwater	14	↑	11	↓	29	↑
Open Service Requests	8	↓	7	↓	3	↓

Green Arrow = Positive Trend / Red Arrow = Negative Trend

Stormwater – some work of interest
The following stormwater work has been completed or is in progress: Gordon Street - 600mm dia x 100m bypass pipe is being installed. 95% completed. Waterhouse Street – retaining wall in waterway being installed. 95% completed. Oxford Street – Clearing out 2nd stage of waterway about to start. Stormwater Analysis – Expecting report on stormwater management in September which will help assist works going forward.
Wastewater – some work of interest
Waipoua Bridge – replacing and upsizing steel wastewater pipes at both ends - under the bridge, from 150mm to 225mm dia – Northbound side is completed. Homebush Wastewater Treatment Plant irrigation flow meter has failed; replacement has been ordered. Flow currently calculated by alternative means. Physical works is 95% completed

Top Issues and Risks	Impact Details	Mitigations	Impact
Health & safety	Incidents & injuries	Update procedures, implement audit programme and H & S operational training	
Failure of critical assets	Loss of service delivery	Asset Management System, Condition Assessments, Demand Management NOTE – This moves from red to Amber as we progress with uploading asset data into the new Asset Management System	
Approving new supplies without understanding network capacity	Scope creep, poor quality & over budget	PM methodology and contract management process being reviewed	

I & A Utilities

Reporting Period: July - August 2026

On track/low impact

At risk/medium impact

Behind plan/high risk

Waste Management Minimisation - Regional Projects

Progress updates on the major regional and projects have been provided below. These are the four current major projects that the Wairarapa Councils are directly involved in are:
 (R = Regional, RC = Regionally Consistent)

	Project	Status
R3	Strengthening the Wellington Waste Forum	Completed
R5	Waste Management in Emergencies	G
R6	Future of Residual Waste Disposal	G
RC3	Regional Solid Waste Bylaw implementation	G

Progress Update – Year 3 of the Action Plan

We are currently in the third year of the six-year action plan. Which means there has been a mid-term review presented to WMMP Joint Committee.

- **RC3 Event Waste Guidelines** – A new guideline will be updated to be regionally consistent.
- **RC4 Regional Business Engagement Approach** – Wairarapa will be taking a regionally consistent approach when we have the capacity of resources to do so.
- **SR4 Regional Recycling Processing Investigation** – Wellington Region are currently using two MRF, with possibly only one in the future. This Project was initially one Wairarapa was not involved in.
- **Network Opportunities** – this has not been specific to a project but continues to be ongoing through regional and nationwide opportunities to engage within the sector by hui/taonga, workshops, WasteMinz Conference, Regional Waste forums.
- **Litter/illegal dumping** – This project is on hold until Central Government announce the changes to the Waste Minimisation Act and The Litter Act 1979 as it has a focus on changes to enforcement.

Solid Waste

The following work in relation to the solid waste function has been undertaken or in progress:

- **The Wairarapa Waste Management and Minimisation Contract**
In negotiations with a preferred contractor from the procurement process.
- **A new digital display** with gate prices at Kiosk entrance is currently progressing to get signage structure moved and installation to begin.
- **A new CCTV Security System** has been installed at the Masterton Transfer Station.
- **Capping of the closed landfill** is still ongoing.
- **Waste-ED with Kate** "The Ugly Truth" community workshop held with full capacity.
- **A community recycling** information session with Takahe Probus well attended.
- All old legacy tyres have now been removed to enable **Tyrewise** scheme to accelerate.
- **Nationwide Kerbside Recycling Campaign** planning has begun. Campaign launch April 2027.

SWAP – Solid Waste Analysis Protocol to audit both kerbside and transfer station waste materials draft report has been received end of July.

The data will be used to inform Councils waste minimisation and operational planning for the transfer stations and kerbside. Recording volumes of varying waste materials and minimising diversion to landfill.

Geographic Source Data project by Hutt City Council at Silverstream Landfill has indicated **9685 tonnes** of total waste per year is from the Wairarapa.

Tables on right show refuse volumes at Masterton Transfer Station for the last two months.

June 2026 – Totals at Mstn Transfer Stn

Incoming Waste (tonnes)		
Cleanfill	276.3	↓
Domestic Kerbside	21.8	↑
Construction & Demolition	225.8	↓
Urban Recycling	82.1	↓

Outgoing Waste (tonnes)		
eWaste	5.0	↑
Paint	1.6	↑
Glass	194.8	↑
Kraft	80.5	↓
Paper	51.2	↓
Metal	86.2	↑
Plastic	0.0	↓

July 2026

Incoming Waste (tonnes)		
Cleanfill	259.4	↓
Domestic Kerbside	19.9	↓
Construction & Demolition	300.1	↑
Urban Recycling	100.2	↑

Outgoing Waste (tonnes)		
eWaste	1.3	↓
Paint	1.2	↓
Glass	109.9	↓
Kraft	83.8	↑
Paper	147.5	↑
Metal	105.0	↑
Plastic	27.9	↑

Green Arrow = Positive Trend / Red Arrow = Negative Trend

Page 4

I & A Compliance & Assets

Reporting Period: July - August 2026

On track/low impact	At risk/medium impact	Behind plan/high risk
---------------------	-----------------------	-----------------------

Compliance	Update	Status:	Top Issues and Risks	Impact Details	Mitigations	Impact
Resource Consents	Note; Changes to legislation which came into effect on 15 December have extended the duration of all Consents to 31 December 2027. Opaki Water Race – A report went to Council 17 June 2026 to consider the submissions that had been received on the race. At that time Council resolved to maintain the race for a further 12 months to June 2027, but not to rate the users for the costs of the operation. Staff now maintaining the Race as per the SOP shared with users. Finalising Closure Management Plan in preparation for the closure next year. Global Stormwater Consent – Work continues to meet the conditions of MDC's Global Stormwater Consent. First round of sediment sampling, and 2 rounds of event based sampling completed. Feedback received from Iwi on Kaitiaki Monitoring Framework. Support still required for Stormwater Management Strategy to be developed later this year.		Accuracy of planning and funding documents Backlog of 3 Waters Asset Data to be captured	Inaccurate due to low level of data collection or confidence. New assets not captured in the AMS for revaluation purposes	Asset Management Plans being developed with external support (Solid Waste, Parks & Open Spaces, Property and Facilities). Progressing. Note 3 waters Asset Management Plans being developed by Waiti Water, not individual Councils. GIS project – Migration to Online GIS format ongoing. Back capture of 3 Waters Asset data complete and full updated dataset provided for revaluation process.	
Drinking Water Standards	Masterton and Tinui compliance reporting for Taumata Arowai completed. New compliance system has streamlined work and reporting. Taumata Arowai now has new reporting requirements which come into effect on 1 July 2027, at which time it will be Waiti Waters responsibility to comply.		Orphaned systems post-3 Waters changes.	Parks Asset team looking at options for post -3 Waters.	Staff investigating options for future asset management system.	
	The Drinking Water Quality Assurance Rules state specific requirements for mixed use schemes. New regulations require additional protections to their network, including backflow prevention and reporting. Meeting with the Wainuioru Committee was held 31 August. Further work on investigations and data capture required by committee is ongoing. Note: This risk has been maintained at Amber. Reliant on Wainuioru Committee to meet TA requirements, limited ability of MDC to influence.		Critical Assets Commerce Commission Information Disclosure	AM work to increase confidence in critical stock items. New requirements for reporting to the Commerce Commission for three waters assets.	Revaluation process for Water Assets will occur outside of the AMS, but the AMS data will support the process. Information passed to Commerce Commission for the requirements due this year. Future information requirements will be the responsibility of Waiti Water.	

I & A Projects

Reporting Period: July - August 2026

On track/low impact	At risk/ medium impact	Behind plan/ high risk
---------------------	------------------------	------------------------

Town Hall – Demolition	Overall Status:	
- Workshops have been held with Council on Design Feasibility, procurement approaches and operational considerations. Procurement approach report drafted and with ELT for review for decision on 16 September. - Project status changed to amber. Direction of project unclear until procurement decision is made.		
Breathing New Life Into our Whare Pukapuka	Overall Status:	
- Waiting for confirmation from Dubanella that an agreement has been reached. - Work on site past two weeks: ✓ Electrical first fix in roof space complete ✓ Roof removed. Re-pitching underway. - Work on-site in next two weeks: ✓ Plumbing first fix of ground floor toilets ✓ Grading of extension area ✓ Lantern skylights to be closed over Risk: project will remain amber until the easement issue reaches an agreement		
Queen Street Municipal Building	Overall Status:	
- On track for early/mid October move in. Planning underway for relocation from Waiata House - Ceilings complete in front of house and office spaces. - Special final finish (level 5 skim) to chambers gib ceiling due next week. - Internal painting complete . External painting starting in next two weeks. Actual date TBC. - Flooring: carpet tiles underway in offices and reception area, follow through to remaining areas and chambers next week; vinyl in toilets underway due to be complete next week. - Floc wall coverings due over next two weeks. - Joinery ready for install. - Aircon commissioning planning underway now, physical commissioning due from 15 September.		
Kids Own Playground	Overall Status:	
- Tender documents are in development. - Delay in releasing Tender documentation not expected to delay construction.		

Raw and Treated Water Storage		Overall Status:	
- Lutra and Engineering Geology are developing the concept design & principal's requirements, ✓ a preferred location onsite has been identified for treated water storage, further scoping is underway - Final review workshops for treated water storage expected mid-September, and raw water expected end October. - SLR are progressing resource consent work for treated water storage			

CBD Infrastructure Upgrade		Overall Status:	
- Phase 2 now open both ways. Jackson Street intersection will remain closed for three more weeks. Road asphaltting to done at same time as Phase 3 (due to temperature) 10CC concrete pad was poured on Wednesday night. - Phase 3 to start on Monday. Large tree on the corner of Queen and Church St will be removed on Tuesday.			

Parking Infrastructure Replacement		Overall Status:	
- Master Services Agreement to be developed with legal. Progress made. - Meter installation to begin in September/October for majority of CBD, with follow up installation for Phase 3 of CBD works early in the new year. - Project amber due to delays in contract development. Return to green once the contract is in place and order for meters is confirmed.			

Top Issues and Risks	Impact Details	Mitigations	Impact
Price volatility due to fuel crisis	Reputation Long Term Plan project Exceed budgets	PM framework, recurring PM mtgs and oversite by GM. Frequent internal reporting.	

I & A Facilities & Open Spaces

Reporting Period: July - August 2026

Summary Update
Facilities - Two Units at Panama Village have had roof replacements completed, the work also enables upgrades to the insulation whilst the roof space is exposed. - The annual maintenance shut-down of the THRC main pool commenced 25 July, the re-opening had to be delayed due to issues with copper plumbing leaks discovered in the main pool men's changing area, and a burst water feed in the main tank room that impacted a series of operational pumps. - A new roof has been installed on the Parks Depot within QEP due to it failing a condition inspection. - Mawley Holiday Park utilisation continues to track positively with a 14% increase in revenue for July compared to the same period in 2025. Visitor feedback continues to be positive, with Belgravia's management and the presentation of the Holiday Park achieving a Silver Qualmark rating, lifting this asset to a 4-star property. Open Spaces - Storm related maintenance work to trees in the urban street tree network and park spaces has continued through this latest reporting period. - CCTV upgrades at Riversdale Beach now cover the new Southern Reserve toilet and car-park. - Vehicle damage to grassed park areas continues to occur, particularly in QEP around the Skate Park and Memorial Drive. Hood Aerodrome boundary fencing on South Road has also been damaged due to vehicle activity on the grassed berms. - Three tree removals are scheduled for the top of Queen Street, due to significant road damage and proximity to street lighting, appropriate tree replacements into berm areas will follow, the work will return approximately seven car parks to the north end of Queen Street that are currently inaccessible.

Upcoming work
- Ongoing review of Council's building and property portfolio for potential disposals. - Strategic plans and policy updates in progress. - Commencement of review and update of Asset Management Plans for the next LTP. - Kids Own Playground community engagement review, formulate key themes for the RFP development.

Top Issues and Risks	Impact details	Mitigations	Impact
Wilful Damage of park assets, and toilet facilities.	Vehicle damage to reserve areas, graffiti and attempted arsons.	Placing of bollards and lime boulders. Quick reporting and removal of graffiti. Notification's to Wairarapa Police, and Masterton CPNZ for preventative patrolling support.	

On track/low impact	At risk/medium impact	Behind plan/high risk
---------------------	-----------------------	-----------------------

PROJECTS

THRC – Solar Power	Overall Status:
The procurement plan is being finalised to seek proposals to install new Solar Power onto the rear five lane pool new roof, to offset power costs to run the THRC facility.	
Riverside Cemetery - 'Potaerau' space	Overall Status:
Earthworks have been completed in a northern part of Riverside Cemetery, to clear the area set aside to recognise the former Potaerau Pa site. Quotes have been obtained for fencing repair talks with neighbours.	
QEP Swing-bridge refurbishment	Overall Status:
Work to the Swing-bridge is progressing well, the bridge will remain closed to enable work to be carried out safely, alternative bypass routes have been implemented, work on the anchors has highlighted the timeliness of the refurbishment, the weather and supply of materials could impact the extent of closure.	
Ngati Te Korou Reserve	Overall Status:
The plans for Phase Two are being confirmed with Hapu, the Waharoa entrance installation at Fourth Street will be scheduled once the weather begins to settle. The harakeke planting beds are ready for the Hapu to install their eco sourced and propagated specimens. The native planting has been completed.	
Panama Land - Disposal	Overall Status:
EOI document has been reviewed, further changes are being made to simplify the process to two stages, the Geo Technical Report and the Traffic Impact Assessment for Ngaumutawa Road have now been completed.	
Climate Action Plan & CCERP - UPDATE	
Climate Action Plan Action 9 – 18,200 natives planted at Southern Reserve (2023–25) and 350 at Northern Reserve for stream bank stabilisation. Action 10 – Solway Residents Assn linked with GWRC for pest eradication; traps made by Men's Shed, Henley Trust are also supporting pest control at Henley lake. Corporate Carbon Emission Reduction Plan Action 9 – Solar panel feasibility for THRC; EECA have no current subsidies. Quotes received for AP guidance. Action 23 – Belgravia have adopted Emplive App at THRC for paperless HR processes. Action 23 – Cleaning Contractor – OCS providing Environment & Sustainability reporting. Action 26 – Regenerative Turf Study completed; recommendations being implemented. Action 37 – eRoad tech added to Park Contractor vehicles for route efficiency.	

Emergency Management Wairarapa

Reporting Period: Feb - August 2026

On track/low impact	At risk/medium impact	Behind plan/high risk
---------------------	-----------------------	-----------------------

Summary Update

Emergency Management (EM) Wairarapa Capability Strategy 2025-2030

- Adopted MDC May 2026.
- 5 year strategy to uplift staff capability across four Rs of EM
- Aligns WREMO Group Strategy 2026-2031
- Strengthen EM across 4 Wairarapa councils and consolidate relationships with key partners & stakeholders

Global Fuel Disruption

- MBIE is lead and country at phase 1 of 4 (Watchful/Monitoring)

H5 Bird Flu

- MPI is lead. Dealing direct with councils.
- 3 reported cases in Wairarapa

MPI Exercise Cloven Shield

- National simulation exercise to assess hypothetical foot-and-mouth disease outbreak in NZ (date to be confirmed)

Severe Weather Events

- 16 February 2026 (EOC activated)
- 12 April 2026 (EOC monitoring)
- 20-24 April 2026 (EOC activated)
- 8-10 June 2026 (EOC activated)
- 26-30 June 2026 (EOC activated)

EM Wairarapa is supporting an active recovery, consolidating impact across all listed events

Upcoming work

- EECA grant process continues to formalise sites and requirements
- Installation in Wairarapa of Global Seismic Data (NZ) Earthquake Early Warning Monitors (Pilot)
- WREMO training events to reinforce resilience strategies for Wairarapa Communities
- Wairarapa Engineering Lifelines Association (WELA) to release Wairarapa diesel fuel study in Sep/Oct 2026

Top Risks	Trend	Mitigations	Impact
• Extreme Weather frequency	• Increasing Straining system	• Capability Strategy Readiness activities	
• Fuel Disruption	• Stable/Monitor	• MBIE phase monitoring	
• Bird Flu	• Emerging	• MPI monitoring	
• Workforce capability	• Improving	• Training programme	

PROJECTS

Year 1 (25/26) – Establish baseline for EM Risk reporting to council	Overall Status:	
• Introduced region wide risks as part of reporting • Defining shared risk reporting format		
Year 1 (25/26) – Establish baseline for workforce strategy	Overall Status:	
• Each council developing own plan for individual EM training to meet EOC resource needs • Revised approach to exercise training successfully trialled in July 2026		
Year 1 (25/26) – Hazard, Risk & Vulnerability (HVRA) Assessment	Overall Status:	
• Working with NEMA on new assurance framework tool for use across NZ		
Year 1 – (25/26) Early ICT and Common Operating Picture (COP) design	Overall Status:	
• Aligning with WREMO ICT and COP delivery 2026-27 • To pilot new COP capability in November 2026		
Years 2-3 (26/28)	Overall Status:	
• EM Risk for Wairarapa embedded into council (<i>to be aligned with Adaption and EM delivery</i>) • Workforce strategy implemented (<i>In process</i>) • CIMS specialist roles developed (<i>in process with WREMO training</i>) • COP developed, tested and deployed (<i>Ongoing development, Pilot Nov 2026, deploy from February 2027</i>) • EM ICT Roadmap in place (<i>In process</i>)		
Years 4-5 (29/30)		
• Policy alignment embedded • Continuous improvement cycle operational • Demonstrated maturity uplift to Level 4 (Managed) from current Level 2 (Baseline)		

Waiti Water

Reporting Period: July - August 2026

On track/low impact	At risk/medium impact	Behind plan/high risk
---------------------	-----------------------	-----------------------

Summary Update

Transition and Establishment Context:

The Water Service Entity – WTW is being developed by the WTW Programme Team. The Programme team consist of a Programme Director, Programme Manager and six workstream leads. In MDC we have the corresponding Workstream Leads. While WTW handles the establishment of the entity, the role of the MDC Leads are to support, provide information and influence on behalf of our community.

Board of directors:

Adrienne Young-Cooper (chair), Clive Rundle, Jo Hayes, Maria Robertson, Sir Paul Collins,

WTW Programme Team:

The Programme team has grown numbers and capability with most workstream leads appointed:

1. Programme Director: Katherine Meerman
2. Programme Manager: Pat Randles
3. Communications: Lee Cowan (Avalon)
4. Operations and Service Delivery: Tim Hammond
5. Finance and Corporate: Mike Chatterley (Martin Jenkins)
6. People and Capability: Jessie Larsen (Martin Jenkins)
7. Digital and Systems : Rebecca Chenery (Blue Beacon)
8. Governance, Regulatory and Partnerships: Jetta Hikuroa

MDC Internal Workstream Leads:

MDC is fortunate to have a capable and experienced team that is looking after the interest of Masterton, MDC employees and supporting the establishment off, and transition to the WTW.

The Leads are as follows:

1. Transition Manager: Johannes Ferreira
2. Communications: Lewis Young
3. Operations and Service Delivery: Steve Watt
4. Finance and Corporate: David Paris
5. People and Capability: Gina Imlach
6. Digital and Systems: David Mundy
7. Governance: Karen Yates
8. Partnerships: Deborah Davidson

Key Milestones achieved

- **Statement of Expectations** – The Statement of Expectations was endorsed by the council on the 4th of August.
- **Chief Executive Recruitment** – Following an extensive search process, Paul Floyd has been appointed as the Chief Executive Officer and will start on 19 October.
- **LGFA** – LGFA covenants and accession documents were submitted, and we have had a positive response on the credit check part of the process.
- The Board approved the project scope and timeframes for the development of the **WSS, Transfer Agreements and Significance and Engagement Policy** at the July meeting.
- Board approved the Tier 2 functional structure approval, Operating Model, Financial & Terms and Conditions parameters for bargaining, Organisation Strategy approval
- The **Head office** have been finalised with signing of the lease for the Departmental Building.

Upcoming

- Staff offers on direct offer pathway.
- Finalisation of **transfer agreement** including Debt and Assets.
- Approval of LGFA accession terms and conditions.
- Finalising the Contract for Digital systems
- Development of Water Service Strategy

Overall Programme Status

Overall Status:

The establishment and transition is progressing well, with MDC workstream leads getting the opportunity to participate and shape the future Waiti Waters.

8.2 CORPORATE AND COMMUNITY ACTIVITY REPORT**File Number:****Author:** Matt Boulton, Group Manager Corporate & Community**Authoriser:** Kym Fell, Chief Executive**PURPOSE**

The purpose of this report is to provide Council with an update from the Corporate and Community Group on key projects and activities (See Attachment 1).

RECOMMENDATION

That Council receives the update from the Corporate and Community Group on key projects and activities.

ATTACHMENTS

1. Corporate and Community Activity Report [↓](#)

CORPORATE & COMMUNITY ACTIVITY REPORT - 16 SEPTEMBER 2026

Library and Archive

Archive Activity (July 2026)		
Visits (in person)	83	↓14.4%
Visits (online)	59	↓26.3%
Visits (phone)	30	↑57.9%
Social Media Engagement	1,509	↑55.7%
Interviews	5	↓16.7%
Publications (newspapers or magazines)	2	↓50.0%
Presentations (speaking engagements)	0	↓100%
Picture Wairarapa (additions to searchable database of images)	25	↓79.8%
Items Digitised	1,547	↑240.7%
Donations	10	↑11.1%
Public Computers (hours)	5	NA
Total Archive Use	3,275	↑85.8%

Other Information

- **Matariki Winter Reading Challenge 2026** - The Matariki Winter Reading Challenge was open from 29 June to 11 August to young people 0–18 years, attracting our highest participation to date, with 216 children completing the programme. Masterton Trust Lands Trust supported participants who completed the challenge receiving a \$20 Hedley's Books voucher. Participants were also invited to attend the finale celebration at Go Zone on 13 August to celebrate their achievement.
- **Adult Learners' Week** – In partnership with ACE Aotearoa, the library received funding to host Star Safari and screen Ngā Tohunga Whaketea: The Navigators on 7 September; a 30 minute animated planetarium show that explores the history of Māori, Pasifika and European navigation to Aotearoa for adult learners.

Library Use (July 2026)		
Issues (Physical)	12,517	↓22.1%
Issues (e-Items)	3,032	↑11.4%
Issues (e-Resources)	3,026	↑51.2%
Wi-Fi Access	309	↓95.3%
Public Computers (connections)	236	↓54.6%
Total Library Usage	19,120	↓30.4%

Library Visits(July 2026)		
Physical Visits	8,526	↓26.6%
Average Dwell Time (min)	14	↓23.3%
Website Visits	8,540	↑0.8%
Library App Use	4,353	↑8.4%
Social Media Engagement	3,140	↑102.5%
Homebound	101	↑34.7%
Total Library Visits	24,660	↓4.1%

Programme(July 2026)	Number	Attendance
Early Childhood	6	86
Children	2	53
Adult	1	25
Seniors	11	232

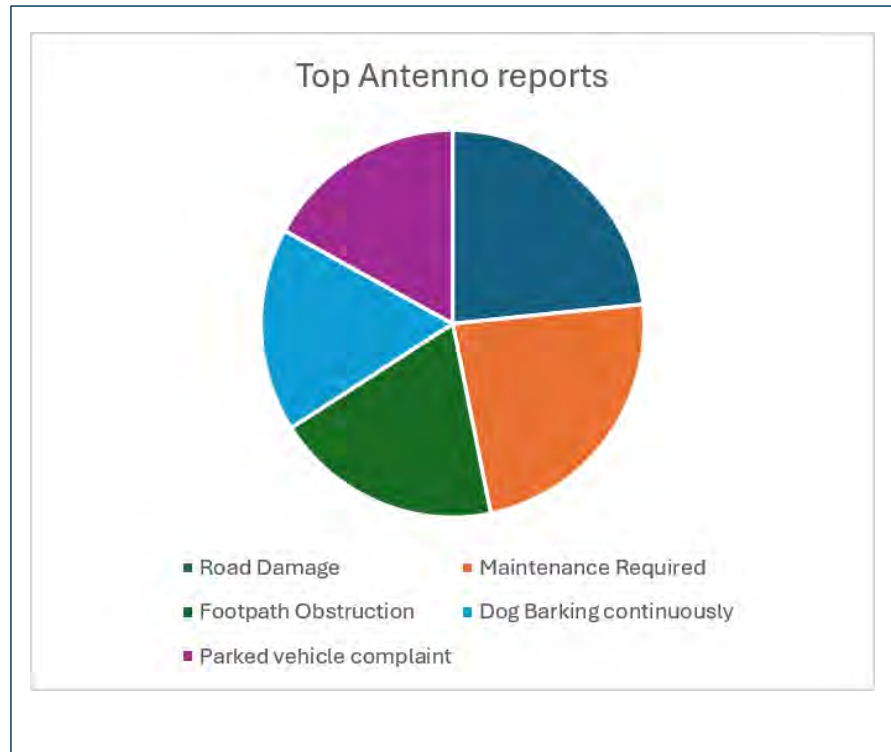
Impact Area	Number	Attendance
Social Impact	19	349
Cultural Impact	1	47
Economic Impact	0	0
Total Programmes and Attendees	20	396

Library and Archive (continued)

What's On: September – October 2026

- **Masterton Cultural Festival** - As part of this year's festival, the library will begin community engagement to incorporate cultural designs into the refurbished library. Community members will be invited to submit cultural pattern designs for the shelving end panels, with up to 30 unique designs selected to represent the diverse cultures that call Masterton home, creating a lasting community legacy.
- **Te Wiki o te Reo Māori** – As part of Te Wiki o te Reo Māori, the Library will host a range of free, all-ages activities, including a poi demonstration led by students from Te Wharekura o Wairarapa, Te Reo Māori storytelling, a weaving workshop where participants can create their own bookmark, and a session teaching simple waiata in te reo Māori. These activities provide opportunities for the community to engage with and celebrate te reo Māori and Māori culture in an accessible, welcoming environment. Visit our website for dates and times.
- **Little Yarns Festival of Reading; Family Read-a-Thon** (10 October from 11am-1pm) – To be held on the Town Hall green space with support from Masterton Trust Lands Trust, Masterton District Library, in partnership with Hedley's Booksellers, will launch the Little Yarns Festival of Reading with a Family Read-a-Thon. The event is an extension of Hedleys' Inspire a Child to Read programme, encouraging children and families to discover the joy of reading for fun. Reading for pleasure supports literacy, imagination and creativity, empathy and understanding, and overall wellbeing. The Family Read-a-Thon provides a relaxed opportunity for families to spend time together, connect through books and celebrate reading. Families are invited to bring their favourite book, grab a sweet treat or coffee from the food trucks and enjoy an afternoon of reading together. Prizes will be awarded throughout the event, and book-themed cookies will be provided to all who attend.

Customer Services



Customer Services and Call Centre Team

Customer Services

- 701 team-raised Service Requests (SRs) from 6 July to 6 August 2026, including:
 - 124 – General Inspectorate
 - 110 – Water Services
 - 108 – Animal Services

Call Centre

- 2,073 calls were received in the main call centre
- 106 breached calls (5% breach ratio*)

Call enquiries have been an average of 2 minutes and 15 seconds in duration, with an average wait time of 0.13 seconds.

Walk-ins

- There has been an increase of walk ins over the month of July with both dog registration and rates rebates being undertaken during the month.

After Hours Call Centre

- Noise and dog related calls have been the trend over the last month with our after hours services.

Taking Care of Business (TCoB)

- There has been a steady flow of TCoB applications over the past three months: May – 7, June – 12 and July – 6.

** Call breaches relate to calls either not being answered or being terminated by the caller within the initial 20 seconds of connecting to the call centre. Unanswered calls with a voice message during business hours will be returned within an hour, or the next working day for afterhours voice messages.*

Communication and Engagement

Update summary

- Ongoing engagement with the school around the panels for the library, adding colour and design to the outside of hoardings, with a successful launch event held on 1 September.
- Supported Elaine Leggott special mayoral civic award, and photography support for the Citizenship ceremony.
- Most signage has been installed at Queen Elizabeth park, with Henley Lake and other district signage in the works.
- Supported The Hits to host the world's shortest parade in Masterton, bringing the community together.
- Support with future of local government community feedback, along with second round of engagement.

Media activity

Key media activity has centred around:

- Media release following improvement in water loss numbers and follow up information
- Castlepoint Hotel alcohol licence decision
- Amalgamation proposal decision and subsequent actions
- Trees in Kummer Terrace following strong winds
- RESA changes and implications for Hood Aerodrome

Support for strategic projects

- **Queen Street upgrade** – Ongoing face to face engagement ahead of the move to phase 3, preparing businesses and organising signage for the new areas.
- **161 Queen Street office relocation** – Install of the frosting and branding to the new building booked following the main works inside being complete. Planning underway for communications around the move back to Queen Street to Waiata House.
- **Queen Elizabeth Park signage** – Signage almost complete, working on Henley Lake signage next.
- **Town Hall activation space** – Ongoing reactive media and working with the projects team on updates as required. Utilised for the worlds shortest parade.
- **Kids Own Playground** – Ongoing support with the projects team as required.
- **Masterton District Library** – Collection and preparation for launch of first set of murals on the hoardings outside of the building. Engagement application form for book shelf ends in the works ahead of the cultural festival. Ongoing progress updates.
- **Parking meters** – Open point page active, ongoing support as required.
- **Nikau Heights reservoir** – Open point page active, ongoing support as required.

Community Development

Events

- **World's Shortest Parade** – We had the pleasure of hosting The Hits national breakfast team as they undertook the unofficial World's Shortest Parade on 21 August in Masterton. It was a great use of our new activation space and created a bit of fun for our community to get involved with.
- **Cultural Festival** – Held on 5 September from 10.30am to 2pm at the War Memorial Stadium. The festival was moved to the stadium this year due to a reduction in external funding, which meant reduced stage and venue costs. There were 25 registrations across food, information and entertainment. The event was a success and was well attended by the community.

Community

- **Masterton Disability Advisory Group Meeting** – The Disability Advisory Group met on 9 September for their first 'off cycle' meeting. The group has agreed to meet between their quarterly meetings to provide additional opportunities to connect with disability organisations and service providers, hear about the barriers and challenges they are experiencing, and better understand the work being undertaken across the district. The group also discussed exploring a community accessibility survey to better understand the experiences of people with disabilities across the district, with options for progressing this currently being explored with the relevant Council teams.
- **Youth Council** – The Youth Council met on 7 August, with kōrero from Rangitāne o Wairarapa iwi representative Mihirangi on iwi connections, the role of young people in shaping Masterton, and opportunities for iwi and young people to support each other. The meeting also included discussion about the upcoming Youth Grants round and how the Youth Council could help promote the grants and support young people to apply through its social media channels. A dedicated social media session was held on 28 August to develop ideas for raising awareness of the Youth Grants and encouraging applications.

Upcoming Events

- **Te wiki o Te Reo Māori** - We successfully secured the full \$2,650 requested funding from Te Taura Whiri to support Te Kura Kaupapa Māori o Wairarapa's annual hīkoi for Te Wiki o Te Reo Māori. This will cover bus transport for the younger students, as well as sausages and ice-creams for up to 300 students.
- **The Genesis Energy Great Lightbulb Switch** – Council are partnering with Genesis Energy to giveaway 10,000 LED lightbulbs to our Masterton residents. More information about this campaign can be found here: <https://www.genesisenergy.co.nz/campaigns/greatlightbulbswitch>. The campaign will go live later this year.
- **Masterton Christmas Parade** – Registrations are coming in for this year's parade taking place on 28 November 2026. Due to the current central business district upgrade, this year's parade will be taking place along Dixon Street (heading north from the Bannister Street intersection).
- **Halloween** – Preparation is underway for this year's event, including supporting the Wairarapa Theatre Company's Haunted House again for 2026. Our community event will take place on 31 October from 4 – 7pm on the green space at Queen Elizabeth Park.

Climate and Environment

- **Makoura Eco Stream Project** - Fish passage work has progressed with the potential daylighting of the Makoura Stream on Pownall Street, with feedback from Greater Wellington Regional Council still being awaited regarding any consents required. Discussions with UCOL have also progressed the next stage of the Waiwaka Stream naturalisation project. UCOL confirmed they are happy with the proposed works and that we can proceed. We will now work through the next steps and timelines for the works to be completed.

Community Development ... continued

Pou Arataki

- **Tuia Programme** - Rose Haira-Harmon will be attending her fourth wananga in the Hawkes Bay on 18-20 September 2026. She is enjoying the connections that she has made with other rangatahi throughout the country. They are preparing for their final wananga in Wellington, 20-22 November 2026.
- **External engagement** - Engagement with iwi and mana whenua has continued across a range of Council projects. Worked with Marc Beale from the Water Treatment team and contractor Steve Pullen to support iwi engagement regarding the proposed release of grass carp into the ponds. Rangitāne o Wairarapa and Ngāti Kahungunu representatives met on site to discuss the proposal, and the application has now been submitted to the Department of Conservation. Iwi retain the opportunity to provide further feedback or oppose the proposal through the process. Worked with Maria Nano on the Nuku Ora Project Steering Group to support an appropriate engagement approach with iwi and mana whenua, including targeted in person consultation to inform the Wairarapa Sport and Recreation Plan and future Long Term Plan investment. Also attended the Marae Emergency Planning launch at Hongoeka Marae with Simon Taylor.
- **Internal capability** - Two Te Tiriti wānanga have been successfully delivered for staff, with a further session planned for 21 September and the potential for another session later in the year. Staff te reo Māori classes are also progressing well, with strong engagement and enthusiasm from those attending. Discussions are underway with People and Capability about extending the classes through to the end of the year.

Grants and Funding

- **Youth Grants** - The Masterton District Youth Council Youth Grants opened on 1 September and close on 30 September 2026. Five grants of \$500 each are available for young people aged 12 to 24 to support youth led projects, workshops, events and initiatives that benefit young people and the wider Masterton community.
- **Climate Action Fund** – Applications closed on 31 July with nine applications received. Funding of \$118,461 has been requested against funding available of \$133,855 for 2026/27, and applications are currently with elected members for consideration. A Council meeting is scheduled for 9 September to decide the allocation of funding.
- **Community Wellbeing Grant** – Applications closed on 31 July with 47 applications received from organisations and community groups. This is a 20.5% increase on last year's applications. The total funding requested is \$378,029 and applications will be considered at the council meeting on 9 September with a budget of \$103,903 available for allocation.
- **Masterton Arts Fund** – The Fund closed on 21 August with three applications received. The Assessment Committee met on 3 September and allocated funding to two projects; a documentary film and heritage storytelling totalling \$5,100.
- **Community Events Fund** – Applications closed on 31 July with 23 applications received from organisations and individuals, an increase of two from last year. Funding requested for events this year is \$136,566 and council is meeting on 9 September to allocate funding from a budget of \$67,100.
- **Masterton District Creative Communities Scheme** – The Assessment Committee met on 3 September to discuss four applications requesting funding totalling \$8,416.50 for Round 1. All projects were successful in receiving some funding. Round 2 will open on 12 October with applications closing on 20 November 2026.

8.3 STRATEGY, POLICY AND GOVERNANCE ACTIVITY REPORT**File Number:****Author:** Karen Yates, Group Manager Strategy**Authoriser:** Kym Fell, Chief Executive**PURPOSE**

The purpose of this report is to provide Council with an update from the Strategy, Policy and Governance Teams (see Attachment 1).

RECOMMENDATION

That Council receives the update from the Strategy, Policy and Governance Teams.

ATTACHMENTS

1. **Strategy, Policy and Governance Activity Report** [📎](#)

STRATEGY, POLICY AND GOVERNANCE ACTIVITY REPORT



Central Government Reform

1. Council voted to take the Head Start pathway and proceed with a proposal for a future Wairarapa unitary authority on 5 August. In September Cabinet will agree in principle whether the proposal can progress through the detailed design phase. If agreed, the detailed proposal will be submitted in March 2027, with Cabinet making a decision in May 2027.
2. The Local Government (Management of Local Authorities) Amendment Bill was referred to the Governance and Administration Committee following its first reading on 5 August 2026. The Bill proposes changes to the Local Government Act 2002 to strengthen elected members' ability to direct and supervise council activities and clarify the respective roles of elected members and chief executives. It is currently before the Governance and Administration Committee and is open for submissions until 18 September 2026.
3. On 25 August the Government introduced the Local Government (Rates Capping) Amendment Bill, which proposes introducing a cap on the amount councils can increase rates by each year. The proposed model sets a target range of around two to four per cent per year, subject to limited exemptions. Councils will be required to consider the target range from 1 July 2027, with the regime proposed to take full effect from 1 July 2029. Submissions on the Bill are open, with the public encouraged to share views by 1 December 2026. Officers will continue to monitor the Bill and assess its implications for future planning and rating decisions.
4. Since the last report a number of Local Government reform related bills have progressed through Parliament. These include:
 - **Infrastructure Funding and Financing Amendment Bill:** passed Royal Assent (became law) on 3 August. It is now the Infrastructure Funding and Financing Amendment Act 2026. The Act seeks to improve and streamline infrastructure funding and financing mechanisms for urban development, making it easier for councils and developers to fund essential infrastructure needed to support growth and housing development.
 - **Emergency Management Bill:** The Bill has been enacted, replacing the Civil Defence Emergency Management Act 2002. The Bill introduces a new

framework for how emergencies are planned for, managed, and coordinated across the country. The changes reinforce councils' governance responsibilities for emergency preparedness, response and recovery, with greater emphasis on community resilience, regional coordination, and accountability for managing local risks.

- **The Planning Bill and Natural Environment Bill:** passed their third reading. Together the Bills replace the Resource Management Act 1991 framework. The Planning Bill establishes a system focused on enabling development, infrastructure, housing growth, and efficient land use while managing effects on neighbouring properties and natural hazards. The Natural Environment Bill establishes a system focused on the use, protection, and enhancement of the natural environment, working alongside the Planning Bill.
- 5. The Local Government (System Improvements) Amendment Bill:** which contains reforms to the local government framework, includes changes to council responsibilities, decision-making, performance reporting, and public accountability (still at committee of the whole house) is expected to advance to its third reading mid-September.

State Highway 2 North – Speed Limit Changes

6. On 24 August the New Zealand Transport Agency (NZTA) confirmed the speed limit changes from their recent consultation on lower speed limits for four short sections of state highway in Upper Hutt and the Wairarapa.
7. For State Highway 2 north of Masterton, the speed limit will be reducing from 100km/h to 80km/h on an 820-metre section of Ōpaki Road from Fourth Street northwards to south of Somerset Drive. This was the proposed limit that was consulted on.
8. Council had requested a 60km/h limit as part of our response to the consultation, given the growing levels of pedestrian, cycle, and vehicular traffic in the area.
9. The other speed limits changed following this consultation were:
 - SH2 Māoribank, Upper Hutt: reducing from 70km/h to 50km/h on a 1.3km section from north of the Akatarawa Road intersection to south of the Fergusson Drive intersection.
 - SH2 Featherston south: reducing from 70km/h to 50km/h on a 480-metre section from south-west of Wakefield Street to west of Renall Street.
 - SH53 Martinborough: reducing from 70km/h to 50km/h on a 510-metre section on the Kitchener Street approach to Martinborough.
10. The new limits are expected to take effect from mid-September at Māoribank, between mid-September and mid-October at Featherston south, and later this year at Masterton north and Martinborough. NZTA have yet to provide more definitive timing.

Corporate Planning

2025/26 Annual Report

- 11.** End of year non-financial performance data was reported to Finance, Risk and Assurance on 12 August. An update on the 2025/26 Annual Report is included in this agenda. Please refer to Report 7.3.

Strategic Planning

Wairarapa Sub-Regional Sport and Recreation Spaces and Places Plan

- 12.** The Wairarapa Sub-Regional Sport and Recreation Spaces and Places Plan is progressing. A Project Steering Group (PSG) has been established and includes staff from the three Wairarapa councils. The process for drafting the Plan comprises two phases:
- **Phase one:** Strategic context (due for completion in November), and
 - **Phase two:** Planning principles and network analysis (to be completed in 2027).
- 13.** Phase one will include engagement with mana whenua, a community survey that will be live from 16 September to 5 October, and workshops with sports clubs and associated organisations at the end of October.

Masterton SCRUM

- 14.** The Masterton Scrum was established as an outcome of the Town Centre Summit, held in December 2025. Scrum membership includes representatives from Rangitāne Tū Mai Rā Trust; Kahungunu ki Wairarapa Iwi Development Trust; Masterton Lands Trust; Masterton Community Trust; Tupu Ana; and the Alliance.
- 15.** The last Scrum meeting was held on 1 September 2026 with an emphasis on the strategic context and issues for the LTP and Our Future Our Story (Development Plan).
- 16.** The Scrum also assesses applications and makes recommendations regarding the Town Centre Improvement Fund. Round two of the Fund has opened, with the application period running from 14 September to 14 October. Proactive communications have been sent to businesses to encourage applications.

Our Future Our Story: Masterton's Vision Towards 2050

- 17.** A workshop with elected members was held on 9 September 2026 to seek input on where and how growth should occur over the next 30 years. Members of the Masterton Scrum also participated in the workshop. Feedback from the workshop will help shape the draft Development Plan.

Regional Spatial Plan

- 18.** Officers are working with all Wellington Region Councils to consider governance and resourcing options for development of a regional spatial plan (RSP). This is required as part of the resource management reforms. A process agreement is expected to be in place by March 2027.
- 19.** The RSP and process agreement is independent of the outcome of the Headstart process but structural elements and planning content may change if the Government supports MDCs and CDCs preferred Wairarapa Unitary Council model (instead of a wider Wellington Region Unitary Authority).
- 20.** The Our Future Our Story Development Plan (see above) when confirmed will give a clear direction on where and how Masterton should grow and develop as part of any RSP process.
- 21.** Officers are also working with CDC and SWDC to ensure a coordinated approach to Wairarapa representation in these processes. This includes being ready to develop elements of the RSP for the Wairarapa.

Economic

Infometrics Update

- 22. Inflation and Cost Pressures:** Inflation pressures remain elevated following the fuel price shock earlier in 2026, but Infometrics report that both fuel prices and inflation pressures have eased from their peak levels. Businesses continue to face higher operating costs, freight charges, construction prices, and other oil-linked expenses, although cost growth has moderated from the sharp increases seen earlier in the year.
- 23. Fuel and Transport Costs:** Fuel costs remain a significant challenge for businesses despite some easing from peak levels. Infometrics report that elevated diesel prices continue to have a major impact on transport costs, reflecting ongoing disruption to global oil supplies. Higher fuel prices are also continuing to reduce household spending power and affect tourism and travel activity at both a local and national level.
- 24. Economic Growth and Demand:** New Zealand's economic recovery has continued. The June 2026 quarter appears to have been more resilient than initially expected despite geopolitical disruption and higher fuel prices. Infometrics estimate economic activity increased 1.7% over the year to June 2026, with all regions recording growth in the June quarter.

Strong primary sector activity remains an important driver of growth, although there are continuing concerns about the pace of recovery due to ongoing global uncertainty. Household spending remains fragile, with spending volumes estimated to have fallen after accounting for inflation.

25. Labour market trends: The labour market remains weak relative to the broader economic recovery. Employment growth has been modest, unemployment increased to 5.6% in the June 2026 quarter, and job advertisements remain subdued. Infometrics note that restrained employment growth is contributing to cautious household spending and economic confidence

26. Primary sector outlook: The primary sector continues to be a key contributor to economic growth and remains one of the strongest parts of the economy. Infometrics have identified strong primary sector activity as a major driver of regional economic performance, particularly across Southland, Otago, Canterbury, and other regional economies including Wairarapa. However, ongoing global uncertainty continues to pose risks to export-focused industries and commodity markets.

Dark Sky Reserve Update

27. Work is continuing on the dark sky reserve application, with the final mapping of lights to be completed by 19 September (weather dependent), and the application due to be submitted by 30 September.

28. Officers have also met and provided advice to community groups in Tararua who are looking at a potential extension of the reserve north.

Environment

Local

Climate Action Fund

29. The Climate Action Fund was open 1-31 July 2026. A total of \$133,855.80 of funding was available. Nine applications were received, requesting a total of \$118,461. One application did not meet the criteria. A full breakdown of the fund was reported at the [Council Meeting on 9 September](#).

Lightbulb programme

30. The Communications and Community Development Teams are currently exploring an initiative that will see Council partner with Genesis Energy to launch a lightbulb swap initiative. The community will be able to swap their current bulbs for more efficient, LED bulbs. Genesis ran a pilot in Te Kūiti which was very successful, and we are looking at the opportunity to bring this to Masterton. More details to come in the near future.

31. As background information, LED lightbulbs use up to 85 per cent less energy than traditional incandescent or halogen bulbs. This is because they convert most of their energy into light rather than wasting it as heat. EECA estimate¹ that if every household in New Zealand installed LED lighting, around 45,000 tonnes of

¹ <https://www.eeca.govt.nz/for-homes/energy-saving-technology/choose-good-appliances/led-lighting/>

emissions would be avoided every year – the equivalent emissions for almost 16,000 petrol cars.

Coastal Adaptation Project

- 32.** The Mataikona Coastal Adaptation project is progressing. The Working Group visited the coast in September 2026 with Professor Bruce Glavovic (who is facilitating the project) and Roding Engineers. The intent was for group members to achieve a shared base understanding of the coast. The next step will be building public communications with the Working Group.

Policy

Regional

Morrison Low Report – Road Modelling: South Wairarapa, Carterton & Masterton District Councils

- 33.** Morrison Low Advisory was commissioned to undertake research on behalf of all three Wairarapa Councils regarding the impact of heavy vehicles on our roads. This report is not finalised (re MDC data) so is not yet available for distribution. The intent of commissioning the report was to gather data to confirm whether the anecdotal evidence that heavy vehicles have greater impact on road wear and tear is valid; and to inform consideration of rating differentials that could target land use associated with heavy vehicles, such as forestry and farming.

Each Council will need to consider their sections of the report in the context of their existing rating system:

- 34.** Carterton District Council (CDC) have recently decided to consult on a proposed new targeted roading rate.
- 35.** South Wairarapa District Council (SWDC) have indicated they will consider the report and model options and then consult on them in their LTP in March 2027.
- 36.** Masterton's use of a Roding Rate and the rural allocation of 70% of the subsidised roading costs is already targeting rural properties and conversely reducing the proportion paid by urban properties. Given that, Masterton officers consider the Morrison Low report data may help support further targeting of Masterton rural roading costs to specific land use. However, more work is needed to understand the report data, where potential shifts in rating incidence could land and clarify where heavy traffic use is already targeted via road user charges.
- 37.** In addition, a significant amount of road damage can be caused by storm events which may be unrelated to heavy vehicle usage. This would need to be explored further. Lastly, another consideration is that rating policies across the Wairarapa and/or wider (depending on the outcome of Head Start decisions) will need to be aligned after amalgamation in 2028.

District

Use of Public Places by Adjoining Business Premises Policy

38. The final draft Policy is included in this agenda for Council adoption. Refer to Report 7.5.

Revenue and Financing Policy Review

39. The Revenue and Financing Policy outlines the Council's funding mechanisms for all its activities, such as animal control, refuse disposal, community development, economic development and parks, reserves and sports fields. It is a required policy under the LGA in association with the preparation of the Long-Term Plan.

40. Following Council workshops, officers have prepared a report included in this Agenda on the proposed changes to the Policy and supporting analysis for Council's consideration. Refer Report 7.2.

Governance

Local Government Official Information and Meetings Act Requests

41. For the period 14 July to 28 August 2026, Council received a total of 37 Local Government Official Information and Meetings Act (LGOIMA) requests.

Requests in Progress as at 28 August 2026

Subject	Requester	Date Received	Due Date
Town Hall procurement	Masterton Ratepayers and Residents Association	27/08/2026	24/09/2026
Rating sales	Stuff	25/08/2026	22/09/2026
Rates relief and deferment requests	Radio New Zealand	21/08/2026	18/09/2026
Parking infringement decision making	Individual	20/08/2026	17/09/2026
Street tree incident	Individual	21/08/2026	17/09/2026
Pedestrian crossing safety audits	Individual	19/08/2026	16/09/2026
Cost of Head Start	Labour Leader's Office	18/08/2026	15/09/2026
Drinking water quality monitoring data	Individual	17/08/2026	14/09/2026

Subject	Requester	Date Received	Due Date
Storm water, sewer and lateral pipes survey	Individual	17/08/2026	14/09/2026
Hood Aerodrome Air Show	Individual	17/08/2026	14/09/2026
Opaki Water Race – additional questions	Masterton Ratepayers and Residents Association	14/08/2026	11/09/2026
Retention ponds and Opaki Water Race	Masterton Ratepayers and Residents Association	13/08/2026	10/09/2026
Dog Control and disqualification information	Individual	13/08/2026	10/09/2026
Opaki Water Race and associated rural water arrangements	Opaki Water Race Users Society	12/08/2026	09/09/2026
Kapiti Coast District Council position on Head Start	Individual	10/08/2026	07/09/2026
Noise levels from business	Business	10/08/2026	07/09/2026
Telecommunications facility – Events, decisions, assessments and communications	Individual	10/08/2026	07/09/2026
Info on Council IT systems	Azimuth Consulting Ltd	03/08/2026	07/09/2026
Opaki Water race – route and water sources	Masterton Ratepayers and Residents Association	04/08/2026	01/09/2026
Workforce information	PSA	04/08/2026	01/09/2026
Licensed premises	Heart Starter NZ	04/08/2026	01/09/2026
Barking dog complaints	Individual	30/04/2026	01/09/2026
Parking infringement information for specific site	Individual	27/07/2026	31/08/2026
Dog registration costs	Individual	30/07/2026	31/08/2026

Subject	Requester	Date Received	Due Date
June 2026 Storm Event	Masterton Ratepayers and Residents Association	27/07/2026	31/08/2026
Building Consents 1 January 2024 to 31 December 2024	Individual	27/07/2026	31/08/2026
Telecommunications facility – Provisions and decision making	Individual	20/07/2026	27/08/2026

Requests Completed Since Last Report

Subject	Requester	Date Received	Days to respond
Minutes and resolutions of specified council meeting	Individual	20/06/2026	20
Resource consent for specified property	Derive Consulting Group	20/07/2026	23
Playground surfacing data	Invercargill City Council	13/07/2026	10
Fees and charges	Labour Party Research	01/07/2026	20
Opaki Water Race	Opaki Water Race Users Society	06/07/2026	19
Actual spending on recovery from weather related natural disasters	Individual	15/06/2026	20
Vegetation clearance height	Individual	07/07/2026	20
Town Hall renovations	Masterton Ratepayers and Residents Society	16/07/2026	16
Te Whiti Road complaints	Individual	09/07/2026	20
Outdoor dining	Bosch Property Management	13/07/2026	20

Subject	Requester	Date Received	Days to respond
Traffic islands and driveways outside specified address	Toan Law	21/05/2026	55 (within extension)
Roaming dogs	Stuff	05/08/2026	4
Details of specific resource consent	Councillor Lennox	13/07/2026	19
Possible liquefaction prone areas – Proposed WCDP	Individual	07/08/2026	5
Telecommunications facility – Arborist report and Telecommunications Act notice	Individual	20/07/2026	20
Complaints about specific property	Individual	21/07/2026	20
Source of fluoridation chemicals	Individual	17/08/2026	2
Telecommunications facility – Foundation, plinth and road reserve encroachment	Individual	14/07/2026	28 (within extension)
Telecommunications facility – Building Act query	Individual	08/07/2026	25 (within extension)
Property files and contaminated land information for specific site	EcoAgriLogic	29/07/2026	20
Opaki Water Race	Masterton Ratepayers and Residents Association	17/07/2026	20
Opaki Water Race – Info between MDC and CDC	Individual	16/07/2026	20

SUMMARY (by financial year)	2026-2027 (year to date)	2025-26	2024-2025
Total Received	45	167	133
% sent in timeframe (including extensions)	24 requests completed to date. 23 were sent within timeframe (96%).	86%	83%

Privacy Act Complaints

42. No Privacy Act complaints have been received for the period 14 July to 28 August 2026.

43. Two Privacy Act requests were received for the period 14 July to 28 August 2026.

Ombudsman Investigations

44. There are two preliminary investigations in progress.

Report writers:

Tania Madden | **Policy and Strategy Manager**

Kylie Robinson | **Strategy Team and Environment Lead**

Josie Askin | **Corporate Planning Lead**

Matt Steele | **Economic Lead**

Maria Nano | **Senior Strategic Advisor – Infrastructure**

John McSweeney | **Policy Team and Special Projects Lead**

Sophie Bradley | **Senior Policy Advisor**

Harriet Kennedy | **Governance Team Lead**

Approved by:

Karen Yates | **Group Manager – Strategy**

8.2 MEETING REPORTS FROM COUNCILLORS**File Number:****Authoriser:** Bex Johnson, Mayor**PURPOSE**

Councillors are appointed to a number of external groups and organisations as representatives of Masterton District Council. This agenda item allows Councillors to report back on meetings attended in that capacity.

ATTACHMENTS**Nil**

8.5 MAYOR'S REPORT 5 AUGUST 2026 TO 15 SEPTEMBER 2026**File Number:****Author:** Bex Johnson, Mayor**RECOMMENDATION**

That Council receives the information contained within the report.

ATTACHMENTS

1. Mayor's Report [↓](#)

MAYORAL ACTIVITY**From 05/08/26 to 15/09/26**

LGNZ Rural and Provincial Meeting

Mayoral Forum

Members of the Community Meetings x 3

MTFJ Monthly Meeting

Michael Laws Interview

Community Funerals x 2

Citizenship Ceremony

Civic Award Presentation for Elaine Leggott

Golden Shears AGM

LGNZ Online Briefings x 4

Māori Women's League

Destination Wairarapa Meeting

Community Planting Day at Oxford Street Community Garden

Science Roadshow at Douglas Park School

Rural Professional Meeting

Masterton Trust Lands Trust Meeting

Wairarapa Area Police Commander Meeting

Wairarapa Secondary Schools Principals Association Meeting

Third Anniversary Celebration of Wairarapa Sikh Society

Aratoi Electoral College Meeting

Mayors / Deputy Mayors / CEs Meeting

Unveiling of School Murals on Library fence

Rangitāne Quarterly Meeting

Tupu Ana AGM

Ranfurly Club Lunch

Cultural Festival

Annual Wairarapa Art Show

Wellington Free Ambulance Street Appeal

Carterton Daffodil Festival

Pasifika o Wairarapa Board Meeting

Interview with Jesse Mulligan

9 PUBLIC EXCLUDED
RESOLUTION TO EXCLUDE THE PUBLIC
RECOMMENDATION(S)

I move 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(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
Agenda Item No: 9.1 Public Excluded Minutes of Council Meeting held on 5 August 2026	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities 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
Agenda Item No: 9.2 Finance, Risk and Assurance Committee Meeting - 12 August 2026	s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	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

Agenda Item No: 9.3 Procurement Direction for Town Hall Development	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege 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
Agenda Item No: 9.4 Property Disposal	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
Agenda Item No: 9.5 Nikau Heights Tank Replacement Contract Award	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
Agenda Item No: 9.6 Waiti Waters Ltd - LGFA Accession and Guarantee (Covering report)	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege 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