



ORDINARY MEETING of Council AGENDA

Time: 3.00pm
Date: Wednesday, 14 December 2022
Venue: Waiata House, 27 Lincoln Road,
Masterton

MEMBERSHIP

Mayor Gary Caffell (Chairperson)

Councillor Bex Johnson
Councillor Craig Bowyer
Councillor Brent Goodwin
Councillor David Holmes

Councillor Tom Hullena
Councillor Stella Lennox
Councillor Tim Nelson
Councillor Marama Tuuta

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.

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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

- Graham Streatfield, Wairarapa Census Area Manager, re Census 2023
- Friends of Queen Elizabeth Park, re the Lake of Remembrance
- 350 Aotearoa, re Council use of renewable energy

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 MINUTES

See Items 7.1, 7.2, 7.3 and 7.4

6 COMMITTEE REPORTS

Nil

7 REPORTS FOR DECISION

7.1 MINUTES FOR CONFIRMATION - COUNCIL MEETING 9 NOVEMBER 2022

File Number:

Author: Harriet Kennedy, Governance Advisor

Authoriser: David Hopman, Chief Executive

PURPOSE

The purpose of this report is to confirm the minutes of the Council Meeting held on 9 November 2022 provided in Attachment 1 to this report.

RECOMMENDATION

That Council confirms the minutes of the Council Meeting held on 9 November 2022 as a true and correct record of that meeting.

ATTACHMENTS

1. Unconfirmed Minutes of the Council Meeting held 9 November 2022  



MINUTES

**Ordinary Council Meeting
Wednesday, 9 November 2022**

7.2 MINUTES FOR CONFIRMATION - EXTRAORDINARY COUNCIL MEETING 23 NOVEMBER 2022

File Number:

Author: Harriet Kennedy, Governance Advisor

Authoriser: David Hopman, Chief Executive

PURPOSE

The purpose of this report is to confirm the minutes of the Extraordinary Council Meeting held on 23 November 2022 provided in Attachment 1 to this report.

RECOMMENDATION(S)

That Council confirms the minutes of the Extraordinary Council Meeting held on 23 November 2022 as a true and correct record of that meeting.

ATTACHMENTS

1. **Unconfirmed Minutes of the Extraordinary Council Meeting held 23 November 2022** [↓](#)



7.3 MINUTES FOR CONFIRMATION - EXTRAORDINARY AWARDS AND GRANTS COMMITTEE MEETING 23 NOVEMBER 2022

File Number:

Author: Harriet Kennedy, Governance Advisor

Authoriser: David Hopman, Chief Executive

PURPOSE

The purpose of this report is to confirm the minutes of the Extraordinary Awards and Grants Committee Meeting held on 23 November 2022 provided in Attachment 1 to this report.

RECOMMENDATION

That the minutes of the Extraordinary Awards and Grants Committee Meeting held on 23 November 2022 including the following resolution be confirmed:

- Community Events Funding Application

That the Awards and Grants Committee:

- receives an unexpected 2022 Community Events Fund application from Alzheimers Wairarapa;*
- approves the \$700 grant for the LEGO Brick Show billboard advertising*

ATTACHMENTS

1. **Unconfirmed Minutes of the Extraordinary Awards and Grants Committee Meeting held 23 November 2022** [↓](#) 

7.4 MINUTES FOR CONFIRMATION - AUDIT AND RISK COMMITTEE MEETING 23 NOVEMBER 2022

File Number:

Author: Harriet Kennedy, Governance Advisor

Authoriser: David Hopman, Chief Executive

PURPOSE

The purpose of this report is to confirm the minutes of the Audit and Risk Committee Meeting held on 23 November 2022 provided in Attachment 1 to this report.

RECOMMENDATION

That the minutes of the Audit and Risk Committee Meeting held on 23 November 2022 including the following resolutions be confirmed:

- Service Provision Report – Aratoi
That the Audit and Risk Committee receives the Service Provision Report from Aratoi Regional Trust providing the summary results of key result indicators for the 1 July – 30 September 2022 quarter.
- Service Provision Report – Destination Wairarapa
That the Audit and Risk Committee receives the first quarter report (1 July 2022 – 30 September 2022) from Destination Wairarapa.
- Transport Accident Investigation Commission Inquiry Report
That the Audit and Risk Committee
 - (i) *receives the Report on the Transport Accident Investigation Commission Inquiry into the mid-air collision, near Hood Aerodrome on Sunday 16 June 2019*
 - (ii) *notes the findings and recommendations in the Report.*
- Health and Safety Quarterly Report
That the Audit and Risk Committee notes the content and receives the Health and Safety Report for the quarter from 1 July 2022 to 30 September 2022
- Key Policies to be Monitored by the Audit and Risk Committee
That the Audit and Risk Committee:
 1. *Notes that the following policies are monitored by the Audit and Risk Committee:*
 - *Asset Management Policy*
 - *Fraud, Dishonesty and Corruption Control Policy*
 - *Workplace Health and Safety and Staff Wellbeing Policy*
 - *Procurement Policy*
 - *Revenue and Financing Policy*
 - *Risk Management Policy*
 - *Significance and Engagement Policy*
 - *Sensitive Expenditure Policy, and*
 - *Treasury Management Policy.*
 2. *Notes that a status update for each of these policies in this Report;*
 3. *Notes that further work will be undertaken to identify any further policies that should be monitored by the Audit and Risk Committee;*

4. *Notes that an update has been provided on policies that are programmed for development or review in 2022/23; and*
 5. *Notes that a status report will be provided at the end of this financial year on all policies in Council's Policy Register.*
- *Non-Financial Performance 2022/2023 Quarter 1 Report*
That the Audit and Risk Committee receives the Quarter 1 non-financial performance report for the 2022/23 financial year.
 - *Three Months to Date Financial Report Quarter 1 2022/2023*
That the Audit and Risk Committee receives the financial report and commentary for the 3 month period to 30 September 2022.
 - *2021/2022 Annual Report (Pre Audit Draft)*
That the Audit and Risk Committee
 - i) *Receives the draft Annual Report for 2021/22.*
 - ii) *Notes that some aspects of the financial statement Notes to the Accounts are still to be completed*
 - iii) *Notes that due to Audit New Zealand capacity, the audit of the Annual Report has been deferred to early 2023.*
 - iv) *Notes that in deferring the audit, the 2021/22 Annual Report will not be adopted by the legislative deadline of 31 December 2022.*

ATTACHMENTS

1. **Unconfirmed Minutes of the Audit and Risk Committee meeting 23 November 2022** [!\[\]\(cf5be311f7b2821912d8009884508fa2_img.jpg\)](#) [!\[\]\(9804e70d96ff9fe9899b264c06a33cd7_img.jpg\)](#)

7.5 CIVIC FACILITY INDEPENDENT WORKING GROUP REPORT

File Number:

Author: David Hopman, Chief Executive

PURPOSE

The purpose of this report is to provide Council with an update on the work of the Civic Facility Working Group and to seek agreement to the Working Group's recommendations and proposed next steps to progress the Civic Facility project.

RECOMMENDATIONS

That Council:

1. Notes the work undertaken by the Civic Facility Working Group
2. Accepts the Civic Facility Working Group's report and recommendations and directs staff, based on the report, to progress next steps which include:
 - (a) Establishing an independent oversight group.
 - (b) Developing a project plan.
 - (c) Undertaking the recommended actions to inform decision making, including confirming key principles, the future demand profile and updating market demand and financial analysis.
 - (d) Identifying and developing options for consultation with our community.

CONTEXT

Masterton District Council has approved the development of a new Civic Facility through the adoption of the Long-Term Plan 2021–31 (LTP). On 23 May 2022, Council was advised that the estimated cost of the project was \$57.14 million, with a recommended contingency of \$14.2 million. This would increase the total cost to \$71.3 million. As this is an 85% increase on the \$30.8 million budget included in the LTP, Council agreed to pause all design and build work, undertake a review of information considered and decisions made on the project and undertake complementary work on the project. Council agreed to form an independent working group to undertake and supervise that work. The Terms of Reference for the working group were agreed at the Council meeting on 29 June 2022. An update on the workstreams is provided below.

ANALYSIS AND ADVICE

The Working Group was required to review work and provide a brief for the incoming Council. The purpose of the review was to inform the incoming Council of the progression of the project from 2016 to the current state so the Council could make informed decisions about next steps. Council staff identified key decisions made by Council or its sub-ordinate bodies that have informed the scope of the civic facility. Staff also documented the nature of the information provided, options considered, decisions made and the rationale for decision-making. Consultation undertaken to date with stakeholders and the community was also included. The Working Group were tasked with preparing a brief advising the incoming Council of their conclusions and recommendations for the project based on the information reviewed.

The Working Group were also required to consider ongoing work regarding

- Preparing the cultural narrative
- Co-ordinating with the Masterton Theatre Company
- Preparing a funding strategy

The Civic Facility Working Group's report is attached at Attachment 1.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
<p>1 Accept the Civic Facility Working Group's recommendations and progress proposed next steps</p> <p>(Recommended option)</p>	<p>Recommendations are based on robust and independent analysis</p> <p>Recommendations include determining demand and usage profile, and updating the Market demand and Financial Analysis Report, providing sound evidence base for options</p> <p>Provides a clear path forward which is consistent with LGA decision-making, planning and consultation requirements</p> <p>Recommendations include appointing an independent group for oversight of the project, enabling enhanced public oversight of the project</p> <p>Maintains public trust and confidence in the process and Council</p>	<p>Costs associated with updating the Horwath Market Demand and Financial Analysis Report, developing the events plan and administering an independent group for oversight of the project</p>
<p>2 Choose alternative next steps for the project</p>	<p>Depending on the next steps, costs may be lower</p>	<p>Not updating the Horwath Market Demand and Financial Analysis Report or developing the events plan risks progressing an option that is not supported by evidence</p> <p>Depending on next steps, may be inconsistent with LGA requirements, risking legal challenge and</p>

			<p>complaints to oversight bodies</p> <p>Alternative next steps may not be consistent with the corporate planning cycle, which would impact staff time with additional costs for consultation</p> <p>Depending on next steps, may impact public trust and confidence in the process and Council</p>
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RECOMMENDED OPTION

Option 1 is recommended. Council appointed the Civic Facility Working Group to bring some independence and direct community participation to a contentious and politicised project and to propose next steps based on robust analysis of decisions made. Not accepting the Working Group’s recommendations or progressing proposed next steps risks undermining the integrity of the Working Group and public trust and confidence in the process and Council at this crucial point.

The Working Group’s recommendations are consistent with the LGA’s decision-making, planning and consultation requirements. In particular, updating the Horwath Market Demand and Financial Analysis Report and developing the events plan provides an up-to-date evidence base on which to make informed decisions. These documents can be progressed during 2023 and will inform options analysis and the selection of a preferred option to be confirmed as part of the LTP 2024–2034.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The Civic Facility is a key strategic project for the Council and there is high community interest in the project. The decision-making process, community consultation, planning and budget setting are governed by the Local Government Act 2002 (LGA). Council’s Procurement Policy applies to all procurement activities relating to the project, including the design and build of the Civic Facility. Following complaints earlier in the process there is likely to be a high level of scrutiny of the project by the community, the Office of the Ombudsman and the Office of the Auditor-General. The Civic Facility Working Group’s recommendations and proposed next steps comply with the requirements of the LGA.

Significance, Engagement and Consultation

The construction of a new Civic Facility is a significant decision as it would result in a new strategic asset for MDC. The provision of a Civic Facility has been consulted on with the community and the scope and budget has been included in the LTP 2021–31. The level of significance has been assessed as high as there will be a high level of community interest, a substantial effect on residential rates and on MDC’s reputation. The Civic Facility Working Group’s report includes recommendations for further work with stakeholders and consultation with the community.

Financial Considerations

The Civic Facility Working Group's recommendations have financial implications, including the cost of updating the Horwath Market Demand and Financial Analysis Report, developing the events plan and administering an independent group for oversight of the project. \$300,000 has been budgeted in this financial year to progress the project, of which \$51,006 has been spent, with some costs for the Working Group still to be invoiced as well as internal project management time allocations. The current spending includes costs incurred with Architectus in July 2022. Costs for consultation through the Annual Planning cycle will be met out of the corporate planning operational budget in the ordinary way.

Implications for Māori

Embracing our Māori culture and multi-cultural community is an objective for a Civic Facility. The Civic Facility Working Group has benefitted from mana whenua membership, and it is proposed that representation would continue on an oversight group. While this decision does not give rise to or affect Treaty/Tiriti obligations, the intention is to work closely with iwi, hapū, and marae about their aspirations for Council facilities.

Communications/Engagement Plan

A communications and stakeholder engagement plan to progress the Civic Facility project is one of the Civic Facility Working Group's recommendation.

Environmental/Climate Change Impact and Considerations

One of the objectives for a new facility is that it "utilises Green Building design for efficiency and environmental benefit" and there is a strong commitment from Council to explore all possible options to deliver a building that is sustainable and efficient, now and for the future. This is recognised in the Civic Facility Working Group's recommendations.

NEXT STEPS

The next steps for the project are outlined in the Civic Facility Working Group's report.

ATTACHMENTS

1. Report of the Civic Facility Independent Working Group [↓](#) 

7.6 UPDATED INVENTORY OF ROADSIDE SLIPS (FOLLOWING ON FROM REPORT TO COUNCIL DATED 14 SEPTEMBER 2022)

File Number:

Author: Kaine Jaquiery, Roding Manager

Authoriser: David Hopman, Chief Executive

PURPOSE

The purpose of this report is to seek Council approval, to carry out urgent repair works on further roadside slips identified by the Roding Team that occurred in the July 2022 extraordinary rainfall event, under Emergency works. This is following on from the report to the Council Meeting on 14 September 2022.

RECOMMENDATIONS

That Council:

1. **approves** the engagement of 1Geo Limited and GoodRich Environmental Solutions Ltd through Direct Appointment to carry out the proposed urgent slip remediation works for the sites 8-23 below:

Site	Location	Estimated Cost
8	Masterton Castlepoint Road (Referred to as Carswell Site 4) a few Hundred meters from Carswell Site 3	\$ 141,783.20
9	Masterton Castlepoint Road (Referred to as Carswell Site 5) a few Hundred meters from Carswell Site 4	\$ 141,783.20
10	Masterton Castlepoint Road (over slip opposite Carswell Site 1)	\$ 277,660.46
11	Masterton Castlepoint Road (over slip between Carswell Sites 2 & 3)	\$ 248,144.82
12	Masterton Castlepoint Road (extension of Carswell Site 3 by 29.5m)	\$ 144,866.36
13	Blairlogie Langdale Rd - RP 0.59	\$ 192,409.90
14	Ngahape Road Site 1 (approx. RP 9.270)	\$ 58,384.01
15	Ngahape Road Site 2 (approx. RP 9.880)	\$ 130,750.50
16	Ngaumu Rd Site 1 (approx. RP 0.454)	\$ 54,356.00
17	Ngaumu Rd Site 2 (approx. RP 0.511)	\$ 110,262.56
18	Masterton Castlepoint Rd (RP 28.683)	\$ 423,444.30
19	Masterton Castlepoint Rd (RP 49.441)	\$ 45,560.92
20	Langdale Rd (RP 1.625)	\$ 42,827.95
21	Whangaehu Valley Rd (RP 15.091)	\$ 32,228.75
22	Whangaehu Valley Rd (RP 13.342)	\$ 117,499.41

23	Whangaehu Valley Rd (RP 11.391)	\$ 33,490.26
	Total	\$ 2,195,452.59

2. **approves** funding as per Engineers' Estimates for the sites 24-62 below to allow the Roothing Team to engage contractors and complete repairs before next winter:

Site	Location	Engineer's Estimate
24	Tinui Valley Road Site 1 (approx. RP 4.900)	\$ 210,000.00
25	Tinui Valley Road Site 2 (approx. RP 5.700)	\$ 350,000.00
26	Homewood Road (Rp 3.355)	\$ 40,292.75
27	Masterton Stronvar Road (RP 8.646)	\$ 92,400.00
28	Mataikona Road (RP 6.244)	\$ 69,300.00
29	Mataikona Road (RP 9.150)	\$ 120,120.00
30	Mataikona Road (RP 7.576)	\$ 15,400.00
31	Otahome Road (RP 7.088)	\$ 93,940.00
32	Springhill Road (RP 4.965)	\$ 23,167.95
33	Springhill Road (RP 4.944)	\$ 39,599.75
34	Springhill Road (RP 4.866)	\$ 94,498.31
35	Waimimi Road (RP 1.843)	\$ 129,722.38
36	Alfredton Tinui Road (RP 0.371)	\$ 158,732.81
37	Alfredton Tinui Road (RP 0.418)	\$ 74,738.03
38	Clelands Road (RP 1.480)	\$ 82,846.13
39	Homewood Road (RP 4.283)	\$ 67,207.43
40	Jacksons Line (RP 5.865)	\$ 18,480.00
41	Kiriwhakapapa Road (RP 4.851)	\$ 55,722.28
42	Mangoranga Road (RP 1.727)	\$ 414,631.43
43	Masterton Castlepoint Road (RP 22.996)	\$ 512,659.26
44	Masterton Castlepoint Road (RP 12.254)	\$ 23,100.00
45	Masterton Castlepoint Road 2 (RP 60.207)	\$ 38,500.00
46	Masterton Castlepoint Road 2 (RP 42.929)	\$ 385,000.00
47	Masterton Castlepoint Road 2 (49.925)	\$ 23,100.00
48	Masterton Castlepoint Road 2 (RP 49.523)	\$ 15,400.00
49	North Road (RP 4.748)	\$ 69,765.65
50	Puketiritiri Road (RP 2.898)	\$ 57,618.09
51	Te Ore Ore Bideford Road (RP 12.106)	\$ 235,116.13
52	Tinui Valley Road (RP 0.498)	\$ 55,635.92
53	Tinui Valley Road (RP 7.704)	\$ 38,598.75
54	Wairere Road (RP 6.914)	\$ 25,634.21
55	Wairere Road (RP 6.616)	\$ 25,634.21

56	Wairere Road (RP 2.009)	\$ 102,536.86
57	Whangaehu Valley Road (RP 6.206)	\$ 108,258.63
58	Mangarei Road (RP 0.500)	\$ 11,514.34
59	Mangarei Road (RP 0.700)	\$ 12,738.64
60	Mangarei Road (RP 1.300)	\$ 5,095.46
61	Springhill (RP 4.780)	\$ 13,817.21
62	Clelands Road (RP 1.000)	\$ 45,551.85
	Total	\$ 3,956,074.46

3. **notes** that sites 63-94 in table 1 will be monitored. Costs of repair works for some sites have also been estimated by the Roothing Team. If observations show serious movement, further remediation will be accelerated

CONTEXT

Further to the report presented to Council on 14 September 2022, which highlighted the adverse accumulated effect over June and July from rainfall on the roading network. Subsequent to the event on 12 July 2022 where 109mm of water fell in less than 24 hours on already saturated catchments, the Roothing Team has prepared a full inventory of all the roadside slips that are in addition to the sites that were identified in the previous report. Some of these sites were existing failures that were being monitored/investigated and have since then further deteriorated following the weather events. Rainfall for the month of July was over 400mm which is close to a record for that month.

The affected road sections are as follows:

Table 1: Inventory affected Road Sections

Sites Approved for Repair in previous Council Recommendation Report (14 September 2022)		
Site	Location	Status
1	Masterton Castlepoint Road (Referred to as Carswell Site 1) approx. RP 22.425	Contract awarded and project on track to be completed in Summer 2023
2	Masterton Castlepoint Road (Referred to as Carswell Site 2) a few hundred meters from Carswell Site 1	Contract awarded and project on track to be completed in Summer 2023
3	Masterton Castlepoint Road (Referred to as Carswell Site 3) a few Hundred meters from Carswell Site 2	Contract awarded and project on track to be completed before Christmas 2022.
4	Blairlogie Langdale Road (Referred to as Kerosene Ridge) approx. RP 3.500.	Retaining wall is expected to be complete by this week while the road rehabilitation works are to be completed early next year.
5	Blairlogie Langdale Road Site 1 (approx. RP 5.880)	Contract awarded and project on track to be completed in Summer 2023
6	Blairlogie Langdale Road Site 2 (approx. RP 5.920)	Detailed design expected before Christmas 2022 and construction to be completed in 1st quarter of 2023.

7	Blairlogie Langdale Road Site 3 (approx. RP 5.970)	Detailed design expected before Christmas 2022 and construction to be completed in 1st quarter of 2023.

Additional sites that require urgent intervention (High- Medium Priority)		
Site	Location	Status
8	Masterton Castlepoint Road (Referred to as Carswell Site 4) a few Hundred meters from Carswell Site 3	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
9	Masterton Castlepoint Road (Referred to as Carswell Site 5) a few Hundred meters from Carswell Site 4	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
10	Masterton Castlepoint Road (over slip opposite Carswell Site 1)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
11	Masterton Castlepoint Road (over slip between Carswell Sites 2 & 3)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
12	Masterton Castlepoint Road (extension of Carswell Site 3 by 29.5m)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
13	Blairlogie Langdale Rd - RP 0.59	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
14	Ngahape Road Site 1 (approx. RP 9.270)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
15	Ngahape Road Site 2 (approx. RP 9.880)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
16	Ngaumu Rd Site 1 (approx. RP 0.454)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
17	Ngaumu Rd Site 2 (approx. RP 0.511)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
18	Masterton Castlepoint Rd (RP 28.683)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
19	Masterton Castlepoint Rd (RP 49.441)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
20	Langdale Rd (RP 1.625)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.

Additional sites that require urgent intervention (High- Medium Priority)		
Site	Location	Status
21	Whangaehu Valley Rd (RP 15.091)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
22	Whangaehu Valley Rd (RP 13.342)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
23	Whangaehu Valley Rd (RP 11.391)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
24	Tinui Valley Road Site 1 (approx. RP 4.900)	Road is accessible – Site investigation for probable option completed. Urgent intervention is required as the road may not survive another winter.
25	Tinui Valley Road Site 2 (approx. RP 5.700)	Road is accessible – Site investigation for probable option completed. Urgent intervention is required as the road may not survive another winter.
26	Homewood Road (Rp 3.355)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
27	Masterton Stronvar Road (RP 8.646)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
28	Mataikona Road (RP 6.244)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
29	Mataikona Road (RP 9.150)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
30	Mataikona Road (RP 7.576)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
31	Otahome Road (RP 7.088)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
32	Springhill Road (RP 4.965)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
33	Springhill Road (RP 4.944)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
34	Springhill Road (RP 4.866)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
35	Waimimi Road (RP 1.843)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
36	Alfredton Tinui Road (RP 0.371)	Road is currently accessible; however, urgent

Additional sites that require urgent intervention (High- Medium Priority)		
Site	Location	Status
		intervention is required as the road may not survive another winter.
37	Alfredton Tinui Road (RP 0.418)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
38	Clelands Road (RP 1.480)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
39	Homewood Road (RP 4.283)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
40	Jacksons Line (RP 5.865)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
41	Kiriwhakapapa Road (RP 4.851)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
42	Mangoranga Road (RP 1.727)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
43	Masterton Castlepoint Road (RP 22.996)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
44	Masterton Castlepoint Road (RP 12.254)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
45	Masterton Castlepoint Road 2 (RP 60.207)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
46	Masterton Castlepoint Road 2 (RP 42.929)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
47	Masterton Castlepoint Road 2 (49.925)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
48	Masterton Castlepoint Road 2 (RP 49.523)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
49	North Road (RP 4.748)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
50	Puketiritiri Road (RP 2.898)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
51	Te Ore Ore Bideford Road (RP 12.106)	Road is currently accessible; however, urgent intervention is required as the road may not survive

Additional sites that require urgent intervention (High- Medium Priority)		
Site	Location	Status
		another winter.
52	Tinui Valley Road (RP 0.498)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
53	Tinui Valley Road (RP 7.704)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
54	Wairere Road (RP 6.914)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
55	Wairere Road (RP 6.616)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
56	Wairere Road (RP 2.009)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
57	Whangaehu Valley Road (RP 6.206)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
58	Mangarei Road (RP 0.500)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
59	Mangarei Road (RP 0.700)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
60	Mangarei Road (RP 1.300)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
61	Springhill (RP 4.780)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.
62	Clelands Road (RP 1.000)	Road is currently accessible; however, urgent intervention is required as the road may not survive another winter.

Sites that are constantly being monitored by Roading Team (Low Priority)		
Site	Location	Status
63	Te Ore Ore Bideford Road (Hill end) RP10.6-13.6	Road is currently accessible; however, risk of further movement is very high. Roading team is monitoring the slip
64	Te Ore Ore Bideford Road RP 15.1	Road is currently accessible; however, risk of further movement is very high. Roading team is monitoring the slip
65	Bluff Rangitumau Road RP 0.5	Road is currently accessible; Drop out under road

Sites that are constantly being monitored by Roding Team (Low Priority)		
Site	Location	Status
		forming with active over slips. Planned gravity block wall.
66	Masterton Stronvar Road RP 9.4	Road is currently accessible; however, risk of further movement is very high. Roding team is monitoring the slip
67	Masterton Stronvar Road RP 9.6	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip
68	Dorsets Road (RP 3.458)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
69	Dorsets Road (RP 6.049)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
70	Homewood Road (RP 10.016)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip..
71	Langdale Road (RP 0.736)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
72	Langdale Road (RP 1.237)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
73	Langdale Road (RP 0.612)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
74	Mangamahoe Central Road (RP 7.861)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
75	Mangamahoe Central Road (RP 7.490)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
76	Mangamahoe Central Road (RP 3.066)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
77	Mangarei Road North (RP 0.902)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
78	Maringi Road (RP 8.338)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
79	Maringi Road (RP 6.612)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
80	Masterton Castlepoint Road (RP 34.060)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
81	Masterton Castlepoint Road (RP 18.734)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
82	Puketiritiri Road (RP 3.784)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
83	Stoddarts Road (RP 0.444)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
84	Dorsets Road (RP 4.138)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.
85	Mataikona Road (RP 8.745)	Road is currently accessible; however, risk of further movement is high. Roding team is monitoring the slip.

Sites that are constantly being monitored by Roading Team (Low Priority)		
Site	Location	Status
86	Puketitiri Rd (RP 2.665)	Road is currently accessible; however, risk of further movement is high. Roading team is monitoring the slip.
87	Dorsets Rd (RP 5.488)	Road is currently accessible; however, risk of further movement is high. Roading team is monitoring the slip.
88	Dorsets Rd (RP 4.192)	Road is currently accessible; however, risk of further movement is high. Roading team is monitoring the slip.
89	Mangarei Road (RP 1.000)	Road is currently accessible; however, risk of further movement is high. Roading team is monitoring the slip.
90	Mangarei Road (RP 0.200)	Road is currently accessible; however, risk of further movement is high. Roading team is monitoring the slip.
91	Wairiri Road (RP 0.600)	Road is currently accessible; however, risk of further movement is high. Roading team is monitoring the slip.
92	Wairiri Road (RP 3.400)	Road is currently accessible; however, risk of further movement is high. Roading team is monitoring the slip.
93	Wairiri Road (RP 1.500)	Road is currently accessible; however, risk of further movement is high. Roading team is monitoring the slip.
94	Whangaehu Valley Road (RP 1.400)	Road is currently accessible; however, risk of further movement is high. Roading team is monitoring the slip.

ANALYSIS AND ADVICE

Engineering specialists from 1Geo Limited have carried out assessments of sites 8-13, while GoodRich team inspected sites 14-23, all of which require urgent interventions, and their proposed repair methodologies are as follows:

Table 2.1: Analysis/Repair Proposed by 1 Geo & GoodRich

Site	Location	Repair
8	Masterton Castlepoint Road (Referred to as Carswell Site 4) a few Hundred meters from Carswell Site 3	Construct geogrid retaining structure 24m long - Excavation of slumped section to max. 1.9m depth and replace with Geogrid Tensor RE520 retaining wall system using AP40 & AP65 infill material. Improve drainage system and reinstate road and surfacing.
9	Masterton Castlepoint Road (Referred to as Carswell Site 5) a few Hundred meters from Carswell Site 4	Construct geogrid retaining structure 24m long - Excavation of slumped section to max. 1.9m depth and replace with Geogrid Tensor RE520 retaining wall system using AP40 & AP65 infill material. Improve drainage system and reinstate road and surfacing.
10	Masterton Castlepoint Road (over slip opposite Carswell Site 1)	Removal of over 5000m ³ of slip material, benching and drainage works, spread topsoil and sow grass
11	Masterton Castlepoint Road (over slip between Carswell Sites 2 & 3)	Removal of over 4500m ³ of slip material, benching and drainage works, spread topsoil and sow grass
12	Masterton Castlepoint Road (extension of Carswell Site 3 by 29.5m)	Extend existing geogrid retaining structure by 29.5m long - Excavation of slumped section to max. 1.9m depth and replace with Geogrid Tensor RE520 retaining wall system using AP40 & AP65 infill material. Improve drainage system and reinstate road

Site	Location	Repair
		and surfacing.
13	Blairlogie Langdale Rd - RP 0.59	Construct geogrid retaining structure 37.3m long - Excavation of slumped section to max. 1.9m depth and replace with Geogrid Tensor RE520 retaining wall system using AP40 & AP65 infill material. Improve drainage system and reinstate road and surfacing.
14	Ngahape Road Site 1 (approx. RP 9.270)	Supply and install 64m willow brush wall and poplar poles for slope stability, including earthworks, pavement reinstatement and traffic management
15	Ngahape Road Site 2 (approx. RP 9.880)	Supply and install 70m willow brush wall for slope stability, including earthworks, drainage works, pavement reinstatement and traffic management
16	Ngaumu Rd Site 1 (approx. RP 0.454)	Supply and install 50m willow brush wall for slope stability, including earthworks, drainage works, pavement reinstatement and traffic management
17	Ngaumu Rd Site 2 (approx. RP 0.511)	Supply and install 38m willow brush wall for slope stability, including earthworks, drainage works, pavement reinstatement and traffic management
18	Masterton Castlepoint Rd (RP 28.683)	Supply and install 230m willow brush wall for slope stability, including earthworks, drainage works and traffic management
19	Masterton Castlepoint Rd (RP 49.441)	Supply and install 18m willow brush wall for slope stability, including earthworks, drainage works, pavement reinstatement and traffic management
20	Langdale Rd (RP 1.625)	Supply and install 55m willow brush wall for slope stability, including earthworks, drainage works, pavement reinstatement and traffic management
21	Whangaehu Valley Rd (RP 15.091)	Supply and install 35m willow brush wall for slope stability, including earthworks, drainage works, pavement reinstatement and traffic management
22	Whangaehu Valley Rd (RP 13.342)	Supply and install 91m willow brush wall for slope stability, including earthworks, drainage works, pavement reinstatement and traffic management
23	Whangaehu Valley Rd (RP 11.391)	Supply and install 52m willow brush wall for slope stability, including earthworks, drainage works, pavement reinstatement and traffic management

Costs for Sites 24 – 62 have been estimated by the Roding Team but haven't initiated discussions with suitable contractors yet – this is dependent on getting approved funding. However, these sites need to be repaired before next winter to keep roads accessible

Sites 63 -94 are currently being monitored and investigated for viable solutions which will be tabled later. Costs of repair works for some sites have also been estimated by the Roding Team. If observations show serious movement, then further remediation will be accelerated

OPTIONS CONSIDERED

A summary of the options considered in relation to sites 8-23 are included in the table below:

Table 3.1: Options Considered for Sites 8-23

Option	Estimated Cost	Advantages	Disadvantages
1 Do minimum-reduces the Level of Service	\$50,000	Affordable within existing budgets	<ul style="list-style-type: none"> This is not considered a viable option for the following reasons: <ul style="list-style-type: none"> Further failures will result in loss of whole road. Most roads are primary routes for agriculture, forestry and associated rural businesses No major alternative route is available and closure of some of these roads (resulting from further failures) would present significant issues both in the short and long term.
2 Retreat/Re-align the sections of the road where failures have occurred	\$45,000,000 - \$75,000,000	Potentially long-term solutions if proven technically feasible (see explanation re disadvantages)	<ul style="list-style-type: none"> These options require extensive earthworks, drainage works, and bank stability works Upslope terrain surrounding some of the failed sections is unstable. Excavating into the bank will further destabilize the slope and cause major landslips. Stabilising the upslope bank after earthworks may be very expensive, making it an unfeasible option. Given the number of sites, detailed investigations, design, procurement of contractor in the current limited market and implementation of this option may take many years to execute. Given the high instability of the terrains surrounding each site, realignment may not entirely protect the road from further movement Very expensive
3 Carry out the slip remediation works proposed by specialists from 1Geo Limited & GoodRich Environmental Solution Ltd for sites 8-23.	Approx \$2,195,452.59 Summary of cost for each site is included in table 4.1 below	<ul style="list-style-type: none"> Quick and effective methodology to reinstate full access to some of the major routes within MDC network Decelerates the movement of the road section caused by the instability of upslope terrains. Given that 1Geo Limited is currently 	<ul style="list-style-type: none"> Cost of the works (per engineers estimates) may compromise existing roading budgets, although a funding solution is proposed.

Option		Estimated Cost	Advantages	Disadvantages
			<p>established on Kerosene Ridge site which is within proximity of all sites 8-13, there is significant savings in P & G, mobilisation other procurement costs.</p> <ul style="list-style-type: none"> Both 1Geo and GoodRich have indicated availability of required resources to carry out works on these sites with urgency. (Willow brush walls are seasonal work and can only be constructed in Autumn months) 	

Table 4.2: Options Considered for Sites 24-62

Option		Estimated Cost	Advantages	Disadvantages
1	Do minimum-reduces the Level of Service	\$100,000	Affordable within existing budgets	<ul style="list-style-type: none"> This is not considered a viable option for the following reasons: <ul style="list-style-type: none"> Further failures will result in loss of whole road. Most roads are primary routes for agriculture, forestry and associated rural businesses No major alternative route is available and closure of some of these roads (resulting from further failures) would present significant issues both in the short and long term.
2	Retreat/Re-align the sections of the road where failures have occurred	\$120,000,000 - \$160,000,000	Potentially long-term solutions if proven technically feasible (see explanation re disadvantages)	<ul style="list-style-type: none"> These options require extensive earthworks, drainage works, and bank stability works Upslope terrains surrounding some of the failed sections are unstable. Excavating into the bank will further destabilize the slope and cause major landslips. Stabilizing the upslope bank after earthworks may be very expensive, making it an unfeasible option. Given the number of sites, detailed investigations, design, procurement of contractor in the current limited market and implementation of this option may take many years to execute.

Option	Estimated Cost	Advantages	Disadvantages
			<ul style="list-style-type: none"> Considering the high instability of the terrains surrounding some sites, realignment may not entirely protect the road from further movement Very expensive
3	Carry out the slip remediation works estimated by the Roding Team for sites 24-62.	Approx \$3,956,074.46 Summary of cost for each site is included in table 4.2 below	<ul style="list-style-type: none"> Quick and effective methodology to reinstate full access to some of the major routes within MDC network Decelerates the movement of the road section caused by the instability of upslope terrains. <ul style="list-style-type: none"> Cost of the works (per engineers estimates) may compromise existing roading budgets, although a funding solution is proposed.

RECOMMENDED OPTIONS

1. It is recommended that 1Geo Limited and GoodRich Environmental Solutions Ltd be engaged through Direct Appointment to carry out the proposed urgent slip remediation works for the sites 8-23.
2. It is also recommended to further allocate funding as per Engineers' Estimates for the sites 24-62 to allow the Roding Team to engage contractors and complete repairs before next winter
3. Sites 63-94 in table 1 will be monitored. Costs of repair works for some sites have also been estimated by the Roding Team. If observations show serious movement, further remediation will be accelerated.

Table 4.1 below lists the estimated value of sites 8-23. Each failure remedy involves specialist work, and the proposed rates are similar/comparable to recent market rates and considered fair and reasonable. The fixed price and scope of the works provides value for Council money.

Table 5.1: Recommended Repair Estimate for Sites 8-23

Site	Location	Estimated Cost
8	Masterton Castlepoint Road (Referred to as Carswell Site 4) a few Hundred meters from Carswell Site 3	\$ 141,783.20
9	Masterton Castlepoint Road (Referred to as Carswell Site 5) a few Hundred meters from Carswell Site 4	\$ 141,783.20
10	Masterton Castlepoint Road (over slip opposite Carswell Site 1)	\$ 277,660.46
11	Masterton Castlepoint Road (over slip between Carswell Sites 2 & 3)	\$ 248,144.82
12	Masterton Castlepoint Road (extension of Carswell Site 3 by 29.5m)	\$ 144,866.36
13	Blairlogie Langdale Rd - RP 0.59	\$ 192,409.90
14	Ngahape Road Site 1 (approx. RP 9.270)	\$ 58,384.01

Site	Location	Estimated Cost
15	Ngahape Road Site 2 (approx. RP 9.880)	\$ 130,750.50
16	Ngaumu Rd Site 1 (approx. RP 0.454)	\$ 54,356.00
17	Ngaumu Rd Site 2 (approx. RP 0.511)	\$ 110,262.56
18	Masterton Castlepoint Rd (RP 28.683)	\$ 423,444.30
19	Masterton Castlepoint Rd (RP 49.441)	\$ 45,560.92
20	Langdale Rd (RP 1.625)	\$ 42,827.95
21	Whangaehu Valley Rd (RP 15.091)	\$ 32,228.75
22	Whangaehu Valley Rd (RP 13.342)	\$ 117,499.41
23	Whangaehu Valley Rd (RP 11.391)	\$ 33,490.26
	Total	\$ 2,195,452.59

The estimated value of sites 24-62 is listed in table 4.2 below. These have been estimated by the Roding Team but haven't initiated discussions with suitable contractors yet – this is dependent on getting approved funding allocation. However, these sites need to be repaired before next winter to keep the roads accessible.

Table 6.2: Engineer's Estimate for Sites 24-62

Site	Location	Engineer's Estimate
24	Tinui Valley Road Site 1 (approx. RP 4.900)	\$ 210,000.00
25	Tinui Valley Road Site 2 (approx. RP 5.700)	\$ 350,000.00
26	Homewood Road (Rp 3.355)	\$ 40,292.75
27	Masterton Stronvar Road (RP 8.646)	\$ 92,400.00
28	Mataikona Road (RP 6.244)	\$ 69,300.00
29	Mataikona Road (RP 9.150)	\$ 120,120.00
30	Mataikona Road (RP 7.576)	\$ 15,400.00
31	Otahome Road (RP 7.088)	\$ 93,940.00
32	Springhill Road (RP 4.965)	\$ 23,167.95
33	Springhill Road (RP 4.944)	\$ 39,599.75
34	Springhill Road (RP 4.866)	\$ 94,498.31
35	Waimimi Road (RP 1.843)	\$ 129,722.38
36	Alfredton Tinui Road (RP 0.371)	\$ 158,732.81
37	Alfredton Tinui Road (RP 0.418)	\$ 74,738.03
38	Clelands Road (RP 1.480)	\$ 82,846.13
39	Homewood Road (RP 4.283)	\$ 67,207.43
40	Jacksons Line (RP 5.865)	\$ 18,480.00
41	Kiriwhakapapa Road (RP 4.851)	\$ 55,722.28
42	Mangoranga Road (RP 1.727)	\$ 414,631.43
43	Masterton Castlepoint Road (RP 22.996)	\$ 512,659.26

Site	Location	Engineer's Estimate
44	Masterton Castlepoint Road (RP 12.254)	\$ 23,100.00
45	Masterton Castlepoint Road 2 (RP 60.207)	\$ 38,500.00
46	Masterton Castlepoint Road 2 (RP 42.929)	\$ 385,000.00
47	Masterton Castlepoint Road 2 (49.925)	\$ 23,100.00
48	Masterton Castlepoint Road 2 (RP 49.523)	\$ 15,400.00
49	North Road (RP 4.748)	\$ 69,765.65
50	Puketiritiri Road (RP 2.898)	\$ 57,618.09
51	Te Ore Ore Bideford Road (RP 12.106)	\$ 235,116.13
52	Tinui Valley Road (RP 0.498)	\$ 55,635.92
53	Tinui Valley Road (RP 7.704)	\$ 38,598.75
54	Wairere Road (RP 6.914)	\$ 25,634.21
55	Wairere Road (RP 6.616)	\$ 25,634.21
56	Wairere Road (RP 2.009)	\$ 102,536.86
57	Whangaehu Valley Road (RP 6.206)	\$ 108,258.63
58	Mangarei Road (RP 0.500)	\$ 11,514.34
59	Mangarei Road (RP 0.700)	\$ 12,738.64
60	Mangarei Road (RP 1.300)	\$ 5,095.46
61	Springhill (RP 4.780)	\$ 13,817.21
62	Clelands Road (RP 1.000)	\$ 45,551.85
	Total	\$ 3,956,074.46

The Roding Team has also estimated cost for repair works on some of the low priority sites (Sites 63-94) that are listed in table 4.3 below. If observations show serious movement, then further remediation will be accelerated

Table 7.3: Engineer's Estimate for some of the Low Priority Sites (Sites 63-94)

Site	Location	Engineer's Estimate
63	Te Ore Ore Bideford Road (Hill end) RP10.6-13.6	\$ 70,000.00
64	Te Ore Ore Bideford Road RP 15.1	\$ 70,000.00
65	Bluff Rangitumau Road RP 0.5	\$ 98,000.00
66	Masterton Stronvar Road RP 9.4	\$ 49,000.00
67	Masterton Stronvar Road RP 9.6	\$ 49,000.00
68	Dorsets Road (RP 3.458)	\$ 30,800.00
69	Dorsets Road (RP 6.049)	\$ -
70	Homewood Road (RP 10.016)	\$ 11,550.00
71	Langdale Road (RP 0.736)	\$ 34,203.88
72	Langdale Road (RP 1.237)	\$ 67,403.11
73	Langdale Road (RP 0.612)	\$ 87,293.55

Site	Location	Engineer's Estimate
74	Mangamahoe Central Road (RP 7.861)	\$ 20,234.93
75	Mangamahoe Central Road (RP 7.490)	\$ 28,199.57
76	Mangamahoe Central Road (RP 3.066)	\$ 21,649.46
77	Mangarei Road North (RP 0.902)	\$ 13,559.94
78	Maringi Road (RP 8.338)	\$ 16,271.93
79	Maringi Road (RP 6.612)	\$ 9,487.31
80	Masterton Castlepoint Road (RP 34.060)	\$ 113,534.48
81	Masterton Castlepoint Road (RP 18.734)	\$ 8,470.00
82	Puketiritiri Road (RP 3.784)	\$ 10,780.00
83	Stoddarts Road (RP 0.444)	\$ 75,173.75
84	Dorsets Road (RP 4.138)	\$ -
85	Mataikona Road (RP 8.745)	\$ 133,493.55
86	Puketirtiri Rd (RP 2.665)	\$ 50,514.20
87	Dorsets Rd (RP 5.488)	\$ -
88	Dorsets Rd (RP 4.192)	\$ -
89	Mangarei Road (RP 1.000)	\$ -
90	Mangarei Road (RP 0.200)	\$ -
91	Wairiri Road (RP 0.600)	\$ 9,928.48
92	Wairiri Road (RP 3.400)	\$ -
93	Wairiri Road (RP 1.500)	\$ -
94	Whagaehu Valley Road (RP 1.400)	\$ -
	Total	\$ 1,078,548.14

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

Procurement Policy – This work is required to be carried out under urgency to avoid further critical damage to infrastructure. This situation requires rapid procurement and there is an exemption process available to expedite this under the Procurement Policy avoiding a lengthy open tender process.

The Council has the appropriate delegated authority to approve the emergency works under MDC delegation register.

The emergency works are eligible for funding assistance from Waka Kotahi NZ Transport Agency and an application has been submitted and verbally endorsed. The application is in line with Waka Kotahi's policies and procedures but is subject to final board approval.

Significance, Engagement and Consultation

The proposed changes have been assessed against the MDC Significance and Engagement Policy. It is considered to have medium significance in that:

- Relates to a strategic part of the Roothing Network
- There is positive impact on the community once remediated.
- There is minor effect on residents' rates or MDC budgets; and
- There is no degree of controversy.

Given the nature and urgency of the emergency work, consultation to obtain public feedback on analysis and alternatives was not carried out. The public will be informed throughout the repair process and listened to if any concerns are raised. The necessary emergency works are required to be completed with urgency to preserve the roading network and maintain a level of service.

Financial Considerations

The total cost for the additional urgent emergency siteworks we are seeking approval for is \$6,151,519

All works are eligible for funding assistance rates at enhanced FARs for co-investment from the National Land Transport Fund (NLTF). This is in response to a defined, major, short-duration natural event (a qualifying event) that has reduced or will reduce customer levels of transport service significantly below those that existed prior to the event and results in unforeseen, significant expenditure.

An application for funding has been submitted to Waka Kotahi. The works have been discussed with our investment advisor who has verbally accepted the application. The application will still need to go through the national approved process via the Waka Kotahi TIO cost scope adjustment for the underlying qualifying event.

Once approved the projects will receive an enhanced calculated funding assistance rate which will apply to the emergency works, likely to be between 70-77%.

Based on the total estimated amount of work \$6,151,519 the Council share of the cost would be between \$1,414,849 and \$1,845,455

The Flood Damage Fund is expected to be in a deficit position of some \$660,000 at 30 June 2022 prior to funding the work described above. The deficit in the fund means the Council is effectively internal borrowing from other reserve funds – a position that can be sustained in the short term. However, the predicted Fund deficit of some \$2.5 million needs to be restored to a positive balance over time.

It is proposed to introduce an additional budgeted item to the 2023/24 Annual Plan that will aim to restore the reserve funds to positive over 5 years. Roothing rates will need to increase, overall rates will be impacted by at least +1.3% with the impact being felt more by rural ratepayers (due to roading costs being weighed towards rural properties due to our differential rating).

Alternatively, restoring the fund to a positive balance over a shorter timeframe could be achieved with a greater increase in rates from 2023/24.

Implications for Māori

No implications specific to Māori have been identified for this decision.

Communications/Engagement Plan

The standard contract start-up procedures will be undertaken to clarify contract requirements, and receive contract insurances, traffic management plans, quality plan, health and safety plan, environmental plan and contract programme.

Work sites and programmes will publicly be notified through Council Website and liaisons made with property owners adjacent to the works that are directly affected.

Environmental/Climate Change Impact and Considerations

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

NEXT STEPS

Following the approval of these works 1Geo and GoodRich will start to procure materials and plan establishment at each site.

Work sites and programmes will publicly be notified through Council Websites and through other media deemed appropriate so that users within the community can understand repair timeframes.

ATTACHMENTS

Nil

7.7 WELLINGTON REGION WASTE MANAGEMENT AND MINIMISATION PLAN

File Number:

Author: Mike Burger, Manager Assets and Operations

Authoriser: David Hopman, Chief Executive

PURPOSE

The purpose of this report is to provide a recommendation to formally proceed with the development of a new Wellington Region Waste Management and Minimisation Plan (2023-2029).

EXECUTIVE SUMMARY

Councils play an important role in managing and reducing waste, including under the Waste Minimisation Act 2008 (WMA). Councils are required to adopt a Waste Management and Minimisation Plan (WMMP) under Section 43 of the WMA every six years to promote effective and efficient waste management and minimisation within their cities/districts.

All eight Territorial Authorities in the Wellington Region jointly developed the Wellington Region Waste Management and Minimisation Plan (2017-2023) which promotes effective and efficient forms of waste management and minimisation across the Region and establishes a related set of waste reduction targets. The Councils of the Wellington Region are currently progressing with a range of local and regional actions to support waste reduction.

The current Wellington Region WMMP is due for review in January 2023. To conduct a review of a WMMP, a Waste Assessment is required under Section 51 of the WMA.

A Waste Assessment provides background information and data to support Councils' Waste Management and Minimisation Planning processes. Following the completion of a Waste Assessment, Councils must review their WMMP and determine if their WMMP should be amended or revoked and a new plan substituted or continue without amendment. All three of these options require the special consultative procedure set out in section 83 of the Local Government Act 2002 to be carried out.

Each Territorial Authority in the Wellington Region must adopt a WMMP by October 2023 to comply with the requirements under Section 43 of the WMA.

RECOMMENDATIONS

That Council:

1. receives the Report
2. agrees to proceed with the development of the Wellington Region Waste Management and Minimisation Plan 2023-2029
3. notes that Waste Management and Minimisation Plans (WMMP) have to be reviewed every six years as a statutory requirement, that the current WMMP is required to be reviewed by January 2023 and that if the timeframes to approve the review and approve the new plan are not met, the waste levy payments to councils may be withheld by the Ministry for the Environment (MfE).

CONTEXT

Formal Decision to Proceed with Development of a new Wellington Region WMMP (2023-2029)

WMMPs have to be reviewed every six years. A review is a statutory requirement and if timeframes are not met, waste levy payments from central government to councils may be withheld.

Waste levy payments are paid quarterly to councils and are critical as they are used to fund waste minimisation activities under our WMMP local action plans.

The Ministry for the Environment considers that a territorial authority has reviewed its WMMP if it has:

- a) Completed a waste assessment in accordance with section 51 of the Waste Minimisation Act (WMA)
- b) From this completed waste assessment, made a decision to continue, amend or revoke and substitute its existing WMMP under section 50(3) of the WMA.

The draft Waste Assessment was presented to Te Whatu Ora on 18 November 2022 with a request to have formal Medical Officer of Health feedback. With this feedback, the draft Waste Assessment will meet the requirements for a completed Waste Assessment under section 51 of the WMA.

Based on the Waste Assessment a formal decision must now be made by each Council in the Wellington Region to proceed with the development of a new WMMP for 2023-2029. Proof of this decision is required by the Ministry for the Environment by 16 December 2022 to ensure January 2023 waste levy payments are not withheld.

The Development of a New Wellington Region WMMP (2023-2029)

The current Wellington Region WMMP (2017-2023) is no longer fit for purpose and does not reflect the changing policy direction from central government to move towards a circular economy.

The Wellington Region Waste Management and Minimisation Plan Joint Committee (representing the eight territorial authorities in the Wellington Region) agreed to continue working together on a review and the preparation of a new plan. The Regional Solid Waste and Waste Minimisation Managers Steering Group will manage the process on behalf of their councils.

Elected members on the Wellington Region Waste Management and Minimisation Joint Committee will be kept informed at key points to enable decision making on a new plan. Masterton District Council appointments to the Joint Committee are Councillor Hullena, with Councillor Tuuta as the alternate.

Elected members from each council will also provide information back to their respective councils, as each council will be required to formally adopt the new plan.

Beca has been selected as the contractor to undertake the development of a new WMMP. Porirua City Council is the contract manager and will manage this project alongside Beca and the Regional Advisor on behalf of the eight territorial authorities in the Wellington Region.

Councillors will have the opportunity to be involved in the development of a new WMMP through co-design workshops run by Beca and through Council workshops run by officers.

OPTIONS CONSIDERED

Based on the information from the draft Wellington Region Waste Assessment where waste to landfill is continuing to increase rather than decrease, there are three options available to Council:

Option		Advantages	Disadvantages
1	Agree to continue with the current Wellington Region WMMP.	None identified	This is not the preferred option because the current WMMP is out of date, no longer reflects the new direction set by Central Government in waste and resource recovery, and has not been effective in driving the necessary change required to reduce waste to landfill.
2	Agree to amend the current Wellington Region WMMP.	None identified	<p>The current WMMP requires substantive changes if we are to meet community expectations on waste minimisation and shift to the direction being set by central government as indicated in their Transforming Recycling consultation document.</p> <p>It would be more efficient to start developing a new plan rather than amend our current plan to meet the needs of the Wairarapa District and Wellington Region for the next six years</p>

Option		Advantages	Disadvantages
3	Agree to revoke the current Wellington Region WMMP and substitute it with a newly developed Wellington Region WMMP	<p>The current WMMP is not fit for purpose and requires a new direction. Beca has been contracted by the eight Territorial Authorities in the Wellington Region to help us develop a new WMMP</p> <p>The new WMMP will support a shift in direction, focusing more so on the upper levels of the waste hierarchy. It will also support the Wellington Region's move to meet the direction set in Central Government's Transforming Recycling consultation document.</p>	None identified

RECOMMENDED OPTION

Option 3 is the recommended option. It enables Council to set a new, future-focused direction that embraces circular economy principles to manage waste effectively and efficiently in the Wairarapa

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

It is a statutory requirement under section 50 of the Waste Minimisation Act 2008 (WMA) for a territorial authority to review their waste management and minimisation plan. Following this review, they are required to continue, amend or revoke and substitute the WMMP with a new plan. The WMMP will align with the Council's Climate Action Plan.

Significance, Engagement and Consultation

Under the WMA Council is required to undertake a Special Consultative Procedure under the Local Government Act 2002 when preparing and revoking a waste management and minimisation plan.

Financial Considerations

The approved budget for the total cost of the project, exclusive of GST, is up to \$500,000 and is sourced from the Ministry for the Environment Waste Levy Funds allocated to each council quarterly. Each council pays a proportion of the costs for this project based on the ratio of the population of each council district. Masterton District Council will pay approximately 5% of the total cost, which amounts to \$22,862. The Project is to be phased across the 2022/23 financial year.

Implications for Māori

An initial hui with Iwi has been held and further engagement with iwi on the development of the new plan is planned.

Communications/Engagement Plan

A stakeholder and engagement strategy has been prepared to support the development of a new WMMP. Councils, assisted by Beca will carry out stakeholder engagement. In addition, collateral to ensure stakeholders and the public are aware of the development of a new WMMP will also be created.

The new WMMP will have to be consulted on and consultation is required to follow the Special Consultative Procedures required under section 83 of the Local Government Act 2002. Officers are preparing for this consultation to be conducted in May 2023.

Groups including other councils, iwi and hapū, the public, environmental groups, industry groups and businesses will have the opportunity to contribute to the development of a new Wellington Region WMMP.

Environmental/Climate Change Impact and Considerations

Waste management and minimisation plans determine the direction and activities that Council will focus on over a six-year period in relation to waste and resource recovery. The development of a new plan contributes to the Council's response to climate change by seeking to reduce the amount of waste going to landfill.

ATTACHMENTS

Nil

**7.8 INDEPENDENT RESOURCE MANAGEMENT COMMISSIONERS APPOINTMENT:
HEARING FOR PRIVATE PLAN CHANGE RM220072 (WELHOM DEVELOPMENTS
LIMITED)**

File Number:

Author: Christine Chong, Planning and Consents Manager

Authoriser: David Hopman, Chief Executive

PURPOSE

To seek Council's approval to (pursuant to section 34A of the Resource Management Act) to appoint and delegate all functions, powers and duties of Council under the Resource Management Act 1991 necessary, to Stephen Daysh and David McMahon as independent Resource Management Commissioners, to hear and make a recommendation to the Masterton District Council on the private plan change request from Welhom Developments Ltd to rezone 14.7836 hectares of land located at State Highway 2, Masterton from Rural (Primary Production) zone to Residential zone.

RECOMMENDATION

That Council **delegates** (pursuant to section 34A of the Resource Management Act) all functions, powers and duties of Council under the Resource Management Act 1991 necessary to hear and make a recommendation to Council on the private plan change application by Welhom Developments Ltd to rezone 14.7836 hectares of land located at State Highway 2, Masterton, from rural zone to residential zone in the Wairarapa Combined District Plan (District Plan) to:

- Stephen Daysh (Chair) (independent Resource Management Commissioner), and
- David McMahon (independent Resource Management Commissioner).

CONTEXT

Welhom Development Ltd, Private Plan Change Request

Private Plan Change RM220072 request was lodged with Council on behalf of Welhom Developments Ltd on 29 April 2022. It was publicly notified on 31 August 2022 with submissions closing on 29 September 2022. Public notification of the summary of submissions was 2 November 2022, with further submissions closing on 17 November 2022. The Hearing is proposed for early March 2023.

The 14.7836ha subject site is located at State Highway 2, Masterton. Council's records list the address of the site as State Highway 2, Masterton. However, physical access to the site is obtained from Roger Renall Avenue within the adjoining Cashmere Oaks subdivision.

The Cashmere Oaks subdivision adjoins the southern boundary of the subject site. The Wellington-Napier Railway Line (KiwiRail designation Dm082) adjoins the western boundary of the site. The land immediately to the north and east of the site is zoned Rural (Primary Production) and comprises rural and rural-residential properties that range in size from approximately 1 hectare to over 8 hectares.

The subject site is located at the northern edge of the existing Masterton urban area. The current Urban/Rural Boundary line runs along the southern boundary of the site.

Appointment of Independent Commissioners

The plan change process requires a hearing to be held and decisions to be made on submissions as well as on the plan change request itself. It is prudent for the Council to appoint qualified independent Resource Management Commissioners for such a determination.

Council is able to delegate (pursuant to section 34A of the Resource Management Act) all functions, powers and duties of Council under the Resource Management Act 1991 necessary to enable independent Resource Management Commissioners to carry out the plan change process.

In September 2021 Council put in place a standing delegation to enable independent commissioners to be appointed, from a pre-approved list, by the Mayor on a recommendation from the Chief Executive. This enabled appointments to be made in a more efficient manner than requiring an individual report and recommendation to Council each time an appointment was required. Staff are looking to update this standing delegation for the new triennium and in the meantime are asking Council to make this decision to appoint commissioners directly. Both independent commissioners proposed for appointment were on the list of accredited commissioners previously approved by Council.

Stephen Daysh is a suitably qualified and highly experienced hearing commissioner, who is accredited under the Ministry for the Environment's 'Making Good Decisions' programme. Mr Daysh is a highly experienced Planner with several decades of experience serving Councils throughout New Zealand and is a full member of the New Zealand Planning Institute. He is available to undertake the role on behalf of the Council and has no conflict of interest. Therefore, his appointment is recommended.

David McMahon is a suitably qualified and highly experienced hearing commissioner, who is accredited under the Ministry for the Environment's 'Making Good Decisions' programme. Mr McMahon is a highly experienced Planner with several decades of experience serving Councils within the Wellington Region and is a full member of the New Zealand Planning Institute. Mr McMahon is also the independent chair of the Wairarapa Combined District Plan Joint Committee. He has no conflict of interest. Therefore, his appointment is recommended.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
<p>1 Do not appoint Stephen Daysh and David McMahon, as independent Resource Management Commissioners, the delegation to hear and make recommendation to Council on Private Plan Change RM220072 (Welhom Developments Limited)</p>	<p>None identified</p>	<p>Will require Councillors to prepare themselves for the role of hearings decision makers at very short notice.</p> <p>None of Council's current elected members have the required accreditation through the 'Making Good Decisions' programme to sit on RMA hearings panels.</p>
<p>2 Appoint Stephen Daysh and David McMahon, as independent Resource Management Commissioners, the delegation to hear and make recommendation to Council on Private Plan Change RM220072 (Welhom Developments Limited)</p>	<p>Are on list of accredited Commissioners previously approved by Council.</p> <p>Relevant expertise on the Hearing panel.</p> <p>Will avoid the risk of delays to the hearing process, otherwise resulting in the Council not meeting its statutory timeframe requirements.</p> <p>Brings additional knowledge and experience of RMA, hearings and decision making processes.</p>	<p>None identified</p>

RECOMMENDED OPTION

Staff recommend Option 2, as it ensures the private plan change application will be considered with the necessary expertise to hear and make recommendations back to Council. Both Commissioners are available which will support Council in meetings its statutory timeframe requirements.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

No strategic or policy and implications have been identified in relation to the appointments proposed.

The request for a private plan change is being processed in accordance with the requirements of the Resource Management Act 1991. The appointment of independent commissioners is required as part of that process and are in accordance with the Resource Management Act 1991

Significance, Engagement and Consultation

The decision to appoint the independent Resource Management Commissioners proposed is procedural and is made in accordance with the requirements of the Resource Management Act 1991.

Financial Considerations

Costs for the independent Resource Management Commissioners will be recovered through additional fees and charges on the private plan change request.

Implications for Māori

As a part of the private plan change application process, both Wairarapa iwi were consulted and have advised the applicant that there are no issues for iwi arising out of the private plan change.

Communications/Engagement Plan

A Communications/Engagement Plan is not required in relation to the decisions to appoint the commissioners proposed.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change impacts or considerations in the decision to appoint the commissioners proposed. Any environmental/climate change impacts or considerations will be appropriately considered within the processes set out in the RMA in relation to a request for a private plan change.

ATTACHMENTS

Nil

7.9 COUNCIL AND COMMITTEE MEETING SCHEDULE FOR 2023

File Number:

Author: Karen Yates, Manager Strategy and Governance

Authoriser: David Hopman, Chief Executive

PURPOSE

This report seeks Council's approval of the proposed schedule of ordinary meetings of Council and its Committees for 2023 set out in Attachment 1.

EXECUTIVE SUMMARY

Council and Infrastructure and Services Committee meetings are generally set on a six-weekly cycle. The Audit and Risk Committee meets quarterly, the Awards and Grants Committee meets annually, and the Hearings Committee meets as it is required.

Adoption of a schedule of meetings allows for reasonable public notice of meetings to be given in accordance with statutory requirements and for the planning of other commitments around Council and Committee meetings.

All meetings have been scheduled on Wednesdays and will commence at 3.00pm, apart from where there are two meetings scheduled for the same day, when meeting start times will be adjusted as required.

In addition to the Council and committee meetings in the schedule, further ordinary and extraordinary meetings may be scheduled when the need arises. Elected members will be advised of these dates as soon as they have been set and the meetings will be notified in accordance with statutory requirements.

RECOMMENDATION

That Council approves the schedule of Council and Committee meeting dates for 2023 as set on in Attachment 1.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
1 Approve the proposed 2023 meeting scheduled	Elected members and staff will have certainty around meeting dates to the end of 2023. The decision will allow meetings to be advertised in accordance with the requirements of the Local	None identified

		Government Official Information and Meetings Act 1987.	
2	Approve an amended schedule	Elected members and staff have certainty around meeting dates to the end of the 2023 year. Meetings will be able to be advertised in accordance with the requirements of the Local Government Official Information and Meetings Act 1987	None, unless changes are made to the Audit and Risk Committee dates which may affect the availability of the Chair.
3	Do not approve the proposed schedule for 2023	No advantages identified	Elected members and staff will not have certainty and advance notice of meeting dates for 2023.

RECOMMENDED OPTION

Option 1 is recommended. This ensures that Council will have an approved schedule of meetings for 2023, giving elected members and staff certainty.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

While not a requirement, the decision to adopt a schedule of meetings is referred to in the Local Government Act 2002 and meeting notification timeframes are set out in the Local Government Official Information and Meetings Act 1987.

Significance, Engagement and Consultation

The decision to approve the schedule of meetings for 2023 has been assessed as not significant against Council's Significance and Engagement Policy as the decision is administrative in nature.

Financial Considerations

There are no financial considerations in the decision to adopt the meeting schedule for 2023.

Implications for Māori

No implications specific to Māori have been identified in the adoption of the schedule of meetings for 2023.

Communications/Engagement Plan

No communications or engagement plan is required in relation to the decision sought. Once approved, the 2023 meeting schedule will be publicly available on the Masterton District Council website and meetings will be publicly notified in accordance with the provisions of the Local Government Official Information and Meetings Act 1987.

Environmental/Climate Change Impact and Considerations

There are no environmental or climate change impacts or considerations in the decision to approve the schedule of meetings for 2023.

ATTACHMENTS

1. **2023 Schedule of Meetings** [↓](#) 

7.10 WELLINGTON REGIONAL TRIENNIAL AGREEMENT

File Number:

Author: Karen Yates, Manager Strategy and Governance

Authoriser: David Hopman, Chief Executive

PURPOSE

For the Council to consider a draft Triennial Agreement for the Wellington Region 2022-2025.

EXECUTIVE SUMMARY

Section 15 of the Local Government Act requires all local authorities within a region to enter into an agreement every triennium providing:

- (a) protocols for communication and co-ordination among the local authorities;
- (b) a statement of the process by which the local authorities will deal with proposals for new regional council activities; and
- (c) processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than one district.

In essence, the Triennial Agreement is a set of protocols to assist region-wide cooperation for the duration of the triennium.

The Triennial Agreement is required to be agreed by 1 March after each local authority election. If the agreement has not been signed by that date, there are no consequences for Councils.

The role of administering authority for the Agreement is shared across the nine councils in the Wellington region. The role is passed from one local authority to the next at the start of each triennium and includes providing secretarial services and acting as the contact for media and other communications. Carterton District Council will service the agreement for the 2022-2025 triennium.

RECOMMENDATIONS

That Council:

1. Receives the report.
2. Agrees to the draft Triennial Agreement 2022-2025 in Attachment 1.
3. Delegates to the Mayor the authority to make any minor amendments required as a result of minor changes requested by other local authorities in the region as part of the adoption process.
4. Authorises the Mayor to sign the Agreement on behalf of the Council.

CONTEXT

As stated above, Section 15 of the Local Government Act requires all local authorities within a region to enter into an agreement every triennium providing:

- (a) protocols for communication and co-ordination among the local authorities;

- (b) a statement of the process by which the local authorities will deal with proposals for new regional council activities; and
- (c) processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than one district.

The Triennial Agreement is a set of protocols to assist region-wide cooperation for the duration of the triennium and is required to be agreed by 1 March after each local authority election. The draft Triennial Agreement 2022-2025 is in Attachment 1.

The 2022-2025 draft Agreement builds on the 2019-2022 Agreement. The changes are:

- Modernising the language of the Agreement
- Adding the Wellington Regional Leadership Committee to the list of regional and sub-regional forums in clause 5.1(b)
- Removing the old Wellington Regional Strategy Committee which was disestablished on 27 May 2021. Its duties and responsibilities have been taken over by the Wellington Regional Leadership Committee.

Once all councils have considered the draft, Mayors will sign the Agreement, unless one or more of the councils request a change. If any of the region's councils request a change to the draft Agreement these changes will be presented to the other councils for consideration.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The decision to enter into the Wellington Region Triennial Agreement is a statutory requirement under the Local Government Act.

Significance, Engagement and Consultation

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

Financial Considerations

There are no financial considerations arising out of the decision to enter into the Agreement.

Implications for Māori

Iwi are not party to the Agreement under the Act. There are no implications for iwi in the decision to enter into the Agreement.

Environmental/Climate Change Impact and Considerations

The draft Agreement identifies climate change as an area the region will work on together.

NEXT STEPS

Once all the region's councils have considered the draft, and the Agreement has been finalised, it will be signed by the Mayors.

ATTACHMENTS

1. Draft Wellington Regional Triennial Agreement 2022-2025 [↓](#) 

7.11 MASTERTON DISTRICT CLIMATE ACTION PLAN: YEAR ONE (2022/23) IMPLEMENTATION PLAN

File Number:

Author: Karen Yates, Manager Strategy and Governance

Authoriser: David Hopman, Chief Executive

PURPOSE

The purpose of this report is to seek Council approval of the Masterton District Climate Action Plan (CAP) Year One (2022/23) Implementation Plan, included as Attachment 1.

RECOMMENDATIONS

That Council:

1. **notes** that the Masterton District Climate Action Plan was adopted on 14 September 2022;
2. **notes** that the Masterton District Climate Action Plan was developed with a community focus group;
3. **notes** that stakeholder engagement was also undertaken March – May 2022 to inform the development of the Masterton District Climate Action Plan, with a formal consultation process held 1 July – 1 August 2022;
4. **notes** that Report 122/22 confirmed a Year One (2022/23) Implementation Plan and associated budget for the Masterton District Climate Action Plan would be presented to the incoming Council for agreement; and
5. **approves** the Masterton District Climate Action Plan Year One (2022/23) Implementation Plan.

CONTEXT

Masterton District Council (Council) has committed to reduce its organisational and district carbon emissions to net zero carbon by 2050. This commitment is reflected in Council's Long-Term Plan 2021-31 and other key strategic documents (e.g. Wellbeing Strategy). Council is taking a two-plan approach to addressing the impacts of climate change:

1. In 2021 the Corporate Carbon Emissions Reduction Plan (CCERP) was approved. It guides the first stage of Council's journey to become a net zero carbon organisation. It is an internal facing plan that focuses on things that the organisation can do as part of its everyday business to reduce its emissions. The CCERP is available on the Council website: https://mstn.govt.nz/wp-content/uploads/2021/03/Corporate-Carbon-Emissions-Reduction-Plan_FINAL_2021.pdf
2. Following the development of the CCERP, Council took a co-development approach with a community focus group to create a Climate Action Plan (CAP) for the Masterton District. The

CAP was adopted on 14 September 2022. The CAP is available on the Council website:

<https://mstn.govt.nz/wp-content/uploads/2022/10/Climate-Change-Action-Plan.pdf>

Masterton District Climate Action Plan

The CAP includes 76 actions, split across four theme areas that Council and the wider community can implement over the coming years to reduce emissions and adapt to climate change impacts:

<p>1. Community Empowerment</p> <ul style="list-style-type: none"> • Council to promote community leadership • Council to support community initiatives • Council to facilitate climate change education 	<p>2. 20-minute Town</p> <ul style="list-style-type: none"> • Cycling • Walking, wheelchairs, prams, scooters. • Public Transport • Electric Vehicles (EVs)
<p>3. Circular Economy</p> <ul style="list-style-type: none"> • Organic (green and food) waste • Circular economy principles • Building/infrastructure waste 	<p>4. Climate Resilient District</p> <ul style="list-style-type: none"> • Energy transition • Emergency response • Public spaces • Building construction/retrofit • District mapping • District planning • Productive landscapes • Biodiversity and ecosystem health

There were several additional actions identified that were specifically focused on internal council emission reductions, such as Council to encourage all contractors to use low carbon vehicles and machinery or offset their emissions. These will be added into the next iteration of the CCERP.

For further information pertaining to the development of the CAP, refer to the following council reports:

Masterton District Climate Action Plan Consultation Document, Report 077/22:

<https://mstn.govt.nz/wp-content/uploads/2022/06/AGENDA-Council-2022-06-29.pdf>

Masterton District Climate Action Plan Hearing, Report 095/22: <https://mstn.govt.nz/wp-content/uploads/2022/08/AGENDA-Council-2022-08-10-CLIMATE-ACTION-PLAN-HEARING.pdf>

<https://mstn.govt.nz/wp-content/uploads/2022/08/AGENDA-Council-2022-08-10-CLIMATE-ACTION-PLAN-HEARING.pdf>

Full set of Masterton District Climate Action Plan submissions are available here:

<https://mstn.govt.nz/wp-content/uploads/2022/08/Full-Set-of-Submissions-Volume-1.pdf> and

<https://mstn.govt.nz/wp-content/uploads/2022/08/Full-Set-of-Submissions-Volume-2.pdf>

Proposed Climate Action Plan Deliberations, Report 112/22: <https://mstn.govt.nz/wp-content/uploads/2022/08/AGENDA-Council-2022-08-24-Proposed-Climate-Action-Plan-Deliberations.pdf>

<https://mstn.govt.nz/wp-content/uploads/2022/08/AGENDA-Council-2022-08-24-Proposed-Climate-Action-Plan-Deliberations.pdf>

Adoption of the Masterton District Climate Action Plan, Report 122/22: <https://mstn.govt.nz/wp-content/uploads/2022/09/AGENDA-Council-2022-09-14.pdf>

<https://mstn.govt.nz/wp-content/uploads/2022/09/AGENDA-Council-2022-09-14.pdf>

ANALYSIS AND ADVICE

Report 122/22 from the 14 September 2022 Council meeting confirmed that a Year One (2022/23) implementation plan and associated budget for the CAP would be presented to the incoming Council for agreement.

A Year One (2022/23) CAP Implementation Plan has been developed (Refer Attachment 1). Actions in the Year One (2022/23) CAP Implementation Plan have been prioritised based on budget confirmed through the 2022/23 Annual Plan, as well as taking into account current staffing capacity (for example, actions included on the basis of receiving the Government’s Better Off Funding for the Climate Change Activator role), and other work programme priorities. Actions that have been prioritised for Year One are those that lay the foundational work for future projects identified in the CAP.

An annual implementation plan would normally cover a whole financial year, but given that the CAP was not adopted until 14 September 2022, we have developed the Year One (2022/23) CAP Implementation Plan based on an 8-month timeframe (1 October 2022 – 30 June 2023).

At the end of this financial year, a report will be provided to the Infrastructure and Services Committee detailing what we achieved in our Year One (2022/23) CAP Implementation Plan.

Future CAP Implementation Plans will be included as part of our Annual Plan budget cycle.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
<p>1 Approves the Year One (2022/23) CAP Implementation Plan (Refer Attachment 1).</p>	<p>Supports momentum of the CAP following its adoption in September 2022.</p> <p>Enables officers to progress actions from the CAP in 2022.</p> <p>Projects already committed to and/or underway continue to progress in alignment with existing budgets and projected timeframes.</p>	<p>No disadvantages have been identified.</p>
<p>2 Does not agree to adopt the Year One CAP (2022/23) Implementation Plan (Refer Attachment 1).</p>	<p>No advantages have been identified.</p>	<p>Delays momentum of the CAP following its adoption in September 2022.</p> <p>Halts progress to commence actions in 2022.</p> <p>Creates potential distrust with</p>

			<p>the climate change community focus group and wider Masterton District community who have been engaged with the plan development for over a year.</p> <p>Delays Year 1 implementation of the Climate Action Plan to 2023/24 financial year.</p> <p>Risk that it does not align with the work being undertaken to develop the Wellington Region Emissions Reduction Strategy and the Wellington Region Climate Impact Assessment project.</p>
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RECOMMENDED OPTION

Option 1 is recommended.

Council has committed to progressing climate change action in its Long-Term Plan 2021-31 (LTP) and other key strategic documents (e.g. Wellbeing Strategy), as well as a commitment to a co-development approach with the community to develop the CAP.

The process to design the CAP took longer than what was originally intended, with this work undertaken during the Covid pandemic. Covid alert levels made it difficult for the community focus group to come together to progress work on the CAP. The adoption of the CAP was a significant milestone to honour the commitment made by the climate change community focus group, elected members and wider community who were part of this project since its inception.

The Year One (2022/23) CAP Implementation Plan will build off momentum made during the targeted engagement and formal consultation phases with our community. It also supports the existing work that is already committed to and/or underway. There are also several regional climate change projects planned or underway that this plan will contribute to or have interdependencies on. Having an implementation plan in place to support the CAP may provide opportunities to leverage central government funding.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The CAP and associated Year One (2022/23) CAP Implementation Plan, is one of the ways in which Council and the wider community can work towards a low carbon district and in alignment with the Governments Climate Change Response (Zero Carbon) Amendment Act, the Government’s National Emissions Reduction Plan, and the Government’s National Adaptation Plan.

At a regional level, the CAP will feed up into the Wellington Regional Emissions Reduction Strategy that is in development. The CAP ensures we have a clear district position, supported by our community, on what we can do to reduce and mitigate the impacts of climate change.

Significance, Engagement and Consultation

Approval of the Year One (2022/23) CAP implementation plan has been assessed as low significance in terms of needing to undertake any further engagement or consultation. Council consulted on the CAP and the actions within it, and the Year One (2022/23) CAP Implementation Plan is based on budget committed in the 2022/23 Annual Plan.

Financial Considerations

Council has a climate change budget of \$60,000 in 2022/23 to support the implementation of the CAP. In addition to this, \$50,000 has also been budgeted to establish Council's first community designated fund to support community-led climate change initiatives.

Implications for Māori

We recognise the importance of mana whenua being able to lead their own response to climate change in the Wairarapa. It is anticipated that the CAP, and associated Year One (2022/23) CAP Implementation Plan, could complement climate and environmental actions that come from work that mana whenua are leading.

Communications/Engagement Plan

The first action of the Year One (2022/23) CAP Implementation Plan is to develop a Communications and Engagement Plan for the project.

Environmental/Climate Change Impact and Considerations

The development of the CAP, and associated Year One (2022/23) CAP Implementation Plan, is part of a two-plan approach that council is taking to addressing the impacts of climate change.

NEXT STEPS

Following approval by Council, work will commence on the Year One (2022/23) CAP Implementation Plan.

A copy of the Plan will also be made available on the Climate Change section of the Council's website.

ATTACHMENTS

1. **Masterton District Climate Action Plan (CAP) Year One Implementation Plan** [↓](#) 

7.12 ESTABLISHMENT OF THE MASTERTON DISTRICT COUNCIL CLIMATE ADVISORY GROUP

File Number:

Author: Karen Yates, Manager Strategy and Governance

Authoriser: David Hopman, Chief Executive

PURPOSE

The purpose of this report is to seek Council approval of process documents to support the establishment of the Masterton District Climate Advisory Group: Terms of Reference (Attachment 1), and Expressions of Interest (Attachment 2)

EXECUTIVE SUMMARY

The Masterton District Climate Advisory Group will provide support to Council in navigating the challenge of climate change. The Climate Advisory Group will have up to 12 members: two elected member representatives, iwi representatives (up to four), and six community representatives. It will be tasked with providing community input about climate issues to be considered as part of Council's decision-making processes and providing advice to support the implementation of the Masterton District Climate Action Plan (CAP).

RECOMMENDATION(S)

That Council

1. **notes** that Council approved the Masterton District Climate Action Plan at its meeting on 14 September 2022;
2. **notes** that the establishment of a Masterton District Climate Advisory Group was one of the actions included in the Masterton District Climate Action Plan;
3. **notes** that Councillors Tom Hullena and Marama Tuuta were appointed to the Masterton District Climate Advisory Group at the 9 November 2022 Council meeting; and
4. **approves** the Masterton District Climate Advisory Group Terms of Reference and Expressions of Interest documents to support the establishment of the Masterton District Climate Advisory Group.

CONTEXT

The CAP was formally adopted at the 14 September 2022 Council meeting. The CAP includes seventy-six actions, split across four theme areas which Council and the wider community can implement over the coming years to reduce emissions and adapt to climate change impacts. Action 1 of the CAP is the establishment of a Masterton District Climate Advisory Group. The action states that Council will establish a Masterton District Climate Advisory Group in the new triennium. In particular, that the Masterton District Climate Advisory Group will:

- provide community input about climate issues to be considered as part of council's decision-making processes; and
- provide advice to support the implementation of the Masterton District Climate Action Plan.

The Masterton District Climate Advisory Group will have up to 12 members: two elected member representatives, up to four iwi representatives, and six community representatives. Iwi will decide if they wish to take up these membership spaces.

The Annual Plan 2021/22 budget included a provision of \$50,000 to establish Council’s first community designated fund to support community-led climate change initiatives. It is proposed that the Masterton District Climate Advisory Group has responsibility for assessing these funding applications and making funding recommendations back to Council.

ANALYSIS AND ADVICE

The process documents to support the establishment of the Masterton District Climate Advisory Group (Attachments 1 & 2) outline how this group will be set up. Firstly, the Terms of Reference (ToR) document outlines the purpose of the group, the logistical considerations, and also includes a code of conduct for members. Secondly, the Expressions of Interest (EOI) document outlines expectations of community member representatives, and how people can register their interest in being considered for membership of the Masterton District Climate Advisory Group.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
<p>1 Approves the two process documents to support the establishment of the Masterton District Climate Advisory Group (Attachments 1&2).</p>	<p>Supports momentum of the CAP following its adoption in September 2022.</p> <p>Enables officers to progress actions from the CAP in 2022.</p>	<p>No disadvantages have been identified.</p>
<p>2 Does not approve the two process documents to support the establishment of the Climate Advisory Group (Attachments 1&2).</p>	<p>No advantages have been identified.</p>	<p>Delays momentum of the CAP following its adoption in September 2022.</p> <p>Creates potential distrust with the climate change community focus group and wider Masterton District community who have been engaged in the development of the CAP for over a year.</p>

RECOMMENDED OPTION

Option 1 is recommended.

Progressing climate change action is a priority area in Council's Long-Term Plan 2021–31 (LTP), and in particular working with the community to develop the CAP in Year 1 of the LTP. The adoption of the CAP was a significant milestone to honour the commitment made by the Climate Change Community Focus Group and elected members who were part of this project since its inception. The Year One (2022/23) CAP Implementation Plan builds off momentum made during the targeted engagement and formal consultation phases with our community.

If the Year One (2022/23) CAP Implementation Plan is approved by Council at the 14 December 2022 Council meeting, Action 1 is to establish a Masterton District Climate Advisory Group. Approving the two process documents to support the establishment of the Masterton District Climate Advisory Group (Attachments 1 & 2) will enable Council to make progress on the Year One (2022/23) CAP Implementation Plan action.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

Establishing and operationalising a Masterton District Climate Advisory Group is one of the ways in which Council and the wider community can work towards a low carbon district, and is in alignment with the Government's Climate Change Response (Zero Carbon) Amendment Act, the Government's National Emissions Reduction Plan, and the Government's National Adaptation Plan. The work will contribute to MDC achieving environmental outcomes identified in *He Hiringa Tangata, He Hiringa Whenua*, Council's Wellbeing Strategy.

The Masterton District Climate Advisory Group will help mobilise our combined efforts out in the community as well as progressing the CAP.

At a regional level, advice from the Masterton District Climate Advisory Group will feed up into the Wellington Regional Emissions Reduction Strategy which is in development.

Significance, Engagement and Consultation

Developing the CAP was assessed as significant under Council's Significance and Engagement Policy as climate change affects the whole community and has consequences for the current and future wellbeing of the Wairarapa. Council took a "collaborate approach" in terms of the co-development of the climate actions with a community focus group, "involve approach" in terms of engagement with key stakeholders, and "consult approach" with the wider community.

Establishing the Masterton District Climate Advisory Group has been assessed as low significance in terms of needing to undertake any further engagement or consultation with the community.

Council has already consulted on the CAP and the actions within it; and the Year One (2022/23) CAP Implementation Plan is based on budget already committed as part of the 2022/23 Annual Plan

Financial Considerations

Council has a budget of \$60,000 in 2022/23 for the climate change work programme, including the implementation of the CAP. Of this, \$6,000 will be used for funding year one of the Masterton District Climate Advisory Group.

Implications for Māori

It is anticipated that the actions from the Year One (2022/23) CAP Implementation Plan, including establishing the Masterton District Climate Advisory Group, could complement climate and environmental actions that come from work that mana whenua are leading.

There will be up to four iwi representatives on the Climate Advisory Group if mana whenua decide to take up these spaces.

Communications/Engagement Plan

The first action of the Year 1(2022/23) CAP Implementation Plan is to develop a Communications and Engagement Plan for the CAP. Any Masterton District Climate Advisory Group communications will be developed as part of this Communications and Engagement Plan

Environmental/Climate Change Impact and Considerations

The Year 1(2022/23) CAP Implementation Plan, and associated actions such as the establishment of the Masterton District Climate Advisory Group, as well as the internal Corporate Carbon Emissions Reduction Plan, are part of a two-plan approach that Council is taking to addressing the impacts of climate change.

NEXT STEPS

Following approval by Council, officers will finalise the process documents and progress confirming membership for the Climate Advisory Group.

ATTACHMENTS

1. **Climate Advisory Group Terms of Reference** [↓](#) 
2. **Climate Advisory Group Expressions of Interest** [↓](#) 

8 REPORTS FOR INFORMATION

8.1 IWI REPRESENTATIVE APPOINTMENTS

File Number:

Author: Karen Yates, Manager Strategy and Governance

Authoriser: David Hopman, Chief Executive

PURPOSE

To advise Council of the iwi representatives appointed by Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa.

EXECUTIVE SUMMARY

Council has had iwi representatives from Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa appointed to nominated committees with full speaking and voting rights since 2016. The iwi representatives are also present at Council meetings but with speaking rights only, as under current legislation only elected members can vote at Council meetings.

The report to the Inaugural Council meeting on 26 October 2022, in relation to the Committee Structure and Appointments for the 2022-2025 triennium, indicated that both iwi had confirmed that they would like to appoint representatives for the triennium but that the names of their respective appointees were yet to be finalised.

Ngāti Kahungunu ki Wairarapa have now advised that their representative will be Ra Smith and Rangitāne o Wairarapa have advised that their representative will be Joanne Hayes.

RECOMMENDATION

That Council notes that

- i) the iwi representative for Rangitāne o Wairarapa for the 2022-2025 triennium is Joanne Hayes; and
- ii) the iwi representative for Ngāti Kahungunu ki Wairarapa for the 2022-2025 triennium is Ra Smith

ATTACHMENTS

Nil

8.2 CHIEF EXECUTIVE'S REPORT

File Number:

Author: David Hopman, Chief Executive

PURPOSE

The purpose of the attached report is to provide Council with an update on Council operations (as at 9 December 2022)

RECOMMENDATION

That Council receives the Chief Executive's Report as at 9 December 2022

ATTACHMENTS

1. Chief Executive's Report [↓](#) 

8.3 MAYOR'S REPORT

File Number:

Author: Gary Caffell, Mayor

PURPOSE

The Mayor will provide a verbal report.

RECOMMENDATION

That Council receives the verbal report from the Mayor

ATTACHMENTS

Nil

9 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATIONS

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 - Minutes for Confirmation - Council Meeting held with the public excluded on 9 November 2022	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>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)</p>	<p>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</p>
9.2 - Confirmation of Minutes of the Extraordinary Council Meeting held with the public excluded on 23 November 2022	<p>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)</p>	<p>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</p>
9.3 - Confirmation of Minutes of the Audit and Risk Committee Meeting held with the public excluded on 23 November 2022	<p>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</p> <p>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</p>	<p>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</p>

	any enactment, where the making available of the information would be likely otherwise to damage the public interest	
9.4 - Bentley Street Sale	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
9.5 - Chief Executive's Key Performance Indicators	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