



If calling, please ask for Democratic Services

Council

Thursday 24 September 2020, 9.30am

Council Chamber, Greater Wellington Regional Council
Level 2, 15 Walter Street, Te Aro, Wellington

Members

Cr Ponter (Chair)

Cr Staples (Deputy Chair)

Cr Blakeley

Cr Brash

Cr Connelly

Cr Gaylor

Cr Hughes

Cr Kirk-Burnnand

Cr Laban

Cr Lamason

Cr Lee

Cr Nash

Cr van Lier

Recommendations in reports are not to be construed as Council policy until adopted by Council

Council

Thursday 24 September 2020, 9.30am

Council Chamber, Greater Wellington Regional Council
Level 2, 15 Walter Street, Te Aro, Wellington

Public Business

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Corporate

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Resolution to exclude the public

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Please note these minutes remain unconfirmed until the Council meeting on 24 September 2020.

Report 20.310

Public minutes of the Council meeting on Thursday 20 August 2020

All members participating by Zoom at 10.00am

Members Present

Councillor Ponter (Chair)
Councillor Staples (Deputy Chair)
Councillor Brash
Councillor Connelly
Councillor Gaylor (from 10.16am)
Councillor Hughes
Councillor Kirk-Burnnand
Councillor Laban (until 11.09am)
Councillor Lamason (from 10.03am)
Councillor Lee
Councillor Nash
Councillor van Lier

All members participated at this meeting via Zoom, and counted for the purpose of quorum, in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.

Public Business

1 Apologies

Moved: Cr Brash/ Cr Kirk-Burnnand

That the Council accepts the apology from Councillor Blakeley.

The motion was **carried**.

The Chairperson advised that an item not on the agenda for the meeting - COVID-19: Public Transport Response – Update – would be discussed after agenda item 7, in accordance with Standing Order 3.5.6.

2 Declarations of conflicts of interest

There were no declarations of conflict of interest.

3 Public participation

There was no public participation.

4 Confirmation of the Public minutes of the Council meeting on 25 June 2020 – Report 20.226

Moved: Cr Staples / Cr Kirk-Burnnand

That the Council confirms the Public minutes of the Council meeting on 25 June 2020 – Report 20.226.

The motion was **carried**.

5 Confirmation of the Public Excluded minutes of the Council meeting on 25 June 2020 – Report PE20.227

Moved: Cr Brash / Cr Hughes

That the Council confirms the Public Excluded minutes of the Council meeting on 25 June 2020 – Report PE20.227.

The motion was **carried**.

Noted: Cr Lamason joined the meeting at 10.03am, during the consideration of the above agenda item.

6 Confirmation of the Public minutes of the Extraordinary Council meeting on 9 July 2020 – Report 20.234

Moved: Cr Lamason / Cr van Lier

That the Council confirms the Public minutes of the Extraordinary Council meeting on 9 July 2020 – Report 20.234.

The motion was **carried**.

7 Update on progress of action items from previous council meetings – August 2020 – Report 20.230 [For information]

Strategy/Policy/ Major Issues

8 COVID-19: Public Transport response – update [for information]

Scott Gallacher, General Manager, Metlink, spoke to the report.

9 Disposal of property and land at Belmont Regional Park – Report 20.235

Amanda Cox, Manager, Parks, spoke to the report.

Moved: Cr Lamason / Cr Brash

That the Council:

- 1 Notes report on the sale process for the former shepherds' houses.
- 2 Approves a pause in the sale process until the conclusion of the Parks Network Plan review.
- 3 Notes that this decision represents a change from a previous Council resolution made on 13 December 2017.

The motion was **carried**.

10 Three Waters Reform – Programme Innovation Package – Report 20.283

Samantha Gain, General Manager Corporate Services, spoke to the report.

Moved: Cr Gaylor / Cr Brash

That the Council:

- 1 Agrees to enter into the MOU with the Crown (Attachment 1).
- 2 Agrees in principle, the proposed regional allocation of funding from the Crown (Attachment 2), and the proposed Delivery Plan (Attachment 3).
- 3 Delegates to the Chief Executive the power to finalise the Delivery Plan and enter into the Funding Agreement (Attachment 4).
- 4 Notes that the MoU and Funding Agreement cannot be amended or modified by either party, and doing so would void these documents.
- 5 Notes that planning assumptions for the Long Term Plan will include water assets held by Council as business as usual.
- 6 Agrees to sign the MoU on the basis that any future water supply model ensures that water supply entities remain in public ownership.

Moved as an amendment: Cr Nash / Cr Lamason

That part 5 of the motion be amended to the following: "Notes that planning assumptions for the Long Term Plan will include water assets held by Council as business as usual, and that any changes to the water supply model will be done in consultation with the public."

The amendment was **carried** and became part of the substantive motion.

The substantive motion was put:

That the Council:

- 1 Agrees to enter into the MOU with the Crown (Attachment 1).
- 2 Agrees in principle, the proposed regional allocation of funding from the Crown (Attachment 2), and the proposed Delivery Plan (Attachment 3).
- 3 Delegates to the Chief Executive the power to finalise the Delivery Plan and enter into the Funding Agreement (Attachment 4).
- 4 Notes that the MoU and Funding Agreement cannot be amended or modified by either party, and doing so would void these documents.

- 5 Notes that planning assumptions for the Long Term Plan will include water assets held by Council as business as usual, and that any changes to the water supply model will be done in consultation with the public.
- 6 Agrees to sign the MoU on the basis that any future water supply model ensures that water supply entities remain in public ownership.

The motion was **carried**.

11 Adoption of Rates Postponement Policy – Report 20.297

Tony Stallinger, interim Chief Financial Officer, spoke to the report.

Moved: Cr Lamason / Cr Kirk-Burnnand

That the Council:

- 1 Notes the results of consultation on Council’s draft Rates Postponement Policy.
- 2 Adopts the Rates Postponement Policy (Attachment 1).

The motion was **carried**.

Governance

12 Chief Executive recruitment process – Report 20.247

Councillor Hughes, Chair Chief Executive Employment Review Committee, spoke to the report.

Moved: Cr Hughes / Cr Lamason

That the Council approves the recruitment strategy, process and timeline set out in the proposed Chief Executive Recruitment Strategy (Attachment 1) and timeline (Attachment 2).

The motion was **carried**.

13 Electoral system for 2022 and 2025 local government triennial election – Report 20.258

Francis Ryan, Manager, Democratic Services, spoke to the report.

Moved: Cr Ponter / Cr Nash

That the Council:

Choice of electoral system

- 1 Notes the report (in which case the Single Transferable Vote electoral system continues).

Poll of electors

- 2 Notes that Council can decide (by 21 February 2021) that a binding poll of electors is held on a proposal that a specified electoral system be used for local government triennial elections in 2022 and 2025.

- 3 Notes the statutory poll provisions.
- 4 Notes that public notice will be given by 19 September 2020 of electors' right to demand a poll on the electoral system to be used for future local government triennial elections.

The motion was **carried**.

14 Revised terms of reference for the Regional Transport Committee – Report 20.291

Francis Ryan, Manager, Democratic Services, spoke to the report.

Moved: Cr Staples / Cr Kirk-Burnnand

That the Council:

- 1 Notes that new section 105A of the Land Transport Management Act 2013, which provides for KiwiRail's representation on regional transport committees, took effect from 1 July 2020.
- 2 Adopts the revised Terms of Reference for the Regional Transport Committee (Attachment 1) to give effect to new section 105A.

The motion was **carried**.

15 Regional Transport Committee meeting – 3 August 2020 – Report 20.276 [For information]

16 Civil Defence Emergency Management Group meeting – 7 August 2020 – Report 20.286 [For information]

Corporate

17 Health, Safety and Wellbeing update – July 2020 – Report 20.282 [For information]

Julie Barber, Manager, Health, Safety and Wellbeing, spoke to the report.

The meeting adjourned at 11.09am and resumed at 11.21am. Cr Laban departed the meeting at 11.09am.

18 Resolution to exclude the public – Report 20.299

Moved: Cr Kirk-Burnnand / Cr Connelly

That the Council excludes the public from the following parts of the proceedings of this meeting, namely:

Project NEXT Participation Agreement (Part 1) – Report PE20.287

Appointment of director to WRC Holdings Limited – Report PE20.300

Appointment to Farming Reference Group – Report PE20.255

Appointments to Whaitua Te Whanganui-a-Tara Committee – Report PE20.293

Appointment to Upper Ruamahanga River Management Advisory Committee – Report PE20.232

Appointment of Chair to Lower Ruamahanga Valley Flood Management Committee – Report PE20.250

Chief Executive performance review for 2019/20 – Report RPE20.245

Chief Executive remuneration review for 2019/20 – Report RPE20.44

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

Project NEXT Participation Agreement (Part 1) – Report PE20.287	
<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
<p>Information contained in this report relates to negotiations with Waka Kotahi New Zealand Transport Agency (“Waka Kotahi”) and other public transport authorities (“PTAs”) in New Zealand. Release of this information would be likely to prejudice or disadvantage the ability of Council to carry on negotiations with Waka Kotahi and the PTAs. In addition, information in the report relates to procurement processes for a ticketing solution provider and associated financial service providers that are underway. Release of this information would be likely to prejudice or disadvantage the ability of Waka Kotahi and the PTAs (including Council) to carry on negotiations with parties participating in the procurement processes.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(i) of the Act (to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)).</p>
Appointment of director to WRC Holdings Limited – Report PE20.300	
<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
<p>Information contained in this report includes personal and identifying information about proposed candidates for appointment. Release of this information prior to Council’s decision is likely to prejudice the privacy of natural persons as releasing this information</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons, including that of deceased natural persons).</p>

<p>would disclose their consideration for appointment as a director of WRC Holdings Limited.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.</p>	
<p>Appointment to Farming Reference Group – Report PE20.255</p>	
<p><i>Reason for passing this resolution in relation to each matter</i></p>	<p><i>Ground(s) under section 48(1) for the passing of this resolution</i></p>
<p>Information contained in this report includes personal and identifying information about a proposed candidate for appointment. Release of this information prior to Council’s decision is likely to prejudice the privacy of natural persons as releasing this information would disclose their consideration for appointment to the Farming Reference Group.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons, including that of deceased natural persons).</p>
<p>Appointments to Whaitua Te Whanganui-a-Tara Committee – Report PE20.293</p>	
<p><i>Reason for passing this resolution in relation to each matter</i></p>	<p><i>Ground(s) under section 48(1) for the passing of this resolution</i></p>
<p>Information contained in this report includes personal and identifying information about proposed candidates for appointment. Release of this information prior to Council’s decision is likely to prejudice the privacy of natural persons as releasing this information would disclose their consideration for appointment as members to Whaitua Te</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons, including that of deceased natural persons).</p>

<p>Whanganui-a-Tara Committee.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.</p>	
<p>Appointment to Upper Ruamahanga River Management Advisory Committee – Report PE20.232</p>	
<p><i>Reason for passing this resolution in relation to each matter</i></p>	<p><i>Ground(s) under section 48(1) for the passing of this resolution</i></p>
<p>Information contained in this report includes personal and identifying information about proposed candidates for appointment. Release of this information prior to Council’s decision is likely to prejudice the privacy of natural persons as releasing this information would disclose their consideration for appointment as members of the Upper Ruamahanga River Management Advisory Committee.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons, including that of deceased natural persons).</p>
<p>Appointment of Chair to Lower Ruamahanga Valley Flood Management Committee – Report PE20.250</p>	
<p><i>Reason for passing this resolution in relation to each matter</i></p>	<p><i>Ground(s) under section 48(1) for the passing of this resolution</i></p>
<p>Information contained in this report includes personal and identifying information about the proposed candidate for appointment. Release of this information prior to Council’s decision is likely to prejudice the privacy of natural persons as releasing this information would disclose their consideration for appointment as chair</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons, including that of deceased natural persons).</p>

<p>of the Lower Ruamāhanga Valley Floodplain Management Advisory Committee.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.</p>	
<p>Chief Executive performance review for 2019/20 – Report RPE20.245</p>	
<p><i>Reason for passing this resolution in relation to each matter</i></p>	<p><i>Ground(s) under section 48(1) for the passing of this resolution</i></p>
<p>This report contains information relating to the current Chief Executive’s full year performance review. Release of this information would prejudice the privacy of Greg Campbell, Chief Executive, by disclosing information pertaining to the employment relationship between the Chief Executive and the Council.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override Mr Campbell’s privacy.</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons, including that of deceased natural persons).</p>
<p>Chief Executive remuneration review for 2019/20 – Report RPE20.244</p>	
<p><i>Reason for passing this resolution in relation to each matter</i></p>	<p><i>Ground(s) under section 48(1) for the passing of this resolution</i></p>
<p>This report contains information relating to the current Chief Executive’s full year remuneration review. Release of this information would prejudice the privacy of Greg Campbell, Chief Executive, by disclosing information pertaining to the employment relationship between the Chief Executive and the Council.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons, including that of deceased natural persons).</p>

in public proceedings of the meeting that would override Mr Campbell's privacy.	
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The motion was **carried**.

The public part of the meeting closed at 11.21am.

Councillor D Ponter

Chair

Date:

Council
24 September 2020
Report 20.346



For Information

**UPDATE ON PROGRESS OF ACTION ITEMS FROM PREVIOUS MEETINGS –
SEPTEMBER 2020**

Te take mō te pūrongo

Purpose

1. To update Council on the progress of action items arising from previous Council meetings.

Te horopaki

Context

2. Items raised at Council meetings, that require actions by officers, are listed in the table of action items from previous Council meetings ([Attachment 1](#) - Action items from previous Council meetings – September 2020). All action items include an outline of the current status and a brief comment.

Ngā hua ahumoni

Financial implications

3. There are no financial implications from this report, but there may be implications arising from the actions listed.

Ngā tūāoma e whai ake nei

Next steps

4. Completed items will be removed from the action items table for the next report. Items not completed will continue to be progressed and reported. Any new items will be added to the table following this Council meeting and circulated to the relevant business group/s for action.

Ngā āpitihanga

Attachment

Number	Title
1	Action items from previous Council meetings – September 2020

Ngā kaiwaitohu
Signatories

Writer	Lucas Stevenson – Kaitohutohu/Advisor, Democratic Services
Approvers	Francis Ryan – Kaiwhakahaere Matua/Manager, Democratic Services Al Cross – Kaiwhakahaere Matua mo te Taiao/General Manager Environment Management Wayne O’Donnell – Kawhakaere Matua Whaitua/General Manager Catchment Management Luke Troy – Kaiwhakahaere Matua Rautaki/General Manager Strategy

<p style="text-align: center;">He whakarāpopoto i ngā huritaonga Summary of considerations</p>
<p><i>Fit with Council's roles or Committee's terms of reference</i></p> <p>The action items are of an administrative nature and support the functioning of Council.</p>
<p><i>Implications for Māori</i></p> <p>There are no direct implications for Māori arising from this report.</p>
<p><i>Contribution to Annual Plan / Long term Plan / Other key strategies and policies</i></p> <p>Action items contribute to Council's and Greater Wellington's related strategies, policies, and plans to the extent identified in Attachment 1.</p>
<p><i>Internal consultation</i></p> <p>There was no internal consultation.</p>
<p><i>Risks and impacts: legal / health and safety etc.</i></p> <p>There are no known risks.</p>

Attachment 1 to Report 20.346

Action items from previous Council Meetings – September 2020

Meeting date	Action	Status and comment
27 February 2020	<p>Noted</p> <p>Council requested officers undertake a review of fees payable to external members of all Greater Wellington bodies to ensure appropriate relativity with other public bodies.</p>	<p>Status</p> <p>Under action.</p> <p>Comment</p> <p>Further engagement has been undertaken with a range of local authorities to obtain comparative information for discussion with Councillors in Q4 2020.</p>
25 June 2020	<p>Public participation</p> <p>Noted:</p> <p>Council requested that officers keep Mr Reid informed of pest control plans for Akatarawa Forest.</p>	<p>Status</p> <p>Under action.</p> <p>Comment</p> <p>Mr Reid is being regularly updated via email concerning the proposed Akatarawa 1080 operation.</p>
25 June 2020	<p>Public participation</p> <p>Mr Duthie be informed of the Council’s consideration of the matters he raised [regarding the disposal of land and property at Belmont Regional Park].</p>	<p>Status</p> <p>Completed.</p> <p>Comment</p> <p>A report was presented to Council at its meeting on 20 August 2020 (Disposal of property and land at Belmont Regional Park - 20.235)</p> <p>Mr Duthie was informed of the Council’s decision on 24 August 2020.</p>

Council
24 September 2020
Report 20.352



For Decision

APPLICATIONS TO THE LOW CARBON ACCELERATION FUND

Te take mō te pūrongo

Purpose

1. To request that Council approves the funding sought from the Low Carbon Acceleration Fund for two projects that will reduce Greater Wellington's corporate carbon footprint, as recommended by the Climate Committee.

He tūtohu

Recommendations

That Council:

1. **Notes** the two applications for projects to reduce Greater Wellington's corporate carbon footprint, as submitted to the Low Carbon Acceleration Fund for consideration.
2. **Approves** the funding for two projects through the Low Carbon Acceleration Fund, as follows:
 - a. \$1,399,101 (GST exclusive) (being \$1,271,910 plus a 10 percent contingency) from October 2020 to June 2026, to restore 128.5 hectares of peatland (a rare type of wetland) and dune forest at Queen Elizabeth Park
 - b. \$370,810 (GST exclusive) from October 2020 to June 2025, to restore 21.8 hectares of pasture land at Kaitoke Regional Park.

Consideration by Committee

2. On 22 September 2020 the Climate Committee is scheduled to consider the two applications detailed in this report, for the purpose of recommending both projects to Council for funding. At the time of writing this report for Council the Climate Committee has yet to meet; officers will provide advice at the Council meeting on the outcome of the Climate Committee's consideration.

Te horopaki

Context

3. Details are provided in Report 20.333, which was prepared for the 22 September 2020 meeting of the Climate Committee ([Attachment 1](#)). The applications will enable the removal of grazing from, as well as restoration activities to occur at, Queen Elizabeth Park and Kaitoke Regional Park.

4. These applications are seeking:
 - a \$1,399,101 (GST exclusive) (being \$1,271,910 plus a 10 percent contingency) from October 2020 to June 2026, to restore 128.5 hectares of peatland (a rare type of wetland) and dune forest at Queen Elizabeth Park
 - b \$370,810 (GST exclusive) from October 2020 to June 2025, to restore 21.8 hectares of pasture land at Kaitoke Regional Park. This funding will also cover the planting of mānuka in year two if a seeding establishment trial in year one proves unsuccessful.

Te tātaritanga Analysis

5. Comprehensive analyses were carried out and reported to the Climate Committee at its 22 September meeting, as set out in Attachment 1.
6. In summary, the applications for restoration of grazing land at Queen Elizabeth Park and Kaitoke Regional Park cover a total of just over 150 hectares and are estimated to reduce Greater Wellington's corporate carbon footprint by 1.4 percent of gross emissions by 2030 and 2.5 percent of its net emissions by 2030. This would be achieved for an investment of \$1,769,911 in total, to be drawn from the Low Carbon Acceleration Fund.
7. The co-benefits are extensive in both cases. The restoration of native dune ridge ecosystems, which are critically endangered in the Wellington Region, would make a significant contribution to the existing dune ecosystems extending from Paekākāriki to Whanganui.
8. The restoration of peatland ecosystems not only reverses the direction of the current carbon flux from being a constant source of emissions to being a permanent carbon sink, it also makes a highly significant contribution to wetland conservation both regionally and nationally. As less than 3% of the Wellington Region's wetlands remain intact, a restoration of nearly 76 hectares represents a regionally significant contribution to wetland protection. Peatlands are a rare type of wetland at the national and regional scale, so their protection and restoration is even more significant for enhancing the biodiversity of these rare and threatened ecosystems. It would also be one of the largest peatland restoration projects undertaken in New Zealand.
9. As the QEP project will be highly visible to the public this presents an opportunity to increase public engagement and education as well as demonstrate best practice restoration.
10. The two forest types found adjacent to the restoration site at Kaitoke Regional Park are regionally endangered and regionally critically endangered respectively. Expanding these forest types will significantly improve biodiversity in the local area and increase habitat available for native birds and other native fauna.
11. The restoration of wetlands and forest land and removal of grazing contributes to the improvement of water quality in both catchment areas by filtering pollutants and capturing sediment suspended in the water column.

12. The size of these projects when considered together presents additional regional employment opportunities to aid in the economic recovery from the Covid-19 response.
13. Several risks have been identified for both applications. Achieving the carbon reductions at Queen Elizabeth Park outlined in paragraph 6 requires scientific input and expertise in managing a complex restoration of this nature, including the restoration of the natural hydrology of the peatland ecosystem and the mitigation of edge effects for isolated planting areas. The effects of climate change will potentially impact on the restoration as proposed, notably rising groundwater, increasing temperatures, drier summers and more severe storms, which may threaten the viability of the proposed forest plantings. Extra care will be needed to ensure these plantings survive and realise their full potential to sequester carbon. Expertise in restoring dune forests, peatlands and hydrology from both internal and external sources forms an integral component of this application to address these risks.
14. A number of risks also need to be considered for Kaitoke Regional Park, with the greatest being pest animals, specifically pigs, hares and rabbits. These risks will be mitigated through active control of pigs prior to planting, and ongoing control for all species over the establishment period.
15. Weeds such as gorse present a risk which can be controlled by good site preparation and ongoing management of plantings. There is a low risk of public concerns over land use change and the loss of flat pastoral land. This will likely be offset by public interest in native restoration. The site's proximity to the Kaitoke Regional Park campground represents a further opportunity to promote the restoration of forest and its expected benefits.

Ngā hua ahumoni

Financial implications

16. There are financial implications to approving the two applications for funding:
 - a Revised application for Queen Elizabeth Park - \$1,399,101 (GST exclusive)
 - b Application for Kaitoke Regional Park - \$370,810 (GST exclusive).

The total value of the two proposals comes to \$1,769,911 (GST exclusive). The Low Carbon Acceleration Fund has been allocated a budget of \$2 million for the 2020/2021 financial year, funded by an interest only loan. Approval of both applications would reduce this allocation to \$230,089.

Te huritao ki te huringa o te āhuarangi

Consideration of climate change

17. The proposals contribute to Council's and GW's policies and commitments relating to climate change by funding projects that reduce GW's corporate carbon footprint.
18. The proposals will reduce Greater Wellington's corporate carbon footprint by 2.5% of net emissions by 2030. Our target for 2030 is to be carbon neutral, so this step will take us just 2.5% of the way there. Regional emissions will be reduced by 0.025%; currently, there is not a regional emissions reduction target.

19. The approach to reducing emissions from the proposals over their lifetime is to change land use in Greater Wellington’s regional parks. Greater Wellington will retire grazing and restore the natural ecosystems that would have been present at those sites.
20. The impacts of climate change on the proposals over their lifetime will be addressed by reducing the vulnerability of the land to extreme events and thereby increase its resilience to those impacts.

Ngā tikanga whakataua
Decision-making process

21. The matters requiring decision in this report were considered by officers against the decision-making requirements of Part 6 of the Local Government Act 2002.

Te hiranga
Significance

22. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of the matters for decision, taking into account Council's *Significance and Engagement Policy* and GW's *Decision-making Guidelines*. Officers consider that these matters are of low significance. Since the declaration of a Climate Emergency on 21 August 2019 by Council a certain level of public interest exists in Greater Wellington taking climate action generally as well as restoring Queen Elizabeth Park. However, the matters are consistent with existing Council policy and strategy and do not impact on the Council’s capability and capacity.

Te whakatūtakitaki
Engagement

23. Pending Council’s decisions on the proposals, a media release has been prepared to accompany this decision and others that relate to Queen Elizabeth Park.

Ngā āpitihanga
Attachment

Number	Title
1	Low Carbon Acceleration Fund report to the 22 September 2020 Climate Committee meeting.

Ngā kaiwaitohu
Signatories

Writer	Andrea Brandon – Programme Lead Climate Change
Approvers	Tracy Plane – Manager Strategic and Corporate Planning Luke Troy – General Manager Strategy

He whakarāpopoto i ngā huritaonga Summary of considerations
<p><i>Fit with Council’s roles or Committee’s terms of reference</i></p> <p>This matter is consistent with Council’s climate change commitments.</p>
<p><i>Implications for Māori</i></p> <p>There are implications for Māori and mana whenua of the Committee recommending to Council that these applications be approved. These restoration activities will reverse the degradation of both sites. In particular, the restoration of Queen Elizabeth Park will improve the Wainui Stream area which has significant values for Ngāti Toa Rangatira, and the Whareroa stream and coastal marine area which have significant values for Te Ātiawa ki Whakarongotai. Peatland and dune forest habitat, biodiversity and water quality will all be improved through restoring these sites.</p>
<p><i>Contribution to Annual Plan / Long term Plan / Other key strategies and policies</i></p> <p>This contributes towards meeting the Council’s goal to be carbon neutral by 2030.</p>
<p><i>Internal consultation</i></p> <p>The Corporate Carbon Neutrality Project Steering Group, Parks Department, Biodiversity team, Environmental Science team and the Strategic and Corporate Planning team were consulted in the development of this report.</p>
<p><i>Risks and impacts: legal / health and safety etc.</i></p> <p>Risks have been identified relating to the content or recommendations of this report and are addressed in paragraph 13, 14 and 15.</p>

Attachment 1 to Report 20.352

**Climate Committee
22 September 2020
Report 20.333**



For Decision

APPLICATIONS TO THE LOW CARBON ACCELERATION FUND

Te take mō te pūrongo

Purpose

1. To advise the Climate Committee (the Committee) on the two applications submitted for funding from the Low Carbon Acceleration Fund, and to seek the Committee's agreement to recommend these applications to Council.

He tūtohu

Recommendations

That the Committee:

- 1 **Notes** the two applications for funding from the Low Carbon Acceleration Fund (Attachments 1 and 2).
- 2 **Considers** the cost/benefit ratio of the two applications in reducing our corporate carbon footprint along with the wider co-benefits each project brings to Greater Wellington Regional Council.
- 3 **Agrees** to recommend the revised application for Queen Elizabeth Park to Council for funding of \$1,399,101 (GST exclusive) from the 2020/21 allocation for the Low Carbon Acceleration Fund.
- 4 **Agrees** to recommend the application for Kaitoke Regional Park to Council for funding of \$370,810 (GST exclusive) from the 2020/21 allocation for the Low Carbon Acceleration Fund.

Te tāhū kōrero

Background

2. On 21 August 2019, Council declared a climate emergency, set a target for carbon neutrality by 2030 and adopted two ten-point action plans to ramp up climate action. (Setting a carbon neutrality target for GWRC (Report 19.364) and Declaring a climate emergency (Report 19.342)).
3. One of the actions agreed on 21 August 2019 was to establish the Low Carbon Acceleration Fund (the LCA Fund). The LCA Fund was formally established through the 2020/21 Annual Plan.

4. The objective of the LCA Fund is to help Greater Wellington Regional Council (Greater Wellington) achieve the goal of becoming 'carbon neutral' by 2030 through funding projects that will reduce our corporate carbon footprint.
5. Council approved the design of the LCA Fund at its 9 April 2020 meeting (Design of the Low Carbon Acceleration Fund (Report 20.112)). The LCA Fund, designed to help spur a step change in Greater Wellington's activities to reduce emissions and put it on track to achieve Council's carbon reduction goals (primarily corporate carbon neutrality from 2030), funds activities or initiatives that reduce net emissions more quickly and/or at a greater scale than otherwise would occur.

Te tātaritanga Analysis

6. Two applications to the LCA Fund are presented for consideration (**Attachment 1** – Low Carbon Acceleration Fund Queen Elizabeth Park application and **Attachment 2** – Low Carbon Acceleration Fund Kaitoke Regional Park application). These applications are a revised application for Queen Elizabeth Park, and one for Kaitoke Regional Park, both from the Parks Department (Parks) at Greater Wellington.
7. Taken together, these applications are seeking
 - a \$1,399,101 (being \$1,271,910 plus a 10 percent contingency) from October 2020 to June 2026, to restore 128.5 hectares of peatland (a rare type of wetland) and dune forest at Queen Elizabeth Park
 - b \$370,810 from October 2020 to June 2025, to restore 21.8 hectares of pasture land at Kaitoke Regional Park. This funding will also cover the planting of mānuka in year two if a seeding establishment trial in year one proves unsuccessful.
8. The applications were assessed following the Council approved process (**Attachment 3** – Design of the Low Carbon Acceleration Fund). The criteria for funding are:
 - a Dollars of funding sought per tonne of CO₂e emissions mitigated is lowest (implementation projects only).
 - b The project would not proceed without the extra funding.
 - c The project will have demonstrable emissions impact, particularly for Greater Wellington itself.
 - d The project has other wider benefits e.g. for biodiversity, contribution to freshwater outcomes.
 - e The level of ongoing rates impact once the funding allocation has been used.
 - f The project is of strategic importance to achieving Greater Wellington's corporate carbon reduction targets.
 - g The project will help secure external funding for the project or related projects.
9. If Council approves these funding applications, the Committee will receive and assess annual progress reports.

Revised application for Queen Elizabeth Park



Figure 1 View of Currently Grazed Land at Queen Elizabeth Park looking south-west from the north-east corner

10. Queen Elizabeth Park (Figures 1 and 2) is public conservation land that is managed by Greater Wellington. Parks submitted an application for restoration of grazing land at Queen Elizabeth Park in May 2020. The application was assessed, applying the process outlined in Design of the Low Carbon Acceleration Fund (Report 20.112). Following initial analyses it was found that while the project represented an excellent opportunity to make progress and demonstrate leadership on climate action, further opportunities to make carbon savings needed to be explored (The Low Carbon Acceleration Fund – status update (Report 20.213)).
11. Parks submitted a revised application in August 2020. The revised application has increased the area being restored, and reduced the amount being sought, which has improved the carbon savings that will be achieved by funding this project. The revised application now covers 128.5 hectares and would reduce Greater Wellington’s corporate carbon footprint by 1.2 percent of its gross emissions, and two percent of its net emissions, by 2030, for an investment of \$1,399,101.
12. Firstly, the net position to 2030 and the total cost to fund the project were analysed. The cost per tonne of carbon saved from the corporate carbon footprint to 2030 is \$150. This is calculated by adding together the emissions reductions from reducing grazing plus the carbon sequestration gains from restoring the dune forests, but only to 2030. The current New Zealand carbon market pricing is sitting at around the \$34 mark. If we were only interested in the short-term cost/benefit ratio, we would have to consider whether this represents good value for money. However, we have carried out further analyses that include all the emissions saved to 2030 from the reduced grazing activities and those that we will capture through restoring the peatland, along with all the carbon sequestered by the new dune forests growing to maturity. In these analyses the full value of the carbon sequestered by the forests we establish will continue to be accounted for until these forests reach maturity. When analysed in this way, the cost

per tonne of carbon saved reduces to \$34. That value is comparable to current New Zealand carbon market pricing.

13. The Government recently enacted amendments to the New Zealand Emissions Trading Scheme (Climate Change Response (Emission Trading Reform) Amendment Act 2020) and has signalled other changes to the scheme that will put pressure on the price of carbon over time. Investing now will reduce our risk exposure to rising carbon prices and the potential for more stringent regulatory obligations to be handed down from central government. If we do not start reducing our corporate emissions now, we will not be able to achieve our goal of being carbon positive by 2035.
14. While the emissions gains from restoring the peatland cannot currently be converted to tradeable carbon units, these gains still represent real emissions reductions to the atmosphere. More detail on the value of restoring peatlands is provided in the full Queen Elizabeth Park application (**Attachment 1**).
15. The co-benefits this project can deliver are broad. The restoration of native dune ridge ecosystems which are critically endangered in the Wellington Region would make a significant contribution to the existing dune ecosystems extending from Paekākāriki to Whanganui.
16. The restoration of peatland ecosystems not only reverses the current carbon flux from being a constant source of emissions to being a permanent carbon sink, it also makes a highly significant contribution to wetland conservation both regionally and nationally. As less than three percent of the Wellington Region's wetlands remain intact, a restoration of 75.8 hectares represents a regionally significant contribution to wetland protection. It would also be one of the largest wetland enhancement projects undertaken in New Zealand.
17. As both parts of the project would be highly visible to the public, this application presents an opportunity to increase public engagement and education as well as demonstrate best practice restoration.
18. The restoration of wetlands also contributes to the improvement of water quality in the area by filtering pollutants and capturing sediment suspended in the water column.

19. The size of this project also presents additional regional employment opportunities to aid in the economic recovery as part of the COVID-19 response.

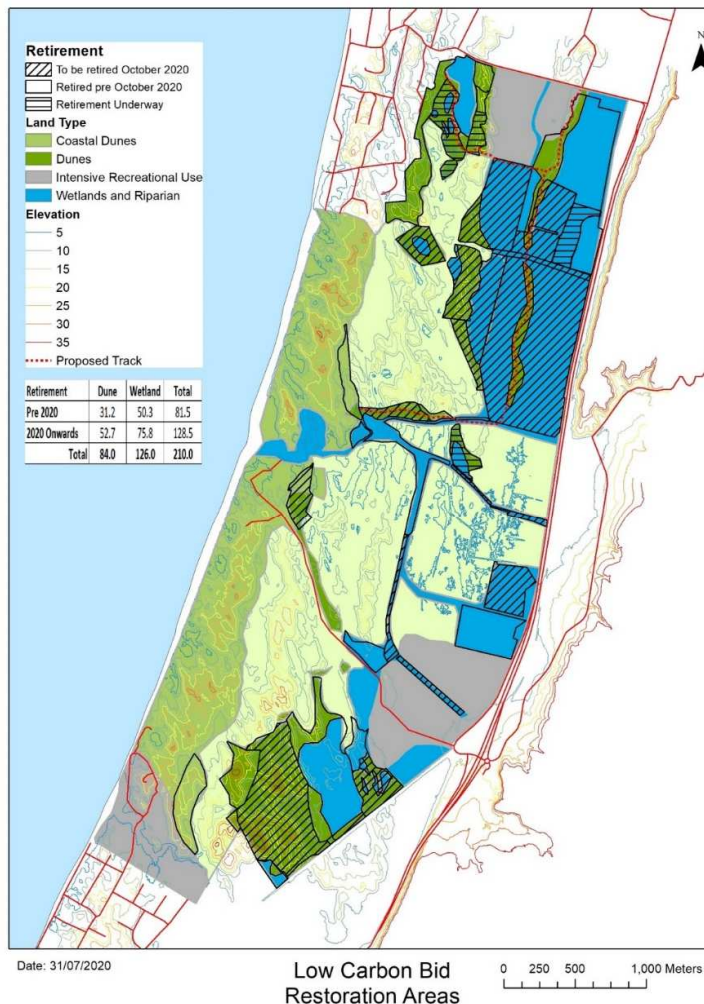


Figure 2 Proposed Restoration Areas and Surrounding Environment of Queen Elizabeth Park

20. A number of risks also need to be considered. Achieving the carbon reductions outlined in paragraph 8 requires scientific input and expertise in managing a complex restoration of this nature, including the restoration of the natural hydrology of the peatland ecosystem and the mitigation of edge effects for isolated planting areas shown in Figure 2. The effects of climate change will potentially impact on the restoration as proposed, notably rising groundwater, increasing temperatures, drier summers and more severe storms, which may threaten the viability of the proposed forest plantings. Extra care will be needed to ensure these plantings survive and realise their full potential to sequester carbon. Expertise in restoring dune forests, peatlands and hydrology from both internal and external sources forms an integral component of this application to address these risks.
21. Queen Elizabeth Park is public conservation land. In order to claim the carbon sequestration from the new forests to offset our emissions, we would need to enter into a Crown Conservation Contract with the Department of Conservation. This is

required before Greater Wellington can register these forests in the NZ Emissions Trading Scheme and therefore earn carbon credits. Further analysis is required once the dune forest restoration is underway to further explore our options and understand the costs and benefits of proceeding in this direction.

22. We recommend the funding application for Queen Elizabeth Park be approved.

Application for Kaitoke Regional Park

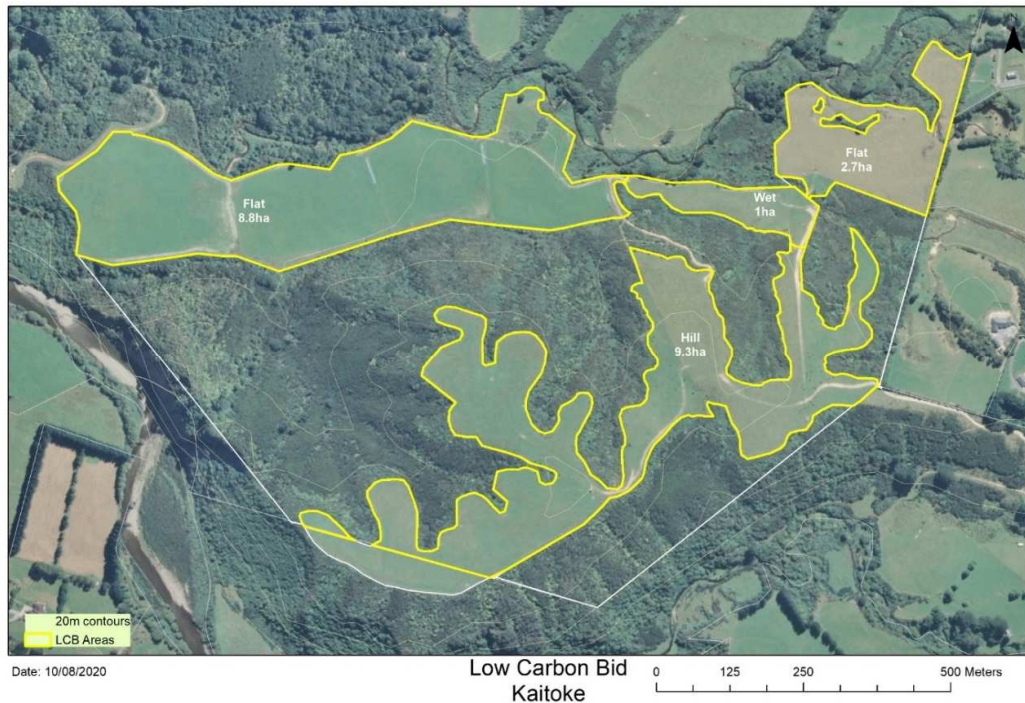


Figure 3 Aerial Photo of Kaitoke Regional Park - the Land Covered in this Application is Outlined in Yellow

23. Parks’ application for restoration of 21.8 hectares at Kaitoke Regional Park which is currently being grazed as seen in Figure 3 would reduce Greater Wellington’s corporate carbon footprint by 0.2 percent of gross emissions, and 0.5 percent of its net emissions, by 2030. This is in line with the Draft Park Networks Plan seeking to reduce the amount of grazing. The cost per tonne of carbon saved for the corporate carbon footprint to 2030 is \$116. Including all emissions saved to 2030 and all the carbon sequestered by the new forest growing to maturity, the cost per tonne of carbon saved is \$27.
24. There is a range of co-benefits which arise from this restoration. The two forest types found adjacent to the site are regionally endangered and regionally critically endangered respectively. Expanding these forest types will significantly improve biodiversity in the local area and increase habitat available for native birds and other native fauna.
25. There is also potential for mānuka honey production from this site, which could contribute annual income of up to \$325 per hectare. This opportunity will need to be further investigated. The outcome of this investigation will not have any negative implications for the overall success of this application.

26. Furthermore, establishing this area in native forest may provide additional amenity in form of walking tracks adjacent to the Kaitoke camping area over the long term.
27. A number of risks also need to be considered, with the greatest being pest animals, specifically pigs, hares and rabbits. These risks will be mitigated through active control of pigs prior to planting, and ongoing control for all species over the establishment period.
28. Weeds such as gorse present a risk which can be controlled by good site preparation and ongoing management of plantings. There is a low risk of public concerns over land use change and the loss of flat pastoral land such as can be seen in Figure 4. This will likely be offset by public interest in native restoration; the site's proximity to the Kaitoke Regional Park campground represents a further opportunity to promote the restoration of forest and its expected benefits.
29. The effects of climate change will potentially impact on the restoration as proposed, notably increasing temperatures, drier summers and more severe storms, which may threaten the viability of the proposed forest plantings. Extra care will be needed to ensure these plantings survive and realise their full potential to sequester carbon.



Figure 4 Photo of Currently Grazed Land at Kaitoke Regional Park

30. Officers recommend the application be approved.

Ngā hua ahumoni Financial implications

31. The financial implications of agreeing to these applications are:
 - a Revised application for Queen Elizabeth Park - \$1,399,101 (GST exclusive)
 - b Application for Kaitoke Regional Park - \$370,810 (GST exclusive).
32. The LGA Fund's budget allocation for 2020/21 is \$2 million. Approval of both applications would reduce this allocation to \$230,089.

Te huritao ki te huringa o te āhuarangi

Consideration of climate change

33. The proposed decisions contribute to Council's and Greater Wellington's policies and commitments relating to climate change by funding projects that reduce our corporate carbon footprint.
34. The proposed applications will together reduce our corporate carbon footprint by 2.5 percent of net emissions by 2030. Our target for 2030 is to be carbon neutral, so this step will take us just 2.5 percent of the way there. Regional emissions will be reduced by 0.025 percent, although we currently do not have a regional emissions reduction target.
35. The approach to reducing emissions from the proposed applications over their lifetime is to change land use in our regional parks. We will retire grazing and restore the natural ecosystems that would have been present at those sites.
36. The impacts of climate change over the lifetime of the proposed projects will be addressed by reducing the vulnerability of the land to extreme events and thereby increase its resilience to those impacts.

Ngā tikanga whakatao

Decision-making process

37. The matters requiring decision in this report were considered by officers against the decision-making requirements of Part 6 of the Local Government Act 2002.

Te hiranga

Significance

38. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of the matters for decision, taking into account Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*. Officers consider that these matters are of low significance. Since the declaration of a Climate Emergency on 21 August 2019 by Council a certain level of public interest exists in Greater Wellington taking climate action generally as well as restoring Queen Elizabeth Park. However, the matters are consistent with existing Council policy and strategy and do not impact on the Council's capability and capacity.

Te whakatūtakitaki

Engagement

39. A media release is being prepared to accompany the decision, should this Committee agree to recommend these projects for funding to Council.

Ngā tūāoma e whai ake nei

Next steps

40. If the Committee agrees to recommend funding the two applications, a report seeking Council's approval will be presented at the 24 September 2020 Council meeting for decision.

Ngā āpitihanga

Attachments

Number	Title
1	Low Carbon Acceleration Fund Queen Elizabeth Park application
2	Low Carbon Acceleration Fund Kaitoke Regional Park application
3	Design of the Low Carbon Acceleration Fund

Ngā kaiwaitohu

Signatories

Writers	Katharina Achterberg – Project Coordinator Climate Change Andrea Brandon – Programme Lead Climate Change
Approvers	Tracy Plane – Manager Strategic and Corporate Planning Luke Troy – General Manager Strategy

<p>He whakarāpopoto i ngā huritaonga Summary of considerations</p>
<p><i>Fit with Council's roles or with Committee's terms of reference</i></p> <p>The Committee's consideration of the LCA Fund applications fits with its role to consider and recommend applications suitable for funding to Council, being a key element of the Council approved process for funding activities or initiatives that reduce net emissions more quickly and/or at a greater scale than otherwise would occur.</p>
<p><i>Implications for Māori</i></p> <p>There are implications for Māori and mana whenua of the Committee recommending to Council that these applications be approved. These restoration activities will reverse the degradation of both sites. In particular, the restoration of Queen Elizabeth Park will improve the Wainui Stream area which has significant values for Ngāti Toa Rangatira, and the Whareroa stream and coastal marine area which have significant values for Te Ātiawa ki Whakarongotai. Peatland and dune forest habitat, biodiversity and water quality will all be improved through restoring these sites.</p>
<p><i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i></p> <p>This report contributes towards meeting Council's goal to be carbon neutral by 2030.</p>
<p><i>Internal consultation</i></p> <p>The Corporate Carbon Neutrality Project Steering Group, Parks Department, Biodiversity team, Environmental Science team and the Strategic and Corporate Planning team were consulted in the development of this report.</p>
<p><i>Risks and impacts - legal / health and safety etc.</i></p> <p>Risks have been identified relating to the content or recommendations of this report and are addressed in paragraphs 19, 26 and 27.</p>

Attachment 1 to Report 20.333

Low Carbon Acceleration Fund Queen Elizabeth Park application

LOW CARBON ACCELERATION FUND APPLICATION

Queen Elizabeth Park Peatland and Dune Forest Restoration

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1. Introduction

This revised application is intended to fulfil the information requirements of the Low Carbon Acceleration Fund. A first version of this application was submitted on May 29. Our revised application responds to suggestions from the Climate Emergency Response Programme Board.

2. Applicant

This revised application is provided on behalf of the Greater Wellington Parks department. Internal information to support the proposal has been provided by staff from across the council, including from Parks, Environmental Science, Environmental Policy, Biodiversity, Strategy, Customer Engagement and Te Hunga Whiriwhiri. External information has been provided from Myers Ecology, James Blyth, Groundtruth, and Wildlands Consultants.

3. Proposed project

The proposed restoration would encompass a 128.5 hectare area of retired farmland. The goal would be to restore 75.8 hectares to native peatland ecosystems and 52.7 hectares to native dune ridge ecosystems. Restoration would mainly be undertaken in the northern section of the park with some additional smaller areas in the southern section of the Park (see Appendix 1).

Restoration of these ecosystems would require re-engineering the hydrology of the area to allow for the permanent re-inundation of areas of peatland. Dune ridge areas would need to be cleared of weed species and planted in appropriate native species. Stock are currently excluded from 15.6 hectares of the proposed area. The remaining areas will be excluded from stock by 1 November 2020.

These areas have been adversely affected by past drainage, burning, clearance and farming activity and are currently comprised primarily of grassland and scattered rushes with numerous weeds such as gorse and blackberry found throughout. While unmeasured, there is evidence of peatland degradation and areas of drained peatlands are expected to be a significant carbon source. Many in the local community are in favour of restoration of the park peatlands and support native biodiversity.

We think that this project provides an opportunity to both reverse the loss of carbon from the drained peatlands by restoring the hydrology and to make a significant contribution towards the restoration of the natural dune forest and peatland ecosystems that once covered much of the Kāpiti coast. It would represent one of the largest wetland and dune restoration initiatives in the country.

The work would be undertaken over a 5-year period and carried out by Greater Wellington staff alongside consultants Myers Ecology (ecological assessment and monitoring) and Groundtruth (planning and vegetation establishment) and James Blyth (Hydrology). Members of the local community would be asked to assist with enrichment planting.

3.1 Project background

Greater Wellington has been progressively restoring indigenous ecosystems at Queen Elizabeth Park for the past 30 years. This work has focused on the restoration of coastal ecosystems, dunes, wetlands and remnant bush areas.¹ Over the past two years Greater Wellington has been accelerating their work to restore natural wetlands, focusing on a 23 hectare area in the north eastern end of the park. This work has been funded by the Maclean Trust. The present funding proposal aims to expand this Maclean Trust work to restore a substantial further and adjacent area.

The draft Parks Network Plan identifies the restoration of peatlands in Queen Elizabeth Park as a high priority action to be implemented in the short term. This is an integral part of the progressive retirement of grazing land and the move toward a revised focus on maximising opportunities for restoration and recreation in the park.

In early-2021 Greater Wellington will commence development of a landscape master plan for the park which will provide further detail and direction on the restoration of additional park areas. This application seeks to maintain momentum for restoration work in the park prior to the completion of this master planning work. Given the need for further community input into park planning, this project strikes an interim balance between scale (i.e., ensuring that options are not closed prematurely), risk and affordability.

Further background information on the project is provided in Appendix 2.

3.2 Project governance

This project would be managed by a team reporting to the Corporate Carbon Neutrality Project Steering Group (the Steering Group). The project team would provide a progress report to the Steering Group every six months. An annual report would also be provided to the Climate Committee. Both reports would be the responsibility of the GW project lead. A technical lead (sitting under the project lead) would provide further oversight of the project, ensuring consistency of restoration methods across the experts tasked with implementing the various technical aspects of the project (e.g., peatland restoration, dune restoration, hydrology).

4 Carbon reduction

We estimate that the project would reduce Greater Wellington's corporate carbon footprint by 1.2% of gross emissions by 2030 and 2.0% of its net emissions by 2030. Since our initial application we have increased the total area of restoration by 27% with the area of dune forest restoration increasing by 25% and the area of peatland restoration increasing by 28%.

A significant new source of carbon sequestration would be provided by the planting of native woody tree species. All 52.7 hectares of planting in dune ridge ecosystems is expected to ultimately meet the definition of 'forest' (i.e., exceeding a 5 metre canopy) and thus be captured under the Emissions Trading Scheme (ETS) (see further on risks in section 8.5).

Emissions estimates are provided to quantify the other carbon savings from this project that will be made through restoring the peatland ecosystems. Peatlands are very important stores of carbon. This storage is achieved by the gradual accumulation of carbon from plants due to the anaerobic

¹ The Key Native Ecosystem Operational Plan for Queen Elizabeth Park contains a description of some of the primary ongoing restoration activities occurring in the park. See <http://www.gw.govt.nz/assets/council-publications/Key-Native-Ecosystem-Operational-Plan-for-Queen-Elizabeth-Park-2017-2020.pdf>

conditions that occur in very wet environments. Worldwide peatlands store more carbon than all other types of vegetation combined.

Large amounts of carbon are locked away in peat soils. This carbon is released back to the atmosphere when they are drained and the peat is exposed to oxygen. They will continue to be a source of emissions until no peat remains. In fact, drained peatlands now contribute about 10% of the world's greenhouse gas emissions. Given this, the restoration of drained peatlands is important in limiting emissions and in doing so limiting the impacts of climate change.

Emissions estimates for the carbon fluxes predicted from peatland restoration activities are provided separately. This is for two main reasons; firstly they are not included in our corporate carbon footprint and secondly there is no mechanism in place to earn credits from reducing emissions from this activity. This is because we do not account for those emissions in our international climate change target accounting (under the United Nations Framework Convention on Climate Change, and its Kyoto Protocol or Paris Agreement), unless they are associated with a deforestation activity or an afforestation activity, but only where exotic forests are established for timber production. With drained peatlands occupying 0.5 percent of New Zealand's total land area, the scale of this activity is relatively small. The NZ ETS only includes forestry activities, but even so, excludes the soil carbon pool, which is where the carbon fluxes in peatlands occur.

The application includes an allowance for hydrology assessment and management that is needed to understand the current state of the park and establish a baseline for future measurement. We anticipate that not only would the restoration of peatlands at Queen Elizabeth Park reduce carbon emissions, it would also increase the resilience of the park and surrounding land to increasingly frequent and intense weather events, contribute knowledge towards successfully restoring peatlands and signal the importance of peatland restoration to the wider community.

5 Restoration approach

5.1 Forest establishment

Retired areas where forest is to be established vary considerably with soil type, hydrology, and proximity to the coast. There is a major distinction between vegetation on extensive wetland areas and dune forests. Planting in wetland areas is addressed in section 5.3. More detailed design of any plantings in the wetland areas will occur following completion of hydrological studies and work to modify water levels.

Sand dune areas are more clearly defined, and there is greater clarity on the appropriate forest type to be established in different areas. Initial plantings will be on dunes further back from the coast that would have originally had a cover of totara, matai, broadleaved forest on the stable Motuiti and Foxton dune phases (Singers et al. 2019). This forest type is regionally critically endangered, with only 2% remaining. The areas of dune in the southern end of the park are earlier sequences (Waitarere phase) and would have supported forest types transitioning toward this forest type, but likely with less podocarp component due to their lower level of soil development.

Singers et al. (2019) identify that kanuka was the dominant colonising species but with akeake, ngaio, kohuhu, akiraho, lancewood, kaikomako, mahoe and kowhai present. Forest succession resulted in totara, matai and a wide variety of broadleaf species such as titoki and kohekohe subsequently occurring.

Dune forest establishment will include initial planting of a kanuka-dominant mix of colonising species, as identified by Singers et al. 2019. It will also include planting of harakeke and toetoe as

part of mixes in some areas as this forms an important part of early naturally occurring species mixes in this area. Enrichment planting at around age 3-5 will begin to introduce totara, matai and broadleaf species historically present including titoki and kohekohe. The diversity of initial plantings and of subsequent enrichment planting will be greater on the older phase dunes in the mid and northern park. This reflects the greater soil development on these dunes that influences the originally occurring forest of these areas.

5.2 Plant management

Operational research over the past 6 years in Queen Elizabeth Park and elsewhere, undertaken by Groundtruth in partnership with Greater Wellington, has refined the approach to native forest establishment across the park. This includes a strong focus on effective forest establishment on dune areas. The forest establishment approach set out below is based on the results of this work and other practical native forest restoration.

A fully integrated approach to forest establishment will be undertaken. This will connect early planning and seed collection to planting, ongoing weed control and maintenance, and early enrichment planting with long term canopy and emergent species. This approach is important to ensure that the required forest type is rapidly established and that risks to its long-term establishment and growth are minimised.

- *Assessment and planning:* Assessment of individual planting sites within the plan will identify any underlying weed or pest animal issues, particular environment types or risks. This will be taken into account in planning for any site preparation, species selection and future management needs.
- *Local eco-sourced seed collection:* This includes record keeping of all planting areas and species to seed source.
- *Managed plant propagation to required quality standards:* The production of plants to required quality standards and tracking of plants produced from different seedlots will be overseen at nurseries. Community nurseries will also be used to produce and grow-on some plants, particularly enrichment species.
- *Pre-plant site preparation and weed control:* Site preparation and weed control will be based on individual site needs. This may include pest animal control where necessary.
- *Management of plant delivery and maintenance of plant health:* Plant supply and handling will be overseen to ensure the right plant mixes are provided to different sites and that plant condition is maintained.
- *Planting:* This will be undertaken by contractors under close supervision for large planting areas. For some smaller areas and enrichment plantings, community groups and volunteers will be involved.
- *Monitoring:* All planting areas will have permanent monitoring plots established to track plant survival and growth through their first 3-4 years (and beyond if required).
- *Post-plant releasing and management:* Planting is just one step in forest establishment and the releasing of the plant from grass and weed competition, and sometimes animal control, are critical aftercare steps. Management seeks to avoid planting failures but, if there are significant losses through events such as drought, these can be picked up and replacement planting undertaken in the subsequent year if needed.

- *“Free to grow” certification:* There comes a point where initial plantings are well-established and require little ongoing management because of their size, established root systems, and other factors. Experience in the park suggest this “free to grow” stage is reached at about 3-4 years, depending on the site. Plantings will be assessed and identified if they are in a free to grow state.
- *Enrichment planting:* A final stage for plantings is the inter-planting of small numbers of enrichment species. These include the long term canopy and emergent species such as in dune forest, matai, torara, titoki etc. These plantings will occur from around years 3-5.

5.2 Peatland restoration

Restoration of the peatlands will require re-engineering the hydrology of the peatlands as a priority. This will require restoration of a water table that is generally close to or just above the ground surface, and relatively constant, with the water source primarily recharged from rainwater. Restoration of water levels and of the peatland ecosystem will have to be through a staged approach (adaptive management), following monitoring of changes across the peatland.

The aim is to restore and enhance the original low fertility peatland bog wetland ecosystems. These peatland wetland systems occur within broad depressions between dune ridges in the sand dune country of the park. Maps of peatlands within the park show extensive areas of remaining peatland, particularly in the northern sections of the park, north of Whareroa Stream (Waterfall Stream branch), with over 50ha of peatland with peat depths up to 3m in some places.

Pollen records of the pre human (AD 1280) vegetation cover of the park show that in the consistently wet peaty areas of the site, wetland vegetation characteristic of bogs was present. In areas with higher water tables, sphagnum, sedges (Cyperaceae, including species of *Gahnia*, *Carex*, *Machaerina*, and *Eleocharis*), swamp umbrella fern (*Gleichenia dicarpa*), and *Gonocarpus* species, were present, with flax and raupo, and swamp forest species in swamp wetlands.

Environmental conditions need to be created encouraging regeneration of peat forming, low nutrient species such as sphagnum moss, gleichenia ferns, and some sedge species. Some of these species including sphagnum moss, *Gleichenia* and *Gonocarpus*, are already present within the peatlands, and will expand with restoration of peatland bog conditions. The aim is to undertake restoration based on the patterns of depth of peat, and will include facilitating natural regeneration of peatland species into the wetlands.

Any planting would need to be undertaken in a staged approach, and only after approximately 4 years of monitoring hydrological changes and regeneration of peatland species. We have budgeted for a limited amount of supplementary planting (e.g. of manuka or peat forming species) in year 4 of the project.

6 Costs

Greater Wellington have already funded the initial development of the project proposal, including work to assess the project's feasibility. We have no external funding for this work and no internal funding has been allocated for it. Further work is dependent on additional funds either from the LCA fund or elsewhere.

The total estimated cost for the project is \$1,271,910. This is comprised of \$654,910 for restoration of the north-eastern area and \$617,000 for restoration of the remaining areas. With 10 percent contingency added, that increases the budget to \$1,399,101. Since our initial application we have reduced our project costs by 20%.² Below is our detailed budget for the work.

Costs for the project apply to the 'land sector' category in the LCA fund. Direct costs make up 84% of the estimated budget (including spraying, fencing, planting, boardwalk construction) with 16% going to indirect costs (including ecological assessment and implementation planning).

Costs for erecting or removing fences are integral to this work – and indeed for much ecological restoration in the region. Unfortunately, these costs cannot be met by the grazing license holder as we have no license holder from 1 November 2020. Including fencing costs in licence conditions is inconsistent with our management approach (no other GW grazing licences include capital fencing costs), and reduces the attraction to potential licence tenderers. We have endeavoured to keep the fencing costs to an absolute minimum, including use of recycled materials. These costs constitute less than 2% of the project budget.

We have retained our request for the funding of wetland boardwalks and signage for two interrelated reasons. First, we believe that wetland boardwalks and signage are integral to the ability of the public to experience the restored wetland areas³ and thus central to the realisation of the co-benefit identified in section 7.3. Boardwalk construction through restored peatlands is identified in the draft Parks Network Plan as a key element of the wetland discovery experience for park visitors. Signage is particularly important to our ability to 'tell the story' of the restoration work as it happens.

Second, boardwalks and associated signage should be constructed before the wetlands begin to be restored. If they are not we would face the considerable technical difficulty of sensitively designing a substantial boardwalk area in an existing wetland.⁴ Constructing boardwalk facilities prior to commencing wetland restoration ensures that the council would not encounter these obstacles.

We have no additional funding to cover the cost of boardwalk construction and signage prior to wetland restoration and therefore ask that this funding be accepted as a component of this application.⁵

² While factoring in a 10% contingency as per standard project management approaches.

³ Further to this, we received an email from a member of the public this week. The email expressed delight at the possibility of further wetland restoration at the park, noting particular support for 'boardwalks for people to get amongst it'.

⁴ While the intention to do this could be identified in our restoration management plan for the wetland (and thus avoid having to obtain resource consent), this would not reduce the technical difficulty in implementing the work.

⁵ As implied above, the cost to the council of constructing wetland boardwalks and signage after the restoration commences would be much higher.

North-eastern wetland

Operation	Responsibility	Cost	Year of activity	Notes
Aerial spray	Greater Wellington	\$37,500	1	
Ground follow up spray	Greater Wellington	\$18,750	2	Added as additional areas will require some treatment as follow up post grazing, extra 20 hectares, total 75 hectares
Fence removal	Greater Wellington	\$10,000	2-3	
Fencing	Greater Wellington	\$24,000	1	Lanes and boundary
Wetland boardwalks	Greater Wellington	\$80,000	2	
Exotic tree removal	Greater Wellington	\$17,000	1	
Signs & interpretation	Greater Wellington	\$50,000	3	
Hydrology assessment and planning	James Blyth	\$25,000	1	
Hydrology management, structures etc	James Blyth	\$125,000	2-3	Detail Design/Consenting/Installation
Ecological assessment and planning	Myers Ecology	\$21,000	1	
Implementation plan	Groundtruth	\$7,000	1	
Vegetation establishment	Groundtruth	\$36,000	4	5000 Manuka, assume equivalent to 3 hectares
Enrichment planting	Groundtruth, Greater Wellington, Community	\$37,500	4-5	Limited areas within peat zone
Reviews				
Hydrology Years 1,3 &5	James Blyth	\$56,160	1,3,5	No change
Ecological monitoring	Myers Ecology	\$20,000	2-5	No change

Operation	Responsibility	Cost	Year of activity	Notes
Year 3 review	Myers Ecology	\$10,000	3	No change
Year 5 review	Myers Ecology	\$5,000	5	No change
GT Project management	Groundtruth	\$75,000	1-5	Annual/Milestone reporting against Wetland restoration plan, site management, record keeping

Subtotal = \$654,910

Other areas

Operation	Responsibility	Cost	Year activity undertaken	Notes
Implementation plan	Groundtruth	\$7,500	1	No change
Vegetation establishment	Groundtruth	\$530,000	1-2	
Enrichment planting	Groundtruth	\$79,500	4-5	

Subtotal = \$617,000

TOTAL = \$1,271,910

GRAND TOTAL (including 10% project contingency) = \$1,399,101

7 Co-benefits

This project provides a number of benefits beyond its contribution to carbon neutrality. These are described below.

7.1 Restoration of native dune ridge ecosystems

This restoration would make a significant contribution to the existing dune ecosystems extending from Paekākāriki to Whanganui. These are the most extensive dune systems in New Zealand. They are both naturally uncommon and severely reduced from their historical extent. Coastal dune forests are critically endangered in the Wellington region.

7.2 Restoration of peatland ecosystems

This restoration would make a highly significant contribution to the conservation of wetlands. In New Zealand less than 10% of the original wetland extent remains. This figure is even worse in the Wellington region with only 3% of the region's wetland extent remaining. At 75.8 hectares of wetland restoration, this project would represent one of the largest wetland enhancement projects in the country.

7.3 Public education and engagement

Restoration of this area would be highly visible to the public. Much of it would be able to be viewed from the adjacent railway and, to a lesser extent, the highway. Part of the restoration would also

include the provision of interpretive signage and access for the public, including via wetland boardwalks, to learn about native dune and peatland ecosystems.

The project thus represents an opportunity for Greater Wellington to both engage with, and educate, the public on the values of these ecosystems, and to demonstrate best practice restoration of them. It would serve as a local restoration exemplar and respond to recent public calls to restore biodiversity in this area in particular. An opportunity for the local community to assist with enrichment planting further underlines the contribution this project could make to engaging local people with biodiversity restoration.

7.4 Water quality

Restoration of wetlands would also make a contribution to the improvement of water quality in the area. Wetlands are well-known to filter pollutants and capture suspended sediment in the water column. They also slow the release of flood waters, in this case to the coastal environment.

7.5 Employment

The recent response to Covid-19 has resulted in significant economic repercussions that are likely to continue to negatively impact on the Wellington region. This project represents an additional work opportunity much needed at this time. The requested funding will all be spent employing local people to undertake the work (with the exception of one Auckland-based consultant).

8 Risks

We believe that this project has a high likelihood of success. To reduce the risks inherent to this complex work we have built a technical lead role into the governance structure of the project (see section 3.2). The integrated approach to forest establishment outlined, is designed to avoid manageable risks. Some other risks can be reduced but not eliminated. Comments on management of some key risks are provided below.

8.1 Hydrology

Advice we have received from internal and external experts is that the restoration of the peatland hydrology is both practicable and sustainable. The water table is already close to the surface. Though not without complexity, and some risk, the task of re-inundating local peatland areas is primarily a matter of capturing rainfall and ensuring it does not all flow into surrounding drains. We consider the risk of hydrological complications to be moderate but manageable.

8.2 Vegetation survivorship

The soil chemistry of the area, along with the effects of previous land uses and current climatic conditions, would affect the survivorship of plantings. Our plant selections have been made with these factors in mind, incorporating a diversity of species known to tolerate local conditions. While we may experience some issues with plant survival we consider the overall risk of vegetation survivorship to be low. Plant dieback is factored into our planting ratios.

8.3 Pest organisms

Pests also represent a risk to the success of the project. Pest plants will be managed by initial spraying of weed species followed by periodic clearance of weeds around native plantings. A diversity of native plants will be established to reduce the risk of any potential dieback caused by myrtle rust. Pest animals such as rabbits and hares will be controlled as necessary. We will focus on planting less palatable species if pest animal browse damage becomes an issue. The risk of browsing damage by stock will be managed through some further fence establishment and maintenance where required. We consider the risk of pest organisms to the project to be low.

8.4 Drought and fire

Work to manage drought risk would include the use of drought tolerant species in early establishment, particularly on drier sites. A delay in enrichment planting until the early colonising species provide shelter is also important to reducing drought risks. Planning of open areas and boundaries to reduce fire risks, while providing spaces to contain any major fire, will be important as well. We will update our fire preparedness and public education/visitor management protocols where necessary. We consider the risks of drought and fire significantly affecting the project to be low.

8.5 Achieving carbon sequestration

Forest establishment is being undertaken in a way that will meet the criteria for forest eligibility in the NZ Emissions Trading Scheme (ETS). This also means that these newly established forests could be registered for earning New Zealand Units (NZU'S) into the ETS. As the land is public conservation land, this would first require a crown conservation contract to be entered into with the Department of Conservation. The ETS provides a well-known and regulated framework for enabling owners of forests established since 1989 the ability to earn NZU's for the carbon these forests sequester.

The ETS definition of a forest is land with forest species of at least a hectare in size that has or will have more than 30% crown cover of forest species and have an average width of 30m. Forest species are trees capable of reaching five meters in height at maturity. This may make some small riparian areas at Queen Elizabeth Park ineligible under the ETS. In some cases this can be managed by connections to larger areas. It is not expected to have a significant impact on the overall ETS carbon sequestration of the project however.

The ETS defines forest species as those that can reach at least 5m in height when mature at that location. The plantings that are planned across the dune areas will easily meet this ETS forest definition. Currently established plantings using a mix of initial establishment tree species including kanuka, manuka, akeake, ti kouka are likely to achieve 30% canopy cover of tree species sometime between year 4 and 8, depending on site. Subsequent enrichment planting through these areas with long term species such as titoki, kohekohe, totara and matai will further boost canopy cover of tree species. This enrichment planting will occur from around years 3-5.

A number of important management steps are in place to ensure that any risks of not meeting ETS requirements are avoided. These are:

- *An integrated approach to forest establishment:* The project and the management contracts around it does not involve just planting, but rather forest establishment. This encompasses the entire chain from species selection, seed collection, seedling quality, site preparation, planting, and maintenance – through to an established “free to grow” state where plantings are ahead of any weed competition or other threats.
- *Survival monitoring and response:* Monitoring plots are established in all planting areas and measured at planting and in autumn each year. This allows plant losses to be monitored and if these fall below set levels (likely to be 75% survival) then replacement planting can be undertaken in the subsequent year if required.
- *Monitoring of growth and canopy cover:* Monitoring plots annually measure height growth and canopy cover, allowing accurately tracking progress toward height and canopy cover

criteria. Existing measurement and experience suggests that ETS cover and height requirements are likely to be met sometime around 6-8 years.

9 Carbon calculations

Below is the estimated carbon reduction facilitated by this project, calculated following Greater Wellington's Emissions Measurement Guide.⁶

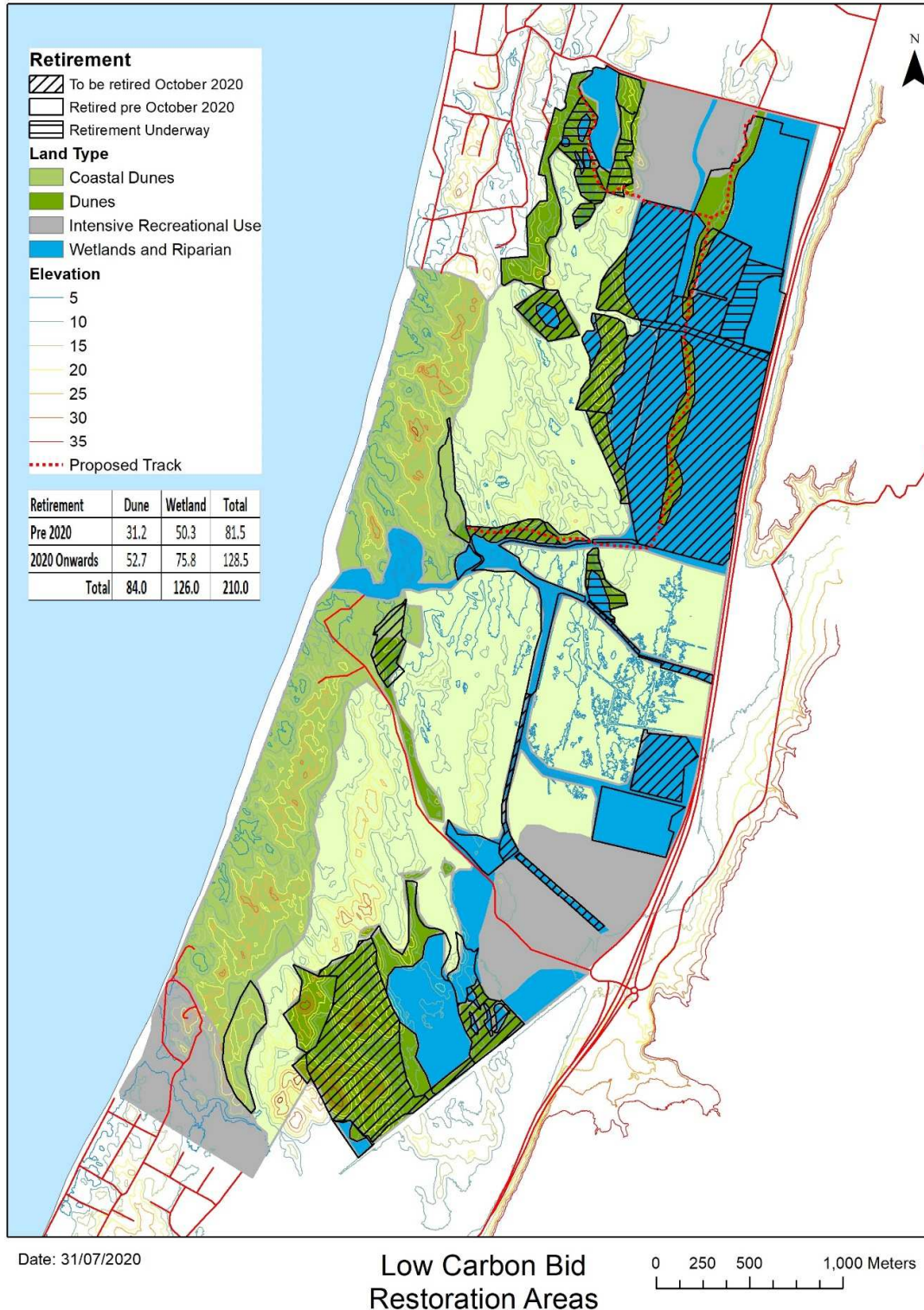
Scenario	Activity	Unit	In GW footprint?	Amount
BAU	Grazing	112.9 ha	Y	507.36 t CO ₂ -e/yr
Restore 101.1 ha at QEP (includes 15.6 ha already retired)	Restore dune forest	52.7 ha	Y	20,342.2 t CO ₂ -e at maturity
	Restore peat wetland	75.8 ha	N	1,250.7 t CO ₂ -e/yr

Funds applied for		\$ 1,271,910
Corporate carbon footprint only	Cost/t CO ₂ -e savings as at 2030	\$150.22/t CO ₂ -e
All emissions saved	Cost/t CO ₂ -e savings as at 2030	\$60.64/t CO ₂ -e
Forest only savings (Includes all costs but only forest absorption emissions decreases)	Cost/t CO ₂ -e savings at maturity	\$62.53/t CO ₂ -e
Corporate carbon footprint savings to 2030, forests at maturity	Cost/t CO ₂ -e savings	\$50.04/t CO ₂ -e
All cumulative savings (includes grazing and wetland emissions decreases to 2030, forest absorption to maturity)	Cost/t CO ₂ -e savings	\$33.54/t CO ₂ -e
All cumulative savings (includes grazing and wetland emissions decreases to 2040, forest absorption to maturity)	Cost/t CO ₂ -e savings	\$22.92/t CO ₂ -e
All cumulative savings (includes grazing and wetland emissions decreases to 2050, forest absorption to maturity)	Cost/t CO ₂ -e savings	\$17.40/t CO ₂ -e

⁶ Full calculations can be accessed here:
<http://ourspace.gw.govt.nz/project/crpcnp/desspec/LCAF%20and%20Parks%20carbon%20calculations%2010.8.20.xlsx>

9 Appendices

Appendix 1: Low carbon bid restoration areas



Appendix 2: Supporting information

Introduction

Restoration of wetland and dune forest areas is occurring at Queen Elizabeth Park. This bid to the low carbon fund will allow a major increase in work undertaken and will secure long term carbon storage, as well as providing new carbon sequestration.

Restoration of wetlands is underway. Early work has been supported by the Maclean Trust in the north east of the park and has occurred over the past 2 years. There is now a decision to greatly expand and refine this restoration work south to Waterfall Stream.

The next phase of wetland restoration work is to restore and enhance the peatland ecosystems, and associated wetlands in the northern block of retired farmland at Queen Elizabeth Park. These peatland systems occur within broad depressions between dune ridges in the sand dune country of the park. They have been impacted by past drainage, burning, clearance and farming activity.

The project will require, firstly, detailed investigation of hydrology and examination of the potential to restore peatland hydrology. There is a critical relationship to the highway on the east and residential areas to the north that constrain actions such as raising water levels in some locations. Ecological restoration planning will need to be undertaken in conjunction with and in tandem with the hydrological plan.

In addition to the wetland areas through the north east of the park, areas once predominantly covered by dune forest are also proposed for restoration throughout the Park.

Background

Queen Elizabeth Park is located within the long strip of sand dune country from Paekākāriki almost as far north as Whanganui, and which forms the most extensive sand dune system in New Zealand. The coastal dune system provides habitat for wetlands in the form of dune slacks and swales which are elongated depressions between old dune ridges. These have formed in sequence as the land has risen relative to sea level and as the coast has built seaward.

The peatlands on the park have been farmed and drained, with farming in the northern block retired in 2017. Despite the impacts of the network of drains across the site, the peatlands still remain, the area is wet, with water lying in the low-lying areas of the paddocks, following rain.

Maps of peatlands within the park show extensive areas of remaining peatland, with areas of deep peat (2,541-3,702mm), particularly in the northeastern sections of the park, north of Whareroa Stream.

Pollen records of the pre human (AD 1280) vegetation cover of the park show that in the consistently wet peaty areas of the site, wetland vegetation characteristic of bogs was present. In areas with higher water tables, Sphagnum, flax (*Phormium tenax*), sedges (Cyperaceae, including *Gahnia*, *Carex*, *Machaerina* and *Eleocharis acuta*), swamp umbrella fern (*Gleichenia dicarpa*), *Gonocarpus*, and raupō (*Typha orientalis*) were present. These low fertility bog wetlands would have occurred within a mosaic, with swamp forest (kahikatea, swamp maire) on areas of shallower peat, and with dune forest on the ridges.

Importance of peatlands for climate change

Peatlands are very important stores of carbon. Over long periods (thousands of years) they slowly accumulate carbon from plants due to reduced decomposition occurring in very wet environments.

Recent research by the International Union for the Conservation of Nature shows that worldwide peatlands store more carbon than all other types of vegetation combined.⁷

Large amounts of carbon, fixed from the atmosphere into plant tissues through photosynthesis, are locked away in peat soils, representing a valuable global carbon store. Internationally, damaged peatlands contribute about 10% of greenhouse gas emissions. Peatlands are highly significant to global efforts to combat climate change, as well as wider sustainable development goals. The protection and restoration of peatlands is vital in the transition towards a low-carbon and circular economy.

When damaged or drained, peatlands can become a major source of greenhouse gas emissions. Restoration of peatlands protects them from degrading activities such as agricultural conversion and drainage, and reinstates the waterlogged conditions required for peat formation to prevent the release of carbon stored in peat soil.

Rarity and threatened nature of wetland ecosystems

Remaining natural wetlands cover only a fraction of their original global area and have been progressively declining for centuries in most of the world, through drainage and conversion, and rates of wetland loss continue to grow. Less than 10% of the original extent of wetlands still remain in New Zealand, with less than 3% remaining in the Wellington region. Worldwide, about half of all wetlands on the planet have been destroyed since 1900.⁸

The Dune slacks and swales are a naturally uncommon/rare wetland ecosystem type in New Zealand. Historically, extensive dunelands were converted into farms and forestry, and very few unmodified dunelands remain.

Restoring endangered native forests and sequestering carbon

In addition to the critical steps to retain carbon storage in peatland ecosystems, the project will also involve establishment of native forest on areas that previously supported coastal dune forest and swamp forests. The totara, matai, broadleaf forests of the dune areas have been identified as regionally critically endangered, with only 2% of their original extent remaining in the region making their restoration important. This is also the case for kahikatea, pukatea forest that was present in some swamp areas, this forest type has only 1% of its original extent remaining.

These new forests will provide important sequestration of carbon, as well as greatly benefiting biodiversity, recreation and landscape at Queen Elizabeth Park.

⁷ See <https://www.iucn.org/resources/issues-briefs/peatlands-and-climate-change>

⁸ According to the United Nations Environment Programme. See <https://phys.org/news/2012-10-wetlands.html>

Vision

An extensive restored wetland and dune complex within Queen Elizabeth Park is a core value of the regional park. It includes protection of important peatland ecosystems. It provides a mosaic of vibrant and unique biodiversity, recreational and education experience and secures long term carbon storage.

Objectives

1. Wetland processes representative of those that formed the area and their succession through time are restored.
2. Peatland is secured from further degradation and loss of carbon storage.
3. Biodiversity is supported by a mosaic of restored vegetation and habitat matched to hydrology, soil type and other environmental factors
4. Key human infrastructure around the area including the highway and residential areas is protected from flooding and damage
5. Recreational access and interpretation provides a diversity of experience and ability to learn about wetland processes and wetland biodiversity
6. Restoration and management is practical and sustainable, based on underlying hydrology, soil type and other environmental factors.

Process

Task	Description	Timing
1. PLANNING		
Hydrological study	<ul style="list-style-type: none"> • Install water monitoring, data gathering and modelling • Design of possible structures to modify drainage and modelling of impact • Conclusions on best approach and long term hydrology • Resource consents 	Year 1
Ecological study	<ul style="list-style-type: none"> • Review of existing wetland situation – assessment of remnants and local wetlands etc • Wetland processes, modification and trajectory • Restoration opportunities and objectives – developed in collaboration with restoration planning component. 	Year 1
Restoration planning	<ul style="list-style-type: none"> • Development of a practical approach to restoration that integrates with long term hydrology and ecological objectives. This will also consider recreational use and carbon sequestration opportunities. 	Year 1 (dunelands) Year 2 (wetlands)

Task	Description	Timing
	<ul style="list-style-type: none"> Restoration planning will cover weed control, habitat restoration, natural regeneration of wetland species, and planting. It will also address ongoing management of weeds and animal pests. It will also include a monitoring plan 	
2. IMPLEMENTATION		
Hydrology	<ul style="list-style-type: none"> Modification of drainage, install structures etc, potentially in a staged way 	Year 1-2
Restoration	<ul style="list-style-type: none"> Early – immediate weed control to avoid expansion of current gorse and other weed species 	Year 1
	<ul style="list-style-type: none"> Duneland forest restoration 	Year 1 - 5
	<ul style="list-style-type: none"> Establishment of wetland plants and dryland / dune plants on different areas defined by hydrological and ecological studies. This may include a mix of natural regeneration, seeding, planting etc 	Year 2-5
	<ul style="list-style-type: none"> Management and maintenance of plantings including weed and animal control 	Year 1-5
	<ul style="list-style-type: none"> Monitoring 	Year 1-5
3. ANNUAL REVIEW	Annual review and more detailed review at year 3 & 5	Year 2-5
Hydrology	<ul style="list-style-type: none"> Review hydrology data and function of structures / modifications. Effectiveness and opportunities for improvement 	Year 2-5
Ecological	<ul style="list-style-type: none"> How well are restoration approaches supporting desired retention and expansion of particular species and habitat types. Potential improvements 	Year 2-5
Restoration	<ul style="list-style-type: none"> Review monitoring data from different areas and their performance How well are different approaches delivering on objectives Opportunities for improvement 	Year 2-5

Frequently Asked Questions

1. *Why not get the water from Waterfall Stream and spread that over the peatlands to rewet them?*

Sediment and nutrient rich waters raise the fertility of the peatland, altering their natural chemistry and affecting peat supporting plants. Peatland ecologists recommend that rainwater (nutrient free) is held in peatlands, with sediment laden water in the adjacent waterways acting as “buffers” to slow rainwater outflow. Therefore it is more ecologically robust to hold the rainwater in the peatlands (e.g. through blocking overflow from SH1, or otherwise retaining water on the land).

All waterways in Queen Elizabeth Park are registered in the pNRP as important native fish habitat and sites of cultural significance. Any excavations, earthworks or in-stream structures require a level of statutory permission.

There is about 1.5 metres of fall between Poplar Ave and Waterfall Stream, so this would require water to flow upstream. This would require major excavations in peat, which would release further carbon.

2. *Why not block the north Whareroa waterway to hold the water from Poplar Ave and get that to flood over the peatlands?*

As noted above, holding rainwater in the peatlands preserves their natural fertility; whereas flooding them with sediment laden water changes that intrinsic characteristic, with resulting ecological impacts.

Greater Wellington needs to allow water to flow away from Poplar Ave, from neighbouring houses and expressway infrastructure.

Because there is a lack of historical data on groundwater, the plan includes tools to manage and monitor water levels. It will nearly double the network of piezometers (mini- bores), to monitor ground water levels and changes. These will be installed in spring 2020.

Two weir structures will allow manipulation of water levels based on impact and risk, to be installed from spring 2021. These need to be designed to allow for fish passage and consents obtained for installation.

One weir is to be located at the confluence of the north Whareroa and Waterfall Stream, which will include provision for fish passage. Subject to resource consent, this should result in a gradual build-up of water in the entire catchment; monitoring over ensuing months will show change over time and management of any upstream effects.

The second weir about 1km upstream, to be installed about a year after the first, and following review of hydrographic (water level and flow) data after installation of the first structure.

3. *Will peatlands or forests sequester more carbon?*

Peatlands are a massive store of carbon. It is critical they are protected so they don't release carbon. Accumulation and storage of carbon in peatlands is much slower than sequestration of carbon by the growth of new native forests.

Low Carbon Acceleration Fund Kaitoke Regional Park application

LOW CARBON ACCELERATION FUND

Kaitoke Regional Park

19 August 2020



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1. OVERVIEW

This project involves the retirement from farming of approximately 21.8 hectares of pasture land that is owned by Greater Wellington as part of Kaitoke Regional Park. This land will be established in forest meeting the definitions under the NZ Emissions Trading Scheme (ETS).

The project will result in reduced emissions from cessation of livestock farming. It will provide carbon sequestration from conversion of pasture to forest. The land use change from pasture to forest will be staged over two years. Forest establishment on the flat pasture areas will be delayed until the second year to allow final investigation of other land use options for this higher quality land, and to enable trialling of direct seeding approaches to forest establishment. This will help ensure good decisions are made in terms of long term carbon reduction and sustainable land use.

There are alternative approaches that can be taken to the establishment of carbon forest, are summarised in the table below.

Approach	Forest establishment	Description	Advantages	Disadvantages
Native forest	Native forest planting	<ul style="list-style-type: none"> Plant manuka dominant seedling mix Allow natural regeneration of climax forest species from adjacent forest seed sources. Some enrichment planting of slow dispersing species. 	<ul style="list-style-type: none"> Rapid and relatively low risk establishment Moderate cost Potential manuka honey production 	<ul style="list-style-type: none"> Lower rates of carbon sequestration than exotic species
	Direct seeding manuka on flats	<ul style="list-style-type: none"> Grass control and cultivation on flats to expose soil and allow direct seeding with manuka. 	<ul style="list-style-type: none"> Reduced establishment cost compared to planting. 	<ul style="list-style-type: none"> May be variation in establishment Increased risk of weed issues in shorter term If dense establishment, slower potential regeneration of enrichment species.

Direct seeding of manuka on the flats provides an interesting potentially low cost approach to forest establishment. This would be trialled in the first year, and could be undertaken in year two if successful. Back up options for seedling establishment could be retained. Trialling of this option provides more information for potential use of this approach over other land areas in the future.

2. TIMING

The current grazing licence for this area expires on 31 May 2021. Detailed planning for decisions on final land use and approaches to forest establishment can begin immediately. Some small trial works on direct seeding approaches could also begin immediately depending on availability of trial sites.

Initial land preparation and planting will occur immediately following the end of the current grazing licence.

It is planned to stage the work over 2 years, as follows:

Year	Tasks	Notes
2020 October	Site assessment and detailed planning	<ul style="list-style-type: none"> • Site management issues • Hydrology of potential wetland areas • Sustainable land management assessment and final decision on flats, including ecological and economic values
2020 October	Small direct seeding trial on flats if possible	<ul style="list-style-type: none"> • Depending on presence of a small site with stock excluded and machine access.
2020 October	Seedling production begins	
2020 October, ongoing	Animal control	<ul style="list-style-type: none"> • Pigs, hares and rabbits. Ongoing for first 2 years.
2020 October, ongoing	Spot weed control	<ul style="list-style-type: none"> • If any problem weed invasions or future risks identified
2021 May	Retired from grazing	
2021 June	Site preparation	
2021 August	Planting of hill country areas	<ul style="list-style-type: none"> • At least some of ridge areas. • Sloping area of flats • Possibly wet flat area (may be shifted to 2022) • Approximately 11 ha
2021 August	Trial direct seeding preparation	
2021 Oct	Trial direct seeding	<ul style="list-style-type: none"> • Trial only, 0.5-1 ha
2021 Oct	Releasing	
2022 May	Site preparation	
2022 July	Planting if not direct seeding	9ha
2022 August - October	site preparation and direct seeding if undertaken	9ha
2021 August – 2025 December	Ongoing spot weed control and pest animal control.	
May 2024 or 2025	Assessment and confirmation of “free to grow status”	Check against stand measurements and weed and pest situation.

3. LOCATION

Forest establishment will occur on grazed areas of land, east of the Kaitoke Regional Park campground. These areas are broadly classified into three types

- Developed pasture flats
- Pasture flats with wet areas
- Pasture ridges

The map in Appendix 1 shows these areas. The following table gives a broad summary.

Type	Area (ha)	Notes
Developed pasture flats	11.5	
Pasture flats with wet areas	1	Approximate area only. Area of wet flats to be determined.
Pasture ridges	9.3	
TOTAL	21.8	

In order to allow initial trialling of direct seeding methods to be potentially used on the flats, and also allow time for final consideration of higher value uses for the flats, the hill areas plus a trial on the flats will be undertaken in the first year. A small area (approximately 1 hectare) of wet flats may also be established in this first year.

In the second year the remaining area will be established in forest.

4. RESPONSIBILITIES

The project will be overseen by Greater Wellington Parks, with project management and delivery by Groundtruth Ltd.

Who	Roles and responsibilities
GW Eastern Parks staff	<ul style="list-style-type: none"> • Oversight • Approval of plans and annual work programme • Summary reporting to Climate Committee
Other GW staff	<ul style="list-style-type: none"> • Climate change, biodiversity
Groundtruth Ltd	<ul style="list-style-type: none"> • Project planning and management • Organising and completing seed collection, overseeing ecosourced plant production • Site preparation and planting • Maintenance and monitoring of plantings to a “free to grow ” state. • Reporting to GW Eastern Parks Staff

5. PROJECT APPROACH

There are alternative approaches that could be used. These vary in their cost, management requirements and pathway to ecological restoration.

Standard approach to native forest establishment by planting - suitable for all areas

Site preparation: This will include:

- Spot weed control where localised areas of gorse or problem ecological weeds are present.
- Pre plant spot control of grass

Animal control: This will involve initial more intensive control to minimise risks from pigs, rabbits, hares and other animal pests. This will also involve checking and maintenance of boundary fences where necessary. Ongoing maintenance level animal control will be required throughout the early years of forest establishment. Control will be undertaken either by GW Biosecurity or contract animal control organisations, depending on availability and cost.

Weed control: Spot control of localised areas of gorse or problem ecological weeds prior to planting. Occasional spot control of any problem weeds will be required through the period until canopy closure.

Planting: Planting of small plug size container stock at 2500 stems per hectare will be used to achieve a final stocking of around 2000 stems per hectare. This may be reduced slightly where there are benefits in long term forest diversity. Natural forest regeneration processes in this area involve dense early establishment of manuka, followed by relatively rapid spreading of climax forest species into the area from adjacent seed sources. In order to replicate this, the early planting will be predominantly manuka. A small proportion of other species likely to establish naturally on the site such as kohuhu will also be included.

Maintenance: Release spraying will be undertaken in the first spring / early summer to minimise weed competition and maximise survival. As identified under animal control and weed control, above, ongoing maintenance control of animal pests and any problem weed growth will be undertaken.

Monitoring: Fixed monitoring plots will be established a planting and used to monitor survival and growth through to a “free to grow” stage at around year 4. Regular management inspections will also be undertaken to check on any emerging weed or animal control problems etc.

Free to grow: Once planting reach a point where they are well established after around 3-4 years they are relatively immune to animal impacts and are above usual weed growth. At this stage plantings are likely to be in the order of 2m tall and with a strong stem that is resilient to animal damage. Once this “free to grow” stage is reached, management is much less intensive, only involving occasional checks of any unexpected weed or other issues. Planting areas will be monitored and assessed to meet a free to grow requirement at which they can be considered fully established, signalling achievement of the project.

Enrichment: The site is surrounded by diverse mature forest including rimu, kahikatea, beech and a wide range of other canopy and emergent species. The bird spread species have spread through previous areas of natural regeneration. Because of this, enrichment planting may be more than matched by natural bird and wind spread establishment of climax forest species, so does not appear worthwhile. The level of natural enrichment can be monitored and enrichment planting undertaken if necessary. An allowance for enrichment planting is included.

Trialing and application of direct seeding on flats

This approach will involve largely the same requirements as planting natural forest - around initial weed and animal control, and maintenance - but varies significantly in the site preparation and planting. This approach will be limited to the flats where machine access is easy. The approach would also be trialed in the first year across a small area to confirm its performance. Groundtruth have undertaken some trials of this approach in other areas in the past, and have agricultural crop establishment expertise, so have experience in this type of approach. The following general steps would be involved, though they may vary slightly:

- Blanket weed control of grass areas to be established.
- Ploughing or disking
- Broadcast seed sowing.
- Monitoring and spot weed control

6. COULD THE PROJECT PROCEED WITHOUT LCA FUNDING

The grazing lease expires in May 2021, however it is uncertain whether this will result in the area being retired if LCA funding is not obtained. Without significant funding to support weed and animal control and forest establishment the area would be likely to be either re leased for grazing, or left ungrazed. Left in an ungrazed state the area would be likely to establish with a large gorse component, be relatively slow to move to full native species cover. The presence of weed species, particularly gorse, would also make the area unattractive for recreation and amenity.

7. TRACKING OF PROGRESS

The project includes regular reporting and monitoring, in line with the following schedule

Timing	Monitoring and reporting
Planting	Establishment of fixed monitoring plots
	Reporting of establishment details including species, numbers and area
Autumn	Re measurement of fixed plots in the autumn following planting and then for a minimum of 2 years following planting. Measure and report: <ul style="list-style-type: none"> • Survival • Height and diameter • Canopy cover
3-4 years following planting	Assessment that plantings are “free to grow” – i.e ahead of any significant weed competition or animal damage, and able to continue to grow with minimum management input.

8. CARBON REDUCTION

Carbon reduction will be achieved by ceasing of livestock emissions on the site and through carbon sequestration from landuse change to native forest.

Scenario	Activity	Unit	In GW footprint?	Amount/year **
Remove stock	<ul style="list-style-type: none"> Enteric Fermentation Beef Cattle 	Reduction of approximately 300 stock units. Equivalent to 42 cattle.* compared to business as usual	Y/N	-63
Retire and establish manuka	<ul style="list-style-type: none"> Sequestration by natural forest 	Tonnes of CO2	Y	-187.5
TOTAL				-250.5

Note: * This based on a broad estimate of the carrying capacity of this site, not on actual numbers of stock that have been carried by lessee. It is assumed that this current business as usual emission can be claimed as a reduction every year over the project life. **Average tonnes CO2 over period to 2050, across the entire 21.8 hectare area. Sequestration of natural forest is based on the NZ Emissions Trading Scheme look up tables.

This gives a total carbon reduction, from removal of livestock plus land use change to forest, of 250.5 tonne/yr over the 21.8 ha.

These are all within the GW carbon footprint. They involve a reduction in emissions through cessation of grazing and farming. They involve sequestration (negative emissions) through landuse change - establishing forests on pasture land.

There has been minor use of fertiliser, and this has a relatively small affect on emissions, so this is not included in the summary here. Stock units are calculated from the average expected stock carrying capacity from LUC broadscale mapping for the area.

Calculation of carbon sequestration was undertaken using the ETS look up tables for post 1989 forest, rather than the CIPA spreadsheet. The CIPA spreadsheet does not include values for hardwood forest. Annual carbon stock increases for post 1989 forest are used from the ETS look up tables.

9. COST

Business as usual

There are currently few costs associated with this site as it is leased for grazing. No management costs have been included

A lease revenue of \$4119 per year will be forgone.

Project costs

Two alternative costings are provided in the summary table below, depending on whether the whole area is planted, or the hill areas are planted and the flats are direct seeded.

Approach	Scenario A: All planted	Scenario B: Planting on hills, direct seeding of flats
Planning	\$9,000	\$9,000
Pre plant animal and weed control	\$7,000	\$7,000
Planting / seeding	\$239,800	\$136,300
Ongoing maintenance	\$30,000	\$30,000
Enrichment planting	\$21,800	\$21,800
Project management	\$22,500	\$22,500
Project reviews	\$7,000	\$7,000
Contingency (10%)	\$33,710	\$23,360
TOTAL	\$370,810	\$256,960

Assuming a project life from 2021 to 2050 (29 years). This would amount to the following approximate sequestration costs.

Scenario	Project cost / ha	Carbon per hectare	Cost per tonne CO ₂
A Planting native forest	\$17,010	333.2	\$51
B Planting on hills direct seeding on flats	\$11,787	333.2	\$35

Greater Wellington’s climate team calculations for Scenario B.¹

We estimate that the project would reduce Greater Wellington’s corporate carbon footprint by 0.2% of gross emissions by 2030 and 0.5% of its net emissions by 2030. The cost effectiveness of this proposal, at under \$28/t of CO₂-e exceeds the internal benchmark level of \$50/t CO₂-e, and the current trading price for standard emissions units in NZ (which is ~\$34/t of CO₂-e).

Corporate carbon footprint only	Cost/t CO ₂ -e savings as at 2030	\$116.47 /t CO ₂ -e
Forest only savings (Includes all costs but only forest absorption emissions decreases)	Cost/t CO ₂ -e savings at maturity	\$30.54/t CO ₂ -e
Corporate carbon footprint savings to 2030, forests at maturity	Cost/t CO ₂ -e savings	\$27.35 /t CO ₂ -e

Notes:

All costs of establishment, management, and contingency included. Assumes 21.8 hectares available for forest and eligible for carbon under ETS.

No account is taken of the revenue received from honey production.

¹ GW’s carbon calculations are calculated separately as methods applied here differ from the guidance. They can be found [here](#)

10.CO-BENEFITS

Biodiversity

This area adjoins diverse beech and tawa podocarp forests on the lower slopes of the regional park.

These areas have been classified by Singers et al 2019 (Forest Ecosystems of the Wellington Region) as originally tawa/kamahi/podocarp forest which is regionally endangered with only 22% of the original remaining. It is adjacent to areas classified as totara/matai/ribbonwood forest, and it is likely that the flat would have had some elements of this type. This forest type is regionally critically endangered with only 3% remaining.

This project will expand these forest types over the long term. This will significantly improve biodiversity in the local area, moving from a pasture to regenerating native forest over the period of the project.

The increase in forest area will increase habitat available for native birds and other native fauna.

Honey

The main species planted in initial forest establishment will be manuka. There is potential for manuka honey production from this site, particularly given the easy access.

Returns from manuka honey from a 2015 study in the ANZ Research Bulletin October 2015: "Manuka Honey – A Growth Story" indicated the following possible numbers for Manuka returns.

Honey yield	30 kg/ha
Honey price	\$60/kg
Share of apiary revenue	20%
Less operating costs	\$35/ha
Annual net income	\$325/ha

Honey certainly has potential to contribute some income but this will need to be further monitored and investigated over time.

Amenity & Recreation

Over the long term, establishing this area in forest will provide access to additional amenity in the form of flat native forest areas adjacent to the Kaitoke camping area. Walking tracks may be provided through the area over the long term.

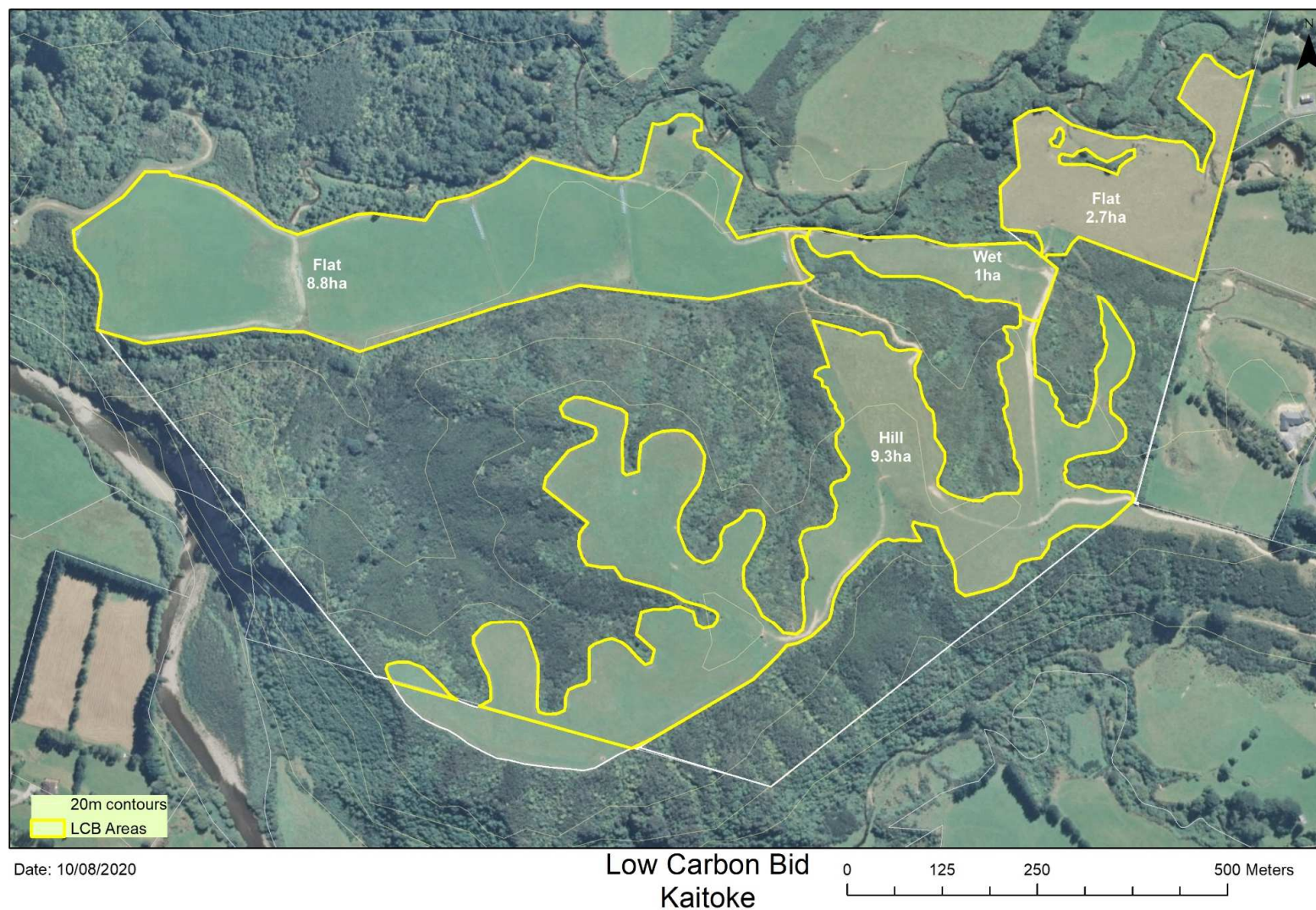
11.RISKS

Risks and risk management are summarised in the following table

Risk	Description	Level	Management
Pest animals	Pigs are currently an issue Hares and rabbits may be a problem	Moderate	Active control of pigs prior to establishment. This likely to remove this risk rapidly, but will require ongoing control over establishment period. Regular pest control for other species

Weeds	There is some risk of growth of gorse and other weeds competing with plantings. This is unlikely to be a major problem with good management	Low - Moderate	Through good site preparation and ongoing management of plantings this can be controlled.
Public concerns	Possible concerns over land use change and loss of flat pastoral land.	Low	This appears unlikely to be a significant public issue, and likely to be offset by interests in restoration.

APPENDIX 1: MAP OF PROJECT AREAS



Attachment 3 to Report 20.333

Design of the Low Carbon Acceleration Fund

Purpose of the Fund

1. To help spur a step change in Greater Wellington's activities to reduce emissions and put it on track to achieve Council's carbon reduction goals (primarily corporate carbon neutrality from 2030) by funding activities or initiatives that reduce net emissions more quickly and/or at a greater scale than otherwise would occur.

Initial period and Long Term Plan confirmation

2. The Fund will operate using borrowing for the first year (2020/21).
3. The level of borrowing budgeted for in the Annual Plan for 2020/21 will be \$2.0 million.
4. Further operation of the Fund is subject to Council approval following the consultation process for the 2021-31 Long Term Plan. This consultation will include seeking the community's views regarding the sale of Greater Wellington's free allocation NZUs to repay borrowing costs incurred by the Fund and/or create a cash reserve to support subsequent years of the Fund's operation.

Key elements

5. The Fund is open to bids for projects that would occur within Greater Wellington's operations and reduce its carbon footprint. This includes the Metlink bus fleet.
6. The aim is to allocate the entire Fund over a period of approximately four years (i.e. 2020—24).
7. Only the proportion of project costs that is additional to business as usual activity will be funded.
8. The Fund is partitioned so it is not fully monopolised by one type of activity, although this can be reviewed at any time if any part of the Fund is undersubscribed.
9. The Fund can be used for a small level of project development/feasibility studies as well as project implementation.
10. Quarterly, the Climate Emergency Response Programme Board will provide bids to the Climate Committee.
11. The Climate Committee will consider these bids, and recommend suitable bids to Council for approval.

Fund criteria for projects

12. Dollars of funding sought per tonne of CO₂e emissions mitigated is lowest (implementation projects only).
13. The project would not proceed without the extra funding.
14. The project will have demonstrable emissions impact, particularly for Greater Wellington itself.
15. The project has other wider benefits e.g. for biodiversity, contribution to freshwater outcomes.

Attachment 3 to Report 20.333

Design of the Low Carbon Acceleration Fund

16. The level of ongoing rates impact once the funding allocation has been used.
17. The project is of strategic importance to achieving Greater Wellington's corporate carbon reduction targets.
18. The project will help secure external funding for the project or related projects.

Split of Fund for 2020/21

19. Project implementation:
 - a Land sector (e.g. afforestation, land use change, wetlands): 40 percent
 - b Energy and other sources (e.g. EVs, renewable energy, waste): 40 percent
20. Project development/feasibility: 20 percent.

Administration

21. The climate change team within the Strategy and Corporate Planning department will:
 - a Develop the required documentation, including application forms and guidance
 - b Promote the Fund
 - c Work with activity managers to help them develop project bids/business cases
 - d Provide analysis to decision makers regarding the bids received.
22. The Climate Emergency Response Programme Board will review the bids and decide which to propose to the Climate Committee for its recommendation to Council for approval.
23. The Finance team will support all the necessary transactions and provide advice on financial strategy – in particular the opportune time to sell the free allocation NZUs.

Review

24. The Fund's details and settings, along with whether to hold or sell the free allocation NZUs, will be reviewed annually by the Climate Emergency Response Programme Board (the Board). The Board can suggest any adjustments to these matters to the Climate Committee, which may recommend any changes to Council for approval.

Council
24 September
Report 20.330



For Decision

Land management at Queen Elizabeth Park

Te take mō te pūrongo

Purpose

1. To seek Council approval to proceed to public consultation on the Greater Wellington Regional Council intention to offer a three-year grazing licence at Queen Elizabeth Park.

He tūtohu

Recommendations

That Council:

1. **Authorises** officers to proceed to public consultation on the Greater Wellington intent to offer a three year grazing licence over approximately 225ha of Queen Elizabeth Park.
2. **Delegates** to the Chief Executive the development and implementation of a consultation plan in conformity with the requirements of the Reserves Act 1977 (Reserves Act) that enables officers to maximise the value of the process.
3. **Notes** that the intention to offer a grazing licence is pending both the Climate Committee's endorsement and subsequent Council approval of a Parks Department application to restore and revegetate approximately 128ha of Queen Elizabeth Park, over a period of five years.
4. **Notes** that all relevant information, including public feedback received, will be reported to Council for final decision with officer recommendations as to whether the licence should be granted under the Reserves Act 1977.

Te horopaki

Context

2. The current grazing licence holder has elected not to exercise their right of licence renewal and will exit Queen Elizabeth Park (QEP) by 16 October 2020. The total area of land currently managed by grazing on QEP is 350 hectares.
3. Presuming that the Climate Committee's endorsement of the Greater Wellington Parks' application to the Low Carbon Acceleration Fund (LCA Fund) at its meeting on 22 September 2020 is followed by Council's approval at this meeting, Parks intends to immediately retire and commence restoration planning and implementation of 128ha

of this currently grazed land at QEP. This includes deep peatlands north of Waterfall Stream, inland dunes in the south, and further protection of existing wetlands. A map of the QEP LCA Fund application area is included as [Attachment 1](#). Restoration and revegetation over this area is estimated to cost approximately \$1.4 million over five years.

4. This will leave approximately 225ha of previously grazed land at QEP that will otherwise remain unmanaged following the exit of the grazing licence holder. This area comprises approximately half flat/rolling terrain and the other half being steeper dunelands. Almost all this area is in grass.
5. The land that is now QEP has been grazed since the mid 19th century and the practice continued following the establishment of the park as an entity in the mid 20th century. It has been a means of both securing income from the land and to help minimise the risks of fire and large scale weed infestations.
6. For approximately half this remaining land (the flat/rolling terrain), grazing is not the only management option. The risks of fire and weed infestations here could be controlled by mowing to baleage and in some areas to waste. However this would not be possible in the steeper dune lands.
7. The Draft Toitu te Whenua – Parks Network Plan is now open for formal consultation, closing on 23 October 2020. This will be followed by hearings, analysis, deliberation, amendments and approval of the final plan. At a point yet to be determined master planning will follow. As noted in the Draft, master planning processes will develop long term spatial blueprints or “what goes where” at QEP over time. This will guide environmental restoration, development or enhancement of recreation trails and facilities, use(s) of open space, and consider opportunities for commercial activities. Development of a master plan involves procurement of landscape architect services, extensive mana whenua and community engagement, to be informed by technical advice. At QEP this is expected to take a period of 6-12 months to complete.
8. In addition to casual use (walking, running, cycling, picnicking, etc.) there is a long history of recreational activity on QEP, including equestrian eventing, aeromodellers, cross country and orienteering, all of which occupy some degree of land on the park. Through the PNP consultation and master planning processes, new activities may be identified, or changes in the current range of activities and where these may occur.
9. Large scale phasing out of grazing over long term where it does not contribute to conservation or recreation outcomes is a key direction of the Draft Toitu te Whenua – Parks Network Plan. The Draft indicates that this will generally occur following the expiry of the relevant grazing licences. Other relevant directions include an intention to demonstrate good land care practice, and provide multiple ecosystem health, climate change mitigation and recreation benefits.
10. Until the Toitu te Whenua – Parks Network Plan is approved, the Parks Network Plan 2011 is the operative management plan for Queen Elizabeth Park. Related policies require that grazing activities which protect soil, prevent erosion, minimise sediment/nutrient runoff, are allowed where consistent with park outcomes and with good practice, and that reasonable public access is maintained.

11. QEP is a Recreation Reserve, owned by the Department of Conservation (DOC). Greater Wellington has been appointed as the 'administering body' for the park under the Reserves Act. Officers propose that a grazing licence be let under section 74 of the Reserves Act.
12. Parks has sought further advice to ensure that any grazing licence reflects the requirements of the Reserves Act and addresses public concerns expressed through consultation to date on the Draft Toitu te Whenua – Parks Network Plan. The advice underpins Parks' intention for any licence to allow grazing only (no pasture renewal) with the only regrassing to be done to repair worn areas. Additionally, the grazing licence would allow for public access throughout the licence area, excluding operational areas and for health and safety purposes. Due to climate variability and QEP's tendency for summer drought, it is likely that most grazing would occur from autumn to spring, and that breeding stock would not be located on the park.
13. The Reserves Act requires that a grazing licence on QEP must be publicly notified. In past years the relevant park management plan has served as the means of public notification. However, as the Draft Toitu te Whenua – Parks Network Plan signals a shift away from grazing, separate public notification is required. Submitters must be provided with at least one month to respond to a public notification, they must be given an opportunity to be heard, and officers must demonstrate that submissions are fully considered by Council.

Land management challenges at QEP

14. Climate change is expected to heighten the risk of wildfire across New Zealand, with the Wellington Region expected to see one of the most dramatic increases in the average length of the severe fire risk season.
15. The three main fuel types – grass, mixed scrub and gorse, and peatlands – are all found at QEP. All have different characteristics that create particular challenges in combating a fire, and all present a risk to life and other park values. In planning a "4 Rs" – Reduction-Readiness- Response-Recovery – approach to the threat of wildfire, one of the priority actions is to reduce the fuel loading. This reduces both the potential for ignition and the source of energy to sustain a fire once it has started. To date, the primary means of achieving this result has been through grazing. Through the master planning process, Parks will explore the opportunity for grazed or mown buffers, fire breaks and other methods to reduce the fire risk.
16. Proliferation of woody weeds such as gorse is one of several factors exacerbating the fire risk on the park. Others include rank and rapidly drying grass on dunes which accumulates over time, the temperate coastal climate, and a prevailing northwesterly wind. The Indicative fire spread map (Attachment 2) is based on actual weather and site data for a February summer's day at QEP.
17. Experience has shown that due to a lack of native seed source and thus no natural reversion, exotic weeds such as gorse and blackberry rapidly emerge to dominate the landscape following removal of grazing. A highly flammable legume, gorse, not only raises the fire risk but through its nitrogen fixing qualities it changes the naturally low fertility soils of QEP and potentially leaches nitrogen into the park waterways.

18. Blackberry is the second dominant weed species on the park. Scrambling over the ground and low plants, it forms dense, long-lived clumps and has an extensive rhizome system which is the primary means of spreading. It smothers most low growing plant species, inhibiting the establishment of native plant seedlings, and impedes access.
19. Recurrence and proliferation of both gorse and blackberry require control prior to native tree planting, incurring extra cost, time and involving extensive chemical application via aerial and/or ground based methods. To minimise these effects, Parks has sought to plan and implement native revegetation at QEP to minimise the transition time between grazing and planting.

Te tātaritanga

Analysis

20. In managing the fire risk, Parks considers firstly the safety of the visiting public, volunteers and licence holders, staff and contractors, and park neighbours. Fire also presents a risk to park infrastructure (power, water, buildings, structures) and the extensive areas that have already been planted over time. Utility and transport infrastructure – power lines, gas lines, railway line – are located either on or near the park. Fire also presents a risk to the park’s historic values, with the entire park being a registered archaeological site, and highly significant to tangata whenua. More recent history includes that of the US Marines’ World War II occupation, with the memorial site and restored hut being very much valued park features.
21. Over the longer term it is likely that some areas will remain open over time to create buffers for fire breaks, retain vistas, and allow for and protect utilities and current uses such as the eventing course and aeromodellers air strip.
22. Feedback from the community indicates a general desire to open previously closed areas of the park to public access. With this in mind, Parks proposes that a licence would include the following conditions:
 - a The public may access the entire park, except for operational areas, or those that are closed for safety purposes. (This is similar to the conditions applying at Baring Head).
 - b Allowed activities on the entire park include walking/ running, mountain biking and horseriding. However, as is the case in other parks, no dogs would be permitted on grazed areas or wetlands. (The remainder of the park offers numerous opportunities for dog walking).
 - c Suitable livestock such as sheep and young cattle which are tolerant of human contact. Their lightweight nature will also protect the dunes and minimise the potential for erosion.
 - d The grazing licence holder would control weeds in area under licence, thereby supporting public access and park amenity.
23. Historically, a grazing licence on QEP has been let via an open tender process, considering the longer timeframes and the intention to offer all those who may be interested the opportunity to participate. However, given the reduced term and scope

of the licence, it is appropriate that a more truncated process be undertaken where we select from known applicants with a track record and ask them to submit a proposal for consideration.

24. Should Greater Wellington decide to proceed with offering the licence post public notification then Parks would offer the grazing opportunity to current contacts, asking that proposals incorporate Assessments of Environmental Effects. Depending on timeframes these proposal(s) may be considered under the policies of the operative Park Network Plan (2011) or the approved Toitu Whenua – Parks Network Plan.

Nga kōwhiringa

Options

Option 1: Offer a grazing licence for a period of three years (this is the preferred option).

25. The licence would include approximately 225ha of land, indicated by the area of light green on the map in Attachment 1. This would effectively manage the risks of weeds and fire, and is expected to deliver much improved recreational access to the visiting public. Prospective licence holders would be provided with all relevant information and requested to provide a proposal and Assessment of Environmental Effects. Among other factors they would be expected to demonstrate how their proposal would minimise the environmental impacts of grazing on the park and to the visiting public.

Option 2: Mowing for baleage or to waste

26. Approximately 100ha of flat or rolling terrain (half the area under discussion) is accessible for mowing. To manage the fire risk, it is essential to remove as much mown material as possible; therefore, mowing for baleage is the preferred approach. The baleage would be cut 1-2 times per year, depending on the season. Large areas are involved, with multiple passes required. The tractors and other heavy machinery create some impact through use of fuel (emissions) and tracking on the park.

The other half of the land (around 100ha) comprising steeper dunes is inaccessible for mowing so grass and weed growth would continue unchecked in these areas, exacerbating the fire risk.

Option 3: No management of either grass or weeds is carried out.

27. As outlined above this would create significant and avoidable risks to people, infrastructure and park neighbours. This option also carries the potential to cause damage to Greater Wellington's reputation.

Ngā hua ahumoni

Financial implications

28. Under Option 1 a grazing licence is expected to deliver some financial return to Greater Wellington. In addition, Greater Wellington avoids the unknown costs of contracting and organising resource to carry out mowing / baleage operation on accessible areas. With conditions of the licence to specify weed control on the grazed area, Greater Wellington also avoids these costs. Farm related infrastructure is in good condition, and no capital expenditure is anticipated over the next three years. The

grazing licence holder would be responsible for maintaining infrastructure in the condition received at commencement.

29. Parks has not budgeted to receive any financial return from a licence following the exit of the current licensee.
30. Largely because the option has not been explored in depth, Parks can only roughly estimate costs and returns associated with cutting and sale of baleage. To be conservative it would be prudent to aim for cost neutrality. Because this option does not control weeds on the steeper dunes, Greater Wellington would incur expenditure in later years, and a longer lead in time prior to restoration activities.

Te huritao ki te huringa o te āhuarangi Consideration of climate change

31. The matter requiring decision in this report was considered by officers in accordance with the process set out in Greater Wellington's *Climate Change Consideration Guide*.
32. The proposed matter contributes to Council's and Greater Wellington's policies and commitments relating to climate change as the land management options presented here will result in greenhouse gas (GHG) emissions.
33. The GHG emissions generated from the proposed matter are estimated for each option. These are compared with the 2018/19 base year, which is the baseline for our carbon neutrality targets.
 - a Option 1: will result in GHG emissions of 1,011 tonnes of carbon dioxide equivalents (CO₂-e) per year. This option represents a reduction in emissions of 560 tonnes of CO₂-e per year when compared with the 2018/19 baseyear, reducing our corporate carbon footprint by 1.3 percent
 - b Option 2: will result in GHG emissions of either 8.6 tonnes of CO₂-e or 3.3 tonnes of CO₂-e per year. This option represents reductions in emissions of 1,564 tonnes CO₂-e and 1,570 tonnes CO₂-e per year respectively when compared with the 2018/19 baseyear, reducing our corporate carbon footprint by 3.7 percent
 - c Option 3: will result in no GHG emissions per year. This option represents a reduction in emissions of 1,573 tonnes of CO₂-e per year when compared with the 2018/19 baseyear, reducing our corporate carbon footprint by 3.7 percent.
34. The approach to reduce emissions from the preferred option over its lifetime is to reduce stocking rates and not allow pasture renewal activities to occur. There is an expectation that the area grazed will be further reduced following the expiry of the licence that would be issued subject to the decision made today, i.e. from 2024 onwards.
35. The impacts of climate change on the proposed matter over its lifetime will be addressed and resilience increased by reducing the allowable stocking rate and not allowing pasture renewal activities, and further reducing the area grazed from 2024 onwards.

Ngā tikanga whakatau Decision-making process

36. As noted in paragraph 9 the overall direction of the Draft Toitu te Whenua – Parks Network Plan is to phase out grazing upon cessation of current licences. An intention to offer a grazing licence does not clearly reflect this direction. Our advice is that GW must therefore publicly notify this intention, give the public given sufficient time to respond, and demonstrably consider those responses.
37. A recommendation for a decision will be brought back to Council subsequent to that consideration, based on all relevant information.
38. An Authorised Officer is then delegated the authority to enter into a licence agreement on appropriate terms and conditions.

Te hiranga Significance

39. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of this matter, taking into account Council's Significance and Engagement Policy and Greater Wellington's Decision-making Guidelines.
40. Officers recommend that this matter is of medium significance, as there is a history of particular public interest in it, there has been some media debate on the topic and it is somewhat inconsistent with the Council's draft parks network management plan.

Engagement

41. Engagement on the matters contained in this report aligns with the level of significance assessed. The following engagement processes are proposed:
 - a Preparation of the public notice, including essential information (licence term, area, public access)
 - b Consultation with mana whenua partners (Te Atiawa ki Whakarongotai, Ngati Toa Rangatira)
 - c Accompanying social media and media release
 - d Supplementary information on the Greater Wellington website.

Ngā tūāoma e whai ake nei Next steps

42. Following the decision, Parks would move to implement the public notification process.

**Ngā āpitihanga
Attachments**

Number	Title
1	Map of Queen Elizabeth Park
2	Fire spread map, indicating theoretical extent of fire spread in 1 hour during summer at Queen Elizabeth Park

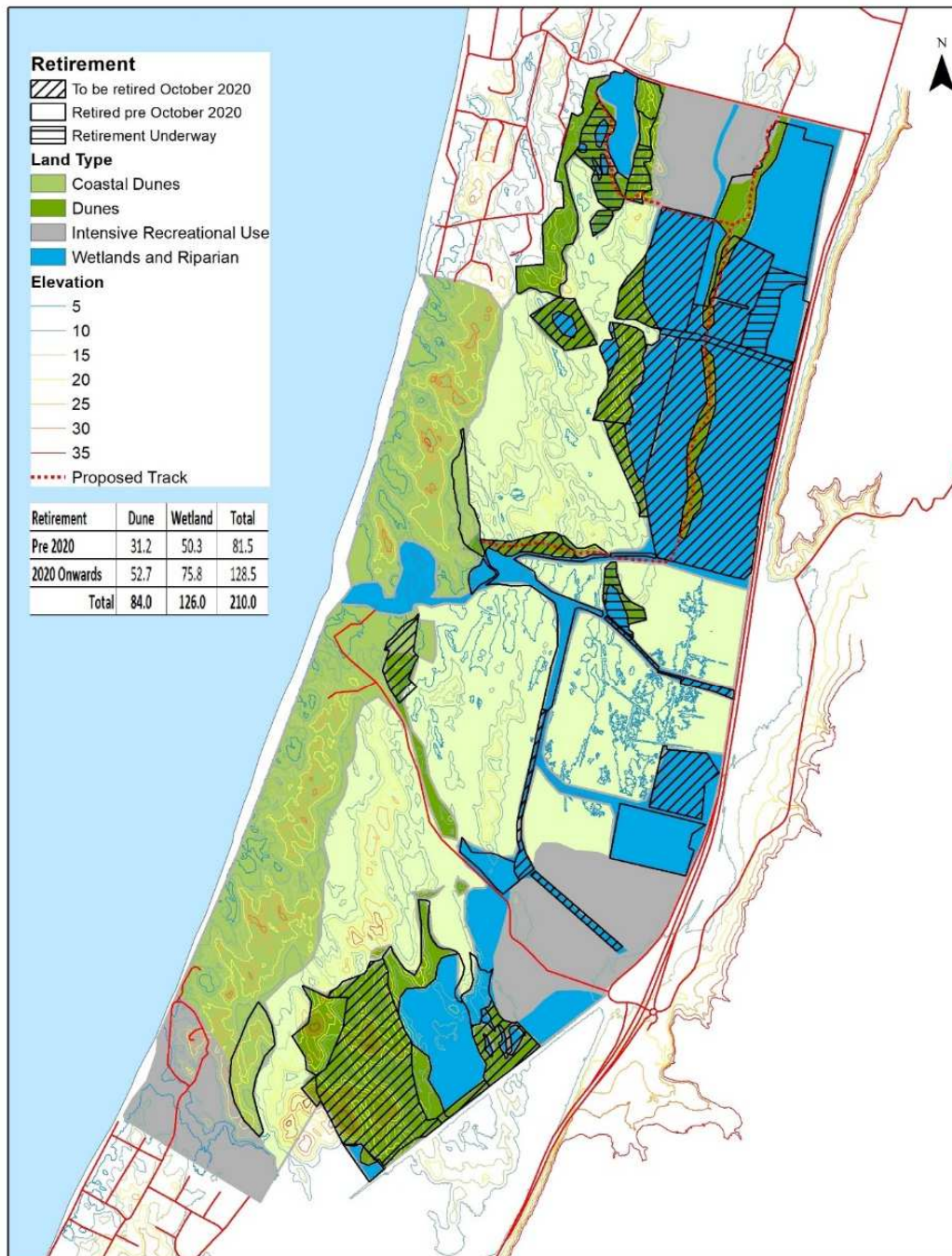
**Ngā kaiwaitohu
Signatories**

Writer	Amanda Cox, Manager, Parks Department
Approver	Al Cross, General Manager, Environment Management Group

<p>He whakarāpopoto i ngā huritaonga Summary of considerations</p>
<p><i>Fit with Council's roles or with Committee's terms of reference</i></p> <p>The authority to grant a grazing licence for a Recreation Reserve under S74(2) of the Reserves Act 1977 is delegated to officers. However this proposal is somewhat inconsistent with the Draft Toitu te Whenua – Parks Network Plan, hence Council approval is sought.</p>
<p><i>Implications for Māori</i></p> <p>Through pre-consultation on the draft Draft Toitu te Whenua – Parks Network Plan, mana whenua iwi have indicated their aspiration that the natural values of Queen Elizabeth Park, and that is reflected in the Draft Plan. The relatively short term low impact nature of this proposal is intended as a transitional arrangement, to minimise risk to the park values.</p>
<p><i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i></p> <p>This proposal is consistent with the operative Parks Network Plan 2011, and consistent with the TTW-PNP policy of minimising impacts through transition of land management.</p> <p>This initiative is intended to generate a level of financial return to Greater Wellington through a grazing rental, maintenance and upkeep of infrastructure, and land management. This will in turn minimise Greater Wellington exposure to unbudgeted cost over-runs.</p>
<p><i>Internal consultation</i></p> <p>The proposal has been discussed at length within Greater Wellington, and has the support of the Climate Change Programme Lead.</p>
<p><i>Risks and impacts - legal / health and safety etc.</i></p> <p>The preferred option presents some risk of community resistance to continuation of grazing on Queen Elizabeth Park. Conversely other stakeholders and members of the public have expressed concern regarding possible removal of grazing post-October and the implications of that for access, weed control and fire risk.</p> <p>Officers are working on a comprehensive communications plan, to ensure that both the intention and the underlying rationale are clearly stated, and community concerns are appropriately addressed.</p>

Attachment 1 to Report 20.330

Map of Queen Elizabeth Park LCA Fund application area



Date: 31/07/2020

Low Carbon Bid
Restoration Areas

0 250 500 1,000 Meters

Attachment 2 to Report 20.330

Fire spread map, indicating theoretical extent of fire spread in 1 hour during summer at Queen Elizabeth Park



Council
24 September 2020
Report 20.350



For Decision

PROPOSED PAKAKARIKI SURF LIFESAVING CLUB LEASE

Te take mō te pūrongo

Purpose

1. To present a proposal for a new lease for Paekākāriki Surf Lifesaving Club (PSL) in Queen Elizabeth Park and seek approval for a period of public consultation.

He tūtohu

Recommendations

That Council:

1. **Agrees** to put forward the Paekākāriki Surf Lifesaving Club lease proposal for public consultation under section 49 of the Conservation Act 1987 (the Act).
2. **Delegates** to the Chief Executive the development and implementation of a consultation plan in conformity with the requirements of the Act that enables officers to maximise the value of the process.
3. **Notes** that all relevant information, including public feedback received, will be reported to Council for final decision with recommendations as to whether the concession should be granted under the Act.

Te tāhū kōrero

Background

2. PSL has operated with club room facilities in the Queen Elizabeth Park for over 30 years. Their current lease has expired and the building has reached the end of its asset life. Ongoing coastal erosion means replacement of club facilities on the same site is not sustainable.
3. The coastal area where PSL's club room is currently located is subject to the ongoing effects of climate change, including coastal erosion. PSL has investigated a number of sites over the past three years in liaison with Greater Wellington officers, and has sought advice from KCDC in relation to suitable sites for a new club room. The current proposed site is inland from previously proposed sites and is based on Greater Wellington officer advice. It is considered by to be sustainable in the longer term. Officers briefed the Environment Committee at a workshop about PSL's proposed new facilities on 11 June 2020.

4. Queen Elizabeth Park is classified as a Recreation Reserve under the Reserves Act 1977 and is Crown Owned land, controlled and managed by Greater Wellington. Lease and licence proposals are subject to the Conservation Act 1987. The operative management plan for the park, the Parks Network Plan 2011 (PNP), is developed and approved under the Reserves Act 1977.
5. For Council decision-making purposes, the lease proposal is subject to Conservation Act, Reserves Act and Park Network Plan processes. These require that significant and high impact proposals to encompass assessment of environmental impact or effect and minimisation or mitigation measures. The Conservation Act is purely environmental, and the assessment of environmental impacts is central to assessing concession proposals and granting of leases or licences on Crown owned land.
6. Issues relating to the Resource Management Act 1991 (RMA) and its associated policy statements and plans are relevant to whether the proposal eventually proceeds. However, these processes operate in parallel to the application under the Act in that the grant of a concession does not absolve PSL from applying for appropriate resource consents requiring due consideration of these additional requirements. Any decision made by Council to grant the concession would, therefore, need to be subject to PSL's compliance with RMA requirements and obtaining the appropriate consents.

Te tātaritanga Analysis

7. PSL has identified that they would like Greater Wellington to progress the assessment of their lease proposal as quickly as possible so that they can commence fund raising for their new facility building in the summer operating season, if possible. Greater Wellington officers have considered this in developing this report and associated recommendations.
8. PSL has submitted a lease proposal (**Attachment 1**) encompassing new club house concept plans and number of supporting documents. Refer.
9. Officers have undertaken an initial assessment (**Attachment 1**) considering the requirements of the Conservation Act and Parks Network Plan 2016 (section 7.4).
10. Officers consider that some of the information provided by PSL is not of a sufficient standard to enable officers to complete the assessment at this time. In particular, the Assessment of Environmental Effects (AEE) lacks required information. Officers have sought further information from PSL relation to Assessment of Environmental Effects (AEE) under Section 17SD of the Conservation Act. Refer to the preliminary recommendations outlined in **Attachment 1**.
11. When making decisions under the Act, Council must engage in a two-step process in order to conform to the requirements of the Act. The first step is to decide whether to put forward the proposal for public consultation and the second is to make the decision as to the grant of the concession based on all relevant information, including the AEE and any public submissions.
12. The Act does not prescribe how to publicly notify a proposal other than, relevant to this proposal, setting a minimum period for the submission deadline and requiring that

submitters be provided the opportunity to be heard in person should that be requested. This means that Council may agree to put forward the proposal for public consultation even if additional information needs to be provided by PSL as described above.

13. However, as with all consultation, the process should be meaningful. Officers recommend, therefore, that Council delegate the development and implementation of a consultation plan to the Chief Executive to maximise the benefit of the consultation process. The proposed delegation would enable officers to progress the application but also manage other dependencies related to separate works within Queen Elizabeth Park (noted below) as necessary and request an updated AEE from PSL.
14. In addition, officers could identify and target particular stakeholders should this be considered necessary and, depending on PSL's response to the request for additional information, set the time when public notification will start to ensure that as much relevant information as possible is provided to the public to enable considered submissions. Importantly, it would enable officers to respond appropriately and proceed with more limited information should PSL not provide additional information.
15. After a public notification process has been completed and reported to Council, and a final determination can be made as to whether or not to grant a lease to PSL.

Ngā hua ahumoni

Financial implications

16. Financial implications of additional infrastructure work in the park required to support the new PSL lease proposal have not yet been identified. Council Report 2019.456 – Final Coastal Erosion Plan for Queen Elizabeth Park – considered by Council at its meeting on 2 October 2019, for adoption of the Queen Elizabeth Park Coastal Erosion Plan, does not identify costs associated with implementing the plan; *'The decision has no impact on the Council's capability and capacity prior to the development of the Long Term Plan 2021-24'*. Development of the LTP is now in progress with additional funding being sought for park infrastructure, i.e. additional toilets, road widening, car park construction, restoration activity and ranger's residence construction.
17. Greater Wellington's costs associated with track widening to accommodate surf lifesaving club vehicles, parking and road changes and site rehabilitation works in the area where the current club building is located (after removal) are not known at this stage. The Parks Department is preparing a 'restoration and landscape plan' to implement the Queen Elizabeth Park Coastal Erosion Plan 2019. All relevant costs with road and building decommissioning of current club assets and infrastructure are to be covered by the club. The construction, upgrade and restoration works associated with the shared use track will be at Greater Wellington's cost. This reflects the shared use nature of the track and that the greater use will be from park visitors accessing from the nearby campground, village and park car parks.

Te huritao ki te huringa o te āhuarangi

Consideration of climate change

18. This proposed matter contributes to Council's and Greater Wellington's policies and commitments relating to climate change as it concerns adapting to coastal erosion. (Greater Wellington Climate Change Strategy 2015 objective 2: 'Risks from climate change-related impacts are managed and resilience is increased through consistent adaptation action and planning based on the best scientific information').
19. The proposed matter will not impact Greater Wellington's corporate emissions but will have an impact on regional emissions through the capital works required to construct the new club building, and then operate it. However, there is no information provided with the lease application to estimate the emissions' impact of the new building.
20. No approach is being applied by the Council to reduce emissions. Responsibility for taking measures to reduce emissions from the new club building over its lifetime will rest with the applicant, should the lease be granted.
21. The impacts of climate change on the proposed matter over its lifetime are addressed and resilience increased by considering the following:
 - a Climate change impacts are already having a significant effect on the coastal area of the park. This project is occurring in response to the threats from coastal erosion and sea level rise, and involves a managed withdrawal of assets and infrastructure from the coast. The new site has been selected after consideration of climate change impact projections, and will be located behind the next line of dunes in order to ensure coastal hazards are minimised and natural coastal processes can continue without the need for interventions; [Attachment 1](#) refers.
 - b Climate change considerations were the focus of the Queen Elizabeth Park Coastal Erosion Plan (Report 2019.456), considered by Council on 2 October 2019. The report identifies that *'Over recent years the coastline of Queen Elizabeth Park (QEP) has been subjected to numerous extreme weather events, causing significant issues with coastal erosion of not only sand dunes but also tracks, roadways and park infrastructure'*.
 - c The Parks Department's proposed restoration plan, to implement the QEP Coastal Erosion Plan, is expected to include an assessment of environmental impacts and actions to reduce the threats posed by ongoing erosion of the coastal area.

Ngā tikanga whakatau

Decision-making process

22. The matters requiring decision in this report were considered by officers against the decision-making requirements of Part 6 of the Local Government 2002.

**Te hiranga
Significance**

23. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of the matters for decision, taking into account Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*. Officers consider that this lease proposal is of high significance to the Kāpiti Coast community given the high public interest in Greater Wellington taking climate action and the costs associated with those actions.

**Te whakatūtakitaki
Engagement**

24. As they are relevant to the decision before Council, engagement requirements are outlined above.
25. Consultation and engagement activities are expected to include public notice, media release, social media, site notices, community notifications and subject to COVID-19 restrictions a number of face to face engagement activities.

**Ngā āpitihanga
Attachments**

Number	Title
1	Parks Network Plan 2016 Assessment Of Restricted Activity – Application For Paekākāriki Surf Lifeguards Clubrooms Long Term Lease at Queen Elizabeth Park, including Paekākāriki Surf Lifeguards proposal documents

**Ngā kaiwaitohu
Signatory/Signatories**

Writers	Fiona Colquhoun, Parks Planner Deborah Kessell-Haak, Senior Legal Advisor
Approvers	Tracy Plane, Manager Strategic and Corporate Planning Al Cross, General Manager Environment

<p>He whakarāpopoto i ngā huritaonga Summary of considerations</p>
<p><i>Fit with Council's roles or with Committee's terms of reference</i></p> <p>Council has delegated approval under the Conservation Act to consider and grant concessions in Queen Elizabeth Park.</p>
<p><i>Implications for Māori</i></p> <p>The Club is proposing to consult with mana whenua; Ngati Toa Rangatira and hapū Ngāti Haumea. There is Ngati Toa owned land nearby within the park and opposite the proposed concession lease area.</p>
<p><i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i></p> <p>Greater Wellington costs associated with this proposal and the associated Queen Elizabeth Park coastal erosion plan will be considered in the Council's long term plan. The proposed new club lease area is identified in the Draft Toitū Te Whenua Parks Network Plan 2020-30 currently being publicly consulted on.</p>
<p><i>Internal consultation</i></p> <p>Officers in Environmental Science, Biodiversity and Policy were engaged in the assessment of the proposal, as well as Strategy, Legal and Procurement, communications and engagement and external consultants Jigsaw Property Group.</p>
<p><i>Risks and impacts - legal / health and safety etc.</i></p> <p>Legal advice has been sought and outlined in this report and is central to its recommendations.</p>

TO Al Cross, General Manager Environment Group

COPIED TO Luke Troy, General Manager Strategy
Tracy Plane, Manager Corporate and Strategic Planning
Wayne Boness, Principal Ranger Western Sector
Ali Caddy, Team Leader Biodiversity
Philippa Crisp, Team Leader Terrestrial and Ecosystem Quality
Matt Hickman, Manager Environmental Policy

FROM Fiona Colquhoun, Parks Planner

DATE 31 August 2020

FILE NUMBER PKPL-4-743

Parks Network Plan 2016 Assessment of Restricted Activity – Application for Paekākāriki Surf Lifeguards Clubrooms long term lease, Queen Elizabeth Park

Purpose

To review and make recommendations on the proposal from Paekākāriki Surf Lifeguards (PSL) for a new lease area in Queen Elizabeth Park (QEP) to build a club room and run associated activities.

Background

The Club has an expired lease for their current site and building located in southern end of the park, accessed from The Parade entrance. The land is subject to ongoing coastal erosion and the club building has reached the end of its asset life.

Parks Network Plan assessment

This assessment is based on the requirements of the operative management plan for the park; Parks Network Plan 2016 and Conservation Act requirements. A new draft management plan for regional parks has been prepared; draft *Toitū Te Whenua Parks Network Plan 2020-30*.

Description of proposed activity

The Club is seeking a new lease of a site further inland accessed from the Wellington Road park entrance. The Club's application outline of the proposed activity is summarised as follows:

- The total area of land requested for leasing, and extent of land beyond the building footprint is not identified in the application.
- In Greater Wellington correspondence to the Club, the building footprint area is defined as commencing '85m from mean high water mark and no closer than 50m from the closest part of the Wainui Stream'. The Club's application reflects this in Application Document 2, page 18 and provides two location maps for the proposed club building. These appear to reflect this location but this cannot be precisely determined from the information provided at this stage. The maps have no scale and the imagery is not clear.
- A Club building which will '*primarily be a surf lifesaving rescue centre that is equipped to provide quality patrols and 24/7 call out services*' and a '*summer school holiday seven day a week service*'.

- *'Parking and access'*. An area for development for 20 car parks is identified, plus *'additional parking for events would be on the park beside the new building which would cater for 500+ vehicles'*.
- *'Signage in the park to identify where the building is located'*
- *A permanent or mobile control tower*, although it has not been decided if this is necessary at this time.
- The Club room building *'design will allow for community and public use which will also provide additional income to fund ongoing costs. Although not the core business we will provide as much community integration as possibly to maximise the use of the building'*.
- *'A (public) change area can be added to the new building, but the cost will need to be met by GWRC or KCDC'*. Not required at this time due to the existing GWRC public toilets.
- *'Beach access and signage is also very important to the public. This will be developed as part of the GWRC park landscaping plan'*. Greater Wellington's draft landscape plan (Document 6) indicates that a two metre wide track through the dunes is proposed. The club proposal identifies this as being used by pedestrians and club All-Terrain Vehicles (ATV) and equipment.
- *'Exterior (building) design features – again, pending consultation with key stakeholders – will also be mindful to honour village history. A large amount of exterior wall space is prime real estate for the likes of murals, wayfinding/maps, and information'*

The Club is seeking a 35 year lease *'to ensure there is consistency of service'*.

The application comprises the following documents:

- Cover letter
- Lease application and description of activities
- Club building and park surround landscape concept plans
- *Environmental Impact Assessment, January 2016. 4Sight Consulting*. Note this is incomplete - GWRC is requesting further information relating to this prior to public consultation
- *Archaeological Assessment of Proposed Earthworks Associated with Proposed Building Development, January 2016, reviewed September 2020. Subsurface Ltd*. Note this document does not reflect the site proposed
- *Erosion Hazard Assessment, April 2018. Urban Solutions*
- Greater Wellington Draft Landscape Plan provided by Greater Wellington parks staff for consideration with the application
- PSL Presentation to Council workshop 11 June 2020

Legal status

The land is owned by the Department of Conservation, with GWRC appointed to control and manage. It is classified as Recreation Reserve under the Reserves Act (RA). The management plan for the park is made under this Act. The operative management plan is the Parks Network Plan 2016.

The proposal is located on Crown land and the lease application is subject to part 3B of the Conservation Act (CA). A lease will be made under the CA. The Act requires assessment of environmental effects to be submitted which reflect site sensitivity. A two month (forty working days) public notification period is required.

It is also subject to the requirements of the management plan for the park which is made under section 41 of the Reserves Act 1977. Both the operative management plan, the Parks Network Plan 2016 and the Conservation Act requirements must be considered in assessing this lease application.

A new management plan for the park has been drafted. A new management plan, draft *Toitū Te Whenua Parks Network Plan 2020-30*, has been prepared and is being publicly consulted on at the time of this assessment. The Club's proposed lease has largely been assessed based on the current operative management plan, however ideally it would also align with the draft management plan, to avoid additional requests for information at a later point.

The area is zoned Open Space in the Kapiti Coast District Council District Plan.

Consistency with reserve classification and relevant legislation

Recreation Reserve classification requires uses of the park to be for purposes including providing areas for the recreation and the enjoyment of the public, for the protection of the natural environment and beauty of the countryside, with an emphasis on retention of open space and outdoor recreational facilities.

Structures and buildings to support recreation activities and public enjoyment of the park are considered appropriate uses. Surf lifesaving club use with a club building are generally consistent with the reserve classification as recreation reserve under the Reserves Act. This proposal is for the replacement of an existing facility within the park.

Consideration of the application under the GWRC Parks Network Plan (PNP)

The Parks Network Plan (PNP) identifies that building structures and fill or cut of earthworks greater than 10m are 'Restricted activities'. Restricted activities are assessed on a case by case basis and *considered on its individual merits, compatibility and appropriateness to the location*. Applications may be declined or approved subject to a range of conditions. All applications for restricted activities are publicly notified when the term exceeds ten years. Section 7.4.5 describes the information required to be submitted with an application for a Restricted Activity.

A new management plan, draft *Toitū Te Whenua Parks Network Plan 2020-30* identifies that all Restricted Activities are required to submit an assessment of environmental effects (AEE). Appendix two is an AEE Guideline for applicants. Appendix 3 is the Restricted Activity Application guide. It reflects the 2016 operative plan and adds the following requirements for applicants:

e. Quantification and identification of how any greenhouse gas emissions and impacts will be avoided, minimised and mitigated in order to comply with Greater Wellington's Carbon Neutrality and Sustainability policies

f. Identification of business management sustainability practices including procurement and waste minimisation.

The club's proposed site and facility is foreseen in the draft management plan. The QEP section references it as '*New Paekākāriki Surf Lifesaving Club room supporting community uses*'. It identifies the *Paekākāriki picnic area (Activity space)* as a proposed 'key destination' picnic space for consideration during master planning.

Consistency with park characteristics and policies and strategic fit

The PNP identifies the following key aspects of QEP for protection and enhancement:

Natural values

- *Protect the park's key landscape features and values from inappropriate use and development, specifically the beach from Raumati to Paekākāriki*

- *In-stream values of Whareroa and Wainui streams and associated wetlands catchments*
- *Preserve the coastal ecosystems, dunes, wetlands and bush remnant. The coastal and inland dunes are identified as being significant indigenous environmental areas and features*
- *Undertake ecological restoration in conjunction with community groups at the following locations; The coastal dune formation along the length of the park for erosion control and to restore habitat*
- *Provide for managed shoreline retreat*

Cultural and historic heritage values

- *Protect significant cultural heritage values and features relating to Māori, early European settlers, and WWII US Marine occupation*
- *Recognise the historical occupation of the area by both European settlers and Māori*
- *Recent history of European occupation, early settlement, farming, military camps*
- *Significant occupation site for local Māori with associated features, including pa and middens*

Recreation / community values

- *Coastal setting of a tranquil nature*
- *Wide range of recreational opportunities, including walking, swimming, picnicking, bicycle rides, camping and community events*
- *Restoration plantings in wetlands, dune areas and bush remnant*
- *Ensure any new partnerships contribute to advocacy, restoration or education outcomes for the park*

The proposal is generally consistent with the park characteristics and policies. There are a number of recreation club facilities on the park and the existing PSL Club room has been located on the park since 1964. The coastal dune environment is highly sensitive to impacts from use and ongoing erosion.

The proposed site, inland from the existing building footprint and behind the coastal fore dune has been identified by the Club in liaison with Greater Wellington officers.

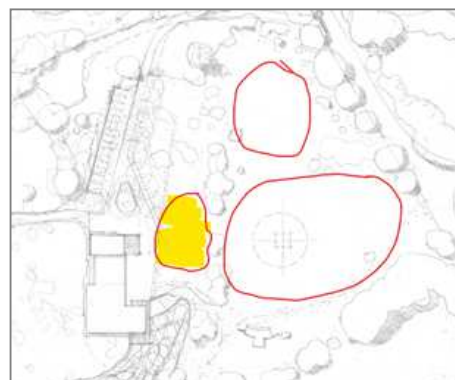
Provided track access through the dunes is limited and construction managed with lease conditions, the impacts on the dunes and cultural values should be able to be minimised. Vegetation of the lease area is limited to exotic grasses. Archaeology may be present.

Native vegetation landscaping proposed with the new club building and lease area is likely to support habitat enhancement and be consistent with PNP objectives for restoration.

Effects on the park, environment, park infrastructure and park users

Recreation use impacts

The proposal will have some impact on existing park uses particularly in summer peak periods. The proposed site is currently a picnic and open grassy play space used by dog walkers, picnickers and has a direct beach access track used by people staying in the Paekākāriki Holiday Park opposite the site. Greater Wellington's Queen Elizabeth Park Coastal Erosion Plan 2019 identifies the area proposed for the Club's facility as being part of 'Grassed open spaces of different sizes with picnic tables, toilets, shade, and open space for flexibility and choice for large and small groups'.



Parking for event as proposed (500+ vehicles) will have some impact on general park recreation use for people visiting by motor vehicle. The Club has subsequently clarified this as follows:

The reference in the report was not about building capacity or legal requirements. According to KCDC roading team, based on the capacity of the building we would need approximately 136 parks for the facility (better modelling is yet to be done). They did not know at that stage if this was required as the area in the park was outside KCDC jurisdiction so fell under GWRC. We are unsure at this stage of what rules will be in place.

What we do know is there is ample parking on the park beside the proposed club for additional event parking which has been expressed in the report.

“We would need to provide 20 car parks for members for club and patrol operations. We would develop 3 car parks near the club for disability use. Additional parking for events would be on the park beside the new building which could cater for 500+ vehicles.”

The space in yellow is shown in our plans with 50 cars. If parking was required for a larger scale event the other areas in red could be used (and have done in the past) which could accommodate 500+ vehicles.

Parks department officers advise that ‘Club staff/patrol parking will have minimal impact as the site has been selected as currently in a section of grass that is not used by the public. The large grass area for event parking will be a managed via parks staff/club process, this has been the case for many years across a range of events, not just club events without displacing other park users. Beach goers use other park car parking within the park, KCDC areas or walk from the campground, the landscape concept ensures the walking access is maintained, this along with good traffic management practices are key in maintaining this’.

The park is large and the proposed Greater Wellington master planning process can be used to identify other locations for impacted recreation activities.

Natural environment impacts

The September 2020 4Sight report does not have enough detail regarding the mitigation of environmental effects as per the DOC table.

Quantitative measures of reduction of or damage to native biodiversity are need to reflect size and scale.

Assessments for Fauna are required to reflect the lack of effects.

Habitat type and composition loss needs to be identified and quantified, in order to assess.

Explanations required to support no “no increased threat” including the increased number and width of pathways through the dunes.

Discharge of pollutant or objectionable odours. There is no mention of sewage odours (It is planned for the public to use the facility) or the discharge of chemicals from wash bays or fuels etc.

Damage, disturbance or modification to aquatic life or stream habitat. There is no assessment of the effects of the proposed principal vehicle access onto the estuary of the Wainui stream.

Discharge of pollutants, including sediment to waterways e.g. diesel spills. Given the porous soils more information is needed to assess discharge to land. The applicant has not responded to potential biosecurity threats

Possible impacts of the proposed two metre wide track through the dunes for Club vehicles and equipment, widening existing track are not detailed in the AEE supplied.

Proposed Natural Resources Plan

Damage, disturbance or modification to aquatic life or stream habitat. There is no assessment of the effects of the proposed principal vehicle access onto the estuary of the Wainui stream.

There is no detail of discharges to land, Wainui stream from boats and equipment wash down.

There is no mention of sewage odours (It is planned for the public to use the facility) or the discharge of chemicals from wash bays or fuels etc.

The applicant has not responded to the Proposed Natural Resources Plan

New Zealand Coastal Policy Statement

The applicant has not responded to the New Zealand Coastal Policy Statement

Climate change

The Wellington region has one of the highest rates of sea level rise in the New Zealand, enhanced by regional tectonic subsidence. The rise in sea level is adding to long term coastal erosion along the southern Kāpiti Coast. This proposal is a recognition of the precarious position of the existing clubhouse and is in line with policies in the Regional Policy Statement and Proposed Natural Resources Plan to avoid development in high hazard areas.

SLUR data

As land is developed in New Zealand, it is important to know where contaminated (or potentially contaminated) land is located. This is administered under the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (NESCS). Land in the Wellington region where hazardous substances have been used, stored or disposed of is recorded on our Selected Land Use Register (SLUR). In this case the applicant needs to complete a Preliminary Site Analysis, a desktop assessment to check whether the land is or is not at risk of having unexploded ordnances (UXOs). If it is demonstrated that it is not at risk (i.e. aerial photos, and use of the GWRC report on the SLUR file), then the NES will not apply. If it was at risk, then it may still be a permitted activity under the NES, but would need to follow the permitted activity controls.

Greater Wellington Queen Elizabeth Park Coastal Erosion Plan 2019

The Greater Wellington QEP Coastal Erosion Plan Report 2019.456, presented to Council on 2 October 2019, identifies that *'Over recent years the coastline of Queen Elizabeth Park (QEP) has been subjected to numerous extreme weather events, causing significant issues with coastal erosion of not only sand dunes but also tracks, roadways and park infrastructure'*. The Coastal Erosion Plan identifies that the current club facility *'lies within the erosion zone. A 2018 Erosion Hazard Assessment recommended retreat to a site east of the foredune'* and *'under threat from storm surge'*. Under the heading 'Strategic retreat from the erosion zone', the report identifies *Removal of structures on the seaward side of the foredune - toilet block, carparks, asphalt ring road, picnic tables, coastal trail and surf club*. Under the heading 'Replacement facilities' it identifies *'Replacement surf club building with parking, accessed at the driveway entrance to Budge House'* with a map location as identified in the Club's proposal.

The report references restoration work as *'Dune restoration to enable natural coastal processes and dune renewal - removal of hard and fill material, reinstatement of toe of foredunes, planting using native sand binding species such as spinifex, pingao, sand coprosma, sand tussock etc. (see page 14 for examples of foredune restoration)'* and maps the area as illustrated.



PKPL-4-744

The Coastal Erosion Plan identifies a range of other infrastructure relocation proposals and coastal erosion related works including restoration plantings. The plan does not identify any changes that would widen the track through the dunes. Refer image.

The Parks Department advise that a detailed 'restoration plan' is being developed to implement the Coastal Erosion Plan 2019. This restoration plan must address the environmental effects of the proposed track widening to enable surf lifesaving vehicle access to the beach.

The Parks Department advise that the restoration plan *'sits alongside the landscape plan¹, it covers the entire retreat programme, dune shaping and restoration programme including the surf club area. It is being prepared by a coastal restoration expert and will form part of our resource consent/outline plan applications. The club will use the information as part of its consenting processes as well. It is being prepared by a GW engaged consultant working in conjunction with our landscape architect'*.

Extent the proposal affects current or future public access and affects others

There may be some additional noise impacts on neighbouring residential amenity and Paekākāriki Campground residents from club or associated sub-leasing operations. Lease conditions relating to minimising noise impacts on others are recommended.

There will be visual amenity changes for the park entrance area and park neighbours. Landscaping proposed may minimise impacts. Lease conditions can require native vegetation nett gain to minimise natural landscape effects.

There will be additional vehicle and pedestrian movements in the Wellington Road entrance from the club's new site and activities. During Club events, if 500+ vehicles are parked in the park as proposed, general park users parking is likely to be limited. Traffic management may require additional supervision.

Greater Wellington's proposed park master planning processes (as outlined in the draft *Toitū Te Whenua Parks Network Plan 2020-30*) will need to investigate and consider possible additional parking areas for events. Wellington Road outside the park may see an increase in club related parking during events.

Ngāti Toa Rangatira owned land classified as recreation reserve is close to the proposed lease area within the park. It is not clear at this stage what future uses or intensions are for this site. In discussions with local hapu, Ngati Haumia in 2018 during park network plan consultation, a desire for meeting or gathering facilities was expressed.

Benefits for the park, visitors and community

The Club's proposal identifies a desire for use of the proposed new club building by community members through periodic rental. They identify a high level of support for their operations from the community including fundraising support from the Kāpiti and Wellington communities for the new clubrooms.

The club has been established in the park for many years. It is an important service in in the local community. The new site and club room may provide additional benefits for park users from sub-leasing activities. Possible bike hire or event use is suggested.

Beach users and swimmers benefit significantly from the surf lifesaving services the club provides. Club presence in the park supports general park recreation use and safety in emergency response when there are many trained first aiders present during club activities.

¹ The 'landscape plan' is the QEP Coastal Erosion Plan 2019

The club's activities provide volunteering opportunities which are known to support physical and mental health and wellbeing. The club's activities provide opportunities for social connection and shared purpose.

Consultation with mana whenua

The PNP requires consultation or involvement on planning matters which include RMA consents to be undertaken with mana whenua. The club has indicated that they will be seeking a letter of support from mana whenua, Ngati Haumia.

Consideration of alternative locations

The activity is coastal location dependant. A number of sites have been investigated by the Club and Greater Wellington:

1. An initial site was proposed by the club cutting into the fore dunes behind the current building footprint. This site was identified as having very high impact on coastal dunes and unsuitable by Greater Wellington.
2. A revised site was proposed in front of the foredune, behind the current building footprint. A meeting with Greater Wellington and KCDC officers was held to discuss the site and the club sought specialist advice in relation to long term projected coastal erosion impacts. This site was deemed unsuitable.
3. The current proposed site behind the foredune was then identified by Greater Wellington in liaison with the Club as the most sustainable site in the longer term. This site is reflected in Greater Wellington's Coastal Retreat Plan for the park.

The Club's proposal (Lease application and description of activities) outlines consideration of these site as well as alternative locations to Paekākāriki. The Club has identified that their operations extend to other satellite surf lifesaving locations within the park including the beach at Whareroa Road.

Degree to which applicant promotes appropriate behaviour/ environmental stewardship

This is not able to be fully assessed without a finalised and satisfactory AEE. Further information has been requested from PSL.

Ongoing development in areas at high risk from natural hazards puts enormous pressure on the natural environment. A common response to threats from flooding and erosion is to employ hard engineering mitigation measures to protect the development from damage. However, this comes at a cost to the environment, especially in fragile coastal ecosystems that are unavoidably adversely affected by hardening of the shoreline, preventing natural fluctuations of the beach and dunes and additionally causing scouring and erosion of the foreshore.

This proposal recognises that if the clubhouse were to stay in its existing position it would require expensive hard engineered coastal protection works that would cause adverse effects to the local beach and stream mouth. Removing the clubhouse from its existing location will allow the coastal ecosystem to operate more naturally and facilitate a restoration plan.

Degree of threat and risk created by activity

This is not able to be fully assessed without a finalised and satisfactory AEE. Further information has been requested from PSL.

The proposal and development will need to ensure an orderly removal of the clubhouse and associated infrastructure to enable a restoration plan. In particular, it will be important to remove any hardfill and concrete that could end up in the beach and interfere with natural coastal

processes. Special attention will need to be paid to the access way from the new clubhouse to the beach through the dune to ensure that it does not cause enhanced erosion of the dune.

Recommended lease conditions

These are the indicative lease conditions following the assessment done to date. Conditions may be adjusted following the receipt and assessment of the final AEE document from PSL.

The recommended lease conditions are:

- That the proposal receives all necessary resource consents and permissions
- The lease should align with the draft *Toitū Te Whenua Parks Network Plan 2020-30*, so that when this becomes operative the lease will not require further amendments to align with the new management plan
- Condition to ensure the access way through the dune from the club house to the beach is designed and managed to ensure that it minimises erosion
- Condition to ensure appropriate removal, clean-up and rehabilitation of the existing club house and the surrounding site
- Requirements for restoration plantings with indigenous vegetation within and surrounding the lease area to minimise visual effects for park neighbours and support park entry area amenity
- Water sensitive design principles and practices are encompassed into the lease and proposed developments including minimising non-permeable surfaces and vehicles and equipment wash down runoff
- Inclusion of Accidental Discovery Protocol
- Measures to minimise noise, parking, general recreation access and use impacts from lease area and facility use on other park users and park neighbours
- Conditions that enable Greater Wellington to review building and associated concept and detailed design plans as they are developed and request reasonable modifications as appropriate to ensure fit with the park environment, visitor use and park operational management

Preliminary recommendations

Insufficient information has been supplied to assess environmental effects as required by the Conservation Act at this stage. The applicant needs to provide this before public consultation can proceed.

Further information is required from applicant:

1. A full assessment of ecological effects prepared by a suitably qualified ecologist

We are required to assess the environmental effects of the proposed new PSL clubrooms and associated upgraded/updated infrastructure in front of and the behind as stated below under the under Section 17SD of the Conservation Act. This requires due diligence and thorough consideration to the environment from the proposal and supporting works, allowing this information to be presented for public consultation.

2. The assessment should cover the effects of:
 - a. the construction of the new clubrooms and parking area
 - b. the demolition and removal of the existing buildings, roading and other infrastructure (including site restoration)
 - c. any changes to the access ways to and from the clubrooms beach and parking area

- d. ongoing use of the new facilities
3. The assessment should include, but not be limited to:
- a. **A description of the existing environment.** The spatial context of the site, the physical environment, and the ecological processes and services provided by the site should be described. Also include the species present at the site, where they are located and the role the site plays in their life-history (e.g. breeding grounds or home range). This information should be obtained via a literature search and targeted surveys of vegetation, birds, lizards and invertebrates. A justification should be provided when surveying is not considered necessary. Documents of relevance here include the Key Native Ecosystem plan for Queen Elizabeth Park (<http://www.gw.govt.nz/document-library-2/detail/1492>) and the Queen Elizabeth Park resource statement (<http://www.gw.govt.nz/assets/Parks-and-Recreation/Misc/QEP-resource-statement.pdf>).
 - b. **An assignation of value or importance to the ecological features present.** The value of the species, ecosystems (e.g. estuaries = Threatened: Vulnerable, and stable sand dune = Threatened: Endangered), ecological processes, and ecological services provided by the site should be assessed through reference to criteria for national, regional and local significance and to threat classification systems. We suggest that consideration of the values of existing duneland vegetation would be especially important for this site.
 - c. **An assessment of the effects of the activity on those features.** A clear indication of the likely effects of the development is needed. With regards to vegetation, this should indicate the precise areas and species proposed to be cleared. The effects arising from construction and ongoing use of the proposed facilities should be assessed separately from the ongoing effects arising from the proposed activities at the site.
 - d. **A description of how those effects will be managed.** This section should indicate the practical steps that will be taken to avoid, remedy, and mitigate any of the anticipated adverse effects of the proposal. This should be described with specific reference to national (especially the NZCPS), regional (especially the RPS and PNRP) and district policy frameworks, and guided by a consideration of the level and significance of effects and the feasibility of implementing the suggested management actions. Any proposed activities that are not permitted or in line with district or regional policy direction will require particular attention.
 - e. **A description of how the outcomes of management will be monitored.** Provide detail on what will be monitored to assess whether management actions have adequately managed the anticipated effects. Specify any 'triggers' that would prompt a change in management. That plan should also specify steps that will be taken to monitor and address any pest and weed incursions.
4. That the AEE also considers the following requirements, to align with the draft *Toitū Te Whenua Parks Network Plan 2020-30*:
- Quantification and identification of how any greenhouse gas emissions and impacts will be avoided, minimised and mitigated in order to comply with Greater Wellington's Carbon Neutrality and Sustainability policies
 - Identification of business management sustainability practices including procurement and waste minimisation.

5. The applicant needs to complete a Preliminary Site Analysis, a desktop assessment, to check whether the land is or is not at risk of having unexploded ordnances (UXOs), in accordance with the NESCS.

For reference, the Conservation Act (CA), Section 17U, section 2 identifies that:

The Minister may decline any application if the Minister considers that—

(a) the information available is insufficient or inadequate to enable him or her to assess the effects (including the effects of any proposed methods to avoid, remedy, or mitigate the adverse effects) of any activity, structure, or facility; or

(b) there are no adequate methods or no reasonable methods for remedying, avoiding, or mitigating the adverse effects of the activity, structure, or facility.

Under 17SD, the Minister (delegated to GW) may require applicant to provide further information

(1) The Minister may, by notice in writing, require an applicant for a concession to supply any further information (including an environmental impact assessment) that the Minister considers necessary to enable a decision to be made.

Recommendations

1. That the proposal is presented to Council for a period of public consultation of a minimum of 40 working days and feedback sought subject to the club providing a sufficiently detailed AEE to enable Greater Wellington to assess effects as per Conservation Act requirements
2. That a communications plan is prepared for the consultation, and that this is reviewed and approved by Greater Wellington officers
3. That feedback arising from the public notification is considered and changes as appropriate incorporated into conditions in a lease for the club as recommended by Greater Wellington staff.



Paekakariki Surf Lifeguards

Greater Wellington Regional Council

C/O Wayne Boness

Wayne.Boness@gw.govt.nz

12 May 2020

To Wayne

Thank you for your time working with us in the past 7 years in developing plans for our new building in the park. I think we are close to some key milestones that will push the project ahead.

The Paekakariki Surf Lifeguards Management Committee had approved the site and concept design as per the document developed by Hamish Wakefield "1804 - Paekakariki Surf Club - Concept Rev D". The Committee have also agreed to withdraw the old licence application from 2017 and apply for a new licence application based on the new information.

I have attached the updated lease application document which outlines the project and incorporates the answers to questions from KCDC and GWRC. We have a large amount of supporting documentation that we will forward on. We would also like the opportunity to present this to council or the environment committee and answer any questions the council may have.

We still have some more in-depth planning and consultation to do but we need to confirm the site with Greater Wellington Regional Council to move ahead with this work.

I am happy to answer any questions or discuss the next step from here.



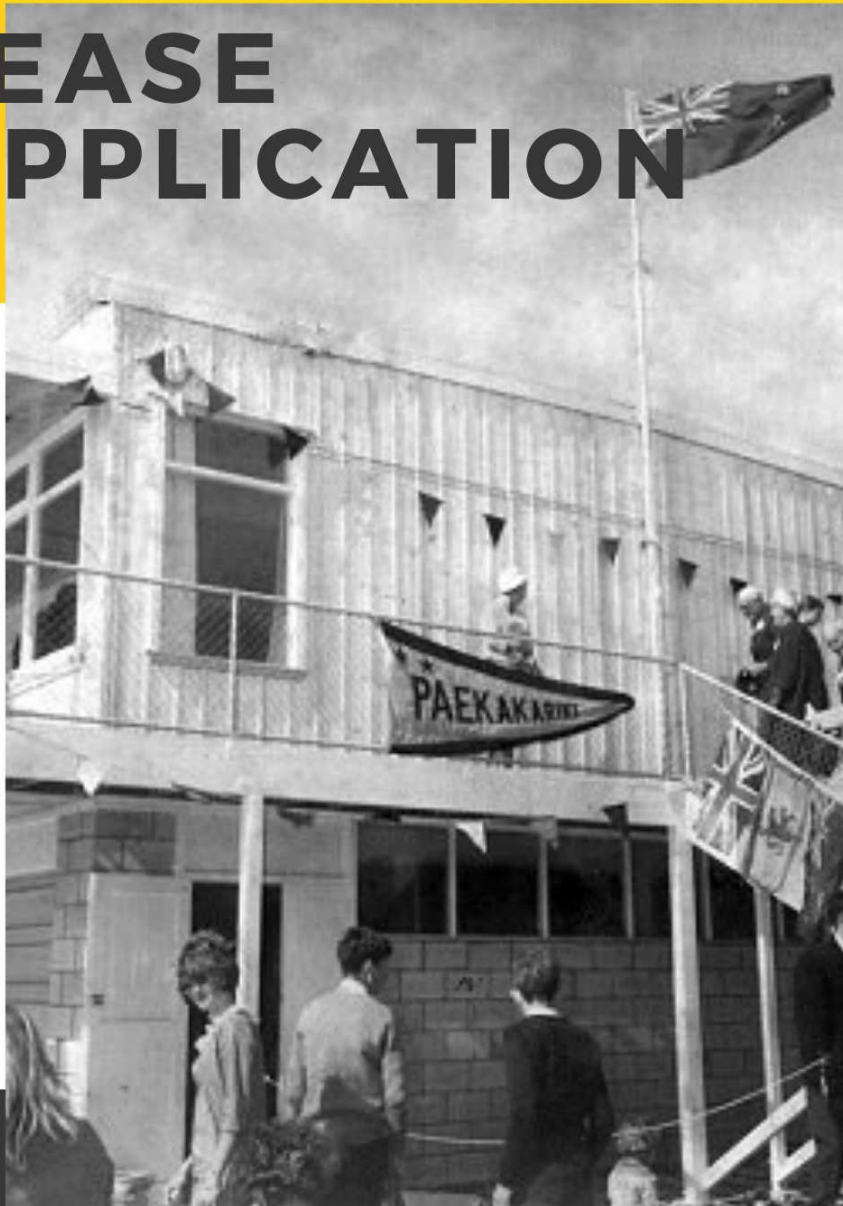
Matt Warren
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★ ★
PAEKAKARIKI
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SURF LIFEGUARDS

LEASE APPLICATION



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PROJECT OVERVIEW

The Paekākāriki Surf Lifeguards clubhouse has been battered by the environment and is well past its 50-year life expectancy. Built in 1964 when lifesaving services required little more than a rope and reel, we've modernized both our life saving and sporting equipment, requiring substantially more space. Since its inception we've added a patrol room, first aid room, watch tower, storage shed and rescue boat shed, and are currently utilizing a small storage space in QEII Park, a shipping container, as well as spreading several craft around the properties of club members.



Figure 1 - Competition outside the clubhouse along The Parade c1920

Climate change has had a very real effect on Paekākāriki Beach and the surf club is no exception. We're experiencing much higher tides, coastal erosion, storm surges that destroyed the boat ramp, and sand shifts that are impacting the safety of swimming at the beach.

The current building is in a poor state of repair – we cannot apply anymore 'band aids' to keep it going. The electrics, plumbing, and foundations are sub-par. With each new earthquake to our region we're seeing debris and degradation.

The building needs a major upgrade to ensure lifesaving services are continued, and a community space is available for generations to come.

The current building is on a section of land that has been subdivided within the park and was under a lease that has recently expired.

In 2011 a feasibility study for a new building was commissioned by the club's committee. It determined that a new building be constructed in a new location. Subsequent reports have been completed which have recommended the current building be vacated by 2022. Erosion reports recommend a new building should be constructed at least 85m above the mean high-water springs.

- *The current building is in a poor state that needs urgent repairs or a rebuild*
- *The current size of the club and projections indicate that a bigger and reconfigured building is required*
- *The Urban Solutions and GWRC reports have indicated that a new building would be better placed further back to mitigate against erosion*
- *A new building would need a new lease managed by GWRC*
- *An environmental impact assessment and archaeological report has been completed for the site but may need to be updated*
- *Beach side community spaces (i.e. halls) are scarce on the Coast and Queen Elizabeth park has become a regional destination*
- *Honouring the Centennial heritage and strong links to Paekākāriki village will be supported by sustaining a building presence here in Paekākāriki*
- *A dynamic new space opens up the surf club to more community engagement and hosting opportunities.*



Figure 2 - Clubhouse along The Parade c1920

A CENTURY OF RESIDENCES

Paekākāriki Surf Lifeguards is a community based, **volunteer** lifesaving club that has been providing an essential lifesaving service for over 100 years. In this time, it is estimated that the efforts of the club have saved well over 1000 people from life threatening situations.

The Paekākāriki Surf Lifeguards (PSL) were once known as the Paekākāriki Railway Surf Club. In 1913 the club was established by a group of railway men following the drowning of their friend off Beach Road. Thanks to funding from the Railway Department, this group were able to build the first surf club building here in Paekākāriki.

PSL are one of the oldest organisations here in Kāpiti, and we lay claim to being the **first country lifesaving club** in all of Aotearoa.

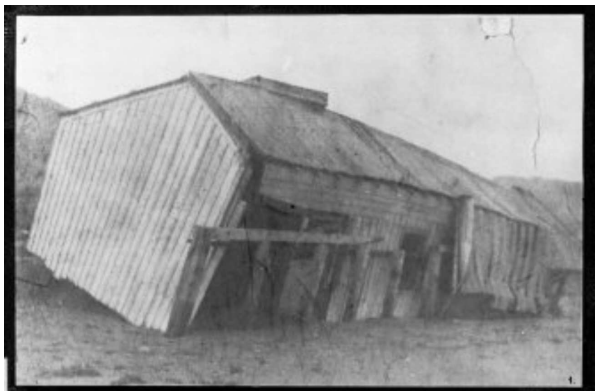


Figure 3 - Clubhouse in 1916 following a tsunami

To date we've gone through four buildings. The first was taken out by a tidal wave in 1916, its replacement was destroyed in a 1922 storm. 1928 saw a new building constructed by local volunteers. The club then migrated to a new building with a hall up top (now known as the Memorial Hall).



Figure 4 - Clubhouse opening 1966

Before long the surf club and its hall was being used by multiple community groups, and consideration for specialist facilities closer to the popular end of the beach (QEII Park) were required. A new building was commissioned in the 1960s, with the foundation poured in 1965 – and there we've stayed!



Figure 5 - Men's lifesaving team in front of the clubhouse, now the Memorial Hall

The 1965 building has been added on to and renovated numerous times. It has gone well beyond its 50-year life expectancy and is struggling to keep up with user requirements and engineering requirements.



Figure 6 - Clubhouse today

In the early years our clubhouse was a vital part of the community, hosting euchre parties weekly, regular dances, and also the 1000 book Paekākāriki library. Lifesaving tactics have thankfully changed over the years, and where we once needed only a man and a 'line' to conduct a rescue, we now allow our women *and* men to rescue using the latest rescue boats, All-Terrain-Vehicles, and rescue boards. All of this vital equipment takes up more space –

leaving less room for dancing and euchre. An undesirable ramification being a decline in local membership.

Much of this is due to the ability for people to use different parts of the coastline through better beach access and increased population along the Kāpiti Coast. Paekākāriki Surf Lifeguards need to provide a wider service requiring a bigger range of equipment and subsequent storage.

Where our clubhouse was once a vibrant, stronghold of the community, its degrading condition combined with the burgeoning storage requirements, have pushed it to the backseat of community affairs.

A new building will not only allow us to better perform lifeguarding and rescue activities but will give us the space and profile to re-engage and support our community as a communal space for hire.

OUR ACTIVITIES

PATROLLING

We actively patrol the length of Paekākāriki Beach, extending our service via **roaming patrols** through the length of QEII Park during the peak summer period. Mobile patrols, response teams and search and rescue services are provided to a much greater territory – from **Pukerua Bay** in the South to the **Waikanae River** in the north. This area borders the Titahi Bay Surf Club to the south and Otaki Surf Club in the north.

VOLUNTEERING

Volunteers are the lifeblood of Surf Life Saving both on the beach saving lives and behind the scenes running the clubs. Volunteer time is becoming more and more precious and people now struggle to give the same time as they used to with growing commutes, weekend work, and extra family commitments. Despite these tenuous conditions, our club has grown from 17 adult male members in 1913, to 250 members of all ages and genders. We continue to grow our capability and provide services to beach users.



Figure 7 - ATV used for roaming patrols



Figure 8 - Lifeguarding the Kāpiti Women's Triathlon

COMMUNITY EVENTS

In the past 20 years the club members have been involved in many community events in and out of the water. The club provides lifesaving services to many water events and also support other community events across the region. The current building has been used for many community activities including meetings, training, weddings, social events. Xterra, Kāpiti Women's Triathlon, Ocean Swim Series, Lions Duck Race, QE Park Open Days, Big Bang Adventure Race, and Coastguard exercises have all been supported by Paekākāriki Surf Lifeguards.

SEARCH & RESCUE CALL OUT SQUAD

The Capital and Coast callout squad is managed by Paekākāriki members, with the majority of the squad comprised of Paekākāriki lifeguards. The squad work closely with **NZ Police** and **Coastguard** for marine based search and rescue activities.

These services are provided across the region, **as far North as Whanganui** and the teams can be called out at any time of the day and night. The skills of the Paekākāriki Surf Lifeguards are among the best in the country.

YOUTH SPORT

Paekākāriki Surf Lifeguard has a stable membership but have slowed the growth in the past 5-10 years due to lack of resources. Over 50% of our membership is aged under 16 years.



Figure 9 - Junior surf members with parent helpers

WOMEN IN SPORT

Over 50% of our membership is female, making up over 70% of our active lifeguards– quite a change from our early years where women were banned! In the 2019/2020 season all of the patrol captains on the patrol roster were women.



Figure 10 - Paekākāriki SL rowing crews at 2020 Surf Nationals

MEMBERSHIP

As well as having 200 members on the database we have a huge number of parents and supporters the help with the management and day to day running of the club.

We also have **20+ local fishermen** who each year join as associate members in order to utilise the boat ramp – the only one at Paekākāriki. This was of course, up until its recent collapse.

Table 1 - Membership statistics

	Female	Male	Total
Masters	8	21	29
Open	17	14	31
Under 19	18	12	30
Under 16	11	9	20
Under 14	45	45	90
Totals	99	101	200

EXISTING USE – LIFESAVING FACILITY

COASTAL PUBLIC SAFETY SURVEY

A 2009 survey conducted by Coastal Public Safety Ltd determined Paekākāriki as a popular location with easy access for beachgoers with high visitor numbers especially from November to March.

The survey noted the beach has a high level of drowning risk and recommended that PSL continue patrolling the beach in front of the village, and to increase its hours and number of patrols owing to increasing public safety concerns and increased patronage.

BEACH PATRONAGE

Paekākāriki beach extends alongside Queen Elizabeth Park which is seeing an increase in numbers owing to the increasing population, close proximity to Wellington and the Hutt Valley for day trippers and holidaymakers, as well as increasing facilities and trails through the park itself.

While many locals choose to swim at Ocean Road or Tangahoe Street, visitors to Paekākāriki and QE Park make their way to the flagged area at Paekākāriki North. The nearby holiday park, located behind the club, provides many beachgoers throughout the busy holiday period. Picnickers and park goers also make up a large portion of visitors.

The patrols take headcounts during the patrol days and the numbers vary depending on weather and activities. Visitors to the beach on a poor weather day will be 15-20 and on a busy day we can have 500-1000 people. Generally, we will have a headcount of 80-150 people on beach in the Surf Club area and many more on other parts of the beach.

SURF LIFE SAVING FACILITY

Paekākāriki Surf Lifeguard's primary function is to provide surf lifesaving services. The activities the club undertakes is to ensure we can provide a top-quality service. The club house and equipment are vital to the service and the club house must primarily be a functional surf lifesaving facility.

Paekākāriki is a **key location for NZ's surf lifesaving movement**. A short drive from Wellington, Hutt Valley, Horowhenua and Manawatū, means our facilities are often chosen to host regional events, workshops, and courses.

Education plays a big part in saving lives at the beach. The club provides a lot of training to its members especially our junior members about being safe at the beach. The lifeguards on the beach educate the public and the Beach Education programme for primary school students is run at Paekākāriki Surf Club.

Surf Life Saving activities include:

- Beach Patrols and call out services
- Lifeguard training courses
- First aid courses
- Coach and officials courses
- Sport training and lifeguard fitness
- Award and other functions
- Surf Sport events (local/regional/national)
- Meetings
- Education programmes (Beach Ed)



Figure 11 - Beach Education at Paekākāriki Beach

EXISTING USE - COMMUNITY FACILITY

The popularity of St Peter's Hall and the Memorial hall for weddings, gigs, and other events puts pressure on community facilities. We are regularly approached by community groups and private persons about hire, but due to safety concerns following recent engineering reports, we are not able to safely and confidently host groups over 80 capacity. Moreover, the pressure on our building to house all the required lifesaving equipment, means the communal (hire) spaces upstairs are now filled with lifesaving equipment, making it a less desirable community or hire space.



Figure 12 - 2019 launch party for the Paekakariki.nz website, held at the clubhouse

Unfortunately, the declining state of our clubhouse means we're becoming a less desirable venue – particularly for groups who require shower facilities. Despite this, regular users of our facility include:

- **Community education** We host school children and local groups for beach education sessions, educating young people and their whānau on how to stay safe at the beach.
- **NZ Police College** host their detective courses there for a week, several times a year
- **Surf Life Saving NZ** who host workshops, first aid and lifeguard training, surf sport competitions
- **Weddings, funerals, family reunions, private events** have been regularly hosted at our clubhouse since its inception
- **Table Tennis Club** utilise our club through their season
- **Dance Troupe** we regularly host out of town dance groups for weeklong workshops
- **Camps and overnights** for school and sports groups
- **Paraparaumu Rugby Club** use our facilities for cross-training sessions in winter
- **Volunteer groups** – climate activists and others.



Figure 13 - Wedding set up at the clubhouse

CLUBHOUSE ENGINEERING REPORT

The primary driver for the development of the building is the need to address some structural degradation (refer to the engineer's report) and to reconfigure patrol, meeting and storage spaces to improve their performance and reflect the growing size of the club and changing demands of a lifesaving service and its equipment.

A Seismic Assessment was completed by Chris Pine of Sawrey Consulting Engineers in 2011 and updated in 2018, a full copy of which is available on file. Sawrey's report included a number of recommendations for further investigation work and remedial work required to bring the building up to an acceptable level against the current National Building Standard. The main suggestion was that the club move out within 5 years. His conclusion:

"In our Seismic Assessment of 1 August 2011, we found parts of this building to be at only 22% NBS and hence we consider it to be Earthquake Prone. This figure does not appear to have significantly decreased, but, as mentioned at last week's inspection, the club should have an earthquake evacuation procedure with safe muster points outside.

Those most at risk in a seismic event moderate or larger would be those in the downstairs areas, and so, if many people are in these spaces, it would be safer to have the garage doors open.

To conclude, we consider that the building is still fit for use in the short term. However, because of the rate of degrading of the concrete and structural limitations of the building, we recommend it's replacement or strengthening within the next 5 years."

- **Chris Pine, Sawrey Consulting Engineers**

CURRENT BUILDING



Figure 14 - Rear view of the current building

	<i>Storage</i>	<i>Amenities</i>	<i>Lifesaving</i>
Downstairs	Three interconnected storage garages with doors onto sealed surface Small workshop Storage cupboard	Male and female shower/change rooms	Rescue boat storage area and workshop First aid room
Upstairs	Small storage area for bar and merchandise.	Large wooden floored function room Smaller carpeted function/meeting room and bar Kitchen Male and female toilets Balcony and Deck Patio	Patrol room / watch tower
Additional	Lean-to storage shed Shipping container, storage	Viewing deck, Tar sealed and concreted driveway and turning area	Concrete ramp from dune to beach* Now collapsed, temporary solution in place to north of clubhouse. Patrol tower, wooden decking construction

CURRENT LIMITATIONS

LIMITATIONS - LIFESAVING FACILITIES

The service areas (kitchen, upstairs toilets, downstairs shower rooms) are in need of an upgrade, as is access and security of areas such as the bar and storage.

Much of the building has passed its useful life and is deteriorating very quickly. The toilets and change areas are in a poor condition and need constant repair just to keep in a working state.

The club has outgrown the facility for both activities and storage. We have a lot of our equipment stored off site, in containers or outside. The equipment stored in the clubhouse gets beaten by the conditions and needs extra maintenance.

The facility is primarily a surf lifesaving facility and at times is used as a base for emergency situations. The facility does not cater well for managing this type of situation as it requires better space for setting up and emergency control room, breakout areas and up to date phone and internet lines. Having a building with the ability to split the lifesaving area from community when needed will enable seamless services.

LIMITATIONS – BOAT RAMP & BEACH ACCESS

The recent collapse of the boat ramp has made it difficult for lifeguards and the public alike to get on to the beach. Families with prams and beach wagons can no longer gain easy access. Nor can boaties or fishermen trying to launch. It is also obviously an access issue for emergency services; with the likes of DOC, council, and lifeguards now unable to easily get vehicles on the beach.

LIMITATIONS - HIRE FACILITIES

As mentioned above, we are no longer a building safe enough to host large groups. Nor do we have the space for private events given much of the upstairs area (previously a lounge, hall, for hire) is now holding lifeguarding equipment.

The kitchen area is over 50 years old and not up to modern careering needs for club and community activities. The heating, cooking, lighting, access and connectivity need to be upgraded to bring it to today's standards

LIMITATIONS - PUBLIC FACILITIES

It's a long trairpse to the public toilets in QE Park and our patrons are often asking to use our showers and bathrooms – however they're not suitable for public use, requiring public to go through a maze of lifeguarding equipment to get to them, and are in a sad state of repair.

There is no change area for families in the southern end of the park. The lifeguards are often asked if there is a change area especially for families with multiple young children.

The collapsed ramp has now been removed from the beach which makes it much harder for people with mobility issues to access the beach. It also was the only boat ramp access along Paekakariki-Whareroa, with the nearest now being Raumati South.



Figure 15 - Lifeguards in patrol tower

KEY REQUIREMENTS FOR A NEW BUILD

The building will primarily be a Surf Life Saving rescue centre that is equipped to provide quality patrols and 24/7 call out services. We must be able to train and educate our people and the public to ensure the public have a safer place to recreate on the beach.

We're seeing increased club use, particularly by juniors and their families. We have an extensive amount of equipment that can't be stored in the current club building. Ideally, we'd have a design that enabled multiple concurrent use **i.e. lifeguarding service being run whilst a community activity or event is utilising the upstairs space also.**

The current building is structurally unable to withstand a seismic event or tsunami. New build would adhere to new, modern building standards.

A concept design has been developed based on the preferred site and from the facility specifications from section 18 of the PSL feasibility study.

NB: A formal design process would take the concepts further pending feedback from key stakeholders.

CORE LIFESAVING FACILITIES

The core business of Paekākāriki Surf Lifeguards is keeping people safe at the beach. The new building needs to contain the elements below for a quality rescue service. These will be the top priority for the building.

- Patrol Operations room
- First Aid Room
- Equipment Storage (high stud)
- Equipment maintenance/repair area
- Training and meeting space
- Toilets and change rooms
- Kitchen area
- Phone, internet and VHF connection
- Beach access
- Viewing tower/platform and shelter on the beach side of the dune.
- Helicopter landing zone
- Volunteer parking

The proposed location will not give a view of the patrol area from the club building. This will be mitigated by use of a permanent or mobile patrol tower.

CLUB ACTIVITIES

Aside from the lifesaving activities the members have requirements of the building:

- Large & small meeting space
- Large function space
- Kitchen and bar area
- Parking
- Accessibility options and parking

HALL HIRE FACILITIES

The Surf Club do not need 24/7 use of the building all year and recognize the need for quality community spaces. The design will allow for community and public use which will also provide additional income to fund ongoing costs. Although not the core business we will provide as much community integration as possibly to maximise the use of the building. This will require:

- Meeting spaces that can be partitioned to split into smaller areas.
- Commercial kitchen and bar areas
- Internet connectivity and meeting equipment
- Toilet and wash areas
- Parking and access
- Some community storage would be an advantage

PUBLIC FACILITIES

The public will be varied in their needs and use of beach, park and building. Public facilities, toilets and change rooms, are an important feature for families. The current toilets are in the park away from the beach and have no change facilities. A change area can be added to the new building, but the cost will need to be met by GWRC or KCDC.

Beach access and signage is also very important to the public. This will be developed as part of the GWRC park landscaping plan.

HERITAGE DESIGN CONSIDERATIONS

Paekākāriki Surf Club has been woven into the history of Paekākāriki for **over 100 years**. This history has become a legacy that continues to provide an essential community service. Our club flag which adorns medal winners at competitions and is the inspiration for our team uniforms,

incorporates **three stars, to mark the members who fell during the World Wars.**



Figure 16 - Club flag and rescue reel

Interior design features, when explored in full, will take into account the history of the club, featuring photos and memorabilia that honour both the surf lifesaving movement and the role it has played in strengthening the Paekākāriki community.

Exterior design features – again, pending consultation with key stakeholders – will also be mindful to honour village history. A large amount of exterior wall space is prime real estate for the likes of murals, wayfinding/maps, and information.

We have some talented artists and creative minds in our village, and would love to seek their advice in this particular aspect of the design/build.

As well as the Surf Club the beach, railway, US marines, QEII park and art scene are some of the parts that make up the fabric of the community.

VISIBILITY

Of the beach - Key for a lifeguarding service and public space is the visibility of the beach area. This helps with the communication with people on the beach and making an instant assessment of patrolling needs. This will be hard from the proposed location and the club will have to modify its operating practices for future patrols.

It is also important for the **public to have easy access** to the club for emergencies. We will need to ensure there is good signage in the park to identify where the building is located. Visibility will also help with the security of the club.

As other community groups and users are keen to use the facility it will need good access. We hope to attract

community groups and corporates to hire the space so having visibility over the water will be a huge advantage.

Presence in the village – the current location is hidden away at the end of The Parade, with many visitors to the village unaware of its presence. There is also a lack of signage in both the park and the wider village, pointing to the club. With the entrance to QE Park being a main thoroughfare for visitors (e.g. the campground + park goers) this is a prime position for the club and will promote additional awareness of the service and facilities. Furthermore, with a more public carpark and welcoming building design, visitors will naturally be drawn to the space – inviting more connection.

KEY NEEDS FOR THE NEW BUILDING

The key needs for the new building are therefore:

- improved changing and toileting facilities
- improved and increased storage
- separation of patrol and meeting/function rooms
- improved kitchen and bar facilities
- improved community space
- public amenities e.g. toilet/shower
- improved beach access
- greater visibility and presence in the village

OUR CHANGING ENVIRONMENT

CLIMATE CHANGE

The changes to Paekākāriki beach have seen erosion and regular weather events impacting the area around the club. The Urban Solutions report recommends anticipating a sea level rise of 0.32m to 0.61m by 2070. This is consistent with the information from Greater Wellington Regional Council as part of the retreatment plan for the park.

There will be some change to the way we patrol the beach, but the service will largely remain the same aside from the base being further away from the beach. We may have to have a portable patrol tower on the beach side for the lifeguards to store essential equipment and provide shelter from the elements.

TRANSMISSION GULLY

The Transmission Gully project is well underway at the time of writing this application. With an anticipated completion date of Christmas 2020, the main state highway 1 traffic funnelling toward Wellington will take the Transmission Gully route, no longer passing the Paekākāriki Hill intersection. The expectation is that there'll be a reduction in traffic by 86% - with the majority of this being attributable to work-day commuters. Pleasingly, upgrades to the Hutt roading network will mean that **moving between the West Coast and the Hutt** will be swifter, and with less disruption thanks to SH1 traffic funnelling through Transmission Gully. It is possible that more people may be attracted to Paekākāriki with easier transport routes.

GROWING KĀPITI POPULATION

According to the Kāpiti Coast District Council's 2017 Housing and Business Development Capacity Assessment report Paekākāriki is **increasing in popularity** with visitors: Paekākāriki was recognised as a busy local centre, catering to its local population and an increasing number of tourists/visitors. The local population is also increasing: The Kāpiti Coast District population forecast for **2020 is 55,503** and is forecast to grow to **68,548 by 2043** (<https://forecast.idnz.co.nz/kapiti>)

DOMESTIC TOURISM

Paekākāriki is known as a destination village for Sunday drivers, weekend walkers on the Escarpment track, and

summer holidaymakers. Queen Elizabeth Park is attracting more and more parkgoers thanks to its walkways and cycleways.

Furthermore, we're likely to see the development of more walking and cycling trails in the area, which in turn attracts more people to our beach. Two new major regional trails are proposed: 1. NZTA have agreed to build and maintain a horse/pedestrian/bike trail near Transmission Gully from Pauatahanui to Paekākāriki 2. Linking existing DOC/GWRC trails from Te Ara O Whareroa in Kāpiti to Harcourt Park in Upper Hutt via the Akatarawa Forest for pedestrian/bike use (GWRC, Wellington Regional Strategy Committee, 20 June 2019).

Paekākāriki has never been a 'through town' – you've always had to turn off to experience this slice of paradise – and tourism data supports this. A report by KCDC shows our district's share of tourism spend is growing:

Domestic tourism accounts for 95% of all tourism spend in Kāpiti, with visitors from inside the Wellington region accounting for 54% of the district's domestic tourism spend. However, visitors from other parts of New Zealand spend more while they are here; \$87.9 million per year compared \$54.4 million per year.

This tells us that more and more Kiwis are keen to explore the Kāpiti Coast.

Day trippers account for 41% of the district's total tourism spend while visitors who stay between two and seven days account for 31% of tourism spend. - KCDC Press Release, "Kapiti Gains Recognition as an Eco-Tourism Hotspot, 2018"

Not only are domestic tourism numbers forecast to increase, but also international numbers:

International visitor spending in the Kāpiti Coast increased by 10.6 per cent to \$34 million in the year ending July 2018. Spending from Chinese visitors alone increased by 41 per cent to \$2.2 million over the same period. - MBIE, July Monthly Regional Tourism Estimates, 2018

CONSTRUCTION - WHY NOW



Figure 17 - Collapsing dunes underneath the patrol tower



Figure 18 - Collapsed boat ramp, oceanside



Figure 19 - Collapsed ramp, club side

CLIMATE CHANGE & COASTAL EROSION

Coastal erosion has always been a very real issue for Paekākāriki beach and our surf club. And the looming effects of climate change are even more real today than they were 100 years ago. Earlier club residences were destroyed in large part due to the coastal erosion and rising tides – something we’re now facing in a very urgent way.

The boat ramp built by the surf club in the 1960s was extended on in the early 2000s, and again in the mid-2000s. Despite steel reinforcing, a series of storms in 2019 saw the ramp collapse, with the dunes not far behind. This has made easy access for beachgoers and lifeguards extremely difficult – particularly when trying to get boats and rescue craft on to the beach swiftly.

Erosion is also about to take the lifeguard tower which currently sits in front of the club, alongside the defunct ramp. We have developed some short-term solutions to patrol last summer but we are now looking at long term solutions to enable us to provide the service in the future.

Given the rate of erosion and increase in weather events the relocation of the clubhouse has become **urgent**.
Member growth

Membership growth is a good problem to have for any club, but we must have the capacity to manage this. We have had strong growth in the past 20 years, and this is set to continue. This puts pressure on the building facilities and equipment. We need to upgrade the building to meet the anticipated growth and storage needs.

ENGINEERING AND EARTHQUAKE SAFETY

The building has deteriorated as mentioned earlier. Reports from Sawrey Engineering Consultants give the building a low earthquake rating. There are numerous problems with many aspects of the building which will require costly attention.

The club feels that any repairs are merely a short-term ‘band aid’ and it is better use of its limited funds to plan for a new building sooner rather than later. Engineers recommend vacating the current building by 2022.

FUTURE STATE – EXISTING SERVICES

FUTURE PLANS & CLUB FINANCIALS

The club activities each year follow the same pattern as the previous years. There are no fundamental changes to our activities anticipated in the near future. The building will be used in the same manner as it is currently used. As a not-for-profit the club relies on fundraising to operate and maintain the club. We don't expect any major differences in income from the new building, but we will need to plan for increased operational, insurance and maintenance costs. The 2019-20 annual report (including financials) of Paekākāriki Surf Lifeguards is attached.

LIFEGUARD SERVICE & CLUB ACTIVITIES

Under the proposed lease Paekākāriki Surf Lifeguards will be undertaking the same activities that the club has been operating under for over 100 years. The primary role of the club is to provide a surf lifesaving patrol to keep visitors to the beach safer over the summer months. Over the years the service has extended to a 24 hour call out squad that operates alongside the police and other emergency services and education programmes that operate from the club.

To enable this service the club has an extensive training and development programme and sports programme aligned with the National body, Surf Life Saving New Zealand. These programmes keep the club armed with fit and skilled lifeguards to protect the beach. The following maps show the beach patrol area in relation to the club, and the extent to which the club's mobile patrols operate.



Figure 20 - Paekākāriki Immediate Patrol area.

The mobile patrols are used both north and south of the club, servicing the beach adjacent to Queen Elizabeth Park as far north as McKay's Crossing and the township beaches of Paekākāriki village south to Fisherman's Table.



Figure 21 - Paekākāriki wider patrol support area.

These patrols occur regularly on high-use days and ensure the safety of swimmers in water outside of the patrolled area. The roving patrol checks swimmers and provides information about beach conditions as preventative actions. During the summer school holidays there is a 7 day per week service that meets the higher demand.

Paekākāriki Surf Lifeguards also play a key part in the **regional call out squad** and many members are listed on the call squad. Paekākāriki is used as the base for any emergency calls that occur between Pukerua Bay in the south to Waikanae in the north. The team have also extended this service out to Kāpiti Island in the past few years after being called by Police.

While the beach appears to be relatively safe, it has several rip patterns and currents that require active patrolling. Lifeguards take a large number of preventative actions to reduce the chance of people getting into serious danger, and therefore preventing a rescue from being necessary. In addition to providing lifeguarding patrols for recreational swimmers, PSL are also sought after for a number of local events and regional activities. The profile of lifeguard actions for the 2018/2019 season is included below.

*Patrol Statistics for the 2018-19 season***Season's lifeguarding**

- 240 members - 50% female
- Seven patrol teams and 85 lifeguards were rostered over the season completed 3,408 Patrol hours
- 3 Rescues of people in danger, 58 people assisted from dangerous situations
- 2 Major First Aids and 16 minor first aids were performed
- 6,266 preventative actions keeping people safer while at the beach

Season's achievements:

- Lifesaving training resulted in 21 people receiving Surf Lifeguard Awards (new lifeguards) and 62 refreshed lifeguards
- The members of the club received 139 awards for development programmes and courses
-

Table 2 - Patrol Statistics 2001 - 2020

Season	Lifeguard Hours	People Rescued	People Assisted to Safety	First Aid	Searches	Preventative Actions
2019/2020	2412.25	6	122	17	1	5948
2018/2019	3408.25	3	58	18	9	6266
2017/2018	3048.00	4	10	36	3	7670
2016/2017	2489.50	1	7	21	2	3588
2015/2016	2740.00	7	0	31	3	2561
2014/2015	2425.00	9	0	15	0	2203
2013/2014	2366.00	7	0	12	4	1715
2012/2013	2790.00	24	0	16	3	2400
2011/2012	2619.00	0	0	23	1	2305
2010/2011	2350.00	3	0	18	4	2679
2009/2010	1975.00	13	0	6	0	2322
2008/2009	1684.00	10	0	5	1	3535
2007/2008	2400.00	2	0	18	2	2700
2006/2007	1034.00	4	0	12	1	473
2005/2006	1327.00	18	0	22	1	2856
2004/2005	1018.00	25	0	14	1	2043
2003/2004	1442.00	13	0	10	1	1794
2002/2003	1488.00	10	0	13	0	2161
2001/2002	2287.00	40	0	13	0	1340
Totals	41303.00	199	197	320	37	56559

NEW BUILDING DEVELOPMENT & CONSIDERATIONS

SITE SELECTION

Several site options have been considered in Paekākāriki and further up the coast. We explored options in Raumati Beach, Paraparaumu Beach and at Mackays Crossing. These options were excluded as the biggest area of drowning risk is Paekākāriki Beach as noted in the SLSNZ Coastal Safety Report.

Given the rising visitors in QE Park, we evaluated whether we needed a base in the park itself at Mackays Crossing. Club consensus was that this would be too far from other amenities, and rather it would be more suited to a satellite location during peak periods or events days.

Paekākāriki South was also considered, however the majority of beach goers who seek out the flagged area are out-of-towners, QE Park picnickers and campground patrons – making North Paekākāriki more popular for swimming. Furthermore, there is a lack of beach front real estate available anywhere on the Kāpiti Coast severely limiting our options. Looking at Paekākāriki north, close to the campground and QE Park means we're closest to tourist activity and high-popularity swim areas. These three locations were considered following architectural assessment of the feasibility study. There were a number of options close to current club house that we explored in detail with Greater Wellington Regional Council.



Figure 22 - Site selection

Site A – 2014 Option

This would involve encroaching on a sand dune and utilising existing pathways as beach access points. Given the predicted erosion pathways this is the most susceptible to tides and climate change. Local neighbours were not in favour of this option because they did not find the location “appealing”.

Site B- 2015 Option

This would involve placing the building atop a large sand dune, giving the clubhouse desired elevation and beach views – enabling lifeguards to view the flagged area from up high and also giving desirable views for club hires. However, Greater Wellington Regional Council staff deemed the environmental impacts to be unsatisfactory. Furthermore, best practice lifeguarding would dictate lifeguards are on the beach, moving the flags to the safest area – not just in front of the clubhouse. So direct views from the clubhouse are not vital.

Site C – 2018 Option

In 2018 this was the preferred option, nestled into the park behind the current club house. This would have given us good access to the beach with the same vehicle access. This option was discounted when we received the report and recommendation from Urban Solutions to move the building back 85m from MHWS. This aligned with the GWRC retreatment plans developed at the same time.

Site D - Preferred Option

This area is a mostly flat grassed area behind the main dune. It is underutilised currently, and known by locals as “prickle park”. There’s an existing walkway through to the waterfront and it would be adopting access from Wellington Road as opposed to The Parade – again, futureproofing accessways with impending coastal erosion. With design features like a crow’s nest or tower, we can still have some visibility from this position without upsetting neighbourhood views. Although we would not be able to easily view the patrol area from here, it would be the best option for the long term sustainability of the club. The map below from the Queen Elizabeth Park Coastal Erosion Plan.

Discussion

A coastal erosion hazard report has recommended that we position the new clubhouse 85m above the mean high-water mark. This will place the club on the land side of the rear dune.

When looking at this from a lifeguarding perspective, close to the current location is best for lifesaving patrols and this was evident in the 2009 coastal public safety audit of the local beaches. The beach has a high number of users and the nature of the beach makes this well positioned for a base patrol area.

Greater visibility with park goers is also a benefit – a welcoming design will encourage people to approach the club and be directed towards flagged swimming areas. Furthermore, development of public parking facilities will be of benefit to the regular bikers and walkers in the park who are currently parking as far away at Te Miti St on the busy days.

The site proposed for the new building is directly behind the current one (marked #4 on the map). This will be built behind the dune with beach access over the existing access track. Vehicle access will be from Wellington Road using the current caretakers access road.

Allowing for the forecast beach erosion, management of the fragile fore-dunes and continued surveillance of the beach, a site has been identified by the Paekākāriki Surf Lifeguards and the Greater Wellington Regional council and fits with the GWRC coastal erosion plans. A concept drawing has been developed to give an idea of the area that a new building can be built in and how this will fit into the current landscape. The grey block above represents a new club house and the old club house is inside the orange block to be restored to fore dune.



Figure 23 - Clubhouse position (with parking)

Figure 24 - Map of the proposed site from the Draft QE2 park coastal erosion plan (4 is the PSL building location) Our preferred site option

CAR PARKING AND ACCESS

The proposed location enables use of existing roadways into QEP and an existing parking and managed grass area for recreational use to the rear of the facility. The existing sealed roadway along the lower dunes could be removed from public use and remediated as part of dune restoration.

The current plan is to make use of the existing drive to the ranger house and divert this to the new building. Parking space would be to the north of the club before the track to the beach. Access to the building would be limited to loading/unloading of equipment and those towing trailers. This would minimize the traffic movements past pedestrian areas.

We would need to provide 20 car parks for members for club and patrol operations. We would develop 3 car parks near the club for disability use. Additional parking for events would be on the park beside the new building which could cater for 500+ vehicles.

EROSION HAZARD ASSESSMENT

The Club commissioned Urban Solutions to complete a hazard assessment of the coastal section around the club in 2018.

This assessment confirmed the coastal erosion would continue and there would be a predicted sea level rise. It identified dune stability and increased weather events as risks.

The recommendation is that the proposed new clubrooms should be located away from the coastal edge. They recommend a permanent building should be located 85m from the Median High Water Springs.

This report is consistent with the GWRC reports commissioned at a similar time.

ENVIRONMENTAL CONSIDERATIONS

Any development of the PSL building needs to comply with the bylaws as previously identified including consideration for preserving the historical, geological and cultural values of the site, and ensuring that erosion is prevented. If the lease proposal is accepted there will be earthworks required for a new building and this will most likely need resource consent. The new site is mainly flat so there will be minimal impact to the dunes. There will be minimal cutting into the dune in the new location.

We will need to develop the current access track to access the beach with emergency vehicles and equipment. This would reduce the amount of traffic using the current beach access and the new track will give better access for the public. We would look to taking advice from the GWRC about the development of access tracks and where possible avoid hard surfaces and develop these areas with reinforced natural materials.

There are many considerations that we will need to plan for during construction and once the building is in operation.

- Visual and vistas
- Flora and fauna
- Coastal
- Noise
- Heritage

EARTHWORKS

As part of remediation of the existing site, consideration will be given to maintaining some form of recreational space for people to picnic away from the dunes. In addition, any works on the dunes should ensure that “in order to improve chances of the establishment of a native sand binding zone, care will be required in removing vegetation cover to avoid exacerbating wind erosion of bare areas”.

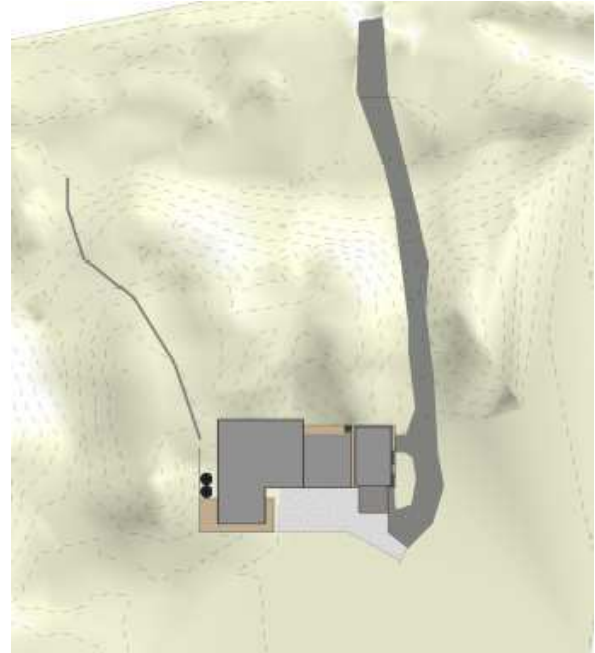


Figure 25 - Earthworks, new site

BUILDING MATERIALS

The materials chosen will be sympathetic to the environment and offer a modern aesthetic with colours to be confirmed. They will be drawn from local elements such as the exposed rock, sand and driftwood colours.

Contrasting the natural colours are the universal surf lifesaving colours of yellow and red. We have been advised against a completely timber clad building as is the trend as the club would carry the burden of sourcing finance to maintain the upkeep which if funding is light for a year or two will lead to a poor-quality investment longer term.

Natural materials in the case of coastal construction are challenging with the maintenance requirements and upkeep more intensive than other options. Our intention is to have a building that maintains its aesthetic value for 50 years rather than needing a coat of paint or stain after 3-5 years which is a sustainability issue in itself and access over the dunes for on-going maintenance is unlikely to be good for their infrastructure as well. Materials that are durable, recyclable and have a low life cycle cost on the environment are considered more important than being natural.

Our final decision making on the materials will likely to come down to the longevity of the products performance and how replaceable and recyclable the materials will be over time in the salt and wind environment.

With respect to the industrial look, the unfortunate aspect of a surf club is that it requires large doors to store and move a lot of gear so regardless of façade treatment all club buildings do look a bit like storage units and the well-designed clubs have the doors facing away from the beach so their storage sheds don't fill with sand and damage the doors.

With this in mind we have softened the aesthetic of the remainder of the building where possible with alternate materials and the incorporation of a glass curtain wall to connect the pavilion space to the park and the park users will see through the pavilion to the sky beyond. This interaction between occupants and park users is intended to connect the building and its occupants to the park and surroundings.

There will also be input from local Iwi with regards to styling the concrete and timber detail to reflect their culture within the building. This exercise requires that we have some canvas to work with which relates back to the building location and basic form which we are seeking approval for in principal.

DUNES

Boffa Miskell (June 2001) identified that the higher dunes within the coastal dune area behind the foredune are relatively stable compared to the coastal foredune but have the potential for severe wind erosion if their vegetation is disturbed. They identified several issues for the ongoing management of the park. Suggesting that coastal erosion will threaten some of the Park's infrastructure, as sections of the sealed driveways and parking bays in the Wainui Development Area. Their recommendation was that: "Pedestrian access to the beach from the coastal dune area needs to be controlled and channelled to a reasonable extent, in order to protect the foredune and its biota, and archaeological site".

They did note however that: "Recreational use has a primary right in the Park to be provided for, consistent with preservation of the Park's natural, historical and cultural values".

The Queen Elizabeth Park Foredunes Restoration Plan identifies:

- Ongoing erosion along the toe of foredunes in the vicinity of the Wainui Stream is typical of highly dynamic dune systems either side of streams, rivers and estuaries.
- Design and locate accessways to reduce landward loss of sand from the beach. Establish temporary protective fencing to reduce damage of newly planted areas from beach users.
- It may be possible to allow the Wainui Stream to meander naturally in the future.

Greater Wellington Regional Council are currently planning a full dune restoration programme which include the dunes around the surf club. We are working with GWRC Landscape Architect Cheryl Robilliard to fit the building into the building plans. The current plan aims to minimise the effect on the dunes while fitting the building to the surrounding environment.

SEAWALL

The KDC has been actively managing erosion along the length of the Paekākāriki beach using a range of methods including seawall replacement to the south and dune restoration adjacent to the club. The Council installed a rock revetment in front of the Pavilion carpark at the northern end of The Parade and is completing the whole seawall project over the next nine years. Consideration for this needs to be included in any development.

LANDSCAPE IMPACTS

The current location of the Pavilion on the fore dunes is, in the long term, not tenable. These dunes are fragile and forecast to have eroded by 40 – 80m over the next 50 – 100 years if not maintained. There is considerable focus on managing the dunes through weed and pest removal and replanting. The landscape architect from Greater Wellington Regional Council has been working on a landscape plan for the park including the Surf Club area. They have been working alongside the Surf Club architect during the design of the new building.

The dunes in front of where the proposed new facility is to be located, are less vulnerable. Use of an existing access way in a natural trough of the dunes will minimise the impact on the dune system. Care will need to be taken to minimise exposure of the dune through removal of plant material and any development should include plans for planting with species that are endemic to the local area.

GRWC officers have asked us to look at placing the building 10m back from the dune, 95m from MHS. Upon advice we have opted not to retreat from the dune. The club requirements are for 4m stud heights to store their long boards vertically as a space saving measure. If we brought the building further back into the park it would have a much more dominant presence than we are anticipating.

Our preference is to work with the coastal erosion specialist to reinforce the dune and extend some of the back dune around the back of the building to soften the appearance from the holiday park side of the park and form the external access to the Pavilion space. It has been expressed that the reinforcement of the dunes will require substantial earthworks and the volumes that we wish to move is minimal in comparison.

With respect to the 95m inland requirement we have been advised that retreating beyond 80m is considered consistent with other developments in the area.

ENVIRONMENTAL IMPACT ASSESSMENT

The club has contracted **4sight Consulting** to complete an Environmental Impact Assessment for the site and work that will be undertaken. The report suggests that the project will have positive effects to the community and the negative effects will be limited. The EIA provides further information regarding the impact of the project. This report will be updated once we are certain of the final location for the building.

EIA Conclusions

The proposal comprises the redevelopment of an existing surf lifesaving building. The site is appropriate, and in many respects is the only practicable location for the proposed building. The proposal will result in a number of positive effects, including improved surf lifesaving capability, increased options for the housing of emergency services, and improvements to a venue that is used to accommodate social events. This will support the social and economic wellbeing of the community.

The adverse effects of constructing the proposed facility in this location will be limited, with the actual impact of the proposed development being mostly positive. The proposal will not impede the public use of the surrounding land and the proposal is consistent with relevant matters under the Conservation Act.

Overall, given that the proposal is contemplated in the Parks Network Plan (see PSL lease application) and the effects of the use will be the same as those that currently exist, we submit that GWRC can grant a Concession for this proposal, in accordance with Part 3B of the Conservation Act 1987.

ARCHAEOLOGICAL CONSIDERATIONS

An archaeological assessment has been undertaken and the report is attached. There are a number of Archaeological sites in the area, mainly middens. All have a low amenity value on these sites. We would also have an archaeologist onsite/on call during the stripping back of topsoil during earthworks.

Archaeological recommendations:

- That the Paekākāriki Surf Life Saving and Surf Club provides a copy of this assessment to Ngāti Haumia, Ngāti Toa and Te Āti Awa ki Whakarongotai and consult with regards to the application for an archaeological authority.
- That the Paekākāriki Surf Life Saving Club applies to Heritage New Zealand for a general authority to modify unrecorded archaeological sites along the length of the cycleway. This application should be made under s.44 of the HPA.
- It is recommended that Heritage New Zealand grant that authority and include standard conditions for archaeological monitoring and notification of kōiwi tangata/human remains.
- That care is taken to avoid any impact on the visible remains of midden R26/707. It is recommended that earthworks contractors are made of its location and if

necessary, the visible extent of the site is cordoned off prior to works to avoid unintentional damage by vehicles or machinery.

- That an archaeologist is present for any stripping back of topsoil or earthworks during initial earthworks.
- That following the completion of works records for any newly exposed or investigated sites should be submitted into the New Zealand Archaeological Association site recording scheme (Archsite).

CONSTRUCTION CONSIDERATIONS

During construction we will follow best practice managing the site and care to ensure the immediate area and surrounding dunes are protected.

We intend to work collaboratively with the landscape architect and civil engineers to meet the criteria of the Water Sensitive Urban Design principals and park plans. Once we have an idea the proposal is feasible, we can invest in that work being done.

We will engage in a range of different engineers to ensure the building and surrounds meet the RMA and relevant building codes. We will engage these professionals in the detailed design stage. To do this we will need to confirm the location so that the engineers can provide the correct plan for the correct area.

PROJECT ROADMAP

The building process is in the planning and consultation stage and to date we have not confirmed the final site or building design. The previous building projects the club has undertaken have been largely managed by club volunteers with much of the work done by the volunteers. We are in a different world now and will have to get the project completed by contractors. The cost for the project is estimated to be around \$3.3m and a major fundraising and partnership programme has been initiated to raise the funds for the build.

We must get the location confirmed as soon as possible so we can move on with the project.

COMMUNITY ENGAGEMENT & PUBLIC CONSULTATION

We have started the process of communication with the local community but expect there will be more as we go through the many stages of development.

The communication has been to inform the community and stakeholders of what we aim to do and asking them to have input to the project to make this an excellent facility that fits well into the community. We are also asking for any objections, challenges, and for support to carry out this project.

This consultation has included many stakeholders including **community board, Tangata Whenua, park users, community groups, local government and other**

stakeholders. To date the consultation has included meetings, presentations and media stories. We have had contact with the following groups:

- Extensive contact with GWRC in defining the best location and lease application process
- Meetings with KCDC about the building process and regulations
- Surf club management committee and wider club membership
- Paekākāriki community board, including a public meeting
- Informal meeting with Ngāti Haumia
- Initial meeting with local homeowners
- Informal conversations with community members.

With all of these contacts we have had good support for the new building. We have acted on the initial feedback and will continue to do this through the consultation process. There have been no major roadblocks to the project to date.

CONSENTS & PROCESSES REQUIRED

Any redevelopment of the Building, or in fact the operation of the club, needs to comply with specific legal documents, legislation and bylaws. These include:

- The 1972 lease and subsequent variations
- National Legislation including: Reserves Act (2007), Local Government Act (1974m 2002), Resources Management Act, Building Act

- National Policies including: New Zealand Coastal Policy Statement (2011)
- Regional Plans and policies including: Greater Wellington Regional Policy Statement, Regional Parks Network Management Plan, QEP Coastal Erosion Plan.
- Kāpiti Coast plans, policies and bylaws: Kāpiti Coast District Plan, Coastal Management Plan.
- Council building consents
- Resource consent

DESIGN CONCEPTS

In the past 6 years we have had a good working relationship with officers from Greater Wellington Regional Council. There have been numerous onsite and offsite meetings to discuss the location, design and planning elements. The officers have given feedback along the way and we continue to work closely with staff.

Based on our requirements from the 2011 feasibility study, an architect has drawn up some **conceptual** drawings. **These are indicative only and intend to give a locating visual for community engagement directives.**

We have been working with Greater Wellington Regional Council for the past 5 years to ensure we have a building that fits in with the park environment. In the past few months the club and councils landscape architect have been working to develop a wider plan to fit the building into the environment.

The concept plans have incorporated the feedback and a concept document has been developed to give commentary to the changes made from the feedback we have been given.

Any specific requirements of a lease, and/or contributing parties like KCDC, GWRC, DOC, neighbours, the wider community, will absolutely be considered when working with the architect on concept selection and refinement.

NB: The concept drawings, draft landscape plan and commentary are attached.



Figure 26 - East elevation view 1:100



Figure 27 - North elevation view 1:100

LEASE DETAILS

TERM OF LEASE

We would like to apply to the maximum term allowed for the lease of 30 years to ensure there is consistency of service. This will be an expensive project for the club to undertake so we would need to maximise the investment and would not be able to move again in the near future.

LEASE ACTIVITY

The primary activity of the club is to keep users of the beach and park area safe. This is not a new activity it is a continuation of what is currently in place. The full details of the club’s activities are contained in earlier sections of this application.

The activities that will need to be included in the lease for the building:

Primary use:

- Essential Lifeguard service
- 24/7 emergency response
- Equipment storage
- Meeting space
- Training and surf sport (lifeguard skills)
- Education

Secondary use:

- Sports events
- Community Activities
- Club functions
- Corporate hire
- Public gatherings

JUSTIFICATION FOR EXCLUSIVE LEASE

Paekākāriki Surf lifeguards needs to have access to the facilities 24/7 and during emergencies need to take control of the building. Much of the building is purpose designed to cater for lifesaving activities and the specialist equipment that is stored means that security is an important factor. The club needs to have full control of the club hence the rationale for an exclusive lease. The building will also come at a substantial cost and there will be public money put into the project, the funding sought from external sources will likely carry a requirement to demonstrate long term certainty of tenure to protect any investment and an exclusive lease would provide that certainty.

Although the Paekākāriki Surf Lifeguards would be the sole lease holder we would look to partner with other community groups to ensure the building is used well.

LEASE COSTS

The Paekākāriki Surf Lifeguards is a voluntary organisation and charity with all income sources going to running the club and upgrading lifesaving equipment to ensure our lifeguards have the resources to do their job on the beach. The club does not turn a profit and no dividends are paid, all funding is put back into club equipment and activities. Given the voluntary nature of the club and the service the club provides to the community and park users we would like GWRC to consider a peppercorn or minimal lease to the club.

INSURANCE

Paekākāriki Surf Lifeguards have a comprehensive insurance policy which is part of the Surf Life Saving New Zealand national insurance scheme. The insurance includes building and contents, liability, motor and marine. The club will also work with the brokers, Aon to ensure full cover is in place throughout the building process. Relationship with QEII Park

Queen Elizabeth Park (QEP) is owned by the Crown and is classified as recreation reserve and controlled and managed by GWRC under the Reserves Act 1977. Bounded by Paekākāriki, Raumati South and State Highway 1, Queen Elizabeth Park is managed by the Greater Wellington Regional Council (GWRC).

QEP is one of the most popular parks in the Wellington region – providing walking, cycling, picnicking, swimming, and beach activities for over 415,000 visitors annually.

ALIGNMENT TO PARK MANAGEMENT PLAN

The management plan of the park is largely concerned with the preservation of the heritage and conservation of the park with limited focus on the active recreational opportunities the park offers up. While Paekākāriki Surf Lifeguard Inc is not specifically mentioned in the park management plan the existing site is captured on the 2010 park plan as an existing use. The club would like to develop a greater relationship with the park and ensure the service that the club provides is included in future plans. The

upcoming developments will be the opportunity for the Club and GWRC to establish a closer relationship and provide collaborative services to park users. A new facility could be used to attract new user groups and events to the park giving a focal point for these activities.

The club specifically relates to management focus 6.7.4 – 3. *Provide Family Recreational Opportunities*

The Paekākāriki Surf Lifeguards plays a key role in both attracting people to the park and providing a public safety service. An in-depth study has been completed to assess the overall safety of the Paekākāriki Beach and the assessment and recommends specific actions for the beach. A brief report of t

ATTRACTING USERS TO THE PARK

The Club has a current membership of 240 people (plus parents and supporters) and during the summer the members use the club on a daily basis. The club holds club days on a Sunday afternoon, and this has attracted many families to the beach using both the park and beach. The parents of the younger members often use the park for walking, running cycling and picnics.

Having the club building had attracted groups to use the building and park for their activities.

The Club also holds events during the summer that attracts other clubs from the greater Wellington and on occasions across NZ. There is also the Beach Education programme that is run from the club that attracts about 300 children from schools in the Wellington area and teaches them beach safety.

Having beach patrols attracts people to the beach to swim in the area with lifeguards on duty.

PUBLIC SAFETY SERVICE

The presence of the Paekākāriki Surf Lifeguards has made the club the first point for park users needing assistance; whether it's locating a street address, coffee shop, or the best swimming spot.

Over the years the lifeguards have provided the principle safety and first aid service which has included:

- Rescues of park users along the entire length of the park and beyond
- Water safety advice to park users

- Searches of people using the water, beach and people lost in the park
- First Aid services to users throughout the park
- Event safety services for events in the park

For over 100 years the Paekākāriki Surf Lifeguards have been providing beach patrols and saving lives. Over this time, it is estimated that we have rescued over 1000 people from the beach.

PUBLIC FACILITIES

As a club we are looking to attract beach users to the area in front of the club. With the high tide now coming right to the seawall along most of the south end of the beach the best place for area for swimming is near the club. We would like the council to investigate added facilities to the area – toilets, change areas, BBQ and picnic facilities. Some of this can be included in the design of the new facility and the club is happy to collaborate with GWRC for this.

BENEFICIARIES

PAEKĀKĀRIKI SURF LIFEGUARDS

The PSL club members are the primary reason for this development. In order for the club to continue to operate lifesaving services we need to move our club house base.

Without this project going ahead we will have to cease surf lifesaving activities within 5 years.

Their growing club numbers and expanding range of activities has resulted in significant compromises being made on equipment storage and care. In addition, the large numbers of Junior Surf members and their families are putting increasing demands on the meeting and social areas of the facility.

COMMUNITY

Surf lifeguarding is a vital community service provided by PSL. Any compromises to equipment and facilities risk the quality and availability of the service.

The PSL takes considerable pride in providing beach patrol services to minimise the risk of drowning and injury and in providing beach safety education services to schools and local groups. This enables many people to swim safely and for life threatening situations to be minimised.

The club also provides first aid and search services in the park and local area. Paekākāriki Surf Lifeguards provide a safer place to swim and enjoy recreation activities for the whole community.

COMMUNITY USER GROUPS

While there is a range of different social and meeting venues in the Paekākāriki community, the Pavilion continues to provide for social events and some recreation activities. Redevelopment will increase usage, particularly if the facility's function rooms are more flexible than currently.

We are confident that many community groups will utilise the meeting spaces in the new building and will be encouraging this.

QE PARK MANAGERS AND USERS

As the major facility on the Southern border of QEP, the building can support a range of different users of the park, including picnickers, walkers, cyclists, riders and kayakers. The potential to be a base for hire of specific equipment (for example bikes) will increase use of QEP in the Wainui and coastal sections.

There is opportunity for PSL and other education providers to work closely with the QEP managers and event co-ordinators to offer a range of learning and hands-on experiences for park users, focusing on safe and enjoyable use of the beach and surrounding areas.

PRIVATE USERS

The unique environment on the Paekākāriki beach provides a perfect setting for many family events, including weddings, reunions and other celebrations. In addition, it is an ideal location for work conferences, team building and retreats. The facility in its redeveloped form will enable more flexible use, increase revenue and occupancy and not compromise the patrol and sport aspects of the club.

CIVIL DEFENCE

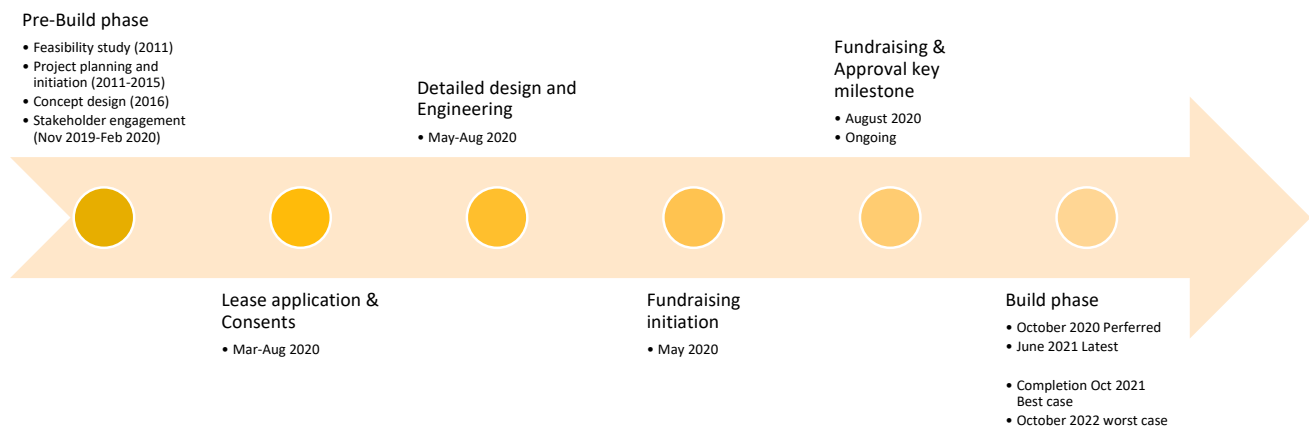
The Civil Defence location in Paekākāriki is currently located at the Paekākāriki School. The new building would be purpose built for essential rescue services that would be well equipped to deal with emergency response and welfare. It would provide a key opportunity to be a well-equipped and resourced Civil Defence Co-ordination Centre which provides spaces, equipment and communications links that are able to be shared, therefore reducing duplication. The school would remain the management base with the surf club building being an operational support location. This will reduce the ongoing costs of communication, search and rescue equipment, first aid equipment and suitable beach and marine vehicles.

SUMMARY OF REQUIREMENTS

- Rapid rescue response - ease of access
- Located Southern End of the Park
- Access to the beach for equipment e.g. rolling boats down the ramp
- High quality ramp access and accessibility
- 50 years lifetime
- Low maintenance
- Appealing for community use
- Affordability and ease of access to funding

PROJECT TIMELINE

The proposed date to have the new building in full operation is October 2021 best case or October 2022 worst case. There are many key milestones over the next 12 months on the pathway to completion.



There are four main streams of work;

- 1. Concept and detailed design**
*Concept design and detailed drawings
 Lease application and approval
 Engineering and design plans*
- 2. Fundraising and planning**
*Create fundraising plans
 Funding applications
 Community fundraising*
- 3. Stakeholder engagement & consents processes**
*Lease application
 Resource consent
 Building consents and permits*
- 4. Construction**
*Tender process
 Earthworks, drainage, roading & foundations
 Building construction
 Fit out*

CONTACTS

Key contact:

Matt Warren
Building Committee Chair -Paekākāriki Surf Lifeguards
mattwarren505@gmail.com
0274 757 323

Club contact:

Elyse Robêrt
Secretary, Paekākāriki Surf Lifeguards
elyserobert@gmail.com
027 404 3400

REFERENCE DOCUMENTATION

Over the past 10 years we have obtained a number of documents and reports to scope and conceptualise this project. Enclosed you will find the following supporting materials.

Paekākāriki Surf Lifeguards Reports & Documents

Feasibility Study	Lumin	2011
Building Assessment Report	Sawrey Consulting Engineers	2011 (updated 2018)
Coastal Public Safety Assessment	Surf Life Saving New Zealand	2010
Environmental Impact Assessment	4Sight Consulting	2016
Archaeological Assessment	Subsurface Ltd	2016
Coastal Hazard Assessment	Urban Solution	2018
PLSG Patrol Operations Manual	Paekākāriki Surf Lifeguards	2019
PSLG Annual Report	Paekākāriki Surf Lifeguards	2019
Building Concept plans	HWA Architects	2019
PSL Concept Document	HWA Architects	2020

Other Relevant Reports & Documents

Queen Elizabeth Park Plan	Greater Wellington Regional Council	2000
QE2 Coastal Erosion Plan	PAOS	2019
QE2 Park Coastal Dune Mgmt. Doc	Boffa Miskell (for GWRC)	2001

Letters of endorsement

Paekākāriki Volunteer Fire Brigade	2020
Paekākāriki Informed Community Inc. (community website and radio station)	2020
Paekākāriki Sports Club	2020
Paekākāriki Table Tennis Club	2020
Surf Life Saving New Zealand (SLSNZ)	2020

Correspondence

Greater Wellington Regional Council
Kāpiti Coast District Council



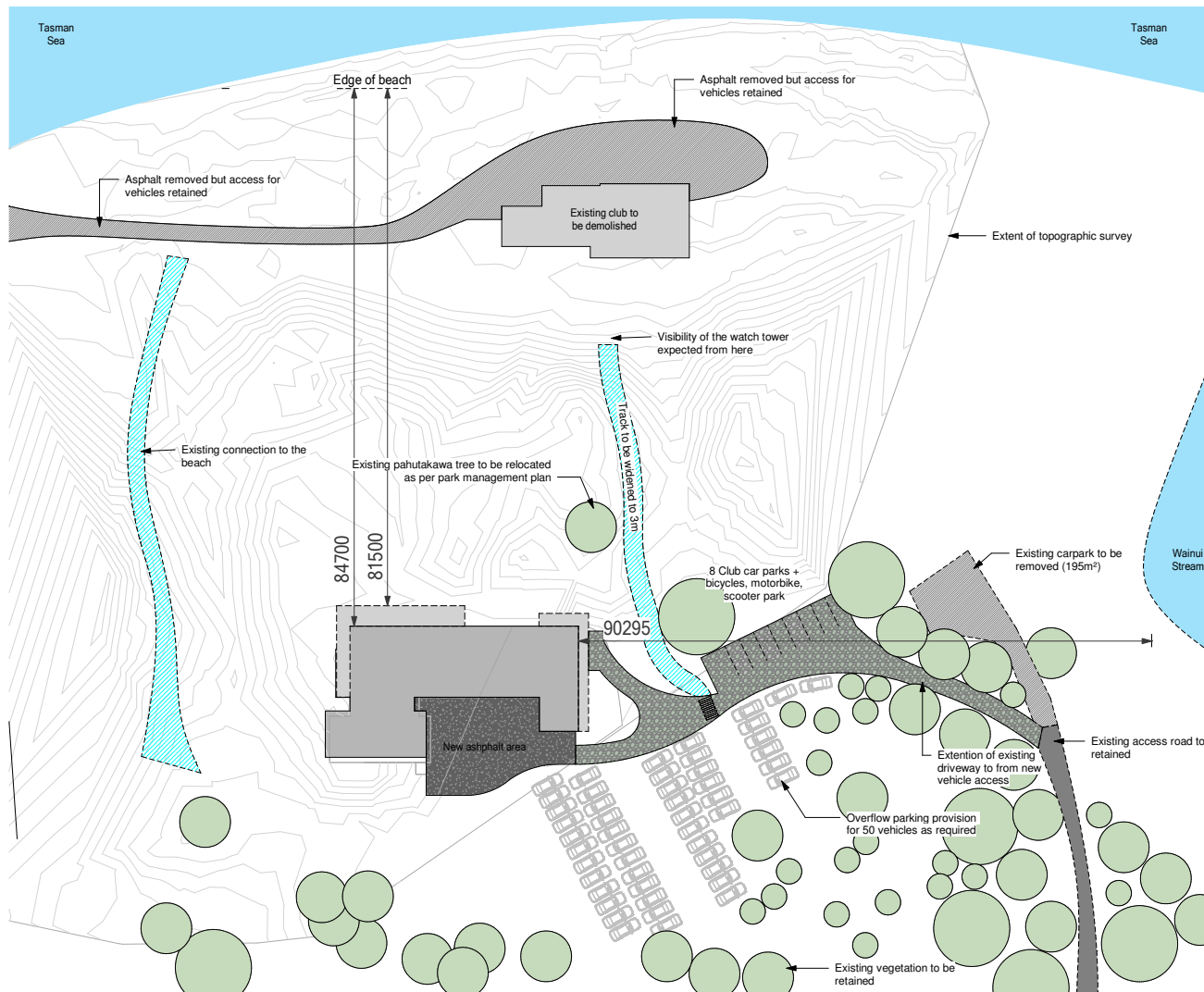
HWA

Sheet Number	Sheet Name	Current Revision	Current Revision Date
R000	Title Page		
R001	Site Setup		
R002	Site Earthworks		
R003	Ground Floor Plan		
R004	First Floor Plan		
R005	Elevations		
R006	Elevations		
R007	Cross Section		
R008	Cross Section		
R009	Cross Section		
R010	Exterior Perspective Views		
R011	Exterior Perspective Views		

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Paekakariki Surf Club

Queen Elizabeth Park, Paekakariki, Kapiti Coast
RESOURCE CONSENT



Site Setout
1 : 500

LEGAL DESCRIPTION
Lot no: Sac 3
D.P. no: SO 446259
C.F.R. no:

SITE INFORMATION
Wind zone: >55m/sec
Exposure zone: Zone D (High)
Earthquake zone: Zone 3
Climate zone: Zone 2
Snow zone: NI
Soil class: Class E

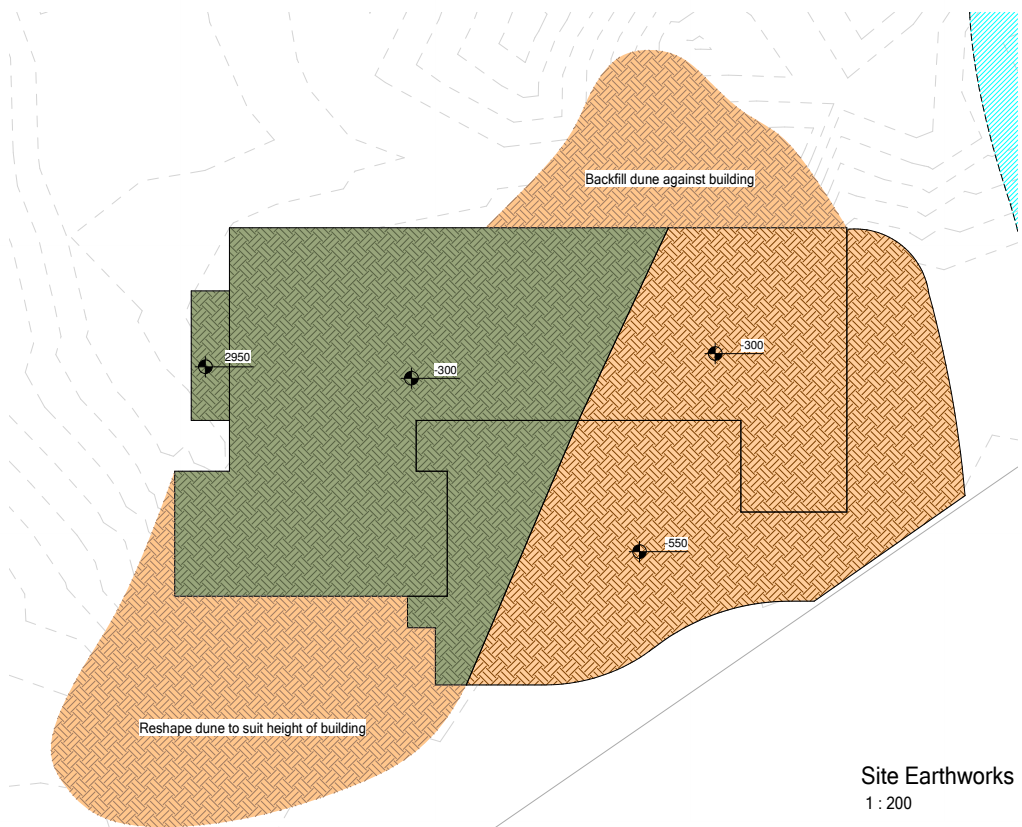
PLANNING FEATURES
Planning Zone: Open Space Zone
Hazard Zone: Tasman Zone
Coastal Erosion Zone: Hearty
Noise Zone: N/A
Specific features:

GENERAL NOTES
All efforts have been made to locate the building in relation to the survey data provided. It is required that a registered cadastral surveyor is tasked with the preliminary set out.
Site levels have been provided by others and shall be checked and verified prior to commencing site works. In the event that top soil removal is greater than 200mm deep finished ground level and floor levels must be reviewed and revised if necessary.
All exterior paths shall comply with NZBC Clause D1 Paragraph 1.0.1 slip resistance $\mu \geq 0.4$ on level surfaces.
All exterior stairs shall have a max riser of 170mm and min tread depth of 300mm with 500 hand rail @ 900 above the treadline required for any runs longer than three treads. Refer NZBC D1 Access Routes for further compliance requirements.
Install 1,000 high balustrade compliant with NZBC/F4/AS1 Paragraph 1.2 to the top of any retaining walls or structures that can be easily or frequently accessed with a drop of 1.0m or more. Balustrades must be installed with the appropriate PSA certification provided upon completion.

SAFETY IN CONSTRUCTION
Site shall be closed off to general admission during construction by means of fencing or barriers where possible.
Contractors are responsible for ensuring all equipment on-site is appropriately signed and fenced in compliance with all relevant standards. This relates to but is not limited to cranes, lifting machinery and tools.
Suitable on-site amenities shall be provided in a safe and hygienic location with easy access for all staff and visitors including utility vehicles.

AREA DETAILS
Driveway removed to existing target house: 702m²
Driveway removed to existing surf club: 700m²
Footprint of existing surf club: 295m²
Total area retained: 1,197m²
Driveway added from existing road to new club: 506m²
Asphalt area to new surf club: 286m²
Footprint of new surf club: 694m²
Total area to be developed: 1,486m²
Existing access road unchanged: 150m²
Areas subject to final GWRC landscaping plans and final survey.

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EARTHWORKS PLAN NOTES

Make allowance to control stormwater and sediment run-off through sediment control fencing, earth bunds, silt socks and run-off diversion channels as required.

Where possible retain grass or vegetation to restrict sediment laden stormwater causing issues beyond the build area.

In accordance with GWRC instructions lay hard fill in areas of traffic access and laydown locations to prevent the up-lift of sediment from the site from traffic or machinery.

Wash any debris from machinery on-site and prior to leaving site. Leave paths and roads free of sediment or debris.

Re-sew or plant any areas as soon as possible where ground is exposed for extended lengths of time.

Install a sand bag bund around any open stormwater drains potentially affected by stormwater run-off from bare ground or sediment laden stormwater. Clear sediment collection points frequently and remove all bunds at the completion of the project.

Protect all stock piles from erosion or sediment run-off by locating piles nearest the centre of the site and behind sediment fences or within vegetation buffers.

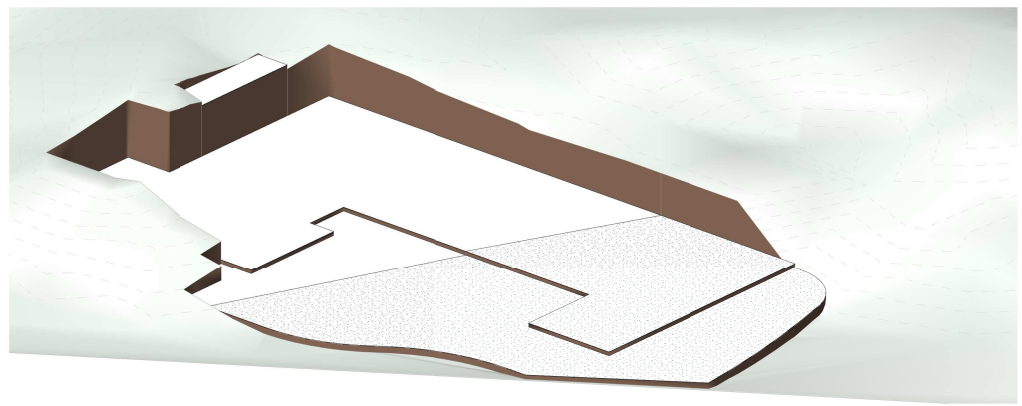
Excess fill is to be stockpiled at the direction of GWRC for use in the dune restoration project.

Legend:
 = Earthworks Cut
 = Earthworks Fill

EARTH MOVEMENT SCHEDULE

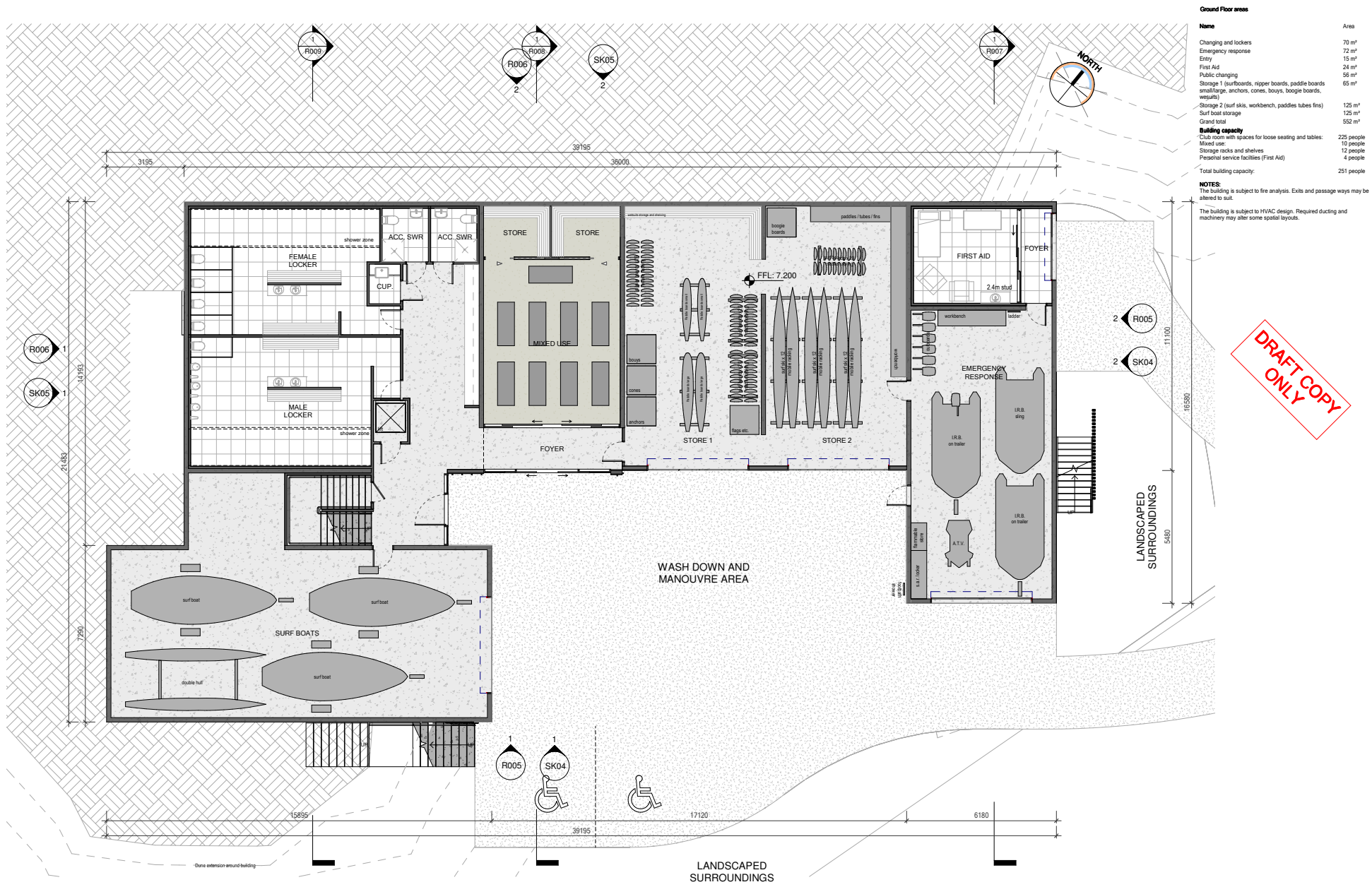
Note volumes noted in this schedule are subject to variation on-site due to variable bulk density factors related to varying soil types.

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EARTHWORKS CALCULATIONS (note no bulking factor has been allowed for in these calculations)

Comments	Identifier	2m rule applies	Out volume	Fill volume	Net cut/fill	Surface Area effect
Dune shape only	Dune shaping	No	12.26 m³	459.82 m³	447.56 m³	1757 m²
			12.26 m³	459.82 m³	447.56 m³	1757 m²
Ground floor cut	No		641.50 m³	1.50 m³	-640.00 m³	406 m²
Ground floor fill	No		0.15 m³	114.14 m³	113.99 m³	179 m²
Wash down area cut	No		88.42 m³	0.00 m³	-88.42 m³	80 m²
Wash down area fill	No		12.30 m³	122.23 m³	109.93 m³	307 m²
Pavilion floor cut	No		2.35 m³	1.29 m³	-1.06 m³	17 m²
			744.73 m³	239.16 m³	-505.57 m³	988 m²



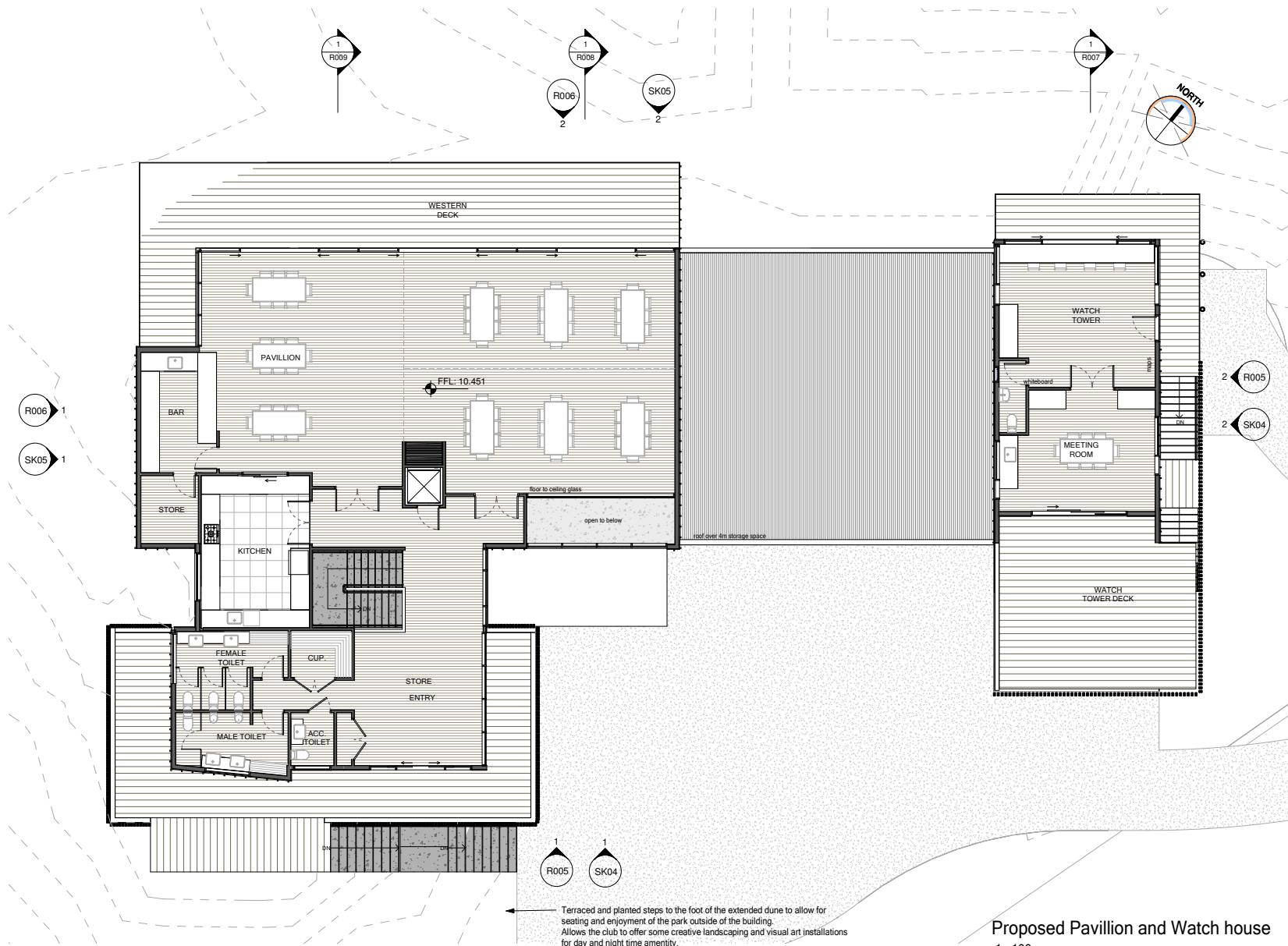
Ground Floor areas

Name	Area
Changing and lockers	70 m ²
Emergency response	72 m ²
Entry	15 m ²
First Aid	24 m ²
Public changing	56 m ²
Storage 1 (surfboards, ripper boards, paddle boards, small/large, anchors, cones, buoys, boogie boards, wetsuits)	65 m ²
Storage 2 (surf skis, workbench, paddles, tubes fins)	125 m ²
Surf boat storage	125 m ²
Grand total	552 m ²
Building capacity	
Club room with spaces for loose seating and tables:	225 people
Mixed use:	10 people
Storage racks and shelves:	12 people
Personal service facilities (First Aid)	4 people
Total building capacity:	251 people

NOTES:
 The building is subject to fire analysis. Exits and passage ways may be altered to suit.
 The building is subject to HVAC design. Required ducting and machinery may alter some spatial layouts.

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Rev	Date	Description
1804	9 Sept '20	1 : 100
		R003



Ground Floor areas

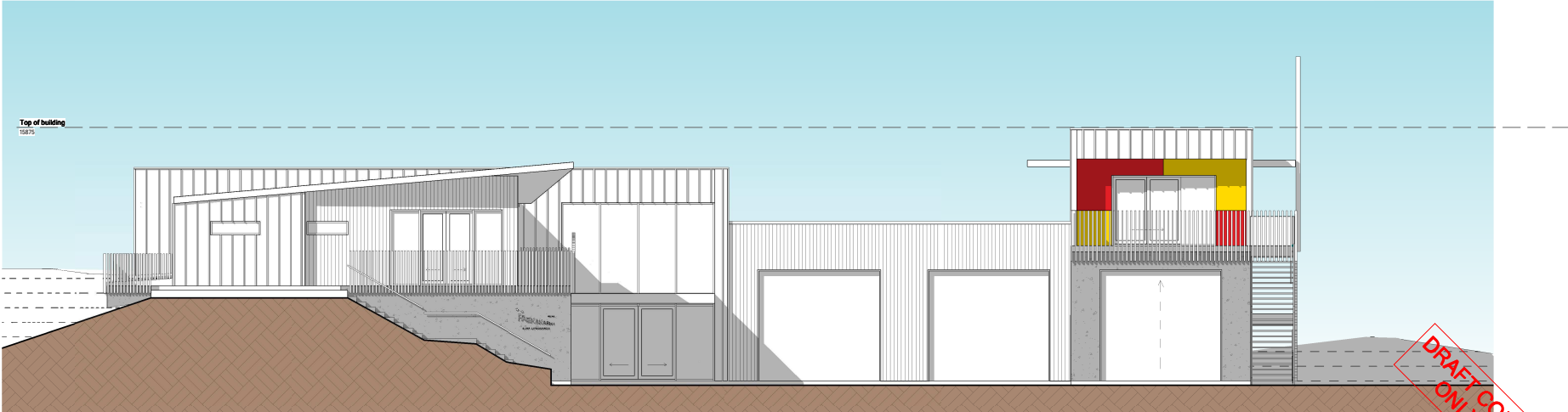
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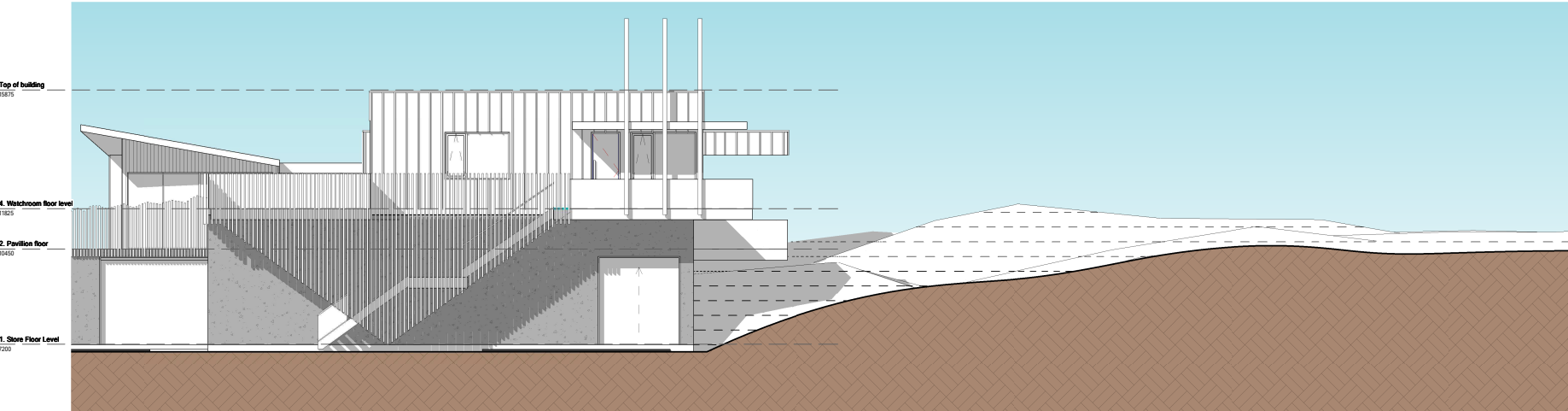
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Proposed Pavillion and Watch house
1: 100

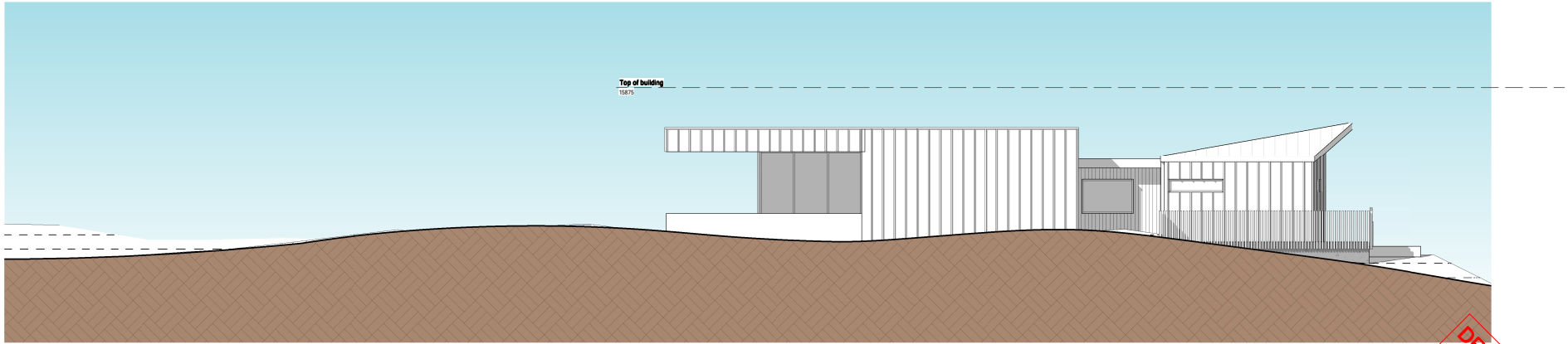
Rev	Date	Description
1804	9 Sept '20	R004



East Elevation
1 : 100

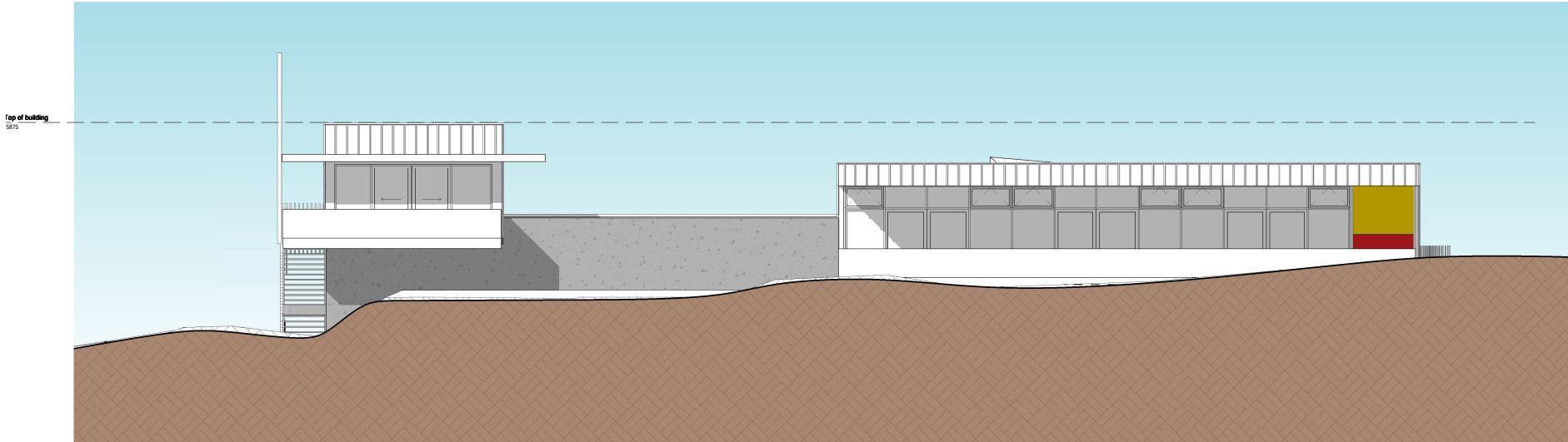


North Elevation
1 : 100

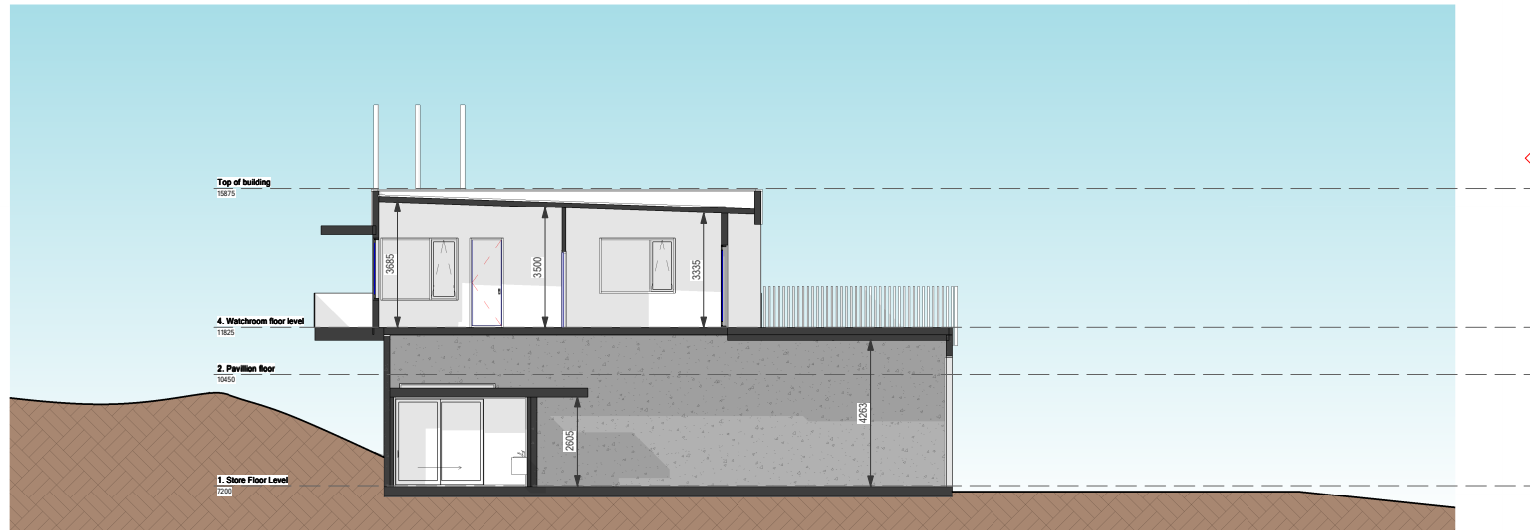


South Elevation
1 : 100

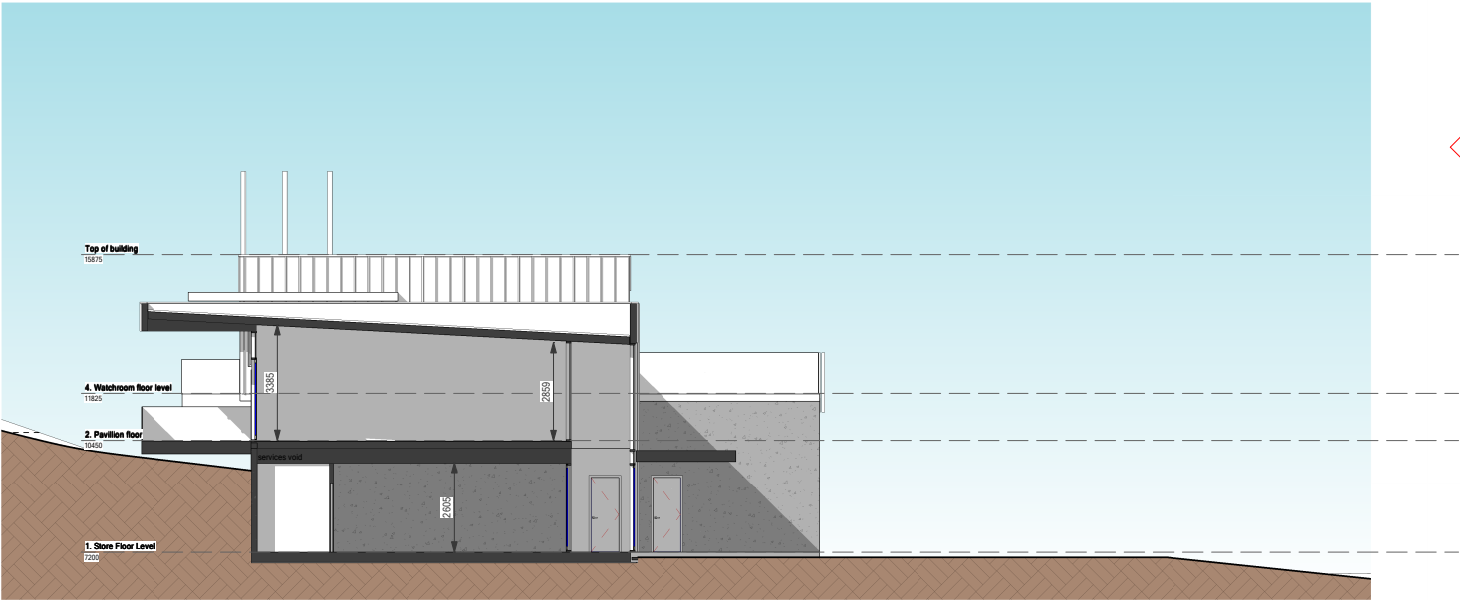
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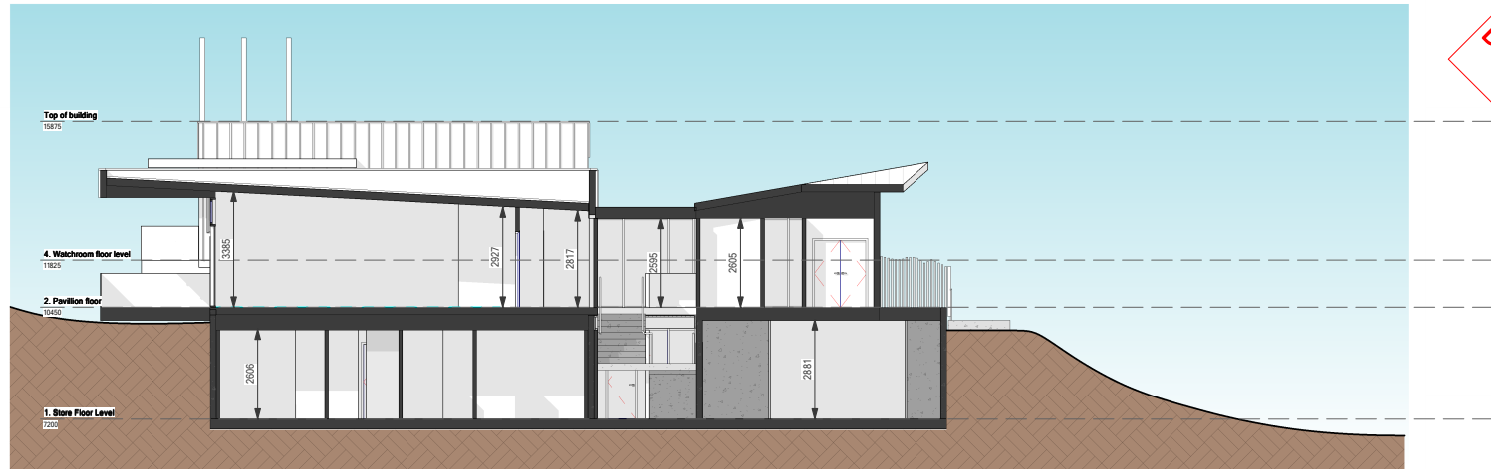
West Elevation
1 : 100



Section 1
1 : 100



Section 2
1 : 100



Section 3
1 : 100





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Paekākāriki Surf Lifesaving Clubroom Upgrades

Paekākāriki Surf Lifeguards Incorporated

Application for Concession for use of Conservation Land
Environmental Impact Assessment

September 2020

REPORT INFORMATION AND QUALITY CONTROL

Prepared for:	Matt Warren Paekākāriki Surf Lifeguards Incorporated
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Author:	Laurence Beckett  Senior Planning and Policy Consultant
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Reviewer:	Mark Ashby  Principal Planning and Policy Consultant
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Approved for Release:	Laurence Beckett  Senior Planning and Policy Consultant
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Document Name	Concession application_ Paekākāriki Surf Lifeguards Incorporated_September 2020_V1.2
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Version History:	Version 1.0 September 2020
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- Appendix C: Archaeological Report
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- Appendix E: Lease Application



1 APPLICANT AND PROPERTY DETAILS

Site Address	The Parade, Queen Elizabeth Park, Paraparaumu 5034
Site Owner	Her Majesty the Queen (The Department of Conservation)
Applicant's Name	Paekākāriki Surf Lifeguards Incorporated
Address for Consultant	c/- 4Sight Consulting Ltd PO Box 25356, Featherston Street Wellington 6141 Attn: Laurence Beckett
Legal Description	S0 481914
Site Area	N/A
Kāpiti Coast District Council Zone	Open Space
KCDC Limitations/Overlays & Designations	Designation: General
Brief Description of Proposal	This application to Greater Wellington Regional Council (GWRC) is for a Concession pursuant to the Conservation Act 1987, Part 3B to construct a new building to house the Paekākāriki Surf Lifesaving club and associated activities.
Summary of Reasons for Concession	The Concession is required as the conclusions of an extensive internal and external consultation process are that the existing clubrooms building needs to be demolished and re-built. The new building is proposed to be built outside the Surf Lifesaving Clubs existing lease area on conservation land. The Concession sought is a lease to construct the building in the proposed location and a licence for the Club's activities on conservation land.



2 BACKGROUND

2.1.1 Historic Use of Site

Paekākāriki Surf Lifeguards Incorporated is a community based club that has been providing an essential lifesaving service for over 100 years. In this time, it is estimated that the club has rescued well over 1000 people from life threatening situations.

The surf lifesaving club was initially located half way along The Parade. The original club building is now a memorial hall. The clubrooms were relocated to the existing location, beyond the southern end of the Parade within Queen Elizabeth Park in 1964. The building now serves as an excellent base for the clubs' operations.

Over the past 50 years the club house has been battered by the environment; it is in a poor state of repair. The building requires a major upgrade to keep it in a usable state. It also requires significant internal reconfiguration to meet the current needs of the Club.

The building stands on a section of land that was subdivided away from the rest of Queen Elizabeth II Park (QEII). The Club held a licence to occupy all of the subdivided land (Lot 1 DP 34143). While the licence was granted in perpetuity it had a periodic renewal clause which required that the licence be re-signed by the grantee and grantor. The renewal period lapsed in 2004.

2.1.2 Recent Review of Club Requirements

An assessment and feasibility study¹ that was prepared for Paekākāriki Surf Lifeguards Incorporated recommended that a new building be constructed in a new location. The rationale for this recommendation was:

- The current building is in a poor state and needs urgent repair or a rebuild;
- The current size of the club and projections indicate that a bigger and reconfigured building is required; and
- The GWRC has indicated that a new building would be better placed further back to mitigate the effects of erosion.

The feasibility study was prepared in October 2011.

2.1.3 Application for Construction of New Building

The Paekākāriki Surf Club (PSL) entered into discussions with GWRC in early 2015. In July 2015 the PSL submitted a Concession (lease) application to GWRC for the proposed club redevelopment. The application included preliminary building design plans that showed the replacement building positioned on the sand dunes directly behind the existing club house.

In responding to the Concession application GWRC provided an initial assessment and summary report, which contained a request for further information. The report identified a number of aspects where additional information would be required to supplement/ complete the licence application. Amongst the information sought was a requirement to provide an Environmental Impact Assessment (EIA) covering those matters that are required to be addressed under Part 3B of the Conservation Act.

This report provides the requested EIA, as required by Part 3B of the Conservation Act.

¹ Feasibility Study report prepared by Robyn Cockburn and Richard Thompson of Lumin, dated October 2011



3 THE SITE & SURROUNDING ENVIRONMENT

3.1.1 Existing Building and Immediate Surrounds

The existing clubrooms building ('pavilion') is located beyond the formed end of the Esplanade in Paekākāriki, within Queen Elizabeth Park (QEP). A sealed driveway provides access from the end of the road to the pavilion building. The driveway is blocked off to public access and is only used by club members.

An asphalt surface in front (west) of the pavilion provides parking space for the Club. The land to the north, south and east of the clubrooms is sown in grass.

The nearest unmodified sand dunes are separated from the building by approximately 7m.

3.1.2 Wider Environment

A listed historic building stands at the top of the sand dunes approximately 39m to the northeast of the pavilion. The house is known as Budge House (KCDC Designation B91).

The section of Paekākāriki beach near the PSL club building is typical of much of the rest of the Kāpiti Coast coastal environment. The Wainui Stream mouth is located to the north of the clubrooms. The houses along Henare Street at the northern periphery of Paekākāriki township are located approximately 80m-150m to the south of the pavilion.

QEP is one of the most popular parks in the Wellington region – providing walking, cycling, picnicking, swimming, and beach activities for over 415,000 visitors annually.

The Paekākāriki Holiday Park camp ground is situated just outside the Park boundaries. The campground is located to the east of the PSL building, beyond a large grassed area and a roadway through the park. The roadway extends from the formed end of Wellington Road. There are no distinguishing characteristics to the road to indicate that it is not contained within legal road and motorists travelling along the road near the camp ground would assume they are still on 'legal road'.

A track has been formed from the grass area to the east of the PSL building through the sand dunes behind the clubrooms to the beach. The track is used by members of the public using the park and by guests at the campground. I note that the track is not the 'official' beach access. A formed access is located further south, providing access from the mown grass area to the beach.

There is evidence of early Māori settlement within this part of the coastal dunes. The land on either side of Wainui Stream was utilised as an army camp by the American army during the second world war. The historical use of the land is discussed in the Archaeological Assessment report that is attached as Appendix C to this application.

3.1.3 Status of Place

Queen Elizabeth Park is owned by the Crown and is administered under the Local Government Act 2002. The land is designated as recreation reserve under the Reserves Act 1977. Bounded by Paekākāriki, Raumati South and State Highway 1, QEP is controlled and managed by the Greater Wellington Regional Council.

4 THE PROPOSAL

4.1.1 Summary of Rationale to Proposal

Paekākāriki Surf Lifeguards Incorporated proposes to construct a new clubrooms building inland from the existing pavilion. The new building will be constructed in the location shown on HWA Ltd job number 1804, sheet SK01. A summary of the reasons why the existing pavilion requires redevelopment, and the key needs of the club include:

- Increased club use, particularly by juniors and their families. An increasing membership means the club has outgrown the current space,
- requirements for multiple concurrent uses, driving the need for a more effective layout,



- increased demand and expectations by other users,
- the building is structurally unable to withstand a significant seismic event or tsunami,
- other community groups and users have indicated that they are keen to use the facility.

The key needs are:

- Improved changing room and toilet facilities,
- improved and increased storage,
- separation of patrol and meeting / function rooms,
- improved kitchen and bar facilities,
- improved beach access.

The proposed building design is shown on HWA Ltd job number 1804, sheets SK01 to SK05. The plans provided include a site plan, floor layout plans and elevations. The proposed site plan shows the relative location of the footprints of the proposed and existing buildings.

The floor plans show a much improved layout that will be more effective in meeting the current needs of the club, as outlined above. The space required to meet the beach patrol needs of the club are provided on the ground floor, with space to accommodate other club activities and the activities of other users on the upper level.

Extensive consultation has been undertaken with GWRC in regard to landscape planting around the existing and proposed buildings. GWRC has decided that the best approach for redevelopment of the site is to reform the sand dunes around the building and undertake landscape planting in and around the affected area. An indicative sketch plan prepared by GWRC showing the proposed landscape planting is provided in Appendix A.

The existing building is built up to the eastern boundary of Lot 1 DP 34143, as shown on the extract from the KCDC GIS aerial information on Figure 1 below. The proposed building appears to be slightly outside the existing lease area and allotment boundary, although the physical location of the building has not been confirmed by survey.



Figure 1: Existing building and lease/title boundaries

We note that the district plan symbol for a historic heritage item (B91) is shown over the existing clubrooms on the KCDC GIS aerial. The item (B91) is described in the District Plan as Budge House - Caretakers Residence. Budge House is situated on the sand dunes to the northeast of the site. The symbol is therefore incorrectly shown as relating to the PSL building.



4.1.2 Concession

Paekākāriki Surf Lifeguards Incorporated seek a Concession from the Greater Wellington Regional Council (GWRC) to occupy the land beyond the existing lease area to contain the proposed building. The concession that is sought is a lease to construct the building in the location shown on the attached HWA Ltd drawings and a licence to allow the club to continue its existing activities in the new building and surrounding land.

It is noted that the current lease lapsed in 2004. There is some debate as to whether the lease collapsed in its entirety when it was not renewed, or whether the underlying lease endures in perpetuity. The proposed building upgrades will however result in development beyond the existing lease area, so a Concession is required with respect to the use of Park land beyond the historic lease area, regardless of the status of the original lease.

4.1.3 Proposed Duration of the Concession and the Reasons for the Proposed Duration

A concession for at least 30 years is sought.

This will be an expensive project for PSL, so the lease needs to reflect the investment. As a non-profit organisation PSL will rely on fund raising and grants to construct the building. The club will not have the means necessary to relocate again in the near future.

A long term lease is also required to ensure that consistency of service can be guaranteed. A short-term lease that could potentially be revoked inside (say) 10 years would not be sufficient to allow PSL to manage and operate the clubroom facilities and they would consequently not be able to guarantee a safe swimming environment in the long term.

4.1.4 Appropriateness of the Lease and Licence and Applicant's Ability to Carry Out Activity

Section 59A of the Conservation Act 1977 gives GWRC the ability to approve the Concession. We consider that it is appropriate in this instance to grant the Concession and associated lease and licence as the concessioner has occupied and managed the existing building and associated amenities in accordance with the aspirations of the Regional Council, as set out in its Parks Network Plan. The PSL has a good working relationship with GWRC, as administrators of QEP.

The outcome, if a concession is granted, will be a positive redevelopment of a public facility that will meet the current and future needs of the surf lifesaving club, which is acknowledged as an integral and important part of the local community.

4.2 Consideration of Alternatives

When options were initially being considered for the building upgrades the first proposal that was considered was demolition of the current clubhouse and redevelopment of a new building in close proximity to the existing footprint. After discussions with the GWRC and during the feasibility stage it was flagged that this is probably not the best position for the building for a number of reasons, including the building's proximity to the high water mark and the degree to which the separation makes the building vulnerable to erosion.

There has been a considerable amount of discussion around the location of the proposed building, particularly its location relative to the mean high water mark. A concession was previously sought for a design showing the building closer to the beach. The attached Coastal Report (Appendix D) recommended that the proposed new clubrooms be located further away from the coastal edge to allow for the long-term trend of erosion at the site. The design was amended in response to this recommendation to ensure the proposal takes appropriate account of forecasted beach erosion and sea level rise.

The previously proposed location of the building and the lease arrangement were discussed with Fiona Colquhoun GWRC Parks Planner, Barry Straight GWRC Landscape Architect, Jamie Steer of the GWRC Biodiversity Department, Tim Penwarden from Jigsaw Property Consultancy Limited, Wayne Boness, Principal Ranger Western Sector, Owen Spearpoint, Senior Environmental Monitoring Officer and Gary Wheaton, QEP ranger. These people all provided feedback on that proposal. Overall, the feedback was positive, with general approval in principle being expressed.



4.3 Other Consents Required

The proposed Concession relates to the construction of a replacement building on land that is zoned Open Space and is affected by the Designated General, and Building Line (30m Relocatable Area) features in the Kāpiti Coast District Plan. Construction of the building in the proposed location will therefore require resource consent from Kāpiti Coast District Council (KCDC).

Preliminary consultation with KCDC has been undertaken. The Council officers indicated their support in principle to the proposal. The requirement to acquire consent was confirmed by KCDC.

The building will be constructed on a site where reticulated sewerage and stormwater is not available. The proposal may therefore require consent from GWRC, if the rate, volume and nature of wastewater discharged from the site exceeds the permissible limits in the Regional Plans (PNRP and Operative Regional Plans). The consent requirements for the proposal will be determined once the building design plans have been further advanced.

Drainage will be engineered with the detailed design of the proposed building. While the developed design of the proposed drainage system has not been completed at this point in time, it will be ready for submission with the resource consent application. The design will meet current standards and best practice.

The proposed pavilion will require Building Consent from KCDC, and this will be sought following the issue of the Concession and the necessary Resource Consents. Those aspects of the proposed drainage system that require building consent will of course be re-assessed through the KCDC consent process.

5 REASONS FOR THE APPLICATION

Queen Elizabeth Park land is owned by the Department of Conservation (DOC). The Concession application is therefore subject to the Conservation Act 1987, Part 3B. Sections 17S(1) and 17U of the Conservation Act outline the content of material that must be included in a concession application. The information required is provided in the assessment that follows.

5.1.1 Section 59A of the Reserves Act 1977

Section 59A of the Reserves Act sets out the powers that allow the Minister or consenting authority to grant a concession for the use of conservation land. Section 59A states:

59A Granting of concessions on reserves administered by Crown

- (1) *The Minister may, in accordance with Part 3B of the Conservation Act 1987, grant a concession in respect of any reserve vested in the Crown, including any reserve controlled or managed by an administering body under any of sections 28, 29, 30, 35, and 36; and the said Part 3B shall apply as if references in that Part to a conservation area were references to such a reserve and with any other necessary modifications.*
- (2) *The Minister may impose a reasonable charge for the use of any facilities (other than a path or track) provided by the Minister in or in respect of any such reserve.*
- (3) *In the case of any concession over or in respect of a reserve controlled or managed by an administering body, any reference in the provisions referred to in subsection (1) to any conservation management strategy or conservation management plan shall be read as if it were a reference to a management plan approved under section 41.*
- (4) *A concessionaire of any part of any such reserve may, to the extent that the relevant concession document so provides, impose a reasonable charge for the use of any facility (other than a path or track) provided by the Minister in or in respect of any such reserve.*
- (5) *Any person who—*
 - (a) *has, in accordance with any concession or other consent of the Minister, erected any structure or facility in any reserve; or*
 - (b) *uses for camping sites or for parking places for vehicles any part of any reserve; or*
 - (c) *carries on any activity in any reserve—*



may, subject to the relevant conservation management strategy or conservation management plan (if any) and the terms and conditions (if any) of the concession document concerned, impose a reasonable charge in respect of access to or the use of structures, sites, or places, or the carrying on or products of the activity.

Section 59A (1) gives GWRC, which is the administering body for QEP, the ability to issue a concession with respect to this proposal.

In our discussions with GWRC officers it was noted that it is their view that the Regional Council has the delegated authority to grant the lease / licence without the Minister of Conservation's approval, provided:

- it can be shown that the proposal is contemplated in the Parks Network Plan,
- the effects of the use will be the same as those that currently exist.

This document is provided in support of a lease application that has been prepared by the PSL and lodged in May 2020 (see Appendix E).

5.1.2 The Conservation Act 1987, Part 3B

Sections 17S(1) and 17U of Part 3B of the Conservation Act outline the required content of a concession application and the matters to be considered. Section 17S (3) requires that:

The Minister may require an applicant for a concession to supply such further information as the Minister considers necessary to enable a decision to be made, including the preparation of an environmental impact assessment in the form set out in Schedule 4 of the Resource Management Act 1991 or in such other form as the Minister may require.

This application has been prepared having regard to the Department of Conservation (DOC) Standard Operating Procedure "Concession Application Assessment and Decision Making" document, which includes a 'Guide to Preparing Your Environmental Impact Assessment (EIA) For Concession Application'.

The guideline outlines a six step process to preparing an EIA:

1. Describing the environment;
2. Scoping the potential effects of the activity;
3. Identifying the effects of the activity;
4. Describing the measures to avoid, remedy or mitigate adverse effects;
5. Identifying alternative designs and locations;
6. Outlining any monitoring programmes.

Steps 1 and 5 are addressed in Sections 3 and 4.2 of this report. The other matters are covered in the assessment that follows.

5.2 DOC Guide to Preparing Environmental Impact Assessment

The Guide to Preparing an Environmental Impact Assessment applies to all Concession applications.

It was noted in GWRC Initial Assessment & Summary of Further Information report that this proposal is classified as a high impact, significant structure in the DOC assessment guidelines.

The relevant provisions of the Effects Identification and Mitigation Checklist within the DOC guideline are assessed in Table 1 below. The provisions are assessed in terms of the relevant activity classification.



Table 1: Effects Identification and Mitigation Checklist

Value	Potential adverse effects	Mitigation measures
Terrestrial (Land) Values	<i>Reduction of or damage to indigenous biodiversity.</i>	The proposal will have negligible effect on biodiversity. The development site is a mowed lawn. The dunes in front of the new building will be re-formed and reinstated. The proposal to construct the building and car park in this location will have minimal impact on the dunes and their habitat.
	<i>Clearance, disturbance, modification or destruction of any vegetation or natural area.</i>	Minimal vegetation will be required to be removed to make way for the proposed buildings and structures. The building will be built over the generally flat part of the site, which is sown in grass.
	<i>Damage to wildlife or habitat. Either through disturbance, alternation of habitat or direct killing ... migration disturbance, reproduction levels and effect population change and species composition.</i>	As above.
	<i>Introduction of new, or increase in existing threats to indigenous ecosystems e.g. pests and weeds.</i>	The proposal will not increase threats to indigenous ecosystems. While the proposal will improve facilities within the building it is not expected that the development will result in increased occupation at the site that would have the effect of increasing adverse effects on indigenous ecosystems.
	<i>Discharge of pollutants or objectionable odours.</i>	The proposal will not result in an increase of objectionable odour. The proposed activity (surf lifesaving club) is not one that generates objectionable odour or pollution.
Aquatic and Marine values	<i>Damage, disturbance or modification to aquatic life or stream habitat</i>	The proposal will not adversely affect aquatic and marine values. The building site is well away from the high water mark and Wainui Stream.
	<i>Restriction of native fish passage</i>	No effects.
	<i>Discharge of pollutants, including sediment to waterways e.g. diesel spills</i>	The proposal will not result in the discharge of pollutants to waterways. The club's existing boat and gear wash-down area will be upgraded and improved. Runoff will be better controlled to prevent potentially contaminated overflow entering a watercourse or the ocean.
	<i>Erosion, scouring or deposition of riverbed or banks</i>	No adverse effects will be created. Roof-water runoff will be controlled/ managed by way of the engineering design solution that will be approved under a resource consent. The stormwater



		management system is likely to include the use of a soak pit. Runoff will also be stored on site and reused where possible.
	<i>Alteration of water levels in watercourses or wetlands.</i>	The proposal will not result in water being discharged to a watercourse or a wetland.
	<i>Introduction of new, or increase in existing threats to indigenous ecosystems e.g. pests and weeds.</i>	The proposal will not create adverse effects in this regard. The surf club pavilion will be occupied and managed in essentially the same way as the existing building is occupied. No new adverse effects will therefore be generated.
<i>Historic values</i>	<i>Damage to historic sites or objects, including Wahi Tapu e.g., disturbance of the ground.</i>	Minimal earthworks are required to construct the pavilion. A resource consent will be required for the building's construction in this location. We anticipate that a condition of that consent will be an accidental discovery protocol requirement, which will require that if wāhi tapu or other cultural sites/ items are unearthed during the earthworks phase an appropriate process must be followed to ensure any taonga is disposed of in a culturally acceptable manner.
<i>Cultural values</i>	<i>Offensive to Tangata Whenua or members of the public generally. Incorrect stories/ history about the site</i>	Ngāti Toa Rangātira and Ngati Haumia will continue to be consulted on the matter of the proposed development. PSL has had preliminary discussions with Tangata Whenua and the feedback received has been positive.
<i>Landscape values</i>	<i>Damage to landforms. Impingement on the landscape i.e. stands out as being 'non-natural'. Damage to geological features. Reduction of the natural character of wetlands, rivers and streams. Loss of open space.</i>	The proposed building will replace an existing building. There will be no damage to geological features caused by construction of the proposed building. There will be limited effect on natural character or open space. This matter is discussed in more detail in Section 6.4 below.
<i>Recreation/ enjoyment/ free access</i>	<i>Crowding, too many people in a hut or along the track for that recreation in relation to the experience setting Conflict between different activities and visitors</i>	The building and activity that it accommodates contribute to, rather than detract from the recreational use of the park/ beach.
	<i>Displacement, other visitors may be displaced to other locations by your proposal</i>	The PSL supports safe swimming at Paekākāriki beach. Swimming and other water sports are activities that occur here now; the service PSL provide do not displace other uses.
	<i>Noise invasion of people's quiet enjoyment of the park e.g. loud noises.</i>	Any effects generated in this regard will be no different to existing effects. This part of the park is enjoyed for active recreational purposes and this situation will not change.
	<i>Limiting access or recreation opportunities for other will the activity limit access to other visitors?</i>	Access will not be limited by the proposal. Park user access routes have been identified. The proposed access routes, which were identified in consultation with GWRC, are shown on the attached Landscape Plan (Appendix A), which was prepared by GWRC.



	<i>Safety. Will your activity pose a risk to public safety or pose any potential adverse health effects. Exacerbation of natural hazard events</i>	The proposed Concession involves a licence to allow for a continuation of an activity (surf lifesaving club) within a new building. The building and activity have positive effects in terms of public safety by housing the surf lifesaving club.
	<i>Damage or impingement on other existing public use facilities.</i>	The proposal will not undermine or impinge on other existing facilities. Any effects that result from establishing the surf club in the proposed location will be the same or similar to the effects generated by the continued use of the existing building.
<i>Cumulative impact on any values</i>	<i>Will the activity proposed result in any significant cumulative impact on the physical, social or management environment of the conservation area.</i>	The proposed building and activity fit in with existing activities in QEP.
<i>Infrastructure</i>	<i>Effects on existing infrastructure such as:</i> <ul style="list-style-type: none"> • camping grounds • carparks • moorings/wharves • tracks • other (specify) 	The clubrooms form part of existing infrastructure within QEP. This vital infrastructure may be lost if the Concession is not granted and the new building cannot be established on the site in the proposed location. The effects on infrastructure will therefore be detrimental if the concession is not issued. The proposed pavilion development includes the construction of car parks for the club (see HWA Ltd Concept Design plan SK01). The location and design of the proposed car parking area has been discussed with GWRC and KCDC.
<i>Others</i>	<i>Incompatibility with park values e.g. provides an anti-conservation message</i>	The proposed activity is compatible with park activities in this part of QEP, as discussed above.

The above assessment shows that the proposal mitigates the potential adverse effects that have been identified as being of concern in the DOC Standard Operating Procedure. Any environmental effects that are generated will be the same as the effects created by the continued presence and use of the existing building.

6 ENVIRONMENTAL IMPACT ASSESSMENT

6.1 Section 17U of the Conservation Act 1987 - Matters to be considered by Minister

Section 17U of the Conservation Act states

- (1) *In considering any application for a concession, the Minister shall have regard to the following matters:*
- (a) *the nature of the activity and the type of structure or facility (if any) proposed to be constructed:*
 - (b) *the effects of the activity, structure, or facility:*
 - (c) *any measures that can reasonably and practicably be undertaken to avoid, remedy, or mitigate any adverse effects of the activity:*
 - (d) *any information received by the Minister under section 17S or section 17T:*
 - (e) *any relevant environmental impact assessment, including any audit or review:*



- (f) any relevant oral or written submissions received as a result of any relevant public notice issued under section 49:
- (g) any relevant information which may be withheld from any person in accordance with the Official Information Act 1982 or the Privacy Act 1993.

The matters listed above are addressed in our assessment of effects that follows.

6.2 Section 17S (3) of the Conservation Act 1987 Part 3B

Section 17S (3) (Contents of application) requires that:

*The Minister may require an applicant for a concession to supply such further information as the Minister considers necessary to enable a decision to be made, including the preparation of an environmental impact assessment in the form set out in **Schedule 4 of the Resource Management Act 1991** or in such other form as the Minister may require.* [highlight added]

Schedule 4 of the RMA requires that:

- (1) An application for a resource consent for an activity (the **activity**) must include the following:
 - (a) a description of the activity;
 - (b) a description of the site at which the activity is to occur;
 - (c) the full name and address of each owner or occupier of the site;
 - (d) a description of any other activities that are part of the proposal to which the application relates;
 - (e) a description of any other resource consents required for the proposal to which the application relates;
 - (f) an assessment of the activity against the matters set out in Part 2;
 - (g) an assessment of the activity against any relevant provisions of a document referred to in section 104(1)(b).
- (2) The assessment under subclause (1)(g) must include an assessment of the activity against—
 - (a) any relevant objectives, policies, or rules in a document; and
 - (b) any relevant requirements, conditions, or permissions in any rules in a document; and
 - (c) any other relevant requirements in a document (for example, in a national environmental standard or other regulations).
- (3) An application must also include an assessment of the activity's effects on the environment that—
 - (a) includes the information required by clause 6; and
 - (b) addresses the matters specified in clause 7; and
 - (c) includes such detail as corresponds with the scale and significance of the effects that the activity may have on the environment.

An assessment of the environmental effects of the proposal is provided below.

6.3 Section 104(1)(b) of the Act

Section 1 (g) of Schedule 4 of the RMA requires that the assessment of the activity must be made against any relevant provisions of a document referred to in Section 104(1)(b).

Section 104(1)(b) of the Act requires that regard must be had to the following:

any relevant provisions of—

- i. a national environmental standard;
- ii. other regulations;
- iii. a national policy statement;
- iv. a New Zealand coastal policy statement;
- v. a regional policy statement or proposed regional policy statement:



vi. a plan or proposed plan;

An assessment of the relevant statutory documents that corresponds with the scale and significant of the effects that activity may have on the environment is provided below.

6.3.1 The Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health 2011

The subject site is considered to be a 'piece of land' under the NESCS for assessing and managing contaminants in soil. All of QEP (Section 3 SO 446259) is identified on GWRC's Selected Land Use Register (SLUR) as a piece of land where a potentially contaminating activity may have occurred in the past. It is not clear from the available information which part of the large park is (potentially) affected by contaminants. As the site is identified on the SLUR the NESCS for assessing contaminants in soil is required to be considered.

If it is required a Resource Consent will be sought from KCDC under the NESCS for assessing and managing contaminants in soil as part of the Resource Consent application for construction of the proposed pavilion.

6.3.2 Coastal Policy Statement

The proposal affects land in the coastal environment. The New Zealand Coastal Policy Statement (NZCPS) therefore has implications for the assessment of the proposal.

Section 6 of the NZCPS includes the following provisions that are relevant to this application:

1. *In relation to the coastal environment:*
 - *consider the rate at which built development and the associated public infrastructure should be enabled to provide for the reasonably foreseeable needs of population growth without compromising the other values of the coastal environment;*
 - *consider where and how built development on land should be controlled so that it does not compromise activities of national or regional importance that have a functional need to locate and operate in the coastal marine area;*
 - *consider where development that maintains the character of the existing built environment should be encouraged, and where development resulting in a change in character would be acceptable;*
 - *consider how adverse visual impacts of development can be avoided in areas sensitive to such effects, such as headlands and prominent ridgelines, and as far as practicable and reasonable apply controls or conditions to avoid those effects;*
 - *set back development from the coastal marine area and other water bodies, where practicable and reasonable, to protect the natural character, open space, public access and amenity values of the coastal environment; and*
 - *where appropriate, buffer areas and sites of significant indigenous biological diversity, or historic heritage value.*

The proposal is for the construction of a replacement building on Crown owned land (QEP). The impact of the building on the character of the coastal environment at the edge of the park will be the same or similar to the effects of the existing building.

The proposed pavilion will be constructed in a location where it will not compromise activities of national or regional importance. The building will not be located on a headland or other visually prominent area that is sensitive to development, or an area that does not already contain a building. The proposal will not therefore adversely impact on the sense of isolation.

Policy 25 of the NZCPS relates to the subdivision, use, and development in areas of coastal hazard risk. The policy is therefore relevant to consideration of this proposal. The relevant provisions in policy 25 and our comments are provided below.

a. avoid increasing the risk of social, environmental and economic harm from coastal hazards;



- b. avoid redevelopment, or change in land use, that would increase the risk of adverse effects from coastal hazards;*
- c. encourage redevelopment, or change in land use, where that would reduce the risk of adverse effects from coastal hazards, including managed retreat by relocation or removal of existing structures or their abandonment in extreme circumstances, and designing for relocatability or recoverability from hazard events;*
- d. encourage the location of infrastructure away from areas of hazard risk where practicable;*
- e. discourage hard protection structures and promote the use of alternatives to them, including natural defences; and*
- f. consider the potential effects of tsunami and how to avoid or mitigate them.*

PSL engaged Urban Solutions to undertake a coastal risk assessment and to prepare a report and recommendations on the positioning of the proposed club rooms building. The report is provided as Appendix D to this application. It is noted in the report that a new building within the active beach margin would be vulnerable to storm events due to the typical energy regime at the beach. Urban Solutions recommended that the proposed new building be located away from the coastal edge to allow for the long terms trend of erosion at the site. Their recommendation was that the clubrooms be located 40m from MHWS, if the building is relocatable, and 85m from MHWS if the building is constructed using more permanent construction methods.

The proposed building will be located 85m (approx.) back from MHWS and in excess of 90m from Wainui Stream, as shown on HWA Ltd Site Plan SK01. The separation distances are considered to be sufficient to ensure the building is not susceptible to the flood and coastal erosion risk associated with these waterbodies. Constructing the replacement building further from the stream and MHWS will avoid potential risk and social, environmental and economic harm from coastal hazards.

6.3.3 Regional Policy Statement

Section 3 of the Regional Policy Statement sets out resource management issues, objectives and a summary of policies and methods to achieve the objectives in the Regional Policy Statement. Section 3.2 (Coastal Environment) states:

Human activities have modified and continue to interfere with natural physical and ecological coastal processes. For example:

- (a) Seawalls alter sediment movement along beaches and estuaries and can cause erosion problems in some areas and deposition problems in others.*
- (b) Sand dunes and dune vegetation can be significantly affected by inappropriate development, vehicles, and trampling by people and animals.*
- (c) Some land uses and earthworks can cause increased rates of sedimentation in low energy receiving environments, smothering aquatic life, for example in Porirua Harbour.*

Objective 4: The natural character of the coastal environment is protected from the adverse effects of inappropriate subdivision, use and development.

Policy 3: Protecting high natural character in the coastal environment – district and regional plans

Policy 35: Preserving the natural character of the coastal environment – consideration

The proposal is not for an inappropriate use of the coastal area. The site is not one that is identified as being of high natural character. The proposal will require modification to the existing dunes in front of the proposed building. Any excavation that is required will be carried out in a way that is sympathetic to the dune formation. A preliminary landscape plan has been prepared by GWRC (Appendix A). This shows regional councils’ intent with respect to public access between the beach and park and excavation/ remediation of the sand dune area. The greatest advantage to the currently proposed design over and above the design that was previously considered - which included redevelopment almost entirely within the existing building footprint - is that the proposed building will now be outside the coastal dunes. Positioning the building away from the dunes avoids adverse effects to the dune formation and vegetation.

The proposal is not therefore inconsistent with the Regional Policy Statement (coastal effects), or the objectives and policies that flow from it.



6.3.4 Kāpiti Coast District Plan

Construction of a building in the Open Space zone is Discretionary Activity under rule D.6.1.3(B)(i) of the operative KCDC District Plan. Matters that will be considered in the assessment of the proposal to construct the building in the Open Space Zone, will include the ecological, landscape, residential and public amenity effects. The proposed building is outside the 20m and 30m coastal hazard setback margins in the KCDC District Plan.

A resource consent will be sought from KCDC for construction of the proposed pavilion once the concession and licence have been acquired for the proposed use of conservation land. KCDC has indicated that the resource consent application will be publicly notified. The local and wider community will therefore have an opportunity to submit on the proposal.

PSL has undertaken preliminary consultation/ discussions with KCDC, the local community and Iwi. The response from all parties has been positive, with the feedback from the local community in particular being supportive of the proposed surf club redevelopment.

Having considered the feedback and recommendations of the parties that have been consulted, PSL is confident that the building design mitigates all potential adverse effects that will be of concern to stakeholders.

It is noted that the quality of the exterior of the existing building has deteriorated significantly over recent years. The proposed building, which has been designed to be more sympathetic to the character of the coastal environment, will improve the aesthetic quality of development in this regard.

Landscape planting is proposed around the building to ensure it assimilates into its surrounds, to the extent that this is possible. The building and its use are supported by GWRC. The clubrooms building is required to be located further inland to avoid coastal erosion and flood hazards. This is something that is supported by both regional and district plans. The position of the building is therefore a product of its required use and environment, i.e a requirement to be within close proximity to a swimming beach to enable beach surveillance and the need to mitigate risk from natural hazards.

It is therefore PSL's view that resource consent should be able to be successfully acquired for the proposed development.

We note that the resource consent application will be subject to public scrutiny through the notified process. Consent will not be able to be granted without first having to pass through a robust consent process.

6.4 Assessment of Adverse Effects on the Wider Environment

After an analysis of the application, adverse effects of the activity on the environment have been identified. The potential effects arising from this proposal include:

- Neighbourhood character and visual amenity;
- Public use of park;
- Coastal hazards;
- Construction activity.

6.5 Neighbourhood Character and Visual Amenity

The amenity values and neighbourhood characteristics of an area are those special qualities, in particular natural and physical characteristics that make an area unique or different.

In this case, the features that characterise this environment include a coastal site at the periphery of Queen Elizabeth Park located on the urban edge of a relatively small settlement (Paekākāriki township). The houses at the northern end of the town, on Henare and Wellington roads, overlook the mown recreational area at the southern end of QEP. Development in the park is limited to children's play structures and a toilet block.

6.5.1 Views from Properties in the East

Whilst the proposed building will be more visually prominent than its predecessor, effects on views of the building from public and private land will be less than minor. The new building will be visible from properties in the east and south. However landscape planting is proposed on the eastern and southern sides of the building (see Appendix A). In addition,



the building will only be able to be seen from a small number of neighbouring properties at a distance. Adverse effects to views will consequently be mitigated by distance and proposed planting.

Furthermore, the building is required to be constructed in the proposed location so that it can perform its intended function and to mitigate/ avoid risk from natural hazards, as noted above. PSL is an anticipated and supported activity within QEP and the environmental effects, including visual amenity effects that are generated are therefore contemplated effects that are within the gambit of acceptable effects.

The proposal will have a positive effect on outlooks from those properties along The Parade to the south. The existing building will be removed. It will be replaced by upgrades to public space in this location (see Appendix A), which in turn will have positive effects for neighbouring properties, as their views/ outlook will be improved.

6.6 Public Use

The part of Paekākāriki beach is widely utilised and is popular with members of the local and wider community. The presence of the surf lifesaving club encourages this use by providing a safe place to swim. A background to the club's occupation of the existing building and the growth in club membership is provided in the lease application documents prepared by PSL. The proposal to construct a replacement clubroom building further inland will support the continued growth of the existing club in a location that benefits from its presence.

GWRC has been consulted about the use of the land containing the existing building and the provision of access between the park and beach, once the clubrooms site has been redeveloped. That consultation resulted in preparation of the attached landscape plan showing mitigation planting, the alignment of public access and proposed open space upgrades. The public space and access outcomes are positive. The dune formation around the existing building will be reinstated and new beach access will be formed. Vehicular access along the existing driveway to the existing clubrooms building will be controlled to prevent members of the public from using it for vehicle access. Therefore overall, the amenity of the coastal environment in this location will be improved as a result of the proposal.

6.7 Coastal Hazards

The proposal will not exacerbate risks associated with coastal hazards. The building is proposed to be set a safe distance back from MHWS, as described above. In addition to repositioning the building the ground floor will be concrete to mitigate risk from storm surge. The proposed development has therefore been appropriately designed to avoid risks associated with coastal hazards.

Whilst the engineering design for the building foundations has not been finalised yet (there is still some way to go in the design process) the design will be based on a comprehensive geotechnical site investigation that will be a prerequisite to development of this site.

6.8 Construction Activity

The proposal will involve a moderate length construction period and the applicant is proposing to comply with the construction noise standards of NZS 6803:1999. Construction activities on the site are unlikely to result in a significant disturbance to the amenity of the local or wider area. The building will be sited on a relatively flat piece of currently unused land that is easily accessible from nearby roading infrastructure. Limited construction traffic will be required, and it is considered that construction vehicles will be able to be easily accommodated on the site near the building.

Therefore, construction activities will generate less than minor external adverse noise and disruption effects.

6.9 Positive Effects

The positive effects of the proposal include construction of a replacement building which will accommodate lifeguards who patrol the beach and make it a safer environment in which to swim. The upgraded building will also be able to be better utilised by the Police and other services in emergency situations. The improved facilities within the building will be better suited to hosting social and other events.

In addition to the improved facilities provided within the clubrooms, the exterior of the building will be a significant improvement in terms of the impact it has on the local environment. The degraded state of the existing building makes



it an unattractive structure within the coastal environment. Removing the building from its existing location will improve the character and quality of the coastal environment.

The proposed building has been designed to integrate into its surrounds. The hard and soft landscaping in front of the building and the proposed improvements to public space and access will make this section of the coast a more desirable place for members of the public to undertake recreational activities.

6.10 Summary of Effects on the Wider Environment

In summary, any potential adverse effects of the activity on the wider environment will be no greater than the effects of the existing building and the existing use of the land. The proposal will result in positive effects in terms of risk management from coastal hazards. The existing building is a seismic risk. It is also sited in a location where it is at risk from flooding and coastal erosion. The new building, which will be designed to meet current earthquake strengthening requirements, will be outside the coastal flood hazard/ erosion area and will consequently be a much safer and more suitably located community asset.

In addition, the proposal will result in positive effects through improved surveillance of the beach and a better facility for all future users.

Overall the proposal will have actual and potential effects on the environment that are positive, and few negative effects.

7 CONCLUSION

The proposal comprises the redevelopment of an existing surf lifesaving building. The site is appropriate, and in many respects is the only practicable location for the proposed building.

The proposal will result in a number of positive effects, including a more appropriately located building to mitigate risk from natural hazards, improved surf lifesaving capability, increased options for the housing of emergency services, and improvements to a venue that is used to accommodate social events. This will support the social and economic wellbeing of the community.

The adverse effects of constructing the proposed facility in this location will be limited, with the actual impact of the proposed development being mostly positive. The proposal will not impede the public use of the surrounding land and the proposal is consistent with relevant matters under the Conservation Act.

Overall, given that the proposal is contemplated in the Parks Network Plan and the effects of the use will be the same as those that currently exist, we submit that GWRC can grant a Concession for this proposal, in accordance with Part 3B of the Conservation Act 1987.



Appendix A:

Landscape Design Sketch Plan Prepared by GWRC



Appendix B:
Building Design Drawings



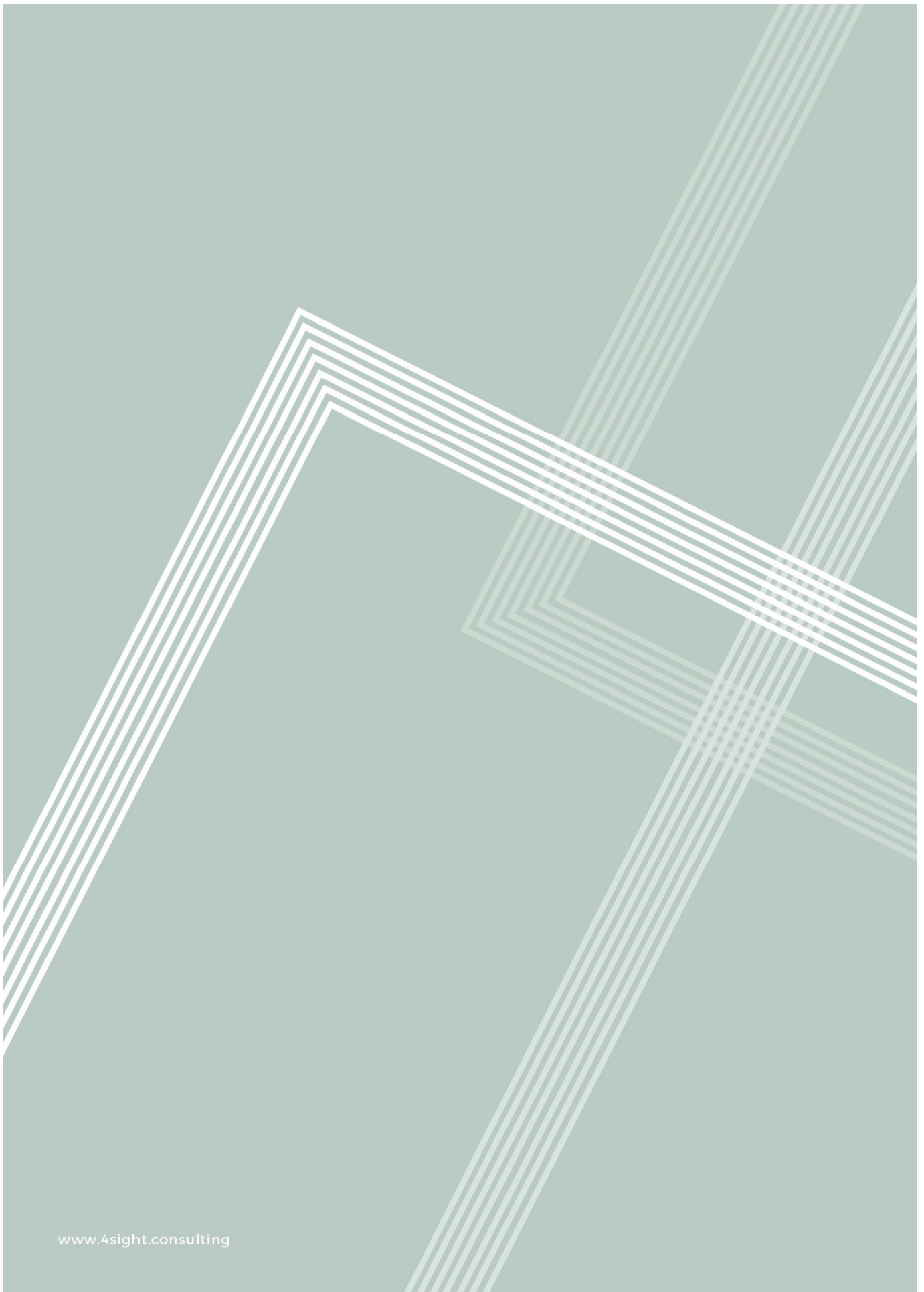
Appendix C:
Archaeological Report



Appendix D
Coastal Report



Appendix E
Lease Application



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PAEKĀKĀRIKI SURF LIFESAVING CLUB

ARCHAEOLOGICAL ASSESSMENT OF
EARTHWORKS ASSOCIATED WITH
PROPOSED BUILDING
REDEVELOPMENT

PREPARED FOR PAEKĀKĀRIKI SURF LIFESAVING CLUB



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Revision History:

Draft	22 September 2016	Dodd
Revision	14 September 2020	Dodd
Review		
Final		

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INTRODUCTION

The Paekākāriki Surf Life Saving and Surf Club propose to demolish their existing club building at 140 the Parade, Paekākāriki and construct a new fit for purpose building.

The Queen Elizabeth Park, where the Club is currently located has a long history of human occupation and is the location of 62 recorded archaeological sites included numerous shell middens and burials associated with Māori occupation. It was also the location of two camps established during World War II for use by the US Marines.

Subsurface Ltd was contracted by Matt Warren of the Paekākāriki Surf Life Saving and Surf Club to prepare an archaeological assessment of effects and if necessary assist with an application to Heritage New Zealand for a general authority to modify archaeological sites.

This report has been updated from the original assessment prepared in September 2016, that considered a site closer to the existing surf club location.

METHODOLOGY

The New Zealand Archaeological Association Site Recording Scheme, Kāpiti Coast District Plan and New Zealand Historic Places Trust Register were reviewed for sites in the immediate area. The history for the area was derived from the Queen Elizabeth Park Resource Statement (GRWC 2008) and this was expanded on using the authors own research for the Te Ara o Whareroa cycleway.

Additional research was carried out with reference to the files held in the Heritage New Zealand digital library, Paekākāriki Museum and Kāpiti Coast District Library. Online sources including the NZAA Archsite, the New Zealand Heritage List / Rārangi kōrero and the Kāpiti Coast District Council online GIS were reviewed to identify local heritage listings, and historic research was carried out using archival plans available through DigitalNZ and Quickmap.

The author inspected the project area on 29 August 2016.

CONSTRAINTS AND LIMITATIONS

The site presently contains a mixture of hard surfaces, open spaces and dense vegetation which means it was not possible to see the ground surface across the entire area to be redeveloped. In a coastal dune environment archaeological sites may be buried well below the surface, and potentially under successive phases of dunes, so surface morphology is not always a reliable indicator as to the presence or absence of archaeological sites.

In the Kāpiti dunes topography and surface features are not always reliable indicators as to the presence or absence of archaeological sites, so this assessment combines visual inspection, review of archival sources and evidence from other nearby earthworks sites to inform the potential for archaeological deposits.

While this assessment covers aspects of the Māori history in the wider area, and assesses archaeological values associated with Māori sites, cultural values have not been assessed. This can only be provided by mana whenua.

STATUTORY CONTEXT

There are two main pieces of legislation in New Zealand that control work affecting archaeological sites. These are the *Heritage New Zealand Pouhere Taonga Act 2014* (HNZPTA) and the *Resource Management Act 1991* (RMA).

Heritage New Zealand administers the HNZPTA. It contains a consent (authority) process for any work affecting archaeological sites, where an archaeological site is defined as:

- (a) any place in New Zealand, including any building or structure (or part of a building or structure), that:
- (i) was associated with human activity that occurred before 1900 or is the site of the wreck of any vessel where that wreck occurred before 1900; and
 - (ii) provides or may provide, through investigation by archaeological methods, evidence relating to the history of New Zealand; and
- (b) includes a site for which a declaration is made under section 43(1)

Any person who intends carrying out work that may damage, modify or destroy an archaeological site, or to investigate a site using invasive archaeological techniques, must first obtain an authority from Heritage New Zealand. The process applies to sites on land of all tenure including public, private and designated land. The HNZPTA contains penalties for unauthorised site damage or destruction.

The archaeological authority process applies to all sites that fit the HNZPTA definition, regardless of whether:

- The site is recorded in the New Zealand Archaeological Association Site Recording Scheme or registered by Heritage New Zealand,
- The site only becomes known about as a result of ground disturbance, and/or
- The activity is permitted under a district or regional plan, or a resource or building consent has been granted.

Heritage New Zealand also maintains a list of Historic Places, Historic Areas, Wāhi Tapu and Wāhi Tapu Areas. The New Zealand Heritage List / Rārangi Kōrero can include archaeological sites, and its purpose is to inform members of the public about such places and to assist with their protection under the Resource Management Act.

The RMA requires City, District and Regional Councils to manage the use, development, and protection of natural and physical resources in a way that provides for the wellbeing of today's communities while safeguarding the options of future generations. The protection of historic heritage from inappropriate subdivision, use, and development is identified as a matter of national importance (section 6f). Historic heritage is defined as those natural and physical resources that contribute to an understanding and appreciation of New Zealand's history and cultures, derived from archaeological, architectural, cultural, historic, scientific, or technological qualities.

Historic heritage includes:

- historic sites, structures, places, and areas
- archaeological sites;
- sites of significance to Māori, including wāhi tapu;
- surroundings associated with the natural and physical resources (RMA section 2).

These categories are not mutually exclusive and some archaeological sites may include above-ground structures or may also be places that are of significance to Māori. Where resource consent is required for any activity, the assessment of effects is required to address cultural and historic heritage matters. Scheduled features in the Queen Elizabeth Park include the Aperahama Mutu-Mira Whanau Urupā (W003) and Budge House (B91) near the Surf Club.

Policy 10.8 in the Proposed Kāpiti Coast District Plan Appeals Version 2018 states that:

Waahi tapu and other places and areas of significance to Māori and their surroundings will be protected from inappropriate subdivision, development, land disturbance or change in land use, which may affect the physical features and non-physical values of the place or area.

The Council will work in partnership with the relevant iwi authority for the ongoing and long term management and protection of waahi tapu. Relevant iwi authorities will be consulted on all resource consent applications affecting waahi tapu and other places and areas of significance to Māori identified in the Schedule of Historic Heritage.

The Wainui pā wāhi tapu area is designated as Wāhanga Toru in the Proposed District Plan. This imposes restrictions around certain activities such as new buildings, subdivision, fencing, and earthworks as laid out in Table 10A.

Statutory acknowledgements are outlined in various Claims Settlement Acts and may apply when consents or archaeological authorities are being sought for activities in certain areas. The purpose of a statutory acknowledgement is to formally acknowledge statements of association between iwi and specific areas of land or coastal waters. They also to require the notification of resource consent applications affecting those places to the relevant iwi authority.

Statutory acknowledgements in the Kāpiti Coast District apply under the *Ngāti Toa Rangātira Claims Settlement Act 2014*, but at the time of writing have not yet been formalized for Te Ātiawa.

PHYSICAL ENVIRONMENT

LOCATION AND GEOGRAPHY

The Paekākāriki Surf Life Saving and Surf Club building is located on leased land within the Queen Elizabeth Park at the northern end of Paekākāriki village on the Kāpiti Coast (Figure 1).

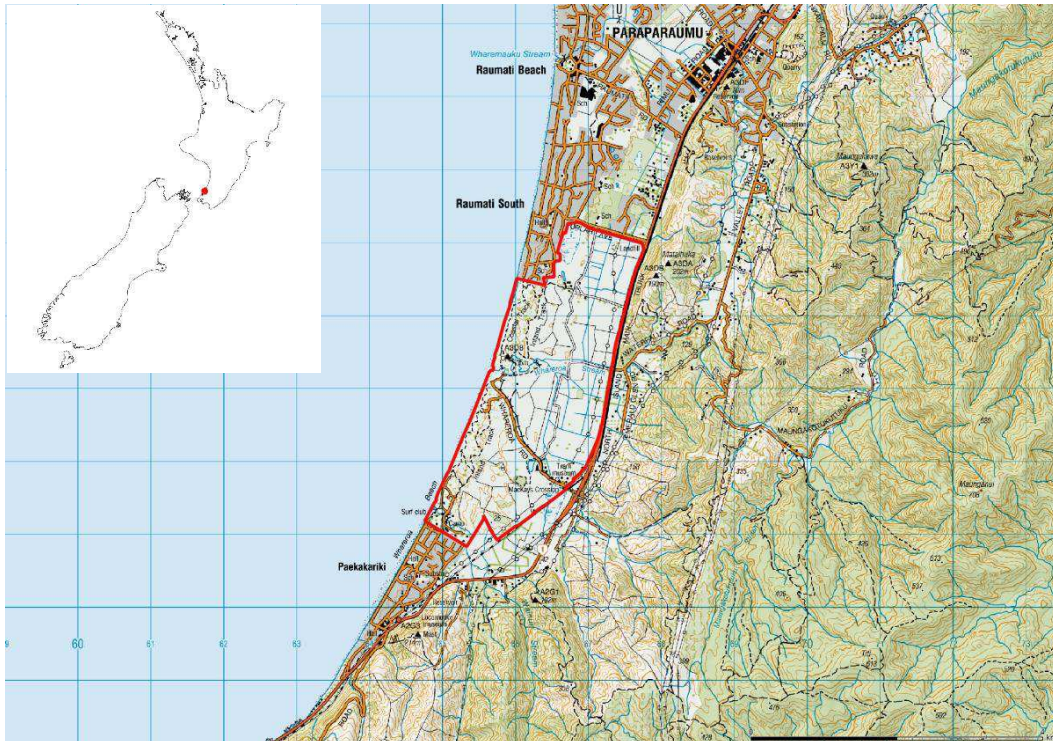


Figure 1: *Location of the Paekākāriki Surf Lifesaving Club. See Figure 2 for detail.*

The land is owned by the Department of Conservation who have a control and manage agreement with the Greater Wellington Regional Council who lease the land to the Paekākāriki Surf Life Saving and Surf Club. The topography for the most part can be characterised as coastal dunes, which can in turn be divided into the younger more active foredunes closer to the coast on the western side of the park, and the older consolidated dunes comprising the farmland on the eastern side of the park. A number of tracks for recreation activities including walking, horse riding and mountain biking have been established in the western part of the park. Metaled roads provide access for farming operations and a sealed road (and tramway) link Mackays Crossing with the Whareroa stream mouth.

GEOLOGY AND PEDOLOGY

The geology has been characterised as Aeolian dune deposits (Begg and Johnston 2000:38-39).

The dune system extends roughly from Pātea in the north to Paekākāriki at the southern end. In the wider Kāpiti-Horowhenua regions these dune deposits can be further classified as Foxton (6500BP), Taupō (1720BP), Motuiti (900BP), Older Waitarere (400BP), and Younger Waitarere (150BP) (Cowie

1963; McFadgen 1997:8-12). Queen Elizabeth Park includes areas of Younger and Older Waitarere dunes, Foxton dunes and peat swamp (Figures 3-5).

The proposed location for the new surf club building is within an area identified as old Waitarere dunes, which formed c. 400 BP after arrival of people of the Kāpiti Coast (McFadgen 1997:10). In Queen Elizabeth Park there is a distinct contrast in form and height between these dunes and the lower lying and more gently rolling Foxton dunes to the east. In comparison with the Foxton dune soils, Waitarere dune soils are less well developed. They have lighter coloured sand containing less organic material. They also have a shallow poorly formed topsoil which is more susceptible to wind erosion and drought when vegetation is removed (Molloy 1988:109).

VEGETATION COVER

Ground cover is a mixture of open space, hard surfaces around present buildings and coastal scrub. Soils are predominantly sandy brown soils (Molloy 1988:108-111, GWRC 2008:32-33).



Figure 2: Aerial photograph from Kāpiti Coast District Council on-line GIS showing location of project area.



Figure 3: Aerial view with 0.5 metre contours and footprint of previous lease in red

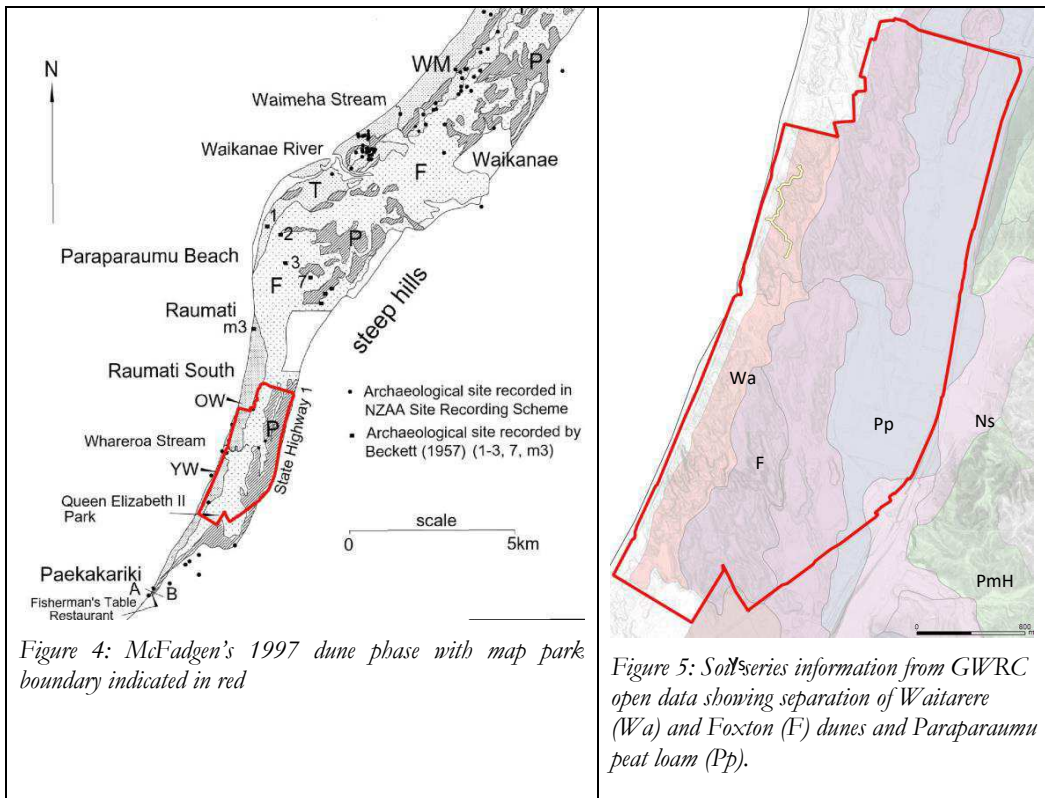


Figure 4: McFadgen's 1997 dune phase with map park boundary indicated in red

Figure 5: Soil series information from GWRC open data showing separation of Waitarere (Wa) and Foxton (F) dunes and Paraparaumu peat loam (Pp).

PROPOSED WORKS

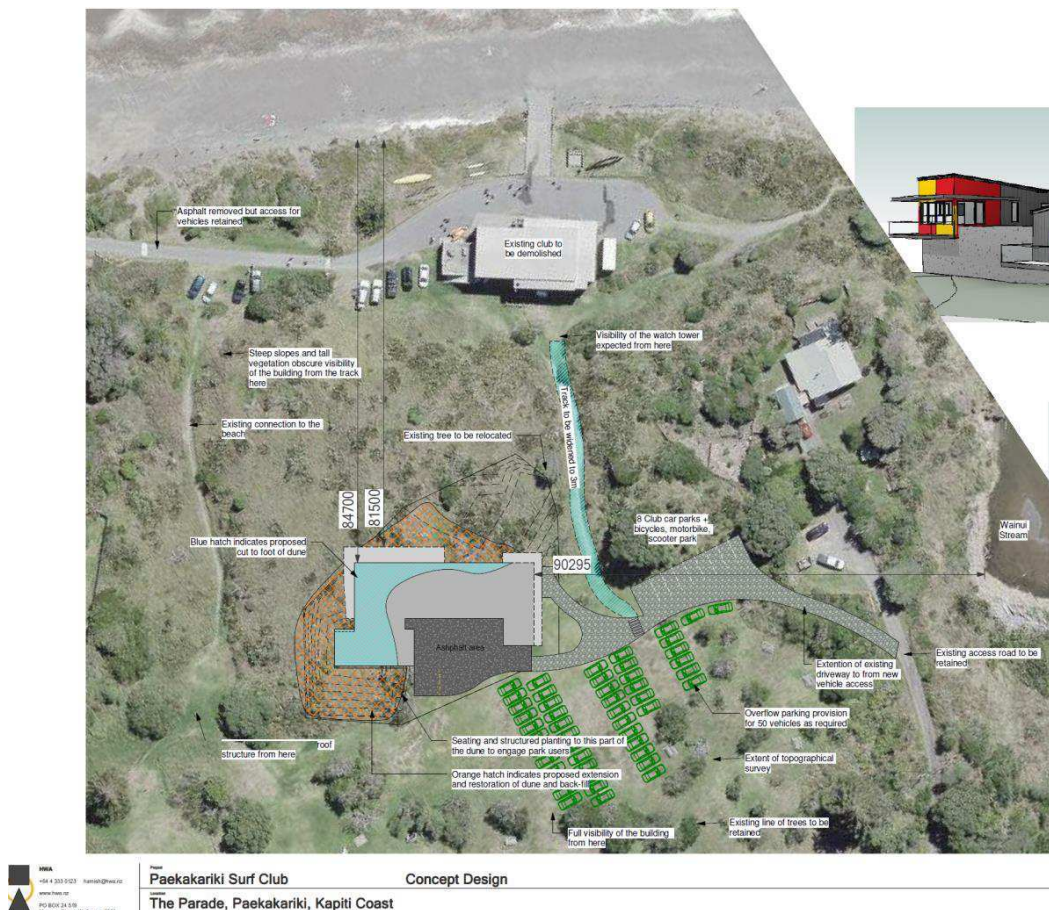


Figure 6: Proposed site plan showing existing building and proposed footprint (supplied)

The proposal is to demolish the existing club rooms and replace them with a purpose-built structure that better meets the needs of the club. The new building will be a two-storey building, on a similar footprint set slightly further back into the dunes. The hard surfaces at the front of the existing surfaces will be replaced with grasses and shrubs (Figures 6-7).

There will be some widening of the access track through the dunes, and some hard surfaces for carparking.

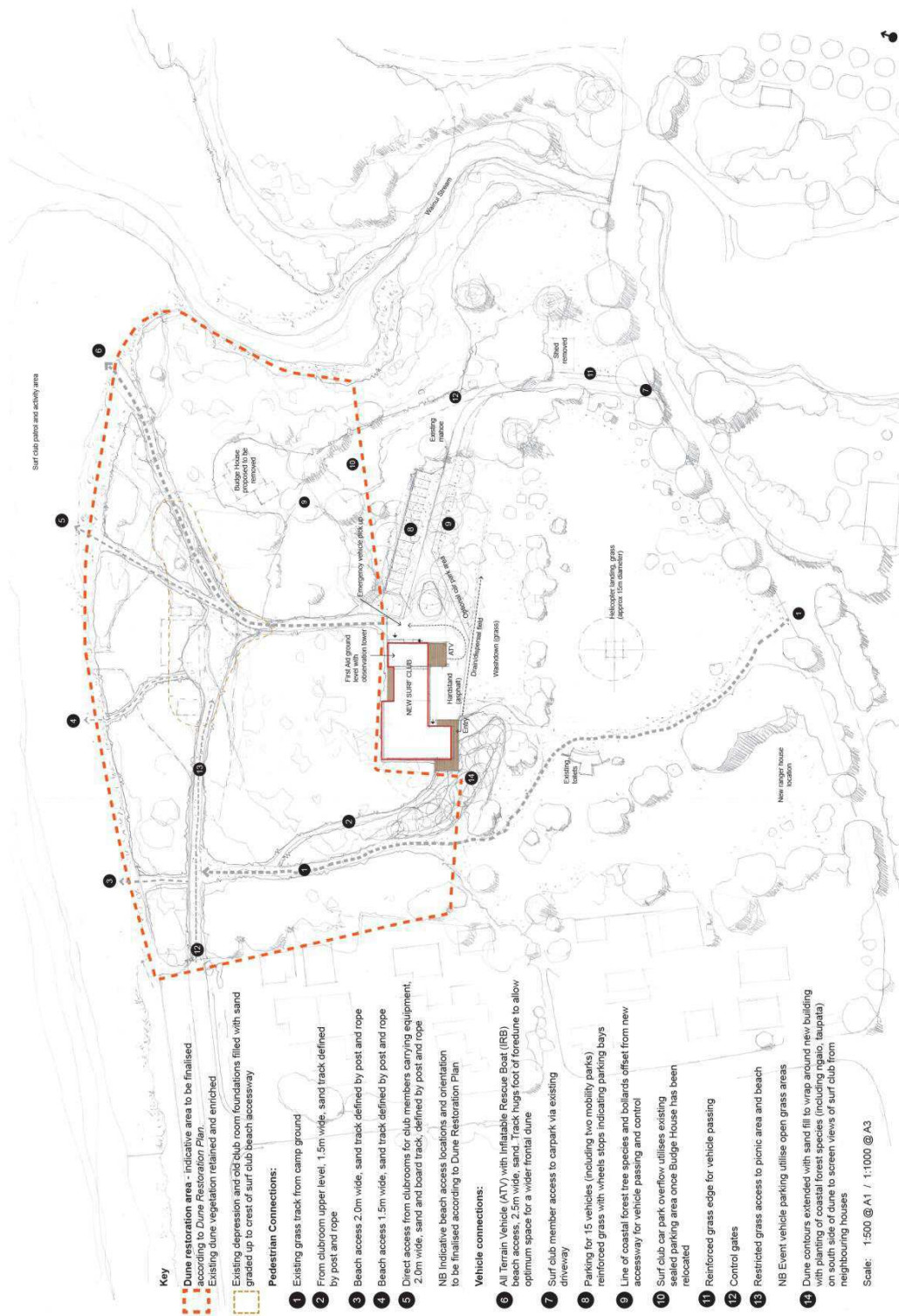


Figure 7: Concept plan (supplied, Paekakariki surf club)

HISTORIC BACKGROUND

The history of the Queen Elizabeth Park is well covered by the resource statement prepared by the Greater Wellington Regional Council in 2008. What follows below is a summary of the main themes drawn from that history and other sources, as they relate to the archaeological potential of the park.

MĀORI OCCUPATION

The initial settlement of New Zealand from East Polynesia is believed to have occurred by AD1250-1300 (c.800 BP/750 cal. BP) (Higham and Jones 2004:232). This is supported by environmental studies which show widespread forest clearance and establishment of fern species around AD1200-1400 (McGlone and Wilmshurst 1999:12), and by length-frequency studies of whakapapa (Anderson et. al. 2015:56). People rapidly explored and settled the new country shortly after their arrival.

Early radiocarbon dates in the wider Kāpiti District include thirteenth century dates from samples recovered during earthworks for the Mackays to Peka Peka expressway at Ngārara (Brooks Jacomb and Walter 2016:117-120). These dates have extended the previously reported chronological span for human settlement of the Kāpiti Coast (McFadgen 1997; Walton 2006), and suggest that like many parts of New Zealand, it was explored shortly after the first people arrived.

The settlement pattern prevalent on the Kāpiti Coast was described by Janet Davidson:

There were some actual settlements along the foreshore, particularly at the river and stream mouths, while others were situated on knolls and spurs in the swamps. These were probably the main focus of settlement... ..Shellfish collecting was dramatically illustrated by the countless middens that once lined the foredunes. Many middens were rubbish dumps left by people who went there just to gather shellfish to dry and take back to permanent villages a little further inland. It was only when the middens contained a range of artefacts and bones as well as shellfish that they marked the site of more permanent settlements. (Davidson 1988:35).

Coastal erosion processes combined with the dynamic nature of stream mouths in sand dunes, may mean that few early sites survive archaeologically, except for in places where there has been a prograding coastline. The presence of moa bone, which is often associated with earlier sites has been reported in sites at Waikanae, Raumati and Paekākāriki (Field 1891; Beckett 1957; McFadgen 1997).

More stable soils further inland were often better suited to more permanent settlements such as pā, kainga and cultivations. Commonly encountered site types in the active dunes such as midden and ovens probably reflect a single food gathering or preparation event, were closer to the coast and the marine resources.

PRE-CONTACT SETTLEMENT

At the beginning of the nineteenth century the Kāpiti area was settled by the Muaūpoko and Ngāti Apa people, who occupied much of the area between the Horowhenua and Porirua. These people along with the closely related to the Rangitāne of the Manawatū, and the Ngāti Ira and Ngāi Tara who settled around Wellington and Porirua harbours, shared a common ancestry in the people who arrived on the Kurahaupō canoe which landed at Hawke's Bay. The division of Muaūpoko that occupied the Paekākāriki and Paraparaumu area were Ngāti Rangī (Carkeek 1967:6).

Many of the names of earlier origin in the Kāpiti District, including Waikanae and Paraparaumu, are said to have been bestowed by their common ancestor Hau, who travelled through the area in search of his wife, Wairaka (Davidson 1988:32).

NINETEENTH CENTURY MIGRATION

From 1822, the Kāpiti District was settled by groups of Taranaki and Waikato origin. Having seen the Kāpiti area while part of an earlier expedition in 1819-20, and facing mounting pressure to leave Kawhia, Te Rauparaha determined to settle there (Ballara 2003:303). As they travelled south Ngāti Toa enlisted north Taranaki allies including Ngāti Mutunga and Ngāti Tama.

Interactions between the migrant and incumbent iwi were initially peaceful, but Muaūpoko were wary on account of past experience with armed musket taua. A failed preemptive attempt to assassinate Te Rauparaha at Te Wi near Lake Papaitonga led to war between Muaūpoko and Ngāti Toa. The possession of muskets afforded Ngāti Toa and their allies significant advantage and Muaūpoko, who were forced to occupy refuge sites in the Tararua foothills (Carkeek 1967:14). When Ngāti Toa occupied the area around Waikanae, Te Pēhi Kupe is said to have been given the area Waikanae to Paekākāriki (Carkeek 1967:15).

The capture of Kāpiti Island by a Ngāti Toa force led by Te Pēhi occurred in 1822 (Collins 2010:66). The decisive engagement occurred in 1824 at Waiorua on Kāpiti Island. A large force of Muaūpoko, Ngāti Ira, Ngāti Apa, Ngāti Kahungunu and Rangitāne gathered to attack Ngāti Toa and Ngāti Koata and a small number of Te Ātiawa, who successfully repelled the attack (Collins 2010:68-71).

The subsequent migration of more of Ngāti Toa's Taranaki allies to the Kāpiti area followed soon after their victory at Waiorua. The numbers of Taranaki iwi grew considerably with the arrival of Nihoputa and Whirinui heke between 1824 and 1827 (Carkeek 1967:33, Collins 2010:71). These people were apportioned land formerly occupied by Ngāti Apa and Muaūpoko. The land between Te Uruhi and Paekākāriki, known as Ngapaipurua was allocated to Te Puketapu (GWRC 2008:4).

From Kawhia, Ngāti Raukawa arrived in a series of migrations between 1826 and 1828. These migrations comprised several Ngāti Raukawa heke including Te Heke Whirinui led by Te Ahukaramu in 1826, Te Heke Kariri-tahi led by Nepia Taratoa in 1827 and Te Heke Mairaro led by Te Whatanui in 1828.

One of the largest migrations of Te Ātiawa to the Kāpiti was known as Tama te Uaua and occurred in 1833 in the aftermath of the fighting at Pukerangiora. A number of Ngāti Maru arrived with this heke of around 2,000 people, including chiefs Haeretukiterangi, Te Rangihuatua, Te Whita, Rakuraku and Pukere (Smith 1910:489).

Soon after another heke, referred to as Nihoputa, arrived in the Kāpiti district and these people were apportioned land formerly occupied by Ngāti Apa and Muaūpoko. The land between Te Uruhi and Paekākāriki, known as Ngapaipurua was allocated to Te Puketapu (GWRC 2008:4). About 10 years after the arrival of Puketapu, the Ngāti Maru chief, Aperahama Mitikakau, and his people arrived from lands previously occupied near Titahi Bay and settled at Whareroa.

HAOWHENUA AND KUITITANGA 1834-39

By this time the influx of people and competition for land and resources led to relations between Te Ātiawa and Ngāti Raukawa becoming strained and eventually they erupted into open hostilities with the battle of Haowhenua, near Ōtaki in 1834. After the fighting there was some reallocation of tribal territory, Ropata Hurumutu and Ngāti Haumia returned from Kāpiti Island to settle at Wainui, and Aperahama Mitikakau relocated from Titahi Bay to settle at Whareroa with a contingent of Ngāti Maru (Carkeek 1967:42; Smith 1910:489; GWRC 2008:5).

The last of the musket war battles on the Kāpiti Coast was the battle of Kuititanga, which was fought between Te Ātiawa and Ngāti Raukawa in October 1839. Ngāti Raukawa attacked Te Ātiawa and Ngāti Raukawa at Waimeha pā on the north side of the Waikanae River and the resulting conflict

resulted in heavy losses on both sides but was ultimately a victory for Te Ātiawa, with Ngāti Raukawa forced to retreat back to Ōtaki (Maclean 2010:29).

A limited amount of historical evidence is available describing the nineteenth century settlements which extended down the Kāpiti Coast. The Wainui pā and cultivations were occupied by Ngāti Toa and Ngāti Haumia from 1835. In 1846 they were visited by British soldier Tyrone Power, who recorded his interactions there with Ngāti Toa chief Ropata Hurumutu, and the village was described a few years later by Kemp:

"Wainui." Is the residence of a division of the Ngatitoas and included in its census are the Natives belonging to Paekākāriki and Wairaka, two small plantation grounds. Wainui is one of the new villages laid down by the Government. It is a desirable situation for a settlement of the kind, as it not only has the benefit of being near the coast, with a very fair share of good land, but it also has the additional advantage of being close to the new public road, and may now easily convey their wheat either by land or water to the mill at Porirua, in which the Natives of Wainui have a share. They have several stacks of wheat on hand only waiting for the completion of the mill at Porirua, to have it ground, so that the use of flour will soon become more general than it is now. At Wainui the Natives have commenced again to clean the flax, and is usually their evening's occupation. The old or present Wainui Pa is in a state of dilapidation, and unhealthy, but in the course of a few months, the Natives will probably remove to the new village which is more sheltered, and in every other respect more convenient. They have a Day School under the superintendence of one of the young chiefs, and apparently well conducted. Their cultivations are in good order, particularly the kumara, and the soil at the head of the valley is very rich, although the extent of land is very limited. Total native population, 195." (Wellington Independent 31.8.1850:5).

The pā contained 40 huts and 2 chapels, and nine war canoes were reported pulled up at the Wainui stream mouth (Carkeek 1967:205-206).

The Crown purchase of Whareroa was negotiated between November 1858 and May 1859 by William Nicholas Searancke, the District Land Commissioner at Wellington, who had negotiated with Ngāti Toa chiefs Nopera and Hohepa for the sale of lands near Paekākāriki (Dreaver 2009:32-34). On 9 June 1859, 98 Māori owners of Ngāti Toa descent signed a deed ceding the Wainui Block comprising the area between Te Ana-a-Hau and Whareroa, west of the ridge including Paparauponga and Pawatakataka (Deed No. 23A Wainui Block, Waikanae District, as cited by Dreaver 2009:27).

EUROPEAN SETTLEMENT

The earliest Europeans to settle on the Kāpiti mainland had been whalers who by the early 1840s had had set up a shore station in the vicinity of the Wharemauku pā at Raumatī (Carkeek 1967:69). From 1847 deserted whaler John Nicoll (Scotch Jock), and his Māori wife Kahe Te Rau-o-Te-Rangi ran an inn at Paekākāriki.

After the crown purchase of the Wainui block it was subdivided into smaller sections and these were re-sold and distributed to European settler families. Reserves for Māori were set aside at the Wainui and Whareroa Stream mouths, and around cultivated areas further inland on the Whareroa, Wainui and Te Puka streams. From the 1860s, land was being farmed by Lynch, MacKay, Smith and Telford families (Thompson 1988:58-59). In 1860, John Telford established a sheep farm in what is now the northern part of the park, which he called 'Waremoko', and from 1879 he leased land to William Howell who was able to consolidate his land holdings and by the 1880s had started drain swamp and establish pasture from the area between the Whareoa and Wharemakau streams. A road linking the farm settlements was established in the 1870s and extended to the Whareroa stream mouth to connect with the coach road by 1900 (GWRC 2008:13).

In 1882 work commenced to extend the railway line north from Paekākāriki to Foxton and this was completed by 1886. As well as the station at Paekākāriki there was also a small flag station at Wainui just north of the present day park entrance at Mackays Crossing.



Figure 8: Detail of survey office plan SO 10594 (1859). Approximate location of the Surf Club overlaid in red

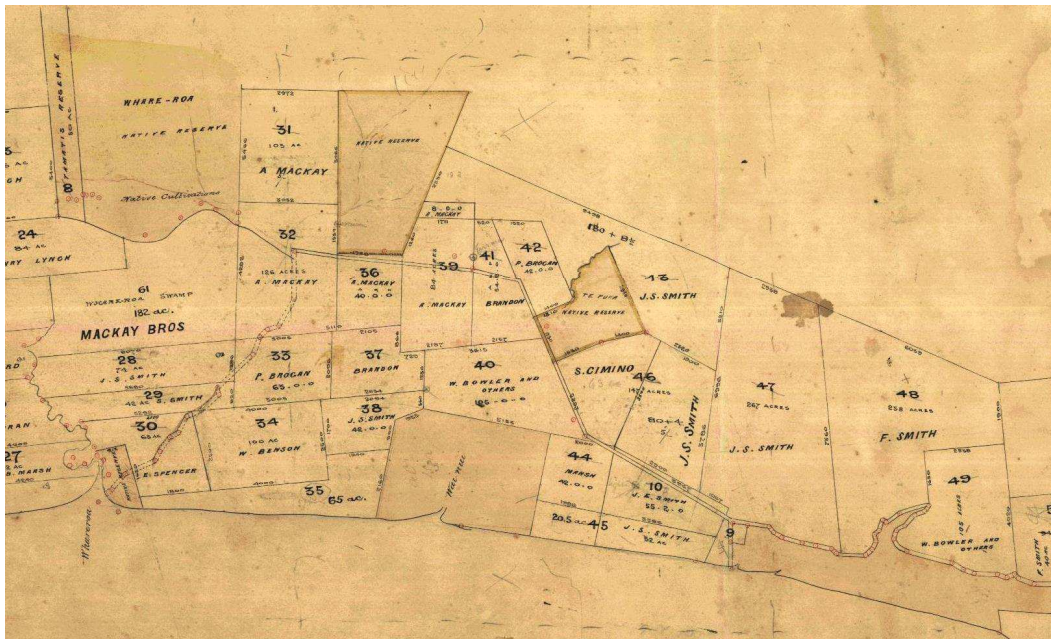


Figure 9: Detail of survey office plan SO 10739 (1865) showing the same area.

SURF LIFESAVING

The Paekākāriki Surf Lifeguards began as the Paekākāriki Railway Surf and Life-Saving Club in 1913. It was formed following an incident where a boat in which three railway workers, who were out fishing capsized. One of the men, Walter Pengally, drowned but the other two were rescued by five other railway workers. A club house was erected by Mr J. Dowd and was declared open in December that year (*Evening Post* 1.12.1913, p.7). The club shed was located further down the Parade, and was damaged during a storm in 1918 (*Evening Post* 9.4.1918, p.8). It was repaired and concrete steps and a verandah were added in 1918 and watchtower in 1921 (McGill 2013:24). The first building was eventually destroyed by storm in 1926 (McGill 2013:28)

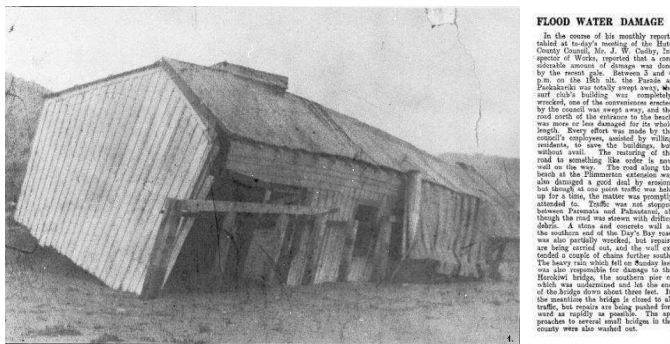


Figure 10: Paekākāriki surf lifesaving club damaged by a tidal wave on 19 March 1918 ATL ½-104113-F online collection at <http://mp.natlib.govt.nz/detail/?id=79424>



Figure 11: Surf Lifesaving club in the 1920s. Sydney Charles Smith photos. ATL ½-045892-G online collection at <http://mp.natlib.govt.nz/detail/?id=3398> (Kapiti Coast Libraries 1983.428 HP428 ATL45891 ½

The replacement clubrooms were built in 1928 on leased public land on the landward side of the Parade of what is now Campbell Park. The building was located at the base of Pingau Street, and in later years would become the Paekākāriki Memorial Hall. In 1956, the Surf Club enlarged and moved into the old store leaving the Memorial Hall available for other clubs (McGill 2013:46)



Figure 12: The first building on the current site was constructed in 1964 (supplied)

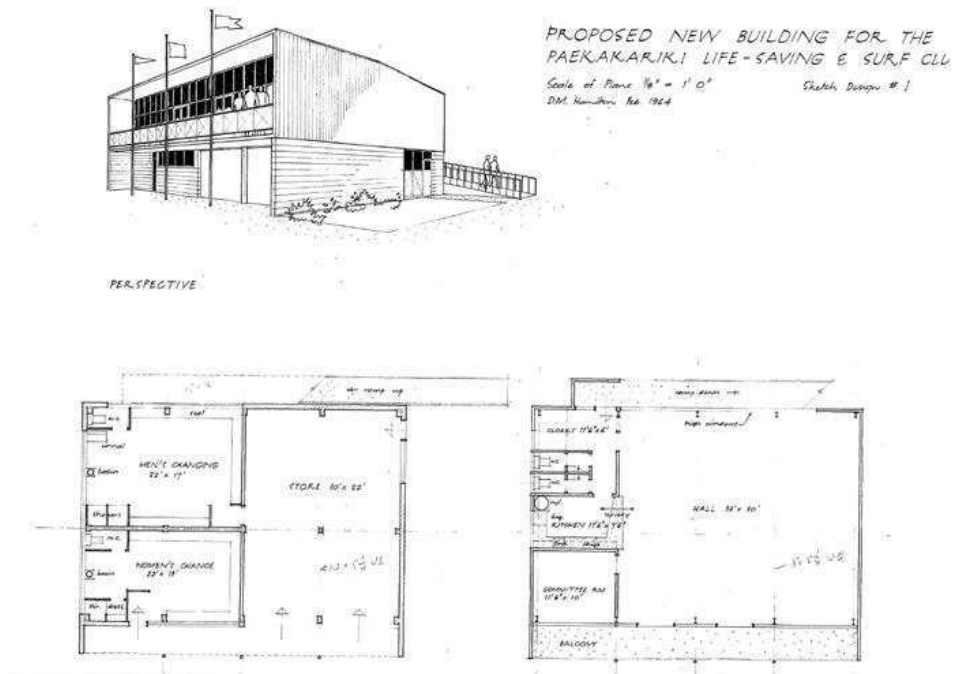


Figure 13: Plans for the original part of the present building (dated 1964) (Supplied)

The current building was constructed in 1964, and subsequently enlarged at the southern end 15 years later.

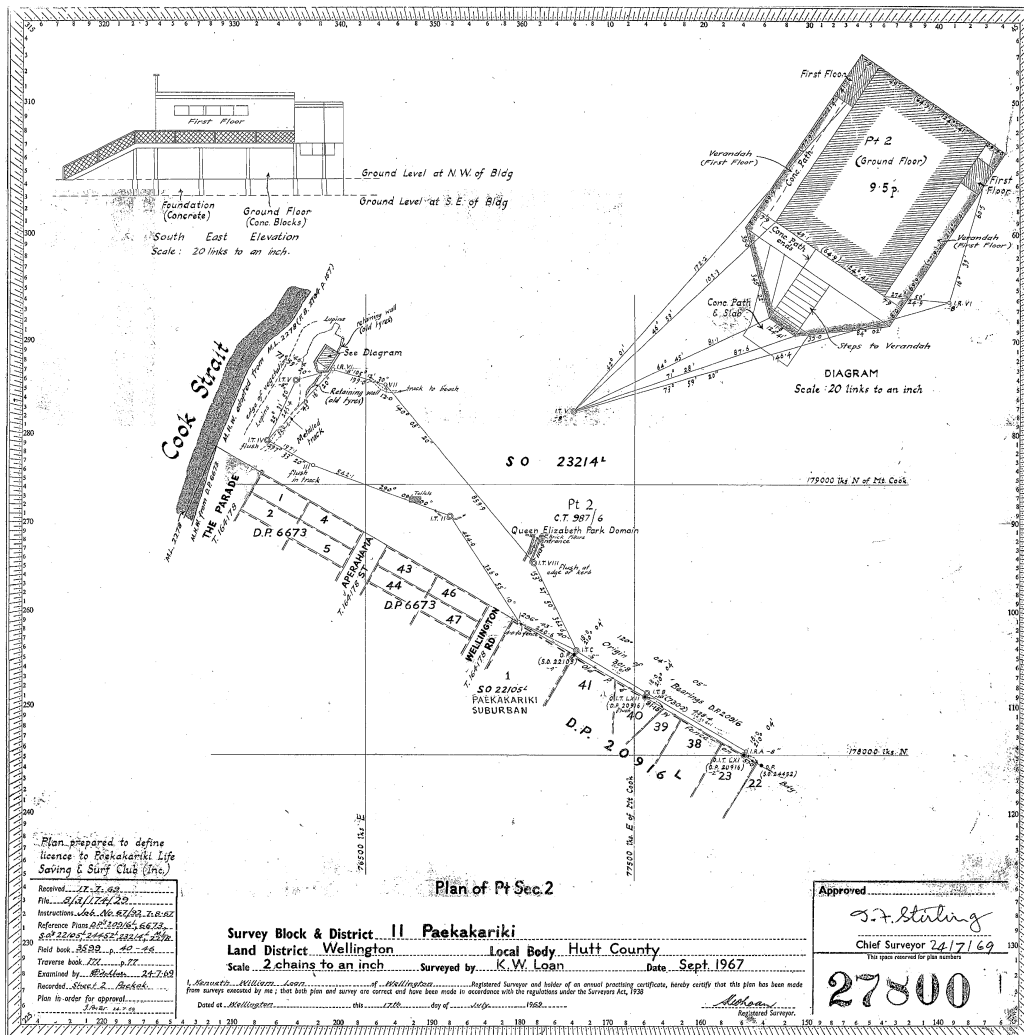


Figure 14: Survey Office Plan SO27800 (dated 1967) showing the surf lifesaving club lease footprint

US MARINE CAMPS

In April 1942 the Public Works Department was instructed to construct camps for the accommodation of up to 20 000 men on the Kāpiti Coast. The camps were completed between June and July 1942. Two camps (Camp Russell and Camp Paekakariki) were established within the present day park boundaries, with a third (Camp MacKay) established on the opposite of the NIMT railway line in what is now the Whareroa Farm Recreation Reserve.

Camp Paekakariki was able to accommodate up to 5 200 men and from March to October 1943 it was occupied by the US Marines 8th regiment (Bioletti 1989:26). The camp covered a large part of the southern end of what is now Queen Elizabeth Park and the Paekākāriki motor camp, but also extended over an area covering what is now the northern part of the Paekākāriki township between Wellington Road and Tilley Road north of Mutu Road and Clarkes Crescent (Figure 9). The camps were short-lived and dismantled when the marines departed.



Figure 15: Camp Paekakariki in 1944-45. Kapiti Coast District Library collection



Figure 16: Wainui stream mouth during the construction of Camp Paekākāriki 1942-43. NB the camp construction is not completed at the time this photo was taken Supplied by Kapiti Coast District Council (see below for inset)



Figure 17: Close up of above showing position of surf club building in red

After the departure of the Marines the land used for the camp was farmed by the Department of Lands and Survey. The park was established in 1953, coinciding with the visit of Queen Elizabeth II who presided over the opening. The park included additional land acquired from neighboring farms and was administered by a board until ownership was transferred to the Department of Conservation, and administration was eventually vested with the Regional Council in 1990.



Figure 18: Overlay of Camp layout plans WDO11314 (1943) on KCDC GIS aerial showing proximity of Camp Paekākāriki to the proposed surf club building

PREVIOUS ARCHAEOLOGICAL WORK

There has been public interest in the archaeological remains of Māori settlement around Paekākāriki since the late nineteenth century. A report on the proceeding of the Wellington Philosophical Society mentions the exhibition of a dog skull found in Maori ovens at Paekākāriki in 1872, by naturalist John Davies Enys (*Evening Post* 26.09.1872, p.2).

The earliest recording of Māori sites in the vicinity of the Queen Elizabeth Park was carried out by Eldson Best (1918) who noted numerous midden sites extending north from Te Paripari at the southern end of Paekākāriki. Best noted that numerous stone tools and wooden artefacts had been already recovered from many of these sites. Further recording of the locations of several pā in the Paraparaumu area was undertaken by Peter Beckett in the 1950s before the area was developed for subdivision (Beckett 1957).

Leslie Adkin wrote about the geography of the Paekākāriki area, and his field notebooks included notes from a field visit in 1960 to the kumera pits, and pa on the Paekakariki escarpment. A few years later Wakahuia Carkeek undertook to extend Adkin's survey by publishing an account of place names further south from the Ōtaki River to Paekākāriki (Carkeek 1967:108). Places listed in Queen Elizabeth Park included Whareroa, Wainui and Tipapa (Figure 19).

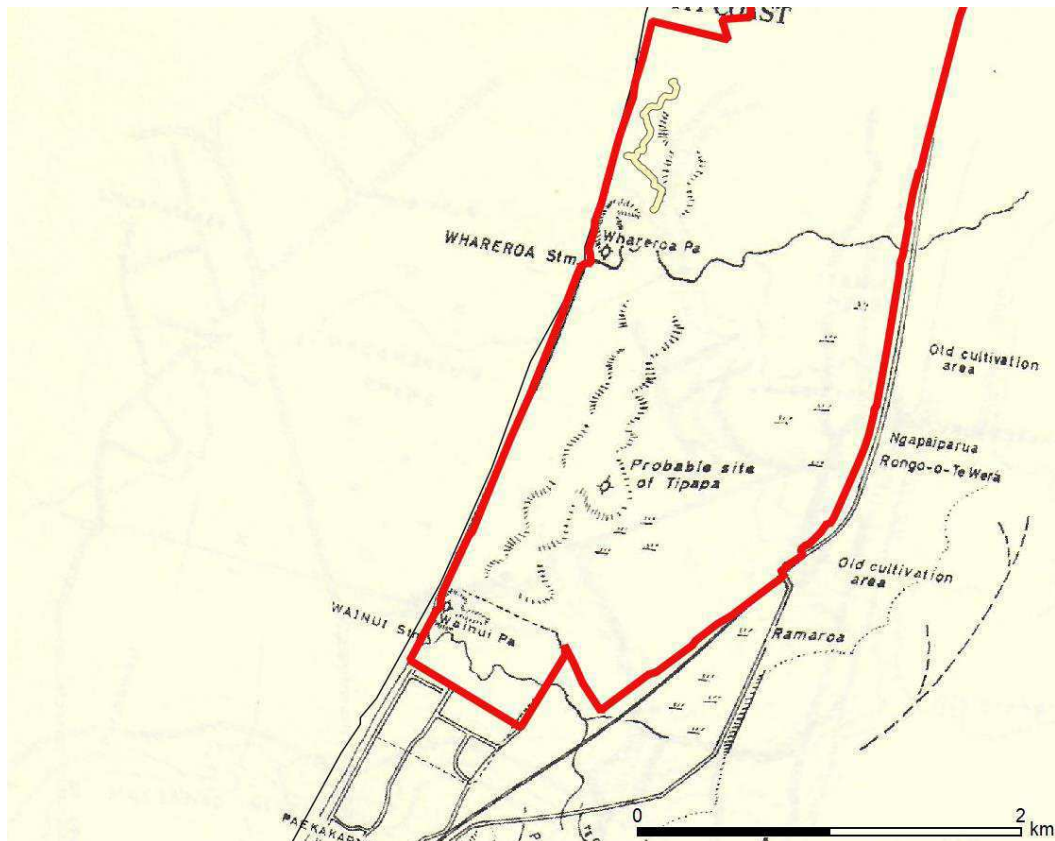


Figure 19: Detail of Carkeek's map VIII with park boundary in red

He described Wainui as follows:

Wainui *This name of a place at Paekākāriki. It was originally a fortified pa of the Ngāti Haumia, a branch of Ngāti Toa, at the mouth of the stream of that name and on its northern bank. Later it became one of the most important settlements between Porirua and Waikanae. E.J. Wakefield who visited Wainui in 1840 described it as a fortified village and added that it was the “residence of Te Hurumutu, or ‘the cut hair’ one of Kawhia chiefs who had been a party to the sale at Kapiti, and more commonly known there by the name of Tommy. Te Hurumutu had crossed over from Kapiti to take up permanent residence at Wainui shortly after the battle of Haowhenua. When W. Tyrone Power visited Wainui in the course of military operations against Te Rangihāeta in 1846 Te Hurumutu was still in residence. In 1850 Kemp found the Wainui pa in a state of dilapidation and described it as unhealthy. The inhabitants were expected to move within the course of a few months to the new Government village which was considered more sheltered and in every other respect more convenient ... (Carkeek 1967:152-53).*

The New Zealand Archaeological Association (NZAA) began its nationwide site recording scheme in 1958, and one of the more active amateur groups formed as the Wellington Archaeological Society which started recording archaeological sites in 1959. Within the first year of recording two midden sites had been recorded in what is now Queen Elizabeth Park, and an additional two sites, the Wainui and Whareroa pā, were recorded a few years later in 1963.

The majority of sites recorded in the park were reported by Department of Conservation archaeologist, Tony Walton who made several visits to the park between 1989 and 2005 (Walton 2006). Walton recorded many of the sites along the eroding seaward edge of the coastal foredune, many of which are likely to have been since lost to erosion.

In 1998 consultant archaeologist Susan Forbes carried out archaeological monitoring of the works for the upgrade of the irrigation and water pipelines within the park (Forbes 1998). The assessment for this work identified two previously unrecorded archaeological sites (R26/286 & R26/287) and additional notes were added to existing records. Excavations along the Whareroa Road also uncovered a rubbish pit containing glass bottles and a metal rim fragment which were interpreted as being associated with Camp Russell (R26/329).

Although not documented in archaeological reports, other finds made in the park include rifle ammunition and artillery shells. A survey of the park was made by the NZ Army and park staff in 1957, and by the 1980s there had been an additional thirteen recorded instances of ammunition being found in the park (GWRC 2008:19). Rifle rounds continue to be found in the park up to present day (personal observation by the author).

In 1998 the New Zealand Archaeological Association (NZAA) initiated the Site Recording Scheme Upgrade Project. This was carried out in the Kāpiti Coast District in 2005-2006 (Greig and Molloy 2007). Many of the sites within the Queen Elizabeth Park were revised at this time and the information updated.

The first excavation in what is the park was carried out in March 1963 at midden site R26/31 on the south side of the Whareroa stream by V Harvey-Roberts and R Adams. The midden was predominantly tuatua, but also contained ringed venus and a small number of rocky shore species as well as fish and bird bone (Walton 2006:32).

Archaeological monitoring of pipeline trenches near the Whareroa Road end resulted in additional midden sites being recorded by Aidan Challis in 1978 and by Mary O’Keeffe in 2003. An archaeological authority (2001-82) was granted to the Regional Council in 2001 for the construction of a new toilet block at the southern end of the park, but no archaeological deposits were encountered during the works (Forbes 2001).

Investigations in the immediate wider area have been carried out on nineteenth century sites at Mackays Crossing (McFadgen 2005, Petersen 2010, Shaw 2011), and grab samples from an eroding midden at Raumati South have been analysed at the archaeozoology lab at Te Papa (Leach et al 2000). Radiocarbon dates submitted from sites at Paekākāriki (R26/255) and Raumati (R26/291) have returned dates from the mid-fifteenth to late seventeenth centuries (Walton 2006:38).

In September 2006 a rare discovery was made in the Wainui stream of a stern piece of a Māori canoe (R26/408). The find was made following erosion of the south bank of the stream and is currently undergoing conservation treatment. On the north side of the Wainui stream a human femur was found in 2000 by a member of the public and handed in to the Police (R26/344). The bone was subsequently reinterred there according to the wishes of kaumatua.

Recent archaeological work in the Queen Elizabeth Park has included monitoring of the Te Ara o Whareroa cycleway in 2015. Seven previously unrecorded archaeological shell midden sites were discovered as a result of this process (R26/621-627). Four samples were submitted from three sites for radiocarbon dating. The sites selected were two from Whareroa and one from Raumati South, and these returned three late sixteenth century dates, and one late seventeenth century date (Dodd *in press*). Earthworks in the vicinity of the Mackays Crossing for the entranceway redevelopment and rangers' office relocation in September 2016 have also uncovered two unrecorded shell midden features (R26/408-409) to date (Dodd *in press*). These sites were in close proximity to the edges of Camp Russell.

PREVIOUSLY RECORDED SITES AND LISTED PLACES

There are 16 recorded archaeological sites within a kilometre of the project area. Sites recorded in the NZAA Site Recording Scheme and listed in the District Plan in close proximity to the project area are listed in the tables below:

NZAA	Site type	Location	Recorded by
R26/94	Wainui pa	Wainui stream mouth	Daniels, 1963
R26/301	Midden/oven	Coastal dunes north of Wainui stream	Walton, 2000
R26/302	Midden/oven	Coastal dunes north of Wainui stream	Walton, 2000
R26/303	Midden/oven	Coastal dunes north of Wainui stream	Walton, 2000
R26/304	Midden/oven	Coastal dunes north of Wainui stream	Walton, 2000
R26/315	Midden/oven	Inland, north of Paekākāriki	Walton, 2002
R26/319	Midden/oven	Between Wainui and Whareroa streams	Walton, 2003
R26/328	Camp Paekakariki	Paekākāriki	O'Keeffe, 2004
R26/332	Midden/oven	Coastal dunes north of Wainui stream	O'Keeffe, 2004
R26/344	Kōiwi	Coastal dunes north of Wainui stream	Forbes, 2005
R26/345	Burial cemetery	Aperahama Mutu-Mira Whanau Urupā	Forbes, 2005
R26/408	Artefact find	Coastal dunes north of Wainui stream	Brooks, 2006
R26/494	Midden/oven	Coastal dunes north of Wainui stream	Dodd, 2014
R26/495	Midden/oven	Between Wainui and Whareroa streams	Dodd, 2014
R26/496	Midden/oven	Between Wainui and Whareroa streams	Dodd, 2014
R26/707	Midden/oven	South of Wainui stream mouth	Dodd, 2016



Figure 20: Archsite map generated 22.09.2016 showing locations of recorded archaeological sites. Extent of the WWII camps shown in dark blue and one kilometre radius shown in light blue



Figure 21: KCDC District plan 2018 appeals version, showing heritage site locations

The Kāpiti Coast District Plan also has a Heritage Schedule which lists buildings, sites of cultural significance, archaeological sites and notable trees. Four places are listed within one kilometre of the project area. Listed sites, and where relevant, their corresponding archaeological site numbers have been summarised in the table below.

Plan ID	Name	Location	NZAA ID
B91	Budge House	177 The Parade	
B44	Old Schoolhouse	Main North Road, SH1	
T113	Norfolk Pine	Aperahanna/Tangahoe Street	
WTS0578	Wainui pā	Queen Elizabeth Park	R26/344
WTS0578C	Aperahama Mutu-Mira Whanau Urupā	Queen Elizabeth Park	R26/345

There do not appear to be any places in close proximity that have been included on the New Zealand Heritage List/Rārangī Kōrero.

ASSESSMENT

The project area was inspected by the author on 29 August 2016. One new site was recorded as result of this visit. The site visit and assessment involved a short walk around the surf club building inspecting the ground surface wherever possible. The ability to assess the site was limited by vegetation in some areas.

R26/407

Midden

E1764876 N5462233

This site is a tuatua midden eroding from north side of foot track behind the Paekākāriki surf club. The deposit is visible in track cutting intermittently for about 2 metres, and approximately 25 metres east of the existing surf club building. Contains tuatuta, arabica volute, dosinia, triangle shell and fire cracked rock. Under flax bushes.



Figure 22: Close up of midden exposed in north side of track (29.08.2016)



Figure 23: Site location looking east from Surf Club (29.08.2016)



Figure 24: Site location looking west towards Surf Club (29.08.2016)



Figure 25: Site location and plans overlaid on 2017 aerial with 0.5 metre contours



Figure 26: Overlay of WDO11314_1 (1943) showing proposed surf club location in relation to US Marine tent sites



Figure 27: Overlay of WDO11314_4 (1943) showing proposed surf club location in relation to US Marine tent sites

ARCHAEOLOGICAL SIGNIFICANCE

The following statements of significance have been prepared separately for each of the recorded sites, and tentatively for unrecorded sites. Archaeological significance has been assessed according to accepted guidelines (Gumbley 1995, Walton 1999; NZHPT 2006, NZHPT 2013).

Site	Value	Assessment
Camp Paekakariki R26/328	Condition	To date there are no recorded surviving structural archaeological features associated with the camp. Monitoring for the Te Ara o Whareroa cycleway in 2015 uncovered some historic artefacts which could have associations with the US Marines, and surface finds of bullets, casings, and other small portable items are frequently found by the public in the park. Structural remnants of the other associated camps at Mackays Crossing are known to exist in the Queen Elizabeth Park and in the Whareroa Farm Park (R26/327 and R26/329). These remains include concrete foundations, infrastructure for water and sewerage, rubbish pits and relict tracks and roads. The presence of similar features associated with Camp Paekākāriki cannot be discounted.
	Rarity/ Uniqueness	WWII US military camps in New Zealand were not unique to the Kāpiti Coast. Other contemporary camps in the Wellington region were established at Judgeford valley, Titahi Bay, Plimmerton and Paraparaumu. There were also numerous camps at other New Zealand locations. While a considerable number of sites associated with New Zealand's WWII heritage survive on public land, there is frequently a bias towards defensive positions and the remains of the camps which can provide insight into the daily lives of the soldiers are less well represented. WWII sites on privately owned land often have no statutory protection and are under threat from demolition and redevelopment. Archaeological deposits associated with these places can therefore be said to be a rapidly diminishing resource.
	Contextual Value	Camp Paekakariki is an important component of a landscape that was drastically modified to accommodate large numbers of soldiers during WWII. Together with Camp Mackay (R26/327) and Camp Russell (R26/329) it is an important place for telling the story of the US Marines and their impact in transforming otherwise quiet townships on the Kāpiti coast in the early 1940s.
	Information Potential	Med-Low. The visible part of the camp was dismantled and removed when the US Marines left. It is unclear what in the way of archaeological evidence remains. Features such as rubbish pits would provide useful information about the activities of the Marines if uncovered. There is some minor overlap with the tent platforms and the proposed new location for the surf club building.

	Amenity Value	Good. A large part of the camp remains on public land within the Queen Elizabeth Park nearby. There is already a walking track known as the Yankee Trail which commemorates the US Marines, and further north towards Mackays Crossing and Whareroa Road, in the approximate location of Camp Russell, there is a memorial to the US Marines. The site of the new building will be a good location to provide information through interpretative signage showing the footprint of the US marine camp.
	Cultural Associations	US Marine.

Site	Value	Assessment
Midden R26/707	Condition	On the basis of surface evidence, fair. There is an intact lens of midden exposed in an eroding bank. Flax roots are likely to have penetrated the midden, so investigation maybe hampered by this. There may also be other unrecorded subsurface features in the immediate area.
	Rarity/ Uniqueness	Middens are a relatively common prehistoric site type. There are 51 recorded midden sites in the Queen Elizabeth Park.
	Contextual Value	Shell midden sites form part of the wider cultural landscape which includes at least three named settlements with the Queen Elizabeth Park. Historical records indicate the cultivations for these settlements were located further inland in the stream valleys nearer the base of the foothills of the Tararua range.
	Information Potential	The surf club redevelopment will avoid the visible extent of this site, so potential for recovery of information is low. Generally however, there is good potential for information to be recovered from midden sites using archaeological methods, although this is dependent on the extent to which intact deposits survive. Remains from shell midden sites can provide information relevant to dating, resource exploitation and prehistoric environmental reconstruction.
	Amenity Value	Low. While there is opportunity to do so on public land, interpretation of individual midden sites may encourage fossicking. Better examples of this type of site also exist elsewhere on the Kāpiti Coast.
	Cultural Associations	Māori.

Site	Value	Assessment
Unrecorded midden sites	Condition	Unknown.
	Rarity/ Uniqueness	Middens are a relatively common prehistoric site type. There are 51 recorded midden sites in the Queen Elizabeth Park.
	Contextual Value	Shell midden sites form part of the wider cultural landscape which includes at least three named settlements with the Queen Elizabeth Park. Historical records indicate the cultivations for these settlements were located further inland in the stream valleys nearer the base of the foothills of the Tararua range.
	Information	Generally there is good potential for information to be recovered

	Potential	from midden sites using archaeological methods, although this is dependent on the extent to which intact deposits survive. Remains from shell midden sites can provide information relevant to dating, resource exploitation and prehistoric environmental reconstruction.
	Amenity Value	Low. While there is opportunity to do so on public land, interpretation of individual midden sites may encourage fossicking. Better examples of this type of site also exist elsewhere on the Kāpiti Coast.
	Cultural Associations	Māori.

Site	Value	Assessment
Unrecorded burial sites	Condition	Unknown.
	Rarity/ Uniqueness	Burials are a relatively common prehistoric site type. There are four recorded burial sites, and one surveyed urupā in the Queen Elizabeth Park. Human remains have been uncovered in the dunes on the north side of the Wainui River mouth
	Contextual Value	Burials form part of the wider cultural landscape which includes at least three named settlements with the Queen Elizabeth Park. There are 62 recorded archaeological sites in the park which reflects the extent of coastal resource exploitation over time. Historical records indicate the cultivations for these settlements were located further inland in the stream valleys nearer the base of the foothills of the Tararua range.
	Information Potential	Burials can be a valuable source of information about past populations. Field observations can frequently determine sex and ethnicity if the correct bones are present, but more detailed information about age, stature, and pathology can be recovered if the bones are made temporarily available for laboratory analysis. In all cases concerning kōiwi tangata of Māori ancestral origin the wishes of tangata whenua concerning their treatment should be given priority.
	Amenity Value	Low. It is unlikely that it would be considered culturally appropriate to draw attention to burials for interpretative or educational purposes.
	Cultural Associations	Māori.

EFFECTS ON ARCHAEOLOGICAL VALUES

The effects on the archaeological values have been assessed independently for each of the recorded sites.

CAMP PAEKAKARIKI (R26/328)

Low. The camp footprint is only marginally affected by the proposed surf club building site and associated earthworks, but it's still possible that earthworks for the redevelopment might encounter artefacts associated with the 1940s occupation by the US Marines.

The provision of a sign board showing photos and plans of the US Marine camp Paekakariki in this location could be a positive mitigation outcome which enhances local and visitor knowledge about the US Marine.

The loss of any archaeological features associated with the camp in the project area can be mitigated by archaeological monitoring and recording. A heritage sign board would be a positive outcome.

MIDDEN (R26/707)

Medium. It is likely that the proposed widening of the track through the dunes will have some impact on buried shell midden deposits in this area. It is not always possible to determine precise locations of all such deposits in the immediate area prior to earthworks commencing. Widening the track to the south side, will avoid impact on the visible exposure.

The visible portion of this site can potentially be avoided, but it is not possible to predict where else midden features maybe present in the immediate area, without vegetation clearance and exploratory testing.

UNRECORDED SITES

Med. While care has been taken to identify and avoid known archaeological features, the likelihood of encountering unrecorded archaeological features on this part of the Kāpiti Coast remains high. The most commonly encountered site types include human remains and shell midden sites.

During the initial inspection small amounts of redeposited shell were evident on the ground surface but these have not been recorded as new sites because it is unclear as to how they were deposited. They may represent natural shell, tracked shell transported from elsewhere or alternatively may be indicative of buried deposits. While the chances of similar finds are very low, it should also be noted that the remains of a Māori waka were found in the Wainui stream as late as recently as 2006.

The response to unrecorded sites will be to an extent dependent on the nature of the find. For sites of high cultural significance to tangata whenua, such as human remains, their views will be important when deciding on the response.

The loss of any as yet unrecorded archaeological features such as shell middens within the project area can be mitigated by archaeological monitoring and recording.

CONCLUSION

Queen Elizabeth Park has a long history of Māori occupation, and numerous archaeological sites pertaining to both Māori occupation and World War II camps have been recorded in the immediate area of the surf club. Archival plans and maps compiled by early nineteenth century ethnographers show the extent of Māori land holdings at Wainui post-1859, and archaeological site recording and excavation has provided additional physical evidence of occupation. The designs for the surf club redevelopment avoid known and recorded archaeological features, but because of their close proximity the likelihood of additional sites, particularly shell midden sites, being disturbed by earthworks remains.

Archaeological site records associated with Camp Paekakariki (R26/328) were updated and a new record for shell midden (R26/707) has been filed following a site visit carried out by the author for the purposes of this assessment. The recorded shell midden site and any unrecorded remains associated with pre-1900 Māori occupation (such as midden and burial sites) are protected archaeological sites as defined by the *Heritage New Zealand Pouhere Taonga Act 2014*, and an archaeological authority from Heritage New Zealand is legally required before they can be modified.

RECOMMENDATIONS

- That the Paekākāriki Surf Life Saving and Surf Club provides a copy of this assessment to affected iwi and consult with regards to the application for an archaeological authority.
- That the Paekākāriki Surf Life Saving and Surf Club applies to Heritage New Zealand for a general authority to modify unrecorded archaeological sites along the length of the cycleway. This application should be made under s.44 of the HPA.
- It is recommended that Heritage New Zealand grant that authority and include standard conditions for archaeological monitoring and notification of kōiwi tangata/human remains.
- That care is taken to avoid any impact on the visible remains of midden R26/707. It is recommended that earthworks contractors are made of its location and if necessary, the visible extent of the site is cordoned off prior to works to avoid unintentional damage by vehicles or machinery.
- That an archaeologist is present for any stripping back of topsoil or earthworks during initial earthworks.
- That following the completion of works records for any newly exposed or investigated sites should be submitted into the New Zealand Archaeological Association site recording scheme (Archsite).

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SO 10707 (1864)
SO 10739 (1865)
SO 11089 (1874)
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Whites Aviation photograph of Marine Camp at Paekākāriki during World War 2. C.P. Leonard collection. Kapiti Public Library (c.1944) H.P.123
Paekākāriki surf lifesaving club damaged by a tidal wave on 19 March 1918 ATL ½-104113-F
Surf Lifesaving club in the 1920s. Sydney Charles Smith photos. ATL ½-045892-G
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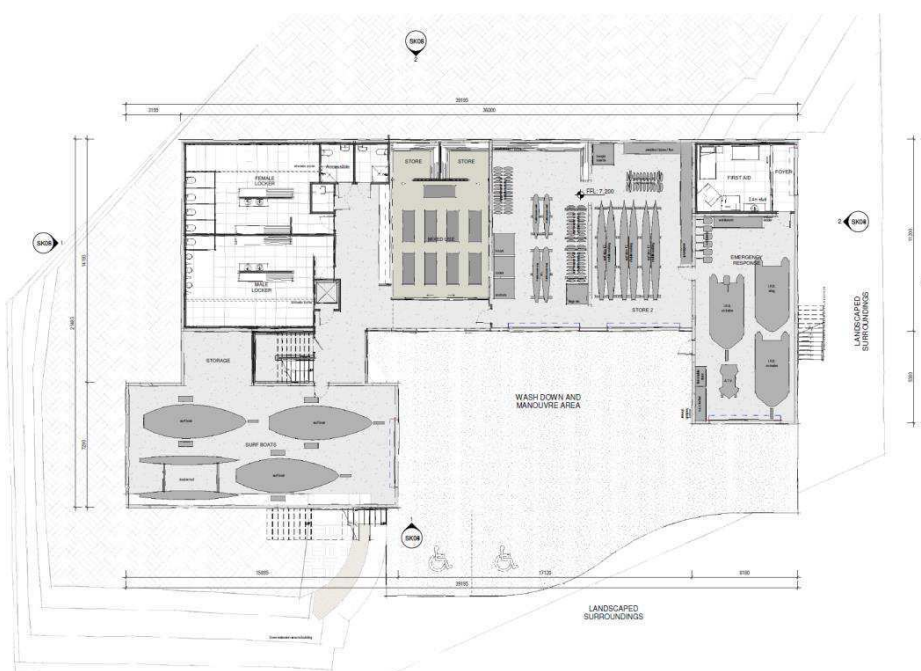
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APPENDIX – SUPPLIED PLANS





urbansolutions
projects



Erosion Hazard Assessment



Paekākāriki SLSC

April 2018

Document Quality Statement

Report Prepared By: Urban Solutions Project Limited

Report Number:	B-195
Distribution	Paekakariki SLSC (PSLSC)
Prepared for	Matt Warren
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Document Control

The following person(s) shall receive a copy of this document upon each subsequent release:

Name	Title/Group	Organisation
Matt Warren	Client	PSLSC

Revision History

The following table outlines the revision history of this document:

Version	Publication date	Comments
1.0	April 2018	Issued for Client Review

Limitations

This report has been prepared exclusively for PSLSC with respect to the specific brief given to us. Information, opinions and recommendations contained in it cannot be used for any other purpose or by any other entity without our review and written consent. Urban Solutions accepts no liability or responsibility whatsoever for or in respect of any use or reliance upon this report by any third party.

1.0 Introduction

Jake Allen from Urban Solutions (US) has undertaken the erosion hazard assessment which has been reviewed by Sam Morgan from 4 Sight consulting. The assessment has been completed in order to inform the location of a new surf lifesaving clubhouse by Paekakariki. The proposed clubhouse will be located at the northern end of the seawall that protects the township of Paekakariki.

This investigation supports a resource consent application, with regards to:

- Reviewing the erosion hazard acting at the site.
- Provide insight into beach dynamics.
- Provide a recommended set-back for the new clubhouse

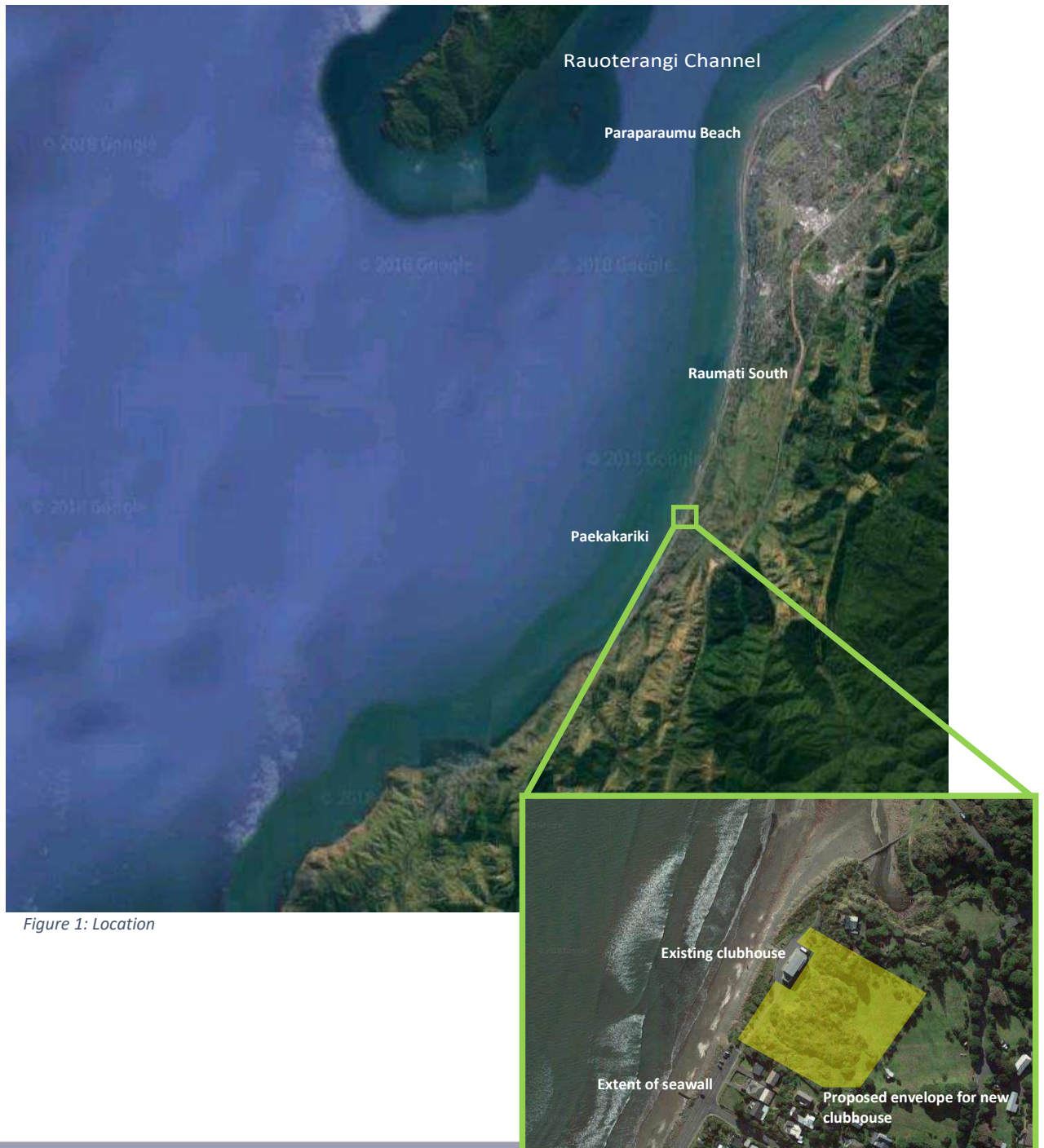


Figure 1: Location

2.0 Site Description and Geomorphic Setting

The Kapiti Coast extends about 40km from Otaki in the North to Paekakariki in the south. The majority of the coastline (25km) has been developed and coastal protection has been installed to help maintain the current coastal alignment. At the location of the proposed new Paekakariki Surf lifesaving club in Queen Elizabeth II Regional Park there is no notable erosion control measures. The regional park is approximately 4km in length and is located between Raumati South and Paekakariki.

The proposed new clubhouse is at the southern end of the Kapiti Coast to the south of the main townships of Waikanae and Paraparumu. The toe of the dune is orientated from north to south. The beach at the site can be considered an intermediate low tide terrace (<https://www.niwa.co.nz/coasts/nzcoast/tools-and-visualisations/coastal-terms-and-definitions>). The beach has a relatively flat profile which is typified by a series of sand bars that extend offshore.

Above mean high water springs (MHWS) there are dunes which vary in elevation from 1m to 15m. The dunes are covered in rank grass with a sporadic mix of native and exotic vegetation. To the north of the site there is the Wainui Stream and to the south is the township of Paekakariki which is protected by a seawall. The seawall is a timber poled seawall faced with sections of riprap greater than 600mm in diameter as the site is on the southern proportion of the Kapiti Coast the coastal edge is characterised by narrow beaches and sand dunes.



Figure 2: Current Site Conditions

¹ NIWA, retrieved on the 7.04.18 <https://www.niwa.co.nz/coasts/nzcoast/tools-and-visualisations/coastal-terms-and-definitions>

3.0 Sediment Transport

Currents within the Rauoterangi Channel which can be seen in both figures 1 and 3 are dominated by a north to south flow which has been identified by J.G. Gibb ² as the main delivery mechanism for sediment sourced from the basin south of Taranaki. Due to the location of Kapiti Island a salient has formed at Paraparaumu Beach ³.

The formation of a salient at Paraparaumu Beach has meant that the predominate north to south current is deflected away from the shore at Paraparaumu Beach. The deflection of the current away from the shore has caused sediments to form a bank off the coast of Raumati South and Raumati Beach (figure 3). Due to the deposition of sediment away from the coastline the southern proportion of the Kapiti Coast receives less sediment than the areas to the north.

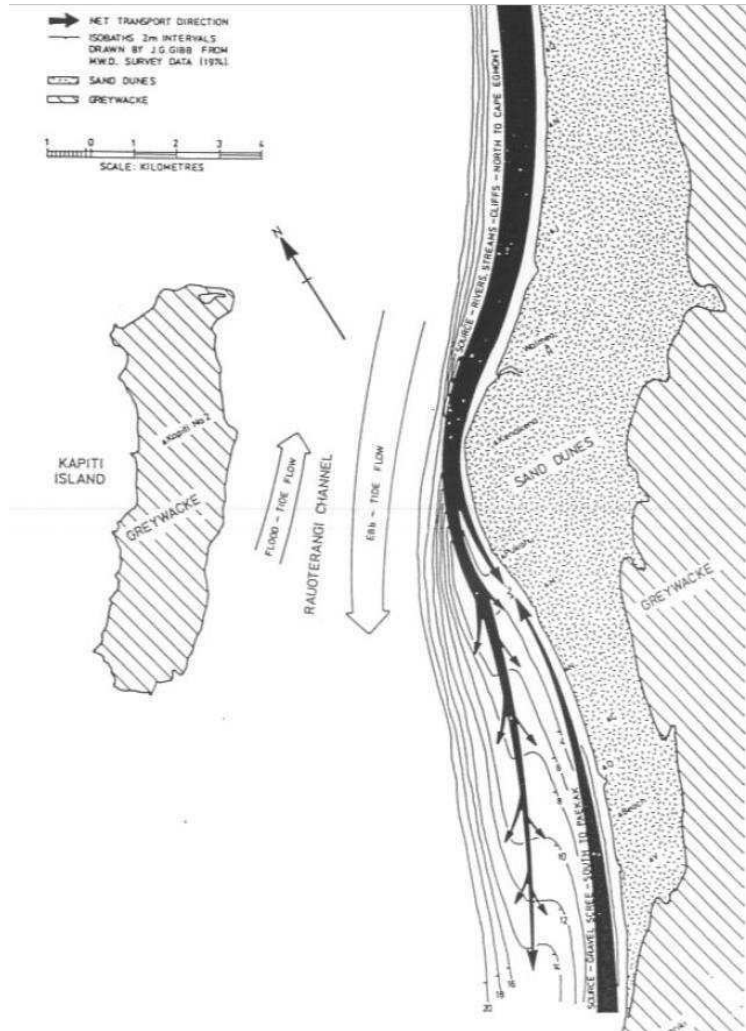


Figure 3: Bathymetric plan of the Kapiti Coast (Gibb 1978)

² J.G Gibb, The problem with coastal erosion along the Golden Coast western Wellington New Zealand, Water and Soil Technical Publication No.10, 1978

³ Kerry Black and Shaw Mead, Wave Rotation for Coastal Protection, ASR Limited, February 2004

During low sand levels at the site gravel seams are evident through the typical black-brown sands. It is likely that this gravel is transported from the coastal cliffs 5km-25km to the south during southerly storms. The gravel supply has likely been influenced by the construction of SH1 at the toe of the large coastal cliffs to the south.

The two factors discussed above are thought to have influenced the overall trend of erosion in the southern proportion of the Kapiti Coast⁴. However, it is important to note that this trend is interspersed by alternating periods of accretion.

At the site there is limited evidence of longshore sediment transfer within the nearshore zone. In figure 4 no build-up of sand can be seen around the storm water outlets (effectively groynes). In addition, the historical aerials in appendix B seem to support the conclusion above. Therefore, it is probable that sand movement is perpendicular to the shore.



Figure 4: Lack of sand deposition around storm water outlets

4.0 Short-Term and Long-Term Erosion Trends

At the proposed location of the new clubrooms the site consists of a narrow beach. However, it is well known that the dry beach area typically fluctuates. Generally higher sand levels allow a dissipation of wave energy which means the total wave energy interacting with the foredunes or protection structure is reduced.

4.1 Short term erosion (ST)

Short-term erosion relates to the changes in horizontal shoreline position due to storm erosion caused by singular or clusters of storms events, or seasonal fluctuations in wave climate.

The major recorded periods of storm erosion have been (1954, 1978 and 2016)⁵ which have been associated with the reduction of sand-levels at the toe of coastal protection structures.



Figure 5: Storm damage at Paekākāriki 1978

⁴ J L Lumsden, March 2013, Kapiti Coast Beach Profiles Monitoring Report

⁵ Te ara encyclopaedia, retrieved April 2018, <https://teara.govt.nz/en/photograph/6325/storm-damage>

storm events represent a significant hazard at the location. A new building within the active beach margin would be vulnerable to storm events due to the typical energy regime at the beach. If there is a combination of an abnormally high tide, low barometric pressure, large waves and a storm surge the result is increased swash run-up that can cause short term variations in the foreshore dunes as per the example in figure 6. Although these storm events may only be short, the result is widespread property damage and a temporary reduction in the toe of the dunes. However, after an erosive phase, there are generally periods of beach rebuilding in which accretion occurs. To estimate the short-term coastline movements the following sources of information have been used:

- Site observations
- Review of historic beach profile monitoring
- Historical aerial photographs

Therefore, for this assessment a worst-case scenario for short term erosion is considered to be 4m.

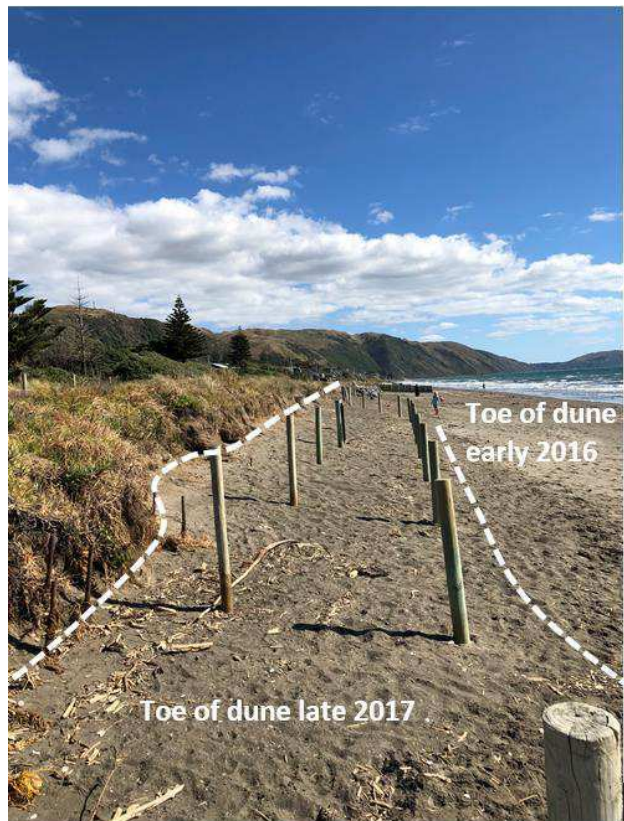


Figure 6: Example of dune erosion Early 2016 - late 2017

4.2 Long-term trends (LT)

The long-term trend at the site represents the ongoing horizontal movement. Long term erosion can be caused by a multitude of factors including but not limited to changes in sediment supply, wave climate or sea level rise.

Presently Kapiti Coast District Council (KCDC) uses figures 7 to shape development along the coastline of the Kapiti Coast. However, as of 2015 the KCDC has committed to a two-to-three-year programme of scientific and engineering research to produce an updated best practice set of hazard lines.



Figure 7: District plan Coastal Hazards

The Kapiti Coast Beach Profiles Monitoring Report dated March 2013 is the most recent beach profile monitoring. The report produced by J L Lumsden assessed two nearby sites, that are not protected by timber poled seawalls. McKay’s Crossing (Datum: N 620236.65 E 256203.26) to the North of the site and SH1 Paekakariki (Datum: N 615496.11 E 253819.68). Over the 11-year survey period the locations lost 5m (0.45m/yr) and 3m (0.27m/yr) meters of foreshore dunes respectively. This resulted in Lumsden classifying these sites as being at a high risk of erosion ³.

For the purposes of estimating the erosion hazard at the proposed site of the clubrooms conservative value of 0.45m/yr will be taken for long term erosion.

4.3 Planning timeframe (T)

The planning time frame for this assessment will be 100 years, as per Policy 25 of the New Zealand coastal policy statement (NZCPS). However, if the building is designed to be relocatable a 50-year design life is considered appropriate.

5.0 Dune stability (DS)

Dune Stability is a potential risk to coastal infrastructure as the erosion scarps of dunes can cause damage to buildings and their foundations. DS assumes a situation in which an over-steepened scarp is formed by an extreme event.

The width of dune stability is dependent on the height of the existing dune and the angle of repose for sand at the site.

$$DS = \frac{H_{dune}}{2(\tan \times \alpha_{sand})}$$

Figure 8-1: Dune stability equation

- H_{dune} = A height of 5m is considered the worst-case of the dune height at this location. H_{dune} represents the height from the crest to eroded base.
- α_{sand} = Angle of repose for beach sand assumed to be 32° in this case.

$$DS = \frac{5}{2(\tan \times 32)}$$

Figure 8-2: Dune stability equation

Therefore, for this assessment a worst-case dune stability of 4.0 m will be used.

6.0 Climate change

The Ministry for the Environment has published guidance for coastal hazards and climate change in December 2017. The four sea-level rise scenarios are based around three different atmospheric carbon concentrations. The three scenarios are derived from the median projections (M) of global sea-level rise produced by the IPCC. The fourth scenario (H+), is at the upper end of the ‘likely range’.

Therefore, 2017 guidance from the Ministry for the Environment (MfE) recommends anticipating for sea level rise of 0.32m to 0.61m by 2070 Figure 6 is also a reminder that sea level will keep rising after 100 years, irrespective of actual future greenhouse gas emissions

While there isn't any specific analysis of tectonic movements in the southern Kapiti Coast geological data as in figure 9 indicates that the shoreline is uplifting by up to 1mm/year which would equate to as much as 0.1m over a 100-year period.⁶

While there isn't any specific analysis of tectonic movements in the southern Kapiti Coast geological data as in figure 9 indicates that the

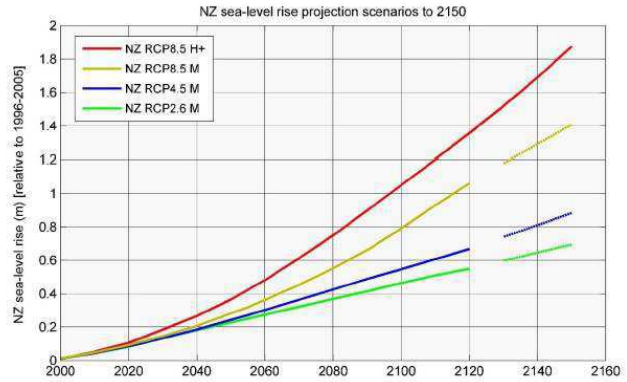


Figure 9: Four scenarios of New Zealand wide regional sea-level rise projections for use as guidance.

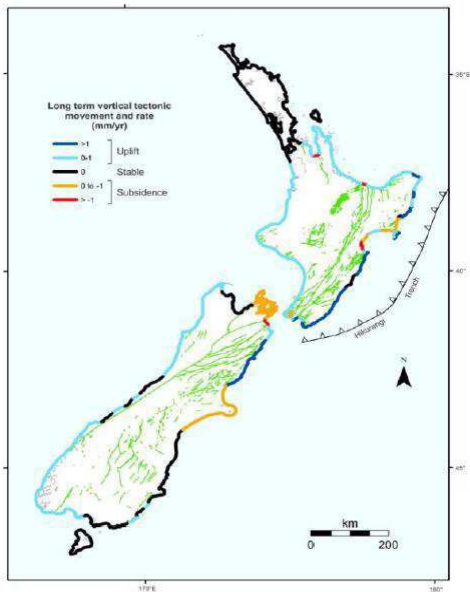


Figure 10: Long term vertical tectonic movement (mm/yr)

While there isn't any specific analysis of tectonic movements in the southern Kapiti Coast geological data as in figure 9 indicates that the shoreline is uplifting by up to 1mm/year which would equate to as much as 0.1m over a 100-year period.

However, given the uncertainty of this a precautionary approach the RCP 8.5 H+ value from figure 8 shall be taken. Hence a sea level rise of 0.6m will be taken.

Table 1: Adopted sea-level rise

Year	RCP 8.51	Adopted sea level rise (S)
2018	0.0m	0.0m
2068	0.31m	0.26m
2118	0.88m	0.78m

¹ Corrected to 0.0m from 2018

⁶ IPCC. 2013a. Climate Change 2013: The Physical Science Basis. Contribution of Working Group I to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change. Cambridge: Cambridge University Press.

6.1 Beach response to sea level rise

To assess the geometric response of the sand dunes to sea-level rise. The well-known response model in figure 11 developed by Bruun will be used ⁷. The equation approximates landward recession of the shoreline that will occur with a given sea level rise.

$$SL = \frac{L_*}{B + d_*} \times S$$

Figure 11: Brunns equation

In which;

- SL = Landward retreat (m)
- d* = Maximum depth of sediment exchange (m) – 3m
- L* = Distance from the shoreline to the offshore position of d* (m) – 350m
- B = Height of the berm crest within the eroding backshore (m) – 5m
- S = Sea level rise. (m) – As per table 1

Table 2: Beach response to sea level rise

Year	Adopted sea level rise (S)	Landward retreat (SL)
2068	0.26m	11.3 m
2118	0.78m	34.1 m

⁷ University of Ulster. 22 July 2004. J. Andrew G. Cooper, Orrin H. Pilkey Sea-level rise and shoreline retreat: time to abandon the Bruun Rule.

7.0 Numerical Assessment

Unconsolidated beaches are shorelines of marine origin that are derived from erosion of the hinterland. The estimation for coastal erosion at the site will be based on the equation in figure 10 which can be used to estimate the area susceptible to coastal erosion (ASCE).

$$ASCE_{Beach} = ST + DS + (LT \times T) + SL$$

Figure 12: Equation

In which;

- ST = Short term changes in shoreline related to storm erosion (m)
- DS = Dune stability allowance. This is the horizontal distance from the base to the crest of the dune when stable (m)
- LT = Long-term rate of horizontal coastline movement (m/yr)
- T = Timeframe (years)
- SL = Horizontal coastline retreat due to the effects of sea-level rise (m)

Table 3: Worst case ASCE coastal erosion scenarios

Year	Short term (ST)	Dune stability (DS)	Long term (LT)	Landward retreat (SL)	ASCE erosion worst case
2068 planning time frame for relocatable structure	4.0m	4.0m	22.5m	11.3m	41.8m
2118 planning timeframe for permeant structure	4.0m	4.0m	45.0m	34.1m	87.1m

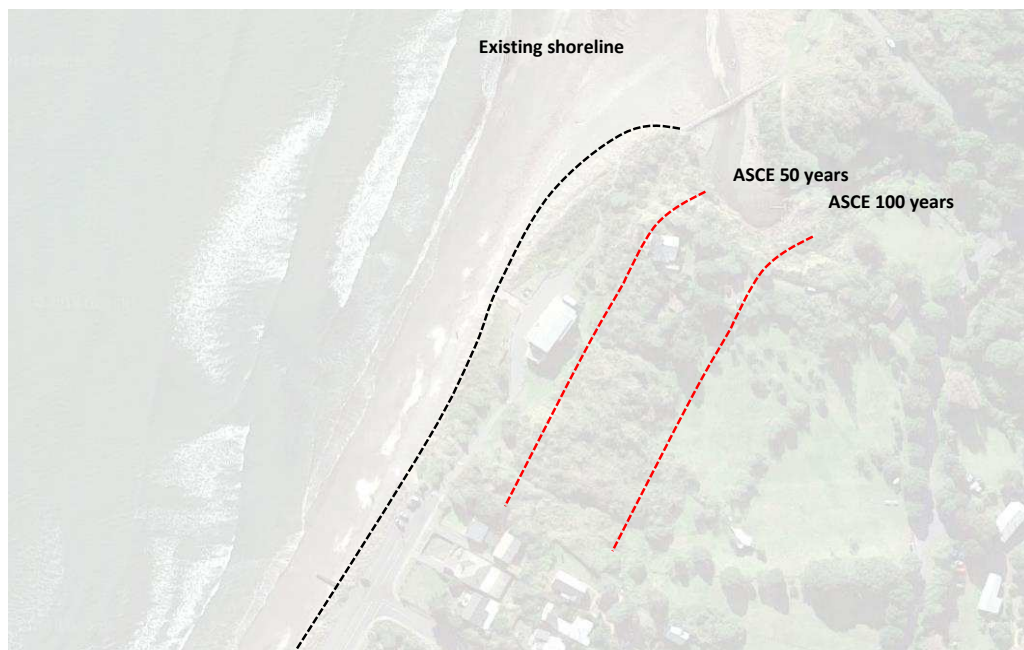


Figure 13: Worst case coastal erosion scenario ASCE

For each input values there is a range of probable values, the input valves ST, DS, LT, SL are conservative. Therefore, a factor of safety has not been included within the ASCE calculation. As it would be overly-conservative to assume a factor of safety.

8.0 Recommendations

It is recommended that the proposed new clubrooms at Paekākāriki should be located away from the coastal edge to allow for the long-term trend of erosion at the site. However, it is important to consider the implications of taking an extremely conservative stance on the viable operation of the club as a community service. Therefore, it is recommended that the clubroom is located 40 metres from MHWS if the building is relocatable and 85m from MHWS if the building is constructed using more permeant construction methods.

9.0 References

- [1] NIWA, retrieved on the 7.04.18 <https://www.niwa.co.nz/coasts/nzcoast/tools-and-visualisations/coastal-terms-and-definitions>
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- [4] – J L Lumsden, March 2013, Kapiti Coast Beach Profiles Monitoring Report
- [5]- Te ara encyclopaedia, retrieved April 2018, <https://teara.govt.nz/en/photograph/6325/storm-damage>
- [6]- IPCC. 2013a. Climate Change 2013: The Physical Science Basis. Contribution of Working Group I to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change. Cambridge: Cambridge University Press.
- [7] – University of Ulster. 22 July 2004. J. Andrew G. Cooper, Orrin H. Pilkey Sea-level rise and shoreline retreat: time to abandon the Bruun Rule.
- [8] - R Bell , J Lawrence, S Allan, P Blackett, S Stephens Ministry for the Environment, Coastal Hazards and Climate Change guidance for local government, December 2017
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- [10] - Bell, R.G., Wadwha, S., National coastal susceptibility: Vulnerable areas and demographics, NIWA Client Report HAM2014-071 prepared for Centre for Research Evaluation and Social Assessment (CRESA), 2015
- [11] – Shaw Mead, Sam O’Neil, Review of Coastal Processes Assessments at Paekākāriki Beach and the Potential Impacts of the Proposed Replacement Seawall, December 2015
- [12] – Robin Britton, August 2011, District Plan Review Coastal Hazards Provisions

10.0 Appendix

Appendix A – Limited sand movement around the storm water outlets

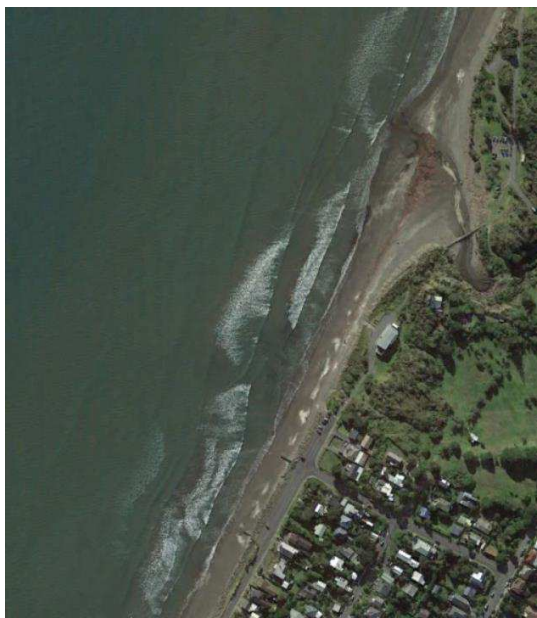
1971

2005



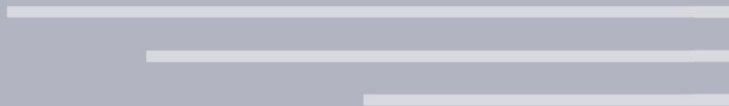
2011

2017

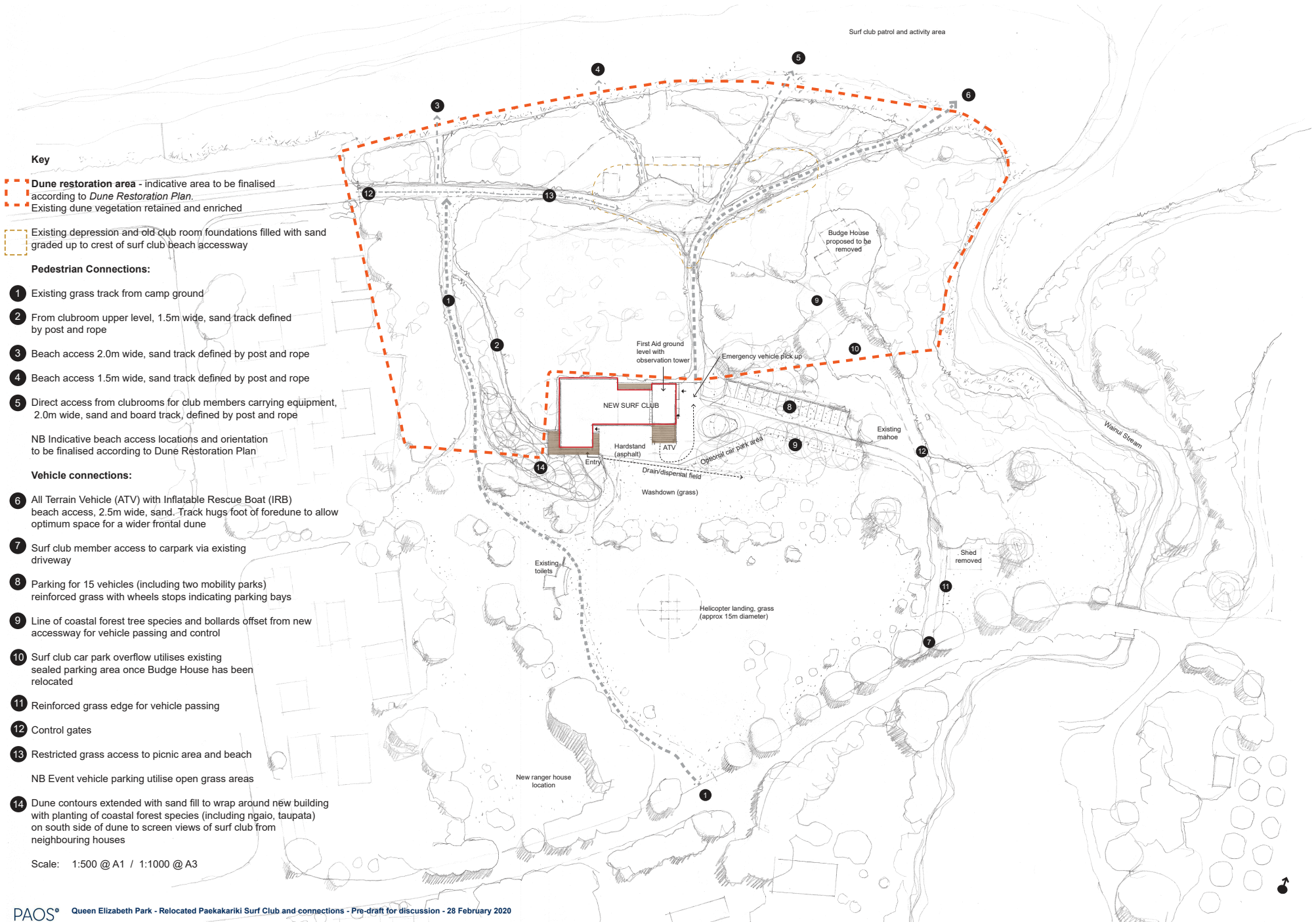




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www.urbansolutions.co.nz



Key

- Dune restoration area - indicative area to be finalised according to *Dune Restoration Plan*.
- Existing dune vegetation retained and enriched

Existing depression and old club room foundations filled with sand graded up to crest of surf club beach accessway

Pedestrian Connections:

- 1 Existing grass track from camp ground
- 2 From clubroom upper level, 1.5m wide, sand track defined by post and rope
- 3 Beach access 2.0m wide, sand track defined by post and rope
- 4 Beach access 1.5m wide, sand track defined by post and rope
- 5 Direct access from clubrooms for club members carrying equipment, 2.0m wide, sand and board track, defined by post and rope

NB Indicative beach access locations and orientation to be finalised according to *Dune Restoration Plan*

Vehicle connections:

- 6 All Terrain Vehicle (ATV) with Inflatable Rescue Boat (IRB) beach access, 2.5m wide, sand. Track hugs foot of foredune to allow optimum space for a wider frontal dune
 - 7 Surf club member access to carpark via existing driveway
 - 8 Parking for 15 vehicles (including two mobility parks) reinforced grass with wheels stops indicating parking bays
 - 9 Line of coastal forest tree species and bollards offset from new accessway for vehicle passing and control
 - 10 Surf club car park overflow utilises existing sealed parking area once Budge House has been relocated
 - 11 Reinforced grass edge for vehicle passing
 - 12 Control gates
 - 13 Restricted grass access to picnic area and beach
- NB Event vehicle parking utilise open grass areas
- 14 Dune contours extended with sand fill to wrap around new building with planting of coastal forest species (including ngaio, taupata) on south side of dune to screen views of surf club from neighbouring houses

Scale: 1:500 @ A1 / 1:1000 @ A3



Paekākāriki Clubhouse Project

June 2020

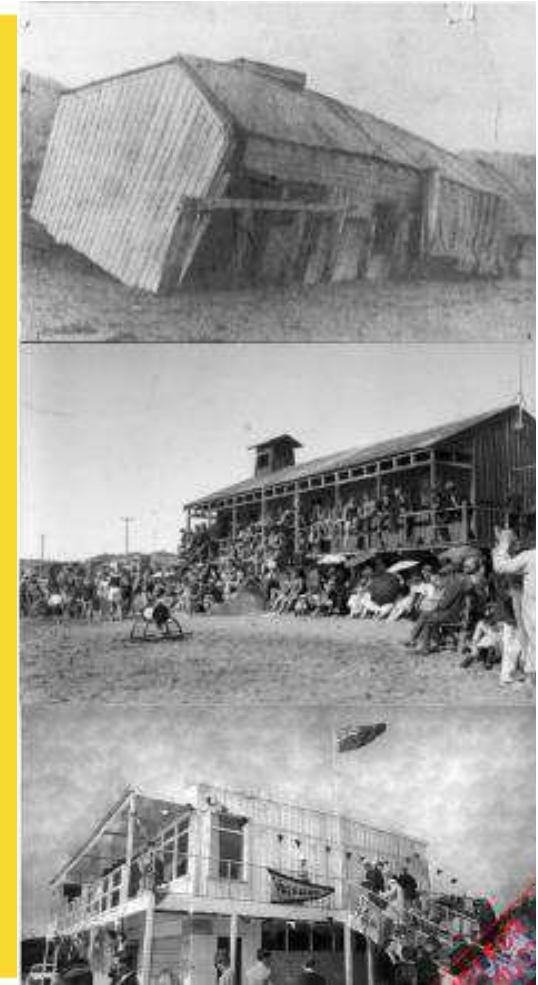




PAEKAKARIKI SURF
LIFEGUARDS (Inc.)

Club Profile

- Formed in 1913
- Membership 250 (150 nippers)
- Family oriented club
- Provides lifeguarding services on the Kapiti Coast and for other community events
- Current clubhouse built in the mid 1960's
- Over 3000 patrol hours each year



What do we do? Saving Lives – Core business



Protecting our community in the water

In it for life

What do we do? Sport – Member Retention/Engagement



Protecting our community in the water

In it for life

What do we do? Community Activities



SURF LIFE SAVING

Protecting our community in the water

In it for life



Why the need for new Clubrooms

- Structural condition of existing building
(August 2011 report by Sawrey Consulting Engineers)
- Existing building not adequate for present & future needs
- Expiry of existing ground lease & GWRC policy to retreat buildings/structures away from foreshore due to advancing sea

In it for life





Building issues

- Building has passed its “use by” date





PAEKAKARIKI SURF
LIFEGUARDS (Inc.)

Fit for purpose

- Growing club both size and expertise



1960



2020

In it for life



PAEKAKARIKI SURF
LIFEGUARDS (Inc.)

Why Now?

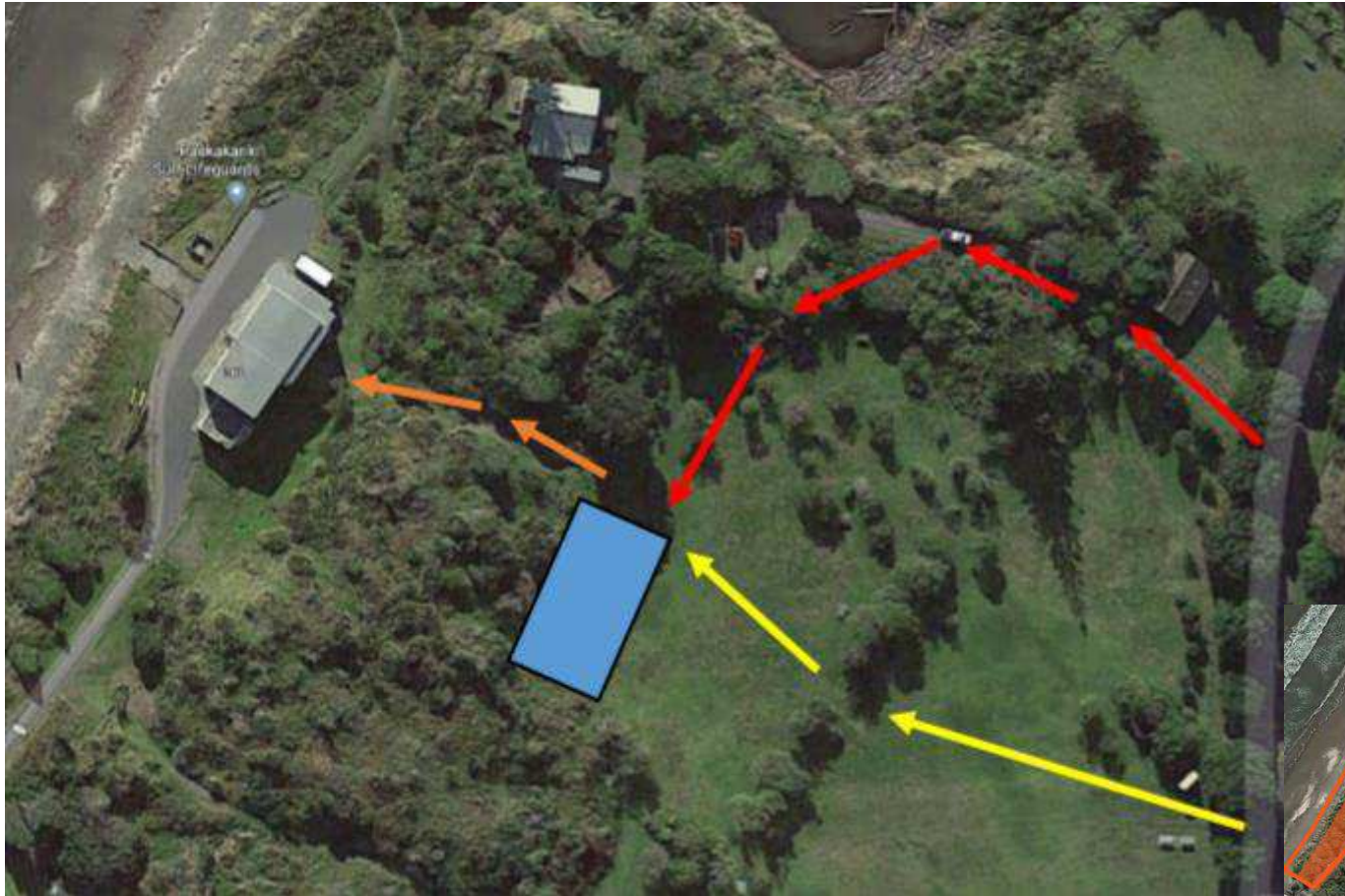
This is not a nice to have – we must move in the next 2-3 years.

- Building has come to the end of useful life
- Dunes in front are disappearing fast
- Fits with the GWRC part plan
- Costs are continually moving upward

In it for life



Where are we looking to build?



Where are we looking to build?

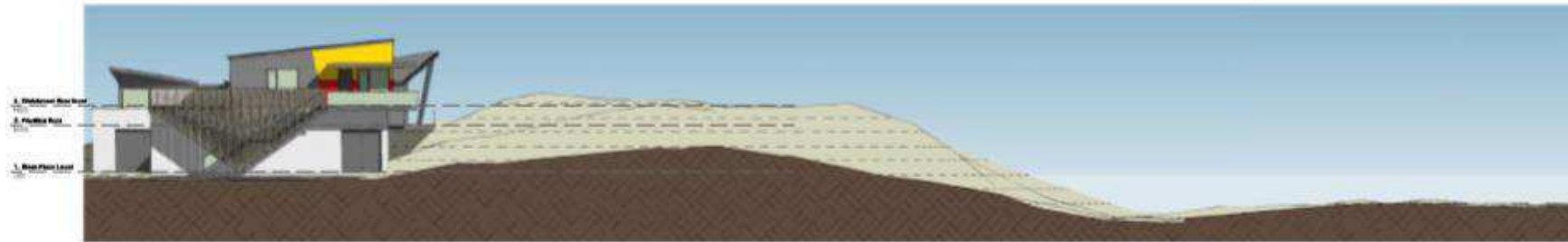


View from sand dune



Back of building

What form might the building take?



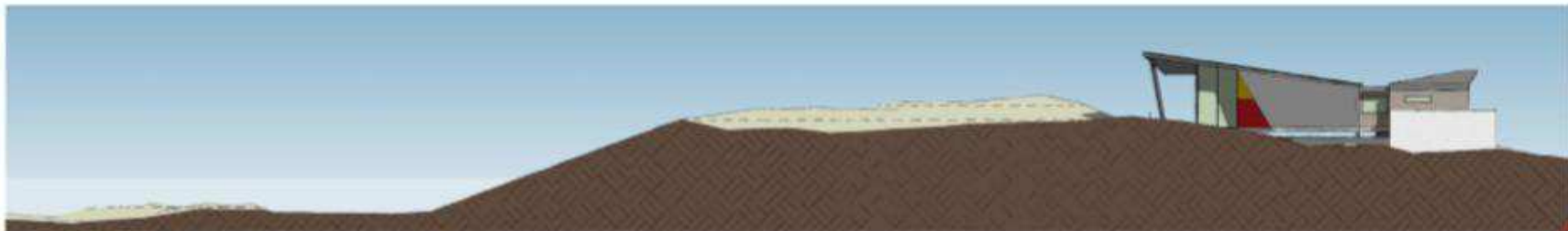
North Elevation
1 : 200



West Elevation
1 : 200



East Elevation
1 : 200



South Elevation

What form might the building take?



What form might the building take?



What form might the building take?





PAEKAKARIKI SURF
LIFEGUARDS (Inc.)

Process and Timelines

- Neighbor & community dialogue
(formal consultation at consent phase) Early/Mid 2020
- Lease Application lodged May 2020
- Finalise plans & costing 2020
- Fundraising 2020-2022
- Further consultation and planning 2020-2021
- Consent Process 2020-2021
- Construction commences April 2022

In it for life



What does PSLG need from GWRC

- **Lease space in the park to build**
 - 30 Year lease agreement
 - Space to operate effectively
- **Collaborative Approach**
 - Feedback about the project and design
 - Working together for the best result for the Club and Park
- **Clear Process**
 - Clear steps to get lease sign off and meet any other GWRC requirements
 - Clear advice and decision making process
 - No surprise approach
- **Aligned Communication**
 - Consistent messages to Community and Funders
 - Consistent contact points

In it for life

Council
24 September 2020
Report 20.347



For Decision

PROPOSED VARIATION TO THE WELLINGTON RLTP 2018-21: COLOMBO ROAD BRIDGE REPLACEMENT, MASTERTON

Te take mō te pūrongo

Purpose

1. To advise Council on approving a variation to the Wellington Regional Land Transport Plan Programme 2018-21 (the RLTP Programme) to include the Colombo Road Bridge Replacement, Masterton.

He tūtohu

Recommendations

That the Council:

1. **Adopts** the proposed variation to the Wellington Regional Land Transport Plan Programme 2018-21, as set out in Attachment 1, to include the Colombo Road Bridge Replacement, Masterton.
2. **Agrees** to the adopted variation being forwarded to Waka Kotahi NZ Transport Agency, requesting that the variation is included in the National Land Transport Programme.

Consideration by Committee

2. The proposed variation to the RLTP Programme was recommended to Council by the Regional Transport Committee at its meeting on 8 September 2020 (Proposed Variation to the Wellington Land Transport Plan Programme 2018-21 - Colombo Road Bridge Replacement, Masterton – Report20.285).

Te tāhū kōrero

Background

Wellington Regional Land Transport Plan Programme

3. The Wellington Regional Land Transport Plan (RLTP) 2105 (was updated by a mid-term review in June 2018. Part of that update was the development of a new programme section for 2018-21 (the RLTP Programme).
4. The RLTP Programme contains all the land transport activities proposed to be undertaken throughout the Wellington Region, and the regional priority of significant activities (costing over \$5 million).

5. The activities in the RLTP programme are submitted by the Waka Kotahi NZ Transport Agency (the Transport Agency) and approved organisations under the Land Transport Management Act 2003 (the LTMA). These approved organisations include the eight territorial authorities of the Wellington Region, Department of Conservation, and Greater Wellington Regional Council.

Process for considering a variation

6. Section 18D of the LTMA states that if a good reason exists to do so, the Regional Transport Committee (the Committee) may prepare a variation to the RLTP during the six years to which the RLTP applies. This variation can be at the request of an approved organisation or the Transport Agency, or on the Committee's own motion.
7. Section 18D(4) of the LTMA requires the Committee to consider any variation request promptly.
8. Section 18D(5) of the LTMA notes that consultation is not required for any variation that is not significant or that arises from the declaration or revocation of a state highway.
9. The Committee determines if a proposed variation is significant in accordance with its significance policy adopted under 106(2) of the LTMA and included in the RLTP (Appendix B - page 191).
10. The application of section 18B of the LTMA provides that, where the Committee recommends the proposed variation:
 - a The Committee must forward the proposed variation to Council
 - b Council may, after considering the proposed variation *either*:
 - i Approve the proposed variation, without modification *or*
 - ii Refer the proposed variation back to the Committee asking that it reconsider one or more aspects.

**Te tātaritanga
Analysis**

Proposed variation and significance

11. The details of the proposed variation are set out below, along with an assessment of the significance of this variation.
12. The Committee assessed the significance of the proposed variation, for the purpose of consultation, against the RLTP significance policy.

13. Information on the proposed variation is set out below and in [Attachment 1](#):

Colombo Road Bridge Replacement, Masterton
Request by: Masterton District Council
Details of the subject activity: Colombo Road in Masterton crosses the Waipoua River. The bridge comprises two separate, but joined bridges catering for one traffic direction each. The north bound bridge was constructed in 1973 and is in good condition. The south bound bridge was constructed in the 1920s and 1930s and is the subject of this request. The proposal is to demolish the existing structure and replace the bridge in its present location.
Description of variation: To add a new activity to the RLTP programme as a non-prioritised activity.
Reason for the variation: The bridge replacement was not expected to commence within the six years of the programme at the time the RLTP was finalised. Routine inspections of the structure have identified an issue with river bed degradation exposing the piles, and further investigation showed there was inadequate pile depth compromising the structural integrity of the bridge. In conjunction with the age of the structure and its overall condition, the most economical solution is to replace the structure.
Estimated total cost: The total cost of the project is estimated to be \$2.8 million.
Proposed timing and cash-flow: It is expected to commence in November 2020 and be completed within two years. \$0.3 million of the construction funding is proposed to be spent in 2020/21 and the balance in 2021/22.
Funding sources: The project is expected to be funded from both the local share contributed by Masterton District Council and the National Land Transport Fund.

14. The following tables indicate the Committee’s consideration of the key factors in making determinations about significance and consultation:

1 Key considerations in determining significance – would the proposed variation:		
Materially change the balance of strategic investment?	No	The proposed cost variation of \$2.8 million associated with this activity is not considered to materially change the overall balance of strategic investment.
Negatively impact on the contribution to Government or Government Policy Statement (GPS) objectives and priorities?	No	The proposed variation relates to a project that will make a positive contribution towards the GPS objectives through the replacement of the structure that

1 Key considerations in determining significance – would the proposed variation:		
		will maintain accessibility and improve the network resilience.
Affect residents?	Yes	The variation would have a relatively minor impact on the residents of Masterton due to partial closure of Colombo Road during construction. No properties are directly affected by the proposed activity.
Affect the integrity of the RLTP, including its overall affordability?	No	The proposed variation is not expected to affect the integrity of the RLTP or its overall affordability.

2 Several types of variations are considered to be generally not significant in their own right. Are the proposed variations:	
An activity in the urgent interests of public safety?	Yes
A small scope change costing less than 10 percent of estimated total cost, or less than \$20 million	No
Replacement of a project within a group of generic projects by another project?	No
A change of the duration or priority of an activity in the programme which does not substantially alter the balance of the magnitude and timing of activities in the programme?	No
The addition of an activity previously consulted on in accordance with sections 18 and 18A of the LTMA and which comply with section 20 of that Act?	Yes
Note: A variation that is assessed as meeting any one of these criteria will generally not be considered significant; however, the key considerations in the first table should still be assessed.	

3 Other considerations	
What are the likely impacts, time delays or cost on public safety, economic social, environmental wellbeing as a consequence of undertaking consultation?	Although the structure is not in immediate danger of structural failure, there is concern that a significant event (flood or earthquake) could cause partial or total collapse.

What are the relative costs and benefits of consultation?	As the project is a structural replacement, there will be little benefit in further separate consultation.
To what extent has consultation with the community or relevant stakeholders been undertaken already?	The project was not included in the Council’s 2018 LTP as it was unknown at that time, but was included in the Council’s 2019/20 Annual Plan. The project is planned to be included in the 2021 LTP.

**Ngā hua ahumoni
Financial implications**

15. The financial implications of the proposed variation are stated in paragraph 13.

**Ngā tikanga whakatau
Decision-making process**

16. The matters for decision in this report are subject to the legislative requirements of sections 18B, 18D and 106(2) of the LTMA. The specific requirements are stated in paragraphs 6 to 10.

17. To give effect to section 18D(5) of the LTMA, the Committee determines if a proposed variation to the RLTP is significant, in accordance with its significance policy adopted under 106(2) of the Act and as included in the RLTP.

**Te hiranga
Significance**

18. The Committee determined, given the assessment in paragraph 14, that making the proposed variation is not significant.

**Te whakatūtakitaki
Engagement**

19. Given this determination, the Committee concluded that consultation is not required.

**Ngā tūāoma e whai ake nei
Next steps**

20. If Council adopts the proposed variation ([Attachment 1](#)), the Council Chair will then forward the variation to the Transport Agency to consider for inclusion in the National Land Transport Programme for funding.

21. There is no obligation on the Transport Agency to vary the National Land Transport Programme to include the new activity. However, the Transport Agency must give written reasons for any decision not to do so.

**Ngā āpitihanga
Attachment**

Number	Title
1	Proposed Regional Land Transport Plan programme variation – the Colombo Road Bridge Replacement, Masterton

**Ngā kaiwaitohu
Signatories**

Writer	Shan Lu - Senior Strategic Advisor Regional Transport
Approvers	Grant Fletcher - Manager Regional Transport Luke Troy - General Manager Strategy

He whakarāpopoto i ngā huritaonga Summary of considerations
<i>Fit with Council's roles or with Committee's terms of reference</i> Under section 18D of the LTMA, the Regional Transport Committee is responsible for preparing variations to the RLTP, and for recommending these to Council for its approval. Under section 18B of the LTMA, Council can either adopt the proposed variation or refer the matter back to the Committee for further consideration.
<i>Implications for Māori</i> There are no known impacts for Māori from the proposed variation.
<i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i> The proposed variation contributes to the RLTP 2015.
<i>Internal consultation</i> No internal consultation took place, as this is a procedural report to update the RLTP programme.
<i>Risks and impacts - legal / health and safety etc.</i> There are no risks related to the matter for decision.

Attachment 1 to Report 20.347

Proposed Regional Land Transport Plan programme variation – the Colombo Road Bridge Replacement, Masterton

Project Name	Description	Expected start year	End year	Cost (\$m) 2018/19	Cost (\$m) 2019/20	Cost (\$m) 2020/21	3 year cost (\$m)	Total projected cost (\$m)	Funding source
Masterton District Council									
Colombo Rd bridge replacement	Demolish the existing structure and replace the bridge in its present location.	2020	2022	-	-	0.3	0.3	2.8*	Local- National
<i>Note: * It is expected to commence in November 2020 and be completed within 2 years. \$0.3M of the construction funding is proposed to be spent in 2020/21 and the balance in 2021/22. The total cost of the project is estimated to be \$2.8m.</i>									



Council
24 September 2020
Report 20.340

For Decision

PREDATOR FREE WELLINGTON – FUNDING AGREEMENT AMENDMENT - SHAREHOLDER RESOLUTION APPROVAL

Te take mō te pūrongo

Purpose

1. To seek Council approval, as a shareholder of Predator Free Wellington Limited (PFWL), to the Special Resolution required to enable PFWL to vary the Grant Funding Agreement between Predator Free 2050 Limited (PF2050) and PFWL.
2. The Special Resolution is required because the additional funding provided under the variation constitutes a major transaction for PFWL under the Companies Act 1993.

He tūtohu

Recommendation/s

That Council:

- 1 **Approves** execution of the special resolution (Attachment 1)
- 2 **Authorises** the Council Chair to execute the special resolution on behalf of Council
- 3 **Notes** that there is no change to the Greater Wellington funding approved for payment to PFWL (Report 18.205)
- 4 **Notes** that a future decision will be sought prior to 30 June 2022 about whether Greater Wellington will increase and/or extend the funding provided to PFWL.
- 5 **Notes** that, if approved, the additional \$7.6 million provided by PF2050 to PFWL will enable the field services that Greater Wellington provides to PFWL to be increased during 2020/21 and 2021/22.

Te tāhū kōrero

Background

3. Predator Free Wellington Limited (PFWL) is a Council Organisation (CO).
4. PFWL was established in 2018 as a charitable company to enable access to funding from Predator Free 2050 Limited (PF2050) and to implement the Predator Free Wellington Project (PFW Project) (Report 2018.205 refers).
5. Greater Wellington and Wellington City Council (WCC) hold Class B shares in PFWL (together being 49 % of the total shares issued).

6. Greater Wellington and WCC have entered into a funding agreement with PFWL by which Greater Wellington has agreed to provide funding to PFWL for the 5 years commencing 1 July 2018 and ending 30 June 2023 (GW/WCC Funding Agreement).
7. PFWL has entered into a Grant Funding Agreement with PF2050 (PF2050 Funding Agreement). It is proposed that the PF2050 Funding Agreement is varied to increase the grant funding by an amount of \$7.6 million over the years 2020/21, 2021/2022 and 2022/23. The increased grant funding will enable an acceleration of the PFW Project.
8. The additional funding is subject to PFWL being required to match the additional funding from PF2050, with a 1:1 ratio by 2022/2023.
9. The additional funding from PF2050 constitutes a major transaction for PFWL under section 129 of the Companies Act 1993 which requires shareholder approval by special resolution.

Te tātaritanga Analysis

10. It is expected that Greater Wellington and WCC may be called upon (prior to 2022/23) to agree to increase and/or extend the funding provided under the GW/WCC Funding Agreement (as set out in the appendix to the letter recording the variation attached to the shareholders resolution).
11. Any increase to the Greater Wellington funding provided under the GW/WCC Funding Agreement will require a separate Council approval.
12. Greater Wellington provides services to PFWL which are paid for by PFWL under the terms of an existing GWRC services agreement. If approved, the increase in the PF2050 funding will allow PFWL to increase the services that it procures from Greater Wellington. The increase in Greater Wellington services will in turn result in Greater Wellington employing approximately 25 additional fixed term staff during 2020/21 and 2021/22.

Nga kōwhiringa Options

13. Option One (the recommended option) - approve the shareholder resolution ([Attachment 1](#)) to enable PFWL to agree to vary the PF2050 Funding Agreement to provide for an additional amount of \$7.6 million.
14. Option Two – not approve the shareholder resolution, with the result that the PFWL board would not agree to vary the PF2050 Funding Agreement and the additional \$7.6 million would not be available.

Ngā hua ahumoni Financial implications

15. The proposed decision has no immediate financial implications; however, as noted it is expected that a future decision will be required about whether Greater Wellington will

agree to increase or extend funding available to PFWL under the GW/WCC Funding Agreement.

**Te huritao ki te huringa o te āhuarangi
Consideration of climate change**

16. The matters requiring decision in this report were considered by officers in accordance with the process set out in Greater Wellington’s *Climate Change Consideration Guide*.
17. The matters addressed in this report are of a procedural nature, and there is no need to conduct a climate change assessment.

**Ngā tikanga whakatau
Decision-making process**

18. The matters requiring decision in this report have been considered by officers against the requirements of Part 6 of the Local Government Act 2002.

**Te hiranga
Significance**

19. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of this matter, taking into account Council’s Significance and Engagement Policy and Greater Wellington’s Decision-making Guidelines. Officers recommend that this matter is of low significance due to the administrative nature of the decision.

**Te whakatūtakitaki
Engagement**

20. Due to the low significance of this matter, no engagement was considered necessary.

**Ngā tūāoma e whai ake nei
Next steps**

21. Execution of the shareholders resolution and return to the PFWL.
22. The services contract in place between Greater Wellington and PFWL will be updated to include the additional services that PFWL will procure from GWRC in 2020/21 and 2021/22 as a result of the increased funding.

Ngā āpitihanga
Attachment/s

Number	Title
1	PFWL – Shareholders Resolution amending Funding Agreement
2	Appendix 1 Letter of Variation to Funding Agreement – PFWL (Project) – 20 August 2020

Ngā kaiwaitohu
Signatory/Signatories

Writer	Linda Going - Senior Legal Advisor
Approver	Wayne O'Donnell – General Manager, Catchment Management

He whakarāpopoto i ngā huritaonga Summary of considerations
<p><i>Fit with Council's roles or with Committee's terms of reference</i></p> <p>Council, along with WCC, has committed to funding PFWL for a 5 year period ending 2022/23. This decision supports the continuation of this commitment. Any changes to this commitment, including extensions and or funding increases, will require separate Council approval.</p>
<p><i>Implications for Māori</i></p> <p>There are no direct implications for Māori arising from this report.</p>
<p><i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i></p> <p>There are no implications for the Long Term Plan arising from this report.</p> <p>The Long Term Plan includes the funding approved under the GWRC/WCC Funding Agreement for the remaining Term of that Agreement (i.e. ending 30 June 2023). The Long Term Plan also includes \$250K per annum for 2023/24 through to 2028/29. A separate Council decision will be sought prior to 30 June 2023 about whether the funding included in 2023/24 and beyond will be approved for payment to PFWL.</p>
<p><i>Internal consultation</i></p> <p>The Council's Senior Legal Advisor has assisted with preparation of this report. The Department's Strategic Business Partner, Finance, has also played a role in reviewing the business case for the additional services that Greater Wellington will provide to PFWL in 2021 and 2022 as a result of the additional PF2050 funding.</p>
<p><i>Risks and impacts - legal / health and safety etc.</i></p> <p>The report notes the additional services that Greater Wellington will provide under a Contract for Services to PFWL. The Greater Wellington Health and Safety team are involved and have provided guidance in relation to the health and safety matters relevant to the operational aspects of the services.</p>

Attachment 1 to Report 20.340

PREDATOR FREE WELLINGTON LIMITED
(the *Company*)

Written resolutions of the shareholders of the Company

Date:

Introduction

The Company entered into a Grant Funding Agreement with Predator Free 2050 Limited (PF2050) on 8 August 2018 (*the Agreement*) in relation to the Predator Free Wellington Limited Project (*the Project*).

It is proposed that the Agreement be varied pursuant to clause 15(g) as **attached** to these resolutions (*the Variation*).

The Variation provides that:

- a) PF2050 will pay an additional amount of funding to the Company of \$7,600,000 over the years 2020/2021, 2021/2022 and 2022/2023 for the purposes of achieving the accelerated milestones and decision points applicable to the Project;
- b) The Company needs to match all of the additional funding from PF2050 with a 1:1 ratio but not until the 2022/2023 year, given the current funding uncertainty;
- c) The milestones and budgets for the Project will be replaced by new accelerated milestones and budgets;
- d) The additional funds are to be used strictly in accordance with the terms of the Agreement (as varied) for the purposes of achieving accelerated milestone and decisions points applicable to the Project; and
- e) None of the additional funding is to be allocated to Capital Kiwi Trust (except as already provided for under the Agreement), unless PF2050 and the Company agree otherwise in writing.

Noted

It is noted that the Company accepting the additional amount of \$7,600,000 (plus GST if any) will constitute a major transaction under section 129 of the Companies Act 1993 for the Company, and therefore requires approval by special resolution of the shareholders of the Company under section 129(1) of that Act.

It is noted that the Wellington Regional Council (GWRC) and Wellington City Council (WCC) funding referred to in the Project costings table attached as Appendix 1 of the Letter of Variation (attached as Appendix 1 to this resolution) includes reference to GWRC and WCC funding "to be confirmed" for 2022/23 and each of the subsequent financial years to 2026/27 plus additional funding during 2023/24, 2024/25 and 2025/26 (together the additional GWRC and WCC funding)

It is noted that the additional GWRC and WCC funding has not been approved and as a result it cannot be assumed that the Project costings table is a correct reflection of the future source of the proposed 1:1 ratio that the Company is required to match in order to secure the additional funding from PF2050 beyond 2021/2022.

Resolutions

The shareholders of the Company resolve, as a special resolution pursuant to section 122 of the Act, that:

- 1.1 the entry into the Variation is hereby approved as a major transaction of the Company for the purposes of section 129 of the Act; and
- 1.2 the board resolutions relating to the Variation are hereby approved and ratified.

Signed by all of the shareholders:

Hutton Wilson Nominees Limited

Wellington Regional Council

Wellington City Council

APPENDIX 1

Letter of Variation of Grant Funding Agreement – Predator Free Wellington Limited
(Project) – 20 August

(Refer Attachment 2 to Report 20.340)

Attachment 2 to Report 20.340



Predator Free 2050 Limited
Level 7, 45 Queen Street, Auckland 1010
PO Box 106040, Victoria Street West, Auckland 1143
| + 64 9 217 3172 | submissions@pf2050.co.nz |
| www.pf2050.co.nz |

20 August 2020

Predator Free Wellington Limited
c/- Hayes Knight Limited
Level 1, 55 William Laurie Place
Auckland 0632

Attention: James Willcocks, Project Director

Dear James,

Variation of Grant Funding Agreement - Predator Free Wellington Limited (Project)

We refer to the Grant Funding Agreement between Predator Free 2050 Limited (“**PF2050**”) and Predator Free Wellington Limited (“**PF Wellington**”) dated 8 August 2018 in relation to the Project (“**Agreement**”).

Terms defined in this letter agreement (“**Variation**”) have the same meaning given to them in the Agreement. This Variation shall be read together with and construed in accordance with the Agreement.

In accordance with clause 15(g) of the Agreement, we each agree that with effect from the date that this Variation is signed by both parties, the terms of the Agreement shall be varied as set out in this Variation (including the Schedule to this Variation).

Variation of Grant

We are pleased to confirm that PF2050 supports and agrees with your proposal for the acceleration of the Project. We confirm that PF2050 has agreed to grant PF Wellington an additional amount of up to **\$7,600,000** (plus GST, if any) for the purposes of achieving the accelerated milestones and decision points applicable to the Project. With effect from the date that this Variation is signed by both parties, the total amount of the Grant under the Agreement will therefore increase from \$3,275,237 (plus GST, if any) to **\$10,875,237** (plus GST, if any).

The additional amount of the Grant will be provided under (and be subject to) the terms of the Agreement (as varied by this Variation) and is to be used by PF Wellington strictly in accordance with the terms of the Agreement (as varied) and your proposal as agreed by us.

For the purposes of this Variation, we refer to the original Grant made under the Agreement as the “**Original Grant**”, and the additional amount of the Grant confirmed pursuant to this Variation as the “**Extension Grant**”.

Allocation of the Grant

Under the terms of the Agreement, we recognise that the Original Grant was initially allocated as between PF Wellington and the Capital Kiwi Trust (“**Capital Kiwi**”), pursuant to the Budget in Appendix 2 of the Agreement. We will continue to fund committed amounts of the Original Grant to Capital Kiwi in accordance with the Agreement.

However, the Extension Grant awarded to PF Wellington pursuant to this Variation is given on the basis that such amount shall be used solely by PF Wellington for the purposes of achieving the accelerated

milestones and decision points applicable to the Project. PF Wellington shall not allocate any amounts of the Grant to Capital Kiwi (except as already provided for under the Agreement), unless PF2050 and PF Wellington agree otherwise in writing.

Term

The accelerated milestones and decision points of the Project require that the Term of the Agreement needs to be extended. Accordingly, we agree to extending the Term for a further period of 4 years and 4 months, with the end date being extended to 31 December 2027.

Funding Ratio

As you know, under the terms of the Agreement the Original Grant was initially calculated on a minimum 2:1 funding ratio, whereby for every \$1.00 funded by PF2050, PF Wellington committed to utilise at least \$2.00 of funding obtained from other sources.

PF2050 acknowledges that as a result of the impacts of Covid-19, the funding ratio of 2:1 may no longer be achievable for the acceleration of the Project, which is due to commence on or about the date of this Variation.

Accordingly, the total additional amount of the Extension Grant payable to PF Wellington after the date of this Variation will be subject to a minimum 1:1 funding ratio whereby for every \$1.00 funded by PF2050, PF Wellington must also be utilising at least \$1.00 of funding from other sources, which may include new in-kind contributions (being in-kind contributions that have not previously been committed to the Project prior to the date of this Variation). The minimum 1:1 funding ratio shall apply to all of the Extension Grant and for the period between the date of this Variation and 31 December 2027.

For the avoidance of doubt, all amounts of the Original Grant remain subject to the required 2:1 funding ratio.

We also recognise that it may take some time for PF Wellington to obtain committed co-funding that will achieve the 1:1 funding ratio and therefore, PF Wellington is not required to satisfy the 1:1 funding ratio prior to any payment of the Extension Grant during the years 2020/2021 and 2021/2022. However, the payment of \$1,450,000 (plus GST if any) to PF Wellington during the year 2022/2023 is conditional on PF Wellington providing reasonable evidence to PF2050's satisfaction before that time that it has committed co-funding that will achieve the minimum 1:1 funding ratio in respect of the total amount of the Extension Grant set out in Appendix 1 of this Variation for the period between the date that this Variation is signed by both parties and the end of the Term, being 31 December 2027.

If PF Wellington does not provide reasonable evidence to the satisfaction of PF2050 that it has committed co-funding that will achieve the 1:1 funding ratio by 31 December 2027 as set out above, PF2050 is not obliged to make any further payment of the Extension Grant to PF Wellington during 2022/2023 and may, at its sole discretion, terminate the Agreement, or suspend or reduce any amount of the Extension Grant payable to PF Wellington.

This Variation forms a legally binding agreement between PF2050 and PF Wellington. Please confirm your agreement to the matters set out in this letter agreement by signing and returning a copy of this Variation to "Predator Free 2050 Ltd" c/- Dan Tompkins either by way of post or email at the addresses below:

Post: PO Box 106040,
Auckland 1143,
New Zealand

Email: dant@pf2050.co.nz

SIGNED for and on behalf of
Predator Free 2050 Limited

by:

.....

Signature

Dan Tompkins

Name

Chief Executive

Title

.....

Date

SIGNED for and on behalf of
Predator Free Wellington Limited

by:

.....

Signature

[James Willcocks]

Name

[Project Director]

Title

.....

Date

.....

[Devon McLean]

Name]

[Director]

Title

.....

Date

SCHEDULE

The Agreement shall be varied as follows:

1. Under the Key Terms of the Grant, the “Amount” shall be varied by deleting the amount of “\$3,275,237” and replacing such sum with the amount of “**\$10,875,237**”.
2. Under the Key Terms of the Grant, the “Term” shall be amended by deleting the date of “31 August 2023” and replacing such date with “31 December 2027”.
3. Clause 12(c) of the Agreement shall be replaced with the following new clause 12(c):

12(c). PF2050 and the Recipient will meet during the period June to August 2022 to discuss the possibility of PF2050 further extending its contributions beyond the 2022/23 year given that the Term of the Agreement will run until 31 December 2027. If PF2050 is willing to agree to any extension to its funding, PF2050 will specify the period of any such proposed extension and the parties will then negotiate in good faith with a view to agreeing the basis and amount of any ongoing funding from PF2050 during such extension, the new milestones and decision points for any extension, and any other variations to this Agreement. The basis and terms of any agreed extension will be recorded in writing and signed by both parties.
4. The Budget for the Extension Grant, including the applicable notes, set out in Appendix 1 of this Variation shall be inserted under Appendix 2 of the Agreement.
5. Under Appendix 3 of the Agreement, the payment schedule shall be fully deleted and replaced with the revised payment schedule set out in Appendix 2 of this Variation.
6. The Milestones and Decision Points under Appendix 3 of this Variation shall be inserted under Appendix 4 of the Agreement.

Appendix 1 – Project costings table

Predator Free Wellington - Acceleration Programme	Category	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Total
Project cost		3,380,000	3,970,000	3,180,000	3,820,000	3,880,000	920,000		19,150,000
Secured Funding:									-
PF2050 Ltd	Cash	2,905,000	3,245,000	1,450,000					7,600,000
Wellington City Council (WCC)	Cash	200,000	250,000	250,000	250,000	250,000	250,000		1,450,000
Greater Wellington Regional Council (GWRC)	Cash	100,000	350,000	100,000	250,000	250,000	250,000		1,300,000
Next Foundation (NEXT)	Cash	50,000	-	250,000	250,000	250,000	250,000		1,050,000
Lotteries (Env/Heritage fund)	Cash	125,000	125,000						250,000
Wellington City Council (WCC) - To be confirmed	Cash			500,000	250,000	250,000	250,000	250,000	1,500,000
Greater Wellington Regional Council (GWRC) - To be confirmed	Cash			500,000	250,000	250,000	250,000	250,000	1,500,000
Next Foundation (NEXT) - To be confirmed	Cash			250,000	250,000	250,000	250,000	250,000	1,250,000
Annual surplus / (deficit)		-	-	120,000	(2,320,000)	(2,380,000)	580,000	750,000	(3,250,000)

Notes:

1. The above figures are in NZD and do not include any amounts on account of GST.
2. The Grant has been calculated on a minimum 1:1 funding ratio, whereby for every \$1.00 funded by PF2050, the Recipient must be utilising at least \$1.00 of funding from other sources (including from the Recipient itself), which may include new in-kind contributions that are not already committed to the Project as at the date of the Variation (being in-kind contributions that have not previously been committed to the Project prior to the date of this Variation).
3. To the extent that there is a surplus in any year during the Term, that surplus shall be retained and applied to fund the costs of the Project incurred in subsequent Years during the Term.
4. If the project cost reduced over the course of the project, then PF2050 Ltd's cash contribution will reduce accordingly.

5. Notwithstanding clause 2 above, the extension of the Grant from PF2050 for 2020/21, 2021/22 and 2022/23 has been agreed based on a minimum agreed 1:1 funding ratio for the seven year period between 2020/21 to 2026/27 (inclusive) of the Term, whereby for each \$1.00 funded by PF2050, the Recipient must utilise at least \$1.00 of funding from other sources (including from the Recipient itself) during the period from 2020/21 to 31 December 2027, which may include in-kind contributions that are not already committed to the Project as at the date of the Variation recording the extension of the Grant. It is noted that the Recipient is not required to achieve the 1:1 funding ratio for the payments of the Grant that occur during 2020/2021 and 2021/2022, but must, prior to any payment of the Grant during the 2022/2023 year, provide reasonable evidence satisfactory to PF2050 that the Recipient has committed co-funding that will achieve the 1:1 funding ratio in respect of the total extension amount of the Grant for the period from the date the Variation is signed by both parties to the end date of the Term, being 31 December 2027. If the Recipient does not provide reasonable evidence to the satisfaction of PF2050 that it has committed co-funding that will achieve the 1:1 funding ratio by 2022/2023 as set out above, PF2050 is not obliged to make any payment to the Recipient during 2022/2023 and may, at its sole discretion, terminate this Agreement, or suspend or reduce any amount of the Extension Grant payable to the Recipient.

APPENDIX 3 – Part A : MILESTONES AND DECISION POINTS

Milestones and Decision Points: PF Wellington Acceleration Programme

Milestones and Decision Points - Are based on management inputs: funding drawdowns are dependent on achieving milestones and decision points

PF Wellington Acceleration programme							
No.	Milestones	Completion Dates					
PFWAP_M1	Recruit Op's Lead and EFO's (4 FTE's)	31-Jul-20					
PFWAP_M2	Recruit COO's and Field Leads (7 FTE's)	30-Sep-20					
PFWAP_M3	Recruit Line Cutters (2 FTE's)	31-Dec-21					
PFWAP_M4	Recruit Field Operators (16 FTE's) Contractors (13 FTE's)	31-Mar-21					
PFWAP_M5	Phase 2 permissions process completed	31-Mar-21					
PFWAP_M6	Phase 2 pre-feeding complete and knockdown infrastructure and systems deployed	30-Jun-21					
PFWAP_M7	Phase 2 mop-up and biosecurity infrastructure and systems deployed as per plans	31-Dec-21					
PFWAP_M8	Above Phase 2 milestones repeated for phases 3-5, adjusting year to match						
PFWAP_M9	Biosecurity network maintained across phases 1-5 as per biosecurity plans	30-Dec-22	30-Dec-23	30-Dec-24	30-Dec-25	30-Dec-26	
No.	Decision Points	Completion Dates					
PFWAP_DP1	Phase 1 eradication demonstrated, to the satisfaction of PF2050 Ltd	31-Mar-21					
PFWAP_DP2	Phase 2 eradication plan approved by PF2050 Ltd	30-Sep-20					
PFWAP_DP3	Phase 2 eradication monitoring and biosecurity plans approved by PF2050 Ltd	30-Jun-21					
PFWAP_DP4	Phase 2 knockdown successful, to the satisfaction of PF2050 Ltd	31-Dec-21					
PFWAP_DP5	Phase 2 eradication demonstrated, to the satisfaction of PF2050 Ltd	30-Jun-22					
PFWAP_DP6	Above Phase 2 DPs repeated for phases 3-5, adjusting year to match						
PFWAP_DP7	Incursions to eradicated areas controlled before population re-establishment	30-Jun-23	30-Jun-24	30-Jun-25	30-Jun-26	30-Jun-27	

Other							
No.	Milestones	Completion Dates					
PFAP_O1	Co-funding of 1:1 met on annual basis	30-Jul-21	30-Jul-22	30-Jul-23	30-Jul-24	30-Jul-25	30-Jul-26
No.	Decision Points	Completion Dates					

APPENDIX 3 – Part B : MILESTONES AND DECISION POINTS BY DATE

Milestones and Decision Points by date Predator Free Wellington Acceleration Programme:

No.	Description	Due date	Payment amount
P1	1st scheduled payment	upon signing of contract	\$ 1,200,000
PFWAP_M1	Recruit Op's Lead and EFO's (4 FTE's)	31-Jul-20	
PFWAP_DP2	Phase 2 eradication plan approved by PF2050 Ltd	30-Sep-20	
PFWAP_M2	Recruit COO's and Field Leads (7 FTE's)	30-Sep-20	
P2	2nd scheduled payment	20-Feb-21	\$ 1,705,000
PFWAP_DP1	Phase 1 eradication demonstrated, to the satisfaction of PF2050 Ltd	31-Mar-21	
PFWAP_M4	Recruit Field Operators (16 FTE's) Contractors (13 FTE's)	31-Mar-21	
PFWAP_M5	Phase 2 permissions process completed	31-Mar-21	
PFWAP_DP3	Phase 2 eradication monitoring and biosecurity plans approved by PF2050 Ltd	30-Jun-21	
PFWAP_M6	Phase 2 pre-feeding complete and knockdown infrastructure and systems deployed	30-Jun-21	
PFAP_O1	Co-funding of 1:1 met on annual basis	30-Jul-21	
P3	3rd scheduled payment	20-Aug-21	\$ 1,622,500
PFWAP_DP4	Phase 2 knockdown successful, to the satisfaction of PF2050 Ltd	31-Dec-21	
PFWAP_M3	Recruit Line Cutters (2 FTE's)	31-Dec-21	
PFWAP_M7	Phase 2 mop-up and biosecurity infrastructure and systems deployed as per plans	31-Dec-21	
P4	4th scheduled payment	20-Feb-22	\$ 1,622,500
PFWAP_DP5	Phase 2 eradication demonstrated, to the satisfaction of PF2050 Ltd	30-Jun-22	
PFAP_O1b	Co-funding of 1:1 met on annual basis	30-Jul-22	
P5	5th scheduled payment	20-Aug-22	\$ 1,450,000
PFWAP_M9	Biosecurity network maintained across phases 1-5 as per biosecurity plans	30-Dec-22	

PFWAP_DP7	Incursions to eradicated areas controlled before population re-establishment	30-Jun-23	
PFAP_O1c	Co-funding of 1:1 met on annual basis	30-Jul-23	
PFWAP_M9b	Biosecurity network maintained across phases 1-5 as per biosecurity plans	30-Dec-23	
PFWAP_DP7b	Incursions to eradicated areas controlled before population re-establishment	30-Jun-24	
PFAP_O1d	Co-funding of 1:1 met on annual basis	30-Jul-24	
PFWAP_M9c	Biosecurity network maintained across phases 1-5 as per biosecurity plans	30-Dec-24	
PFWAP_DP7c	Incursions to eradicated areas controlled before population re-establishment	30-Jun-25	
PFAP_O1e	Co-funding of 1:1 met on annual basis	30-Jul-25	
PFWAP_M9d	Biosecurity network maintained across phases 1-5 as per biosecurity plans	30-Dec-25	
PFWAP_DP7d	Incursions to eradicated areas controlled before population re-establishment	30-Jun-26	
PFAP_O1f	Co-funding of 1:1 met on annual basis	30-Jul-26	
PFWAP_M9e	Biosecurity network maintained across phases 1-5 as per biosecurity plans	30-Dec-26	
PFWAP_DP7e	Incursions to eradicated areas controlled before population re-establishment	30-Jun-27	
PFWAP_DP6	Above Phase 2 DPs repeated for phases 3-5, adjusting year to match		
PFWAP_M8	Above Phase 2 milestones repeated for phases 3-5, adjusting year to match		

Council
24 September 2020
Report 20.326



For Decision

ESTABLISHMENT OF A MĀORI CONSTITUENCY

Te take mō te pūrongo

Purpose

1. To advise Council of the option of establishing a Māori constituency for the 2022 local government triennial elections.

He tūtohu

Recommendations

That the Council:

Representation arrangements

- 1 *Either*
 - a **Notes** the report (in which case the current representation arrangements are retained).

Or

 - b **Resolves** to establish a Māori constituency.
 - c **Notes** that public notice will be given of electors' right to demand a poll on the establishment of a Māori constituency.
 - d **Notes** that a full representation review will be conducted.

Poll of electors

- 2 **Notes** that Council can decide that a binding poll of electors is to be held on a proposal that a Māori constituency be established.
- 3 *Either*
 - a **Notes** the statutory poll provisions.

Or

 - b **Resolves** to hold a poll on establishing a Māori constituency for the 2022 and 2025 local government elections.

Or

 - c **Resolves** to hold a poll on establishing a Māori constituency at the time of the 2022 local government elections, for the 2025 and 2028 elections.

Te tāhū kōrero

Background

2. Every three years a report is provided to Council on the opportunity to consider whether to establish a Māori constituency. Council last considered the matter in 2017; at that time Council noted the report, thus providing for the continuation of the current general representation arrangements.
3. At the 2019 local government elections the Bay of Plenty Regional Council, Waikato Regional Council and Wairoa District Council had Māori constituencies/wards.
4. Currently, two territorial authorities have resolved to establish Māori wards for the 2022 and 2025 local government elections (New Plymouth City Council and Tauranga City Council have resolved to establish Māori wards).

The legislation

Local Electoral Act 2001

5. The number of Māori members for election is determined by the Local Electoral Act 2001 (LEA). The formula is set out in clause 4 of Schedule 1A of the LEA, which uses the relative Māori Electoral Population to the General Electoral Population.
6. The Māori Electoral Population in the Wellington Region is 7.91 percent of the Total Electoral Population. This allows for a single member Māori constituency on Council, when Council has a total membership of between seven and 14 members.

Te Tiriti o Waitangi and the Local Government Act 2002

7. There are a number of provisions in the Local Government Act 2002 (LGA) that relate specifically to Māori. Section 4 clearly acknowledges that responsibility for Treaty obligations lies with the Crown. Local authorities receive their powers from the Crown and are therefore expected to uphold the governing principles and responsibilities of the Crown.
8. Parts 2 and 6 of the LGA are intended to facilitate participation of Māori in local government. Local government is charged with the responsibility to promote opportunities for Māori and tauwiwi (other members of the public) to contribute to its decision making processes.
9. These provision apply to all Māori in the Wellington Region. They acknowledge that Māori other than mana whenua are resident in the area.

Te tātaritanga

Analysis

10. By 23 November 2020 Council may resolve to establish a Māori constituency for the 2022 and 2025 elections. This decision can be confirmed or reversed by a binding poll of electors (below) or by a subsequent Council decision (following the 2022 local government elections).
11. At the time of the 2018 census 72,252 residents in the Wellington Region identified as Māori, representing 14.4 percent of the Wellington Region's population.

12. Mātawaka (Māori who live in the Wellington Region and do not whakapapa to a Wellington Region mana whenua group) comprise the majority (over 80 percent) of the Wellington Region's Māori population.
13. The estimated Māori Electoral Population¹ of the Wellington Region, as at June 2020, was 40,107. The following table shows how this figure is distributed across the Council's six constituencies:

Constituency	Māori Electoral Population	General Electoral Population	Total Electoral Population
Kāpiti Coast	4,380	49,293	53,673
Pōneke/Wellington	8,025	179,883	187,908
Porirua-Tawa	8,472	62,916	71,338
Te Awa Kairangi ki Tai/Lower Hutt	11,319	93,210	104,529
Te Awa Kairangi ki Uta/Upper Hutt	3,387	40,590	43,977
Wairarapa	4,524	40,806	45,330
Total	40,107	466,698	506,805

Greater Wellington Regional Council's composition

14. Currently Council has 13 elected members. The LEA stipulates that regional councils may have between six and 14 members (inclusive), so there is the capacity to introduce a Māori constituency without reducing the number of councillors elected from general constituencies. If Council decides to establish a Māori constituency, then Council will be required to complete a full representation review to determine the total number of Councillors; and the number, boundaries and names of constituencies and their respective membership entitlements. If Council were to resolve to establish Māori constituencies then there is an entitlement to a single Māori constituency electing one member, comprising the entire area of the Wellington Region.
15. The principal advantage of establishing Māori constituencies is to provide a guaranteed Māori voice in Council's decision making role.
16. Māori constituencies deliver accountability by Māori to Māori. A candidate who is elected from a Māori constituency, rather than a general constituency, would represent the views of Māori.
17. Such a role would operate in the context of the legal requirement for all councillors: whether elected from a Māori constituency or a general constituency, each elected councillor makes a declaration under clause 14 of Schedule 7 to the LGA, to act in the best interests of the Wellington Region.

¹ Maori electoral population means a figure representing both the persons registered as electors of the Maori electoral districts and a proportion of the persons of New Zealand Maori descent who are not registered as electors of any electoral district and a proportion of the persons of New Zealand Maori descent under the age of 18 years.

18. If Council established a Māori constituency, a full representation review would need to be undertaken.

Holding a poll of electors

19. A poll is a broad form of public consultation as it provides every elector with the opportunity to vote. However, as the Human Rights Commission noted in 2010 “The option for a binding poll of electors does not provide well for the interests and participation of minorities, and, in this case, an indigenous minority, even in areas with significant Māori populations.”
20. Since 2012, 11 councils have held a poll (either voter initiated, or through Council resolution). One Council, Wairoa District Council, has successfully established Māori wards by poll. It also took a second poll for it to pass (it was defeated in 2012 with 52 percent against, and then agreed to in 2016 with 46 percent against).
21. Local body elections historically have low voter turn outs. There is a risk that the low levels of voter participation could result in misrepresentation of the wider community’s preference.

Council resolution

22. Council may, at any time, resolve that a poll be held on establishing a Māori constituency.
23. Council may hold a poll at any time, subject to section 19ZF of the LEA; however, if a poll is held by 21 May 2021, the results are effective for the 2022 and 2025 local government elections. If Council holds a poll at the 2022 local government elections, the results will be effective from the 2025 and 2028 local government elections.

Electors demand a poll

24. If Council resolves to establish a Māori constituency, public notice must be given of the resolution, and must include the right of electors to demand a poll.
25. A valid demand for a poll needs to be signed by five percent of electors enrolled in the Wellington Region at the 2019 local government elections. If a demand is received a The result of the poll is binding.
26. The table below shows the number of electors enrolled in each constituency for the 2019 local government election, the total enrolled, and the number of electors required to demand a poll.

Constituency	Number of electors enrolled at 2019 election
Kāpiti Coast	39,903
Pōneke/Wellington	137,547
Porirua-Tawa	49,405
Te Awa Kairangi ki Tai/Lower Hutt	73,806
Te Awa Kairangi ki Uta/Upper Hutt	30,501
Wairarapa	33,693

Constituency	Number of electors enrolled at 2019 election
Total	364,855
5% of electors	18,243

Mana whenua consultation

27. A discussion paper was taken to the Ara Tahī meeting on 6 June 2020. This was also distributed to each mana whenua partner, following the meeting.
28. Officers and the Council Chair have engaged with each mana whenua partner to seek their views on establishing a Māori constituency. At the time of writing this report, three of Council’s mana whenua partners have responded in writing, advising that they do not support the establishment of a Māori constituency.

Nga kōwhiringa

Options

29. If Council wishes to retain its current representation arrangements (no Māori constituency) for the 2022 local government elections (Option One), then Council can simply note this report (recommendation 1a). Alternatively, Council can choose to establish a Māori constituency.

Option One – retain the current representation arrangement (no Māori constituency)

Advantages	Disadvantages
Avoids distracting from ongoing discussions with mana whenua partners on shared governance options	No guaranteed Māori representation on Council

Option Two – establish a Māori constituency

Advantages	Disadvantages
Guaranteed Māori representation on Council	The Constituency would cover the whole of the Wellington Region
	One member to represent the interests of all Māori in the Wellington Region.

Ngā hua ahumoni
Financial implications

30. Greater Wellington's Electoral Officer estimates that the cost of a poll of electors run separately to a local election would be approximately \$665,000 (GST exclusive). There is currently no budget provision to meet the cost of such a poll.
31. These estimated poll costs exclude the costs of a communications campaign to inform the community of relevant matters so electors can cast an informed vote.
32. If Council decides to hold a poll with the 2022 local election, the additional cost would not be significant.
33. If a Māori constituency were established, it would have no impact on the remuneration pool for elected members determined by the Remuneration Authority.

Ngā tikanga whakatau
Decision-making process

34. The decision-making process is prescribed by sections 19Z to 19ZH of the LEA. The application of these provisions is addressed in the Background and Analysis sections.

Te hiranga
Significance

35. Officers consider the matter to be of low to medium significance in terms of Council's *Significance and Engagement Policy*. The matter of Māori representation is of high community interest.

Te whakatūtakitaki
Engagement

36. Officers and the Council Chair engaged with each of Council's mana whenua partners. Mana whenua feedback is contained in the Analysis section.

Ngā tūāoma e whai ake nei
Next steps

37. If Council resolves to establish a Māori constituency, a public notice will be given to advise of electors in the Wellington Region the right to demand a poll.
38. Council will also need to undertake a full representative review if it resolves to establish a Māori constituency.
39. No further action is required if Council resolves to only note the report.

**Ngā kaiwaitohu
Signatories**

Writer	Lucas Stevenson – Kaitohutohu/Advisor, Democratic Services
Approvers	Francis Ryan – Kaiwhakahaere Matua/Manager, Democratic Services Luke Troy – Kaiwhakahaere Matua Rautaki/General Manager Strategy

<p>He whakarāpopoto i ngā huritaonga Summary of considerations</p>
<p><i>Fit with Council's roles or with Committee's terms of reference</i></p> <p>Council is responsible for its representation arrangements.</p>
<p><i>Implications for Māori</i></p> <p>Council's decision will have implications for Māori. Establishing a Māori constituency will guarantee Māori representation on Council and in Council's decision-making.</p>
<p><i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i></p> <p>There are no implications arising from this report for Council's or Greater Wellington's key strategies, policies and plans.</p>
<p><i>Internal consultation</i></p> <p>Te Hunga Whiriwhiri was consulted with on liaising with Council's mana whenua partners.</p>
<p><i>Risks and impacts - legal / health and safety etc.</i></p> <p>If Council resolves to establish a Māori constituency, there is a financial risk that a demand for a poll will be received from electors. The cost of such a poll is not budgeted for (paragraph 30).</p>

Council
24 September 2020
Report 20.361



For Decision

DELEGATION UNDER THE COVID-19 RECOVERY (FAST-TRACK CONSENTING) ACT 2020

Te take mō te pūrongo

Purpose

1. To advise Council on a proposed delegation to give effect to new consenting processes established under the COVID-19 Recovery (Fast-track Consenting) Act 2020.

He tūtohu

Recommendations

That Council:

1. **Notes**, due to the upcoming consideration by an external consenting panel of a listed project (Te Ara Tupua – Ngauranga to Petone shared path) under the new COVID-19 Recovery (Fast-track Consenting) Act 2020, the need to establish a process to enable the nomination of a member to an expert consenting panel.
2. **Delegates** to the Chief Executive and the General Manager Environment Management (acting individually) the power, under the COVID-19 Recovery (Fast-track Consenting) Act 2020 and following consultation with the Chair of the Environment Committee and the Council Chair, to nominate the local authority member of an external consenting panel.

Te tāhū kōrero

Background

2. On 9 September 2020, the Environmental Protection Agency (EPA) sent a letter of engagement to the Chief Executive of Greater Wellington Regional Council (Greater Wellington). This letter relates to an anticipated resource management application and notices of requirement from the New Zealand Transport Agency for Te Ara Tupua – Ngauranga to Petone shared path (Te Ara Tupua).
3. Te Ara Tupua is a listed project under the COVID-19 Recovery (Fast-track Consenting) Act 2020 (the 2020 Act), which came into effect on 9 July 2020. Section 4 of the 2020 Act indicates that its purpose is to:

urgently promote employment to support New Zealand’s recovery from the economic and social impacts of COVID-19 and to support the certainty of

ongoing investment across New Zealand, while continuing to promote the sustainable management of natural and physical resources.

4. The general effect of the 2020 Act is to supersede, for relevant processes, the effect of the Resource Management Act 1991. More specifically, in this instance, the 2020 Act provides that:
 - a An expert consenting panel must be appointed under Schedule 5 for specified listed projects (section 14)
 - b Te Ara Tupua – Ngauranga to Petone shared path is one of the listed projects (Schedule 5)
 - c The expert consenting panel ensures that decisions are made on consent applications for a listed project, including determining consent applications and notices of requirements (clause 1 of Schedule 5)
 - d The membership of the expert consenting panel must include one person nominated by the relevant local authorities (clause 3(2)(a) of Schedule 5). In this case, these local authorities are Greater Wellington Regional Council, Hutt City Council, and Wellington City Council
 - e This nominee may be an elected member of one of the local authorities, but must be accredited under section 39A of the Resource Management Act 1991¹ (unless the panel convener is satisfied the nominee meets other specific skills and experience requirements) (clause 7 of Schedule 5).
5. The EPA further advised that the Panel Convener will be writing to the Chief Executive seeking a nomination in relation the application.
6. As the 2020 Act introduces new statutory requirements, Greater Wellington doesn't currently have a process to nominate a member to the expert consenting panel.

Te tātaritanga Analysis

7. Under Greater Wellington's delegations structure:
 - a All powers, functions and duties not retained by Council, or delegated by Council to committees, are delegated to the Chief Executive
 - b The Chief Executive can sub-delegate any of his powers, functions and duties to any officer of person, subject to the conditions set out in his delegation.
8. Officers reviewed the current delegation structure, as set out in Council's *Delegations Manual*, and considered the most appropriate means of giving effect to the requirements of the 2020 Act.

¹ As a Certified Hearings Commissioner under the Making Good Decisions programme.

9. The current delegation to the Chief Executive and the General Manager Environment Management (acting individually) covers, under the Resource Management Act 1991²:
 - a The power to establish a hearing panel
 - b The power to choose, on a case-by-case basis, whether to conduct a hearing through a single commissioner, or a hearing panel
 - c The power to decide, on a case-by-case basis, the appropriate commissioner or composition of each hearing panel.
10. The related minutes record that “Officers advised that they would consult the Chair of the Environment Committee and the Council Chair when considering hearing commissioner appointments”.
11. We consider:
 - a The current delegation does not anticipate the new legislative requirements of the 2020 Act
 - b It is appropriate to create a similar delegation rather the powers being retained by Council or delegated to a committee. This approach reflects the general desire, across regional councils, for an appropriate separation of delegated authority between governance and management when making decisions on issues such as consenting, compliance and enforcement.
12. Officers propose a new delegation to the Chief Executive and the General Manager Environment Management (acting individually):
 - a Under the the COVID-19 Recovery (Fast-track) Consenting Act 2020
 - b Following consultation with the Chair of the Environment Committee and the Council Chair
to nominate a member of an external consenting panel.
13. We also propose a similar consultation requirement with the Chair of the Environment Committee and the Council Chair, and will incorporate this into the delegation.

Further delegations arising from recently enacted legislation

14. Officers are currently considering the implications on Council’s delegation structure of other recently enacted legislation. We will provide a report on any required changes to delegations at Council’s 29 October 2020 meeting.

**Ngā hua ahumoni
Financial implications**

15. There are no financial implications arising from the matter for decision.

² See Authority to appoint hearings commissioners for certain matters and delegations given to those appointees (Report 17.77).

Ngā tikanga whakatau
Decision-making process

16. The matters requiring decision in this report were considered by officers against the decision-making requirements of Part 6 of the Local Government Act 2002.

Te hiranga
Significance

17. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of the matter for decision, taking into account Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*. Officers consider that this matter is of low significance as it is an administrative decision related to a legislative change.

Te whakatūtakitaki
Engagement

18. Due to the low significance of the matter for decision, no engagement was considered necessary.

Ngā tūāoma e whai ake nei
Next steps

19. If the proposed delegation is approved, officers will update Council's *Delegations Manual* and provide the Chief Executive and the General Manager Environment Management with a copy of the approved delegation.
20. The relevant decision-maker will consult internally, as required by the delegation, and engage with the other two councils around the joint nomination of a member for the external consenting panel.

Ngā kaiwaitohu
Signatories

Writer	Will Ogier – Principal Advisor Democratic Services
Approvers	Francis Ryan – Manager Democratic Services Luke Troy – General Manager Strategy

He whakarāpopoto i ngā huritaonga Summary of considerations
<i>Fit with Council's roles or with Committee's terms of reference</i> Council can, under clause 32 of Schedule 7 to the Local Government Act 2002, delegate to an officer its responsibilities, duties or powers under the 2020 Act.
<i>Implications for Māori</i> There are no known implications for Māori.
<i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i> The Te Ara Tupua – Ngauranga to Petone shared path project is included in the Regional Land Transport Plan as a significant activity.
<i>Internal consultation</i> This report was prepared in consultation with the Environmental Regulation department.
<i>Risks and impacts - legal / health and safety etc.</i> There are no known risks or impacts arising from the matter for decision.

Council
24 September 2020
Report 20.302



For Decision

MEETING SCHEDULE FOR 2021 CALENDAR YEAR

Te take mō te pūrongo

Purpose

1. To advise Council of the meeting schedule for Council and committees for the 2021 calendar year.

He tūtohu

Recommendations

That Council:

1. **Adopts** the meeting schedule for Council and committees for the 2021 calendar, as outlined in [Attachment 1](#).
2. **Notes** that the schedule does not include meetings of advisory bodies or external organisations to which Councillors have been appointed.
3. **Authorises** the Kaiwhakahaere Matua/Manager, Democratic Services, to circulate the adopted meeting schedule to key stakeholders and to modify the meeting schedule as, and when, required.

Te horopaki

Context

2. Clause 19(6) of Schedule 7 to the Local Government Act 2002 provides for Council to adopt a schedule of meetings for Council and its committees. Near the end of each calendar year, a proposed schedule of meetings for Council and committees for the coming year is compiled and presented to Council for adoption.

Te tātaritanga

Analysis

3. The proposed schedule for the 2021 calendar year includes Council and Council committees and subcommittees. It does not include meetings for WRC Holdings Limited, Civil Defence Emergency Management Group Joint Committee, joint committees that are not administered by Greater Wellington, advisory bodies and external organisations.
4. The Council and committee programme is organised on the basis that meetings are held on Tuesdays and Thursdays. Council and committees of the whole are scheduled to

meet on Thursdays. Other committees are scheduled to meet on Tuesdays; these committees have smaller memberships. Committees with similar memberships are generally scheduled for the same day, to minimise the number of days that Councillors need to come in for meetings.

5. Further, committees that meet quarterly have now been scheduled to meet in alternating meeting cycles. This is designed to create more of a balance between each meeting cycle.

Ngā hua ahumoni Financial implications

6. There are no financial implications.

Ngā tikanga whakatau Decision-making process

7. The matters requiring decision in this report were considered by officers against the decision-making requirements of Part 6 of the Local Government Act 2002.

Te hiranga Significance

8. Officers considered the significance (as defined in Part 6 of the Local Government Act 2002) of the matters for decision, taking into account Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*. Officers recommend that the matters are of low significance given their administrative nature.

Te whakatūtakitaki Engagement

9. The proposed meeting dates of the Council and local district health boards were exchanged to minimise the potential for meeting clashes.

Ngā tūāoma e whai ake nei Next steps

10. Once Council has adopted the meeting schedule for the 2021 calendar year, the Kaiwhakahaere Matua/Manager, Democratic Services, will arrange for the circulation of the adopted schedule to external committee members and key stakeholders, and will update the schedule as, and when, required.
11. Meetings will be publicly notified in *The Dominion Post* and *Wairarapa Times-Age*, and published on Greater Wellington's website. This is in accordance with the requirements of the Local Government Official Information and Meetings Act 1987 and Council's Standing Orders.

Ngā āpitihanga
Attachments

Number	Title
1	Schedule of meetings for 2021

Ngā kaiwaitohu
Signatories

Writer	Lucas Stevenson – Kaitohutohu/Advisor, Democratic Services
Approvers	Francis Ryan – Kaiwhakahaere Matua/Manager, Democratic Services Luke Troy – Kaiwhakahaere Mature Rautaki/General Manager Strategy

<p style="text-align: center;">He whakarāpopoto i ngā huritaonga Summary of considerations</p>
<p><i>Fit with Council's roles or with Committee's terms of reference</i></p> <p>In accordance with clause 19 of Schedule 7 to the Local Government Act 2002 Council may adopt a schedule for its own meetings, and those of its committees.</p> <p>Council adopts the Terms of Reference for each of the committees. The Terms of Reference outline the minimum meeting requirements for each committee, with provision to hold more meetings as, and when, required.</p>
<p><i>Implications for Māori</i></p> <p>There are no known impacts for Māori.</p>
<p><i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i></p> <p>There are no implications.</p>
<p><i>Internal consultation</i></p> <p>Relevant officers were consulted during the development of the 2021 meeting schedule.</p>
<p><i>Risks and impacts - legal / health and safety etc.</i></p> <p>There are no known risks.</p>

Attachment 1 to Report 20.302

PROPOSED MEETING SCHEDULE FOR THE 2021 CALENDAR YEAR

Council / Committee	Date
Council <i>9.30am</i>	25 February, 16 March, 8 April, (18 – 20 May LTP Hearing), 27 May, 10 June (<i>1pm</i>), 24 June, 19 August, 23 September, 28 October, 9 December
Environment Committee <i>9.30am</i>	18 February, 1 April, 13 May, 17 June, 12 August, 16 September, 21 October, 2 December
Transport Committee <i>9.30am</i>	11 February, 25 March, 6 May, 10 June, 5 August, 9 September, 14 October, 25 November
Chief Executive Employment Review Committee <i>9.30am</i>	9 February, 11 May, 10 August
Climate Committee <i>9.30am</i>	23 February, 25 May, 17 August, 19 October
Finance, Risk and Assurance Committee <i>9.30am</i>	16 February, 4 May, 3 August, 12 October, 30 November
Hutt Valley Flood Management Subcommittee <i>4.30pm</i>	30 March, 22 June, 3 August, 26 October, 7 December
Regional Transport Committee <i>10.00am</i>	9 February, 23 March, (13-15 April RLTP hearing) 8 June, 7 September, 23 November
Te Upoko Taiao – Natural Resources Plan Committee <i>1.00pm</i>	23 February, 25 May, 17 August, 19 October
Wairarapa Committee <i>10am</i>	30 March, 22 June, 21 September, 7 December
Wellington Regional Strategy Committee <i>1.00pm</i>	23 March, 8 June, 7 September, 23 November

Council
24 September 2020
Report 20.215



For Decision

REMUNERATION FOR EXTERNAL CHAIR OF THE FINANCE, RISK AND ASSURANCE COMMITTEE

Te take mō te pūrongo
Purpose

1. To advise Council on the proposed remuneration for the external Chair of the Finance, Risk and Assurance Committee.

He tūtohu
Recommendations

That the Council:

1. **Notes** the intention, at this meeting, to appoint an external Chair to the Finance, Risk and Assurance Committee.
2. **Resolves** that the remuneration for the external Chair of the Finance, Risk and Assurance Committee is an annual taxable honorarium of \$13,500, a taxable daily meeting fee of \$1,300, and Greater Wellington Regional Council's standard mileage allowance.

Te tāhū kōrero
Background

2. As the Finance, Risk and Assurance Committee's Terms of Reference do not state the external Chair's remuneration, this is for Council to determine.
3. Council is considering a report, proposing an appointment to this position, at this meeting (Appointment of external Chair to the Finance, Risk and Assurance Committee - PE20.321).

Te tātāritanga Analysis

Remuneration

4. Officers received comparative information from a range of other local authorities, and reviewed Cabinet's *Fees Framework for members appointed to bodies in which the Crown has an interest* CO(19)¹, to enable us to consider an appropriate remuneration.
5. Officers propose that the following remuneration framework:
 - a Remuneration is a combination of an annual taxable honorarium, a taxable meeting fee, and a vehicle mileage allowance
 - b The taxable honorarium is set at \$13,500 each year and covers the workload expected of the Committee Chair outside of meetings
 - c The taxable daily meeting fee is \$1,300 for each formal meeting and scheduled Committee workshop (maximum of one fee per day) and covers meeting attendance and related administrative work
 - d The mileage allowance is set at Greater Wellington's standard rate. The Committee Chair would also be eligible to seek reimbursement of relevant public transport costs.
6. As the Committee currently meets four to five times a year, the proposed total annual remuneration totals \$18,700 to \$20,000 (excluding mileage costs and public transport costs, which officers don't anticipate as being significant). The proposed total annual remuneration falls in the mid-range of the comparative information considered under paragraph 4.

Statutory requirements for remuneration over \$25,000

7. Section 3(1) of the Local Authorities (Members' Interests) Act 1968 (the Act) provides, in effect, that a person cannot be appointed to a local authority committee if the local authority's total contract payments to that person exceed \$25,000 in any financial year. There is an exception if the local authority makes a special case and obtains the prior approval of the Controller and Auditor-General (the Auditor-General)².
8. During a previous consideration, the Auditor-General advised us that "on balance" Council's payment of honoraria, meeting fees and mileage costs to an external appointed member of a committee fall within the definition of "contract" under the Act.
9. The proposed total annual remuneration is below this \$25,000 threshold, whilst allowing flexibility for several additional Committee meetings or workshops in any year before Council needs to obtain the Auditor-General's prior approval under the Act.

¹ Whilst Council is not bound by Cabinet's Fees Framework, it is a useful guide and applications are sought from a similar pool of candidates.

² Section 3(3) of the Act.

Proposed remuneration

10. Officers recommend that Council approves the remuneration framework, as set out in paragraph 5, for the external Chair of the Committee.

**Ngā hua ahumoni
Financial implications**

11. The proposed additional remuneration will be met from existing budgets.

**Ngā tikanga whakatau
Decision-making process**

12. The matter requiring decision in this report was considered by officers against the decision-making requirements of Part 6 of the Local Government Act 2002.

**Te hiranga
Significance**

13. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of the matter, taking into account Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*. Officers consider that the matter is of low significance due to its administrative nature.

**Te whakatūtakitaki
Engagement**

14. Due to the low significance of the matters for decision, no external engagement was required.

**Ngā tūāoma e whai ake nei
Next steps**

15. If Council agrees to the proposed remuneration, officers will include this information in the relevant letters to any appointee as the external Committee Chair (see Appointment of external Chair to the Finance, Risk and Assurance Committee – PE20.321).

**Ngā kaiwaitohu
Signatories**

Writer	Will Ogier – Principal Advisor Democratic Services
Approvers	Francis Ryan – Manager Democratic Services Luke Troy - General Manager Strategy

<p>He whakarāpopoto i ngā huritaonga Summary of considerations</p>
<p><i>Fit with Council’s roles or Committee’s terms of reference</i></p> <p>Council has the authority to set the remuneration for non-elected appointees to its committees.</p>
<p><i>Implications for Māori</i></p> <p>There are no known impacts for Māori.</p>
<p><i>Contribution to Annual Plan / Long term Plan / Other key strategies and policies</i></p> <p>The matter for decision does not directly contribute to Council’s or Greater Wellington’s key strategies or policies.</p>
<p><i>Internal consultation</i></p> <p>There was consultation with the Finance department and the Treasurer in preparing this report.</p>
<p><i>Risks and impacts: legal / health and safety etc.</i></p> <p>There are no known risk and impacts from the matter for decision.</p>

Council
24 September 2020
Report 20.338



For Information

REGIONAL TRANSPORT COMMITTEE MEETING – 8 SEPTEMBER 2020

Te take mō te pūrongo

Purpose

1. To inform Council of the deliberations of the Regional Transport Committee (the Committee) meeting of 8 September 2020.

Te horopaki

Context

2. The business considered by the Committee is set out in the following paragraphs:

Reports

Wellington Regional Land Transport Plan 2021: Policies

3. The Committee was informed that the deadline for submission of the Wellington Regional Land Transport Plan 2021 to Waka Kotahi NZ Transport Agency (Waka Kotahi) has been extended to 30 June 2021.
4. The Committee agreed to the policies as set out in **Attachment 1** – Policies for inclusion in draft Wellington Regional Land Transport Plan 2021.
5. The Committee amended the draft Safety 10 Year Transport Priority to include high risk urban roads.

Proposed variation to the Wellington RLTP 2018-21: Colombo Road Bridge Replacement, Masterton

6. The Committee agreed to recommend to Council to vary the Wellington Regional Land Transport Plan Programme 2018-21 to include the replacement of the Colombo Road Bridge, Masterton (Proposed variation to the Wellington RLTP 2018-21: Colombo Bridge, Masterton – Report 20.347)

Progress report on the Wellington Regional Land Transport Plan Programme 2018-21 (January to June 2020)

7. The Committee was updated on the status of projects included in the Wellington Regional Land Transport Plan Programme 2018-21.

Waka Kotahi NZ Transport Agency update – September 2020

8. Emma Speight, Director, Regional Relationships – Lower North Island, Waka Kotahi, updated the Committee on national initiatives and programmes, as well as on projects in the Wellington Region.

Oral reports

Draft Investment Prioritisation Method for consultation

9. Carolyn O’Fallon, Practice Manager, Investment Assurance, Waka Kotahi, spoke to the Committee on changes to transport planning and investment priorities.
10. The Government has made changes to the Government Policy Statement (GPS), which now emphasises social, economic and environmental outcomes, and directs Waka Kotahi in how it makes transport decisions. This represents a shift in focus, and Waka Kotahi must identify gaps in monetised benefits, and recognised that it will need to analyse cost benefits and impacts.
11. The GPS 2021 has four strategic priorities:
 - a Safety
 - b Better travel options
 - c Freight connections
 - d Climate change
12. The Investment Prioritisation Method has three factors:
 - a GPS alignment
 - b Scheduling
 - c Efficiency

KiwiRail update – September 2020

13. David Gordon, Chief Operating Officer – Capital Projects and Asset Development, KiwiRail, updated the Committee on issues and programmes identified by KiwiRail.
 - a KiwiRail is re-railing and re-sleeping the North Island main trunk line tracks over the 2020 Christmas-New Year period.
 - b KiwiRail is experiencing cost pressures, and needs to balance this pressure with meeting demand for regional rail growth and resilience upgrades.
 - c Mr Gordon informed the Committee that the rail network is putting pressure on the power substations. KiwiRail is investigating the right way for it to contribute to upgrades to the substations.
 - d Trentham to Upper Hutt double tracking is on schedule to open for Waitangi Day 2021. The upgrades for the Wairarapa tunnels are scheduled for the 2021 Christmas-New Year period.

Ngā āpitihanga

Attachment

Number	Title
1	Policies for inclusion in draft Wellington Regional Land Transport Plan 2021

Ngā kaiwaitohu

Signatories

Writer	Lucas Stevenson – Kaitohutohu/Advisor, Democratic Services
Approvers	Francis Ryan – Kaiwhakahaere Matua/Manager, Democratic Services Luke Troy – Kaiwhakahaere Matua Rautaki/General Manager Strategy Councillor Adrienne Staples – Chair, Regional Transport Committee

He whakarāpopoto i ngā huritaonga Summary of considerations
<i>Fit with Council's roles or with Committee's terms of reference</i> It is appropriate for Council to be kept informed of the business conducted by its committees.
<i>Implications for Māori</i> There are no known implications for Māori.
<i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i> The Committee considered updates to the Regional Land Transport Plan 2015-2021 and the development of the Regional Land Transport Plan 2021-2027.
<i>Internal consultation</i> There was no internal consultation.
<i>Risks and impacts - legal / health and safety etc.</i> There are no known risks or impacts.

Council
24 September 2020
Report 20.356



For Information

WELLINGTON REGIONAL STRATEGY COMMITTEE – 8 SEPTEMBER 2020

Te take mō te pūrongo

Purpose

1. To advise Council of the deliberations of the Wellington Regional Strategy Committee (the Committee) meeting of 8 September 2020.

Te tāhū kōrero/Te horopaki

Background/Context

2. The business considered by the Committee is set out in the following paragraphs:

Oral Reports

COVID-19 economic impact

3. The Committee was informed of the effects and likely scenarios of COVID-19 regarding the economic impact on New Zealand and the Wellington Region. The report included projected population growth information, migration estimates, employment related information and Gross Domestic Product data for the March 2020 quarter. The full report is outlined in [Attachment 1](#) – COVID-19 scenarios and impacts briefing.

Wellington Regional Economic Development Agency (WREDA)

4. The Committee was informed of the impact of COVID-19 related to the Wellington Region economy. The report focussed on a number of resident based activities, including consumer spends throughout the region, comparative cell phone connections within Wellington Central Business District between August 2019 and August 2020, tourism visitor spend and hotel occupancy. It also addressed jobs available on SEEK as at September 2020, comparative jobs filled June 2019 and June 2020, and job seekers in March 2020 and August 2020. Businesses were supported and funded across the Wellington Region through the COVID-19 alert levels from March to June 2020 and since July 2020 were itemised for each geographical area and included highlights of creative assistance workshops, achievements and major upcoming events. Three key areas that will benefit from Ministry of Business Innovation and Employment funding for tourism and visitors are 'Delivery of a Destination Management Plan, Tourism operator capability building and Domestic marketing'. The tourism sector has seen a mix of domestic leisure visitors, especially at weekends over the winter. The full report is outlined in [Attachment 2](#) – WellingtonNZ update May – August 2020.

Ngā āpitihanga
Attachment/s

Number	Title
1	COVID-19 Scenarios and Impact Briefing
2	Wellington NZ Update May – August 2020

Ngā kaiwaitohu
Signatories

Writer	Marilyn Walker – Democratic Services Advisor
Approvers	Francis Ryan – Manager, Democratic Services Luke Troy – General Manager Strategy Councillor David Lee – Council’s representative on the Wellington Regional Strategy Committee

He whakarāpopoto i ngā huritaonga Summary of considerations
<i>Fit with Council's roles or with Committee's terms of reference</i> It is appropriate for Council to be kept informed of the business conducted by its committees.
<i>Implications for Māori</i> There are no known implications for Māori associated with this report.
<i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i> This report does not contribute to any of Council's or Greater Wellington's key strategies and policies.
<i>Internal consultation</i> There was no internal consultation.
<i>Risks and impacts - legal / health and safety etc.</i> There are no known risks or impacts.

COVID-19 Scenarios and Impact Briefing

A New, Shared Marathon



Outline

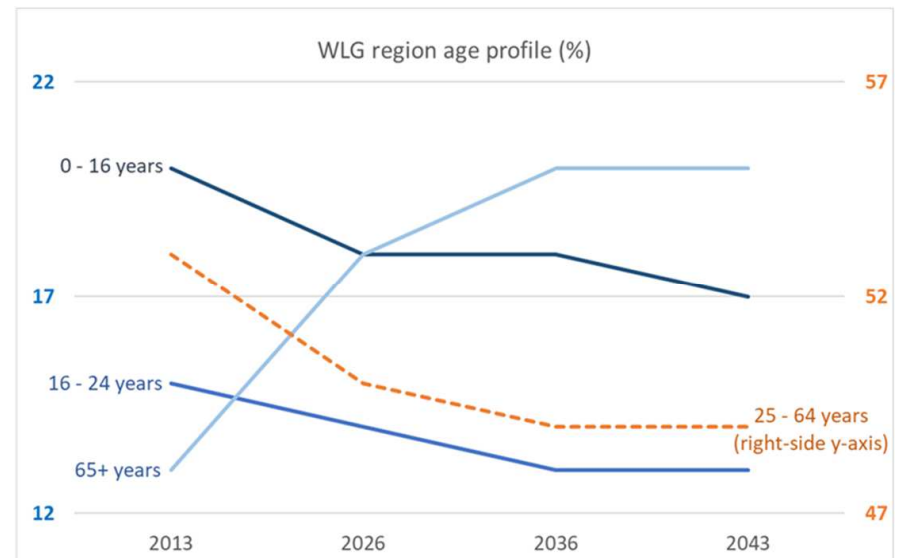
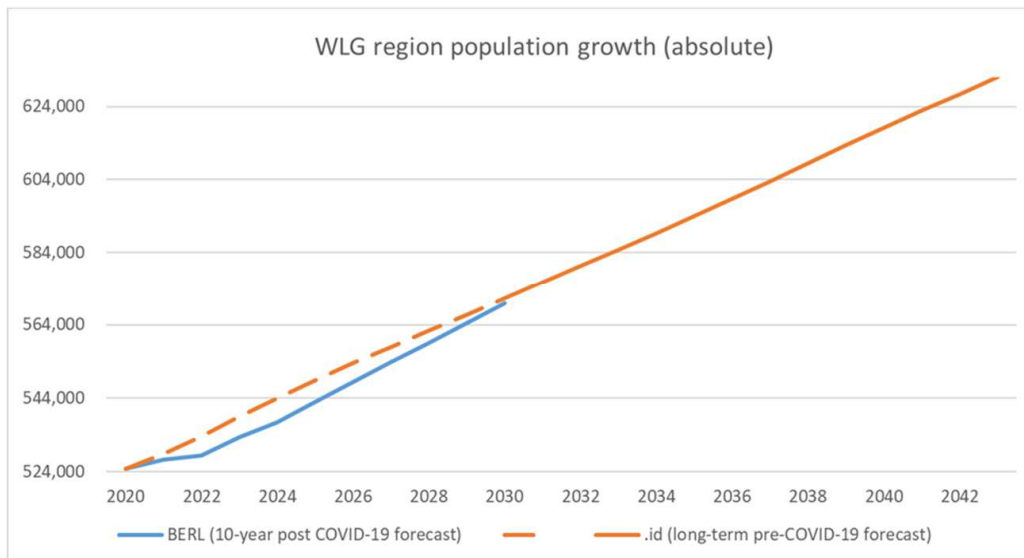
- Scenarios of COVID-19 Impact
- COVID-19 Impacts – Projected and Actual
 - Population & Migration
 - Gross Domestic Product
 - Employment
- Crown Tax Revenue and Spending Projections

COVID-19 Response Scenarios

Alert level	Best case	Mid-point	Worst case
Level 4	1	2	3
Level 3	1	2	3
Level 2	5	6	6
Level 1	5	2	--
Level 1 (after April 2021)	6	9	12

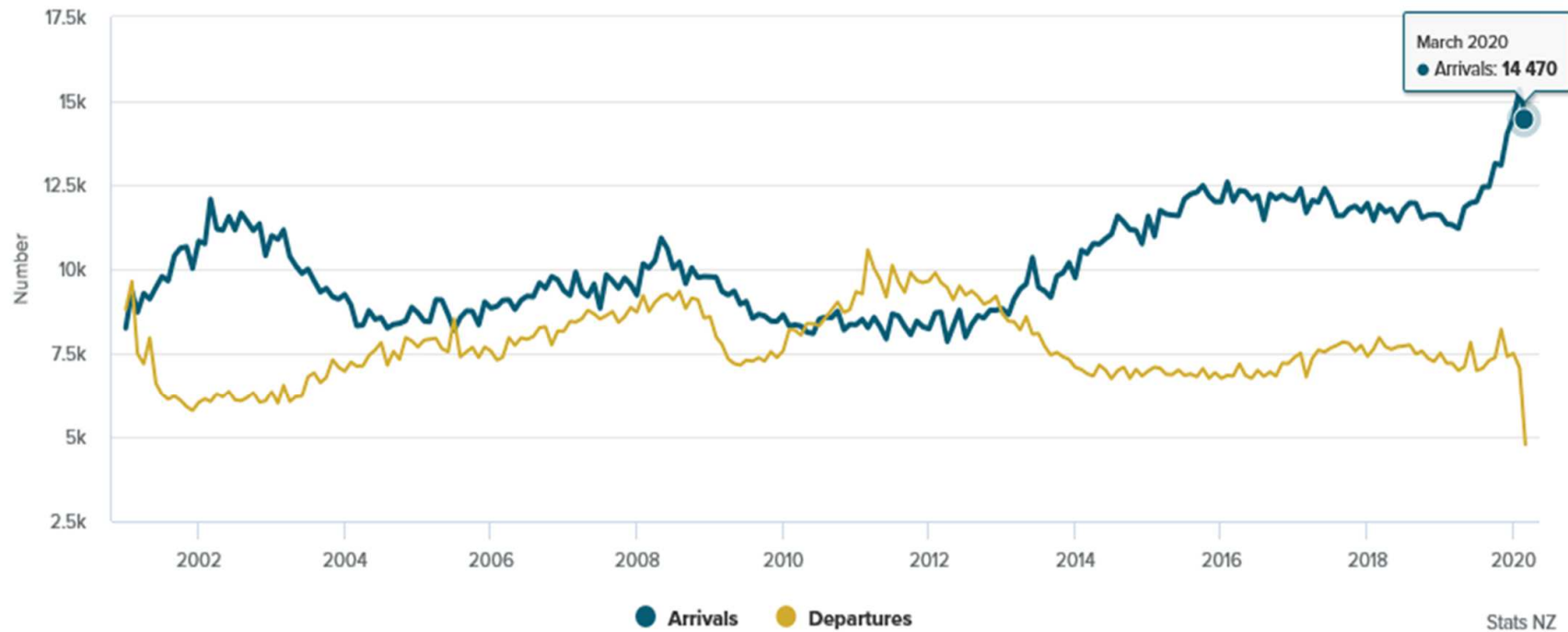
Alert level	Cumulative months as of 3 Sept. 2020
Level 4	1
Level 3	1.5
Level 2	1.5
Level 1	1

Population Projections



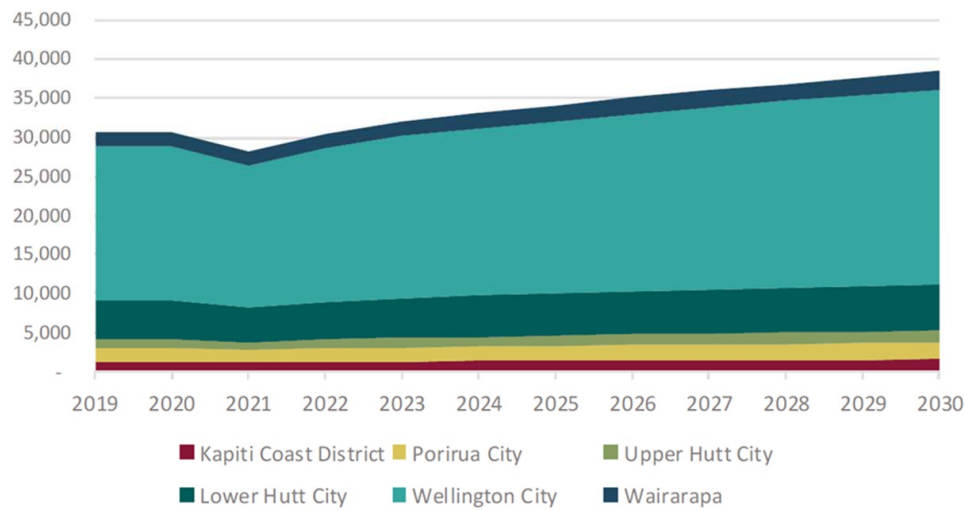
Migration – Arrivals and Departures

Seasonally adjusted arrivals and departures, January 2001–March 2020

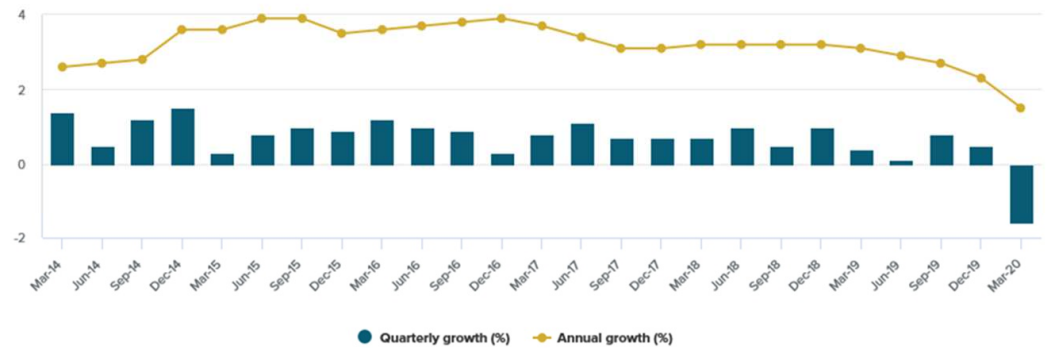


COVID-19 Impact on Gross Domestic Product

Figure 3.2 Wellington regional GDP 2019-2030 (\$million)



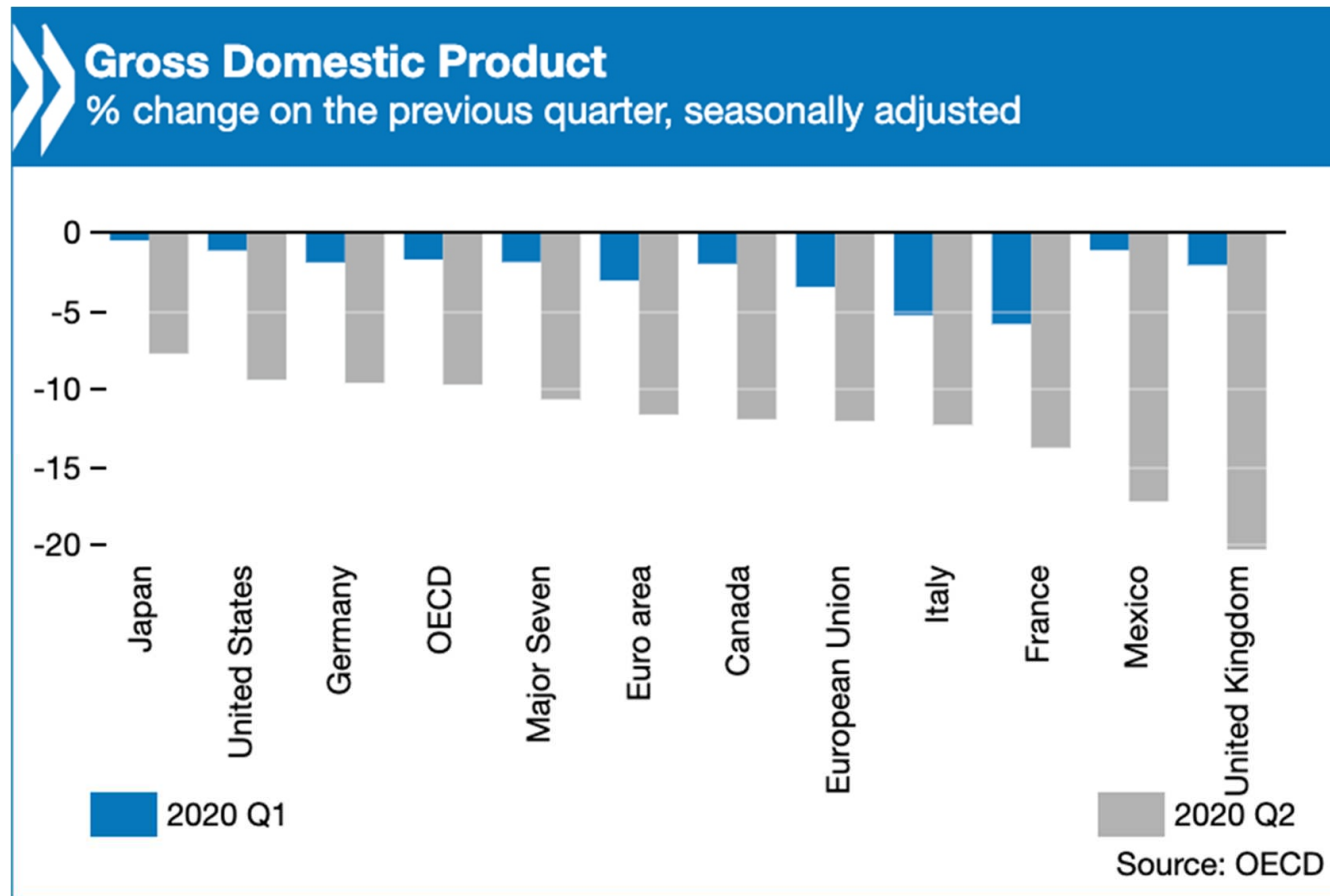
New Zealand
Gross domestic product, quarterly and annual growth rates, March 2014–March 2020



Seasonally adjusted for quarterly, and actual for annual chain-volume series in 2009/10 prices.

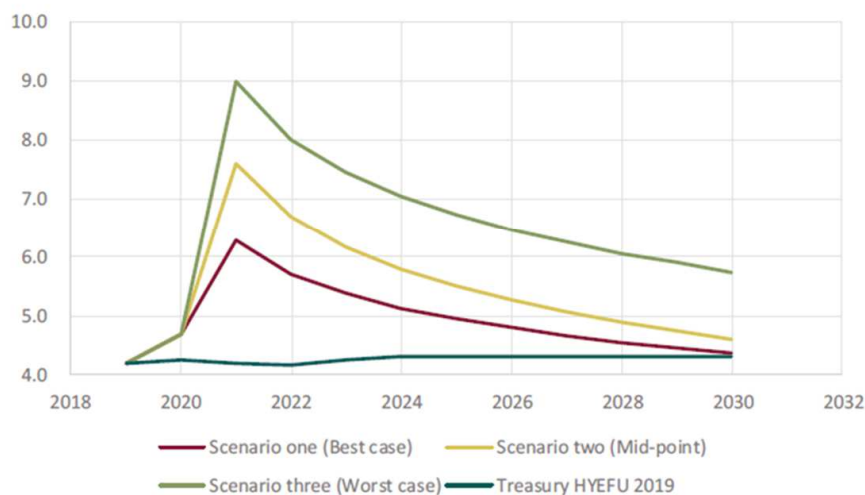
Stats NZ

OECD Gross Domestic Product in 2020



COVID-19 Employment Impact in NZ

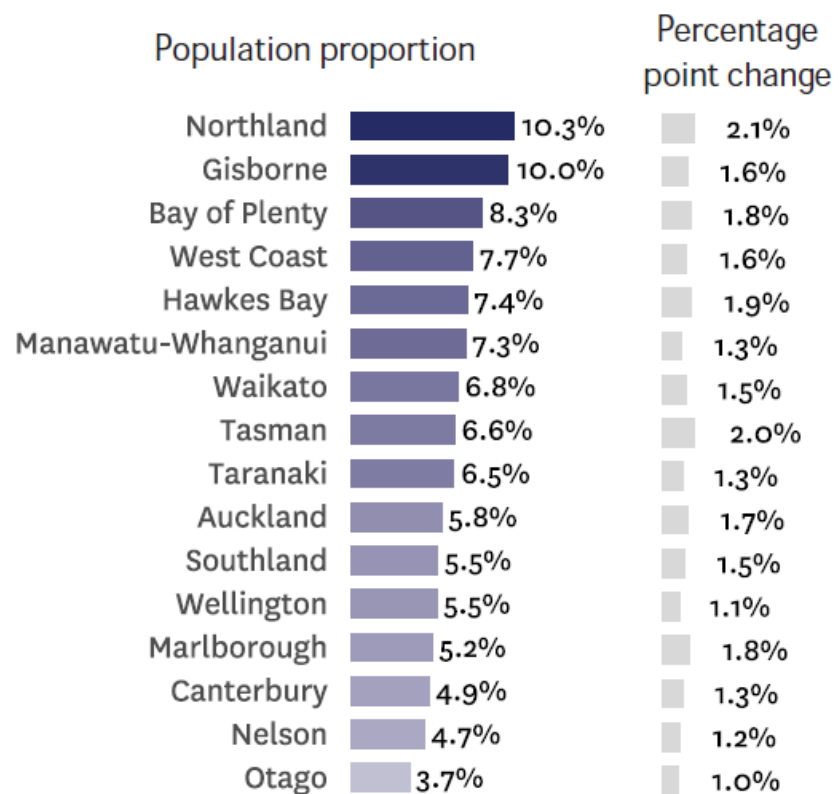
COVID-19 Unemployment Scenarios



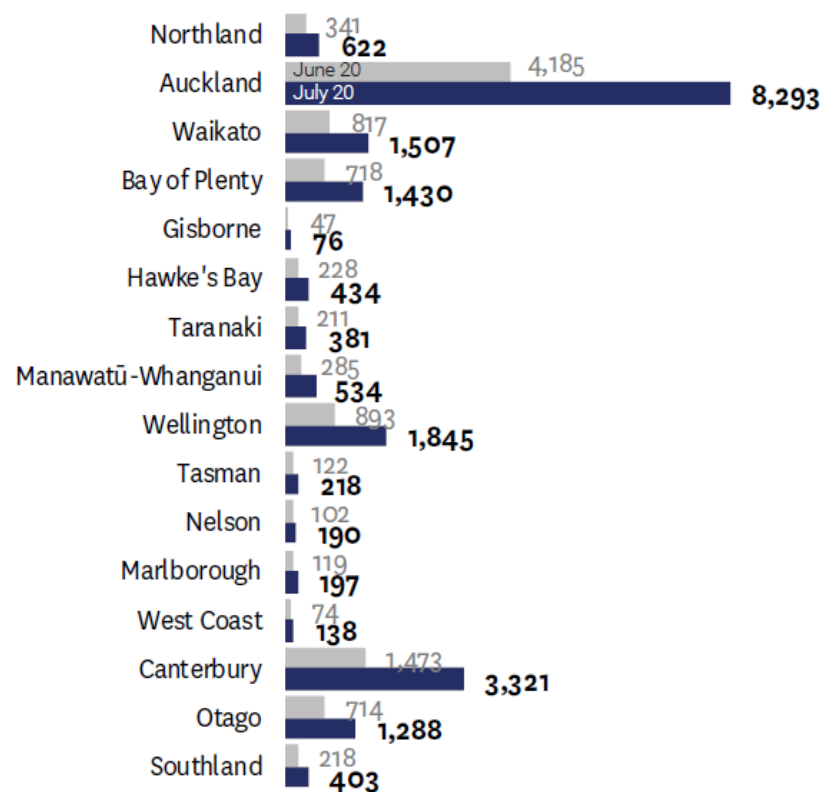
Employment at a glance (seasonally adjusted)	June 2020 quarter	Quarterly change	Annual change
	Percent	Percentage points	
Unemployment rate	4.0	-0.2	0.0
Underutilisation rate	12.0	1.6	0.9
Employment rate	66.9	-0.6	-0.6
Labour force participation rate	69.7	-0.8	-0.6
	(000)	Percent	
Unemployed	111	-5.1	2.1
Employed	2665	-0.4	1.2
Filled jobs	1989	-0.5	0.8
Working-age population	3984	0.5	2.0

Jobseeker and Wage Subsidy by Region

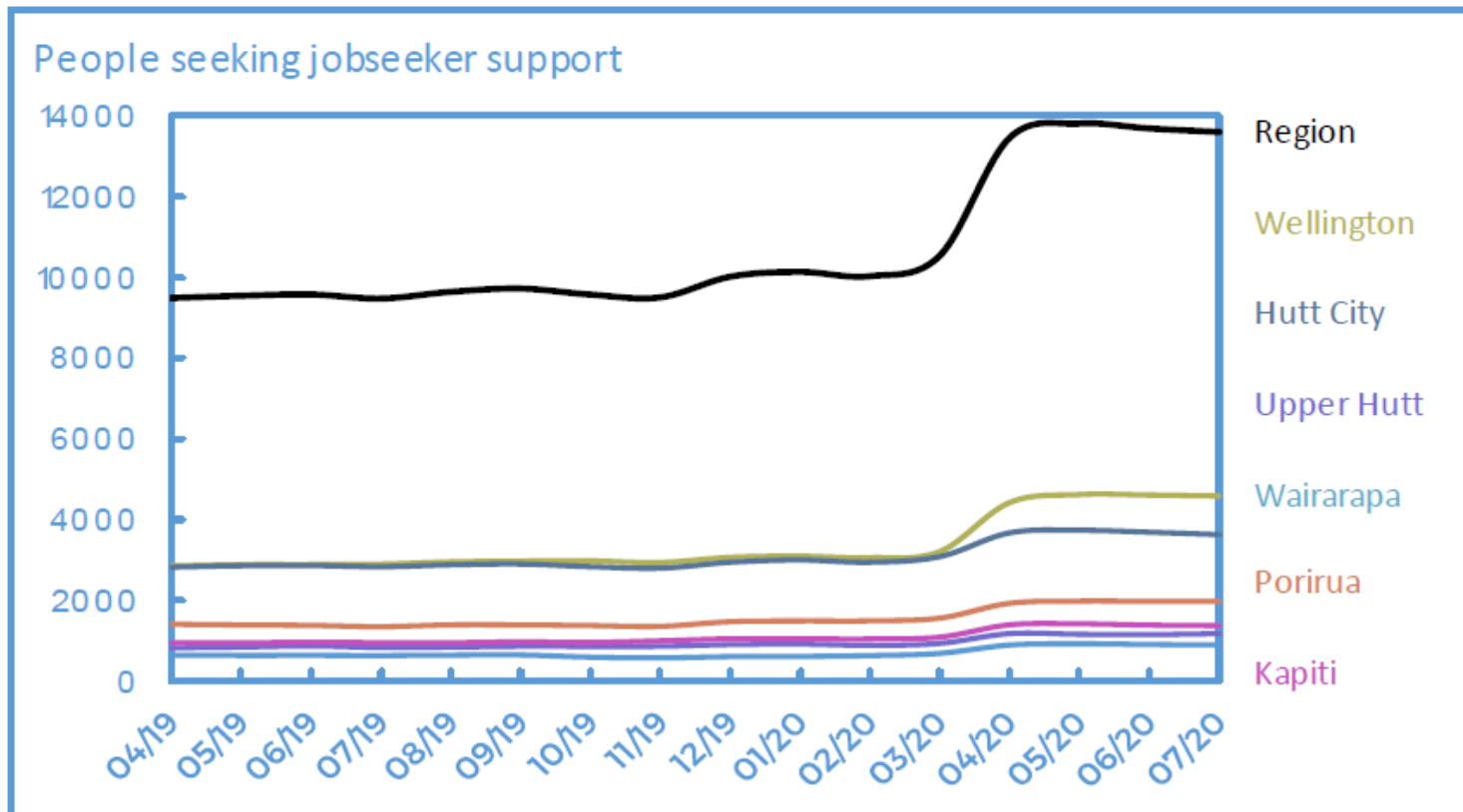
Jobseeker Support – Change from July 2020



COVID-19 Income Relief Payments – Change from June

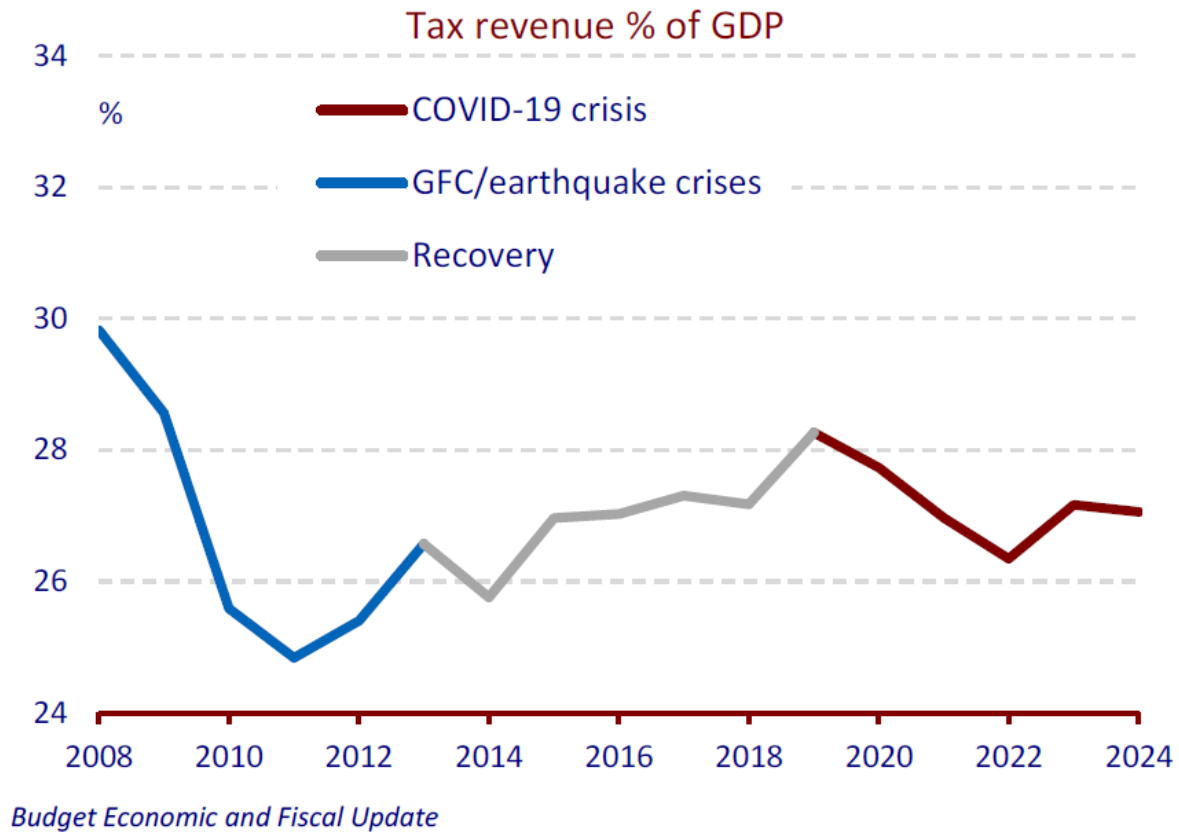


Jobseeker Support by Territorial Authority

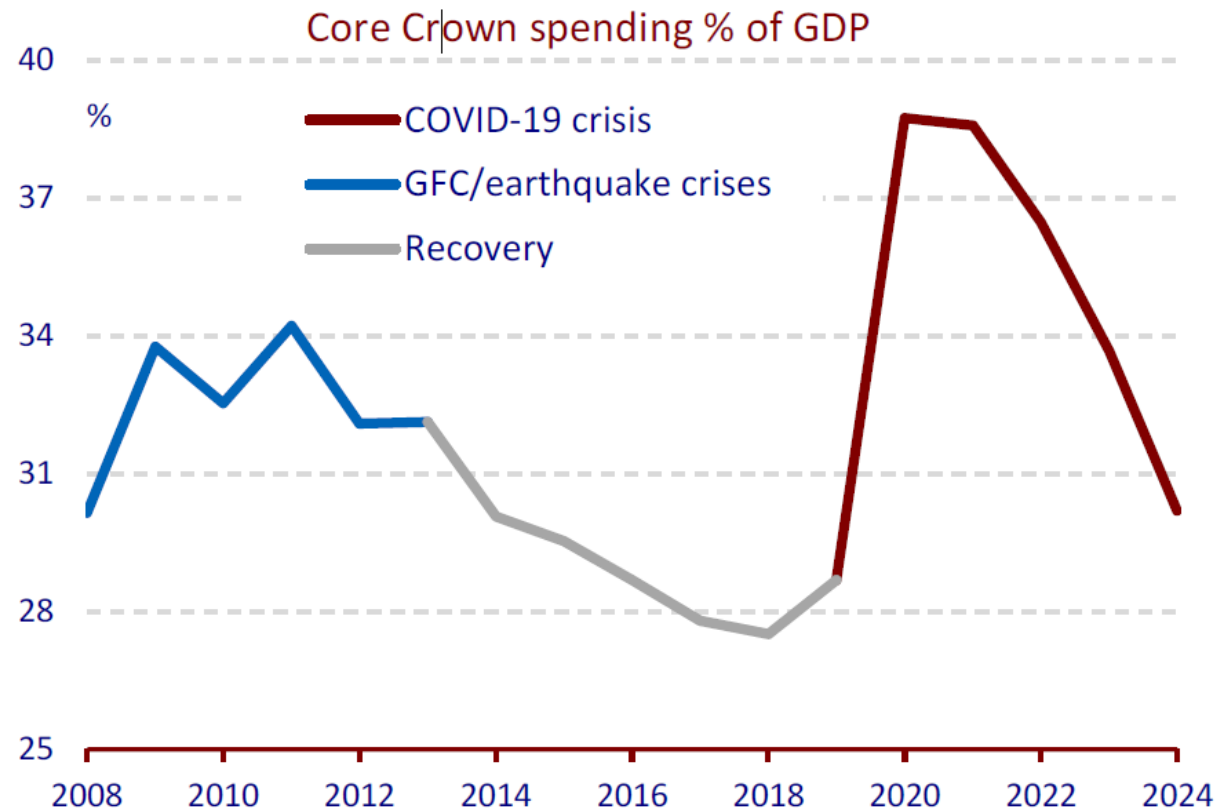


Data Source: Ministry of Social Development

NZ Crown Tax Revenue Projections



NZ COVID-19 Recovery Spending Projections



Budget Economic and Fiscal Update



Running the Real Numbers



Attachment 2 to Report 20.356

WellingtonNZ Update WRS Committee May – August 2020

Love  Local

WellingtonNZ.com

WellingtonNZ highlights June – August 2020



Tākina story developed
for convention & exhibition
centre

Lane Street Studio
launched

Van Gogh Alive
event brought to Wellington

Headline Impact of Covid 19 - Wellington Region Economy

Resident Activity



Total consumer spend	
Wellington Region	+ 0.7%
Carterton:	+ 9.2%
Kapiti Coast:	+ 7.6%
Lower Hutt City:	+ 8.0%
Masterton:	+ 10.2%
Porirua City:	+ 7.6%
S. Wairarapa:	+ 21.8%
Upper Hutt:	+ 4.7%
Wellington City:	- 8%

(4 weeks to 30th Aug compared to same month 2019 - MarketView)



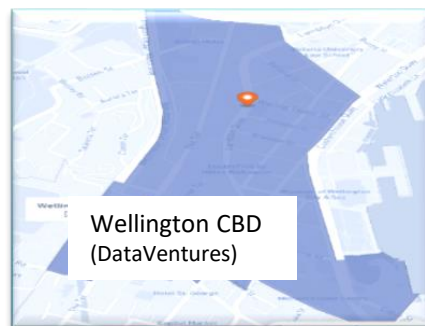
More people working from home



Average Daily Cell Phone Connections in Wellington CBD (DataVentures)



August 2019	60,000
February 2020	59,000
July 2020 (Level 1)	48,500
August 2020 (Level 2)	37,000



Tourism



Visitor Spend

Total	- 8.0%	- \$198m
Domestic:	+ 3.3%	- \$161m
International:	- 37.6%	- \$37m

(MarketView)



Hotel Occupancy

Weekend Hotel Occupancy

July 2019	-	82%
July 2020	-	68%

Weekday Hotel Occupancy

July 2019	-	76%
July 2020	-	54%

(WellingtonNZ Hotel Monitor)

Jobs



Jobs Available

2,722 advertised on SEEK
(2 September 2020)



246,639 Filled Jobs

June 2019	242,051
June 2020	246,639

(Wellington Region)



Job Seekers

20 March 2020 15,095
21 August 2020 19,398
(Job Seeker Benefit and COVID-19 Income Relief Benefit)

Supporting business in the region – Growth & New Businesses

Regional Business Partner Programme – Growth & new businesses

- WellingtonNZ has supported **204 regional businesses year-to-date (Jul-Aug)** through the RBP programme
 - 54% of these businesses are located in Wellington City, while 46% are based in one of the region's other territorial authorities.
- WellingtonNZ has delivered **\$80,000 of Capability Voucher** funding and **\$440,000 of R&D funding** to businesses in the region.

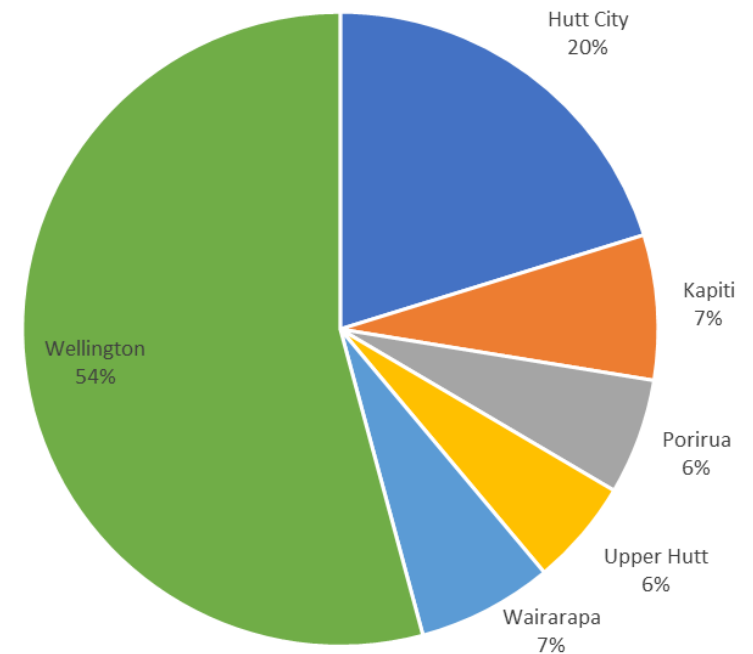
PopUp Business School – new and budding businesses

- In June, WellingtonNZ partnered with Wellington City Council and Kāpiti Coast District Council, to run PopUp Business Schools in Wellington and Kāpiti - 74 businesses attended

Porirua Launch Lab

- WellingtonNZ and Porirua City Council have partnered to support the Porirua Launch Lab, an incubator programme delivered by CreativeHQ at the Settlement
- The programme is currently supporting a second cohort of startup businesses

Businesses Supported Across the Region
(Jul-Aug, non-COVID)



Supporting business in the region – COVID-19 Response

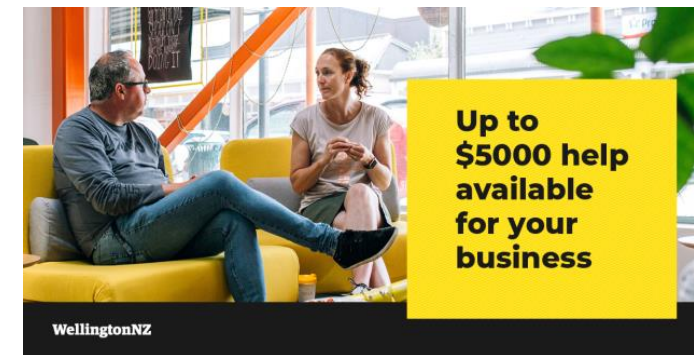
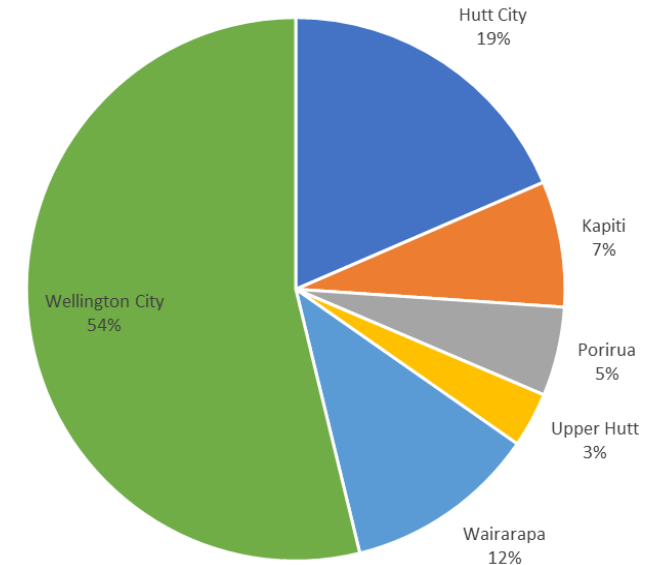
COVID-19 Response – Phase 1 – March-June

- 640 business received fully-funded business advice, valued at \$1,400,000
- 30 Māori Businesses received funding for advice, totalling \$68,000
- 125 businesses attended THRIVE, a series of workshops delivered by CreativeHQ aimed at help businesses pivot in response to their new environment

COVID-19 Response – Phase 2 – Since July

- 220 have received fully-funded business advice, valued at \$635,000
- 16 Māori businesses have received \$56,000
- *other businesses are in the pipeline, as we ramp up our new dedicated team
- Total funding available to regional businesses for fully-funded advice during Jul-Oct:
 - \$3,700,000 for viable business with <100 FTEs
 - Plus \$740,000 specifically for tourism businesses
- Support for R&D-businesses affected by COVID-19
 - 8 businesses have received R&D loans worth \$2,800,000

Businesses Funded Across the Region
(Mar-Jun, COVID-19 fully-funded vouchers)



Love Local

Love Local hero campaign

- WellingtonNZ added to the Love Local initiative with the launch of a marketing campaign to encourage people to support local businesses. The video generated 350,000 views across our channels

Wellington Unlocked Campaign – Retail

- 185 retailers took part in our Wellington Unlocked promotion, supported by WCC, which ran from 8 June to 26 July and gave shoppers the chance to win \$25,000 worth of Wellington experiences.
- The campaign generated 4,500 competition entries. At \$40 minimum spend for entries \$180,000 of retail spend can be linked to Wellington Unlocked.

Greatest Hits Campaign

- The Greatest Hits promoted a best dish / drink for 120 restaurants & bars. It was supported by digital and outdoor advertising featuring local restaurateurs with their Greatest Hit.

Wellington for Everyone campaign

- WellingtonNZ ran a regional tourism campaign targeting families in Wellington and drive time to explore the whole Wellington region during the July school holidays. Hotel occupancy increased considerably over the school holiday period.





Creative HQ Highlights: for Wellington



- **Thrive Workshops:** helped 118 participants across 106 Wellington businesses to reimagine themselves in the wake of COVID.
- **Thrive (Wairarapa):** helped businesses from 5 industries in the Wairarapa work together to develop a vision and an action plan to promote the Wairarapa as an artisan capital of New Zealand.
- **Tourism Design Sprints:** 2 Design Sprints were run to further develop new and creative ideas uncovered in a series of Idea Huis. The focus was on a carbon free Wellington and a family friendly Wellington.
- **Porirua Launch Lab:** The launch of 2 new cohorts comprising 10 startups in Porirua.
- **Startup Garage Rebuild:** Redesigning this programme to be even more impactful to the entrepreneurs of Wellington. Membership numbers have increased by 600 in 2020 to c.4,000.



Major Events

- In the last FY 19/20 Major Events contributed over \$73m of visitor spend in Wellington with highlights including the New Zealand Festival of the Arts and the Queen + Adam Lambert concert.
- COVID-19 restrictions on public gatherings saw a number of major events postponed, with a strong focus on rescaling or postponing events to provide economic stimulus in Wellington at a later date. These adjustments will assist the rebuild of the local economy, in particular the hospitality, accommodation and event suppliers.
- Major Events took a focused approach to relaunching the major events portfolio, confirming an exclusive line up of Wellington or New Zealand only content. Three new events were confirmed, with other events still in consideration.
- Major Events Calendar Aug 2020-Mar 2021
 - August-October 2020: *Digital Nights Wellington Van Gogh Alive* **NEW**
 - October 2020: *Visa Wellington On a Plate*
 - November 2020: *Wellington Jazz Festival*
 - November 2020: *Beervana*
 - December 2020: *Downtown Shakedown* **NEW**
 - December – January 20/21: *World of WearableArt Close Up Exhibition* **NEW**
 - March 2021: *Jim Beam Homegrown*
 - March 2021: *CubaDupa*



Screen Wellington – production back up and running

- 51 projects filmed in Wellington from 1 June to 31 August
- Māori Sidesteps being filmed in the region during August
- Several large budget music videos filmed in the region as ‘remote productions’ (with creative team based in LA)
- An international car commercial filmed throughout the region as a ‘remote production’ (with creative team based in Hong Kong)
- 8+ international film and TV project bids in the pipeline awaiting border exemption status
- Three local film projects beginning production in Wellington during Spring



The Lane Street Studios development in Upper Hutt has been officially announced. WellingtonNZ has helped Lane Street on its model, industry connections and enquiries, recruitment for key personnel and brand development / promotion.



WellingtonNZ team supporting Tourism New Zealand keeping the NZ brand alive internationally

Tourism and Visitors

- WellingtonNZ has received \$1million from MBIE as part of the Government's Strategic Tourism Assets Programme (STAAP). Funds will be directed to three key areas:
 - Delivery of a Destination Management Plan
 - Tourism operator capability building
 - Domestic marketing.
- WellingtonNZ continues to provide a key connection, advice and information role for local tourism partners and operators, as well as business support via professional services voucher funding provision.
- Wellington i-SITE Visitor Centre reopened 22 July after closing for Covid and maintenance work on the MFC.

The tourism sector has seen an uneven but solid mix of domestic leisure visitors, especially at weekends over the winter.

Low business confidence is reducing weekday travel and international visitors are missing; the gap they leave will be more profound in the summer period.

Positive signs for domestic tourism were hit very hard when Auckland went back to Level Three and there is no doubt that the sector will continue to suffer without international visitors and whilst lockdowns are still in place or threatened.



Council
24 September 2020
Report 20.323



For Decision

WELLINGTON REGIONAL STADIUM TRUST – STATEMENT OF TRUSTEES INTENT 2020/2021

Te take mō te pūrongo

Purpose

1. To deliver the final Statement of Trustees Intent from the Wellington Regional Stadium Trust, for the year ending 30 June 2021.

He tūtohu

Recommendation

That Council:

- 1 **Receives** the Wellington Regional Stadium Trust Statement of Trustees Intent For the year ending 30 June 2021.

Te tāhū kōrero

Background

2. The Wellington Regional Stadium Trust (WRST) Funding Deed requires the trustees to deliver an annual Statement of Trustees Intent (STI) (Section 10.0).
3. Council and the Wellington City Council (WCC), as joint settlors of the trust, are able to write to WRST each year and raise governance issues that they wish to see addressed in the STI. This year a letter was sent in January 2020 ([Attachment 1](#)).
4. The STI ([Attachment 2](#)) has been delayed this year due to re-budgetting and forecasting work caused by the impact of COVID-19 travel and gathering restrictions. It was recently approved by WRST and is being presented to WCC on 16 September 2020.

Te tātaritanga

Analysis

5. In response to the short and medium term challenges presented by Covid-19, Council and WCC agreed to provide a funding assistance package for WRST as part of their annual plans. The funding is only provided when WRST has a defined need and there are no current plans for a draw-down.
6. The WRST's earlier request to Council highlighted the level of uncertainty over the return to "normal" revenue generating events. The WRST remains committed to

keeping the stadium event-ready and has already provided a range of activities during the reduced levels of Covid restrictions.

7. The STI provides the best available estimate of the current operating year; there are a number of caveats, particularly to the events programme, which may have a positive or negative bearing on the results. The impact of further or extended restrictions on border control and mass gatherings have a direct link to the ability to host financially successful events.
8. The STI shows small operating surpluses for the next three years, with an increase in net debt relating to the increase in capital expenditure planned for the stadium, including the resilience work on Fran Wilde walkway.
9. The STI notes the ongoing issues over the rising costs of insurance; officers have begun to work with the stadium on the insurance cover and will present back to council as these discussions progress.

Ngā hua ahumoni Financial implications

10. There are no financial implications to the receipt of the STI.

Ngā tikanga whakatau Decision-making process

11. The matters requiring decision in this report were considered by officers against the decision-making requirements of Part 6 of the Local Government Act 2002.

Te hiranga Significance

12. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of these matters, taking into account Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*. Officers recommend that these matters are of low significance due to their administrative nature.

Ngā tūāoma e whai ake nei Next steps

13. The trust will provide a six monthly report to council.

**Ngā āpitihanga
Attachments**

Number	Title
1	Letter of expectations to WRST January 2020
2	WRST Statement of Trustees Intent 20-21

**Ngā kaiwaitohu
Signatories**

Writer	Seán Mahoney – Company Portfolio and Economic Development Manager
Approver	Luke Troy – General Manager, Strategy

<p>He whakarāpopoto i ngā huritaonga Summary of considerations</p>
<p><i>Fit with Council's roles or with Committee's terms of reference</i> Council is required under the funding deed to receive the STI</p>
<p><i>Implications for Māori</i> There are no known impacts for Maori</p>
<p><i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i> Nil</p>
<p><i>Internal consultation</i> Nil</p>
<p><i>Risks and impacts - legal / health and safety etc.</i> There are no known risks from adopting the STI</p>

Attachment 1 to Report 20.323

8 January 2020

John Shewan
Chair
Wellington Regional Stadium Trust

Dear John

Statement of Expectations – Wellington Regional Stadium Trust’s Statement of Trustee Intent 2020/21

The purpose of this letter is to set out our expectations of the Wellington Regional Stadium Trust (the Trust) in terms of the Statement of Trustee Intent (STI) for the next three years.

Wellington Regional Council is a joint settlor and the monitoring body for the Trust. We see the STI as an important accountability document, which sets out not only the requirements under the Funding Deed and Trust Deed, but also the Trust’s intentions and activities over the next three years.

Relationship Framework

We expect a no surprises policy keeping us up to date with any strategic initiatives or developments through the year. We wish to be kept informed of any issues that are likely to have any political or reputational ramifications for the Council.

Council will schedule two times through the year for you to brief our elected members and to provide an update on progress against the STI.

Activities

We continue to support your development program and the upgrades that have been achieved and are still to be achieved. We would like to see a longer-term capital plan for the Trust to understand the Trust’s medium-term financial challenges.

We congratulate the Trust on securing a new naming rights agreement. Council understands this may bring new opportunities and enhancements to the visitor experience and we look forward to understanding this in more detail.

The issue of resilience is of significance to the Trust. The increasing pressure on your insurance premiums may require a rethink of the risk management approach or a new approach to how the planned premium increases will be met. We would like to see some discussion of this in the STI.

Carbon Neutrality

Wellington Regional Council has resolved to be carbon neutral by 2030. This obligation is passed onto its subsidiaries and organisations which are part of our carbon footprint.

You are asked to continue working with Council to provide your own carbon emissions management and reduction plan.

Trustee Appointments

As joint settlor, Council wants to continue the closer working relationship with the Trust around the identification and early notification of potential trustee appointments. We look forward to revising and reviewing the policy approach on this for the 2020/21 year.

Minimising the Risk of Workplace Incidents

Council is supportive of the commitment the Trust has to health and safety and would like to see the development of a performance measure in this area.

If you have any need for clarification on the above matters then please feel free to contact me at the soonest opportunity.

We look forward to receiving your draft STI in February 2020 and will provide feedback on it in March 2020.

Yours sincerely

Daran Porter
Chair – Wellington Regional Council



**Wellington Regional Stadium Trust
Statement of Trustees Intent
For the year ending 30 June 2021**

Registered Office: Sky Stadium
105 Waterloo Quay
Wellington

Chair: John Shewan

Chief Executive: Shane Harmon

The Wellington Regional Stadium Trust (the Trust) was established by the Wellington Regional Council (Stadium Empowering) Act 1996 and the settlors of the Trust are the Wellington City Council and the Greater Wellington Regional Council.

The Trust recognises the interest that the ratepayers of Wellington City Council and the Greater Wellington Regional Council have in the Trust and its activities and have agreed to be subject to the reporting requirements of both Councils and their monitoring procedures. The Trust is not a Council Controlled Organisation, for the purposes of the Local Government Act 2002.

26 August 2020



1. INTRODUCTION

Important note: This Statement of Trustees Intent does not encapsulate the full impacts of COVID-19 on the Stadium's business. These impacts will be significant particularly on the upcoming year where great uncertainty exists around the event calendar.

The financial year ending 30 June 2021 will once again be an active year for the Trust.

In 2018 the Trust refreshed its strategic priorities centred on the following areas:

1. Deliver great customer experiences
2. Grow commercial revenues
3. Invest in and improve our facilities
4. Value our people, our community and our stakeholders
5. Operate a safe building
6. Operational excellence
7. Attract and deliver world class events
8. Sustainability

These priorities remain current.

Matters raised in Letters of Expectation from both Wellington City Council and Wellington Regional Council are addressed in the Statement of Intent.

In the 2021 financial year, as has been the case in recent years, the Trust expects that the Stadium will remain New Zealand's most utilised stadium.

The Trust derives a diverse range of recurring revenue streams.

Over the next twelve months the Trust, with the support of Wellington City Council, will continue to invest in the upgrade of the internal concourse. This follows the first stage of the concourse upgrade which saw the removal of some of the steel cladding to bring natural light and the city's wonderful vista into the Stadium.

The Trust continues to enjoy a collaborative and supportive relationship with the Greater Wellington Regional Council (GWRC) and Wellington City Council (WCC) as well as Wellington NZ.



2. STRATEGIC DIRECTION

a) CORE PURPOSE

The objectives of the Wellington Regional Stadium Trust as set out in the founding Trust Deed established by the Wellington City and Greater Wellington Regional Councils ('the Councils') are as follows:

- To own, operate and maintain the Stadium as a high-quality multi-purpose sporting and cultural venue.
- To provide high quality facilities to be used by rugby, cricket and other sports codes, musical, cultural and other users including sponsors, event and fixture organisers and promoters so as to attract to the Stadium high quality and popular events for the benefit of the public of the region; and
- To administer the Trust's assets on a prudent commercial basis so that the Stadium is a successful, financially autonomous community asset.

The Councils have also established general objectives for the Trust. These are that it should:

- Adopt a partnership approach in dealing with the Councils and their associated entities.
- Have a regional focus where this is appropriate.
- Appropriately acknowledge the contribution of Councils.
- Achieve maximum effectiveness and efficiency of, and concentrated focus on service delivery.
- Operate at better than breakeven after depreciation expense.

The Trust meets all the general objectives of the Councils noting that the overriding requirement of the Trust Deed means that the Trust must generate sufficient profit to repay loans and finance capital expenditure.

b) OPERATING ENVIRONMENT UPDATE

The operating environment remains positive for the Trust, albeit with a number of challenges.

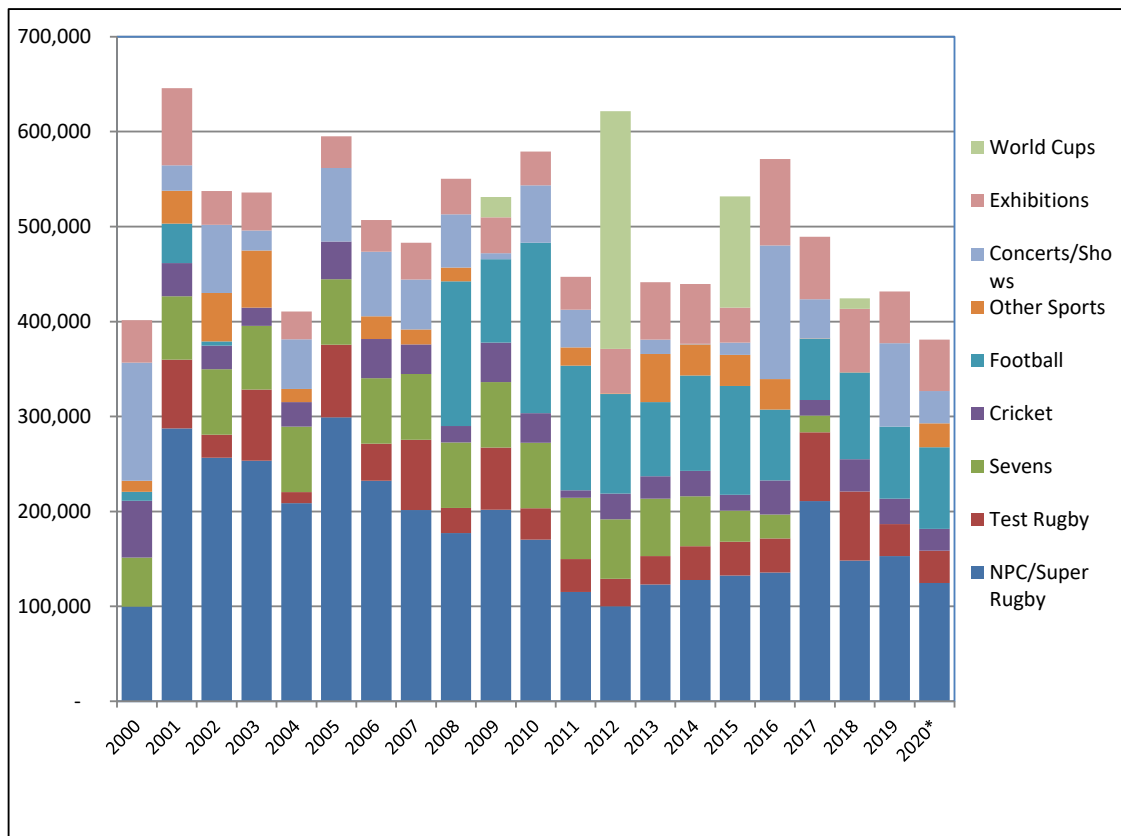
The past few years have boasted a strong events calendar. The events outlook for 2020/21, while still a work in progress, looks positive as the Trust in partnership with Wellington NZ, continues to work on attracting events.

The Trust's focus lies particularly on those events that will fill the Stadium and generate economic return for the region.

The ongoing focus on capital expenditure to enhance the facility and improve the patron experience will see borrowings and therefore interest on borrowings increase. Depreciation will also increase as a result. The insurance environment remains extremely challenging, and the Trust has seen significant increase in premiums since 2016 and is not anticipating any respite in the upcoming year.



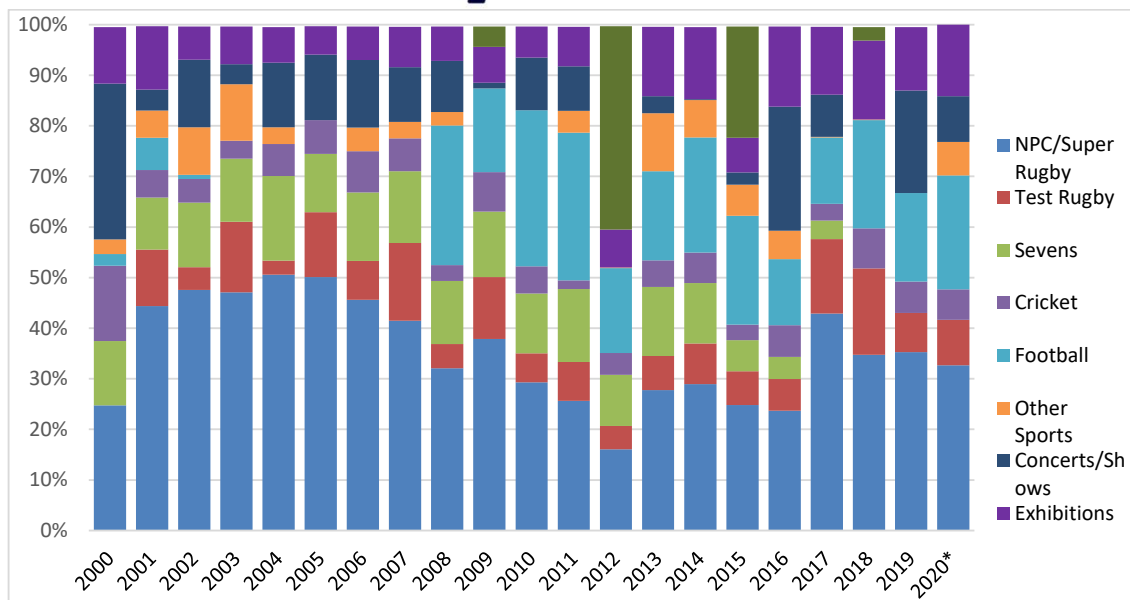
The following table highlights aggregate crowds by event type since the Stadium opened.



*2020 estimate

The mix of events has changed significantly since the Stadium opened, and it is no longer reliant on any one code or event for its attendances.

The following table highlights the diverse mix of attendances over the years represented as a percentage of the overall attendance in any given year.



*2020 estimate

c) STRATEGIC FRAMEWORK

The Trust’s objectives are:

1. To be viewed by the residents of the region and other stakeholders as a valued and essential asset.
2. To operate the best venue in New Zealand measured by:
 - Satisfaction of hirers
 - Patron satisfaction
 - Event calendar and diversity
 - Calibre of international events held
 - Environmental impact
 - Relationship with our neighbours
 - Adherence to world’s best practice
3. To remain financially autonomous
4. To provide a full and balanced event calendar to patrons
5. To maintain and enhance the facility to the standard of international best practice
6. To be a good employer and provide personal development opportunities to employees
7. To provide and maintain a safe and healthy working environment for employees, visitors and all persons using the premises as a place of work

The board undertakes a strategic planning day in March of each year to reassess priorities and strategic direction.



3. NATURE AND SCOPE OF ACTIVITIES

The nature and scope of the Trust's activities are dictated in the first instance by the Trust Deed, settled with both Councils.

To meet its obligations under its Trust Deed, the Trust identifies the key objectives of:

- Presenting a full and balanced event calendar;
- Maintaining and enhancing the facility;
- Achieving a level of profitability that finances continuing capital expenditure and meets debt reduction obligations.

The Board and management have taken a longer-term view of the Stadium's business.

In line with the obligations listed above under its Trust Deed, in 2018 the Trust has refreshed its strategic priorities centred on the following areas:

1. Deliver great customer experiences
2. Grow commercial revenues
3. Invest in and improve our facilities
4. Value our people, our community and our stakeholders
5. Operate a safe building
6. Operational excellence
7. Attract and deliver world class events
8. Sustainability

For the 2020/21 year the Trust's focus is on the following areas as outlined in the Letters of Expectations:

Tauihu Te Reo Maori Policy and Te Mapihi Maurea Naming Policy and relationship with mana whenua

There have been several conversations between Stadium management and the Wellington City Council, as to how the Stadium can demonstrate its support for the Council's Te Reo Māori Strategy – Te Tauihu.

With the rebrand to Sky Stadium, the Trust has taken the opportunity to replace all wayfinding and introduce bilingual signage in English and Te Reo Māori throughout the venue.

The Trust's appointed signage designers have utilised the design principles as outlined in the Te Puni Kōkiri Bilingual Signage Guidelines.

The opportunity to integrate Te Reo into the Stadium's signage is a first step in a larger cultural engagement opportunity.

Furthermore, the Trust will seek to develop an appropriate Te Reo name for Wellington Regional Stadium Trust following the guidelines and principles of Te Mapihi Maurea Naming Policy.



The Trust is working closely with the Tenth Trust on this project and has committed to working more closely on future projects.

Te Atakura First to Zero Policy/Carbon neutrality

The Trust is committed to developing ways to reduce, recover, recycle, or re-use waste in all aspects of our business, including considering and integrating environmental factors in our decision-making process.

Over the past year, the Trust has been investigating and implementing new waste minimisation and sustainability practices suitable for the venue. The key aim of this work has been to reduce the amount of waste generated at events and to redirect the waste that is generated away from landfill.

Considerable progress has been made on reducing waste to landfill over the past two years.

A good comparison is two recent concerts; Guns n Roses (2017) and Eminem (2019).

The numbers below refer to 15 cubic metre bins (roughly 1 tonne per bin)

	Attendance	Total	General Waste	Recycling	General waste % of total
Guns n Roses	31,634	7	4	3	57%
Eminem	46,474	8	2	6	25%

A big recent focus of this work has been looking at the products that food items are served in from the catering outlets throughout the stadium. In July 2019 all food serve ware was changed to compostable products and compostable bins were installed throughout the venue.

The next key focus for this piece of work is on the cups that used to serve our beer and wine in. The current cups used at Sky Stadium are single use cup made from PET (1) plastic. These cups are all recycled locally in Wellington.

Armed with the information from the research we have carried out, we believe that the Reusable Cups – Managed In-house option is the most sustainable, publicly accepted solution with the best outcomes for waste minimisation for Sky Stadium. This will be the main focus for the current year.

The Trust reports emissions to Council, however there is no current strategy in place relating to carbon neutrality. The Trust will commits to determining what would be required to be a carbon neutral venue.

Accessible Wellington, The Accessible Journey Action Plan 2019

The Trust fully support the Accessible Wellington action plan.

The Stadium has a Gold rating for accessibility as awarded by Be.Lab (formerly known as Be.Accessible).

The Trust held an accessible workshop for staff earlier this year with the aim to be a role model and lead in inclusive and accessible practices in venues.



We are undertaking further site assessments in the near future, followed by community stakeholder consultation with the aim of applying for Platinum status.

Ensuring the Stadium is safe and harassment-free environment for all staff, contractors and attendees at the stadium.

Last year the Trust engaged the services of the Sexual Abuse Prevention Network to facilitate a workshop at the Stadium for staff and contractors. This workshop helped support staff to identify unsafe situations and know how to take action safely to help keep the venue safe and fun for all patrons. The initial training was aimed at permanent staff of the Stadium as well as its key contractors and their staff.

Last year we increased the visibility of channels through which staff, patrons and contractors may contact us in the event of experiencing harassment of any kind at the Stadium.

We anticipate further training in 2021 and this remains a key area of focus for the Trust.

Invest in and improve our facilities

Continued investment in the Stadium is vital to ensure events are not lost to new facilities.

The first major phase of the Concourse Upgrade was completed in 2019 with the removal of some of the steel cladding around the major thoroughfares to bring natural light and the city's wonderful vista into the Stadium.

All this work has to be fitted in around our event calendar and that has been somewhat challenging given the volume of events.

The second phase is now underway and is expected to be completed by the end of 2020.

This includes:

- The enhancement and renovation of food and beverage outlets;
- Cladding of some of the current grey concrete walls and pillars;
- Develop consistent look and feel and way finding around the concourse;
- Making the space more suitable for exhibition clients;
- Improved lighting.

The final phase will be refurbishment of parts of the concourse floor, this will likely be done in conjunction with some seismic improvements.

This project has a budget of \$10m and is being supported by WCC with a \$5m contribution from its long-term plan budget.

The Trust is part way through seismic strengthening of the Fran Wilde Walk. It is also at the final stage of developing a plan to further strengthen the building to improve resilience in the event of a major seismic event. The building performed well during the Kaikoura earthquake. Once these plans are finalised the Trust will brief its council partners.



Long term strategic asset management

The Trust maintains a robust asset management programme that prioritises maintenance based on a 5-year asset condition report compiled by WPS Opus on behalf of the Trust.

Maintaining a safe and healthy working environment

The Trust is committed to providing and maintaining a safe and healthy working environment for its employees, visitors, and all persons using the premises as a place of work as well as event attendees.

To ensure a safe and healthy work environment, the Trust maintains a Health and Safety Management System. In addition, the Trust has an established Health and Safety Committee which comprises three Trustees that meets on a regular basis to review and measure crucial areas of health and safety.

Insurance

The Stadium is currently insured to for a combined Material Damage and Business Interruption limit of \$230 million. Pandemics are excluded from this cover. The deductible is \$7m.

The Trustees remain concerned that insurance is reaching a point where it is becoming unaffordable. Because the Trust is a separate legal entity with a single asset in one location it is not able to take a portfolio approach in determining the level of cover it carries.

The Trust is keen to work closely with Settlers on exploring other approaches to insurance.

Operating Profitability

The Trust Deed requires the Trust to be financially autonomous. This requires the generation of sufficient profits to meet loan repayments and provide funds for the capital replacement and development programmes that are necessary to enable the Trust to meet its obligation to maintain the building to the standard of international best practice.

The major difference the Stadium can make to attendance at events is to improve the experience of the patrons across all areas of the facility. The Stadium Master Plan was developed to do that, but it can only be completed if we can continue to satisfactorily fund these projects.

Three theoretical operating levels have been considered for the business over the period impacted by Covid-19:

- Keeping the Stadium event ready
- Hibernation - reducing activity to a bare minimum and ramping up when events are able to resume
- Mothballing the Stadium – ceasing most activity.

Keeping the Stadium event ready means retaining existing staff, continuing with preventative maintenance and necessary repairs of both the building and the turf and reducing other expenditure where possible.



Alternative operating scenarios considered but discarded were hibernation and mothballing. Hibernation would primarily involve a substantial reduction of staff and a deferral of maintenance activities. Mothballing would likely involve no preventative maintenance and a part-time skeleton staff. With both the hibernation and mothballing options, there would likely be significant maintenance and repair costs to get the Stadium ready to host events again. For example, if the turf was not maintained, it could cost up to \$2m to do a full replacement of it.

The financial projections are outlined on the following pages. These projections have been prepared on the basis of keeping the Stadium event ready. Events will play an important part in the economic recovery for Wellington and the Region.

The assumptions made about the event calendar, in particular for the first 12 months may not play out, especially if there are further changes in alert levels and restrictions on mass gatherings. Should this occur, there is limited opportunity to reduce operating expenditure while still maintaining the Stadium in event ready mode.

Over the period covered by the projections the Trust anticipates an operating surplus of between \$0.45m and \$1.95m per annum. Due to the impact of the significant capital expenditure projects under way, depreciation is a significant and increasing charge, ranging from \$4.13m to \$4.48m. The effect of this is that the Trust projects losses after depreciation ranging between \$2.34m and \$3.67m.

An overall deficit of \$0.86m is projected for FY21. This includes receipt of the balance of the Wellington City Council \$5.0m grant towards the concourse upgrade, which is shown as income in the year of receipt.

A small operating cash deficit of \$0.33m is forecast for FY21 followed by positive operating cash flows of \$1.71m and \$0.98m.

The Trust is budgeting \$20m of capital expenditure across the next five years. This is funded from operating cash flows and the loan facility, as well as the balance of the Wellington City Council grant. The budget includes an allowance for seismic works to increase the resilience of the Stadium. There is uncertainty over what the final costs of these resilience improvements will be.



**SUMMARY STATEMENT OF FINANCIAL PERFORMANCE
FOR THE THREE YEARS ENDING 30 JUNE**

	2021	2022	2023
	\$m	\$m	\$m
Revenue			
Events	3.74	5.86	5.01
Members Boxes & Sponsorship	4.00	4.04	3.59
Other	2.86	3.01	3.01
Total Revenue	10.60	12.90	11.61
<i>Less:</i>			
Event Operating Costs	2.31	3.03	2.67
Other Operating Costs	7.67	7.73	7.26
Interest	0.17	0.20	0.46
Total Operating Expenses	10.15	10.95	10.39
Operating Surplus before depreciation	0.45	1.95	1.22
<i>Less:</i>			
Depreciation	4.13	4.29	4.48
Net Surplus/(Deficit)	(3.67)	(2.34)	(3.26)
<i>Plus:</i>			
Grant income (for capital expenditure)	2.81	-	-
Total Surplus/(Deficit)	(0.86)	(2.34)	(3.26)

Net operating cash flows	(0.33)	1.71	0.98
Surplus cash at the end of each year after meeting loan repayments	0.50	0.50	0.51
Loans at year end	5.73	9.44	13.19
Net debt (Loan less cash)	5.23	8.93	12.67



**SUMMARY STATEMENT OF CASHFLOWS
FOR THE THREE YEARS ENDING 30 JUNE**

	2021	2022	2023
	\$m	\$m	\$m
Cashflows provided from operating activities	9.89	12.67	11.37
Cashflows applied to operating activities	(10.22)	(10.96)	(10.39)
Net cashflows from operating activities	(0.33)	1.71	0.98
Cashflows from grants (to be used for capital expenditure)	2.81		
Cashflows applied to investing activities	(5.75)	(5.42)	(4.72)
Net cashflows from investing activities	(2.94)	(5.42)	(4.72)
Cashflows provided from financing activities	3.23	3.71	3.75
Net cashflows from financing activities	3.23	3.71	3.75
Net increase (decrease) in cash	(0.04)	(0.00)	0.01
Opening balance brought forward	0.54	0.50	0.50
Cash at year end	0.50	0.50	0.51



**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE**

	2021 \$m	2022 \$m	2023 \$m	2024 \$m	2025 \$m
Trust Funds					
Retained Surpluses	47.71	45.37	42.11	38.26	34.08
Limited Recourse Loans	40.39	40.39	40.39	40.39	40.39
	88.10	85.76	82.50	78.65	74.47
Non Current liabilities					
Bank Loan	2.50	5.24	8.99	10.32	12.04
Council Loan	3.23	4.20	4.20	4.20	4.20
	5.73	9.44	13.19	14.52	16.24
Current Liabilities					
Revenue in Advance	2.22	1.98	1.74	1.73	1.58
Payables	1.69	1.69	1.69	1.69	1.69
	3.91	3.67	3.43	3.42	3.27
Total Funding	97.74	98.87	99.11	96.59	93.98
Represented by:					
Property Plant & Equipment	94.69	95.82	96.06	93.54	90.93
Current Assets	3.05	3.05	3.06	3.05	3.05
Total Assets	97.74	98.87	99.12	96.59	93.98



PERFORMANCE MEASURES

Non-Financial Performance Measures

Measure	How Measured
<ul style="list-style-type: none"> Deliver a strong Rugby international test programme for 2020 and 2021 	<ul style="list-style-type: none"> Key stakeholders are satisfied with management of the test operation Sell-out crowds for test matches 40% out of region visitors
<ul style="list-style-type: none"> Deliver more large-scale non-sporting events 	<ul style="list-style-type: none"> Secure at least one concert per year Secure at least two other events outside the traditional rugby and football regular season calendar per year
<ul style="list-style-type: none"> Continued investment in stadium infrastructure 	<ul style="list-style-type: none"> Concourse upgrade is completed Resilience plans finalised and shared with council partners.
<ul style="list-style-type: none"> Deliver a full event calendar 	<ul style="list-style-type: none"> Securing 45-50 event days per year. (Excludes community events).
<ul style="list-style-type: none"> Host unique events that deliver economic benefit to the region 	<ul style="list-style-type: none"> Maintaining economic benefit to the Region at an average of \$40 million per year Working with promoters to deliver special events to Wellington
<ul style="list-style-type: none"> Continue to enhance food and beverage offering 	<ul style="list-style-type: none"> Greater range and quality of offerings Higher customer satisfaction
<ul style="list-style-type: none"> Sustainability 	<ul style="list-style-type: none"> Reduce single use plastic

Financial Performance Measures

The key performance indicators agreed with the Wellington City Council and Greater Wellington Regional Council are:

- Revenue – total, and event
- Net surplus (deficit)
- Net cash flow
- Liquidity ratio
- Bank borrowing to total assets
- Capital expenditure

We have reviewed these indicators and believe these are appropriate to the purpose of the Council’s monitoring the Trust performance. They are reported on by the Trustees in their six-monthly reports.



4. BOARD APPROACH TO GOVERNANCE

Role of the Board

The Board of Trustees is responsible for the proper direction and control of the Trust's activities. This responsibility includes such areas of stewardship as the identification and control of the Trust's business risks, the integrity of management information systems and reporting to stakeholders. While the Board acknowledges that it is responsible for the overall control framework of the Trust, it recognises that no cost effective internal control system will prevent all errors and irregularities. The system is based on written procedures, policies and guidelines, and an organisational structure that provides an appropriate division of responsibility, sound risk management and the careful selection and training of qualified personnel.

Board Operation

The Board has three Standing Committees that focus on specific areas of the Board's responsibilities. These Committees are the Finance Committee, the Audit Committee and Health & Safety Board Sub-Committee.

The Board meets eight times per year. The Finance Committee meets when required. The Audit Committee meets biannually. The Health & Safety Committee meets quarterly.

Board Performance

The policy of the Board has been that the Chairman conducts an interview with each Board member prior to the expiry of their term. Each new Board member undertakes an induction program to familiarise themselves with the Stadium, its operation and Board issues. Given the experience of the current Board it has been deemed that a Board development program is not necessary. If there are any Board performance issues, the Chair will bring them to the attention of the Mayor of WCC and the Chair of GWRC.

At the first meeting of the new financial year, the Chair of the Audit Committee conducts a review of the Chair's performance.

A full Board performance review has recently been conducted and no significant issues identified.

Board Membership

The Trust Deed states that there shall be not less than five, nor more than eight Trustees.

The Trustees are appointed jointly by the Settlers (Wellington City Council and Greater Wellington Regional Council).

The Wellington City Council and the Greater Wellington Regional Council can each independently appoint one of their elected Councillors as a Trustee.



The current Trustees are:

Name	Appointed until:
Tracey Bridges	31 December 2020
John Shewan	30 June 2021
Steven Fyfe	30 June 2022
Sean Rush	formal declaration of results of WCC 2022 elections
Glenda Hughes	formal declaration of results of GWRC 2022 elections
Nicola Crauford	31 December 2022
Rachel Taulelei	30 June 2023

5. ORGANISATIONAL HEALTH, CAPABILITY AND RISK ASSESSMENT

Health & Safety

The Trust has well developed health & safety policies which were reviewed by an external consultant and are regularly updated.

Staff who have influence over Health and Safety matters are required to acquire and keep up to date with Health and Safety matters including attendance at relevant course and conferences.

All staff receive regular training in respect of health & safety procedures.

A Health & Safety booklet has been produced which includes Stadium policies, the roles for staff and contractors, incidents and accident investigation, general site safety, emergency procedures and induction.

There are three Committees with a health and safety focus:

- Emergency Control Organisation/Emergency Planning Committee (meets ahead of each major event);
- Health and Safety Committee which includes key the Trust staff as well as contractors and tenant organisations (meets monthly);
- Board Health and Safety Committee (meets quarterly).

All contractors coming on-site are required to:

- Complete a health & safety agreement
- Complete a health & safety induction plan
- Provide a contractors safety plan
- Operate safely and report any hazards, near misses and injuries

RISK MANAGEMENT

Earthquakes

Prior to construction (July 1995), the Trust commissioned a full geo-technical report on the site. The ground was improved with vibro-replacement producing gravel columns at spacing of two to three metres to mitigate the effect of earthquakes.

The Trust has used the learnings from the recent earthquakes to strengthen its crowd control and evacuation procedures.



The Trust has conducted a study to enable the Stadium to better understand its current percentage of New Building Standard (% NBS), the interaction between the reclaimed land and the building structure, the differential lateral spread expected and as well as a building seismic assessment. While no significant issues emerged, we will be implementing some resilience works that will enhance the structures.

Insurance

The Stadium insurance programme is managed by Marsh. The Trust operates a maximum first loss policy that provides cover for the maximum credible loss for fire, earthquake and other perils and has done so since 2003.

The Trust has insurance cover for the Stadium asset with a combined maximum policy limits of \$230m for material damage and business interruption. This is less than the building reinstatement value which was last assessed in September 2019 at \$302m. The Trust has received advice which supports the limits as being appropriate cover in the context of modelled probable losses from fire, earthquake and other loss events, and taking account of the current insurance market. The Trust is required to cover the first \$7.0 million of any earthquake claim.

There have been no material changes to the cover or the deductibles from the previous year.

Business Continuity Plan

The Trust has a Business Continuity Plan. The Trust has ongoing interactive training sessions with all staff to reinforce the content and requirements of the plan.

Communication and Access to Information

The Trust enjoys a positive and open relationship with both of its settlors, and both settlors have representation on the Board of Trustees. The Trustees confirm they intend to continue to operate on a “no surprises” basis with communication of any significant event likely to impact on either party made as soon as possible. This has worked well in the past.

6. ADDITIONAL INFORMATION

Reporting

The Trustees will present a six monthly report to both Councils, which will include a written report on agreed key performance indicators and financial statements for the period. The Trust will provide a formal briefing to both Councils, twice a year, on activities to date and review the outlook.

Audited financial statements will also be available on completion of the annual audit.

The Trustees will inform the Councils of any significant expected obligations or contingent liabilities to third parties.

Major Transactions

There are no major transactions likely to occur in the planning period that are not identified in the Business Plan.



Any particularly contentious transactions will be brought to attention of the Council at the earliest opportunity.

Accounting Policies

General accounting policies of the Trust are set out in the Statement of Significant Accounting Policies. These policies are consistent with the policies applied in the previous year, apart from the presentation change relating to the limited recourse loans.

OTHER ITEMS TO BE INCLUDED IN THE STATEMENT OF INTENT

Ratios

The ratio of Trust Funds to Total Assets is expected to be:

30 June 2021	49%
30 June 2022	46%
30 June 2023	42%

The ratio of total Trust Assets to Trust Liabilities is expected to be:

30 June 2021	195%
30 June 2022	185%
30 June 2023	174%

Trust Funds are defined as the residual interest in the assets of the Trust after the deduction of its liabilities.

Assets are defined as service potential or future economic benefits controlled by the Trust as a result of past transactions or other past events.

Liabilities are defined as future sacrifices of service potential or of future economic benefits that the Trust is presently obliged to make to other entities as a result of past transactions or other past events.

Distributions to Settlers

Section 5 of the Trust Deed sets out the powers of the Trustees regarding the income of the Trust.

The Trust is required to pay surplus funds to the Wellington City Council and Wellington Regional Council in reduction of their limited recourse loans after meeting costs, liabilities and debt reductions and after allowing for the appropriate capital expenditure and transfers to reserves.

The Trust does not expect to have surplus funds available for repayment in the years covered by this Statement of Intent.

No other distributions to settlers are intended to be made.



Investments in other organisations

The Trustees currently have no intention of subscribing for, purchasing or otherwise acquiring shares in any other company or other organisation.

Compensation from local authority

There are no activities for which the Trust seeks compensation from any local authority.

Trust's estimate of the commercial value of settlor's investment in the Trust

Not applicable

Other matters as set out in the Funding Deed

Significant Third Party Obligations

There are no significant third party obligations other than those disclosed in the Financial Statements.

Relevant Legislation

The Trustees confirm that the Trust will comply with all relevant legislation affecting the conduct of this business.



STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity and Period

Wellington Regional Stadium Trust Incorporated (the Trust) is a charitable trust established by the Wellington City Council ('WCC') and Greater Wellington Regional Council ('GWRC'). The Trust is domiciled in New Zealand.

The Trust is responsible for the planning, development, construction, ownership, operation and maintenance of the Sky Stadium, Wellington, as a multi-purpose sporting and cultural venue.

The Trust was incorporated under the Charitable Trust Act 1957. The Trust is also a charitable entity under the Charities Act 2005, registration CC10754.

Statement of Compliance and Basis of Preparation

The financial statements have been prepared in accordance with the Trust Deed which requires compliance with generally accepted accounting practice in New Zealand.

As the primary purpose of the Trust to provide a community and social benefit, it is a public benefit entity for financial reporting purposes

The financial statements of the Trust comply with Public Benefit Entity (PBE) standards.

The financial statements have been prepared in accordance with Tier 2 PBE Standards. The Trust meets the requirements for Tier 2 reporting as it does not have public accountability and is not large (as defined by XRB A1).

The financial statements have been prepared on an historical cost basis, except for interest rate swaps.

The financial statements are presented in New Zealand dollars, and all values are rounded to the nearest thousand dollars (000) unless otherwise stated.

The financial statements have been prepared on a going concern basis, and the accounting policies have been applied consistently throughout the period.

Revenue

Revenue is recognised when billed or earned on an accrual basis.

Corporate Box, Memberships & Sponsorship Revenues

Licenses for Corporate boxes are issued for terms of between four and six years. Signage and sponsorship properties are sold for a range of terms of between one and six years. The related license fees/revenues are paid annually with the revenue recognised on a straight line basis throughout the year.

Stadium memberships have been sold for terms of two years. Payment may be made upfront or in a series of instalments. The payments received are recorded as Revenue in Advance, and recognised on a straight line basis over the term of the membership.



Interest

Interest income is accrued using the effective interest rate method.

Rental income

Rents are recognised on a straight line basis over the term of the lease.

Expenses

Expenses are recognised on an accrual basis when the goods or services have been received.

Interest

Interest expense is accrued using the effective interest rate method. The effective interest rate exactly discounts estimated future cash payments through the expected life of the financial liability to that liability's net carrying amount. The method applies this rate to the principal outstanding to determine interest expense each period.

Taxation

As a Charitable Trust, the Trust meets requirements for exemption from income tax and accordingly no provision for income tax is recorded in the financial statements.

All items in the financial statements are exclusive of GST, with the exception of receivables and payables, which are stated as GST inclusive.

Financial Instruments

The Trust classifies its financial assets and financial liabilities according to the purpose for which they were acquired. The Trust determines the classification of its investments at initial recognition and re-evaluates this designation at every reporting date.

Non-derivative Financial Instruments

Non-derivative financial instruments comprise trade and other receivables, cash and cash equivalents, loans and borrowings, and trade and other payables.

Non-derivative financial instruments are recognised initially at fair value plus, for instruments not at fair value through profit and loss, any directly attributable transaction costs. Subsequent to initial recognition non-derivative financial instruments are measured as described below.

A financial instrument is recognised if the Trust becomes a party to the contractual provisions of the instrument. Financial assets are derecognised if the Trust's contractual rights to the cash flows from the financial assets expire or if the Trust transfers the financial asset to another party without retaining control or substantially all risks and rewards of the asset. Purchases and sales of financial assets in the ordinary course of business are accounted for at trade date. Financial liabilities are derecognised if the Trust's obligations specified in the contract expire or are discharged or cancelled.

Financial Assets

Cash and cash equivalents comprise cash balances and call deposits with up to six months' maturity. These are recorded at their nominal value.



Trade and other receivables are stated at their cost less impairment losses.

Financial Liabilities

Financial liabilities comprise trade and other payables and borrowings, and are all classified as other financial liabilities. Financial liabilities with a duration of more than 12 months are recognised initially at fair value less transaction costs and subsequently measured at amortised cost using the effective interest rate method.

Amortisation is recognised in the Statement of Comprehensive Revenue & Expense as is any gain or loss when the liability is derecognised.

Financial liabilities entered into with duration less than 12 months are recognised at their nominal value.

Derivative Financial Instruments

Derivative financial instruments are recognised at fair value as either assets or liabilities. The Trust does not hold any derivatives that qualify for hedge accounting. Derivatives that do not qualify for hedge accounting are classified as held for trading financial instruments with fair value gains or losses recognised in the Statement of Comprehensive Revenue & Expense. Fair value is determined based on quoted market prices.

Employee Entitlements

Employee entitlements that the Trust expects to be settled within 12 months of balance date are measured at undiscounted nominal values based on accrued entitlements at current rates of pay. These benefits are principally annual leave earned but not yet taken at balance date, and bonus payments.

No provision for sick leave is accrued, as past experience indicates that compensated absences in the current year are not expected to be greater than sick leave entitlements earned in the coming year.

Other Liabilities & Provisions

Other Liabilities and provisions are recorded at the best estimate of the expenditure required to settle the obligation. Liabilities and provisions to be settled beyond 12 months are recorded at their present value.

Leases

Leases where the lessor effectively retains substantially all the risks and rewards of ownership of the leased items are classified as operating leases. Payments made under these leases are expensed in the Statement of Comprehensive Revenue & Expense in the period in which they are incurred. Payments made under operating leases are recognised in the Statement of Comprehensive Revenue & Expense on a straight-line basis over the term of the lease.



Property, Plant and Equipment

Recognition

Expenditure is capitalised as property, plant and equipment when it creates a new asset or increases the economic benefits over the total life of an existing asset and can be measured reliably. Costs that do not meet the criteria for capitalisation are expensed.

Measurement

Items of property, plant and equipment are initially recorded at cost.

The initial cost of property, plant and equipment includes the purchase consideration and those costs that are directly attributable to bringing the asset into the location and condition necessary for its intended purpose. Subsequent expenditure that extends or expands the asset’s service potential and that can be measured reliably is capitalised. Borrowing costs are not capitalised.

Impairment

The carrying amounts of property, plant and equipment are reviewed at least annually to determine if there is any indication of impairment. Where an asset’s recoverable amount is less than its carrying amount, it will be reported at its recoverable amount and an impairment loss will be recognised. The recoverable amount is the higher of an item’s fair value less costs to sell and value in use. Losses resulting from impairment are reported in the Statement of Comprehensive Revenue & Expense.

Disposal

Gains and losses arising from the disposal of property, plant and equipment are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Comprehensive Revenue & Expense in the period in which the transaction occurs.

Depreciation

Depreciation is provided on all property, plant and equipment, with certain exceptions. The exceptions are land, some aspects of the pitch and assets under construction (work in progress). Depreciation is calculated on a straight line basis, to allocate the cost or value of the asset (less any residual value) over its useful life. The estimated useful lives of the major classes of property, plant and equipment are as follows:

Land	indefinite
Pitch	10 years to indefinite
Buildings	8 to 70 years
Replay screen & production equipment	3 to 25 years
Fitout	5 to 50 years
Fittings	3 to 20 years
Plant & machinery & equipment	2 to 70 years

The residual values and useful lives of assets are reviewed, and adjusted if appropriate, at each balance date.

Work in progress

The cost of projects within work in progress is transferred to the relevant asset class when the project is completed, and then depreciated.



Critical accounting estimates and assumptions

In preparing these financial statements, the Trust has made estimates and assumptions concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Estimating useful lives and residual values of property, plant, and equipment

At each balance date, the useful lives and residual values of property, plant, and equipment are reviewed. Assessing the appropriateness of useful life and residual value estimates of property, plant, and equipment requires a number of factors to be considered such as the physical condition of the asset, expected period of use of the asset by Trust, and expected disposal proceeds from the future sale of the asset

An incorrect estimate of the useful life or residual value will affect the depreciation expense recognised in the statement of comprehensive revenue and expense, and carrying amount of the asset in the statement of financial position. The Trust minimises the risk of this estimation uncertainty by regular physical inspection of assets, and a planned preventative maintenance and asset replacement programme.

Statement of Cash Flows

The statement of cash flows has been prepared using the direct approach. Operating activities include cash received from all income sources of the Trust, record cash payments made for the supply of goods and services and include cash flows from other activities that are neither investing nor financing activities. Investing activities relate to the acquisition and disposal of assets. Financing activities relate to activities that result from the funding structure of the Trust.

Changes in Accounting Policies

There have been no changes in accounting policies.

John Shewan
Chair
FOR THE TRUSTEES
WELLINGTON REGIONAL STADIUM TRUST

Council
24 September 2020
Report 20.355



For Information

HEALTH, SAFETY AND WELLBEING UPDATE

Te take mō te pūrongo

Purpose

1. To inform Council of Greater Wellington's Health, Safety and Wellbeing (HSW) performance and activity in August 2020.

Te tāhū kōrero

Background

HSW performance scorecard

2. The HSW performance scorecard for August is outlined in [Attachment 1](#).

Fatal and Severe (critical) Risk controls programme

3. Fatal and Severe Risk (FSR) work streams currently underway are transportation and driving, lone and remote working, and wellbeing (with a focus on mental health and wellbeing). Progress is outlined below.

Transportation and driving

4. Key progress elements are:
 - a The transportation and driving standard and essential controls, which address the behavioural and competency requirements of driving for Greater Wellington, were approved by the Executive Leadership Team (ELT) at its August 2020 meeting
 - b These standards and controls will be launched in conjunction with the EROAD Inspect app (an app based vehicle inspection check), and a refresh of the purpose and use of the EROAD telematics function generally, in September 2020.

Lone and remote working

5. Key progress elements are:
 - a Work on developing the Lone and Remote Standards and Essential Controls, in conjunction with employees working with the risk is progressing
 - b The physical installation of the remote repeater stations and the crosswire radio function, which forms the basis of the Radio Controls Network project to mitigate lone and remote working risk, is complete and ready to be trialled with the Parks Department

- c An independent review is currently underway to ensure the operational roll out, ongoing monitoring and maintenance continues to meet business objective and benefits given issues throughout the project to date which raise concerns over the current network providers ability to deliver this successfully.

Wellbeing

- 6. The key progress elements are:
 - a Well at Work, the new sensitive reporting tool in KESAW (Greater Wellington’s online incident reporting system), was approved in principle by ELT at their August 2020 meeting
 - b Before launching the tool ELT has requested a review to ensure that any risks, including potential privacy risks, are appropriately addressed.
 - c This relates to legacy issues around the general lack of documented and approved policies and procedures, for the collection and management (including retention and disposal) of personal information for HSW and HR purposes, although this can be demonstrated in practice
 - d The legal review and work to rectify the privacy issues are underway.

HSW resourcing

- 7. The HSW Advisor Metlink role has been offered to an internal applicant.
- 8. While this person has not worked in an HSW advisor role specifically, they bring significant public transport sector experience, which includes HSW auditing, reporting and relationship management as part of previously held roles in other organisations.
- 9. This represents a great development opportunity for the internal applicant to upskill and explore new career pathways within Greater Wellington, in addition to adding value to both Metlink and the HSW teams.

Ngā tūāoma e whai ake nei

Next steps

- 10. No further action is required.

Ngā āpitihanga

Attachment

Number	Title
1	Health, Safety and Wellbeing Performance Scorecard – August 2020

Ngā kaiwaitohu

Signatories

Writer	Julie Barber, Health Safety and Wellbeing Manager
Approver	Nigel Corry, General Manager People and Customer

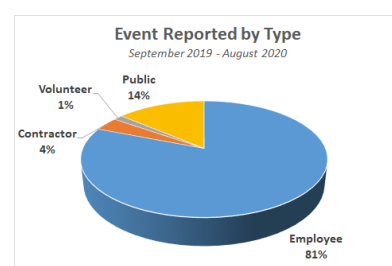
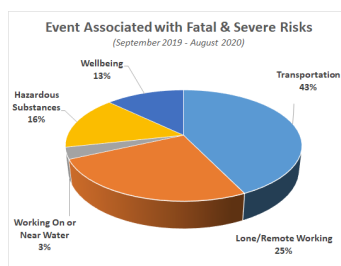
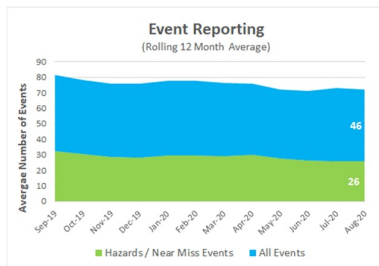
He whakarāpopoto i ngā huritaonga Summary of considerations
<i>Fit with Council's roles or Committee's terms of reference</i> This report assures Council that Greater Wellington's legal obligations under the Health and Safety at Work Act 2015 are met.
<i>Implications for Māori</i> There are no known implications for Māori.
<i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i> The HSW Policy and Wellbeing Strategy are included in Greater Wellington's Annual Plan 2020/21.
<i>Internal consultation</i> No internal consultation was required.
<i>Risks and impacts: legal / health and safety etc.</i> The HSW risks and treatment are outlined in paragraphs 3 to 6.

Health, Safety and Wellbeing Performance Scorecard August 2020

Progress against key work streams this month

Status	Work stream	Update
On Track	Fatal and Severe Risk (FSR) controls – transportation and lone / remote working	Transportation and driving standards and controls approved by ELT. To be launched in conjunction with the EROAD vehicle inspect app (currently being trialled) in late September. Lone and remote working standard and controls are progressing
On track	Wellbeing Plan	The Well at Work sensitive reporting tool approved in principle by ELT and undergoing a final privacy review before being implemented

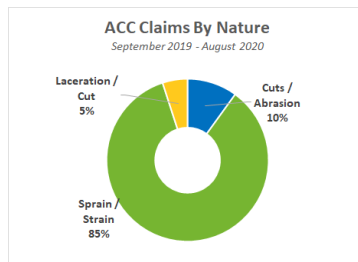
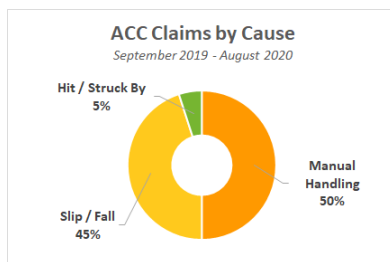
Event reporting



Main incident trends and insights - August 2020

- Continued slips and falls during seasonal planting resulting in strains and sprains
- Ongoing aggressive abusive behaviour from public towards GW parks and forest staff
- Ongoing discovery of ordinances in QEP, requiring bomb squad intervention

ACC Injury Claims



	Aug	Last 12 months
New work injury claims	5	22
New lost time claims	2	5
Total days lost	33	55

2 significant strains in Bioworks contributed to increased lost time in August.

Health and wellbeing

Wellbeing
 14x supportive interactions - mental health first aiders
 0x distress interaction - mental health first aiders
 2x wellbeing messages via various GW channels

Rehabilitation support June / July 20

Category	Count
Non-work injury	4
Work injury	7
Medical	9

Employee Assistance Programme (EAP)

EAP use

Month	Work	Non work
Feb	~4	~11
Mar	~5	~8
Apr	~4	~4
May	~4	~4
Jun	~4	~8
Jul	~5	~9

EAP - Top Work related Use (September 2019 - August 2020)

Category	Percentage
Workplace Stress	40%
Workplace Relationships	24%
Workload	12%
Anxiety	8%
Work Incident	8%
Restructuring	4%
Career	4%



Health, Safety and Wellbeing Performance Scorecard August 2020

Training and engagement August 2020

Training this month

2x Mental wellbeing first aiders forums

High consequence events August 2020

Type	Location	Dept	Event description	Investigation / Action
Property damage, no injury	Masterton	Land mgt	<p>An LUV (land utility vehicle) slid off track and tipped on its side when the driver applied the brakes too firmly after he was unable to change to a lower gear while in motion. The LUV slid down a hill and into a fence, which prevented multiple roll overs.</p> <p>The driver was unharmed, but the LUV and fence were damaged.</p> <p>The weather and track conditions at the time were good.</p> <p>A number of essential (non-negotiable) controls for LUV use in place, in particular</p> <ul style="list-style-type: none"> • Seat belt used, • approved helmet used, • side doors secured and • ROPS (roll over protection system), • Loads within manufacturers specification worked as intended to prevent injury. 	<p>The driver has completed initial LUV training and 4 out of 10 log hours required for certification, but had not driven an LUV for several months</p> <p>Action:</p> <p>Changes to made to core training and SOP's to ensure drivers who are trained, but not fully competent revive a higher level of supervision in regard to active driving techniques (e.g. safe speeds) within personal and vehicle capability prior and during use of an LUV</p>



Council
24 September 2020
Report 20.357



For Decision

RESOLUTION TO EXCLUDE THE PUBLIC

That the Council:

1. Excludes the public from the following parts of the proceedings of this meeting, namely:
 - Confirmation of the Public Excluded minutes of the Council meeting on 20 August 2020 – Report PE20.309
 - Loan to Water Wairarapa Limited – Report PE20.292
 - Appointment of the external Chair of the Finance, Risk and Assurance Committee – Report PE20.321
 - Appointment to the Upper Ruamahanga Flood Management Plan Advisory Committee – Report PE20.336
 - Confirmation of the Restricted Public Excluded minutes of the Council meeting 20 August 2020 – Report RPE20.317

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

Confirmation of the Public Excluded minutes of the Council meeting on 20 August 2020 – Report PE20.309	
<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
<p>Information contained in these minutes relates to negotiations with Waka Kotahi New Zealand Transport Agency (Waka Kotahi) and other public transport authorities (PTAs) in New Zealand. Release of this information would be likely to prejudice or disadvantage the ability of Council to carry on negotiations with Waka Kotahi and the PTAs.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(i) of the Act (to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)).</p>

of the meeting that would override the need to withhold the information.	
Loan to Water Wairarapa Limited – Report PE20.292	
<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
Information contained in this report includes the terms of a proposed loan. Release of this information prior to Council’s decision is likely to prejudice the Council in the negotiation of the proposed loan agreement. Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.	The public conduct of this part of the meeting is excluded as per section 7(2)(i) of the Act (to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)).
Appointment of the external Chair of the Finance, Risk and Assurance Committee – Report PE20.321	
<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
Information contained in this report includes personal and identifying information about a proposed candidate for appointment. Release of this information prior to Council’s decision is likely to prejudice the privacy of natural persons as releasing this information would disclose the candidate’s consideration for appointment as the external Chair of the Finance, Risk and Assurance Committee. Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.	The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons).
Appointment of the external Chair of the Finance, Risk and Assurance Committee – Report PE20.321	
<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
Information contained in this report includes personal and identifying information about a proposed candidate for appointment. Release	The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons).

<p>of this information prior to Council’s decision is likely to prejudice the privacy of natural persons as releasing this information would disclose the candidate’s consideration for appointment as the external Chair of the Finance, Risk and Assurance Committee.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.</p>	
<p>Appointment of the external Chair of the Finance, Risk and Assurance Committee – Report PE20.321</p>	
<p><i>Reason for passing this resolution in relation to each matter</i></p>	<p><i>Ground(s) under section 48(1) for the passing of this resolution</i></p>
<p>Information contained in this report includes personal and identifying information about a proposed candidate for appointment. Release of this information prior to Council’s decision is likely to prejudice the privacy of natural persons as releasing this information would disclose the candidate’s consideration for appointment as the external Chair of the Finance, Risk and Assurance Committee.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons).</p>
<p>Appointment to the Upper Ruamahanga River Management Advisory Committee – Report PE20.336</p>	
<p><i>Reason for passing this resolution in relation to each matter</i></p>	<p><i>Ground(s) under section 48(1) for the passing of this resolution</i></p>
<p>Information contained in this report includes personal and identifying information about a proposed candidate for appointment. Release of this information prior to Council’s decision is likely to prejudice the privacy of natural persons as releasing this information would disclose their consideration for appointment as a member of the Upper Ruamahanga River Management Advisory Committee.</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons).</p>

<p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.</p>	
<p>Confirmation of the Restricted Public Excluded minutes of the Council meeting 20 August 2020 – Report RPE20.317</p>	
<p><i>Reason for passing this resolution in relation to each matter</i></p>	<p><i>Ground(s) under section 48(1) for the passing of this resolution</i></p>
<p>The information contained in these minutes relates to the current Chief Executive’s full year performance and remuneration review. Release of this information would prejudice the privacy of Greg Campbell, Chief Executive, by disclosing information pertaining to the relationship between the Chief Executive and Council.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override Mr Campbell’s privacy.</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act (to protect the privacy of natural persons).</p>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.

2. Authorises Bob Francis, Deputy Chair, Wairarapa Water Limited, and Robyn Wells, Chief Executive, Wairarapa Water Limited, being permitted to remain at this meeting, after the public has been excluded, because of their knowledge of matters related to the proposed loan to Wairarapa Water Limited. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because it is the subject of the report on the proposed loan to Wairarapa Water Limited.