

**ORDINARY MEETING**

**OF**

**ENVIRONMENT COMMITTEE**

**AGENDA**

Time: 09:15 am  
Date: Thursday, 28 April 2016  
Venue: Committee Room 1  
Ground Floor, Council Offices  
101 Wakefield Street  
Wellington

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**MEMBERSHIP**

Mayor Wade-Brown  
Councillor Ahipene-Mercer  
Councillor Coughlan  
Councillor Eagle  
Councillor Foster  
Councillor Free  
Councillor Lee  
Councillor Lester  
Councillor Marsh  
Councillor Pannett (Chair)  
Councillor Peck  
Councillor Ritchie  
Councillor Sparrow  
Councillor Woolf  
Councillor Young

**Have your say!**

*You can make a short presentation to the Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 803-8334, emailing [public.participation@wcc.govt.nz](mailto:public.participation@wcc.govt.nz) or writing to Democratic Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number and the issue you would like to talk about.*

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## **AREA OF FOCUS**

The Committee will focus on climate change initiatives, enhancing the city's open spaces, protecting biodiversity in plant, bird and animal life, and ensuring there are high quality outdoor areas for residents and visitors to enjoy. The committee is also responsible for waste minimisation, energy efficiency and the three waters (drinking water, stormwater and wastewater).

**Quorum:** 8 members

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## 1 Meeting Conduct

### 1.1 Apologies

The Chairperson invites notice from members of apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

### 1.2 Conflict of Interest Declarations

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

### 1.3 Confirmation of Minutes

The minutes of the meeting held on 17 March 2016 will be put to the Environment Committee for confirmation.

### 1.4 Public Participation

A maximum of 60 minutes is set aside for public participation at the commencement of any meeting of the Council or committee that is open to the public. Under Standing Order 3.23.3 a written, oral or electronic application to address the meeting setting forth the subject, is required to be lodged with the Chief Executive by 12.00 noon of the working day prior to the meeting concerned, and subsequently approved by the Chairperson.

### 1.5 Items not on the Agenda

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

***Matters Requiring Urgent Attention as Determined by Resolution of the Environment Committee.***

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

***Minor Matters relating to the General Business of the Environment Committee.***

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



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## 2. Policy

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### OUTER GREEN BELT MANAGEMENT PLAN REVIEW

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#### Purpose

1. To seek approval to review the management plan for the Outer Green Belt under section 41 of the Reserves Act 1977.

#### Summary

2. The Council is required to have a management plan for reserves it manages and administers under the Reserves Act 1977 (the Act) and keep them under continuous review. The Outer Green Belt Management Plan covers a large number of reserves comprising 2,600 hectares. The revised plan will provide clear guidance for the adequate provision and management of the outer green belt for the next 10 years. Our Capital Spaces and Our Natural Capital will provide the strategic framework for the review.
3. The Plan will be prepared under the process outlined in section 41 of the Act. However, it is proposed that there is no need to notify Council's intention to prepare the plan and to proceed directly to the development of a draft plan for formal consultation in late 2016.
4. The plan will be structured in three sections:
  - Section one containing general policies
  - Section two: containing policies for seven management sectors which will include network plans showing the future configuration and role of each park or reserve.
  - Section three: Rules for use and development.
  - Section four: Implementation priorities.
5. Approval is being sought for the review of the management plan and the process to be followed.

#### Recommendations

That the Environment Committee:

1. Receive the information.
2. Recommend to Council that it approve the review of the Outer Green Belt Management Plan for the reserves outlined in Attachment 1 in accordance with section 41 of the Reserves Act 1977.
3. Note that public notice of Council's intention to prepare the plan is not required (under s41(5A) of the Reserves Act) and will not materially assist with its preparation.

#### Background

6. The Reserves Act (1977) requires all reserves, for which the Council is the administering body, to be covered by an approved management plan. A management plan provides the community with certainty about the function and management of reserves and enables the Council to more efficiently manage them under one plan.

The Act also requires the administering body, in this case the Council to keep the plans under continuous review so they adapt to changing circumstances.

7. The Outer Green Belt comprises a continuous green belt between the south coast and Spicer Forest following the ridges to the west of the city (see attachment 1). The Outer Green Belt is managed under the Outer Green Belt Management Plan 2004 (the Plan).
8. The Outer Green Belt Management Plan (the Plan) was approved in 2004 and is well overdue for a review. In particular:
9. The Outer Green Belt has grown in size since that time and its use has changed and increased. Its future size and configuration also needs to be identified, for instance should Marshall Ridge to the east of Stebbings Valley become OGB.
10. Changing land use of private land adjoining the Outer Green Belt including retirement from farming and some subdivision into lifestyle blocks.
11. The idea of an Outer Green Belt concept (in the 2004 Plan) encompassing both public and private land needs to be reviewed to see if it is an effective means of protecting and managing ecological and landscape values on private land
12. Makara Peak Mountain Bike Park has developed into a major regional facility and attraction that requires a more detailed planning approach with the development of a long term master plan.
13. Spicer Forest is proposed to be developed into an outdoor recreation park closely linked to the series of reserves owned and managed by the Department of Conservation (DoC) and Porirua City Council (PCC) on the hills behind Porirua.
14. There is no “Rules” section consistent with the rules in other modern management plans
15. The ecological section needs to be reviewed and updated to be consistent with Our Natural Capital.
16. Future track network and connectivity needs to be outlined and prioritised consistent with Our Capital Spaces and the revised Open Space Access Plan.

## Discussion

17. Structure of management plan –
18. **Section one: General policies**, including landscape, ecology, recreation, culture and heritage and partnership and community participation.
19. **Section two: Management sectors** This will include background information, and description of each sector. It will include goals and policies specific to each sector.
20. **Section three: Rules for use and development.** This section will outline the rules relating to the provision and management of all development and activities on the outer green belt. These included activities that are allowed, managed and prohibited activities.
21. **Section four: Implementation priorities.** This section will provide a list of implementation actions that have been identified in section 2. Actions will be prioritised and categorised into; new initiative, existing programme or expansion of existing programme.
22. **Identification of key issues:** There are a range of issues that will be addressed during the review.

23. **Outer Green Belt concept-** The current Plan proposed an Outer Green Belt Concept Area (OGB) that included public and private land. Is this concept still required and did it prove effective during the plans current tenure? Its main role was for advocacy and negotiation, and supported other WCC policies that have now been implemented such as the Ridgelines and Hilltops overlay of the District Plan and Our Natural Capital – Wellington Biodiversity Strategy and Action Plan 2015.
24. **Extension of the Outer Green Belt by protection and/or acquisition–**
- The gap in the OGB between Old Coach Road and 944 Ohariu Valley Road including the section of farmland south of OCR (the Hume land).
  - The branch of the OGB along Marshalls Ridge between Stebbings and Middleton Road.
  - Regenerating forest around the Karori Treatment Station. Should this be classified as reserve and covered by the Plan?
  - Parts of the southern landfill not required for future landfill expansion. Management as an ecological buffer.
  - Future management and protection of BCL land at Kaukau.
  - Links to Makara as a possible extension to Makara Peak Mountain Bike Park.
25. **Heritage issues** – Management and interpretation of historic and cultural sites, old stockyards and farming infrastructure, Old Coach Road etc.
26. **Recreation Issues**
- Completion of the Skyline Track/Trail –There is still a gap between Old Coach Road and 944 Ohariu Valley Road. The route passes over private land along the ridgeline. What are the options available to complete the track?
  - Improved east west trail links between the city and Makara and Ohariu Valley. Better loop tracks via OCR to Kaukau.
  - Makara Peak Mountain Bike Park management model and master plan – It is proposed to develop a long term master plan for the park and its role as part of the wider OGB as well as a major mountain bike destination. Possible expansion in size maybe westwards.
  - Te Kopahou – Future track network particularly for mountain biking and links to the coast.
  - Review of paper roads and potential connectivity from the OGB.
27. **Biodiversity Management and Landscape Issues**
- Ecology and biodiversity – Continued restoration of the OGB and the long term objectives for its return to podocarp hardwood forest. Connectivity gaps. Translocation and restoration trials.
  - Identification and restoration of significant ecological areas, streams and water courses on the OGB
  - Working in partnership with Zealandia to build the halo buffer outside the perimeter fence and reintroduce fauna to areas of the OGB.
  - Restoration of areas in commercial pine forests after harvest.
  - Retention of the open tops by continued grazing and vegetation management. This will include the development of a grazing management plan to identify which areas to keep in grazing and which areas to allow to revert. In some areas such as around Te Kopahou, Makara Peak and the back of Otari Wilton's Bush it may be appropriate to facilitate the transition to a shrubland community.
  - Pest animal control. – linked to Halo project. Te Kopahou restoration project. Priorities for ongoing possum, goat and pig control.

- Pest weed control – Barberry and possible biocontrol. Weed management using stock.

**28. Management planning process and timeline**

29. The statutory process for the development of a management plan under the Reserves Act 1977 follows the following process:

- The Council notifies its intention to prepare the plan and distributes a discussion document asking for written suggestions on the proposed plan. Consultation takes 2 months
- Officers prepares a draft management plan based on the feedback
- The Council approves the draft plan for consultation. Consultation on the draft plan takes 2 months
- The Council considers written submissions and if people wish to be heard will hear oral submissions on the draft plan and approves the final plan.

30. The Council can determine that written suggestions on the proposed plan outlined in stage 1 would not materially assist in its preparation and dispense with this stage. It is proposed to do this for the following reasons:

- Our Capital Spaces provides direction with four key outcomes: Getting everyone active and healthy, Protecting our birds, nature, streams and landscapes, Contributing to Wellington's outstanding quality of life, Doing it together. In addition it includes several actions relating to the outer green belt.
- Our Natural Capital provides direction for ecological restoration, habitat protection and connectivity.
- Feedback on recreational tracks and access through consultation on the review of the Open Space Access Plan in mid 2016.

31. **Consultation and engagement** - Early engagement will take place during the development of the draft plan. In particular with the following groups and organisations:

- Treaty partners Port Nicholson Block Settlement Trust and Ngati Toa Rangatira
- Zealandia and their partnership with WCC over pest management and restoration outside the fence on the OGB
- Private land owners including farmers and developers owning land adjacent to the OGB.
- Biking, walking and conservation groups
- Makara Ohariu and Tawa community boards

**Next Actions**

32. The proposed process and timeline are as follows:

<b>Stage/milestones</b>	<b>Approval/responsibility</b>	<b>Timing</b>
Scope of review approved	Environment Committee	April 2016
Prepare draft OGB management plan		March – October 2016
Approve draft OGBMP	Environment Committee	November 2016
Consult on draft OGBMP		February/March 2017
Oral submissions on plans	Environment Committee	April 2017
Approve final plans	Environment Committee	May 2017

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## Attachments

Attachment 1.	Attachment 1 Outer Green Belt Management Plan Land Schedules	Page 13
Attachment 2.	Attachment 2 Outer Green Belt Maps	Page 28

Author	Michael Oates, Open Space and Recreation Planning Manager
Authoriser	Greg Orchard, Chief Operating Officer

## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

Engagement will occur during the development of the draft plan.

### **Treaty of Waitangi considerations**

Mana whenua will be consulted with during the preparation of the draft plan.

### **Financial implications**

No financial implications at this stage. The draft plan will include an implementation plan identifying and projects that require funding through a future Long Term Plan (LTP).

### **Policy and legislative implications**

Consistent with Section 41 of the Reserves Act 1977

### **Risks / legal**

None.

### **Climate Change impact and considerations**

These will be considered during the preparation of the draft plan.

### **Communications Plan**

This will be developed as part of the preparation of the draft plan.

Site Name	Map ref no.	WCC Site number	Legal Description	CT Reference	Land Area (hectares )	Reserve Description	NZ Gazette Reference	District Plan Zoning
Sector One Spicer Forest to Stebbings Valley								
	1.1	1801	Lot 120 DP 48945	No CT	4.8465	Scenic Reserve B	NZ Gazette No.7 28th January 2016	Open Space B
	1.2	1795	Lot 86 DP 73352	52D/362	0.6525	Scenic Reserve	Gaz notice 9561291.2	Open Space B
	1.3		Lot 84 DP 73352	52D/361	0.2841	Scenic Reserve	Gaz notice 9561291.2	Open Space B
	1.4		Lot 1 DP 55650	47D/884	4.6468	Scenic Reserve	Gaz notice 9561291.2	Open Space B
	1.5		Lot 102 DP 57939	No CT	0.0119	Local Purpose (Accessway) Reserve	Vested as reserve on deposit of DP 57939	Open Space B
	1.6		Lot 83 DP 86775	54B/441	0.5404	Scenic Reserve	Gaz notice 9561291.2	Open Space B
	1.7		Lot 85 DP 86775	54B/442	0.0135	Scenic Reserve	Gaz notice 9561291.2	Open Space B
Spicer Forest Lands, Broken Hill, Tawa	1.8	1786	Lot 3 DP 77503	44B/130	20.178	Not a reserve		Open Space B
	1.9	1786	Pt Lot 2 DP 54371	42A/298	36.4205	Not a reserve		Rural
	1.10	1835	Lot 1 DP 51597	20D/1436	3.7008	Scenic Reserve	Gaz notice 9561291.2	Open Space B
944 Ohariu Valley Road	1.11	2471	Lot 12 DP 27582 and Lot 1 DP 83802	50D/770	28.5969	Not a reserve		Rural
	1.12	1781	Lot 26 DP 52654	40A/175	0.78	Scenic Reserve A	Gaz notice 9561291.2	Conservation 5B
	1.13		Lot 1 DP 59929	30A/65	7.379	Scenic Reserve A	Gaz notice 9561291.2	Conservation 5B
	1.14		Lot 21 DP 48577	40A/172	0.1537	Scenic Reserve A	Gaz notice 9561291.2	Conservation 5B

	1.15		Lot 24 DP 48579	40A/174	1.5108	Scenic Reserve A	Gaz notice 9561291.2	Conservation 5B
	1.16		Lot 23 DP 48578	40A/173	0.9443	Recreation Reserve	Vested on Deposit of DP 48578	Conservation 5B
	1.17	3195	Lot 20 DP 399583	408295	6.68	Recreation Reserve		Open Space B
	1.18	2506	Lot 200 DP 314946	58953	0.52	Scenic Reserve	Gaz notice 9561291.2	Open Space B
	1.19	3196	Lot 14 DP435672	533362	4.47	Scenic Reserve	Vested in WCC as Scenic Reserve in Sept 2011	Open Space B
<b>Sector Two</b>								
<b>JohnsonvillePark / Khandallah Park</b>								
	2.1	2071	Lot 1 DP 79071	45D/28	0.221	Scenic Reserve B	Gaz notice 9561291.2 Dated 24/10/2013	Open Space B
	2.2	2498	Lot 32 DP 315633	61414	0.36	Scenic Reserve B	Gazette Notice 9561291.1 & 2	Open Space B
	2.3	2009	Lot 1 DP 73472	No CT	0.4174	Scenic Reserve B	Gaz notice 9561291.2	Open Space B
	2.4	2333	Lot 1 DP 85395	53B/193	0.4448	Scenic Reserve B	Gaz notice 9561291.2	Open Space B
	2.5		Lot 4 DP 87824	53A/829	0.0738	Scenic Reserve B	Gaz notice 9561291.2	Open Space B
	2.6	1260	Lot 15 DP 59445	29D/258	0.0658	Recreation Reserve		Open Space A
	2.7	1260	Lot 3 DP 62410	39C/275	0.0781	Recreation Reserve		Open Space A
	2.8		Lot 1 DP 66655	36C/880	0.3773	Recreation Reserve	Vested as reserve on deposit of plan 66655	Open Space A
	2.9		Lot 13 DP 57705	27B/607	0.195	Recreation Reserve		Open Space A
	2.10	2334	Lot 5 DP 85463	52C/269	0.0057	Recreation Reserve	vested as reserve on deposit of plan 85463	Open Space A

	2.11	2335	Lot 6 DP 85464	52D/859	0.0027	Local Purpose Reserve (Isolation Strip)	Vested as reserve on deposit of plan 85464	Heritage Area
	2.12	2336	Lot 4 DP 85463	52C/268	0.0038	Local Purpose Reserve (Isolation Strip)	Vested as reserve on deposit of plan 85463	Heritage Area
	2.13	2337	Lot 2 DP 85462	52C/270	0.0007	Local Purpose Reserve (Isolation Strip).	Vested as reserve on deposit of plan 85463	Heritage Area
Old Coach Road	2.14		Old Coach Road	Legal road therefore no CT	Area not defined	Unformed Legal Road		Two parts are described as a Heritage Area, one part as Road
	2.15	2527	Lot 2 DP 320360	CT 80654	2.673	Not a reserve		Open space B
	2.16	2527	Lot 3 DP 320360 and Lot 52 DP 382970	CT 331499	16.6	Scenic Reserve	Gazette Notice 9399009.1	Open Space B
	2.17	2029	Lot 3 DP 76192	42D/627	5.213	Scenic Reserve A	Gaz notice 9561291.2 dated 24/10/2013	Open Space B
	2.18	678	Lot 64 DP 43204	22B/685	0.6091	Scenic Reserve B	Vested as reserve on deposit of DP 43204. NZ Gazette notice no. 7 dated 28 Jan 2016	Open Space B
	2.19	Pt 1059	Lot 15 DP 83443	50B/901	6.9973	Scenic Reserve A	Gaz notice 9561291.2 dated 24/10/2013	Open space B
	2.20		Pt Sec 92, 93, 94, 95 and 96, Ohariu District	271/110	27.3163 ha	Scenic Reserve	NZ Gazette 1989/4481	Part Open space B and part conservation
	2.21	Pt 1059	Sec 134, Ohariu District	(192/173 cancelled)	63.781	Scenic Reserve	NZ Gazette 1989/4481	Conservation 5I

	2.22	Pt 1059	Pt Sec 2, Porirua District, Plan A/1093, Pt Lot 1 DP 668, Lot 1 DP 992, Pt Sec 94,95,107 & 128, Ohariu District and Pt Sec 4, Porirua District	(Balance of CT 269/209 cancelled).	52.3301	Scenic Reserve	NZ Gazette 1989/4481	Conservation 5E
	2.23	679	Lot 1 DP 54207	27C/64	0.1167	Recreation Reserve		Open Space B
	2.24		Lot 1 DP 738	(Cancelled CT 88/210)	3.1995	Scenic Reserve	NZ Gazette 1989/4481	Conservation 5F
	2.25	Pt 1059	Lots 2 & 3, DP 668 and Lot 3, DP 992	(Cancelled CT 9B/1230).	3.5359	Scenic Reserve	NZ Gazette 1989/4485	Part Conservation 5F and Part Open Space
	2.26		Lot 11, DP 2930	CT 282/107	1.2672	Scenic Reserve	NZ Gazette 1989/4485	Open Space B
	2.27	1919	Lot 1 DP 67610	No CT	8.883	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Conservation 5F
	2.28		Lot 2 DP 74365	No CT	0.1723	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Conservation
	2.29		Lot 3 DP 74367	No CT	0.0111	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Outer residential
	2.30	1195	Lot 15 DP 59374 and Lot 15 DP 59243	32B/881	0.647	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Open Space B
	2.31	1195	Lot 4 DP 992	9B/1398	3.4348	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Conservation 5G
	2.32		Lot 3 DP 53019	25D/461	0.6049	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Conservation

	2.33		Lot 2 DP 56550	26C/892	0.3795	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Conservation
	2.34		Pt Lot 2 DP 53019	50B/375	0.2526	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Conservation
	2.35		Lot 4 DP 64064	No CT	1.3057	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Conservation 5F
	2.36	231	Lot 5 DP 64064	No CT	0.072	Local Purpose (PublicUtility) Reserve	Vested on deposit of DP 64064	Conservation 5F
	2.37	592	Lots 2 & 3 DP 738	47D/209	12.6464	Scenic Reserve	NZ Gazette 1989/4484	Conservation 5F
	2.38	682	Lot 4 DP 44554	24A/77	0.1235	Recreation Reserve	NZ Gazette 1995/2438	Conservation 5F
	2.39	546	Lot 2 DP 81033, Lot 2 DP 44117, Lot 1 DP 45341 and Lot 1 DP 47965	47C/235	2.2718	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Open Space B
	2.40	1442	Lot 19 DP 48476	21A/667	0.0794	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Open Space B
	2.41		Lot 89 DP 63803	32C/302	17.4393	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Conservation
	2.42		Lot 1 DP 75246	49D/346	1.0766	Scenic Reserve A	Gaz notice 9561291.2 24/10/2013	Open Space B
	2.43	2309	Lot 7 DP 61447	30C/393	0.1242	Local Purpose (Utility) Reserve		Outer Residential
Khandallah Park Pool & play area	2.44	1399	Pt Sec 2 Porirua District		0.115	Recreation Reserve	NZ Gazette Notice 1989 page 4481	Open Space B
	2.45	1260	Lot 69 DP 474673	670972	0.783	Scenic Reserve		Open Space B

Sector Three Kilmister								
Kaukau, Awarua Street, Vasanta Ave, Ngaio	3.1	1370	Lot 41 DP 81645	48B/64	13.9429	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Conservation 5D
	3.2		Lot 48 DP 57018	26D/454	0.1169	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
	3.3	1187	Pt Sec 9 Kaiwharawhara District	20D/1109	8.6527	Scenic Reserve B	Gaz notice 9399009.1 Dated 9th May 2013	Conservation 5D and Part Open Space B
	3.4	1901	Lot 1 DP 33410	12A/416	0.9102	Scenic Reserve B	NZ Gazette Notice No. 7 dated 28 Jan 2016	Open Space B
	3.5	1740	Pt Sec 128 Ohariu District	47C/982	91.6423	Scenic Reserve B	Gaz notice 9399009.1 Dated 9th May 2013	Part Conservation 5D and Part Open Space B
	3.6	2187	Lot 1 DP 62343	31C/990	14.6701	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
	3.7		Lot 49 DP 29097	5C/1477	0.3728	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
	3.8		Pt Sec 9 Kaiwarra District	21A/511	2.1326	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
	3.9	473	Pt Sec 109	20D/1107	42.148	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
	3.10	487	Pt Sec 7 Kaiwharawhara District and Part closed Street	13B/954	0.2147	Recreation Reserve	G.N. B.040423.1, 1989	Open Space A

	3.11		Lots 1 & 2 DP 17482, Lot 26 DP 21990, and Section 42 Kaiwharawhara District	24C/599		Scenic Reserve	G.N. B.040427.1	Conservation 5C
	3.12	2306	Lot 2 DP 81286	47C/980	12.5003	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
	3.13	2342	Secs 54,56, Pts Sec 52 & 58 Makara District shown as part of the land on Plan A3196 & Lot 1 DP 5398	287/283	194.5147	Scenic Reserve	Gaz notice 9399009.7 Dated 9th May 2013	Part Open space B and part rural
	3.14		Pt Sec 57 Makara District	22B/793	18.1284	Scenic Reserve B	Gaz notice 9399009.7 Dated 9th May 2013	Open Space B
	3.15	3548	Lot 47 DP 435196	531993	3.67	Recreation Reserve		Open space B
	3.16	2342	Pt Sec 11 Kaiwharawhara District (part application plan 336)	22B/443	28.0585	Scenic Reserve B	Gaz notice 9399009.7 Dated 9th May 2013	Open Space B
	3.17		Pt A2 Otari Block	94/29	13.4823	Scenic reserve B	Gaz notice pendig March 2016	Open Space B
	3.18		Pt A3 Otari Block	115/275	11.9091	Scenic Reserve B	Gaz notice 9399009.7 Dated 9th May 2013	Conservation 5G
	3.19	190	A4 Otari Block	19C/1301	8.6122	Scenic Reserve	NZ Gazette notice No.7 dated 28 Jan 2016	Conservation 5G

Ex-Transpower Land adjoining Otari and Wilton Substation "Otari Conservation Area" DOC owned , WCC control and manage.	3. 20		Pt Otari A2 & A3, Pt Lots VI & VII Kaiwharawhara District, Pt Sec 1 SO35925	No CT	17.8447	Recreation Reserve	NZ Gazette B 800393.2	Part Open Space B and Part Conservation 5G
Ex-Transpower Land adjoining Otari and Wilton Substation "Otari Conservation Area" DOC owned , WCC control and manage.	3.21		Pt Lot VIII Kaiwharawhara District, Shown as area "B" on SO 38359		4.2596	Scenic Reserve B	NZ Gazette B 800393.2	Conservation
	3.22	3135	Otari A7	353484	8.95	Scenic Reserve	NZ Gaz notice 9561291.2 24/10/2013	Conservation
	3.23		Sec 1 SO 380170 (Otari 6)	353480	3.64	Scenic Reserve	NZ Gaz notice 9561291.2 24/10/2013	Conservation
	3.24		Sec 2 SO 380170	353479	7.415	Scenic Reserve	NZ Gaz notice 9561291.2 24/10/2013	Conservation
	3.25		Sec 3 SO 380170	353481	20.897	Scenic Reserve	NZ Gaz notice 9561291.2 24/10/2013	Conservation
<b>Sector Four Johnston's Hill to</b>								
	4.1		Pt Sec 57 Karori District or (PTA /128)	353483	20.83	Scenic Reserve	NZ Gaz notice 9561291.2 24/10/2013	Rural
	4.2		Sec 4 SO 380170	353482	3.301	Scenic Reserve	NZ Gaz notice 9561291.2 24/10/2013	Rural
	4.3	472	Pt Lot 1 DP 12348	488/4	26.9134	Scenic Reserve	NZ Gazette 1989/4485	Open Space B

	4.4		Lot 10 DP 35300	18A/857	0.0045	Scenic Reserve B	NZ Gazette Notice No.7 dated 28 Jan 2016	Open Space B
	4.5		Lot 1 DP 18143	No CT	4.6127	Scenic Reserve	NZ Gazette 1989/4485	Open Space B
	4.6		Sec 61 Karori District	No CT	1.3517	Scenic Reserve	NZ Gazette 1989/4485	Open Space B
	4.7		Lot 1 DP 14695	No CT	0.6416	Scenic Reserve	NZ Gazette 1989/4485	Open Space B
	4.8		Pt Sec 37 Karori	20B/1256	0.2818	Scenic reserve B	Gaz notice 9399009.7 Dated 9th May 2013	Open Space B
	4.9	1983,1985,	Lot 4 DP 66392	40D/665	0.3324	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
	4.10		Lot 1 DP 71465	40D/666	4.256	Scenic Reserve	Gaz notice 9561291.2 24/10/2013	Open Space B
	4.11		Lot 9 DP 71940	39B/165	0.1706	Local Purpose (Reservoir) Reserve	Vested on deposit of Plan 71940	Open Space B
	4.12	1285	Lot 3 DP 67708	43C/551	0.0115	Local Purpose (Reservoir Access) Reserve		Outer Residential
	4.13	1285 & 2000	Lot 1 DP 67709	43C/552	7.3672	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
	4.14		Lot 42 DP 67707	43C/553	0.1882	Local Purpose (Reservoir) Reserve		Open Space B
	4.15	552 & 553	Lot 76 DP 9628	416/51	0.9611	Scenic Reserve B	NZ Gazette Notice No.7 dated 28 Jun 2016	Open Space B
	4.16		Lot 204 DP 49090	35B/303	0.0232	Local Purpose reserve (Park access)	NZ Gazette Notice 9399009.1 9th May 2013	Outer residential

	4.17		Lot 3 DP 68825	No CT	0.0705	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
Part Karori Park (sportsfield part within SRMP)	4.18		Pt Sec 41 Karori District	153/281	11.0474	Recreation Reserve	NZ Gazette 1989/4479	Part Open Space B & Part Open Space A
Part Karori Park (sportsfield part within SRMP)	4.19		Pt Sec 41 Karori District	153/97	11.0492	Recreation Reserve	NZ Gazette 1982/4482	Part Open Space B & Part Open Space A
	4.20	552	Lot 3 DP 53185	23A/348	0.8993	Scenic Reserve	Gaz notice 9561291.2 24/10/2013	Open Space B
	4.21	1955	Section 3 SO 387497		1.3	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
	4.22	3126	Section 1 SO Plan 387497		5.5	Scenic reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
<b>Sector Five Makara Peak Mountain Bike Park</b>								
	5.1	2464	Pt Sec 41 Karori District	D1/1318	0.076	Scenic Reserve B	Gaz notice 9561291.2 24/10/2013	Open Space B
	5.2	101	Pt Sec 42 Karori District and being also Pt Lot 1 Plan A/2142	942/12	1.4292	Local Purpose (Water Reservoir) Reserve	NZ Gazette Notice 9399009.1 dated 9th May 2013	Open Space B
	5.3	1205	Lots 1 & 2 DP 49848	28B/896	4.3123	Scenic Reserve B	Gaz notice 9561291.1 24/10/2013	Open Space B
	5.4	2074	Lot 1 DP 48353	20B/198	2.0477	Scenic Reserve B	NZ Gazette Notice 9399009.1 9th May 2013	Open Space B

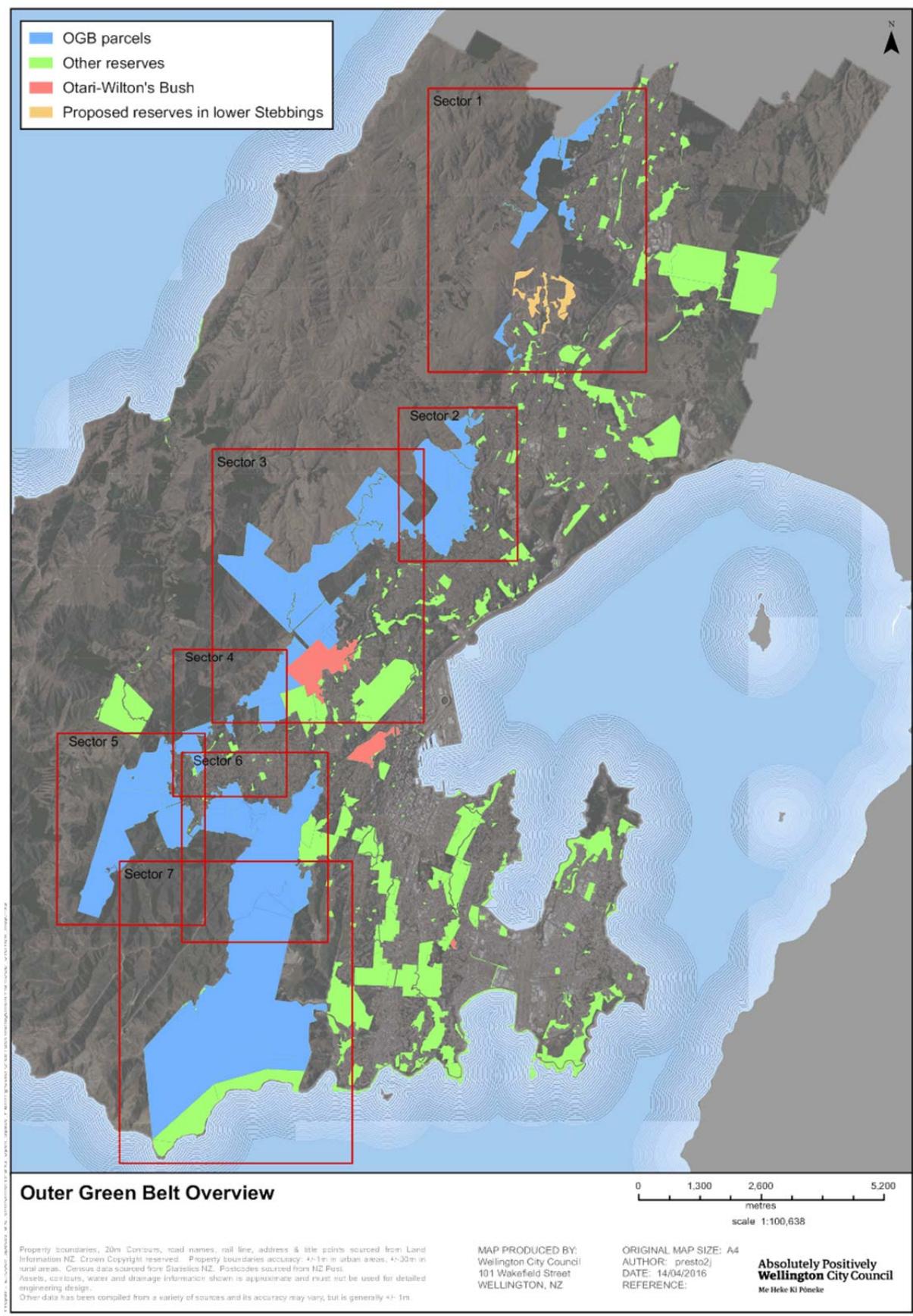
	5.5	2003	Lot 6 DP 68315	41D/286	0.2905	Scenic Reserve B	NZ Gazette Notice 9561291.2 dated 24/10/2013	Open Space B
	5.6		Lot 5 DP 68315	41D/285	26.776	Scenic Reserve B	NZ Gazette Notice 9561291.2 dated 24/10/2013	Open Space B
	5.7	2073	Pt Lot 2 Plan A/2142 and Pt Lot 2 Plan A/2539 and Pt Sec 85 Karori District	49C/580	11.5491	Scenic Reserve B	NZ Gazette 9399009.1 dated 9th May 2013	Open Space B
	5.8		Lot 12 DP 82980	49C/578	4.8487	Scenic Reserve	NZ Gazette 9399009.1 dated 9th May 2013	Open Space B
	5.9	2073	Lot 2 DP 386195	344982	0.26	Scenic Reserve	NZ Gazette Notice 9561291.2	Open Space B
	5.10	2073	Pt Sec 49 Makara District	49C/579	12.3213	Scenic Reserve B	NZ Gazette 9399009.1 dated 9th May 2013	Open Space B
	5.11	1351	Lot 3 DP 43187	39A/511	0.0811	Scenic Reserve B	NZ Gazette Notice No.7 dated 28 Jan 2016	Open Space A
	5.12	2076	Pt Sec 47 & 48 Makara District and Pt Sec 53 Karori District	31A/318	109.7403	Scenic Reserve B	NZ Gazette Notice 9399009.1 dated 9 May 2013	Open Space B
	5.13	2514	Lot 1 DP 16122 and Pt Sec 43 Karori District	648/13	9.58	Scenic Reserve B	NZ Gazette Notice 9399009.1.	Open Space B
Western Sewage treatment plant	5.14		Sec 1 SO 37211			Not a Reserve (Buffer area)		Rural
	5.15	1320	Section 1 SO 448758		0.3347	Recreation Reserve	NZ Gazette dated 20th Nov 2014	Open Space B
	5.16	1320	Pt Sec 43 Karori District	46B/836	5.6059	Scenic Reserve B	NZ Gazette Notice 9399009.1 Dated 9 May 2013	Open Space B

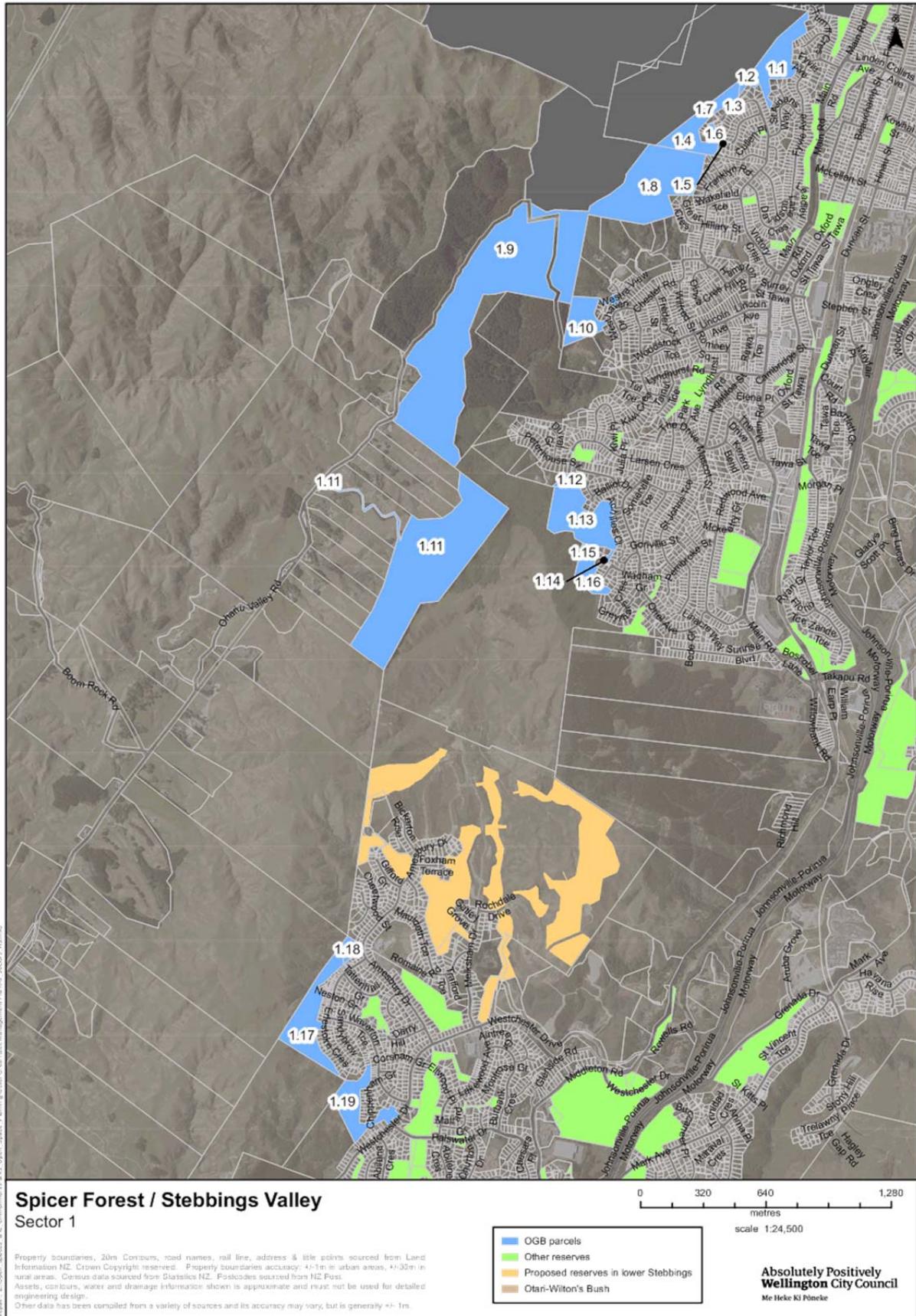
	5.17	1322	Lot 4 DP 51083	20C/396	0.29	Scenic Reserve B	NZ Gazette Notice 9561291.2 dated 24/10/2013	Open Space B
	5.18		Lot 3 DP 51083	20C/395	0.548	Scenic Reserve B	NZ Gazette Notice 9561291.2 dated 24/10/2013	Open Space B
	5.19		Pt Sec 45, Karori District	602471	45 (approximately)	Scenic Reserve B	NZ Gazette Notice 9399009.1 Dated 9 May 2013	Open Space B
<b>Sector Six Wrights Hill to Zealandia</b>								
	6.1		Lot 1 DP 51083	20C/394	1.7318	Scenic Reserve B	NZ Gazette Notice 9561291.2 dated 24/10/2013	Open Space B
	6.2		Pt 46 and 55, Karori District	602471	31 (approximately)	Scenic Reserve B	NZ Gazette Notice 9399009.1 Dated 9 May 2013	Open Space B
	6.3		Pt Sec 46 and 55, Karori District	46B/835	16.9318	Scenic Reserve B	NZ Gazette Notice 9399009.1	Open Space B
	6.4	2228	Lot 9 DP 82773	49C/99	1.0446	Scenic Reserve B	NZ Gazette Notice 9561291.2 dated 24/10/2013	Open Space B
	6.5	2039	Lot 115 DP 71537	No CT	0.2195	Scenic Reserve B	NZ Gazette Notice 9561291.2 dated 24/10/2013	Open Space B
	6.6	2039	Lot 116 DP 71537	No CT	0.0307	Scenic Reserve B	NZ Gazette Notice 9561291.2 dated 24/10/2013	Outer residential
	6.7		Lot 2 DP 77321	43D/169	1.2433	Scenic Reserve B	NZ Gazette Notice 9561291.2 dated 24/10/2013	Open Space B
	6.8		Lot 3 DP 77321	43D/170	1.374	Scenic Reserve B	NZ Gazette Notice 9561291.2 dated 24/10/2013	Open Space B
	6.9		Lot 98 DP 77320	533280	0.02	Recreation Reserve	NZ Gazette Notice 8565752.1	Open space B

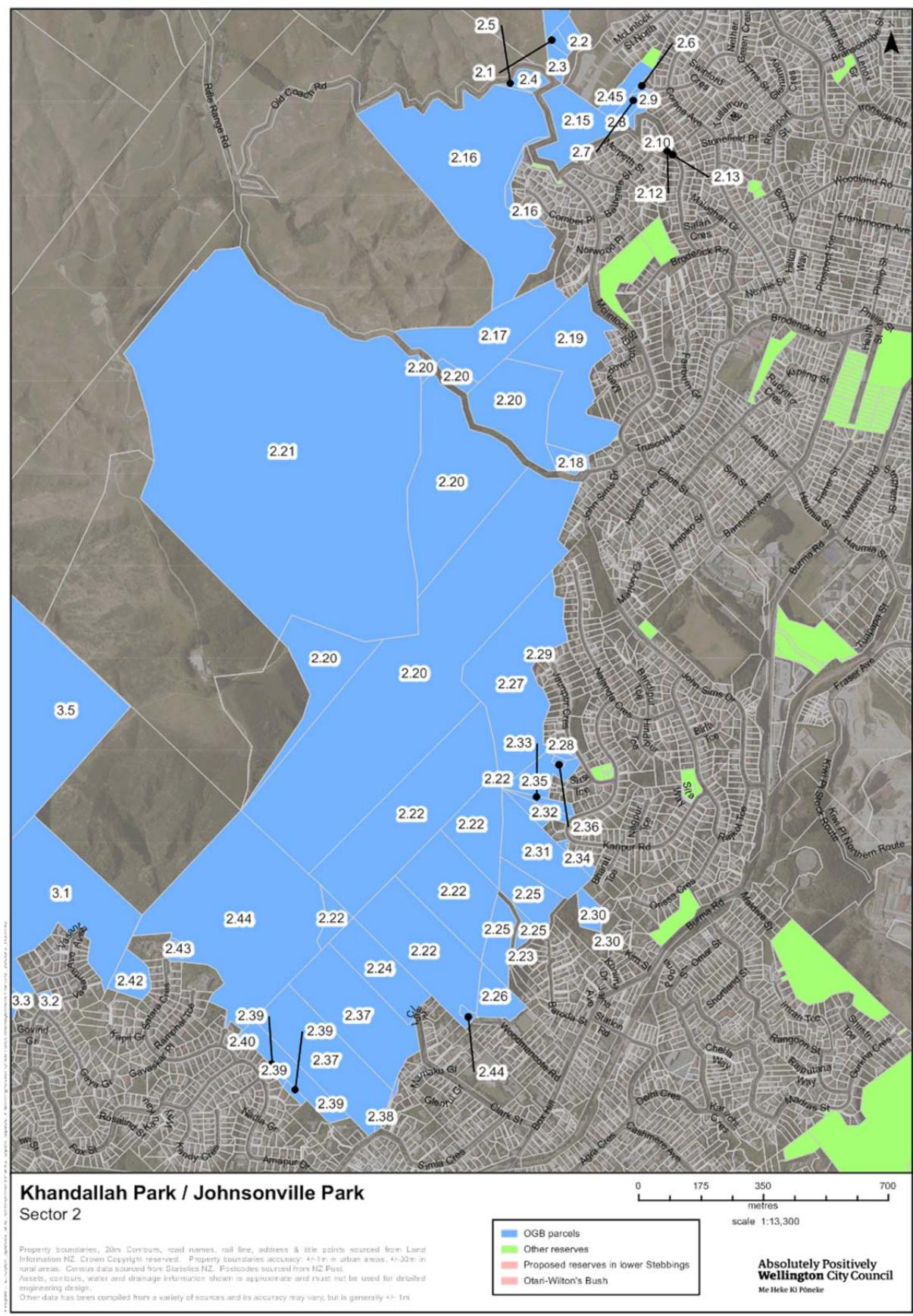
	6.10	1036	Lots 1 & 2 DP 10126	426/243	8.4343	Scenic Reserve B	NZ Gazette Notice 9561291.2 dated 24/10/2013	Open Space B
	6.11		Lot 2 DP 67004	36C/77	0.0024	Scenic Reserve B	NZ Gazette Notice 9561291.1 dated 24/10/2013	Outer residential
	6.12	1401	Sec 18 Upper Kaiwharawhara District, S.O. Plan 34500	No CT	0.0426	Scenic Reserve B	NZ Gazette Notice No.7 dated 28 Jan 2016	Open Space B
	6.13	1404	Sec 16 Upper Kaiwharawhara District, S.O. Plan 34500	No CT	28.359	Scenic Reserve B	NZ Gazette Notice No.7 dated 28 Jan 2016	Open Space B
	6.14	1404	Sec 17 Upper Kaiwharawhara District, S.O. Plan 34500	No CT	8.2866	Scenic Reserve B	NZ Gazette Notice No.7 dated 28 Jan 2016	Open Space B
	6.15	1402	Secs 13 & 14 Upper Kaiwharawhara District	41A/292	3.3705	Scenic Reserve B	NZ Gazette Notice No.7 dated 28 Jan 2016	Conservation W3
Wrights Hill Recreation Resevre (Land administered by DOC)	6.16		Sec 15 Upper Kaiwharawhara District, S.O. Plan 31460		3.6815	Recreation Reserve (Administered by DOC)		Open Space B
	6.17	2482	Pt Sbdn 2 Sec 2 Upper Kaiwharawhara District	5B/488	3.43	Scenic Reserve B	NZ Gazette 9561291.1. dated 24/10/13	Open Space B
	6.18	1392	Pt Sec 2 Upper Kaiwharawhara District	646526	0.584	Scenic Reserve B	NZ Gazette 9561291.1. dated 24/10/13	Open Space A
Wright's Hill Road Conservation Area	6.19		Pt 2 DP 1440	SO 31461	0.3219	Not Reserve	Crown land	Open Space B
Wright's Hill Road Conservation Area			Pt 5 DP 1440	SO 31461	0.2017	Not Reserve	Crown land	Open Space B

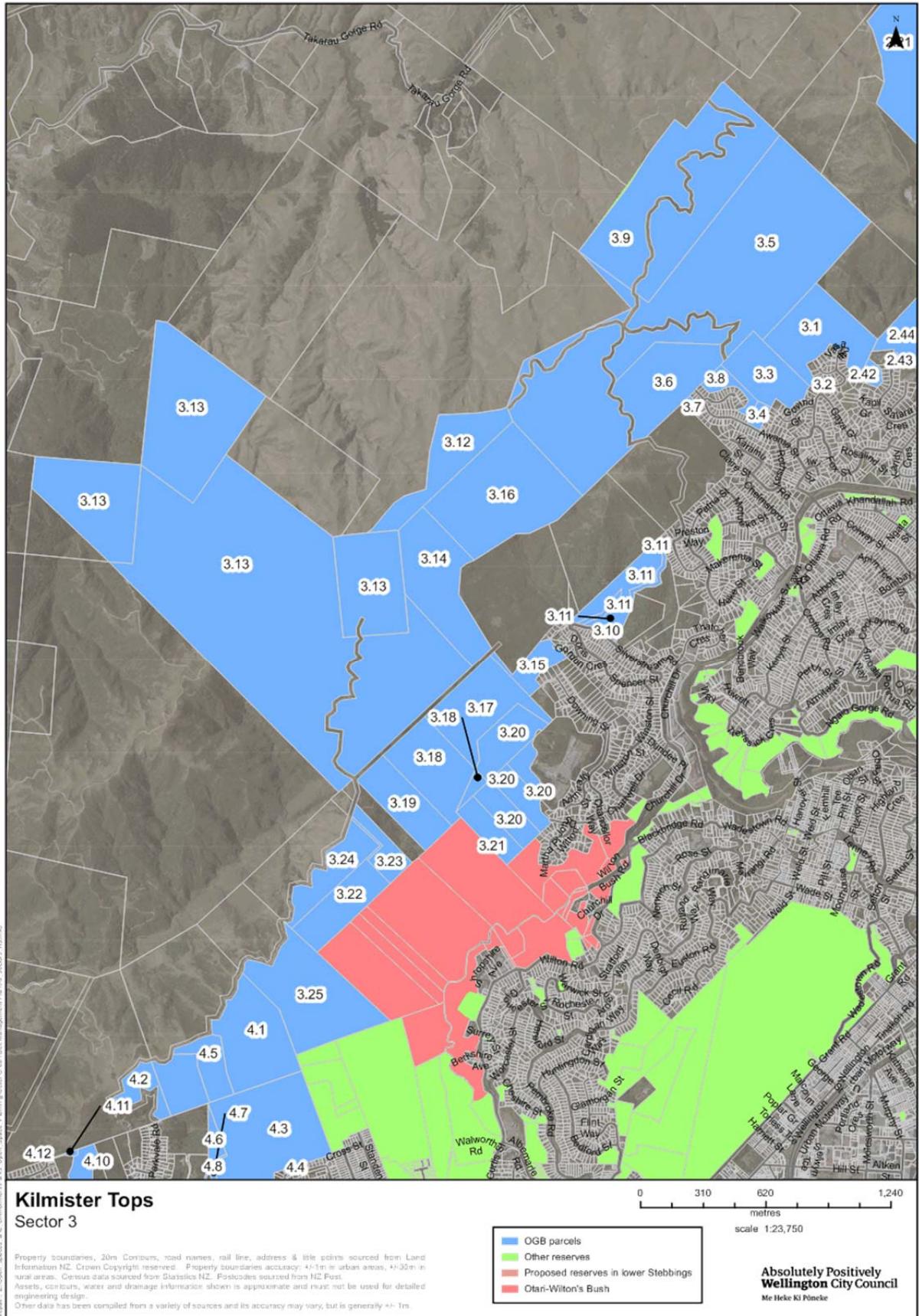
Wright's Hill Road Conservation Area			Pt 6 DP1440	SO 31461	0.2504	Not Reserve	Crown land	Open Space B
Wright's Hill Road Conservation Area			Pt Sec 55 Karori District	SO 31461	0.2584	Not Reserve	Crown land	Open Space B
Wright's Hill Road Conservation Area			Pt lot 6 DP 1440	SO 31461	0.3196	Not Reserve	Crown Land	Open Space B
Wright's Hill Road Conservation Area			Pt lot 5 DP 1440	SO 31461	0.107	Not Reserve	Crown land	Open Space B
Wright's Hill Road Conservation Area			Pt Sec 9 Upper Kaiwharawhar District	SO 31461	0.4713	Not Reserve	Crown Land	Open Space B
Zealandia	6.20	2149	Lot 1 DP 313319	52413	245.8			Conservation 3B, W3 and W6,
Zealandia	6.21		Lot 3 DP 313319	52415	0.3889			Conservation 3B, W3 and W6,
Zealandia	6.22		Lot 4 DP 313319	52416	0.6748			Conservation 3B, W3 and W6,
Zealandia	6.23		Lot 5 DP 313319	52417	0.5069			Conservation 3B, W3 and W6,
Zealandia	6.24		Lot 6 DP 313319	52418	0.1381			Conservation 3B, W3 and W6,
Zealandia	6.25		Lot 8 DP 311119	52420	0.0631			Conservation 3B, W3 and W6,
Birdwood Reserve	6.26		Pt Sec 34 Karori District	22D/469 Pt cancelled	0.9111	Scenic Reserve B	NZ Gazette 9561291.1. dated 24/10/13	Conservation
	6.27		Pt Sec 32 Karori District	22D/469 Pt cancelled	2.82	Scenic Reserve B	NZ Gazette 9561291.1. dated 24/10/13	Conservation
	6.28		Pt Lot 66 DP 1871	22D/469 Pt cancelled	0.514	Scenic Reserve B	NZ Gazette 9561291.1. dated 24/10/13	Conservation
	6.29		Pt Lot 65 DP 1871	22D/469 Pt cancelled	0.209	Scenic Reserve B	NZ Gazette 9561291.1. dated 24/10/13	Conservation

	6.30		Pt Sec 32 Karori District	22D/469 Pt cancelled	0.1484	Scenic Reserve B	NZ Gazette 9561291.1. dated 24/10/13	Conservation
	6.31		Sec 2 SO 30039	22D/469 Pt cancelled	0.6262	Scenic Reserve B	NZ Gazette 9561291.3. dated 24/10/13	Conservation
Carey's Gully Reserve	6.32		Lot 197, DP 86200	53D/837	25.4755	Scenic Reserve B	NZ Gazette 9561291.1. dated 24/10/13	Open Space B
	6.33		Lot 2 DP 83822	50D/883	10.455	Scenic Reserve B	NZ Gazette 9561291.1. dated 24/10/13	Open Space B
<b>Sector Seven Te Kopahou</b>								
Southern Landfill and Gullies	7.1, 7.2, and 7.3	1081	Pt Sec 4, 5, and 6 Upper Kaiwharawhara District and Pt Sec 17 Owhiro District	20C/479	37.3846	Not a reserve		Open Space B
Te Kopahou	7.4	3615	Lot 1 DP 29398	21D/612 Pt	859.55	Not a reserve		Open Space B
	7.5		Lots 1 DP 29742	21D/612 Pt	1.754	Not a reserve		Open Space B
Rear section of Owhiro Bay Quarry	7.6		Lot 1 DP 61218	39D/222	71.6	Scenic Reserve B	NZ Gazette Notice 20th Nov 2014	Conservation
					2490.946			

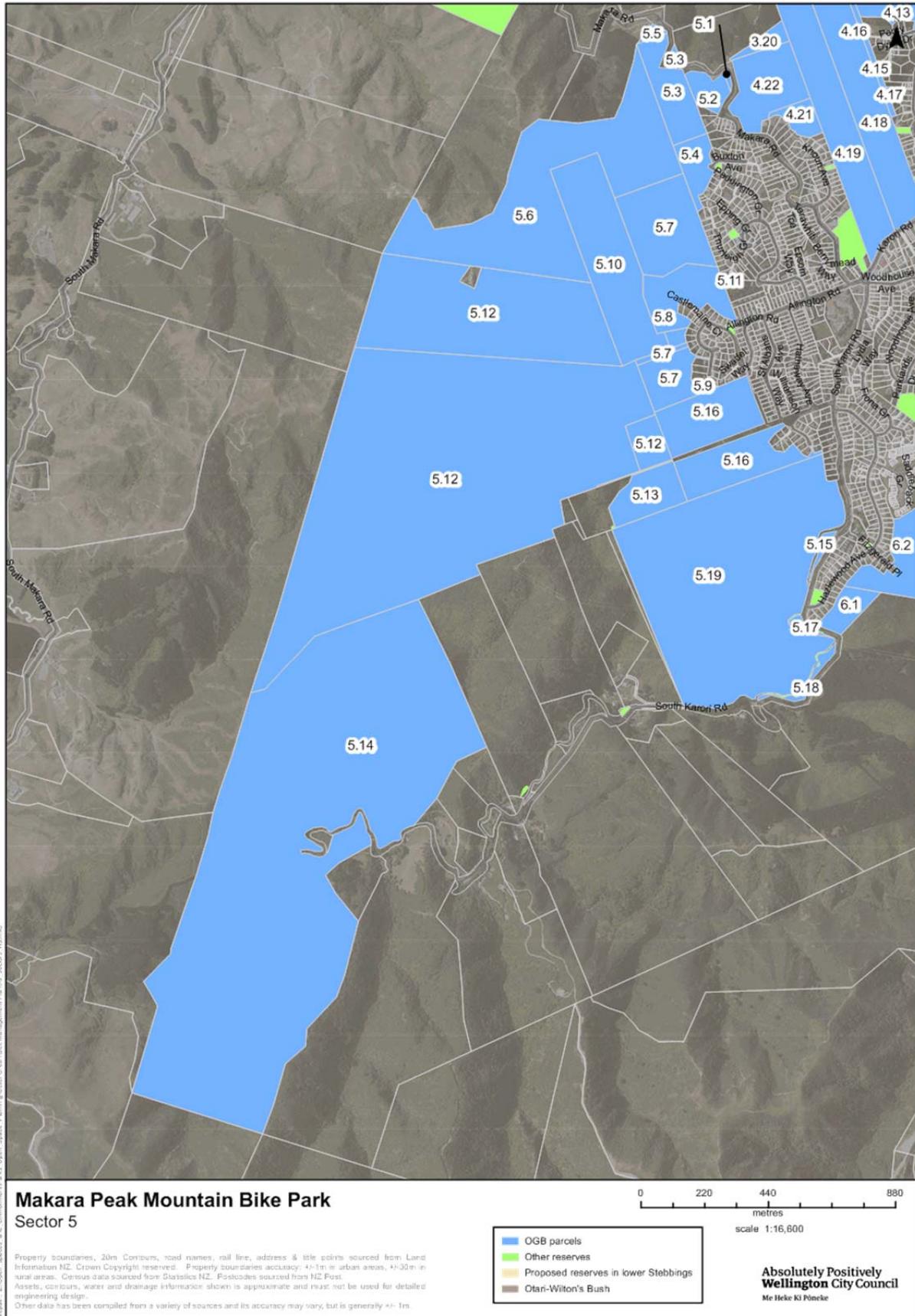


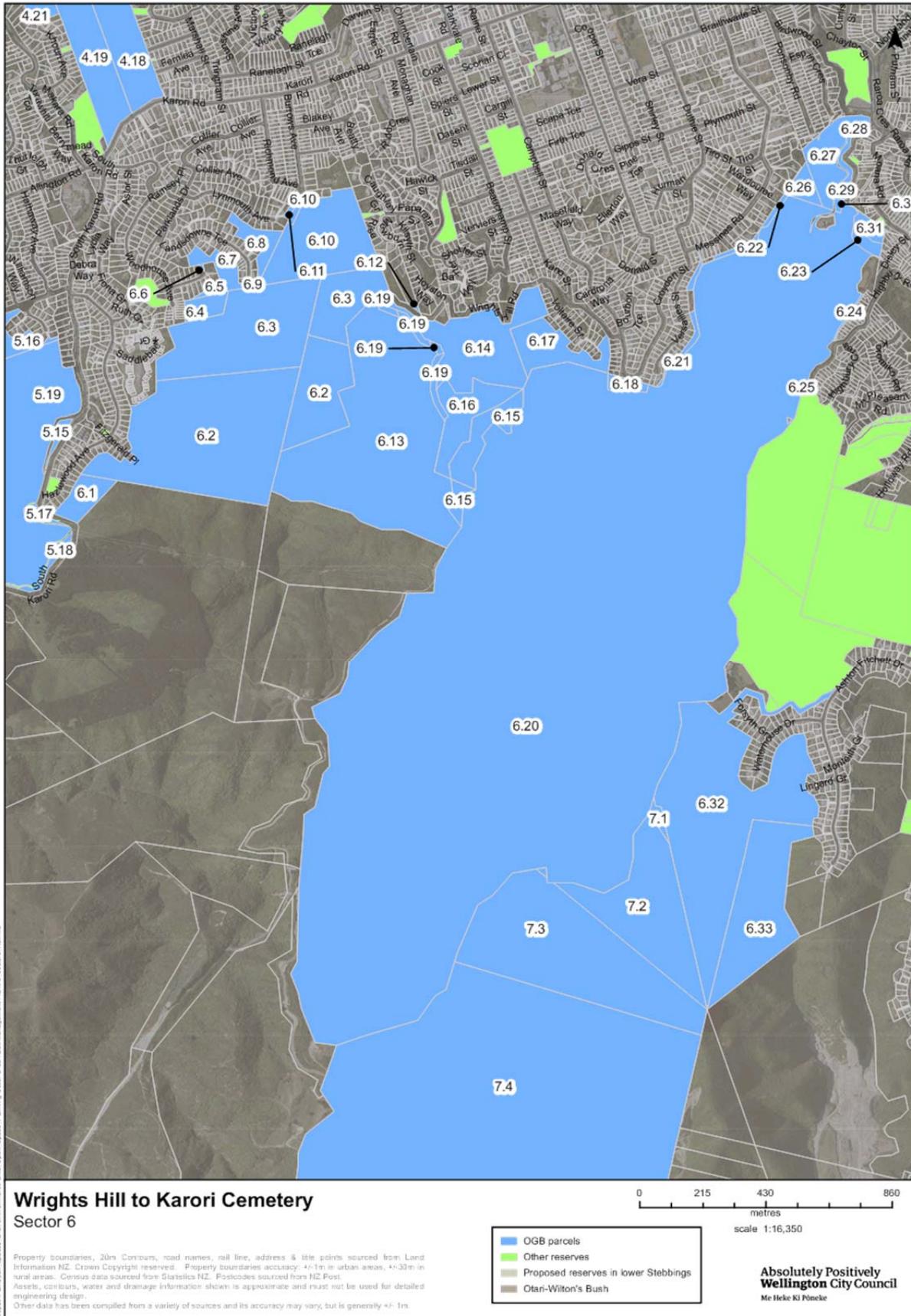
















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## TRADE WASTE BYLAW 2004 – REVIEW 2015-16

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### Purpose

1. To present the results of public consultation, and request the Committee to recommend that the Council adopt the amended Trade Waste Bylaw 2004.

### Recommendations

That the Environment Committee:

1. Note that the Trade Waste Bylaw 2004 (the Trade Waste Bylaw or Bylaw) has been reviewed to meet the Local Government Act 2002 requirement to review bylaws every 10 years.
2. Note public consultation was undertaken on a proposed revised Trade Waste Bylaw 2004 by way of a statement of proposal approved by the Committee on 26 November 2015.
3. Note public consultation submissions and officer responses presented to the Committee in a summary of submissions (paragraph 12).
4. Agree to amendments (additional to the amendments in the statement of proposal) of the proposed Trade Waste Bylaw.
5. Agree to recommend that the Council adopt the amended Trade Waste Bylaw (Attachment 1).
6. Agree to delegate to the Chair of the Committee and the Chief Executive authority to amend Trade Waste Bylaw 2004 to include any additional amendments agreed to by the Committee and any associated minor consequential edits.

### Background

2. The Local Government Act Amendment Act 2006 introduced requirements into the LGA for local authorities to review bylaws at least every 10 years, including provisions setting out any bylaw not reviewed is automatically repealed. The Trade Waste Bylaw must be reviewed by 30 June 2016 in order to remain in force.
3. On 26 November 2015 the Committee considered and agreed the review of Trade Waste Bylaw 2004 (the Trade Waste Bylaw or Bylaw) as described in the statement of proposal.
4. Officers reviewed the Trade Waste Bylaw and found that, subject to proposed amendments addressed in the statement of proposal, it remains an appropriate method and the most appropriate form of bylaw to address the issues associated with managing the impact of trade waste discharges:
  - Managing the impacts of trade waste discharges on the Council's wastewater and stormwater systems
  - Protecting people working on the wastewater system, and
  - Protecting the environment.
5. In the statement of proposal, officers identified several areas in the operation of the Trade Waste Bylaw that could be improved and proposed amendments. These include:

- Better reflecting industry best practice (the Standards NZ Model Bylaw)
  - Promoting greater consistency across councils in the Wellington metropolitan area
  - Taking a risk management approach to assessing trade waste discharges
  - Providing flexibility for industries to comply with the Bylaw
  - Fostering continuous improvement of trade waste dischargers to reduce contaminant loading; and
  - Better reflecting the requirements of the wastewater and stormwater systems.
6. In its 26 November 2015 meeting the Committee agreed to consult on the proposed Trade Waste Bylaw.

## Discussion

7. Public consultation on the statement of proposal was open from Friday 30 November 2015 to Friday 26 February 2016.
8. The statement of proposal was mailed to all trade waste license holders. Public notices of the bylaw review appeared in print media and via the Council's social media channels. Copies of the proposed Bylaw were available online at [wellington.govt.nz](http://wellington.govt.nz); in the Service Centre; at all libraries, and via the Contact Centre.
9. Officers met with representatives of local iwi to discuss the statement of proposal. They support the management of trade waste as part of an integrated approach to achieving water quality outcomes.
10. Officers presented the statement of proposal to the Environmental Reference Group.
11. Two submissions were received; one from a group - The Oil Companies - and one from Regional Public Health. Neither of these submitters wanted to be heard in support of their submissions.
12. Both submissions supported the overall approach of the proposed Trade Waste Bylaw.
13. BP Oil NZ Ltd, part of The Oil Companies, was the only current trade waste license holder to make a submission.
14. A summary of submissions has been prepared noting submission comments and officer responses below:

Submission	Officers response
Oil Companies Submission notes that there is an error in S2.3(b) as "fuel" is referred to twice. In addition to this being a typographical error the submitter notes that the second reference to fuel doesn't recognise that a level of fuel contamination is provided for in Schedule 1.	Remove second reference to "fuel" in S2.3(b) – note that this clause will be amended to a numbering of S2.4(b)
The Oil Companies request an amendment to S2.3 (b) to make it clear that the clause applies unless the discharge can meet the limits set in Schedule 1	Amend S2.3(b) to read: Except as allowed for in Schedule 1, liquid, solid or gas which could be flammable or explosive in the wastes, for example including oil, fuel, solvents (except as allowed for in Schedule 1), fuels, calcium carbide and any other material which is

	<p>capable of giving rise to fire or explosion hazards either spontaneously or in combination with wastewater. (note that this clause will be amended to a numbering of S2.4(b))</p>																
<p>Regional Public Health (RPH) requests that a prohibited grade be attributed to cytotoxic waste because although NZS 304:2002 management of Healthcare Waste currently states that cytotoxic waste can be discharged to a sewer with the local authority's permission, this is no longer considered appropriate.</p>	<p>Accept this submission as as while we are not aware of any issues associated with the discharge of cytotoxic waste to the wastewater network, in terms of impacts on treatment plants, this approach is considered to be industry best practice and applies a risk based approach.</p> <p>We have been advised by Wellington Hospital that cytotoxic waste is disposed of via incineration.</p> <p>Amend S2.3 (note will be amended to S2.4) to insert the following clause:</p> <p>(j) Any waste containing or contaminated by cytotoxic compounds.</p>																
<p>RPH requests that controls be placed on the disposal of liquid antibiotics and supports the advice of the Pharmacy Guild of NZ that the amount of liquid pharmaceutical waste discharged monthly will not exceed the following volumes and concentrations of active ingredients:</p> <table border="1" data-bbox="228 1285 815 1462"> <thead> <tr> <th>Volume Limit</th> <th>Active Concentration</th> </tr> </thead> <tbody> <tr> <td>10 Litres</td> <td>125mg/5ml</td> </tr> <tr> <td>5 Litres</td> <td>250mg/5ml</td> </tr> <tr> <td>3 Litres</td> <td>Above 250mg/5ml</td> </tr> </tbody> </table> <p>Any discharge above these limits should be a controlled trade waste discharge and require a consent</p>	Volume Limit	Active Concentration	10 Litres	125mg/5ml	5 Litres	250mg/5ml	3 Litres	Above 250mg/5ml	<p>Accept this submission as while we are not aware of any issues associated with discharges from pharmacies to the wastewater network, in terms of impacts on treatment plants, this approach is considered to be industry best practice and applies a risk based approach.</p> <p>Insert a new clause that reads:</p> <p>S1.2.9 Liquid Waste from Pharmacies These are generally products returned by customers in accordance with the Health and Disability Services Standards – Pharmacy Services Standard NZS 8134.7:2010.</p> <p>Limits (except where they contain cytotoxic compounds or materials, which are prohibited, refer S2.4(j))</p> <table border="1" data-bbox="858 1727 1374 1861"> <thead> <tr> <th>Volume Limit</th> <th>Active Concentration</th> </tr> </thead> <tbody> <tr> <td>10 Litres</td> <td>125mg / 5 ml</td> </tr> <tr> <td>5 Litres</td> <td>250mg / 5 ml</td> </tr> <tr> <td>3 Litres</td> <td>Above 250mg / 5ml</td> </tr> </tbody> </table>	Volume Limit	Active Concentration	10 Litres	125mg / 5 ml	5 Litres	250mg / 5 ml	3 Litres	Above 250mg / 5ml
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<b>Minor changes to the draft Trade Waste bylaw</b>	<b>Amendment</b>
Clause 3.2.3 and 3.2.4	Wrong numbering of clauses - should be 3.2.2 and 3.2.3
No gap between clauses 3.7.2 and 3.8	Insert space between clauses 3.7.2 and 3.8
Clause 3.9 refers to clauses 2.1.2, 3.9, 3.10 and 6.1	The reference to clause 3.9 is incorrect – the correct clauses that should be referred to are 2.1.2, 3.10, 3.11 and 6.1.
3.11.2 refers to the provisions of 3.10.1	Amend to refer to clause 3.11.1 in opening sentence to clause 3.11.2
3.11.3 refers to clause 3.11.2 in opening sentence	Amend clause 3.11.3 to refer to 3.11.1 or 3.11.2 to capture also suspension or cancellation in addition to summary cancellation
Clause 6.2.2 – heading reads “trade waste <u>sischarge</u> consents”	Correct spelling mistake so heading reads “trade waste discharge consents”
Clause 6.7 includes underlining in places	Remove underlining from clause 6.7
Schedule 1 – numbering under S1.1 is S1.1.3-1.1.6	Amend numbering to S1.1.1 to S1.1.4
Schedule 2 – incorrect numbering – currently r reads S2.2 Further prohibited characteristics and S2.3 Specific Prohibitions	Amend to read: S2.3 Further prohibited characteristics S2.4 Specific Prohibitions
Clause (f) in current Schedule S2.3 is not indented to align with all clauses	Indent (f) in Schedule S2.3 (numbering to be changed to S2.4)
Schedule 2 Table 3 refers to S3.3.1(e) – there is no such provision in the bylaw, nor is this provision part of the schedule. This should refer to S2.4(e).	Amend Table 3’s reference to pesticides to read: Pesticides (general) • includes insecticides, herbicides, fungicides but excludes organophosphate, see below, and organochlorine, refer S2.4(e)
Amendment required as a result of accepting RPH’s submission re limits on liquid pharmaceutical waste	Amend numbering of S1.2.9 Inhibitory Substances to S1.2.10 as the amendment in response to the RPH’s submission regarding liquid pharmaceutical waste requires a new clause in Schedule 1.

15. In addition, section 148 of the LGA 2002 lists special requirements for bylaws relating to trade waste; the territorial authority must send a copy of the proposed bylaw and/or amendment to the Minister of Health for comment.
16. Officers have worked with Ministry of Health officials throughout the bylaw review and consultation process. The Associate Minister of Health was provided with a summary of the submissions and an amended bylaw on 12 April 2016. Council are awaiting feedback from the Associate Minister of Health; however it is not envisaged his comment will require any amendments or further changes.
17. In response to submission points, Council officers recommend the following amendments (additional to the amendments discussed in the statement of proposal) to the amended Trade Waste Bylaw:
  - Remove second reference to “fuel” in S2.3(b) – note that this clause will be amended to a numbering of S2.4(b).
  - Amend S2.3(b) to read: Except as allowed for in Schedule 1, liquid, solid or gas which could be flammable or explosive in the wastes, for example including oil,

fuel, solvents (except as allowed for in Schedule 1), fuels, calcium carbide and any other material which is capable of giving rise to fire or explosion hazards either spontaneously or in combination with wastewater.

- Amend S2.3 (note will be amended to S2.4) to insert the following clause:  
 (j) Any waste containing or contaminated by cytotoxic compounds.
- Insert a new clause that reads: S1.2.9 Liquid Waste from Pharmacies These are generally products returned by customers in accordance with the Health and Disability Services Standards – Pharmacy Services Standard NZS 8134.7:2010. Limits (except where they contain cytotoxic compounds or materials, which are prohibited, refer S2.4(j))

<b>Volume Limit</b>	<b>Active Concentration</b>
10 Litres	125mg / 5 ml
5 Litres	250mg / 5 ml
3 Litres	Above 250mg / 5ml

18. The amendments following consultation have been made to the revised Trade Waste Bylaw, now referred to as the amended Trade Waste Bylaw (Attachment 1).

**Next Actions**

19. If the Committee recommend that the Council approve the amended Trade Waste Bylaw (Attachment 1), then Council will consider it on 11 May 2016.
20. If Council agree the amended Trade Waste it will come into effect on 12 May 2016. To prepare for implementation Council officers are progressing the following tasks:
- revising the trade waste application form, and
  - preparing public communications and
  - preparing a letter to trade waste license permit holders and submitters to inform them of the changes made.

**Attachments**

Attachment 1. Proposed Trade Waste Bylaw

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## SUPPORTING INFORMATION

### Consultation and Engagement

The special consultative procedure statutorily required under the Local Government Act 2002 was complied with in conducting the public consultation.

### Treaty of Waitangi considerations

Officers met with representatives of local iwi to discuss the statement of proposal, they support the management of trade waste as part of an integrated approach to achieving water quality outcomes.

### Financial implications

There are no financial implications for the Council resulting from the proposed amendments to the bylaw.

### Policy and legislative implications

The proposed bylaw complies with all legislative requirements regards bylaws and the management of trade waste. It is not inconsistent with Council policy.

### Risks / legal

There are no identified risks posed by the proposed bylaw.

### Climate Change impact and considerations

The Council's Sustainability Team do not consider there to be any climate change implications or considerations required with this decision.

### Communications Plan

Once adopted officers will prepare public communications and send an email to trade waste license permit holders and submitters to inform them of the changes made.

## **Trade Waste Bylaw**

### **THE WELLINGTON CITY COUNCIL TRADE WASTE BYLAW 2016**

#### **PART 1 INTRODUCTION**

The Wellington City Council makes the following bylaw under the authority of and in accordance with the provisions of the Local Government Act 2002 and the Bylaws Act 1910.

##### **1.1 TITLE**

The Wellington City Council Trade Waste Bylaw 2016.

##### **1.2 COMMENCEMENT AND APPLICATION**

- (a) This Bylaw comes into force on 1 July 2016.
- (b) This Bylaw applies throughout the district of the Wellington City Council.

##### **1.3 PURPOSE OF THE BYLAW**

The purpose of this Bylaw is to:

- (a) Control trade waste discharges into the wastewater system to:
  - (i) Protect the wastewater system
  - (ii) Promote cleaner production
  - (iii) Protect the stormwater system
  - (iv) Protect workers operating in or with the wastewater system
  - (v) Protect the environment by ensuring compliance with the Resource Management Act 1991 - in particular, ensuring the necessary resource consent requirements for the wastewater system are met.
- (b) Provide a basis for:
  - (i) Consenting and monitoring discharges from industry and trade premises;
  - (ii) Charging trade waste users of the wastewater system to cover the cost of conveying, treating and disposing of or reusing their wastes; and
- (c) Ensure that the costs of treatment and disposal are shared fairly between trade waste and domestic wastewater dischargers.

##### **1.4 REVOCATION**

The Wellington City Council: Wellington Trade Waste Bylaw 2004 is revoked from Midnight on 30 June 2016.

##### **1.5 SCOPE OF THE BYLAW**

###### **1.5.1 Scope**

This Bylaw provides for:

- (a) The acceptance of long-term, intermittent, or temporary discharge of trade waste to the wastewater system
- (b) The establishment of four grades of trade waste discharge: permitted, controlled, conditional and prohibited
- (c) The evaluation of individual trade waste discharges against specified criteria
- (d) The correct storage of materials in order to protect the wastewater and stormwater systems from spillage

- (e) The installation of flow meters, samplers or other devices to measure flow and quality of the trade waste discharge
- (f) The pre-treatment of waste before it is accepted for discharge to the wastewater system
- (g) The sampling and monitoring of trade waste discharges to ensure compliance with the Bylaw
- (h) The Council to accept or refuse a trade waste discharge
- (i) Charges to be set to cover the cost of conveying, treating and disposing of or reusing trade waste and the associated costs of administration and monitoring
- (j) Administrative mechanisms for the operation of the Bylaw
- (k) The establishment of waste minimisation and management programmes for trade waste producers by way of trade waste discharge consent conditions
- (l) The power of the Council to enter into trade waste agreements with trade waste dischargers

### 1.5.2 Compliance with other Acts

Nothing in this Bylaw shall derogate from any of the provisions of the Health Act 1956, the Health and Safety in Employment Act 1992, the Health and Safety at Work Act 2015, the Resource Management Act 1991, the Building Act 2004, and the Hazardous Substances and New Organisms Act 1996 (including any Acts passed by way of amendment to or in substitution therefor) and any regulations made thereunder or any other relevant statutory or regulatory requirements. In the event of any inconsistency between legislation and this Bylaw the more stringent requirement applies.

### 1.6 DEFINITIONS

For the purposes of this Bylaw the following definitions shall apply:

NOTE: Words in *italics* in these definitions are also defined.

**'Approval or approved'** means approved in writing by an *authorised officer* of the *Council*.

**'Authorised officer'** means any person appointed by the *Council* for the purposes of acting as an *authorised officer* under this Bylaw.

**'Characteristic'** means any of the physical or chemical *characteristics* of a *trade waste* referred to in Schedules 2 and 3.

**'Cleaner production'** means the implementation on *trade premises*, of effective operations, methods and processes appropriate to the goal of reducing or eliminating the quantity and toxicity of wastes. "Cleaner Production" minimises and manages trade waste by:

- (a) Using energy and resources efficiently, avoiding or reducing the amount of wastes produced;
- (b) Producing environmentally sound products and services;
- (c) Achieving less waste, fewer costs and higher profits

**'Condensing water or cooling water'** means any water used in any trade, industry, or commercial process or operation in such a manner that it does not take up matter into solution or suspension.

**'Conditional trade waste'** means a *trade waste* discharge that does not comply with one or more of the physical and chemical *characteristics* set out in Schedule 1 and/or has a maximum volume of trade waste of more than 5000L/day, but which does not have any *characteristics* of a *prohibited trade waste* defined in Schedule 2.

**'Consent'** means a consent in writing given by the *Council* authorising a *consent holder* to discharge *trade waste* to the *wastewater system*.

**'Consent holder'** means a person who has obtained a *trade waste discharge consent* from the Council under this Bylaw for the discharge of *trade waste* to the *wastewater system*.

**'Controlled trade waste'** means a *trade waste* discharge that complies with all the physical and chemical *characteristics* set out in Schedule 1 and has a maximum volume of *trade waste* of more than 100L/day but less than 5000L/day.

**'Council'** means the Wellington City Council.

**'Discharge management plan'** means a plan for the monitoring, programming and controlling of the production of *trade waste* by the *consent holder* that is acceptable to the Council.

**'Disconnection'** means the physical cutting and/or sealing of the section of a sewer between the *premises* and the *wastewater system*.

**'Domestic wastewater'** means either *wastewater* that is typical of that discharged from *premises* that are used solely for residential activities or *wastewater* of the same character discharged from other *premises*.

**'Foul water'** means the discharge from any sanitary fixture

**'Independent analyst'** means an *International Accreditation New Zealand* accredited test laboratory appointed for the purposes of sampling and testing *wastewater* in accordance with the requirements of this Bylaw.

**'Mass limit'** means the total mass of any *characteristic* that is allowed to be discharged to the *wastewater system* over any twenty-four hour period from any single *point of discharge* or collectively from several *points of discharge*.

**'Maximum concentration'** means the peak concentration of any *characteristic* that may not be exceeded.

**'Office of Radiation Safety Guidelines'** means the latest edition, complete with any amendments of NRL C1:1996 Code of safe practice for the use of unsealed radioactive materials, National Radiation Laboratory.

**'Permitted trade waste'** means a *trade waste* discharge that complies with all the physical and chemical *characteristics* set out in Schedule 1 and does not exceed the maximum permitted volume of *trade waste* of 100L/day.

**'Person'** includes a corporation sole and also a body of persons whether corporate or incorporate.

**'Point of discharge'** is the physical point where a *trade waste* discharge enters the *wastewater system*.

**'Pre-treatment'** means any processing of *trade waste* designed to reduce any *characteristic* in a waste, before discharge to the *wastewater system*.

**'Premises'** means either:

- (a) a property or allotment which is held under a separate certificate of title or for which a separate certificate of title may be issued and in respect to which a building consent has been or may be issued, or
- (b) a building that has been defined as an individual unit by a cross-lease, unit title or company lease and for which a certificate of title is available, or
- (c) land held in public ownership (for example reserve) for a particular purpose, or
- (d) separately leased, individual units within buildings.

**'Prohibited trade waste'** means a *trade waste* having physical and chemical *characteristics* as defined in Schedule 2 of this Bylaw. A prohibited *trade waste* discharge cannot be undertaken and no consent can be sought for a prohibited *trade waste* discharge.

**'Publicly notified'** means published on at least one occasion in a newspaper circulating in the Council's district, or under emergency conditions by the most practical means available at that time.

**'Receiving waters'** means coastal waters or any natural waters which will receive treated wastes.

**'Sewage sludge'** means the material settled out from *wastewater* during the treatment process.

‘**Sewer**’ means the pipework drainage system that conveys *wastewater*.

‘**Stormwater**’ means all surface water run-off resulting from precipitation.

‘**Stormwater system**’ means infrastructure for the provision and management of *stormwater* collection, treatment and disposal.

‘**Tankered waste**’ is water or other liquid that has waste matter in solution or suspension and which is conveyed by vehicle for disposal.

‘**Temporary discharge**’ means any discharge of an intermittent or short duration. Such discharges include the short-term discharge of an unusual waste from premises subject to an existing trade waste discharge consent and the discharge of *tankered wastes*.

‘**Trade premises**’ includes:

- (a) Any *premises* used or intended to be used for any industrial or trade purpose; and
- (b) Any *premises* used or intended to be used for the storage, transfer, treatment, or disposal of waste materials or for other waste management purposes, or used for composting organic materials; and
- (c) Any other *premises* from which a contaminant is discharged in connection with any industrial or trade process; and
- (d) Any other *premises* discharging other than *domestic wastewater*, and includes any land or *premises* wholly or mainly used for agricultural or horticultural purposes, but does not include any part of the Council’s wastewater system or treatment facilities.

‘**Trade waste**’ means any liquid, with or without matters in suspension or solution, that is or may be discharged from a *trade premises* to the *wastewater system* in the course of any trade, business or industry, or any industrial or commercial process or operation, or in the course of any activity or operation of a like nature; but does not include condensing water or surface water which is discharged directly into a surface-water drain; but may include condensing or cooling waters, tankered wastes, *stormwater* which cannot be practically separated, or *domestic wastewater*.

‘**Trade waste discharge consent**’ means a consent granted by Council under this Bylaw allowing the discharge of controlled or conditional trade waste to the wastewater system.

‘**Wastewater**’ means any water with matter in solution or suspension, *domestic wastewater*, or liquid *trade waste*.

‘**Waste minimisation**’ means the implementation on *trade premises*, of operations, methods and processes appropriate to the goal of reducing or eliminating the quantity and toxicity of wastes.

‘**Wastewater system**’ means all sewers, pumping stations, storage tanks, wastewater treatment plants, sea outfalls and other related structures owned by the Council and used for the reception, treatment and disposal of *wastewater*.

## 1.7 Abbreviations

\$/kg	dollars per kilogram
\$/L/s	dollars per litre per second
\$/m <sup>3</sup>	dollars per cubic metre
°C	degrees Celsius
B	Boron
BOD <sub>5</sub>	Biochemical Oxygen Demand
Br <sub>2</sub>	Bromine
Cl <sub>2</sub>	Chlorine
CN	Cyanide
COD	Chemical Oxygen Demand
F	Fluoride
FOGs	fats, oils and greases

g/m <sup>3</sup>	grams per cubic metre
H <sub>2</sub> S	Hydrogen Sulphide
hr	hour
kg/day	kilogram per day
L	litre
L/s	litre per second
LGA	Local Government Act 2002
m <sup>3</sup>	cubic metre
mg/L	milligram per litre
mL/L	millilitre per litre
N	Nitrogen
P	Phosphorus
pH	measure of acidity/alkalinity
SO <sub>4</sub>	Sulphate
SS	suspended solids concentration
UVT	ultra violet transmission

## **PART 2 COMPLIANCE WITH THE BYLAW**

### **2.1 CONTROL OF TRADE WASTE DISCHARGES**

#### **2.1.1 Restrictions on discharges of trade waste**

No person shall:

- (a) Discharge, or allow to be discharged, any permitted trade waste to the wastewater system, except in accordance with the provisions of this Bylaw.
- (b) Discharge, or allow to be discharged, any controlled trade waste or conditional trade waste to the wastewater system except in accordance with a trade waste discharge consent or in accordance with the provisions of a Trade Waste Agreement.
- (c) Discharge, or allow to be discharged, a prohibited trade waste into the wastewater system.
- (d) Add or permit the addition of condensing or cooling water to any trade waste, unless specific approval is given in a trade waste discharge consent.
- (e) Add or permit the addition of stormwater to any trade waste unless specific approval is given in a trade waste discharge consent.

#### **2.1.2 Other requirements may apply**

Granting a trade waste discharge consent or permitting any trade waste discharge under this Bylaw does not relieve the person discharging or allowing the discharge, from any obligations to obtain any other consent or permission for the discharge under any other statutory requirement.

### **2.2 STORAGE, TRANSPORT, HANDLING AND USE OF HARMFUL MATERIALS**

- (a) No person shall store, transport, handle or use, or cause to be stored, transported, handled or used any of the materials listed in 2.2(c) in a manner that may cause the material to enter the wastewater system or stormwater system and cause harmful effects.
- (b) All persons in trade premises shall take all reasonable steps to prevent the accidental discharge of any of the materials listed in 2.2(c) of this Bylaw as a result of leakage, spillage or other mishap.
- (c) Materials referred to in 2.2 (a) and (b) are those:
  - (i) products or wastes containing corrosive, toxic, biocidal, radioactive, flammable or explosive materials, or

- (ii) likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous, when mixed with the wastewater stream, or
- (iii) likely to be deleterious to the health and safety of the Council's staff and the public or be harmful to the wastewater system, stormwater system or environment.

## **PART 3 TRADE WASTE CONSENTS**

### **3.1 CLASSIFICATION OF TRADE WASTE DISCHARGES**

Trade waste discharges shall be classified as one of the following types:

- (a) Permitted trade waste - a trade waste discharge consent is not required provided that the discharge complies with all the physical and chemical *characteristics* set out in Schedule 1 and does not exceed a maximum volume of *trade waste* of 100L/day.
- (b) Controlled trade waste - trade waste that complies with all the physical and chemical *characteristics* set out in Schedule 1 and has a maximum volume of trade waste of more than 100L/day but less than 5000L/day.
- (c) Conditional trade waste - trade waste that does not comply with one or more of the physical and chemical *characteristics* set out in Schedule 1 and/or has a maximum volume of trade waste of more than 5000L/day, but which does not have any *characteristics* of a *prohibited trade waste* defined in Schedule 2. Conditional trade waste discharge consents shall include consents for temporary discharges.
- (d) Prohibited trade waste - trade waste that has, or is likely to have, any of the physical and chemical *characteristics* as set out in Schedule 2 of this Bylaw. A prohibited *trade waste* discharge cannot be undertaken and no consent can be sought for a prohibited *trade waste* discharge.

### **3.2 APPLICATION FOR A TRADE WASTE DISCHARGE CONSENT**

#### **3.2.1 Formal application**

Every person who does, or proposes or is likely, to:

- (a) Discharge or allow to be discharged into the wastewater system any controlled or conditional trade waste (either continuously, intermittently or temporarily); or
- (b) Vary the characteristics of a discharge for which a trade waste discharge consent has previously been granted; or
- (c) Want to vary the conditions of a trade waste discharge consent that has previously been granted; or
- (d) Change the method or means of pre-treatment for discharge under an existing trade waste discharge consent

shall, complete an application for consent to the discharge of that trade waste if that trade waste is a controlled or conditional trade waste, or to the proposed variations, in a form prescribed by the Council and accompanied by all relevant information required by the Council to make its decision.

#### **3.2.2 Several trade waste discharges**

Where the trade premises produces trade waste from more than one area, a separate description of each area of trade waste shall be included in any application for a trade waste discharge consent. This applies whether or not the separate areas are part of a single or separate trade process. Should the premises discharge trade wastes to the wastewater system at more than one point of discharge then a separate application is required for each point of discharge.

### **3.2.3 Applicant to be intended consent holder**

The applicant must be the intended consent holder who is the person responsible for discharging the trade waste.

### **3.2.4 Payment of trade waste discharge consent application fee**

Every application under 3.2.1 above shall be accompanied by the trade waste discharge consent application fee prescribed by the Council.

### **3.3 CONSENT IF DISCHARGE ALTERS FROM A PERMITTED TRADE WASTE DISCHARGE**

The Council may at any time require a person discharging trade waste as a permitted trade waste discharge to apply for a trade waste discharge consent in accordance with clause 3.2 if that discharge ceases to be a permitted trade waste discharge and is not a prohibited trade waste discharge.

### **3.4 INFORMATION AND ANALYSIS**

#### **3.4.1 Power to require independent advice**

The Council may require an application to be supported by an independent report/statement completed by a suitably experienced and external auditor to verify any or all information supplied by the applicant, and this may include a discharge management plan.

#### **3.4.2 Requirement for further information**

On the receipt of any application referred to in 3.2.1(a)-(d) above, the Council may do any one or more of the following:

- (a) Require the applicant to submit any additional information which it considers necessary to reach an informed decision;
- (b) Require the applicant to submit a discharge management plan to the satisfaction of the Council;
- (c) Have the trade waste discharge investigated and analysed as provided for in this Bylaw (at the consent holder's expense).

### **3.5 CONSIDERATION OF AN APPLICATION**

Within 20 working days of receipt of an application complying with this Bylaw and/or all requirements under clauses 3.2 and 3.4, whichever is the later, the Council shall, after considering the matters in clause 3.6, do any one or more of the following:

- (a) Advise the applicant that the proposed discharge is a permitted trade waste discharge and therefore a trade waste discharge consent is not required; or
- (b) Grant the application as a controlled or conditional trade waste discharge consent and inform the applicant of the decision and the conditions imposed on the discharge; or
- (c) Decline the application and notify the applicant of the decision giving a statement of the reasons for refusal,
- (d) Reject the application on the basis that the discharge is a prohibited trade waste discharge, or
- (e) Reject the application on the basis that the discharge is a prohibited trade waste discharge.

### **3.6 CONSIDERATION CRITERIA**

In considering any application under 3.2.1(a)-(d) above and in imposing any conditions on such a consent, the Council shall take into consideration the quality, volume, and rate of discharge of the trade waste from the trade premises or tanker and may take into consideration:

- (a) The health and safety of Council's staff, agents and the public;
- (b) The limits and/or maximum values for characteristics of trade waste as specified in Schedules 1 and 2 of this Bylaw;
- (c) The extent to which the trade waste may react with other trade waste or domestic wastewater discharges to produce an undesirable effect, e.g. settlement of solids, production of odours, accelerated corrosion and deterioration of the wastewater system etc.;
- (d) The flows and velocities in the sewer, or sewers and the material or construction of the sewer or sewers;
- (e) The capacity of the wastewater system
- (f) The nature of any sewage treatment process, the degree to which the trade waste is capable of being treated in the relevant wastewater system and any impacts on the relevant wastewater system;
- (g) The timing and balancing of flows into the wastewater system;
- (h) Any statutory requirements relating to the discharge of raw or treated wastewater to receiving waters, the disposal of sewage sludges, beneficial use of biosolids, and any discharge to air (including the necessity for compliance with any resource consent, discharge permit or water classification);
- (i) The effect of the trade waste discharge on the ultimate receiving environment;
- (j) The conditions on resource consents for the wastewater system and the residuals from it;
- (k) The possibility of unscheduled, unexpected or accidental events and the degree of risk these could cause to humans, the wastewater system and the environment;
- (l) Consideration for other existing or future discharges;
- (m) Amenability of the trade waste to pre-treatment;
- (n) The provision of suitable pre-treatment facilities on the premises and the potential for its future use;
- (o) Cleaner production techniques and waste minimisation practices;
- (p) Requirements and limitations related to sewage sludge disposal and reuse;
- (q) Control of Stormwater;
- (r) The applicant's discharge management plan; and
- (s) Tankered waste being discharged at an approved location.

### **3.7 COMPLIANCE WAIVER**

#### **3.7.1 Application to waive need for trade waste discharge consent**

An application to the Council can be made to waive compliance with the requirement to obtain a trade waste discharge consent under this Bylaw on the basis that due to the nature, volume or other circumstance/characteristic, it would needlessly affect the operation of any business or cause inconvenience to any person, without any corresponding reduction of impact on the operation of the wastewater system.

#### **3.7.2 Decision of Council**

On receipt of an application under clause 3.7.1, the Council may:

- (a) Waive the need to observe requirement for a trade waste discharge consent under this Bylaw, and
- (b) Impose such other terms or conditions consistent with the intention and purpose of the Bylaw as the Council may think fit.

### **3.8 CONDITIONS OF TRADE WASTE CONSENT**

Any trade waste discharge consent may be granted subject to any conditions the Council considers appropriate. Conditions that the Council may impose include, but are not limited to:

- (a) The particular public sewer or sewers to which the discharge will be made;
- (b) The maximum daily volume of the discharge, the maximum rate of discharge, and the duration of maximum discharge;
- (c) The maximum limit or permissible range of any specified characteristics of the discharge, including concentrations and/or mass limits determined in accordance with clause 4.3;
- (d) The period or periods of the day during which the discharge, or a particular concentration, or volume of discharge may be made;
- (e) The degree of acidity, or alkalinity of the discharge at the time of discharge;
- (f) The temperature of the trade waste at the time of discharge;
- (g) The provision and maintenance by, or for the consent holder (at the consent holder's expense) of screens, grease traps, silt traps or other pre-treatment works to control trade waste discharge characteristics to the consented levels;
- (h) The provision and maintenance (at the consent holder's expense) of inspection chambers, manholes or other apparatus or devices to provide reasonable access to drains for sampling and inspection;
- (i) The provision and maintenance of a sampling, analysis and testing programme and flow measurement requirements (at the consent holder's expense);
- (j) The method or methods to be used for the measuring of flow rates and/or volume and taking samples of the discharge for use in determining the amount of any trade waste charges applicable to that discharge;
- (k) The provision and maintenance (at the consent holder's expense) of such meters or devices as may be required to measure the volume or flow rate of any trade waste being discharged from the premises, and for the testing and certification of such meters;
- (l) The provision and maintenance (at the consent holder's expense) of such services, (whether electricity, water or compressed air or otherwise), which may be required, in order to operate meters and similar devices;
- (m) The provision by the consent holder to the Council of all flow and/or volume records and results of analyses (including pre-treatment by-products e.g. sewage sludge disposal) at the times and in a manner and format approved by the Council;
- (n) The provision and implementation of a discharge management plan;
- (o) Risk assessment of damage to the environment due to an accidental discharge of a chemical or other contaminant;
- (p) Appropriate systems for waste minimisation and management;
- (q) Provision for cleaner production techniques;
- (r) Provision for third party treatment, carriage, discharge or disposal of by-products of pre-treatment of trade waste (including sewage sludge disposal);
- (s) Requirement to provide a bond or insurance in favour of the Council where failure to comply with the trade waste discharge consent could result in damage to the wastewater system, its treatment plants, or could result in the Council being in breach of any statutory obligation;
- (t) Provision for remote monitoring of discharges; and
- (u) Provision for Council's monitoring costs to be recovered.

### **3.9 DURATION OF TRADE WASTE DISCHARGE CONSENTS**

Subject to clauses 2.1.2, 3.10, 3.11 and 6.1, controlled and conditional trade waste discharge consents shall remain in force until they expire at the end of the term prescribed in the trade waste discharge consent, being a term of no more than two years. However, the trade waste discharge consent may be granted for a term not exceeding five years where a consent holder, at the time of the application, satisfies the Council that:

- (a) The nature of the trade activity, or the process design and/or management of the premises are such that the consent holder has a demonstrated ability to meet the conditions of the trade waste discharge consent during its term; and/or
- (b) Cleaner production techniques are successfully being utilised, or that a responsible investment in cleaner production equipment or techniques is being made; and/or
- (c) Significant investment in pre-treatment facilities has been made, such that a longer period of certainty for the amortization of this investment is considered reasonable.

### **3.10 TECHNICAL REVIEW AND VARIATION**

#### **3.10.1 Reclassification or variation**

The Council may at any time during the term of a trade waste discharge consent, after consulting with the consent holder and by written notice to the consent holder, reclassify the discharge and/or vary any condition of the trade waste discharge consent having regard to issues such as:

- (a) Changes in the quantity, nature and characteristics of the discharge
- (b) Changes in the wastewater system
- (c) Changes in circumstances that result in condition(s) becoming inappropriate or unnecessary
- (d) Any apparent or actual breach of trade waste discharge consent conditions or any breach of this Bylaw
- (e) Changes in the Council's environmental policies or outcomes
- (f) Changes in resource consents for the wastewater system
- (g) Changes in the legal requirements imposed on the Council under any contract, statute or otherwise.
- (h) New information becomes available

#### **3.10.2 Variation of conditions**

The consent holder may seek to vary any condition of a trade waste discharge consent at any time during the term of a consent by written application to the Council, as provided for in 3.2.1 (c) of this Bylaw.

### **3.11 SUSPENSION OR CANCELLATION OF A TRADE WASTE DISCHARGE CONSENT OR RIGHT TO DISCHARGE**

#### **3.11.1 Suspension or cancellation on notice**

The Council may suspend or cancel any trade waste discharge consent or right to discharge at any time following 20 working days' notice to the consent holder:

- (a) For the failure to comply with any condition of the trade waste discharge consent or trade waste agreement or with any provision of this Bylaw;
- (b) For the failure to maintain effective control over the discharge;
- (c) For the failure to limit the volume, nature, or composition of trade waste being discharged in accordance with the conditions of the trade waste discharge consent or this Bylaw;

- (d) For any acts or omissions which, in the opinion of the Council, threaten the safety of, or threaten to cause damage to any part of the wastewater system or threaten the health or safety of any person, or are likely to cause, or have caused, adverse effects on the environment;
- (e) For any acts or omissions which, in the opinion of the Council, may result, or have resulted, in the Council being in breach of a resource consent in relation to the wastewater system ;
- (f) For any failure to pay any charges under this Bylaw; or
- (g) If any other circumstances arise which, in the opinion of the Council, render it necessary to cancel or suspend the right to discharge, and

such suspension or cancellation shall take effect on the expiry of such period as the Council thinks fit (being not earlier than 20 working days' after service of the notice on the consent holder or person discharging the trade waste).

### **3.11.2 Summary cancellation**

Notwithstanding the provisions of clause 3.11.1, the Council may cancel any trade waste discharge consent or right to discharge (either as a permitted trade waste discharge or in terms of a trade waste agreement) with immediate effect by giving written notice to the consent holder or person discharging if any of the following occur:

- (a) That person discharges or permits to be discharged any prohibited trade waste; or
- (b) The Council is lawfully directed to withdraw or otherwise to terminate the trade waste discharge consent; or
- (c) That person discharges any trade waste unlawfully; or
- (d) In the opinion of the Council, the continuance of discharge endangers, or is likely to endanger, the health or safety of any person, damages or is likely to cause damage to the wastewater system, causes, or is likely to cause, adverse effects on the environment; or
- (e) The continuance of discharge may, in the opinion of the Council, result in a breach of a resource consent held by the Council for the wastewater system; or
- (f) In the opinion of the Council, the continuance of the discharge puts at risk the ability of the Council to comply with conditions of a resource consent for the wastewater system and/or requires identified additional treatment measures or costs to seek to avoid a breach of any such resource consent.

### **3.11.3 Physical prevention of discharge**

In the event of failure to comply with clause 3.11.1 or 3.11.2 the Council may physically prevent discharge to the wastewater system, by whatever means it deems appropriate in the circumstances.

## **3.12 TRADE WASTE AGREEMENTS**

### **3.12.1 Written agreement**

The Council may, at any time and at its discretion, enter into a written agreement with any trade waste discharger for the discharge and reception of trade wastes into the wastewater system. Any such agreement will be in place of a trade waste discharge consent.

### **3.12.2 Agreement in force**

Any agreement with the Council to discharge trade waste into the wastewater system which was in force immediately prior to the commencement of this Bylaw, is, for the purpose of this Bylaw, treated as if it were a trade waste agreement referred to in sub clause (1).

**PART 4 WASTEWATER QUALITY MEASUREMENT****4.1 PRE-TREATMENT****4.1.1 Appropriate pre-treatment**

The Council may approve a trade waste discharge consent subject to the provision of appropriate pre-treatment systems to enable the discharger to comply with the Bylaw. Such pre-treatment systems shall be provided, operated and maintained by the discharger at their expense.

**4.1.2 Refuse or garbage grinders and macerators**

Refuse or garbage grinders and macerators shall not be used to dispose of solid waste from trade premises to the wastewater system unless approved by the Council.

**4.1.3 Additions to trade waste stream**

The consent holder shall not, unless approved by the Council, add or permit the addition of any potable, condensing, cooling water or stormwater to any trade waste stream in order to vary the level of any characteristic of the waste.

**4.2 MEASUREMENT OF WASTE QUALITY**

Wastewater quality shall be determined by either:

- (a) Measuring the concentration of its characteristics alone, refer to Schedules 1 and 2; or
- (b) Measuring both mass and concentration of its characteristics.

**4.3 MASS LIMITS****4.3.1 Consents may specify Mass Limits**

A controlled or conditional trade wastes discharge consent may specify a mass limit for any characteristic.

**4.3.2 Criteria**

When setting mass limit allocations for a particular characteristic the Council will consider:

- (a) The operational requirements of and risk to the wastewater system,
- (b) Potential risks to occupational health and safety, public health, and the ultimate receiving environment;
- (c) Whether or not the levels proposed pose a threat to the planned or actual beneficial reuse of biosolids or sewage sludge;
- (d) Conditions in the wastewater system near the trade waste point of discharge and elsewhere in the wastewater system;
- (e) Whether or not the applicant uses or proposes to use cleaner production techniques within a period satisfactory to the Council;
- (f) Whether or not there is any net benefit to be gained by the increase of one characteristic concurrently with the decrease of another to justify any increased application for industrial capacity;
- (g) Any requirements of the Council's resource consents to reduce any contaminant discharge of the wastewater system;
- (h) How great a proportion the mass flow of a characteristic of the discharge will be of the total mass flow of that characteristic in the wastewater system;

- (i) The total mass of the characteristic allowable in the wastewater system, and the proportion (if any) to be reserved for future allocations; and
- (j) Whether or not there is an interaction with other characteristics which increases or decreases the effect of either characteristic on the sewer reticulation, treatment process, or receiving water or land.

## **5 SAMPLING, TESTING AND MONITORING**

### **5.1 FLOW METERING**

#### **5.1.1 Requirement for flow metering**

Flow metering may be required by the Council in the following circumstances:

- (a) Where the Council determines that there is not a reasonable relationship between a metered water supply to the premises, and the discharge of trade waste; and/or
- (b) Where the Council does not approve a method of flow estimation provided by an applicant or the consent holder; and/or
- (c) When the discharge from particular premises represents a significant proportion of the total flow/load received by the wastewater system.

#### **5.1.2 Consent holder is responsible for meters**

The consent holder or permitted trade waste discharger shall be responsible for the supply, installation, reading and maintenance of any meter required by the Council for the measurement of the rate or quantity of discharge of trade waste from its premises. These devices shall be as approved by the Council, but shall remain the property of the consent holder or discharger.

#### **5.1.3 Flow metering records**

Records of flow and/or volume shall be available for inspection at any time by the Council, and shall be submitted to the Council at prescribed intervals by the consent holder in a format and by a method approved by the Council.

#### **5.1.4 Location of flow meters**

Meters shall be located in a position approved by the Council to be readily accessible for reading and maintenance. The meters shall be installed according to the manufacturer's installation instructions to the satisfaction of an authorized officer.

#### **5.1.5 Calibration of flow meters**

The consent holder or permitted trade waste discharger must arrange for in situ calibration of the flow metering equipment in accordance with best practice upon installation and at least once a year thereafter to ensure its performance. The meter accuracy must be  $\pm 10\%$  but with no greater a deviation from the previous meter calibration of  $\pm 5\%$ . A copy of independent certification of each calibration result must be submitted to the Council following installation of the flow metering equipment and then within one month of each annual inspection or otherwise in accordance with any trade waste discharge consent conditions.

#### **5.1.6 Adjustments**

Should any meter installed for the specific purpose of measuring a trade waste discharge, be found, after being calibrated, to have an error greater than that specified in clause 5.1.5 as a repeatable measurement, the Council may:

- (a) Make an adjustment to the fee calculation in accordance with previous readings and the consent holder must pay or be credited according to such adjustment; or
- (b) Where the consent holder can explain the reason for the error and establish a reasonable basis for an adjustment, make a reasonable adjustment to the fee calculation.

## **5.2 ESTIMATING DISCHARGE**

### **5.2.1 No meter warranted**

Where no meter or similar apparatus is warranted, the Council may require that a percentage of the water supplied to the premises, or other such basis as seems reasonable, be used for estimating the rate or quantity of flow.

### **5.2.2 Meter out of repair**

Should any meter be out of repair, or cease to register, or be removed, the Council shall estimate the discharge for the period since the previous reading of such meter, based on:

- (a) The average of the previous four measurement periods, or
- (b) Any other factors for the purpose of arriving at a reasonable estimate when there is reasonable evidence that the average of the previous four measurement periods would be an unreasonable estimate of the discharge.

### **5.2.3 Tampering with meter**

Where, in the opinion of the Council, a meter has been tampered with, the Council (without prejudice to the other remedies available) may declare the reading void and estimate discharge as provided above.

## **5.3 SAMPLING AND ANALYSIS**

### **5.3.1 Sampling, testing and monitoring**

The Council may sample, test and monitor trade waste discharges, and/or may require that the discharge be sampled, tested and monitored by the trade waste discharge consent holder to determine:

- (a) If a discharge complies with the provisions of this Bylaw; or any conditions of a trade waste discharge consent;
- (b) If a discharge should be classified as permitted, controlled, conditional, or prohibited (refer to clause 3.1);
- (c) If a trade waste discharge complies with the provisions of Schedule 1 for a permitted discharge or any trade waste discharge consent; and/or
- (d) What trade waste charges are applicable to that trade waste discharge.

### **5.3.2 Best Industry Standards**

The sampling, taking, preservation, transportation and analysis of the sample shall be undertaken in accordance with best industry standards and methods, and otherwise as approved by the Council. The consent holder shall be responsible for all reasonable costs.

### **5.3.3 Provision of certificate by analyst**

Every independent analyst shall provide the Council with a certificate signed by the analyst at the time any sample or finding is provided to the Council, and that certificate shall:

- (a) Describe the source of any sample, the time and date it was taken, and the method used to take it;

- (b) Certify that the sample has been taken in accordance with the provisions of this Bylaw or the relevant trade waste discharge consent;
- (c) Describe the findings of any analysis, their source and methods used to determine them; and
- (d) Certify that the analysis has been made in accordance with the provisions of this Bylaw or the relevant trade waste discharge consent.

#### **5.3.4 Right of Council to appoint analyst**

When an independent analyst appointed by the consent holder or person with a right to discharge trade waste fails for whatever reason, to carry out their functions, then the Council may appoint an independent analyst to carry out those functions.

#### **5.3.5 Dispute Resolution**

Where any dispute arises as to the validity of the methods or procedures used for sampling or analysis, with the approval of the Council, the dispute may be submitted to a mutually agreed independent arbitrator for resolution.

#### **5.3.6 Entry into premises**

All authorised officers of the Council, or any analyst (accompanied by an authorised officer) may enter any premises believed to be discharging trade waste at any time in order to determine any characteristics of any actual or potential discharge by:

- (a) Taking samples, readings and measurements; and/or
- (b) Carrying out an inspection; and/or
- (c) Taking samples for testing, of any solid, liquid, or gaseous material or any combination or mixture of such materials being discharged.

### **5.4 MONITORING**

#### **5.4.1 Monitoring for compliance**

The Council may require the holder of a trade waste discharge consent or anyone who has a right to discharge a trade waste (including under a trade waste agreement) to monitor the discharge of trade wastes under the terms of its trade waste discharge consent, this Bylaw or trade waste agreement. The details of the monitoring required to be undertaken shall be determined by the Council, and may include, without limitation, all or any of the following:

- (a) Samples will be taken by the Council or by an independent analyst approved by the Council (whether or not appointed by the Council or the consent holder), and will be analysed in a laboratory approved by the Council;
- (b) The independent analyst will take samples and make measurements at times and in a manner determined by the Council;
- (c) Where a trade waste discharge is monitored by the consent holder, the Council may audit the samples and review the analysis carried out for that consent holder, and such analysis must be performed by a laboratory approved by the Council, and inter-laboratory checks may also apply.

#### **5.4.2 Costs of Monitoring**

At the discretion of the Council all costs of monitoring will be met by the consent holder either through direct payment to the laboratory or to the Council in accordance with the Council's charging policy.

**5.4.3 Splitting of samples**

Where required, a grab or composite sample can be split equally into three as follows:

- (a) One portion of the sample goes to the trade waste occupier for appropriate analysis and/or storage;
- (b) A second portion of the sample will be analysed at a laboratory approved by the Council;
- (c) A third portion of the sample is retained by the Council for 20 working days, for additional analysis if required.

**5.4.4 Mitigation against changes**

Due consideration will be applied to any changes that could occur in retained trade waste samples and provisions to mitigate against changes will be adopted where practicable.

**5.4.5 Handling of samples**

In all cases the samples will be handled in an appropriate manner such that the characteristics being tested for are, as far as reasonably possible, preserved properly.

**5.4.6 Delivery to approved laboratory**

All samples will be preserved, handled, transported and delivered to an approved laboratory according to approved standards.

**5.4.7 Monitoring not specified**

In situations where monitoring is not specifically required, it is the responsibility of the consent holder to ensure that any discharge from the trade waste premises complies with this Bylaw, and any other related Bylaw.

**5.4.8 Right of Council to monitor**

The Council may independently monitor any person with a right to discharge trade waste or consent holder's compliance with this Bylaw, a trade waste agreement or trade waste discharge consent.

**PART 6 BYLAW ADMINISTRATION****6.1 REVIEW OF DECISIONS**

If any person is dissatisfied with any decision by an authorised officer made under this Bylaw, that person may, by notice delivered to the Chief Executive of the Council not later than 20 working days after the decision by the authorised officer is served upon that person, request the Council to review any such decision and provide its determination as soon as reasonably practicable. The determination must set out the reasons why the review should be undertaken.

**6.2 ACCIDENTS AND NON-COMPLIANCE****6.2.1 Notice to Council**

The consent holder shall inform the Council immediately on discovery of any accident including spills or process mishaps which may cause a breach of this Bylaw or trade waste discharge consent under it.

**6.2.2 Trade Waste Discharge Consents**

In the event of any accident occurring when the person holds a trade waste discharge consent, then the Council may review the consent or may require the consent holder, within 20 working

days of the date such requirement is notified to the consent holder in writing, to review the contingency management procedures and re-submit for approval the discharge management plan with the Council.

### **6.2.3 Permitted Trade Waste Discharges**

In the event of an accident occurring on the premises of a permitted trade waste discharge, the Council may require the person discharging to apply for a trade waste discharge consent.

## **6.3 CHARGES AND PAYMENTS**

### **6.3.1 Setting of fees and charges**

The Council may, by resolution, prescribe or vary fees and charges in respect of any matter provided for in this Bylaw. This includes, but is not limited to fees and charges for the application process, administration and monitoring of trade waste discharge consents and for the conveyance, treatment and disposal of trade waste.

### **6.3.2 Payment of fees and Charges**

The trade waste discharge consent holder and any permitted trade waste discharger shall pay all fees and charges prescribed by the Council by the 30<sup>th</sup> of the month following receipt of an invoice issued under 6.3.3.

### **6.3.3 Invoicing**

All charges referred to in clause 6.3.2 or otherwise recoverable under this Bylaw shall be invoiced in accordance with the Council's standard commercial practice. The invoice shall provide each consent holder with a copy of the information and calculations used to determine the extent of any charges and fees due, in regard to a discharge.

### **6.3.4 Cease to discharge**

The trade waste discharge consent holder or permitted trade waste discharger shall be deemed to be continuing the discharge of trade waste and shall be liable for all charges relating to the discharge, until written notice of disconnection is given to the Council in accordance with clause 6.5.2.

### **6.3.5 Failure to pay**

All fees and charges payable under this Bylaw shall be recoverable as a debt. If the person discharging fails to pay any fees and charges under this Bylaw the Council may suspend or cancel the right to discharge in accordance with clause 3.11.

## **6.4 AUTHORISED OFFICERS**

All authorised officers shall possess and produce on request warrants of authority and evidence of identity.

## 6.5 TRANSFER OR TERMINATION OF RIGHTS AND RESPONSIBILITIES

### 6.5.1 Restrictions

The consent holder shall not, unless written approval is obtained from the Council:

- (a) Transfer to any other person the rights and responsibilities provided for under the trade waste discharge consent;
- (b) Allow a point of discharge to serve any other premises, whether directly or indirectly; or
- (c) Allow trade waste from any other person who is not the consent holder entitled to discharge under any trade waste discharge consent from the premises to be conveyed or discharged to the wastewater system at the point of discharge specified in the consent.

### 6.5.2 Disconnection

- (a) The consent holder shall give 48 hours prior notice in writing to the Council of their requirement for disconnection of the discharge connection and/or termination of the trade waste discharge consent, except where demolition or relaying of the discharge drain is required, in which case the notice shall be seven working days prior notice. The person discharging shall notify the Council of the new address details for final invoicing.
- (b) On permanent disconnection and/or termination the consent holder may at the Council's discretion be liable for trade waste charges to the end of the current charging period.

### 6.5.3 Cessation of occupation

When a consent holder ceases to occupy premises from which trade wastes are discharged into the wastewater system any trade waste discharge consent granted shall terminate on the date occupation ceases, unless the consent holder has transferred the trade waste discharge consent in accordance with clause 6.5.1(a) of this Bylaw to any new occupier. Any obligations existing at the date of termination of the trade waste discharge consent shall remain in place.

## 6.6 SERVICE OF DOCUMENTS

### 6.6.1 Method of service

Any notice or other document required to be given, served or delivered under this Bylaw may (in addition to any other method permitted by law) be given or served or delivered by being:

- (a) Sent by pre-paid ordinary mail, courier, or facsimile, or email to the consent holder to their last known place of residence or business;
- (b) Sent by pre-paid ordinary mail, courier, or facsimile, or email to the consent holder at any address for service specified in a trade waste discharge consent;
- (c) Where the consent holder is a body corporate, sent by pre-paid ordinary mail, courier, or facsimile, or email to, or left at its registered office; or
- (d) Personally served on the consent holder.

### 6.6.2 Deemed receipt

If any notice or other document is:

- (a) Sent by post it will be deemed received on the third day (excluding weekends and public holidays) after posting;
- (b) Sent by facsimile or email and the sender's facsimile or email machine produces a transmission report indicating that the facsimile or email was sent to the addressee, the report will be prima facie evidence that the facsimile or email was received by the addressee in a legible form at the time indicated on that report; or

- (c) Sent by courier and the courier obtains a receipt or records delivery on a courier run sheet, the receipt or record of delivery on a courier run sheet will be prima facie evidence that the communication was received by the addressee at the time indicated on the receipt or courier run sheet, or left at a conspicuous place at the trade premises or is handed to a designated person(s) nominated by the consent holder then that will be deemed to be service on, or delivery to the consent holder at that time.

### **6.6.3 Authorised Officer Signature**

Any notice or document to be given, served or delivered will be signed by an authorised officer if or by the consent holder (depending on who is providing the notice or document).

## **6.7 OFFENCES**

### **6.7.1 Prosecution under the LGA**

Every person who:

- (a) Fails to comply with or acts in contravention of any provision of this Bylaw; or
- (b) Breaches a condition of any trade waste discharge consent; or
- (c) Fails to comply with a notice served under this Bylaw, or
- (d) Fails to comply with any provision of a trade waste agreement entered into under clause 3.12 of the Bylaw.

commits an offence against this Bylaw and under section 239 of the Local Government Act 2002..

### **6.7.2 Recovery of costs**

Nothing in this Bylaw affects the rights and remedies of the Council to recover costs associated with damage to the Council's wastewater system and/or breach of this Bylaw under other legislative provisions or otherwise.

## **6.8 TRANSITIONAL PROVISIONS**

### **6.8.1 Application made before Bylaw**

Any application for a trade waste discharge consent made under the Wellington City Council Trade Waste Bylaw 2004, before this Bylaw commences, but which Council has made no decision on by that date, shall be deemed to be an application made under 3.2 of this Bylaw and will be processed in accordance with this Bylaw.

### **6.8.2 Existing consents**

Every existing trade waste discharge consent shall continue in force as if it were a consent under this Bylaw until it reaches its expiry date.

**SCHEDULE 1 – TRADE WASTE DISCHARGE CHARACTERISTICS****S1.1 INTRODUCTION**

S1.1.1 The nature and levels of the characteristics of any trade waste discharged to the wastewater system shall comply at all times with the following requirements, except where the nature and levels of such characteristics are varied by the Council as part of an approval to discharge a trade waste.

S1.1.2 The Council shall take into consideration the combined effects of trade waste discharges and may make any modifications to the following acceptable characteristics for individual discharges the Council believes are appropriate.

S1.1.3 Mass limits for characteristics in tables 1, 2 and 3 may be applied by the Council as required, refer clause 4.3 of the Bylaw.

S1.1.4 The nature and levels of any characteristic may be varied to meet any new resource consents or other legal requirements imposed on the Council, refer to clause 3.9 of this Bylaw.

**S1.2 PHYSICAL CHARACTERISTICS****S1.2.1 Flow**

- (a) The 24 hour flow volume shall be less than 5 m<sup>3</sup>.
- (b) The maximum instantaneous flow rate shall be less than 2.0 L/s.

**S1.2.2 Temperature**

The temperature shall not exceed 40 °C.

**S1.2.3 Solids**

- (a) Non-faecal gross solids shall have a maximum dimension which shall not exceed 15 mm.
- (b) The suspended solids content of any trade waste shall have a maximum concentration which shall not exceed 1000 g/m<sup>3</sup>. For significant industry this may be reduced and if so the permitted concentration or mass limit will be specified in the conditional trade waste discharge consent.
- (c) The settleable solids content of any trade waste shall not exceed 50 mL/L.
- (d) The total dissolved solids concentration in any trade waste shall be subject to the approval of the Council having regard to the volume of the waste to be discharged, and the suitability of the drainage system and the treatment plant to accept such waste.
- (e) Fibrous, woven, or sheet film or any other materials which may adversely interfere with the free flow of sewage in the drainage system or treatment plant shall not be present.

#### **S1.2.4 Fats, oil and grease**

- (a) There must be no free or floating layer.
- (b) There must be no discharge of fats, oils or greases containing substances that will become viscous between 0°C and 65°C.
- (c) A trade waste containing fats, oils or greases must not exceed 200g/m<sup>3</sup>.

#### **S1.2.5 Solvents and other organic liquids**

There shall be no free layer (whether floating or settled) of solvents or organic liquids.

#### **S1.2.6 Emulsions of paint, latex, adhesive, rubber, plastic**

- (a) Such emulsions whether treatable or not may be discharged into the sewer subject to:
  - (i) The total suspended solids not exceeding 1000 g/m<sup>3</sup> or the concentration agreed with the Council and
  - (ii) The organic strength of the wastewater must comply with the provisions of S1.3.2.
- (b) The Council may determine that the need exists for pre-treatment of such emulsions if they consider that trade waste containing emulsions unreasonably interferes with the operation of the Council treatment plant e.g. reduces % UVT (ultra violet transmission).
- (c) Such emulsions of both treatable and non-treatable types, shall be discharged to the sewer only at a concentration and pH range that prevents coagulation and blockage at the mixing zone in the public sewer.

#### **S1.2.7 Radioactivity**

Radioactivity levels shall not exceed the Office of Radiation Safety Guidelines.

#### **S1.2.8 Colour**

No waste shall have colour or colouring substance that causes the discharge to be coloured to the extent that it impairs wastewater treatment processes or compromises the treated sewage discharge consent.

#### **S1.2.9 Liquid Waste from Pharmacies**

These are generally products returned by customers in accordance with the Health and Disability Services Standards – Pharmacy Services Standard NZS 8134.7:2010.

Limits (except where they contain cytotoxic compounds or materials, which are prohibited, refer S2.4(j))

<b>Volume Limit</b>	<b>Active Concentration</b>
10 Litres	125mg / 5 ml
5 Litres	250mg / 5 ml
3 Litres	Above 250mg / 5ml

**S1.2.10 Inhibitory Substances**

Should any characteristic of a discharge be found to inhibit the performance of the wastewater treatment process, such that the Council is significantly at risk or prevented from achieving its environmental statutory requirements, then the Council reserves the right to amend the corresponding trade waste discharge consent summarily.

### **S1.3 CHEMICAL CHARACTERISTICS**

#### **S1.3.1 pH value**

The pH shall be between 6.0 and 10.0 at all times.

#### **S1.3.2 Organic strength**

The organic strength (measured as either Chemical Oxygen Demand (COD) or as Biochemical Oxygen Demand (BOD5)) of any waste may require to be restricted where the capacity for receiving and treating the organic strength is limited. A COD or BOD5 restriction may be related to mass loading and the lesser of the following mass limits shall apply:

##### **Organic Strength – COD and BOD**

COD	Mass limit	5000 mg/sec
BOD	Mass limit	2000 mg/sec

Where no means for the measurement of organic loading exists (e.g. presence of continuous flow metering with data logging) then the lesser of the following maximum concentrations shall be applied:

COD	2500 g/m <sup>3</sup>
BOD	1000 g/m <sup>3</sup>

Significant Industry dischargers may require additional limitations to the total daily mass of COD or BOD discharged and also to the timings of discharges in order to reduce the risk of adverse effects upon the Council's sewerage system. Where this is necessary, appropriate limits will be specified in the conditional trade waste discharge consent. In no case under a mass limit conditional trade waste discharge consent shall any discharge have a maximum COD concentration of greater than 30,000 g/m<sup>3</sup> or BOD of greater than 12,000 g/m<sup>3</sup>.

NOTE – For biological process inhibiting compounds refer to the Guidelines for Sewerage Systems: Acceptance of trade wastes (industrial waste) 12.

**TABLE 1 GENERAL CHEMICAL CHARACTERISTICS**

(Mass Limits may be imposed, refer to clause 4.3)

Characteristic	Measured as	Maximum concentration (g/m <sup>3</sup> )
Anionic detergent	Methylene blue active substances	500
Ammonia	N	50
• free ammonia		200
• ammonium salts		
Kjeldahl nitrogen	N	150
Total phosphorus	P	50
Sulphate	SO <sub>4</sub>	500
	With good mixing	1500 (with good mixing)
Sulphite	SO <sub>2</sub>	15
Sulphide	H <sub>2</sub> S on acidification	5
Chlorine	Cl <sub>2</sub>	3
• Free chlorine		30
• hypochlorite		
Dissolved aluminium	Al	100
Dissolved iron	Fe	100
Boron	B	25
Bromine	Br <sub>2</sub>	5
Fluoride	F	30
Cyanide	CN weak acid dissociable	5

**TABLE 2 Heavy Metals**

(Mass limits may be imposed, refer to clause 4.3)

<b>Inorganic compound of</b>	<b>Maximum total concentration* (g/m<sup>3</sup>)</b>
Antimony	10
Arsenic	5
Barium	10
Beryllium	0.005
Cadmium	0.5
Chromium – Total i.e. includes all valent forms	5
Cobalt	10
Copper	10
Lead	10
Manganese	20
Mercury	0.05
Molybdenum	10
Nickel	10
Selenium	10
Silver	2
Thallium	10
Tin	20
Zinc	10

**TABLE 3 ORGANIC COMPOUNDS AND PESTICIDES**

<b>Compound</b>	<b>Maximum concentration (g/m<sup>3</sup>)</b>
Formaldehyde • measured as HCHO	50
Phenolic compounds • measured as phenols, excluding chlorinated phenols	50
Chlorinated phenols	0.02
Petroleum hydrocarbons	30
Halogenated aliphatic compounds†	1
Monocyclic aromatic hydrocarbons	5
Polycyclic (or polynuclear) aromatic hydrocarbons (PAHs)	0.05
Halogenated aromatic hydrocarbons (HAHs)	0.002
Polychlorinated biphenyls (PCBs)	0.002
Polybrominated biphenyls (PBBs)	0.002
Pesticides (general)* † • includes insecticides, herbicides, fungicides but excludes organophosphate, see below, and organochlorine, refer S2.4(e) of Schedule 2	0.2 in total
Organophosphate pesticides	0.1

## **SCHEDULE 2 PROHIBITED CHARACTERISTICS**

### **S2.1 INTRODUCTION**

This schedule defines prohibited trade waste discharges.

### **S2.2 Prohibited Characteristics**

A discharge has prohibited characteristics if it has any solid, liquid or gaseous matters or any combination or mixture of such matters which by themselves or in combination with any other matters will immediately or in the course of time:

- (a) Interfere with the free flow of wastewater in the wastewater system
- (b) Damage any part of the wastewater system
- (c) In any way, directly or indirectly, cause the quality of the treated sewage or residual biosolids and other solids from any sewage treatment plant in the catchment to which the waste was discharged to breach the conditions of a consent issued under the Resource Management Act 1991, or water right, permit or other governing legislation
- (d) Prejudice the occupational health and safety risks faced by workers in the wastewater system
- (e) After treatment be toxic to fish, animals or plant life in the receiving waters
- (f) Cause malodorous gases or substances to form which are of a nature or sufficient quantity to create a public nuisance
- (g) Have a colour or colouring substance that causes the discharge of any wastewater treatment plant to receiving waters to be coloured.

### **S2.3 Further prohibited characteristics**

A discharge has prohibited characteristics if it has any characteristic which exceeds the concentration or other limits specified in Schedule 1 unless specifically approved for that particular trade waste discharge consent.

### **S2.4 Specific Prohibitions**

A discharge has a prohibited characteristic if it has any amount of:

- (a) Harmful solids, including dry solid wastes and materials that combine with water to form a cemented mass
- (b) Except as allowed for in Schedule 1, liquid, solid or gas which could be flammable or explosive in the wastes, for example including oil, fuel, solvents (except as allowed for in Schedule 1), fuels, calcium carbide and any other material which is capable of giving rise to fire or explosion hazards either spontaneously or in combination with wastewater.
- (c) Asbestos
- (d) Organo-metal compounds:
  - (i) tin (as tributyl and other organotin compounds)
  - (ii) chromium (as organic compounds)
- (e) Organochlorine pesticides
- (f) Genetic wastes being all wastes that contain or are likely to contain material from a genetically modified organism that is not in accordance with an approval under the Hazardous Substances and New Organisms Act. The material concerned may be from premises where the genetic modification of any organism is conducted or where a genetically modified organism is processed.
- (g) Any health care waste prohibited for discharge to the wastewater system or any pathological or histological wastes.
- (i) Radioactivity levels in excess of the Office of Radiation Safety Guidelines.

- (j) Any waste containing or contaminated by cytotoxic compounds.

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## OPEN SPACE ACCESS PLAN REVIEW

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### Purpose

1. The purpose of the report is to seek the Environment Committee's agreement to consult the public on a minor review of the Open Space Access Plan (OSAP).

### Summary

2. The Open Space Access Plan (OSAP) was last reviewed in 2008. The proposed minor review proposes:
  - a) Defining e-bikes and allowing e-bikes <300 watts (and restricted speed limits) to be used on some tracks, including commuter and mountain bike tracks in the open space network.
  - b) An updated and integrated Implementation Plan to help guide and prioritise development of the track network.
  - c) Identifying some mountain bike tracks as 'priority' use to avoid user conflict, and enhance the experience for all users.
  - d) Other minor changes to update the OSAP to be consistent with the current strategic and policy framework.

### Recommendations

That the Environment Committee:

1. Receive the information.
2. Agree to consult on the Draft Open Space Access Plan, see Attachment 1 (note new text highlighted in yellow).
3. Agree the public consultation period will run from 2 June 2016 to 14 July 2016.
4. Agree to delegate to the Chief Executive and the Chair of the Environment Committee the authority to amend the Draft Open Space Access Plan for consultation, to include any amendments agreed by the Committee and any associated consequential or other minor edits.

### Background

6. The Open Space Access Plan (OSAP) provides direction on how Council manages, implements and maintains over 340 kilometres of tracks throughout its natural reserves, Wellington Town Belt, outer green belt and wider open spaces, including the City's coastal and rural environment.
7. The intent of the OSAP is to ensure most tracks are shared use and provide for a wide range of fitness levels, abilities and interests. Due to constraints of location, and terrain and track design conflicts, not all tracks will be suitable for shared use. For example, a number of parks, including Trelissick Park, Waimapihi Reserve, Wellington Botanic Gardens (including Truby King Park and Otari Wilton's Bush) and Khandallah Park and Redwood Bush Reserve (to name a few) are exclusive to walkers and runners, but closed to cyclists.
8. The OSAP guides the use and management of these tracks and walkways. The Open Space Access Plan was first drafted in 2004 and last reviewed in 2008.

## Discussion

9. The purpose of the minor review of the OSAP is to:
  - Investigate the use, impact and accessibility of e-bikes within the network. Presently e-bikes are considered motorised vehicles under the policy and prohibited from all tracks (unless special permission is granted).
  - Update the Implementation Plan by removing completed projects and ensure consistency with other plans and policies and current priorities.
  - Ensure the plan reflects what is currently occurring in the open space access network with track use. Where tracks, predominantly built and used for mountain biking, are identified as a 'priority' for that use.
10. **Electric bikes:** An electric bike (e-bike) is a bicycle which has one or more auxiliary electric propulsion motors attached to it allowing the user to use much less energy to move the bike.
11. There are a range of models available in New Zealand ranging from around 200watts upwards.
12. Electric bikes (e-bikes) are considered as motorised vehicles under the current Open Space Access Plan. In 2013 New Zealand Land Transport defined power assisted cycles with a combined maximum power output not exceeding 300watts as a conventional bike.
13. The OSAP needs to reflect the changing legislation and technology and consider whether our open space network should provide for people on e-bikes to explore and enjoy the open space network.
14. The 'Network Principles' (Section 5 of the OSAP) provides for people with a wide range of skills, fitness levels, abilities and interests to access and enjoy our wider network. When considering the use of e-bikes we need to consider both commuter and mountain bike users.
15. Other Councils in the region, as well as Auckland City, generally treat e-bikes the same as conventional bicycles. However the Department of Conservation has restricted use of them. Their guidance document restricts use to lower grade mountain bikes tracks and allows their use on the Otago Bike Trail.
16. For e-bikes in Wellington City a range of options were considered including:
  1. Status Quo – prohibit
  2. Regulate – via issuing permits
  3. Regulate – via restricted access
  4. Unrestricted access to all shared tracks
17. Option 3 is preferred, allowing e-bikes use on a restricted number of tracks. This would ensure that user conflict is minimised whilst enabling e-bikers wide access to the open space network throughout the city.
18. When considering how option 3 would work in the open space network thought has been given to the following:
  - Public Safety - based on speed of travel
  - User conflict and enjoyment - based on whether a track may be unsuitable to be shared when social conflict is unable to be mitigated. The two main considerations include:

- a) Sightlines – ensuring there is time for the rider and other users to pass safely.
  - b) Width of Path – ensure there is space for other users to be passed (or pass) should the sightline be limited.
  - Environmental Impacts – Whether there will be an increase in erosion and damage to tracks as a result of use.
19. From the above criteria a number of suitable tracks have been identified. These are listed in Schedule C of the OSAP.
  20. The plan allows the list of tracks (in Schedule C - Approved E-bikes Tracks) be updated with deletions/additions by officers at the conclusion of any review process.
  21. As per the current plan, officers will also be able to delete and add areas/tracks at the conclusion of any review process for schedules; A - Areas Closed to Bikes, B - Priority Mountain Bike Tracks and D - Areas and Tracks Open to Horses.
  22. **The Implementation Plan:** The Implementation Plan has been updated to reflect the priority initiatives, includes those listed in other reserves management plans, such as the Suburban Reserves Management Plan. The new plan includes three separate sections including:
    - ‘Strategic Direction’ to reflect the priorities established under Our Capital Spaces and Our Natural Capital
    - ‘Renewals’ to reflect the business as usual work to manage the existing track network
    - ‘New Tracks’ (upgrades) (both Funded and Unfunded) to reflect proposed and new projects and activities to enhance the open space access network
  23. As part of the Implementation Plan review, an update of the ‘Key Initiatives’ has occurred. The ‘Key Initiatives’ section was previously known as ‘Top Ten Proposed Initiatives’. The updates reflect the initiatives that have been completed over the past 10 years and focuses on 6 key projects (in general order of priority):
    1. The Skyline
    2. The Harbour Escarpment
    3. The Great Harbour Way / Te Aranui o Poneke (partly in the Open Space network)
    4. The Rural Coastal Connection
    5. Karori Stream Access (approximately 1km)
    6. The East-West Connection Otari to Makara
  24. **Priority use mountain bike tracks.** The existing OSAP allows for tracks to be designated for a particular use where there are merits for better recreational experiences and where there is lower use by other open space users. Most of the mountain bike tracks in Wellington City, predominantly for down-hill riding, have been purpose built for mountain bikers.
  25. To ensure user experience is enhanced and to help reduce conflict with other users, the OSAP now includes some priority mountain bike tracks. This is to better reflect the design and use of the network and help reduce potential conflict between users. A new ‘Schedule C’ – *Open Space Areas and Tracks that have a ‘Priority’ use for Mountain Bikes*, has been included.

26. **Other minor changes:** Other minor changes have been made:

- Alignment with the policy direction of both Our Capital Spaces and Our Natural Capital
- Alignment with Council's Walking and Cycling Policies, and examples of how we can continue to integrate key initiatives into the open space network
- Listing opportunities and constraints to better reflect Accessible Wellington Action Plan
- Additional environment criteria to help address the impacts of proposed new and upgraded tracks on ecological and conservation areas.
- Updates to the sector descriptions and maps with newly developed tracks and future opportunities.

### Next Actions

27. The proposed process timelines for public consultation on the draft plan are as follows:

Stage/milestones	Approval/responsibility	Timing
Draft Open Space Access Plan (OSAP) approved	Environment Committee	28 <sup>th</sup> April 2016
Prepare document for consultation		May 2016
Consult on draft OSAP		2 <sup>nd</sup> June – 14 <sup>th</sup> July 2016
Oral submissions on plans	Environment Committee	4 <sup>th</sup> August 2016
Approve final plans	Environment Committee	1 <sup>st</sup> September 2016

### Attachments

Attachment 1. Attachment 1 - Draft Open Space Access Plan

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

Initial engagement with key stakeholders has occurred regarding the proposed changes to the revised plan. An Engagement and Consultation Plan has been drafted for the public consultation stage. Treaty Relations has engaged with Mana whenua about this review. We have yet to get feedback

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi principles to be considered.

### **Financial implications**

The Implementation Plan identifies which projects are currently included (and funded) through the Long Term Plan 2015 - 2025. The Key Initiatives are subject to private land owner approval to be fully completed. When and if they are able to proceed fully the following tracks will proceed be subject to future Annual Plan or Long Term Plan funding.

- The Rural Coastal Connection
- Karori Stream Access
- The East-West Connection Otari to Makara

As the open space access network extends the ongoing maintenance budget will need to be increased. Funding will be sought for maintenance through a future Annual Plan or Long Term Plan.

### **Policy and legislative implications**

There are no policy and legislative implications.

### **Risks / legal**

From a health and safety perspective, where e-bikes are proposed to use shared tracks the width and sight lines of those tracks has been considered to reduce user conflict.

### **Climate Change impact and considerations**

There are no climate change impact and considerations.

### **Communications Plan**

There is no communication plan to be considered.

# **OPEN SPACE ACCESS PLAN**

**PLAN FOR THE MANAGEMENT OF THE OPEN  
SPACE ACCESS NETWORK**

**APRIL 2016**



*Oraiti Reserve and Wellington Harbour looking north*



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# 1. INTRODUCTION

Most cities have large urban parks for public recreation, or areas of open space on the urban fringe for tramping, bush walks and biking. Wellington has a unique access network, embedded within the city structure and Wellington Town Belt, running out through the suburbs to the Outer Green Belt and beyond into the rural environment.

The track network offers benefits for the entire community and caters for a wide range of interests and capabilities.

## **Environmental benefits**

- Promotes community awareness and appreciation of the natural environment.
- Develops public understanding of the principles and value of conservation.
- Promotes walking, cycling and running as viable modes of transport.
- Enriches the experiences of visitors through education and interpretation.

## **Social benefits**

- Contributes to the livability of the community and is part of the local culture.
- Facilitates community interaction and recreation.
- Health benefits.

## **Recreational benefits**

- Opportunities for free, accessible recreational activity for a wide range of the community.
- Increased recreational opportunities for a wide range of the community.
- Opportunities for risk, adventure, remoteness and solitude.

Track users include walkers with limited mobility, wheelchair users, walkers who use tracks for recreation or to access a specific destination, walkers with dogs, family walkers with young children and pushchairs, walkers who want solitude and a natural environment, trampers, runners/joggers, mountain bikers, power prammers (mountain buggy users), family mountain bikers, commuters, tourists, environmental education users, horse riders, and recreational vehicle drivers. Each user group has slightly different requirements and expectations.

## 1.1 WHAT IS THE OPEN SPACE ACCESS NETWORK?

The open space access network is simply any route that runs through open space. It may be a specifically built road or track, may have evolved from use or have been adapted from a former farm track. The main categories of users are pedestrians, cyclists and vehicle users. This plan bases its classifications around these users.

There are many roads and vehicle tracks in Wellington which are a vital part of the access network and are maintained for reasons other than, or in addition to, recreation access (for example, access to utilities). There are also a number of paper roads

(legally a road but as yet unbuilt) which may have some future significance for access. Roads and vehicle tracks are considered within this plan as part of the access network, however the design and standards of roads and tracks is not included within this document because of the specialist requirements.

Open spaces are the outdoor places around us that have:

*ecological values* such as plants and animals and the habitats they live in;

*recreational values* that we appreciate and enjoy including formal and informal sport, and active and passive activities;

*landscape values* including patterns of landform, scenic beauty and sense of place;

*natural heritage values* inherent in places with cultural or historic significance.

There is a need to manage access to the open space network. This includes balancing the need of users and potential conflict between the users eg mountain bikers and walkers, as well as balancing development of the open space access network, while ensuring we protect the ecological and landscape values.

## 1.2 HOW DO TRACKS FIT IN

Tracks are a significant part of the Council's role in *Getting Everyone Active and Healthy*, a key outcome of *Our Capital Spaces – An Open Spaces and Recreation Framework For Wellington:2013-23*. *Our Capital Spaces* focuses on providing accessible walking and cycling tracks within our open spaces. The Open Space and Access Plan has a central theme that recreation and leisure opportunities should be available to people of all ages and abilities. Tracks not only have a key role in providing many different age groups with a wide variety of opportunities, but also connect Wellingtonians (and visitors) to nature as part of recreation activities as outlined in Our Natural Capital (Wellington's Biodiversity Strategy and Action Plan).

The key strategic outcomes from Our Capital Spaces which relate to the track network tracks include:

*Outcome 1 – Getting Everyone Active and Healthy*

### Focus: Awareness

- high quality, consistent signs and appropriate entrances to make it easy for people to use our tracks, parks and other spaces.
- developing smart and easily accessed information to tell people about what's on offer. This includes use of digital media such as interactive mapping of walking tracks and cycle ways

### Focus: Providing accessible walking and cycling tracks

Council plan to develop short, easily accessible walking and cycling tracks close to where people live.

## 1.3 THE COUNCIL'S ROLE

The Council has an important role to play in providing a range of recreational opportunities and promoting public health. The access network provides opportunities for all ages, interests and abilities at minimal or no cost. *Our Capital Spaces* focuses on making the public more aware of the open spaces available to them and promoting physical activity. Building and supporting active living environments is one way to

provide greater opportunities for routine physical activity, as well as experiencing the natural environment. Well planned tracks are a great way of promoting active living.

The track network needs to be actively promoted by the city, and publicised to provide users with high quality, accessible information about the network and education about the natural environment. This will also involve monitoring of use and customer satisfaction by the Council.

Council has a Walking Policy (2008), and a Cycling Policy (2008) – their objectives are included in Appendix 12. These policies are integrated, where practicable, with the Open Space Access Plan, as well as part of other Open Space policy direction. For example, Our Capital Spaces includes an initiative to provide shorter and more accessible walking and bike tracks close to where people live and other initiatives (as mentioned in Section 1.2 above). Our Capital Spaces also identifies the need to seek opportunities for active transport routes through the open-space network.

A 2014 report, 'Integrating Road and Open Space Networks to Maximise Active Transport and Recreational Opportunities in Wellington'<sup>1</sup>, identified a number of recommendations, including using technology to highlight off road commuter routes. The report noted that route signage would need to be consistent on both on-road and off-road sections. However the report stated that not all cycle commuters wanted to travel off-road, as most want shallow gradients, even surfaces and direct routes. Commuter routes needed to be wide, dual access (both directions) and shared use. Due to the topography of Wellington's open space, this was not always achievable.

The Councils has integrated shared walking and cycling tracks through transport and open space networks, such as Ara Tawa Walkway and Grasslees Reserve and other reserves in Tawa. We also continue to implement the Great Harbour Way / Te Aranui o Pōneke. Other opportunities to formalise transport routes through the open space network include the Hataitai to the City route via the Townbelt on Mount Victoria / Matairangi.

There are also initiatives underway to promote linkages for visitors to the CBD to the open space network surrounding the city and beyond. This includes signs, as well as web-based technologies. Technologies will be continued to be explored and used as an information provider. There has also been work done to promote and enhance mountain biking within the city, as well as look at opportunities to include cycle and walkways from the suburbs to the CBD.

Council will continue to work with other Councils and partners to ensure better integration and implementation of a user friendly commuter routes and recreation opportunities through the open space network and in recognizing the current and potential economic benefits for the City and Region.

## 1.4 OTHER PROVIDERS

There are a number of other track providers within the greater Wellington region. Some tracks lead onto or cross private land. The Council will continue to work with landowners to facilitate access and assist with managing tracks and their use.

It is important to ensure integration with neighbouring territorial authorities such as Hutt City and Porirua City Council and other providers such as the Department of Conservation and Greater Wellington Regional Council which provide tracks within

<sup>1</sup> A combined Victoria University of Wellington and Wellington City Council document written by Kate Coles, February 2014.

and bordering the Wellington city district. Tracks which cross boundaries need to be continuous and consistent.

### 1.5 COMMUNITY TRAIL BUILDERS

It is acknowledged that around Wellington, the community, with the Council's guidance, has had a huge involvement in track planning, building and maintenance. The Council will continue to support these initiatives and to work with the community to improve access.

Wellington City is fortunate to have an active community of volunteers and working groups, including mountain bikers, walkers and runners. Wellington also has sponsorship from corporate bodies and other entities that help provide tracks and resources to ensure the trail network is enhanced. Wellington City Council wishes to recognise these groups for their time, resources that help make the network one of the best 'urban' open space access networks in the world.

## 2. CURRENT TRACK NETWORK

Wellington City Council is responsible for an extensive and complex network of tracks located in parks and reserves across the city, and across private land, from Rangitatau Historic Reserve and Red Rocks in the south to Belmont Reserve and Spicer Forest at the northern city boundary.

Tracks that form part of the recognised track network have been established over many years and for many purposes. They provided pedestrian access over the Wellington Town Belt into the city or were used as local shortcuts. Some tracks started as farm roads. Others were built to satisfy the demand for informal recreation but have been gradually improved over time.

Changing demands have seen a recent shift towards tracks as a recreational resource in their own right. While the environment and destination are important, using the track itself is the primary experience.

### 2.1 STRENGTHS OF WELLINGTON'S TRACK NETWORK

- Provides opportunities to experience a unique and spectacular environment.
- A strong network of primary tracks (with the exception of the northern area) based on the linear ridgelines and valleys.
- A good local track system based on the Wellington Town Belt, the Outer Green Belt and open space.
- A strong system of recreational nodes due to the many public and private sporting facilities located in the Wellington Town Belt and other open space.
- The opportunity to provide a unique outdoor experience close to the urban environment due to the Wellington Town Belt, Outer Green Belt and other open spaces.

### 2.2 WEAKNESSES OF WELLINGTON'S TRACK NETWORK

- Inconsistent standards (for example, starts off at short walk standard but turns into tramping track standard within a single sector).
- Lack of secondary connectors.
- Uneven distribution.
- Some physical access points not legally secured.
- Poor entry/exit points.
- Poor design.

- Inconsistent signage.
- Few opportunities for people with limited mobility, visual impairment, young family groups and tourists outside the formal garden areas.
- Limited opportunities for horse riders and off-road vehicles.
- Incomplete tracks that end at no particular point.
- Lack of comprehensive maps, information and promotion.

## 2.3 OPPORTUNITIES FOR WELLINGTON'S NETWORK

The opportunities for Wellington's network surround the improvement of the existing network and extension of new tracks within the network. These specific opportunities are discussed within Section 6 – 'Key Initiatives', Section 7 – Sector Information' and the Implementation Plan.

## 2.4 THREATS TO WELLINGTON'S NETWORK

- Unlawful/informal track building.
- Conflict of uses.
- Poor design and/or harsh conditions leading to deterioration.
- Developments ending or dissecting access.
- Private landowners disallowing access to tracks on private land.
- Inadequate maintenance
- User abuse of tracks

## 2.5 Accessibility Opportunities and Constraints

The constraints of the current access network for wheelchair access, and people with disabilities include:

- Steep terrain (due to topography) and/or surface material of many tracks make them unusable for those with limited mobility.
- Inconsistent standards across some tracks eg some tracks start off as a sealed pathway and end up a steep walking track with steps ie Khandallah Park entrance to the start of the climb to Mount Kaukau
- Conflict of use on some paths eg, walkers, runners and mountain bikes.
- Some tracks of poor design eg exit and entry points
- Signage can be poor and inconsistent

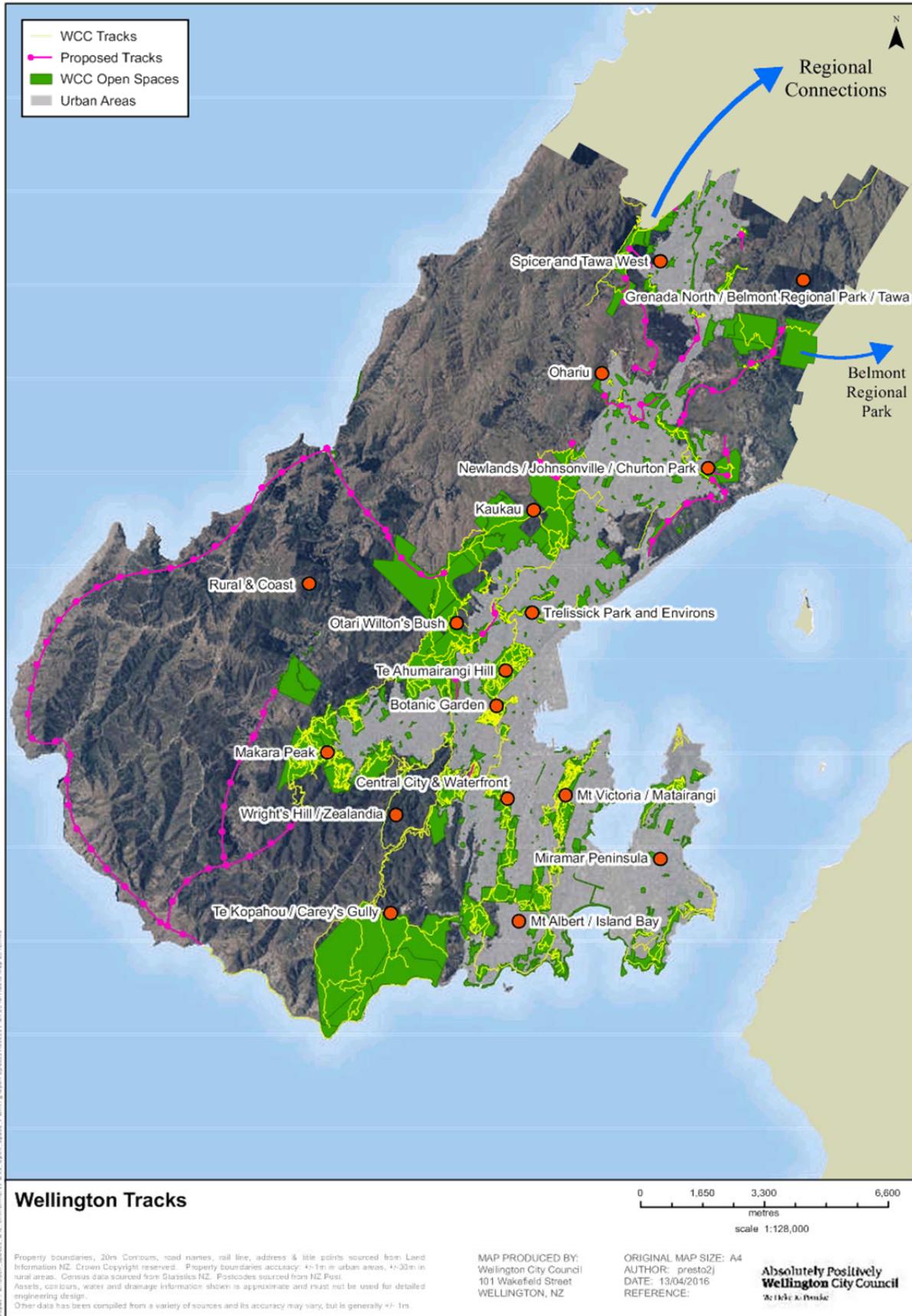
Opportunities of the current and future networks for wheelchair access and people with disabilities:

- Listing the number and locations of paths and walkways that have sealed surfaces and flat pathways for mobility users and other disabled users
- Review whether more accessible tracks need to be constructed

### 3. VISION

Wellington City Council wants to strengthen and improve the open space access network through a plan that will:

- *provide outstanding opportunities for recreation and tourism within the open spaces of Wellington*
- *ensure that tracks provide for a range of user interests, skills, abilities and fitness levels within each area*
- *achieve a quality primary network accessing major destination points in Wellington and adjoining districts, and linking with an equitable distribution of secondary and local track networks and recreational facilities.*



## 4. COMPONENTS OF THE NETWORK

There are two types of classification systems for access ways in Wellington. The first is the *network component* – which is the citywide web of access ways and how these fit together, and join the pedestrian and cycle transport networks. The second way of classifying tracks is the *track type* which is based on the type of environment the access way is located in and how it is used. This affects the construction and the ease of use of the access way.

The **network component** can be described in terms of primary access ways, secondary connectors, local and facility networks and recreational nodes.

**Primary access ways** are key tracks in the city track network. They are a reflection of the pattern of development and the landforms and landscapes. They provide:

- access to major destinations, landmarks and lookouts
- access to places where people want to use for recreation for example the coast, open hilltops and bush
- links with existing track systems.

**Secondary connectors** are lateral tracks that provide:

- access or links from the urban fringe into the primary track system
- ‘off ramps’ so primary track users can go as far as their ability and time allows
- loop access for local users from the primary track or from a local access point.

**Local and facility networks** add interest to the network and provide more connection points. They give track users choice and variety. They are generally focus points for recreation such as the Wellington Botanic Garden. Zealandia is an example of a facility network.

**Recreation nodes** occur where tracks meet with other types of recreational facilities such as play areas, sports fields, dog exercise areas and community halls/buildings.

## 5. NETWORK PRINCIPLES

**These overarching principles apply to the whole open space network. All new tracks should be consistent with these principles.**

**Over the period of this plan, the existing network will be upgraded to comply with these principles; this will include track maintenance and the provision of suitable signage.**

- A wide range of skill and fitness levels, abilities and interests will be catered for by the access network.
- Key destinations will be able to be easily accessed from main entrances, where possible and reflect Accessible Wellington Action Plan.
- Tracks will be shared use, for example, by walkers and cyclists wherever this is appropriate. Tracks will be open for biking unless otherwise stated in this plan.
- The access network will be integrated with the wider city and regional access networks, and the transport needs of pedestrians and cyclists.
- Where practicable, tracks will cater for demonstrated recreation demand. Demand will be assessed via a number of methods, including, but not limited to surveys, user counts, and public requests for tracks.
- All tracks will be physically sustainable and require minimal long term maintenance
- All tracks will have minimal environmental impact, and where possible, avoid ecologically significant sites.
- Pest control, emergency services, and general management purposes will be catered for by the access network, where appropriate.
- Tracks will be signed and maintained to defined standards, with significant hazards identified and/or mitigated.
- Designated tracks may be declared open for horse-riding.
- All tracks are closed to motorised vehicles except by special permission on a case-by-case basis and in accordance with policies within the Reserve Management Cluster Plans
- Electric bikes will have restricted access. An electric bike (e-bike) is defined as a bicycle primarily pedal powered by human energy and may be assisted by a maximum continuous rated power of up to 300watts of battery power, as well as limited to 25km/h<sup>2</sup>. All other e-bikes are regarded as motorized vehicles. Refer Schedule D of this plan for tracks open to e-bikes use.

<sup>2</sup> The 25km/h limit is based on the maximum speed the e-bike will travel before its motor cuts out. The bike may travel faster than this, but only when solely powered by pedal.

- Some tracks within the network will be accessible to those with limited mobility, push chairs and wheel chairs.

## 5.1 RECREATION USES

The Wellington region offers a wide variety of high quality mountain biking and walking/running opportunities that can be enjoyed by all age groups and levels of ability. In order to enhance those opportunities, the open space track network will be improved so that it:

- increases recreation and tourism opportunities by promoting and providing short walks and cycling loops
- improves access for users by providing consistent signage, smart and easy to access information eg interactive mapping of tracks and appropriately marked entrances
- connects communities and recreational nodes
- provides alternative transport routes and connections.
- engages park users in recreational experiences that also connect them to nature

The open space access network provides for a range of track uses including; walking, running, tramping, mountain biking/cycling, horse riding and four-wheel driving. Each of these user-groups has a variety of needs that places demands on the network:

- walkers and runners often seek a choice of interesting routes that are accessible throughout the year
- trampers enjoy varied terrain and accessible look-out points
- mountain bikers/cyclists seek inter-connected tracks that provide for a wide range of skills and abilities
- four-wheel drivers require clear information regarding the restricted areas, and where they can drive throughout the network.

Good information regarding permitted track uses both manages expectations and improves the safety of the track network for all track users.

To balance various user-group needs, the tracks shall be managed in accordance with the following framework:

## 5.2 TRACK DESIGN

- All new tracks will be designed and constructed in a way that is consistent with the network principles (see 5 above).

### 5.3 TRACK NETWORKS

The criteria for setting track-work priorities, including new tracks, and track upgrades such as extensions or re-contours, are:

- *network significance* - contribution to the overall network
- *access, linkages, connectivity* – level of importance
- *demand* – level of public interest for the work to be done
- *diversity of uses* – breadth of uses catered for
- *associated risk* – level of legal difficulty such as easements
- *context factors* – other local factors such as development plans
- *strategic alignment* – contribution to other Council objectives.

### 5.4 TRACK ASSESSMENT

- Shared-use tracks are preferred within the open space network to optimise usage rates. However where there are safety issues or major conflict between users eg fast bikes and walkers and /or runners, tracks may be prioritised for certain activities.
- In considering the suitability of developing a new track or changing the use of existing tracks, the following criteria will be taken into account:

- *Environmental impact* – Tracks must be well planned and maintained, taking into consideration priorities and actions to protect and restore biodiversity in accordance with Council's Our Natural Capital.

For tracks in ecologically significant sites, there are important design considerations that need to be taken into account. Where track development means protection of vulnerable indigenous biodiversity is not practical or possible, and/or environmental assessment shows that mitigation and remediation are not possible, then specific users will be excluded and/or directed elsewhere. This is especially true if the track is expected to see heavy use. Tracks with minimal impact may be suitable in these areas, such as tramping tracks or routes.

A review of the following environmental effects shall be conducted at the beginning of all significant track work planning. Tracks within ecologically significant sites need particular consideration.

Tracks in these sites should:

- Protect prime bush remnants. There should be no new tracks within prime bush remnants.
- Protect significant vegetation. There should be no detrimental impacts on significant vegetation or threatened species.
- Protect significant trees. Work should not be carried out within the dripline of significant trees and tree root disturbance should be avoided where possible.

- Keep track development at an appropriate distance from the stream channel to avoid negative impacts eg through sedimentation.
- Keep the tree canopy intact and not create canopy gaps. This can be accomplished through good track design.
- Ensure that soil disturbance is minimised

Regardless of whether a site is ecologically significant, any track development should minimise disruption to the natural environment.

- *User group conflict* - A track is unsuitable for shared use when conflict between users is unable to be mitigated.
- *Public safety* – Speed of travel must be controlled for safe, shared use of tracks. For example, bike speeds may be slowed using track construction methods such as tight corners, or “switchbacks”, and reverse gradient designs. If shared two way use is not safe then consideration shall be given to separating potential user conflict.

Track suitability dictates that a number of tracks and areas are closed to mountain biking/cycling (refer Schedule A on page 24 or [www.wellington.govt.nz](http://www.wellington.govt.nz) for the updated list). These tracks and areas are reserved for walkers to facilitate quiet contemplative outdoor experiences. Reviews of track status will be carried out in terms of implementing track upgrades as part of this Plan, and/or reserve management plans or as new proposals for opportunities where additional funding is required.

When there are significant safety, environmental and/or user conflict issues that cannot be managed, Council officers may close a track or change a use designation.

Specific use tracks are those designed to meet the needs for a particular use. On these tracks the priority belongs to the specific user group and other users must give way. Consideration will be given to specific-use tracks, such as a mountain bike park tracks, based on the merit of the recreational opportunity. The Council is generally supportive of the provision of such facilities provided that there is a low user demand on the track and/or area by other open space users.

Exclusive use tracks are those designated as open for only one type of use such as a specialist downhill or jump/free-ride track. Other users may be excluded from such areas in alignment with the public safety, environment impact and user group conflict criteria outlined above.

## 5.5 WALKING, RUNNING & MOUNTAIN BIKING/ CYCLING

Tracks are open to walkers, runners and mountain bikers/cyclists unless declared closed for a specific purpose in accordance with this policy. The Council intends that use of the majority of tracks is shared between bikers, walkers and runners. In

particular, easy mountain bike tracks and connector tracks are well suited as shared-use tracks. Opportunities to increase the number of these tracks may be investigated as new initiatives through the draft Annual Plan process.

#### **5.5.1 Information and Education**

Information for track users is available on the Council's website. Council officers will update this information which includes; maps of open tracks, limited mobility tracks, dog exercise areas, information about tracks closed to mountain bikers/cyclists and a Mountain Biker's Code.<sup>3</sup> The Mountain Biker's Code outlines expectations about mountain biker/cyclist behaviour towards walkers and other users. This voluntary code states that mountain bikers should respect others and give way to people on foot unless it is a priority or exclusive use area for mountain bikers. The code can be found at <http://www.doc.govt.nz/mountain-bikers-code>

Shared use tracks provide optimal accessibility for open space network users. They also encourage users to develop an understanding and respect for other user group needs and rights. Track design and signage improvements will be made where possible to reduce the incidence of user conflict.

Walking and running are recreational activities that are accessible to almost everyone. Opportunities are being sought wherever possible within the open space network for tracks that can also be used by older persons, people with limited mobility, push chairs and wheel chair users.

#### **5.5.2 Walking, Running, Equestrian and Biking Events**

Council approval is required for walking, running, equestrian mountain bike and cycling events. Approval is required to ensure that Council is satisfied that risk of damage and other legacy issues are properly managed.

Written applications must include:

- a comprehensive safety plan
- estimates of the number of anticipated participants, officials and spectators
- wet weather arrangements
- the impact on regular users
- likely damage and cost of repairs
- an agreed plotted track course
- requirements for car parking, toilets and other facilities
- a public safety and awareness plan (see 5.5.2.1 below)
- a signage plan – (see 5.5.2.2 below)

<sup>3</sup> The Mountain Biker's Code has been developed by Mountain Bike New Zealand in liaison with the Department of Conservation and other key stakeholders. It is a voluntary code of behaviour that is self-monitored.

- an assessment of the environmental effects of the event, such as track damage or vegetation removal, and means of minimising them.

The Council will process applications for events and notify applicants of the outcome within 20 working days. Successful applicants will be required to do the following:

- Complete a site visit of the proposed course with a Council officer
- Pay the Council a refundable bond. The bond amount will depend on the scale and the potential impact of the event. The cost of any remedial work the Council needs to carry out on the site at the conclusion of the event will be deducted from the bond prior to repayment of any remainder
- Pay a race fee for holding the event. Council may charge a race fee to reflect the opportunity cost of the use of public space. Any fees will be used to enhance or maintain the wider track network.

#### **5.5.2.1 Public Safety and Awareness**

- The event organiser must give notice to the public 14 working days prior to the event by signage at key entry points to the event area.
- The event organiser must provide written notification to all immediate neighbours to the event area seven days prior to the event.
- The event organiser is required to provide a sufficient number of marshals and adequate signage to ensure the safety of event participants and other users of the area.

#### **5.5.2.2 Signage**

- All event signage must be approved by Council officers prior to the event.
- All signage will be at the expense of the event organiser
- All signage will be removed promptly by the event organiser after the event.

Heavy or prolonged rainfall prior to the event may mean Council officers need to require the event organiser to postpone the event. Event postponements or cancellations are at the discretion of the Parks, Sport and Recreation Gardens Manager.

## **5.6 MOTORISED VEHICLES**

The roads and vehicle tracks in open spaces, including parks and reserves form an essential part of the open space access network. They provide vital access to recreation areas and are critical for operational management such as pest control, vegetation management, volunteer schemes and fire control.

#### 5.6.1 Motorised vehicle access

- Motorised vehicle-based recreation is not permitted in reserves, except in accordance with reserve management plans.
- Signage and physical barriers shall advise of motorised vehicle access restrictions in open space areas.
- Clubs may request motorised vehicle-based access permits from the Council for organised events providing that all vehicles are registered and warranted.

### 5.7 HORSES

Tracks and open spaces are generally closed to horses due to potential track damage and the incompatibility of horse riding with other track uses. Horse riding is best suited to dedicated specific-use tracks and areas. Council may investigate horse riding demand and explore the suitability of tracks and open space areas for horses in accordance with this policy (see 5.1 - 5.4 above and Public Places Bylaw clause 20). Areas of open space land and tracks declared open to horses are listed in Schedule B of this policy (page ... or [www.wellington.govt.nz](http://www.wellington.govt.nz) for updated list).

### 5.8 Electric Bikes

Electric Bikes (e-bikes) are defined in Section 5 – Network Principles. E-bikes provide a wide range of people access and the ability to use and enjoy open spaces, while meeting their health and fitness needs. E-bikes have grown in popularity in recent years, including commuter and mountain type e-bikes.

In New Zealand power assisted cycles fitted with electric auxiliary propulsion motors with a combined maximum power output not exceeding 300watt are not considered motor vehicles and are defined as conventional cycles.

When considering the use of e-bikes within our reserves consideration has been given to the following:

- Public Safety - based on speed of travel
- User Group conflict and enjoyment - based on whether a track may be unsuitable to be shared when social conflict is unable to be mitigated. The two main considerations include:
  - Sightlines – ensuring there is time for the rider and other users to pass safely
  - Width of Path – ensure there is space for other users to be easily be passed (or pass) should the sightline be limited.
- Environmental Impacts – Whether there will be an increase in erosion, damage to tracks and/or increased disturbance to wildlife as a result of use.

From the above criteria e-bikes use will be limited to suitable commuter link tracks (from the suburbs roading network through the open space network), some mountain bike tracks, and where a clear sightline and/or a width to ensure conflict between users is mitigated.

The tracks opened to e-bikes are listed in Schedule D. This list of tracks and will be updated with deletions/additions by officers at the conclusion of any review process and posted on the Council's web site. Please refer to [www.wellington.govt.nz](http://www.wellington.govt.nz)

**SCHEDULE A:  
OPEN SPACE AREAS AND TRACKS CLOSED  
TO MOUNTAIN BIKING/CYCLING**

(last updated April 2016)

Due to the location and design of some tracks, conflicts occur between user groups. In some places, to ensure public safety, help minimise conflict between users and enhance the user experience for walkers and runners, some Parks and the tracks within them will be closed to mountain biking and cyclists, including the following:

- Berhampore Golf Course
- Bolton Street Memorial Park
- Eastern Walkway
- Hue Te Taka (Moa Point)
- Huntleigh Park
- Izard Park
- Johnston Hill Reserve, (loop walks)
- Katherine Mansfield Park, Thorndon
- Kelburn Park Exercise Track
- Khandallah Park/Johnsonville Park (excluding Sirsi Crescent to Kau Kau and Old Coach Road to Kau Kau summit track)
- Larsen Crescent Reserve, Tawa
- Otari – Wilton’s Bush
- Queens Park (including Goldies Brae)
- Redwood Bush Reserve, Tawa
- Southern Walkway (Oriental Bay to Palliser Road section)
- Te Ahumairangi Hill (apart from the Northern Walkway track, Huntingdon Street to Ridgeline track, the Ridgeline track, West-East Connector track, Grant Road track)
- Trelissick Park
- Truby King Park, Melrose (apart from the sealed driveway)
- Waimapihi Reserve (and connecting tracks to Polhill)
- Wellington Botanic Garden (except the road around Anderson Park from Glenmore Street to Kinross Street and the designated 10kph path from Upland Road to Salamanca Road)
- Wilf Mexted Scenic Reserve, Tawa

The list of tracks and areas closed to mountain biking will be updated with deletions/additions by officers at the conclusion of any review process and posted on the Council’s web site. Please refer to [www.wellington.govt.nz](http://www.wellington.govt.nz)

**SCHEDULE B:**

**OPEN SPACE AREAS AND TRACKS THAT HAVE A  
PRIORITY USE FOR MOUNTAIN BIKES**

(developed April 2016)

Due to the location and design of some tracks, conflicts occur between user groups. In some places, to ensure public safety, help minimise conflict between users and enhance the mountain bikers' experience, some tracks will have mountain bike priority use.

In the table below mountain bike tracks are identified as priority use tracks for mountain bikes, this means that walkers and runners are expected to give way to mountain bikers and that the tracks have been designed for a mountain biking experience and may be difficult for many walkers

Signs will be installed to alert all users for example: *CAUTION! Priority mountain bike track, recommended that walkers and runners use an alternative route.*

<b>Park Name</b>	<b>Track Name</b>
Centennial Reserve	<i>Solitary Jail Brake Dual Slalom</i>
Karori Park	<i>98Downhill</i>
Makara Peak	<i>All tracks</i>
Mt Victoria	<i>Hippy's Damien's Rock drop Gromm V Roots Park bench SuperD on Mt Alfred Water Tower Shuttle cock TTS Park Bench Bomb Hole</i>
Polhill	<i>Squatters (George Denton Track)</i>
Te Kopahou	<i>Carparts</i>
Wrights Hill	<i>Deliverance</i>

The list of priority tracks for mountain bikes will be updated with deletions/additions by officers at the conclusion of any review process and posted on the Council's web site. Please refer to [www.wellington.govt.nz](http://www.wellington.govt.nz)

**SCHEDULE C:**

**OPEN SPACE AREAS AND TRACKS**

**THAT ARE APPROVED FOR USE OF E-BIKE (E-BIKES ARE DEFINED UNDER SECTION 5.**

**NETWORK PRINCIPLES)**

(developed April 2016)

- Hataitai to City Walkway (commuter link track)
- Newtown to Hataitai walkway (commuter link track)
- Te Ahumairangi Hill (commuter link track)
- Makara Peak Mountain Bike Park – all tracks down, but uphill restricted to the 4WD track
- Skyline Walkway from Makara Peak to Old Coach Road , includes 4WD tracks at Chartwell and Sirsi Terrace
- Old Coach Road
- South Coast (Te Kopahou) along coast line and the Tip Track and Red Rocks Track)
- Spicer Forest Road and through to Tawa (Chastudon Place) and Broken Hill Road, Porirua
- Sanctuary Fence Line 4WD track

The list of tracks approved for e-bikes will be updated with deletions/additions by officers at the conclusion of any review process and posted on the Council's web site. Please refer to [www.wellington.govt.nz](http://www.wellington.govt.nz)

**SCHEDULE D:**

**OPEN SPACE AREAS AND TRACKS OPEN TO HORSE RIDING**

(last updated April 2016)

- Woodburn Reserve
- Old Coach Road, (Johnsonville – Ohariu Valley)
- Te Kopahou, South Coast
- 944 Ohariu Valley Road
- Spicer Forest (selected tracks only)

Current leased horse grazing areas see Appendix 4

- Glenside Reserve
- Happy Valley (Tawatawa Reserve)
- Houghton Valley (Sinclair Park and Play Area)
- Chartwell Drive, Crofton Downs (Kilmister Block)

The list of tracks and grazing areas for horses will be updated with deletions/additions by officers at the conclusion of any review process and posted on the Council's web site. Please refer to [www.wellington.govt.nz](http://www.wellington.govt.nz)

## 6. KEY INITIATIVES

The following 6 initiatives are proposals which will be aimed for over the life of this plan (10 years). Some are already occurring in parts, but others require negotiation over private land and therefore there are risks involved in their implementation. The order of listing includes high, medium and low priorities. The priority rating is based on the following: networks significance, linkage, connectivity, demand, diversity of use, associated risk of gaining legal access/easements and have overall strategic alignment.

**HIGH** – Both of the initiatives below make up a significant part of the open space track network, they provide linkages and connections and are diverse in use, as well as having a positive impact on the strategic alignment of the current network.

### ➤ The Skyline Track

The Skyline Track is a visionary proposal. It is currently a 12 kilometre track that runs the length of Wellington City over some of Wellington's best-known hilltops over Te Wharangi Ridge within the Outer Green Belt. The main section still to be completed is between Old Coach Road and Spicer Forest.

This main axial connector provides:

- a purpose designed track for walkers, runners and mountain bikers, where no one user group 'owns' the track
- tracks for those seeking more rugged, challenging or extreme recreation than the existing local track network provides
- links with existing track systems to create a regional track network
- a range of recreational experiences on one continuous track.

### ➤ The Harbour Escarpment Walk

Although Ngauranga Gorge forms a deep division between Khandallah and Newlands, there is potential to link existing parks and reserve areas and create the harbour equivalent of the Skyline Walkway. The Harbour Escarpment Walk would be an exposed but exciting track starting at Waihinahina Park (the ex Horokiwi landfill) in Newlands, running through to Ngauranga and along the coastal escarpment to Kaiwharawhara.

**MEDIUM** – The three track networks below have diversity of use and provide local and strategic linkages and connectivity. They both have a positive impact on the strategic alignment of the current network

### ➤ Great Harbour Way/ Te Aranui o Pōneke

The Great Harbour Way/ Te Aranui o Pōneke is a walking and cycling route around Te Whanganui-a-tara, the harbour of Wellington, from Fitzroy Bay (Hutt City Council) in the east to Sinclair Head in the west. Though predominately along the roading network (within the Wellington city boundaries) the route crosses within parts of the open space network. Where the route passes the open space network signage will need to be installed.

### ➤ The Rural Coastal Connection

A coastal track beginning from Owhiro Bay and continuing around the south-western coastline to Makara Beach would create a spectacular route which could be completed over several days (accommodation would be required) or done in sections with access from the rural hinterland. This track is a natural extension to the Te Aranui o Pōneke (Great Harbour Way) initiative. This initiative relies on some land owner approvals

before it can be realised. This track has also been highlighted as part of an 'epic' route for mountain bike enthusiasts.

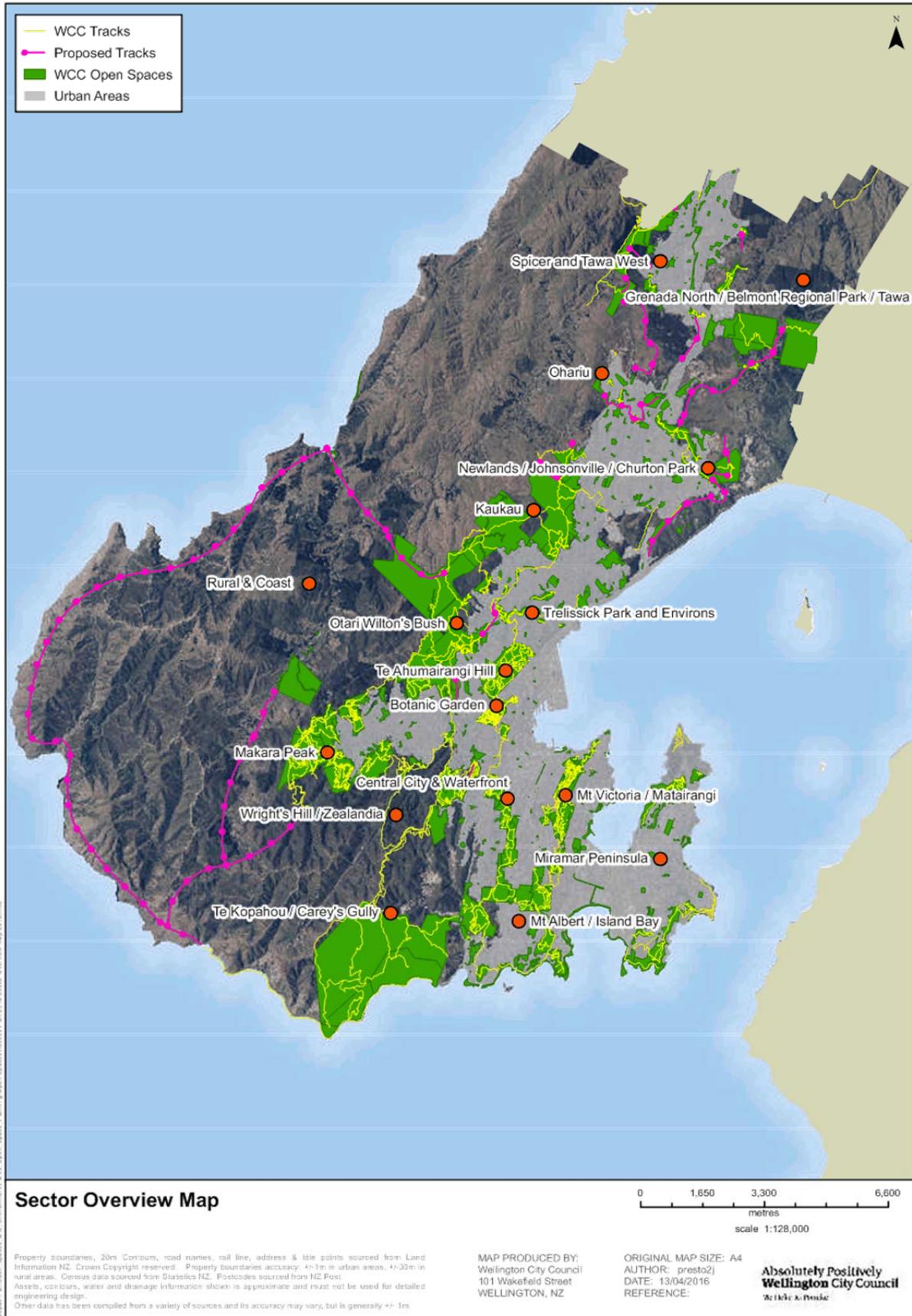
➤ **The East-West Connection – Otari to Makara**

The Outer Green Belt has been regarded as a buffer or a barrier between urban and rural Wellington. The recently acquired Kilmister land has provided the opportunity for a cross-country connection, a track running from Otari-Wilton's Bush across Te Wharangi Ridge to Makara Road and hence to the coast. An existing network of farm tracks and roads may mean that the track can be dual use.

**LOW** – Completing the initiative below will provide local and strategic linkages and connectivity. It has a limited impact on the strategic alignment of the current network.

➤ **Karori Stream Access**

Completion of the Karori Stream Track would create a gateway between Wellington and the South Coast, a direct connection to the Rural Coastal Track and a link to South Makara Road. A paper road runs alongside the stream and a formed vehicle track follows the stream from South Karori Road to the coast. The tracks beyond the end of South Karori Road is currently restricted and requires Land Owner agreement before the link can be finalised. There is potential for a primary all-weather track for a wide range of users.



## 7. SECTOR INFORMATION

The following information provides an overview of the various open space sectors, including a description of the secondary track network and the Te Araroa Trail. This section also gives a description of the tracks recently constructed as part of the previous Implementation Plan (2008) and provides information on key objectives included in the new implementation plan.

### 7.1 SECTOR 1 - SPICER & TAWA WEST

This sector, defined by the Spicer Ridge to the west, is identified in the Outer Green Belt Management Plan as the northern end of the Outer Green Belt. The eastern flanks, with pine and bush cover, form a backdrop to the communities of Redwood, Westhaven and Lindenvale and are very visible from Horokiwi Ridge across the Tawa valley.

There are new tracks in the area. There is a link to Colonial Knob via the Te Araroa Trail, connecting Ohariu Valley Road to Colonial Knob (Rangituhi) as well as a new link to Porirua City Council's Spicer Botanical Park, and a possible future link to the 944 Ohariu Valley Road along the ridgeline to the south. A track from Tawa township to Spicer Forest through Tawa Bush Reserves via Chastudon Place links the urban areas with the Outer Green Belt. This is one component of a comprehensive landscape plan for Spicer Forest. This track network (linking parts of Wellington and Porirua Cities) will continue to be developed. A loop track through Charles Duncan Reserve has also been created.

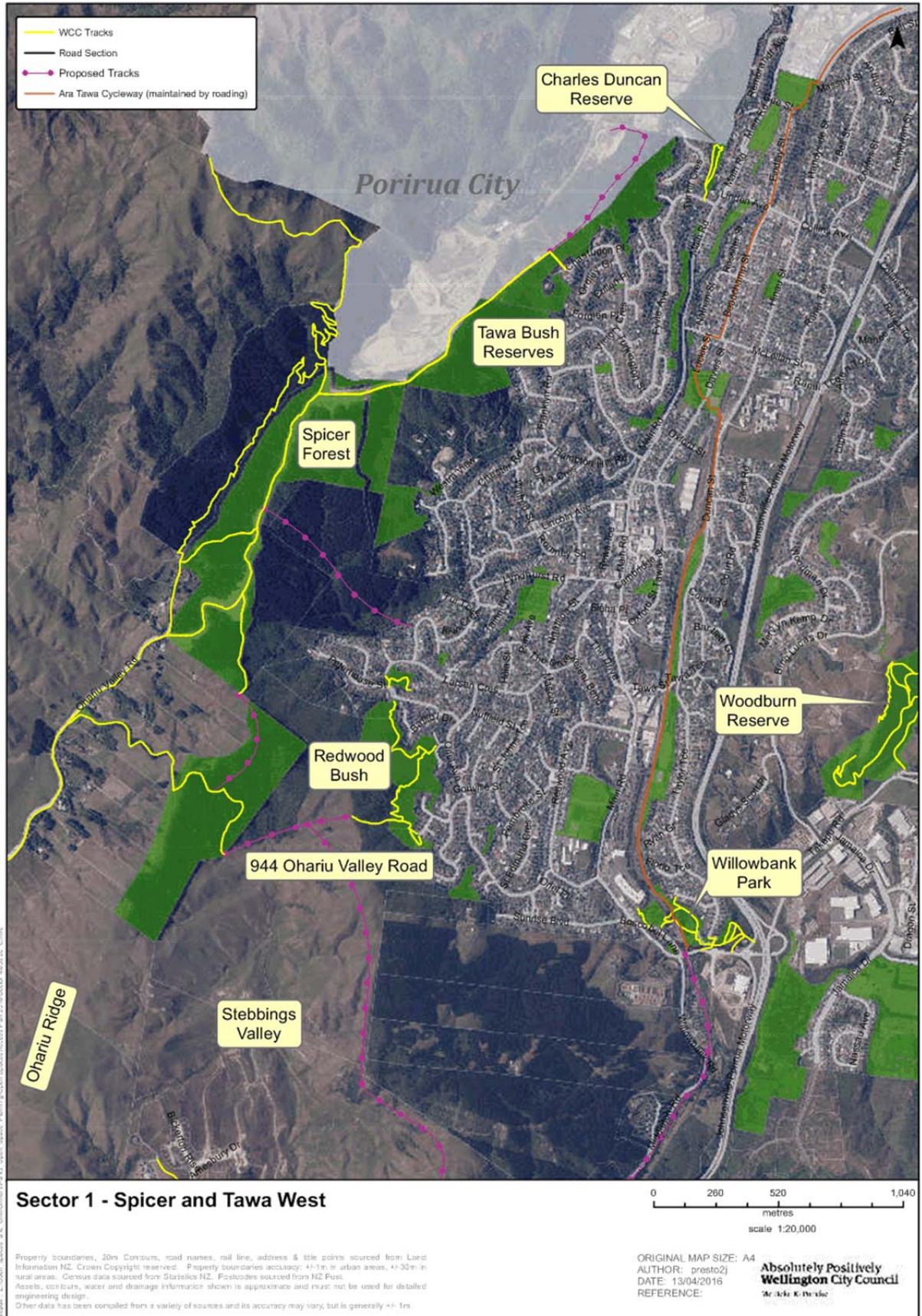
Redwood Bush and Tawa Bush Reserves on the edge of the urban fringe have a limited track system, although there is an extensive network of informal tracks through these reserves and private land up to the ridgeline. The most developed tracks in this sector are short tracks in small local reserves such as Larsen Crescent, Redwood Bush and Willowbank Park. These short walks complement the Tawa Valley Pathway (Ara Tawa) - a shared path network completed from Willowbank Park in the south to Keneperu railway station to the north. These pathways link with a Porirua City Council shared track initiative contacting to Porirua railway station and beyond.

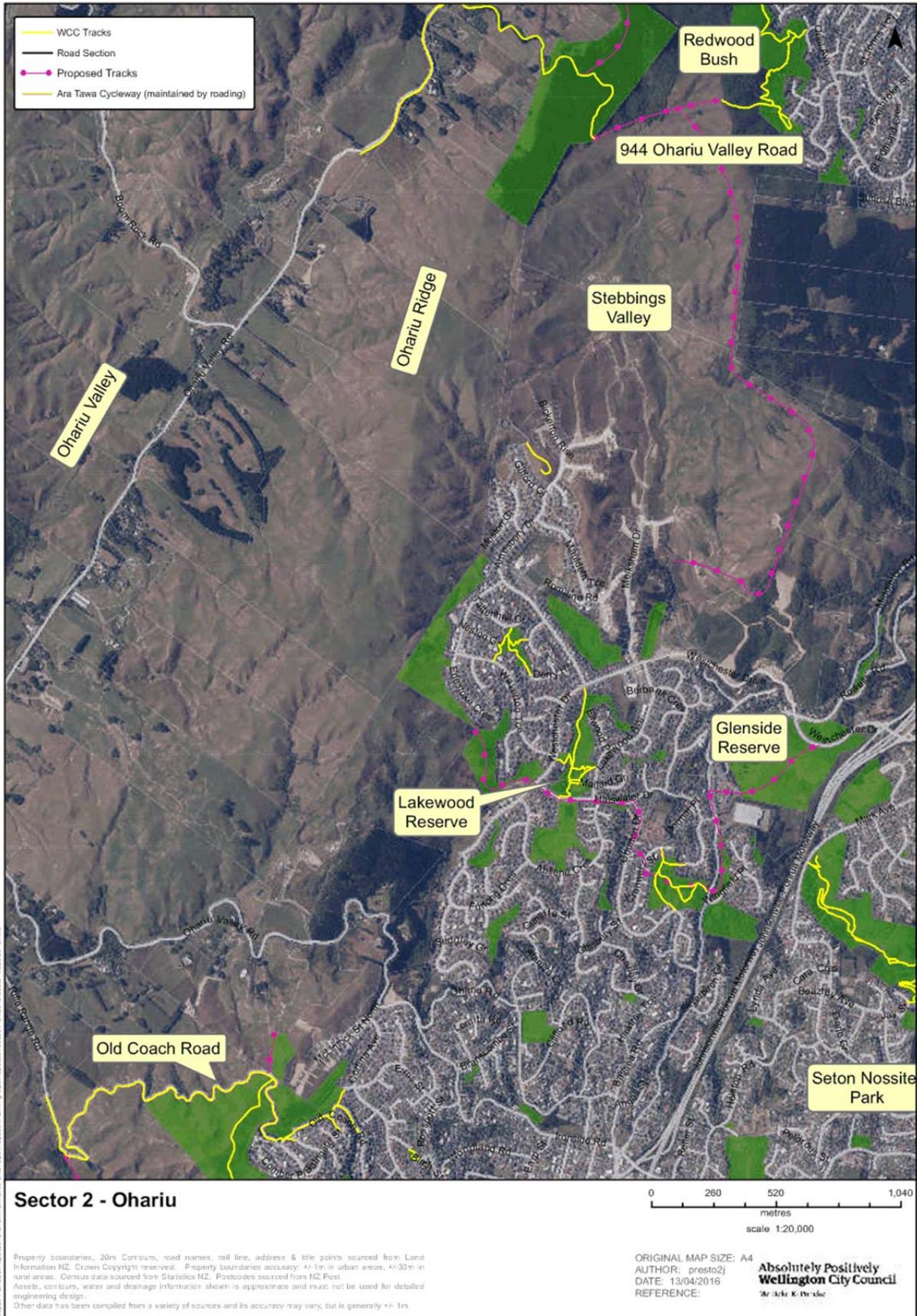
### 7.2 SECTOR 2 - OHARIU

This sector covers Churton Park, Glenside and the Ohariu Valley areas of the Outer Green Belt. This sector links the Spicer Sector with Mt Kaukau and provides a clear physical and visual separation between the farmlands of Ohariu Valley and the urban growth area of Churton Park. The open, pasture covered, gently undulating ridgeline of Ohariu Ridge is very visible from Newlands, Paparangi and Grenada across the valley and forms a natural backdrop to the local urban environment of Churton Park. Glenside, situated on the floor of the Porirua valley, is separated from Churton Park by Stebbings Valley and Marshall Ridge. Along Ohariu Ridge, land is in private ownership with no public access, although there is use of private land by horse riders. While the hills are mainly in pasture, there are small bush remnants in gullies alongside streams on the eastern slopes, some areas of pine plantation and early revegetation on ungrazed slopes close to the urban fringe, consisting mainly of gorse.

This sector is identified in the Northern Reserves Management Plan for investigation and developing new tracks between Stebbings and Ohariu Valley, as well as the Old

Coach Road and Churton Park (Skyline North Track extension), including a link between Lakewood Reserve and the neighbourhood centre.





### 7.3 SECTOR 3 - KAUKAU

This sector runs from Old Coach Road on the northern slopes of Mt Kaukau through to Huntleigh Park below the southern slopes of the Crows Nest on the Outer Green Belt. This Sector links Te Araroa Trail from Spicer via the Ohariu Valley. The Te Araroa Trail exits in Ngaio, Sector 10 - Trelissick Park.

Mt Kaukau is a local and regional landmark, a high point in a distinctive ridgeline that is very familiar to residents of the western suburbs. While the tops of the ridge were grazed, the slopes below Mt Kaukau were left in bush, creating a strong visual presence in an otherwise pastoral landscape. The landscape is now changing, with much of the hillside ungrazed and in the early stages of natural regeneration.

Mt Kaukau has long provided access to the 'real outdoors' close to urban areas for walkers, trampers and runners. It is close to the communities of the western suburbs and accessible from Ngaio and Khandallah, with many entry points (both formal and informal) into the area. Mt Kaukau is a destination in itself and the variety of micro-environments such as sheltered urban forest, exposed peak of Mt Kaukau, sheltered grassed valleys and the extreme environment of the upper ridgeline means that it can be used in almost all weather.

While there is an extensive network of tracks with many access points into the area, they are inconsistent in their standard.

There is an opportunity to formalise a track from the end of Rifle Range Road and Old Coach Road through to Johnsonville Park to form a link track back to the start of Old Coach Road and Truscott Avenue on the Johnsonville side.

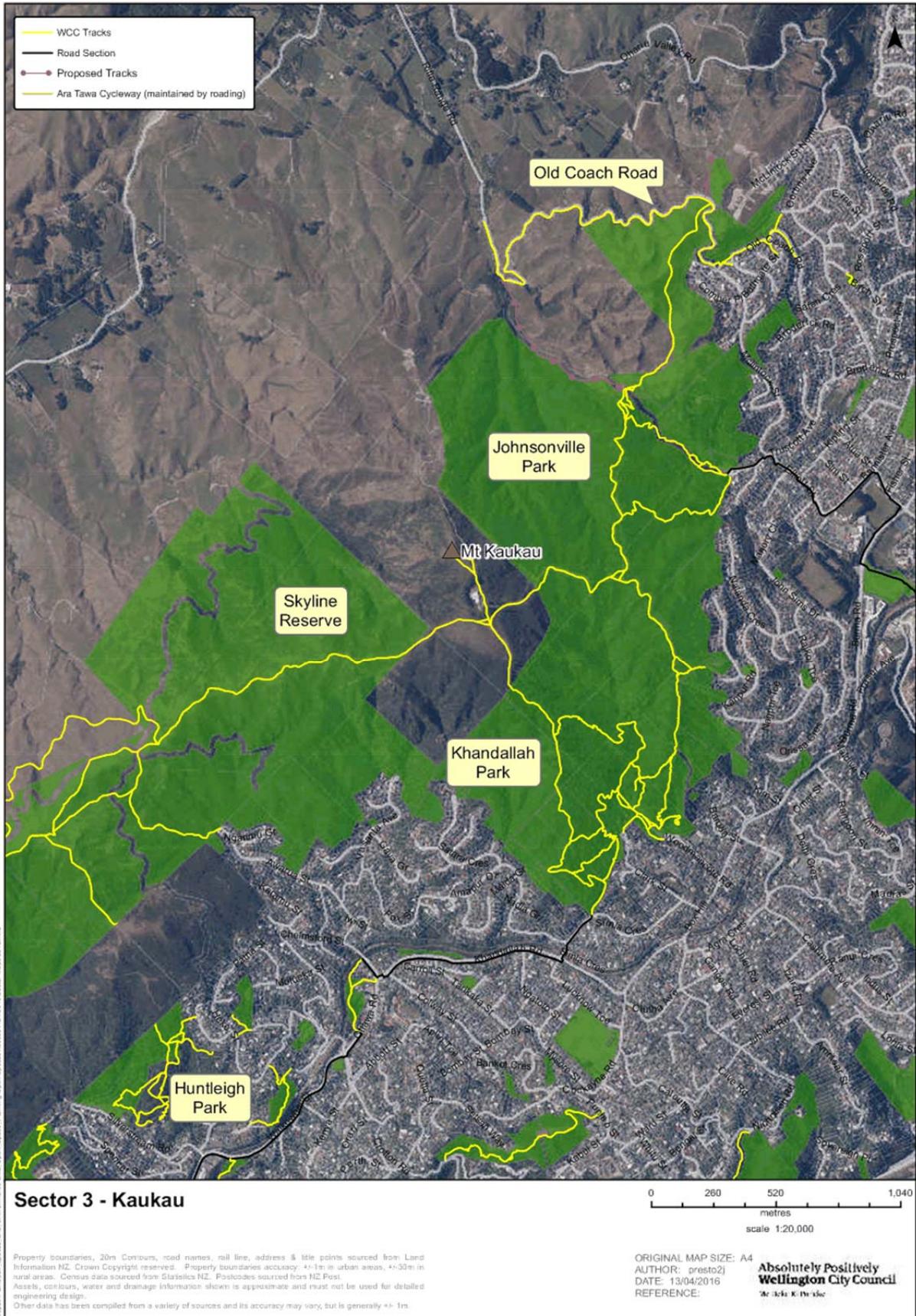
### 7.4 SECTOR 4 – OTARI WILTON'S BUSH

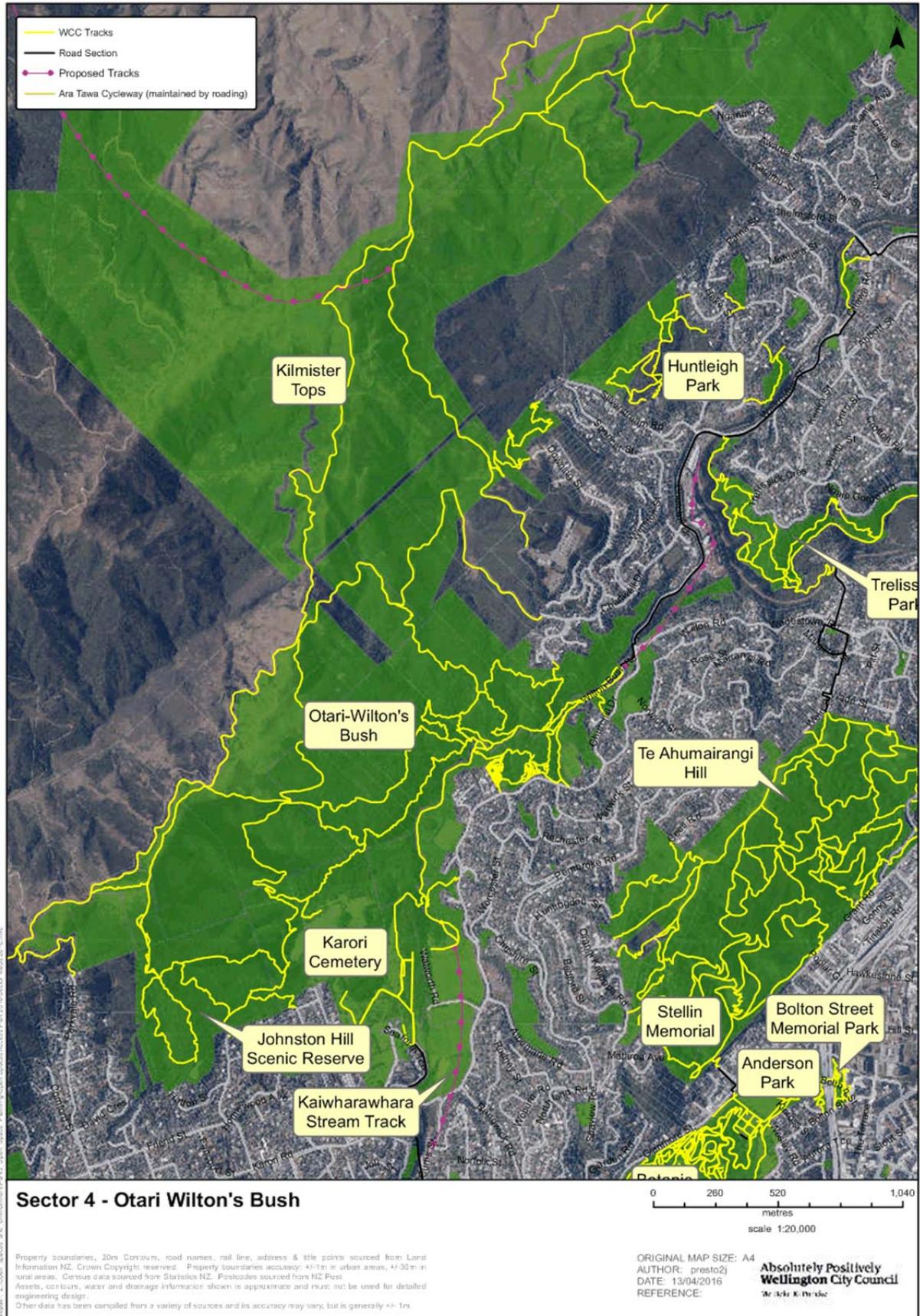
The focus of this sector is Otari Native Botanic Garden and Wilton's Bush Reserve (Otari-Wilton's Bush), which is nestled in the deep valley formed by the Kaiwharawhara Stream (also known as Te Mahanga Stream). Otari-Wilton's Bush fits discretely into the landform but areas of podocarp/northern rata forest are visually significant when viewed from Churchill Drive, parts of Wilton, Te Ahumairangi and further afield, Ngaio and Khandallah. The valley is contained by Te Ahumairangi and Te Wharangi Ridge (Kilmister Tops) on the skyline to the northwest, where the regenerating bush conceals the flat open tops of the ridgeline.

Otari-Wilton's Bush provides access into the wider Outer Green Belt and the rich vegetation on the lower slopes is part of the residential green backdrop. The area also provides facilities and destinations such as an information/education centre, canopy walkway, specialist gardens, and the Troup picnic area. There is also vehicle access to the Skyline Walkway at the Chartwell substation.

The existing track system provides a range of recreational experiences from the formal bush walks of Otari Wilton's Bush through regenerating bush to the open ridgelines, pine forest and Karori Cemetery. These tracks complement the formal recreational facilities such as sports grounds, skate ramps, the bike park and bowling club.

Otari-Wilton's Bush is managed under the Botanic Gardens of Wellington Management Plan. This has identified a number of future opportunities. These are also listed in the Implementation Plan outside Otari-Wilton's Bush, there is an extensive network of tracks, some designed but many constructed informally by users. The track system is variable throughout the network.





## 7.5 SECTOR 5 - MAKARA PEAK

Makara Peak includes part of Te Wharangi, the main ridge to the north and west of Karori that runs from the southern flank of Makara Peak north towards Porirua Harbour. Here the ridgeline of the Outer Green Belt is broken by Karori Stream, which runs out to the South Coast between Makara Peak and Wrights Hill.

In the last decade Zealandia (the Karori Sanctuary Experience) has developed into a major conservation project and visitor attraction (see Sector 6). Makara Peak Mountain Bike Park is a regional facility for recreation, with a focus on mountain biking. It is managed under the *Outer Green Belt Management Plan*. A master plan for Makara Peak is being drafted in 2016, this will provide guidance on the future of any additional tracks in the Makara Peak Mountain Bike Park.

Other tracks in this sector are a mix of old farm tracks, historic tracks that provide informal access to the Kilmister farm and Makara Hill and tracks in Karori Park. They are variable in quality. A plan for the western end of Karori Park has been developed – named the “Wild side” of Karori Park. The plan proposed the development of a grade 2 shared track and rationalisation of the track network at the park.

There is also an initiative to complete the link (presently 4WD) between the formed end of South Makara Road and the south coast.

There is no local track network. The provision of the Skyline Track links two very different recreational areas and provide benefit to both.

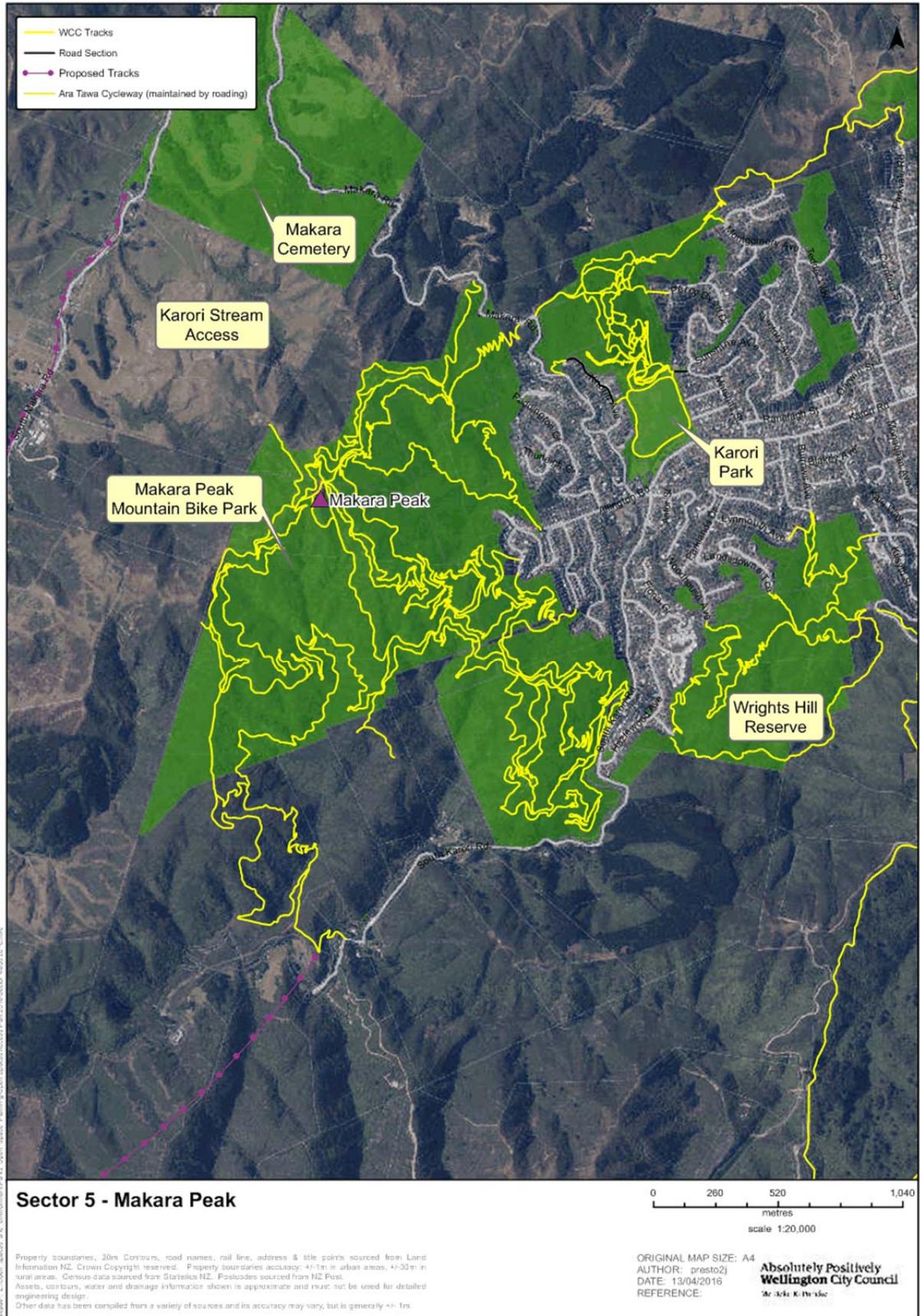
## 7.6 SECTOR 6 – WRIGHT'S HILL / KARORI / ZEALANDIA

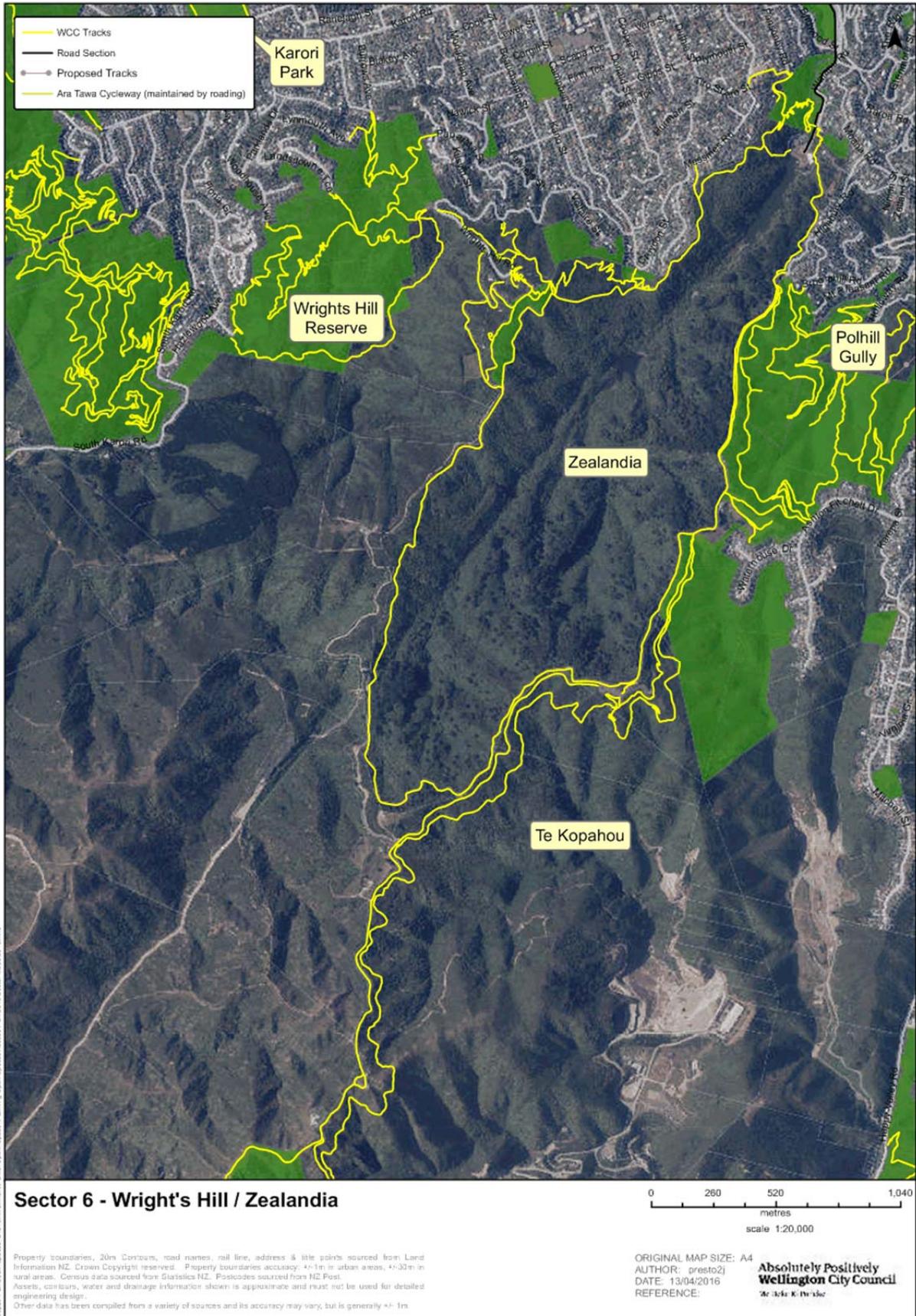
Wright's Hill forms the southern edge to the Karori basin, and is a local landmark with its distinctive flat topped outline and scrub/pasture cover. The open west-facing slopes are a strong contrast to the sheltered, bush-clad slopes of the ‘ecological reservoir’ that contains the Zealandia (the Karori Sanctuary Experience) and the headwaters of the Kaiwharawhara Stream.

This sector has strong contrasts between the sheltered urban forest within the sanctuary and the windswept inland ridgetops with plenty of recreational challenge. Wright's Hill has a series of tracks that focuses mainly on the World War Two fortification system and lookout, and former links into the sanctuary valley.

Zealandia is not part of the city track system (with the exception of the boundary track). However as a specific facility it has proved popular for a wide range of user groups. It has a combination of Department of Conservation and Sport and Recreation track standards using the first three grades: path with wheel chair access, walking track and buggy (generally without steps) and tramping track.

A number of new shared tracks have been developed in Polhill Gully Reserve, increasing access for walking, running and mountain biking in this area.





## 7.7 SECTOR 7 – TE KOPAHOU / CAREYS GULLY

Careys Gully is contained in the deeply divided, fissured ridge/valley system between Te Kopahou and Tawatawa ridges. It runs from a gully south of Ashton Fitchett Drive down to Sinclair Head/Te Rimurapa on the South Coast. The high ridgeline is seen in profile from the eastern suburbs and forms a backdrop to both Island Bay and Happy Valley. Hawkins Hill is a city landmark.

Red Rocks / Pariwhero – Sinclair Head / Te Rimurapa is an important regional and local recreational destination and is the most rugged part of Wellington's iconic South Coast. The development of a Visitors Centre and new entrance to the reserve has increased access for walkers and mountain bikers. Coastal erosion will further limit the use of off-road vehicles around the Red Rocks area. This is the most accessible track for the local and wider community, but the need for protection of the coastal ecology limits the range of user groups and potential recreational experiences.

4WD access is possible along the unformed legal road from the end of Owhiro Bay Parade to Karori Stream mouth.

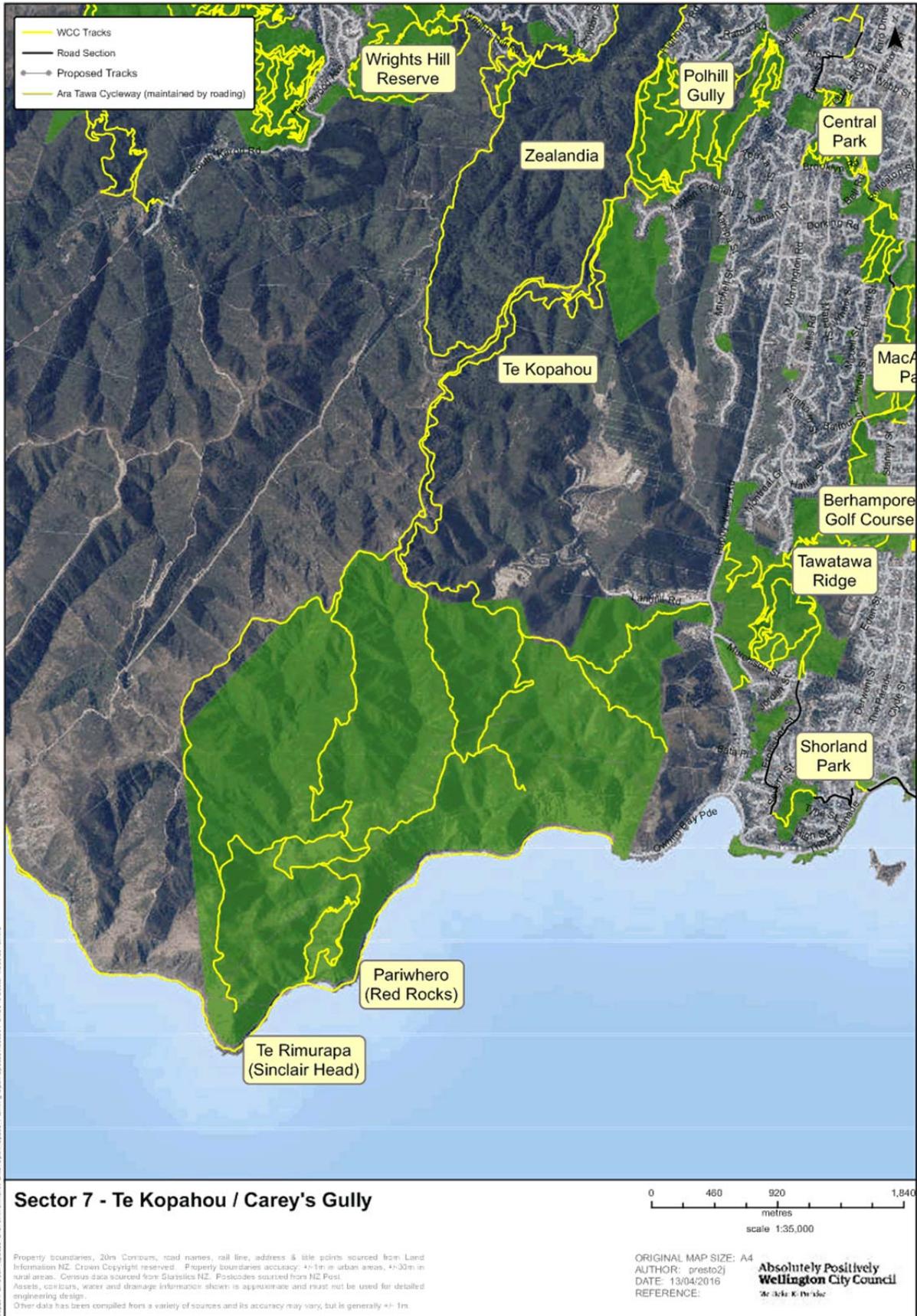
Future development of the Te Kopahou Reserves will be considered as part of the future Master Planning - an initiative of Our Natural Capital.

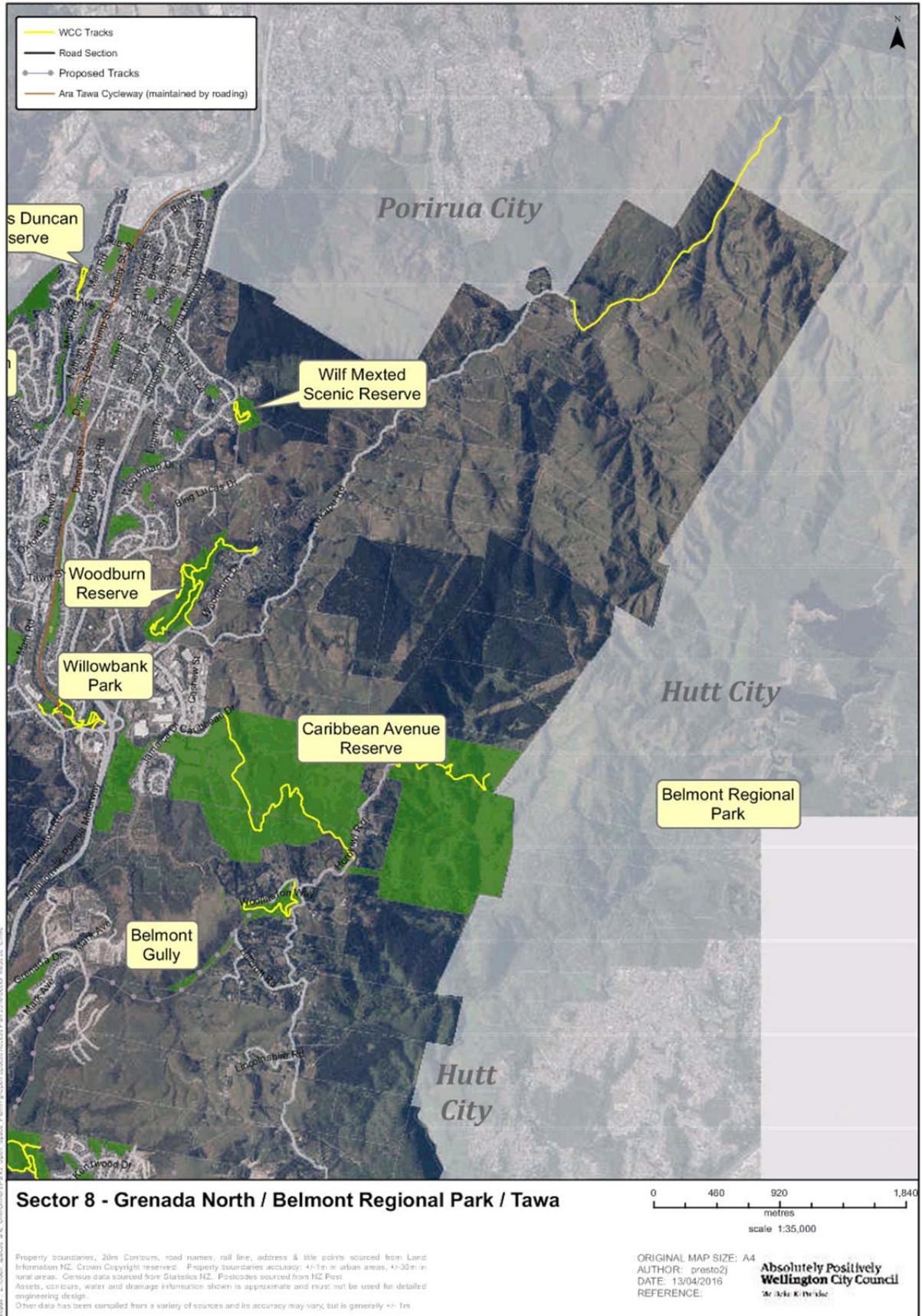
## 7.8 SECTOR 8 - GRENADA NORTH / BELMONT REGIONAL PARK / TAWA

This sector lies on the western slopes of the Horokiwi Ridge and contains a series of valley systems with grazing on ridges and spurs, and some regenerating bush in valleys. The motorway defines the western boundary of the sector and creates a strong artificial division along the valley floor between Tawa and Grenada North. However, through future subdivisions there will be opportunities to enhance the track network both here and in Stebbings Valley (section below). In particular, the current link from Caribbean Drive to Horokiwi could be extended into Belmont Regional Park with a future linkage down into the northern end of Lincolnshire Farm and down Belmont Stream into Seton Nossiter Park.

Willowbank Park has a local track network but separated from Grenada North/Belmont by the State Highway. Belmont Regional Park is just outside the area, and along the western side of the Tawa valley is the Outer Green Belt with the potential for a wide range of recreational activities. The open farmed hilltops may be exposed to the prevailing wind but they have the potential to provide a different range of recreational experiences, especially on the east side of the ridge. There are wonderful views over the northern section of the Outer Green Belt and the Hutt Valley from Horokiwi Ridge.

As part of key initiatives listed in Section 9, the Harbour Escarpment (towards Woodridge and Waihinahina in Memory of Dennis Duggan) and the northern network, including Grenada and Tawa, will help enhance the northern suburbs and provide links to Belmont Regional Park.





## 7.9 SECTOR 9 - NEWLANDS / JOHNSONVILLE / CHURTON PARK

Newlands is located on the Western Harbour Hills, above the Porirua Stream valley and contained to the south by Ngauranga Gorge. This is an area of growth and expansion.

The track system in this sector is centred in Seton Nossiter Park. Though there are only a few tracks in other reserves and parks in Newlands, and new links to neighbouring communities are being developed via reserves agreements with developers, an example is the new Lincolnshire Farm development at the northern end of Grenada Village that includes a tracks that links into Seton Nossiter Park. While the future potential network is limited by the topography and the motorway system that runs through the heart of this sector, there are opportunities to link patches of remnant bush in gullies and around streams and creeks and to create a track system along the harbour escarpment.

The Harbour Escarpment is identified as one of the top 6 key initiatives. This track is planned to start at Waihinahina Park in Memory of Dennis Duggan (the ex Horokiwi landfill) in Newlands, running through to Ngauranga and along the coastal escarpment to Kaiwharawhara

Reserves in Churton Park were specifically planned as part of the subdivision/development process. There are a number of short local tracks of a high standard but no track network or links outside the Churton Park community. Tracks lack diversity. There is no existing track system in the Glenside community. There are no tracks in Johnsonville outside the Outer Green Belt area.

This sector includes the beginning of Te Aranui o Pōneke (the Great Harbour Way) route within Wellington City boundaries. The route enters from Hutt City where Horokiwi Road meets State Highway 2 and follows the Motorway along the western harbour, past Ngauranga and along the Hutt Road to Kaiwharawhara. The National Cycleway will also follow this route as it enters Wellington City from the north.

## 7.10 SECTOR 10 - TRELISSICK PARK & ENVIRONS

Trelissick Park lies in a deep gorge that separates Wadestown and Highland Park on the slopes of Te Ahumairangi Hill, from Ngaio. It contains a rich mix of regenerating forest, the railway line on the south and west boundaries and the Korimako and Kaiwharawhara streams that run along the base of the valley. Trelissick Park creates an ecological corridor from the harbour to both the Outer Green Belt and the north-western suburbs.

Tracks have existed within the park for many years but the steep sides of the gorge, railway embankment and the stream itself limit the network. The primary track forms part of the Northern Walkway and is a link (via the street network) between Te Ahumairangi and Mt Kaukau. Older tracks follow the stream or are remnants of historic access ways and construction routes. Major tracks tend to be wide and well maintained but with varying gradients, frequent flights of steps, and problems with erosion and slips. There are several narrow tracks for local use. Tracks link the five access points into the park for walkers, and the park is closed to mountain bikers.

There are several smaller track systems in reserves around Ngaio and Kaiwharawhara.

Sector 10 includes a portion of the Te Araroa Trail that links with Section 3 – Kau Kau to the north and Sector 11 - Te Ahumarangi to the south.

This sector also includes the Te Aranui o Poneke (the Great Harbour Way) route from Kaiwharawhara, (along the Hutt Road) to Pipitea Marae along Thorndon Quay.

Future development of tracks in the area are considered within the Suburban Reserves Management Plan.





### 7.11 SECTOR 11 - TE AHUMAIRANGI HILL

Te Ahumairangi Hill is part of the Wellington Town Belt. Like most parts of the Town Belt, it is surrounded on all sides by the urban environment. It functions as an important 'island' of green open space and is particularly important as the green backdrop to Thorndon and the central business district.

This sector includes a part of the Te Araroa Trail which links with Trelissick Park to the north and the Botanic Garden to the south.

An extensive network of tracks has existed for many years on Te Ahumairangi Hill. Some of the tracks may have had non-recreational origins and have been adapted for recreation. Many of the tracks have reasonably good form and do not appear to suffer from overuse, however there is a multiplicity of tracks which can make navigation confusing, this has been improved by better interpretation and signage

There are a variety of issues, including illegal mountain bike track building and riding.

Despite having an extensive track network and a strong 'natural' environment quality the area has relatively low use given its size and proximity to the central city, this may be a result of perceptions of the steep terrain in this area. The park gets good use during the week days by workers from the CBD.

### 7.12 SECTOR 12 - BOTANIC GARDEN

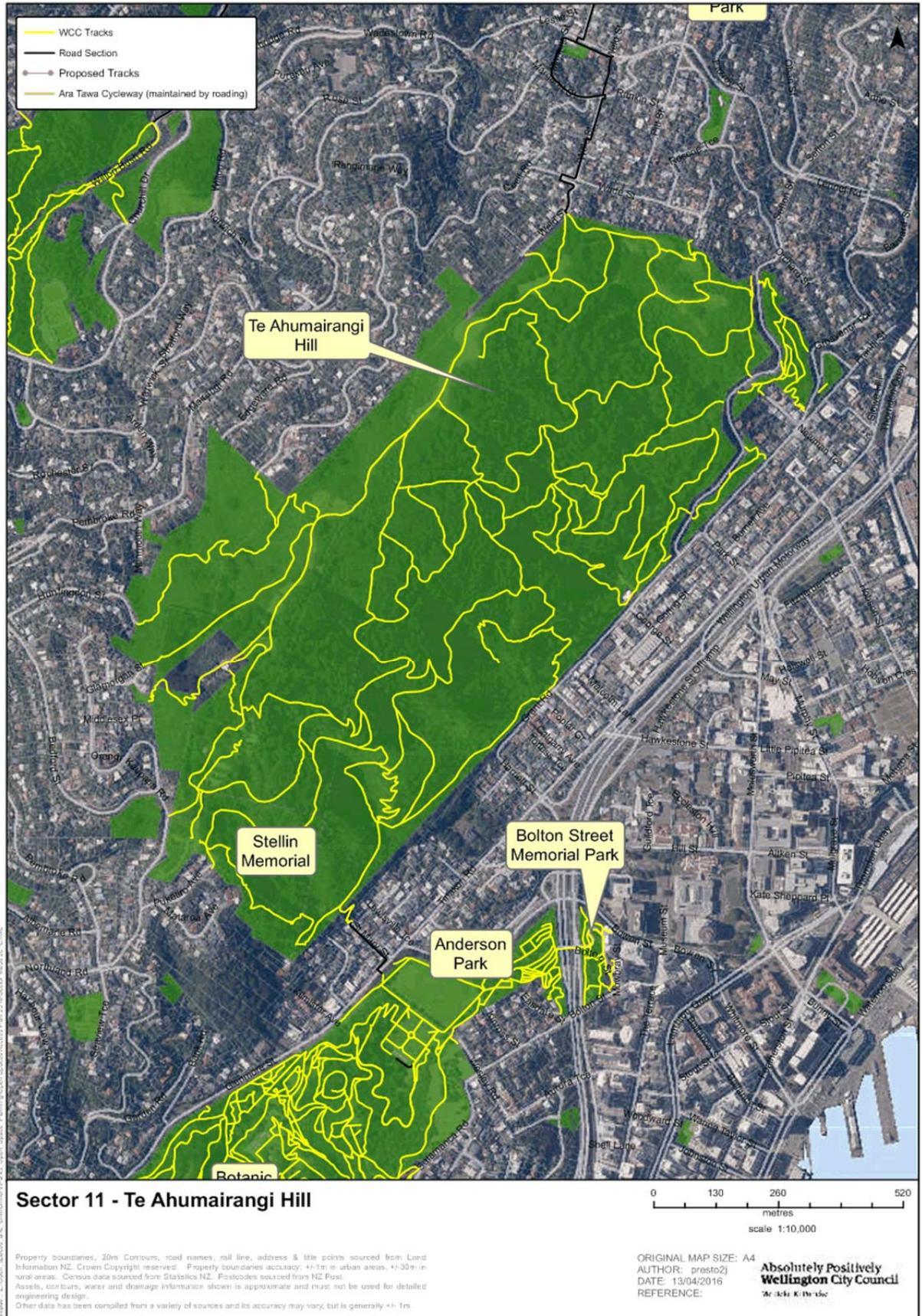
This sector includes Wellington Botanic Garden, Anderson Park, Bolton Street Cemetery and Kelburn Park. The Botanic Garden sector sits for the most part on the northwest facing side of the Pipitea Stream valley, with the artificial platform of Anderson Park tacked onto the side of the ridge. Bolton Street Cemetery and Kelburn Park link the park system to the central city and Victoria University.

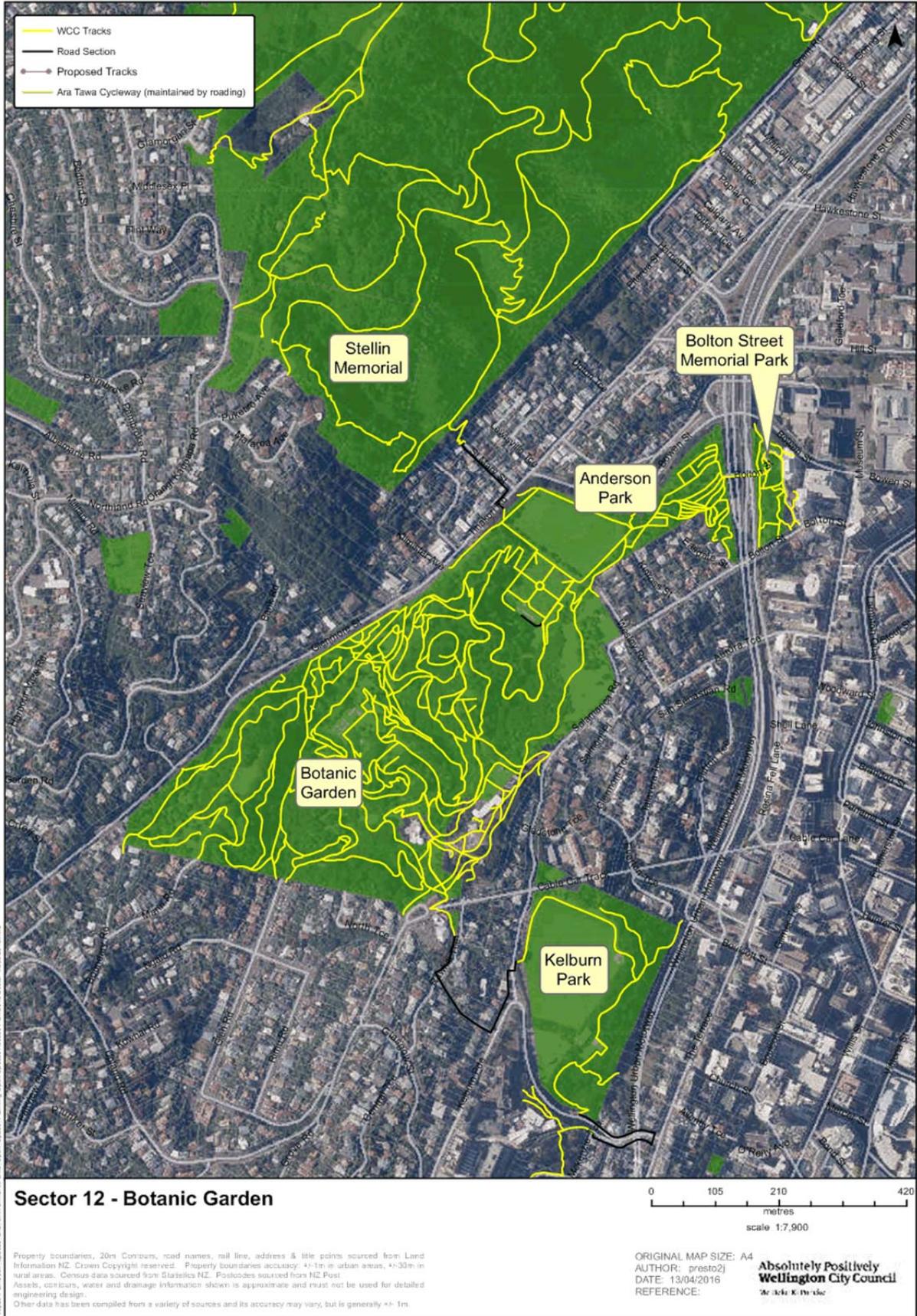
In a central city location, the Botanic Garden has numerous entry points with a well-established network of paths and accessible routes. In fact it draws people both for the attractions of the site and the overall accessibility. There are numerous destinations in the sector including features such as the rose garden, the Begonia House, the Tree House, the duck pond, the historic Bolton Street Cemetery, the children's playground and the lookout at the top of the Cable Car, as well as the specialist gardens. The Botanic Garden provides a gentle, traditional recreational experience that most people are familiar with, and enjoy.

The Botanic Gardens of Wellington Management Plan 2014 for Wellington Botanic Garden, Anderson Park and Bolton Street Memorial Park contains policies on access. Tracks are constantly upgraded to create pedestrian friendly paths that link main features. Two theme or iconic walkway systems meet in this area. The Northern Walkway starts in the Botanic Garden and runs north through Te Ahumairangi to Johnsonville via Mt Kaukau. The City to Sea Walkway also starts within the Botanic Garden, passes through Kelburn Park to link with the Victoria University path network and then continues through the city to Island Bay.

Some future planning work in the Botanic Garden include, encouraging use of Botanic Garden as a pedestrian commuter route and redesigning and improve wayfinding and walking links at entrances (eg at the cable car) and through the gardens,

Te Araroa Trail runs through the Botanic Garden and exits into the city via the Bolton Street Cemetery.





### 7.13 SECTOR 13 - CENTRAL CITY & WATERFRONT

This sector is centred on the central and western arm of the Town Belt, an area that runs from the Berhampore Golf Course and MacAlister Park in the south to Central Park and Polhill Gully Recreation Reserve. The Town Belt runs along the mid slopes of the MacAlister Park spur/Brooklyn Hill and forms a green link between Brooklyn, Vogeltown, Berhampore, Newtown, Aro Valley and the central city. Intense residential development in these inner city suburbs and within the city itself has enhanced the value of this very accessible recreational resource

This sector includes the waterfront promenade area of the CBD from the Central Railway Station towards Te Papa and Oriental Parade. This area has developed over the years as a key commuter and recreational area. The waterfront promenade is a shared space with pedestrian priority.

Opportunities for the more challenging forms of walking, running and mountain biking exist around the Zealandia (Karori Wildlife Sanctuary) perimeter track, with access over into Wright's Hill and Makara Peak. This area is very accessible to local communities and there is strong potential for a high-grade access, with a potential dual use track running the length of the Town Belt, with shorter loop tracks for local use. The City to Sea walkway is one of the more prominent tracks in this area.

Te Araroa Trail enters the Central City Sector from Bowen Street. The track heads along Lambton Quay and Willis Street, until the Civic Centre. It then extends along the waterfront to the entrance of the Southern Walkway at Oriental Parade.

The Central City Sector includes Te Aranui o Poneke (the Great Harbour Way) route from Pipitea Marae along Thorndon Quay into Bunny Street and then right into Waterloo Quay until Whitmore Street where the tracks follows the Wellington waterfront and Oriental Parade.

### 7.14 SECTOR 14 – MT VICTORIA / MATAIRANGI

Mount Victoria /Matairangi is part of the Town Belt. It functions as an important 'island' of green open space within a dense urban environment and is probably the most intensively used part of the Town Belt for track-based recreation.

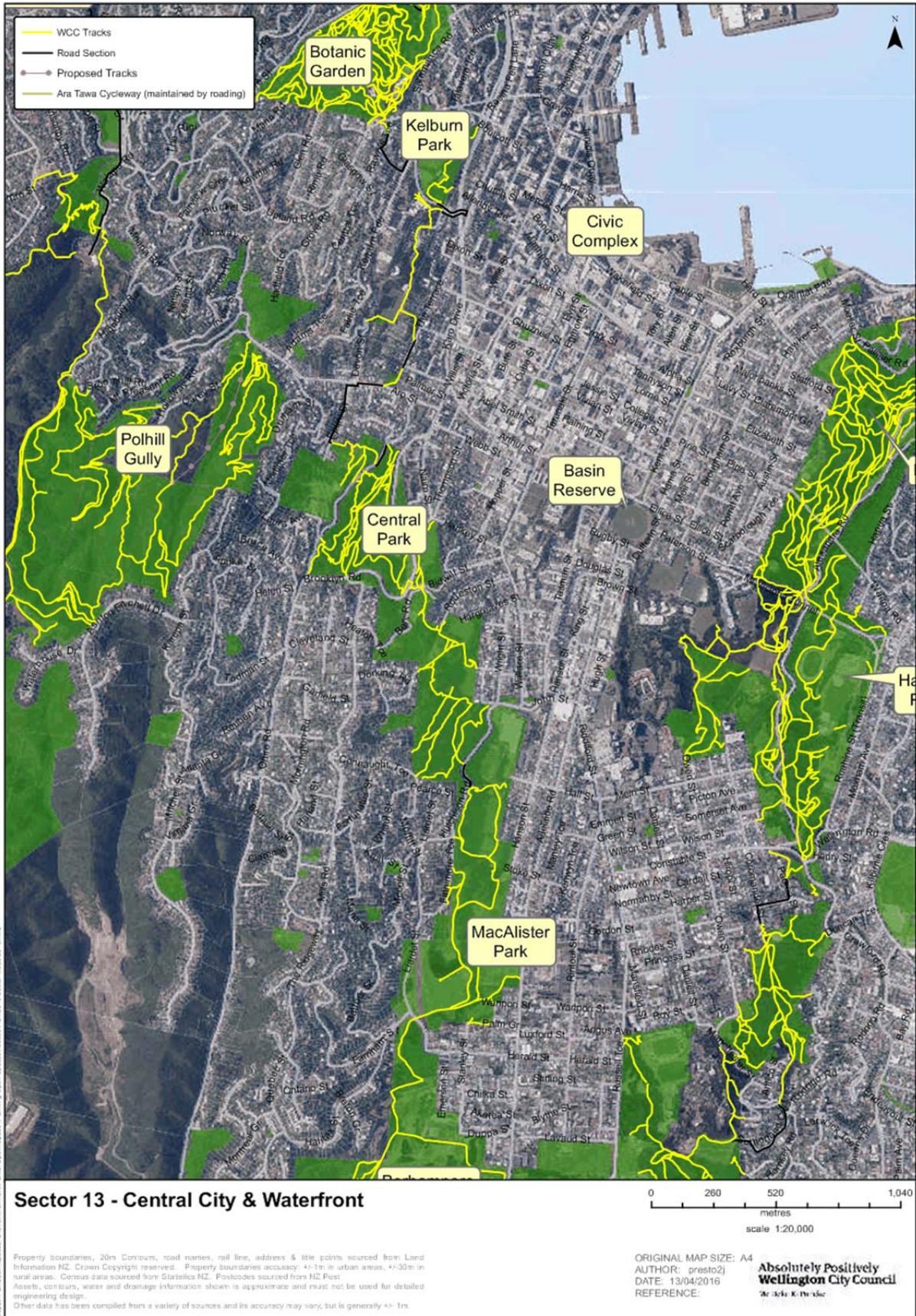
This areas falls under the Wellington Town Belt Management Plan 2013 and the Mount Victoria / Matairangi Master Plan 2015. The master plan includes a number initiatives listed in the Implementation Plan.

An extensive network of tracks has existed for many years on Mt Victoria. Many of the tracks probably had non-recreational origins but have been adapted and maintained for recreation, consistent with the *Wellington Town Belt Management Plan*.

The existing tracks lack the necessary coherence of a good recreation network – many being steep, poorly aligned, and of a poor standard preventing wider use by those with limited mobility or buggies. There is an opportunity to investigate and develop commuter links through this area to connect the eastern suburbs with the City Centre.

Te Araroa Trail follows the Southern Walkway through this sector.

This sector also includes Te Aranui o Poneke (the Great Harbour Way) route which follows the coastline from the Wellington waterfront, into Herd Street and Oriental Parade to Evans Bay Parade and along Cobham Drive.





## 7.15 SECTOR 15 - MT ALBERT / ISLAND BAY

Island Bay is contained between the Mt Albert and Tawatawa Ridges in a wide valley with a strong coastal influence. The landscape in this area is wilder and more remote than Mt Victoria. Instead of the familiar pines or bush, the exposed hillsides are typically covered in regenerating native coastal vegetation.

This sector is divided into two sides, with tracks in Melrose, Houghton Bay and Lyall Bay on one side and newer tracks developed in Tawatawa Reserves which are now accessible to the communities on the Island Bay, Happy Valley and Kingston side of the sector. All flat land on the valley floor has been developed and tracks exist mainly on ridges and hillsides.

This sector has a number of major theme walkways including the City to Sea and the Southern Walkway running parallel on the main ridgelines that contain Island Bay.

Following the Southern Walkway south to Shorland Park, Te Araroa Trail finishes its most southern extend in the North Island in this sector.

This sector also includes Te Aranui o Pōneke (the Great Harbour Way) route from Lyall Bay Parade following the south coast towards Island Bay along Queens Drive, The Esplanade to Owhiro Bay.

An extensive network of tracks exists on Mt Albert, but as on Mt Victoria, the tracks lack coherence and the hierarchy is not well defined. A major problem is the lack of consistency; a track may vary considerably in gradient, width and surface formation along its length. While the track system covers a wide range of destinations and recreational experiences, it only functions as a network for a limited range of dedicated users.

## 7.16 SECTOR 16 – MIRAMAR PENINSULA

The southern gateway to the city, this sector has a strong linear form with one main ridge running the length of the peninsular from Orongo Ridge to Mt Crawford. The steep coastal escarpment on the eastern side has limited residential development. The main areas of open space are on the north and south headlands. Mt Crawford is visible from vantage points around the central city, accentuated by the pine planting on the upper slopes. The Orongo Ridge headland is a dramatic and distinctive landscape: it marks the harbour entrance and has a strong, natural character and includes the Eastern Walkway which follows the coastal escarpment.

This sector has fewer local tracks than others and the track system is not evenly spread across the peninsular and has fewer short walks and loops for local users. Centennial Reserve, a steep bushy hillside at the north end of Miramar, provides local connections as well as some mountain bike tracks and walkways.

The Peninsula has a range of destinations and unique recreational experiences that focus on the coastal landscape, such as the coastal escarpment, headlands, beaches, historic structures and characteristic coastal communities.

There may be future opportunities in this area should the land associates with Te Motu Kairangi / Watts Peninsula be vested or administered by Council. A master plan would be completed to identify the future track network.

This sector also includes the Te Aranui o Pōneke (the Great Harbour Way) route that follows the Miramar Peninsula coastline (clockwise), to Marina Parade. For cyclists the route follows roads through the Pass of Branda. An alternative pedestrian track continues along the coast into Oruaiti Reserve to Breaker Bay Road. The track then follows Breaker Bay Road around Moa Point and past the southern end of the airport where it meets Lyall Bay Parade.





## 7.17 SECTOR 17 - WESTERN RURAL AND COAST

This sector is located west of the urban fringe, beyond the Outer Green Belt. It is a diverse and ruggedly beautiful landscape with limited areas of flat land and softer rolling hills which are mainly found to the north in Ohariu Valley.

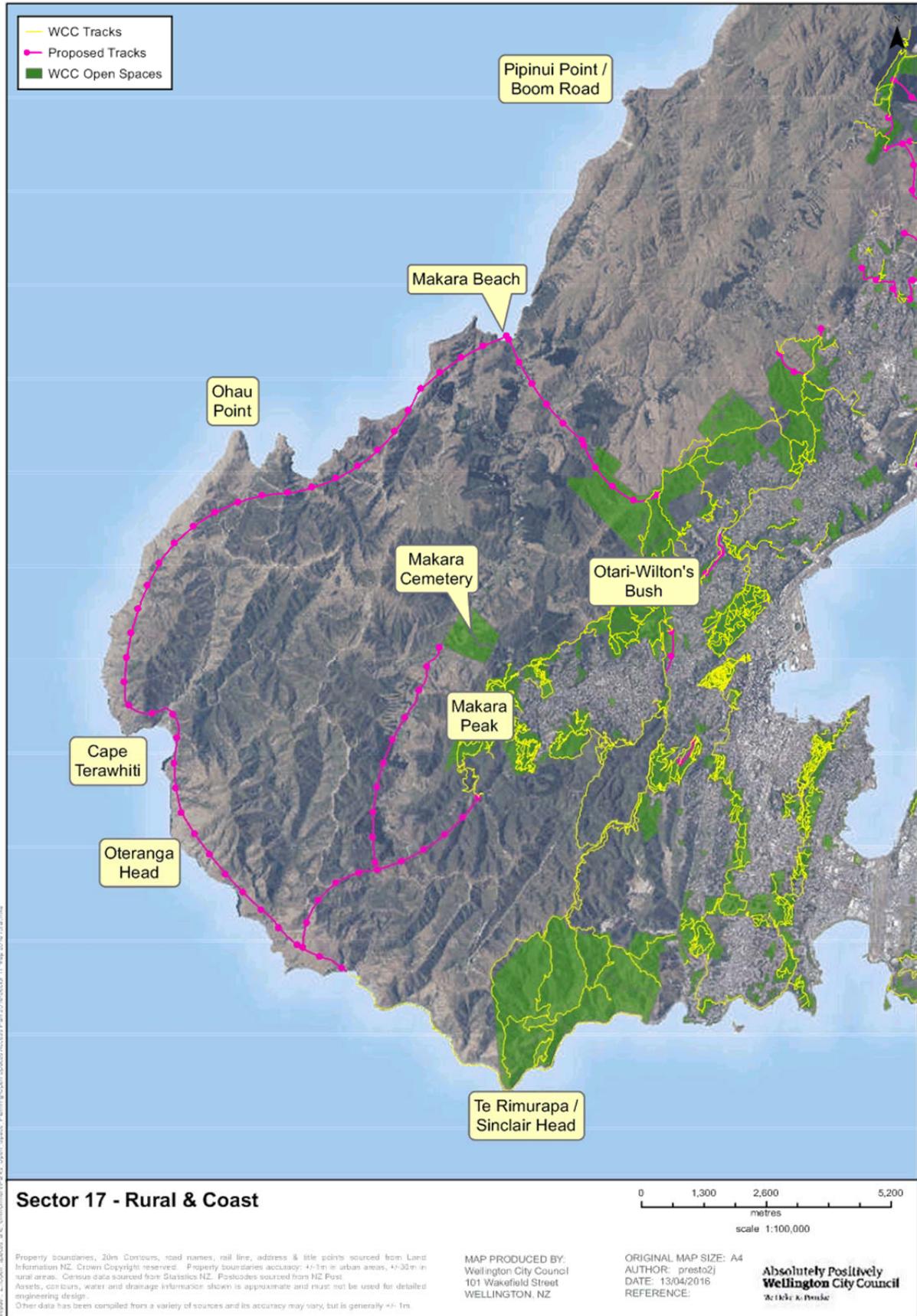
This sector also includes Te Aranui o Pōneke (the Great Harbour Way) route from Owhiro Bay to Sinclair Head.

Around the Makara Beach area is the Department of Conservation Makara Walkway; a tramping loop track about 6km long that offers spectacular views from the cliff tops surrounding Makara coastline. There is also a shorter Turbine walk, as well as the Opau Loop track that make up part of the West Wind Recreation Area that offers great views of the coast and the wind turbines in this area.

Recreational users are increasingly reaching out into this rural hinterland. By virtue of its close proximity to Wellington City, this sector is attracting significant levels of interest. Making up part of the Rural Coastal Connection in this area, there is potential to investigate and develop an 'epic' mountain bike tracks around the western coast to link back to the northern network.

The remote, wild country provides a unique recreational experience including:

- the rugged coast line
- exceptional views of Wellington, the South Island ranges, Kapiti and Mana Islands and the sea
- sites of historic and geological interest
- a range of landscapes.
- distinctive flora and fauna.



## 8. APPENDIX ONE TRACK CLASSIFICATION

Track types relate to the design specifications which are defined by the type of use and the type of environment that the access way is located in. All design, maintenance and upgrades are carried out in accordance with New Zealand Standard SNZ 8630:2004 (refer also to the Wellington City Council Track Maintenance and Upgrade Manual, 2007). In this plan the main user groups are pedestrians, bikers and vehicles. The classification for each is:

### Pedestrians:

- **Urban Path** – a high quality surface (sealed or compact surface) track used for easy recreation or commuting within the urban environment. Where possible these will be universally accessible.
- **Short Walk** – a high quality surface (compacted) track used for easy recreation.
- **Walking Track** – a track which may contain steps or narrow sections.
- **Tramping Track** – a challenging track which may contain steps, steep or narrow sections.
- **Route** – may not always be a distinguishable track, but will be marked using poles or similar. Will have limited or no development (ie steps or rails).

### Bikers:

- **Easy**
  - Beginner – denoted by White circle
  - Easy - denote by Green circle
- **Moderate**
  - Intermediate – denoted by White Square
  - Advanced - denoted by Blue square
- **Very hard**
  - Expert – denoted by Black diamond
  - Extreme – denoted by double Black diamond

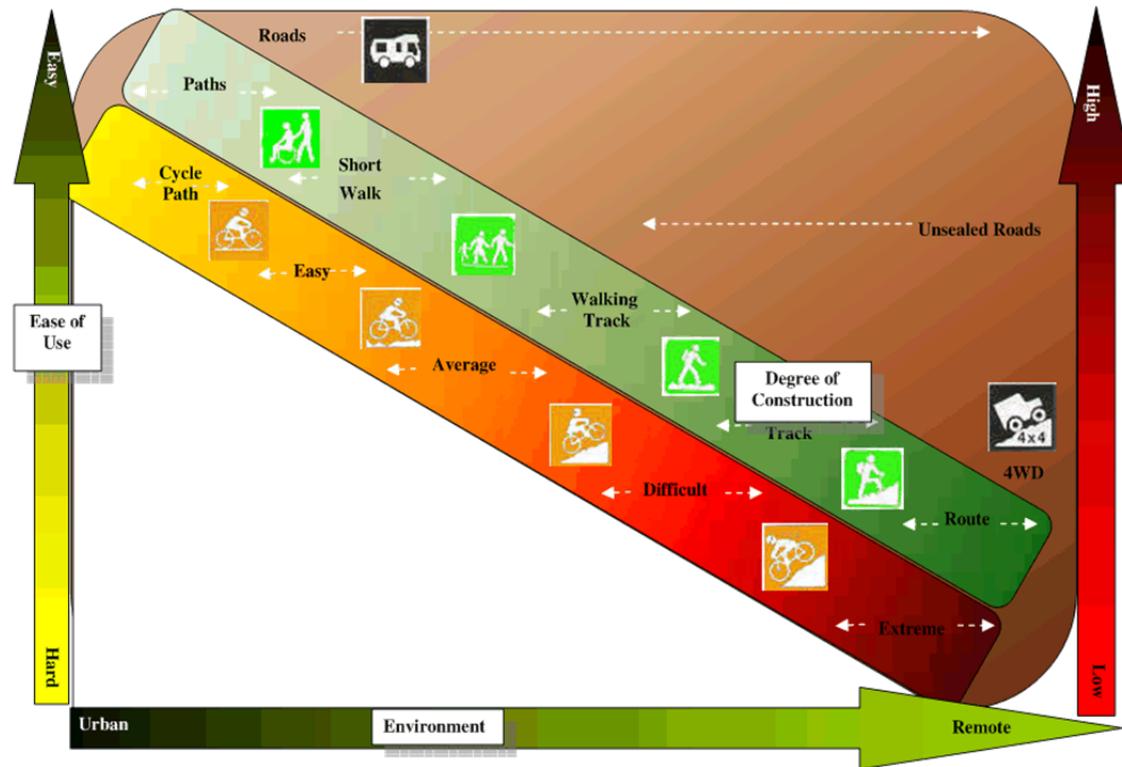
### Vehicles:

- **Sealed road** – suitable for all types of vehicle.
- **Unsealed road** – suitable for most types of vehicle.
- **Off Road** – suitable for off-road vehicles only.

Generally these classifications describe a degree of construction. The diagram below shows the relationship between each of these types of tracks and the degree of construction, location within the environment and ease of use.

**Track classification diagram**

This diagram shows how different kinds of tracks and track use fit with the environment. It is meant to be a guideline only (for example there may be examples where it is appropriate to have a short walk in a remote type of environment).



**Note** – This diagram represents how different track uses fit with the environment, but does not show that in some areas particular uses may not be permitted. For example four wheel driving is limited in where it can occur.

9. APPENDIX TWO  
TRACK SPECIFICATIONS

**Physical Characteristics**

- Paths are usually located in well-populated urban areas and close to public amenities. They shall be well formed and provide for easy walking suitable for most ages and fitness levels. Most Paths will cater for people mobility difficulties or limitations.
- Max width = 2.0m, Min width = 1.2m
- Max gradient = 7° (1:8) with a limited number of steps. All steps shall have a maximum riser height of 0.18m and a minimum tread length of 0.31m. Paths for people with mobility difficulties and bikers shall have max gradient 5° (1:11.4) with no steps, stiles, turnstiles or kissing gates.
- Max height of any change in walking surface shall be 5mm
- Paths shall have a minimum track width of 2.0m. The minimum width may be reduced for short sections provided there is a low risk to visitor safety. Such sections shall cover no more than 5% of the total length of each Path. The minimum width for an Accessible Route Path shall be 2.0m over its entire length.
- Paths provide pedestrian access on a durable all weather surface such as concrete and asphalt suitable for all types of footwear without getting wet or muddy in both dry and wet weather.
- Vegetation must be clear from the total width of the path formation and to a height of 2.5m, giving visitors a clear passage and unimpeded view of the surface. Windfalls blocking the Path are to be cleared within 48 hours of notification. All cut vegetation is to be removed from the track surface and disposed of out of sight of the track.



**User Groups**

- **Walkers:** Caters for the widest range of ages and fitness levels, with most accessible to people with mobility difficulties or limitations. Tracks usually to a very high standard allowing to walk two abreast, and meets urban resident requirements.
- **Runners:** Allows for runners with widest range of experience and fitness levels.
- **Bikers:** Where cycle access allowed, caters for family cyclists. Considered to be easy riding where slope does not exceed 6°.
- **Mountain Buggies:** Relatively easy with no or few obstacles.



2.0m min  
 Track width **Section**



Accessible route  
 5° max slope **Elevation**

Drakeford  
 Williams

**Track Strategy**  
**Path**



**Physical Characteristics**

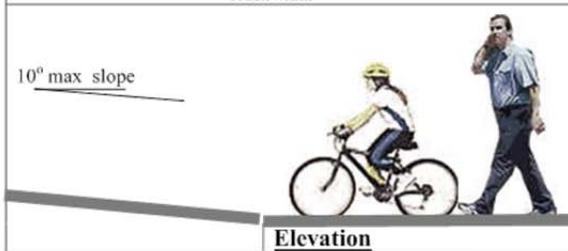
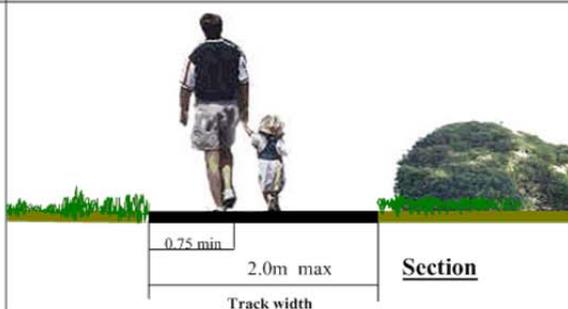
- Short Walk Tracks require no special equipment but still provide an off-road, outdoor experience. They are usually suitable for walking shoes and trainers.
- Min width = 0.75m. Max width = 2.0m. The minimum width shall cover no more than 5% of the total length of each track.
- Maximum gradient = 10° (1:5.7) not including steps, with no more than 12 steps per flight. The gradient can increase to 15° over small sections of the track. Steps must be even and consistent, max. riser 0.2m, min. tread 0.3m.
- Dual use track: Where there is a long section of track at the minimum width of 0.75 metres, passing bays will be developed in practical and appropriate places. These will have a minimum width of 1 metre and a minimum length of 3 metres. The track surface is to be well compacted so that tyres do not unduly degrade the surface.
- A Short Walk will be well defined, and may be benched. The track will be clearly marked to allow inexperienced users to find their way in all weather conditions.
- Short Walks provide pedestrian access on a well-formed, drained, all-weather surface. Up to 10% of the total track length may have short wet or muddy sections.
- Vegetation must be clear from the total width of the path and to a height of 2.5m, giving visitors a clear passage, an unimpeded view of the surface and good visibility on corners. Windfalls are to be cleared within 48 hours of notification.
- Short Walks will be clearly signposted with directional signs at all entrances and junctions. Signs will include walking times. Dual use tracks will be clearly signed as such.



**User Groups**

Short Walks are well-formed tracks that provide for easy, low risk recreation suitable for most ages and fitness levels.

- **Walkers:** Caters for all ages and most walking abilities. Some tracks may be accessible to people with mobility difficulties or limitations. Tracks are usually suitable for walking shoes and trainers. They require no special equipment but still provide an off-road, outdoor experience. Can be used by conventional pushchairs.
- **Runners:** Allows for runners with a wide range of experience and fitness levels.
- **Mountain Buggies:** Relatively easy with no or few obstacles. Once there are more than two steps in a flight, the track can be considered 'average'. Once there are more than 6 steps per flight, the track can be considered difficult.
- **Bikers:** Where cycle access is allowed, caters for easy to average cyclists. The track width makes it a little less easy and safe for family cyclists. Considered to be more difficult than 'average' when the slope becomes steeper than 12° or with flights of more than 6 steps.



**Track Strategy**  
**Short Walk**

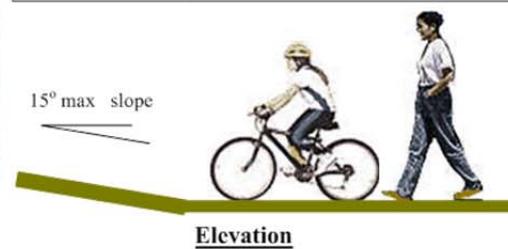
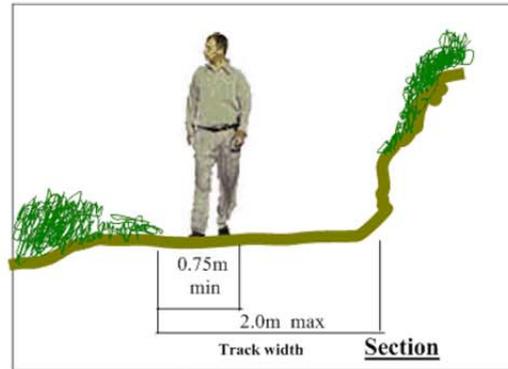


- Physical Characteristics**
- Min./max width = 0.75-2.0m
  - Av.max gradient = 15° (1:3.7)
  - Max gradient (> 100m)= 20° (1:2.7)
  - The track will be well defined, and benched provided any negative environmental impacts are minimised. Dual use tracks need a well-compacted surface that will not easily degrade.
  - Marking must enable relatively inexperienced users to easily find their way in either direction in all weather conditions.
  - Flights of steps must have an even tread surface (i.e. not muddy or rough). Steps must have a maximum riser height of 0.2m and a minimum tread length of 0.3m. No more than 15% of the total length of dual use track may have steps.
  - The minimum width may be reduced for short sections of track. A long section of dual use track at the minimum width must have passing bays.
  - Walking Tracks will be clearly signposted with directional signs (which include both walking times and distances) at entrances and junctions. Dual use tracks will be labelled.
  - Vegetation must give visitors a clear passage, an unimpeded view of the surface and good visibility on corners. Windfalls are to be cleared within 48 hours of notification.



**User Groups**

- **Walkers:** People who want a good walk for up to a full day return. Tracks usually to a high standard to enable ease of use by relatively inexperienced users with a low level of outdoor skills and fitness. Recommended footwear is light walking boots or trainers.
- **Runners:** Allows for relatively inexperienced runners with moderate fitness levels.
- **Bikers:** Where appropriate, mountain bikers permitted access. Considered to be Class 2 (Average biker skill). Require alternative route at steps when flight exceeds 6 steps.
- **Mountain Buggies:** Relatively demanding, especially where gradient exceeds 8% and where there are a number of steps.

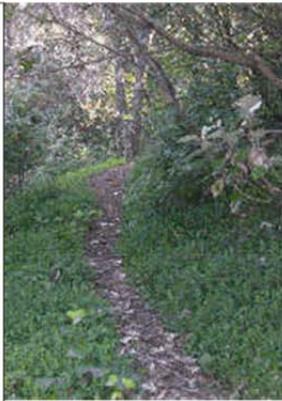


**Track Strategy**  
**Walking Track**



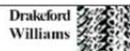
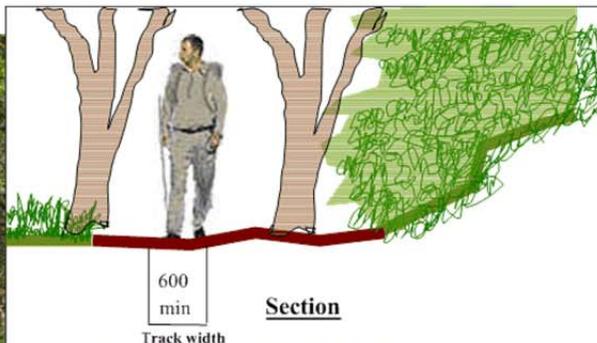
**Physical Characteristics**

- Min width = 0.6m on steep slopes and in bush.  
= 0.3m in open or flat landscapes
- Max width = 1.0m
- Max gradient = No maximum gradient.
- Any steps should be even and consistent, with min tread 0.3m.
- Tracks are well defined by formation and may be benched. They are marked by poles or markers.
- Track surface will generally be the natural surface and may include mud, water, roots and embedded rocks. Generally minor obstacles such as rocks, tree roots and earth are not removed.
- Vegetation must be cleared to ensure that there is a clear view of the track surface, especially on corners. Windfalls blocking the Path are to be cleared within 7-14 days of notification.
- Tramping tracks will be clearly signposted with directional signs (which include both walking times and distances) at entrances and junctions.
- Track condition information regarding for example an unbridged stream or steep, unstable slips is to be made available at track entrances or through off-site means.
- Dual use tracks will be signed as such.



**User Groups**

- **Walkers:** Caters for trampers or experienced walkers with a good level of fitness. Recommended footwear is light walking boots or tramping boots.
- **Bikers:** Due to difficult terrain and gradient, only some Tramping Tracks will be suitable for bikers and they will be graded as Difficult to Extreme, for riders with advanced technical skills. Will most likely be used in specialised mountain biking areas such as Makara Peak.



**Track Strategy**  
**Tramping Track**



**Physical Characteristics**

- Minimum width = No minimum width.
- Maximum gradient = No maximum gradient.
- Routes are unformed, lightly cut 'tracks' for experienced users with good outdoor skills. They usually have minimal landscape modification, and no structures or steps.
- There is no minimum track width.
- A Route will be marked by poles, cairns or markers.
- Tracks have a natural, unformed surface that may be rough.
- Vegetation and windfalls are to be cleared so that users can follow markers along the Route.
- Routes may have directional signs at junctions with other tracks. Other information may be provided through off-site means such as maps and route guides.

**User Groups**

- **Walkers:** Caters for people with a high degree of fitness, skill and experience. Recommended footwear for walkers is tramping boots.
- **Runners:** Some locations may be suitable for experienced cross-country runners e.g. along the ridgetops of the Outer Green Belt. However Routes are variable and each must be taken on its own merits.
- **Bikers:** Some locations may be suitable for experienced mountain bikers e.g. along the ridgetops of the Outer Green Belt. However Routes are variable and each must be taken on its own merits.



**Track Strategy**  
**Route**



10. APPENDIX THREE  
OPEN SPACE ACCESS  
IMPLEMENTATION PLAN  
2016

## OPEN SPACE ACCESS IMPLEMENTATION PLAN

### STRATEGIC DIRECTION

Our Capital Spaces	
<b>Priority 1.5</b>	<b>Open spaces and outdoor recreation opportunities are close to where people live and work</b>
Action 1.5.1	Review the provision of open spaces in suburban areas based on guidelines of 600 metres or 10 minutes walk to one or more neighbourhood park, play space, or other outdoor recreation opportunity such as track links (New)
Action 1.5.2	Design the open-space network in 'greenfield' subdivisions to provide a significant majority of residential dwellings with access to neighbourhood parks or other outdoor recreation opportunities within 600 metres or 10 minutes walk (Existing)
Action 1.5.3	Adopt and implement national standards for park categories and corresponding levels of service (New)
<b>Priority 1.9</b>	<b>Complete the track network with a priority on connecting communities and open spaces, and providing short walking and cycling loops and transport connections</b>
Action 1.9.1	Complete the Skyline Track and the Harbour Escarpment Track and links to adjacent suburban communities (New)
Action 1.9.2	Continue to develop the track network for shared use wherever appropriate, while managing any conflicts between different activities (such as cycling and walking) (Existing) Ongoing
Action 1.9.3	Review local track networks as part of the development of the Suburban Reserves Management Plan with a focus on tracks accessible to all ages and abilities (New) - Completed
Action 1.9.4	Identify opportunities for active transport routes through the open-space network as part of the Transport Strategy review (New)- Linked to Transport Strategy review
Action 1.9.5	Explore partnerships for completing coastal tracks between Owhiro Bay and Makara, Otari and Makara, and for Karori Stream (New) - Ongoing

<i>Priority 2.6</i>	<i>Ensure that recreation activity does not compromise the biodiversity or other values of our open spaces</i>
<i>Action 2.6.1</i>	<i>Manage track use and development and ensure it does not impact on biodiversity values (Existing) ongoing</i>
<b>Our Natural Capital</b>	
<i>Action 3.1.2a</i>	<i>Ensure all Wellingtonians in suburban and urban areas can access a natural space within a 10-minute walk or cycle (Existing) Ongoing</i>
<i>Action 3.1.2d</i>	<i>Promote cycling and walking links through and along the appropriate green and blue networks (Existing) Ongoing</i>
<i>Action 3.1.2e</i>	<i>Ensure legal protection over private land provides for public access where practicable (Existing) Ongoing</i>
<i>Action 3.2.2f</i>	<i>Develop smart and easily accessible information to enable people to access areas of high biodiversity, including web based applications and interactive mapping (New) Long Term</i>

## **RENEWAL**

Renewals are defined as maintenance on the existing tracks within the open space network.

The renewal work involves the resurfacing, reshaping, water management, and sometimes realignment of the existing tracks across the city's open space network. In the first two years the Skyline Walkway, Townbelt, Outer Green Belt, Northern Reserves are highlighted as priority areas, including some other walkways and suburban areas.

The existing track open space track network continues to grow with over 340km. It is anticipated that approximately 80% of or existing tracks will involve some form of renewal work within the next 15 years. The high standard tracks eg urban network, will receive a higher frequency of standard of renewal than more remote tracks.

## FUNDED UPGRADES

Upgrades are defined as new track initiatives within the open space network.

The Implementation Plan identifies specific projects or activities that will be developed and/or planned across the open space access network. Where no actions are proposed within a specific sector the current level of service and renewal work will continue.

### Track Category Tables

Links with Management Plans		Network Component	
A = Northern Reserves Management Plan		P = Primary Access ways	
B = Botanic Gardens of Wellington Management Plan		L = Local Facility Networks	
C = Suburban Reserves Management Plan		S = Secondary Connectors	
D = Town Belt Management Plan		R = Recreation Nodes	
E = Roll over from Pervious Open Space Access Plan			
F = Mount Victoria - Matairangi Master Plan			
<b>Track Type –</b>			
<b>Pedestrians</b>		<b>Cycling</b>	
1 = Path	2 = Short Walks	C1 = Beginner	C2 = Easy
3 = Walking Tracks	4 = Tramping Track	C3 = Intermediate	C4 = Advance
5 = Route		C5= Expert	C6 = Extreme

Notes: The letters used in the table below denote 'Network Component' and 'Track Types' are mostly included in the 'Development' Actions, opposed to 'Planned' Actions as it maybe unclear what track category the track will be until the planning work is completed.

Sector and type of work (eg planning of development)	Action	Short term 1–3 years	Medium term 3–5 years	Long term 5–10 years
<b>No Sector Allocated</b>				
Planning	<p>Accessibility - Listing the number and locations of paths and walkways that have sealed surfaces and flat pathways for mobility users and other disabled users</p> <p>Accessibility - Review whether more accessible tracks need to be constructed</p> <p>Accessibility - Update signage designs for the disabled within the Signage and Wayfinding Guide document</p> <p>Investigate opportunities to develop more formalised commuter link tracks through the open space network eg Haitaitai to City track via Mount Victoria / Matairangi (potential to fund this via Transport initiatives)</p> <p>Revisit if Berhampore Golf Course can be opened to mountain biking and cycling (presently this is closed to them both)</p> <p>Develop operational process for working with volunteers and enthusiasts who want to build, maintain tracks and trails, including training opportunities</p> <p>Continue investigating (and developing) web base technologies to better inform users of linkages and tracks throughout the open space network</p> <p>Studies of horse access to tracks (based on demand) with limited and controlled 4WD access).</p> <p>Make people aware of nature through recreational activities. (From Our Natural Capital) Explanation: Track use and trail builders spend time in the natural environment. We can build on these activities to link them more strongly with our biodiversity outcomes. We acknowledge the importance of allowing people to access these areas, while needing to protect our ecologically significant areas from further fragmentation. We will work to resolve the tension between these two activities and find a balance that allows for both. We want Wellington as a sought-after destination for international and domestic visitors because of its amazing combination of natural areas and thriving wildlife within a vibrant city. Healthy ecosystems and accessible natural areas will be seen as an inseparable part of our economic growth.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>Ongoing</p>		

Sector and type of work (eg planning of development)	Action	Short term 1-3 years	Medium term 3-5 years	Long term 5-10 years
Development				
<b>Sector 1 – Spicer and Tawa West</b>				
1.1 Planning	Investigate track linkages from Pikitanga to new subdivision off Bing Lucas Drive. A L  New track from Tawa to Spicer Forest via Tawa Bush Reserves. Includes connection from Ohariu Valley Road to Colonial Knob. E 3 S	Ongoing work  ✓		
1.2 Development	Develop tracks suitable for horse riding in Spier Forest with long term links to 944 Ohariu Valley Road.  New track from Spicer Forest to 944 Ohariu Valley Road. A, R	✓  ✓		
<b>Sector 2 – Ohariu</b>				
2.1 Planning	Skyline extension - Investigate a possible track link between Churton Park, Ohariu Valley Road and Old Coach Road. Could result in 2 or 3 tracks, mostly over private land. Will involve creating new tracks. A 3 P	Ongoing work		
	Develop a link track between Lakewood Reserve and the proposed neighbourhood centre. A 2 L	✓		
<b>3. Kaukau</b>				
3.1 Planning	Linking tracks from new subdivisions to Old Coach Road - Will involve creating a new track. C 2 L  Investigate opportunities for tracks from Vasanta Avenue and Satara Crescent (northwest Ngaio) areas into the Outer Green Belt. C 2 L			✓  ✓
3.2 Development				

Sector and type of work (eg planning of development)	Action	Short term 1–3 years	Medium term 3–5 years	Long term 5–10 years
<b>4. Otari Wilton's Bush</b>				
4.1 Planning	<p>Identify and test new interactive trails possibly using new technology. In particular a family trail and an ethno-botanical trail. B</p> <p>Investigate improving transport and way finding to Otari-Wilton Bush. B</p> <p>Provide advocacy and signage advising dog walkers of their responsibility and mountain bikers that the area is closed to biking. B</p> <p>Investigating linking Otari-Wilton's Bush with the Te Araroa National Walkway. B</p>	<p>✓</p> <p>✓</p>	<p>✓</p>	<p>✓</p>
4.2 Development	<p>Construct a central pathway through the collections with viewing points and links onto the Circular Walk and Nature trail as proposed in the Landscape Development Plan B 2 L</p> <p>Develop 'up close and personal' walks through <i>Phormium</i> "Goliath" a lance wood forest 'thicket' and a divaricate tunnel. B 2 L</p> <p>Develop a walking circuit through the beech collection from the north Picnic Lawn. B</p> <p>Reconfigure the pedestrian entry from Wilton Road car park to the existing visitor Information Centre, Te Marae O Tane. B 2 L</p> <p>Continue to develop the Nature Trail and Treasure Trail as the main educational Trail with interpretative signage, plant labelling of all Common trees and curriculum based self-guiding material B 2 L</p> <p>Increase number of road sign from CBD to Otari</p>	<p>✓</p> <p>✓</p> <p>Ongoing</p> <p>✓</p>		<p>✓</p> <p>✓</p>
<b>5. Makara Peak</b>				
5.1 Planning	<p>The following to be considered as part of master planning for Makara Peak;</p> <ul style="list-style-type: none"> <li>Investigate a track link at the Chamberlain Road/Victory Crescent Reserve in partnership with Makara Peak Mountain Bike Supporters.C L</li> <li>Investigate a track connection between Woodhouse Ave and Fiona Grove to diversify values of this reserve. C L</li> </ul>		<p>✓</p> <p>✓</p>	

Sector and type of work (eg planning of development)	Action	Short term 1–3 years	Medium term 3–5 years	Long term 5–10 years
	<ul style="list-style-type: none"> <li>Complete the link between the end of the formed part of South Makara Road and the south coast. There is a 4WD track the whole way but the southern section passes over Terawhiti Station and does not follow the unformed legal road all of the way. An easement for access needs to be negotiated with the landowner. C S</li> </ul> <p>South Karori Road to South Makara Road (east west) and/or Makara Peak E</p>	Ongoing	✓	
5.2 Development	<p>Skyline through Makara Peak car park to Salvation (track), more street signage needed C L</p> <p>Continue to work with key stakeholders in developing Karori Park and environs park. Improve the track network and connectivity in Karori Park by: C L (various Track types)</p> <ul style="list-style-type: none"> <li>developing a more accessible link at the rear of the park and investigating a link to the Makara Saddle</li> <li>reviewing and where appropriate rationalising the track network within the hill slope areas above the main park</li> <li>improving connections between the proposed Mud Cycles facility, the wider park, and Makara Peak Mountain Bike Park, including an easy (grade 2) mountain bike trail in Karori Park</li> <li>review the configuration of the dog exercise area to complement the above proposals.</li> </ul> <p>New linking walkway through Homewood Crescent Reserve. Involves street to street linkage through an urban reserve</p>	<p>✓</p> <p>Ongoing</p> <p>✓</p>		
<b>6. Wrights Hill &amp; Zealandia (aka Karori Sanctuary)</b>				
6.1 Planning	<p>Consider the local parks network, in the area along the ridge from Karepa Street to the southern end of Mitchell Street as part of any future residential development/intensification. C 2 L</p> <p>If the Highbury Road site is no longer required for water and drainage purposes, manage and vest as reserve. Existing infrastructure to be managed in conjunction with the site as a reserve. Potential in the long-term for walkway access through Highbury Rd Reservoir land. Large unstable pines will need to naturally fall first and</p>	<p>Subject to future proposals</p> <p>Subject to future proposals (approach</p>		

Sector and type of work (eg planning of development)	Action	Short term 1–3 years	Medium term 3–5 years	Long term 5–10 years
	land formally vested and managed as reserve before any track development. C	Wellington Water in the first instance)		
6.2 Development				
<b>7. Te Kopahou / Careys Gully</b>				
7.1 Planning	<p>Skyline Track through Carey's Gully Include a review of the 4 wheel drive guidelines. Assess track conditions C 2 S</p> <p>Identify opportunities to develop track links as part of any future subdivision of the private land between Ohiro Road and Mitchell Street. C 2 S</p> <p>Brooklyn War Memorial - Investigate better signs/wayfinding from Mitchell Street, and opportunities to better promote the site and site history. C 2 S</p> <p>Initial planning for part of the Rural Coastal Connection. Requires joint planning exercise (WCC, Greater Wellington, DOC, Terawhiti, Meridian). Consider separating uses (pedestrian / vehicles) in parts between Owhiro Bay and Sinclair Head (as called for in the South Coast Management Plan). Upgrade signage on existing tracks R 2 S.</p> <p>Further track work in this area will be considered as part of a future master plan.</p>	<p>✓</p> <p>Subject to future</p> <p>✓</p> <p>Partly started, Ongoing</p> <p>✓</p>		
7.2 Development	Mitchell Street Play area - Consider signs to direct users to Elliot Park for kick-about space. C	✓		
<b>8. Grenada North / Belmont Regional Park / Tawa</b>				
8.1 Planning	<p>Work with the land owners between Redwood Bush, Tawa Reserves and the Outer Green Belt to negotiate access for walking and cycling as part of the subdivision of Upper Stebbings Valley. A 2 L</p> <p>Work with Friends of Tawa Bush to develop link between Wilf Mexted and Woodburn Reserves and into Willowbank Park. A 2 L</p> <p>Investigate the establishment of a cross valley link between Glenside and Grenada</p>	All ongoing		

Sector and type of work (eg planning of development)	Action	Short term 1–3 years	Medium term 3–5 years	Long term 5–10 years
	Village via Mark Avenue extension. A			
8.2 Development	Develop a track from Horokiwi to Seton Nossiter Park via Lincolnshire Farm and Belmont Gully C 2 S	Ongoing		
<b>9. Newlands, Johnsonville and Churton Park</b>				
9.1 Planning	Investigate the development of a link between Horokiwi and Belmont Regional Park. New tracks between Horokiwi Road and Lincolnshire Farms (include Reservoir Ridge). Planning required in relation to reserves agreement. A 2 L	✓		
	Finalise route options to complete the Harbour Escarpment Walkway – subject to obtaining land owner access. A 2 L	✓		
	Council and the land owner at Stebbings Valley have an agreement that includes establishing new tracks in new reserves that will be developed and opened to the public as the private development progresses.	Ongoing		
9.2 Development	Complete the Harbour Escarpment Walkway from Waihinahina Parkin Memory of Dennis Duggen to Ngauranga. Includes short section of new track at Brandon's Rock (Council land), new link from Gilbert Bush reserve to Waihinahina Park, and Gilbert Bush Reserve via Bellevue subdivision to Brandons Rock. A 2 P	✓		

Sector and type of work (eg planning of development)	Action	Short term 1–3 years	Medium term 3–5 years	Long term 5–10 years
<b>10. Trelissick Park and Environs</b>				
10.1 Planning	Planning - New connecting track from Magazine Store to Fort Buckley. Railway (OnTrack) land	✓		
	Investigate a new track link from Highland Park into the park to provide a second park entrance from Wadestown. C 2 S	✓		✓
	Investigate a link from Homebush Park around to Tyers Stream Reserve as part of future subdivision of land above Jarden Mile. C 2 L			✓
	Investigate a future track link between the Hutt Road and Khandallah via Cashmere Park. C	✓		
10.2 Development	Develop a second walkway access off Homebush Road. C 2 L		✓	
<b>11. Te Ahumairangi Hill</b>				
11.1 Planning	Creswick Terrace play area. A second access from higher up on Creswick Terrace could improve access and better connect the park to the local walking route network. Investigate cost/benefit. C 2 L			✓
11.2 Development	Focus on street signage from the CBD for pedestrians	✓		
<b>12. Botanic Garden</b>				
12.1 Planning	Encourage use of Botanic Gardens as a pedestrian commuter route and assess the potential for improving interpretation on some of these major routes. B		✓	
	Redesign and improve way finding between Bolton Street and the entrance into the Botanic Gardens, Cemetery and Anderson Park off Kinross Street. B	Ongoing		
12.2 Development	Improve Walking Links between Kelburn Park and the CBD, including signs. D	✓		
	Street signage from the CBD to Main Gardens and Bolton Street Cemetery for pedestrians	✓		

Sector and type of work (eg planning of development)	Action	Short term 1–3 years	Medium term 3–5 years	Long term 5–10 years
13.1 Planning	Investigate the development of a track between Kelburn Parade and Aro Street with a possible link to the top of Semellof Terrace. D 2 S		✓	
13.2 Development	Update and increase the number of signs within the CBD, as well as smart technologies and websites that direct people towards the open space network, including Pohill Gully, Central Park, Mount Victoria/Matairangi, as well as major sporting hubs, eg Wellington Regional Aquatic Centre, ASB Sports Centre, Makara Paek Mountain Bike Park and other key sports parks etc	✓		
<b>14 Mt Victoria / Matairangi</b>				
14.1 Planning	<p>One of the key recommendations of the Matairangi / Mount Victoria Master Plan is to develop a three tier track strategy as follows:</p> <ul style="list-style-type: none"> <li>• First tier – Commuter and tourist routes to be developed (where practically achievable) to NZ Standard Walking Track and Short Walk Standards, and have easy wayfinding via the track quality, construction and signage.</li> <li>• Second tier – Park walks at a variety of standards, but leading to key areas of open space and views. These will largely be differentiated by signs.</li> <li>• Third tier – All other tracks in the park. These would have no signage for walking, but have low-profile mountain bike grade signs where required (as currently used), and be for use by those seeking a walking adventure as well as orienteering, mountain biking and running.</li> </ul> <p>Further recommendations of the master plan include: Use of a range of techniques to signal the status of tracks. Tracks could be colour themed to be legible for wayfinding, and the use of different surface standards could also indicate main routes.</p> <p>There are three main tracks that should be treated as key routes – the commuter route (Hataitai to City), the route to the Mt Victoria Lookout from (most likely) Majoribanks Street, and the Southern Walkway.</p> <p>Investigate potential to improve main tracks to meet New Zealand Track Standards.</p> <p>Retain the number of tracks as this provides variety.</p> <p>Develop the pedestrian journey to the Mt Victoria Lookout, as well as connections across Alexandra Road from the car park to the path that connects you to the Mt</p>	Ongoing		

Sector and type of work (eg planning of development)	Action	Short term 1–3 years	Medium term 3–5 years	Long term 5–10 years
	<p>Victoria Lookout.</p> <p>Specifically: Investigate upgrading the route from the lookout to Oriental Parade to walking track standard providing an optional loop walk for visitors.</p> <p>Explore stair/path system (cycle, buggies, walking) up to the Byrd memorial, and pedestrian crossing points on the road at its base.</p> <p>Improve pedestrian pathway around the edge of road up to Lookout carpark area.</p> <p>Consider geocells on the Hataitai commuter route to assist with water management and steep slopes.</p> <p>Seal Te Ranga a Hiwi track to provide an accessible path</p>		<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p>
14.2 Development	<p>Create a loop walk (meeting NZ Track Standards) from Courtenay Place via Majoribanks Street up to Mt Victoria Lookout then down to Oriental Bay and back into town. This will require the creation of an obvious gateway to the park and signage from the city ). P E</p> <p>Develop a main park entrance at Majoribanks to connect with CBD P 2 E</p> <p>Develop Pirie Street as other main entrance (as per Mt Victoria / Matairangi Master Plan) P 1 E</p> <p>Develop relevant sections of the Summit Walkway and the Southern Walkway to a higher standard to recognise value of Te Ranga a Hiwi. P 1 E</p> <p>Develop tracks beside Alexandra Rd to keep walkers, runners and bikers away from traffic. P 2/3/4 E</p> <p>Develop tracks (footpaths) beside Lookout Road to connect the upper lookout car park with the Centennial Memorial. P 1 E</p>	<p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p>	

Sector and type of work (eg planning of development)	Action	Short term 1–3 years	Medium term 3–5 years	Long term 5–10 years
	Realign intersections between mountain bike and walking tracks to create an oblique angle with a slow-down formation on the mountain bike track to reduce the risk of high speed collisions. Where this is not possible, ensure that 'black diamond' mountain bike tracks do not intersect with the main commuter and tourist track within the park. P 3/4 E	✓		
	Develop more single track mountain bike tracks and endeavour to separate walkers and bikers in some areas – where appropriate. D 2 P	Ongoing		
	Upgrade the Hataitai to City Track as a major commuter route for walkers and cyclists. D	Ongoing		
	Improve walking access along the summit ridge between the lookout and the Centennial Memorial. D 2 L	Ongoing		
	Treasure Island Grove / Kainui Reserve Install better signage identifying the park and the track route through the park. C 2 L	✓		
	All tracks would be indicated as shared between cyclists and walkers with access to online mapping systems.	✓		
	Place names and signage in Te Reo/English where practical.	✓		
	Name open spaces to reflect history and location in consultation with Mana Whenua.		✓	
	Colour way-finding systems with symbols.	✓		
	Icon way-finding system.	✓		
	Unsigned unless marked and graded mountain bike route.	✓		

Sector and type of work (eg planning of development)	Action	Short term 1-3 years	Medium term 3-5 years	Long term 5-10 years
<b>15 Mt Albert / Island Bay</b>				
15.1 Planning	Sinclair Park and track links - review signage. C  Assess the proposed tracks links between Newtown and the CBD to ensure they integrate with the Town Belt track network and minimise conflict with Town Belt users. Potential commuting access, D 2	✓	✓	
15.2 Development	Enhance track connectivity between Tawatawa Reserve and adjoining privately-owned land of Manawa Karori and Island Bay Charitable Trust. C 2 L			✓
<b>16 Miramar Peninsula</b>				
16.1 Planning	Link Defence land to Centennial Reserve across Massey Memorial (East-West). Consider links to Scorching Bay Reserve. E 2 L (subject to proposed Te Motu Kairangi Park proceeding and mastering planning)  Carter Park - Investigate feasibility (in particular safety and suitability of the start of a track and the run out at the bottom) of a Grade 5 mountain bike track at Carter Park. C C5  Centennial Park - Continue to support the Miramar Tracks Project Group by considering the best way to assess possible remnants of a dam C 2 L	✓   ✓	✓	
16.2 Development	Churchill Park and Play Area - Confirm alignment of Great Harbour Way track. C 2 P	✓		
<b>17 Western Rural and Coast ("Rural Area")</b>				
17.1 Planning	See below			
17.2 Development	See below			

Sector and type of work (eg planning of development)	Action	Short term 1-3 years	Medium term 3-5 years	Long term 5-10 years
17.2 Development	See below			

### UNFUNDED PROJECTS

Where timelines have been provided they are indicative only

Sector	Action	Short term 1-3 years	Medium term 3-5 years	Long term 5-10 years
No Sector allocated	Implementation of signage along the Great Harbourway	✓		
Sector 4	The east west connection initiative ideal is a track from Thorndon to Makara – including the Old Maori Trail through Kilmister Block.  New Track from David Crescent to Johnston Hill.			
Sector 6	Development - Upgrade the St John's Pool track and links to it. Include interpretative signs on the St John's Pool Track. Include upgrading track from Messines Road to St John's Pool. Also include a new track from St John's Pool to Bidwood Bush and Appleton Park. The track to Appleton Park is part of the Kaiwharawhara Stream initiative. Possible bridges. Consider dual use.  Investigate re-opening Hape stream, Silverstream and ridge over spot heights 408 and 418 with legal access. Currently overgrown but has co-operative owner. Linkages with Sector 7 required.			✓  ✓
Sector 7	Investigate new track proposal that will extend purpose built walking/running/cycling tracks from Aro Valley to the South Coast – Brooklyn Trail Builders initiative. Should be investigated as part of the Te Kopahou Master Plan	✓		
Sector 8	New tracks in the Woodburn Drive area. Include signage. Provide link to Belmont Regional Park.			
Sector 9	New track from Trilids to Churton Drive. Access through reserve from Trilids Lane to just north of the intersection of Chisbury Street and Churton Drive. Very steep gradient. Purpose is for school children to avoid traffic down Halswater Drive.			

Open Space Access Plan Reviewed 2016

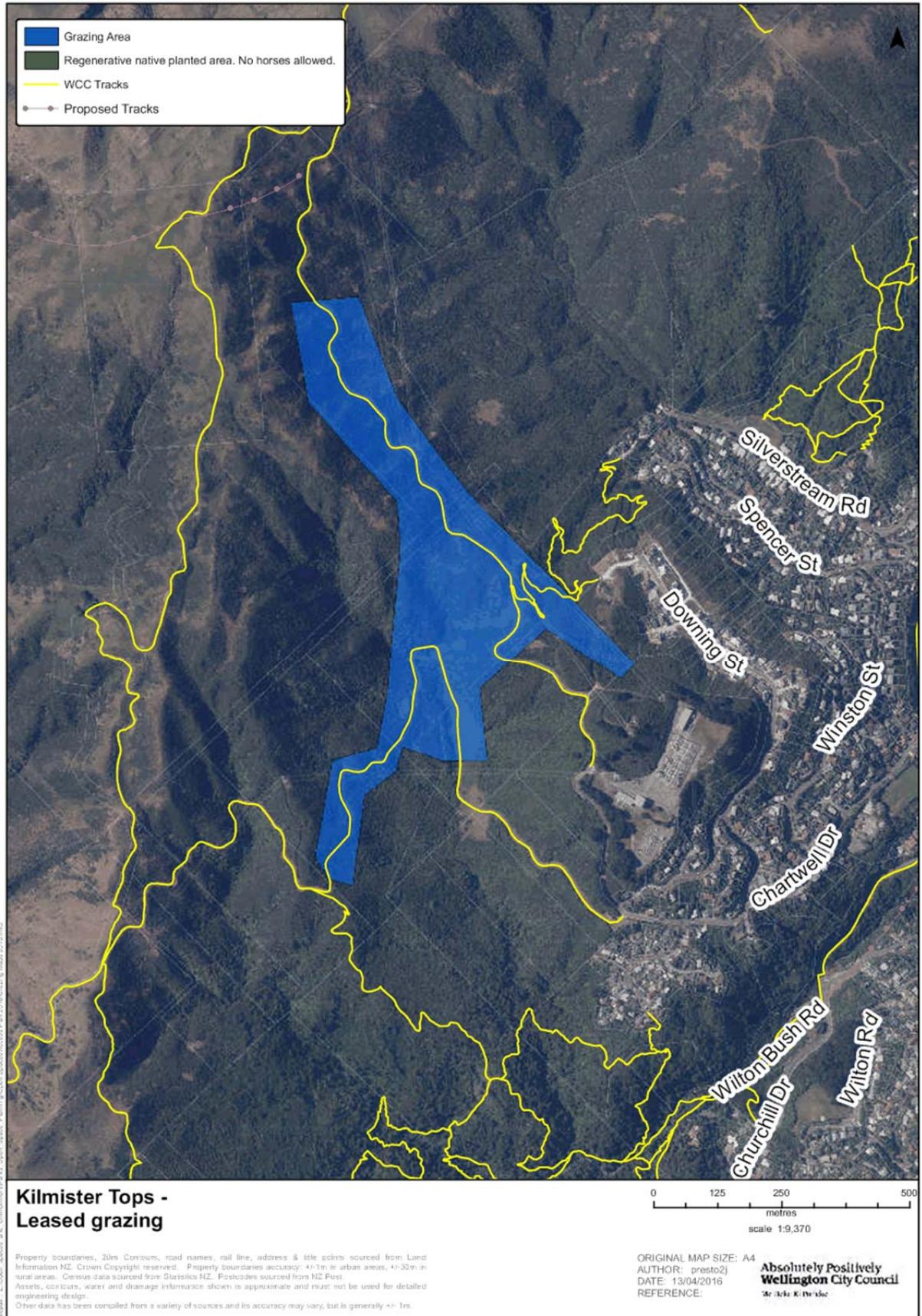
83

	Develop a track from Horokiwi to Seton Nossiter Park via Lincolnshire Farm and Belmont Gully. A 2 L – Subject to subdivision development			
Sector 10	New connecting track from Ngaio Gorge Road to Kaiwharawhara Stream. Easement over private land required			
Sector 17	<p>Advocate for the Implementation of the Rural Coastal Connection initiative. Requires joint planning exercise (WCC, Greater Wellington, DOC, Terawhiti, and Meridian). Install interpretation (brochures, onsite) and continued coastal orientation signs. Consider Quartz Hill link, Snowdens Road and Te Ika a Maru Bay. E 2</p> <p>Implement the Karori Stream track initiative. Consider river crossings involved. Potentially only 1.5 hours' walk from road end to coast. Include feasibility study of potential for four wheel drive trips from Owhiro Bay to Karori. Look at demand/options/pros and cons. E</p> <p>Implement the East West Connection initiative to Makara coast from Makara Peak to Skyline. Subject to availability of suitable access. Include signage. Possible link through to Trelissick Park and Kaiwharawhara, (which was thought to be the traditional access to the west coast. E</p>			



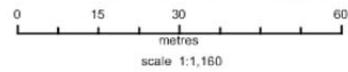
## 11. APPENDIX FOUR CURRENT LEASE HORSE GRAZING AREAS





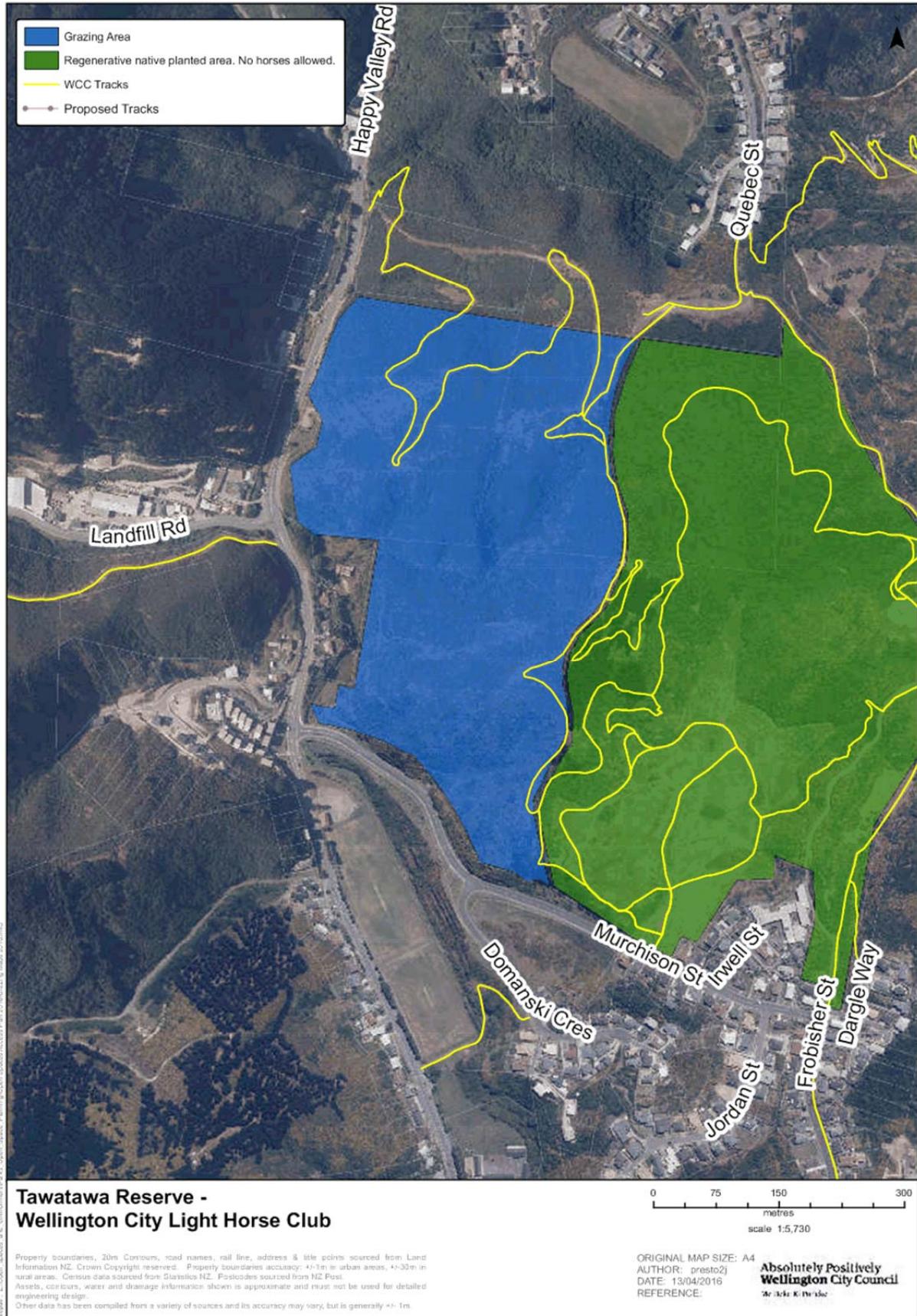


**Sinclair Park and Play Area -  
Wellington City Light Horse Club**



Property boundaries, 20m Contours, road names, rail line, address & title points sourced from Land Information NZ. Crown Copyright reserved. Property boundaries accuracy: +/- 1m in urban areas, +/- 30m in rural areas. Census data sourced from Statistics NZ. Postcodes sourced from NZ Post. Assets, contours, water and drainage information shown is approximate and must not be used for detailed engineering design. Other data has been compiled from a variety of sources and its accuracy may vary, but is generally +/- 1m.

ORIGINAL MAP SIZE: A4  
AUTHOR: presto2j  
DATE: 13/04/2016  
REFERENCE:  
**Absolutely Positively  
Wellington City Council**  
Me Heke Ki Pōneke



## 12. APPENDIX FIVE – WELLINGTON CITY COUNCIL WALKING AND CYCLING POLICY OBJECTIVES (2008)

The Wellington City Council Walking Policy includes the following objectives:

*Objective 1: To promote the benefits of walking so that more people walk*

*Objective 2: To improve pedestrian safety throughout the city*

*Objective 3: To improve the experience of those walking through or about the Central Area*

*Objective 4: To increase the number of commuter trips taken by foot to and from the Central Area*

*Objective 5: To improve the experience of those walking to and from public transport stops*

*Objective 6: To increase the number of short walking trips to and from Suburban Centres*

*Objective 7: To increase the number of walking trips made to and from educational centres and the regional hospital*

The Wellington City Council Cycling Policy (2008) includes the following objectives:

*Objective 1: To improve cycle safety throughout Wellington*

*Objective 2: To improve the convenience of cycling in Wellington*

*Objective 3: To improve the experience of cycle trips to and from the Central Area*

*Objective 4: To improve the experience of cycle trips to and from Suburban Centres*

*Objective 5: To improve the experience of cycle trips to and from educational centres*

*Objective 6: To improve the experience of cycle trips for recreation*

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### 3. Monitoring

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## 2016/17 DRAFT STATEMENTS OF INTENT FOR COUNCIL CONTROLLED ORGANISATIONS

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### Purpose

1. To receive and consider the draft Statements of Intent (SOIs) for 2016/17 for the Wellington Zoo Trust (the Zoo or the Trust) and the Karori Sanctuary Trust (ZEALANDIA or the Trust).

### Summary

2. Officers have reviewed the draft Statements of Intent for 2016/17 for the Zoo and ZEALANDIA and assessed that the draft SOIs have addressed the issues raised by the Letters of Expectations. Some changes are recommended to the Committee and, subject to its approval of these changes and any further items raised by the Committee, the Committee's views will be communicated to the Trusts so they can prepare the final Statements of Intent to be presented to this Committee at its meeting on 23 June 2016.

### Recommendations

That the Environment Committee:

1. Receive the information.
2. request the Karori Sanctuary Trust to refine the presentation of the Key Performance Indicator tables as outlined in this report in the Trust's final Statement of Intent.
3. Note any items raised by the Committee to be addressed by the Karori Sanctuary Trust and the Wellington Zoo Trust in their final Statement of Intent.

### Background

3. Under the Local Government Act 2002, Council Controlled Organisations (CCOs) are required to submit a draft Statement of Intent (SOI) to the Council by 1 March in the previous financial year. As a matter of good practice, the Council precedes this with a Letter of Expectation to CCOs, which outlines the Council's expectations in respect of the SOIs it will receive.
4. The draft SOI process provides both the Council and CCOs with an opportunity to fine-tune respective expectations ahead of submitting a final SOI for Committee approval.
5. The Letter of Expectations for each entity was agreed by this committee on 26 November 2015 and draft SOIs have been received from both Trusts.
6. The draft 2016/17 SOI for Wellington Water Limited will be considered by the Wellington Water Committee.

## Discussion

7. Officers have reviewed the draft SOIs and acknowledge that they respond constructively to the Letters of Expectations.

### 8. Wellington Zoo Trust

#### EXECUTIVE SUMMARY

Wellington Zoo Trust (the Zoo or the Trust) has delivered a draft Statement of Intent that broadly outlines its business objectives and strategies for 2016/17. The SOI addresses the key points raised in the Letter of Expectation, and is in line with the requirements of the LGA. Officers note the following specific points as requested in the Letter of Expectation:

- The draft SOI notes that the Trust has redefined its strategic framework around four key elements: 'Connect People and Animals'; 'Save Animals in the Wild'; 'People Love and Support the Zoo'; and 'Lead the Way'. These objectives continue to align with the Council's strategic direction and will make a strong contribution towards advancing the achievement of the Council's aims as signalled in the 2015-25 Ten-Year Plan.
- The Trust has set 'Connecting People and Animals' as one of the major parts of its strategic platform, with a number of ideas presented in the draft SOI for continuing to develop the visitor experience of the Zoo and broaden the reach of the Zoo's online presence and messaging.
- As requested, the Trust has clearly outlined their desired programme of capital projects for the Zoo over the next 10 years. The SOI notes that these are currently unfunded.
- The draft SOI includes a comprehensive section that outlines the Trust's plans to review the ZCP outcomes against objectives. This will be reported on to the Council during 2016/17.
- The Trust has set itself the goal of achieving a Be Accessible gold rating, improving on its current silver rating.

The draft SOI also includes a summary of the work that has been undertaken to understand the priorities around decreasing the risk to Zoo keeper safety by increasing the number of keepers and restructuring the current teams. The financial implications are outlined (note that some of these costs are currently provided for in the Council's draft 2016/17 annual plan).

**SUMMARY FINANCIALS**

FINANCIAL PERFORMANCE (\$000)	SOI 2015/16	SOI 2016/17	SOI 2017/18	SOI 2018/19
Total Revenue	6,582	<b>6,865</b>	7,005	7,150
Total Expenses	6,582	<b>6,865</b>	7,005	7,150
Net Profit after tax and depn	0	<b>0</b>	0	0
<b>FINANCIAL POSITION</b>				
Total Assets	3,753	<b>3,275</b>	3,275	3,297
Total Liabilities	1,811	<b>1,333</b>	1,333	1,355
Equity	1,942	<b>1,942</b>	1,942	1,942
<b>CASH FLOWS</b>				
Total Net Cash Flows	21	<b>(347)</b>	20	40
Opening Cash	3,456	<b>3,477</b>	3,130	3,150
Closing Cash	3,447	<b>3,130</b>	3,150	3,190

**KEY PERFORMANCE INDICATORS**

30 JUNE	SOI 2015/16	SOI 2016/17	SOI 2017/18	SOI 2018/19
Increase total admissions	233,101	<b>239,408</b>	242,520	245,673
Average Income per visitor ex WCC grant (greater than)	\$14.75	<b>\$15.62</b>	\$15.69	\$15.74
Ratio of Trust generated income as % of WCC grant	122%	<b>120%</b>	119%	118%
Average WCC subsidy per visitor (less than)	\$12.07	<b>\$13.05</b>	\$13.19	\$13.37
Full cost per visitor including WCC costs (WCC generated)	\$19.86	<b>\$21.22</b>	\$20.95	\$20.68
Number of vulnerable, endangered or critically endangered species in the Zoo's collection	>26	<b>&gt;26</b>	>27	>27
Maintain Zoo and Aquarium Association Animal Welfare Accreditation	Achieved	<b>Achieved</b>	Achieved	Achieved
Maintain carboNZero certification	Achieved	<b>Achieved</b>	Achieved	Achieved
Number of Field Conservation Projects supported	>4	<b>&gt;4</b>	>5	>6
<b>New Measure from 2016/17</b>				
Volunteer engagement survey		<b>1</b>	1	1

9. **Karori Sanctuary Trust**

**EXECUTIVE SUMMARY**

The Karori Sanctuary Trust has presented its draft Statement Of Intent for 2016/17 and it responds positively to the Environment Committee's Letter of Expectation. The 2016/17 work programme is presented in sections, grouped according to the Trust's key objectives for 2016/17:

- To build flourishing biodiversity in the valley and halo.
- To develop a knowledge hub for transformation.
- To strengthen people's capability for achieving a nature-rich future.
- To create outstanding and accessible experiences that inspires action.
- To grow Zealandia's influence and alliances for living well with nature.
- To sustain infrastructure, finances, people and communication that fuel Zealandia's purpose.

The draft SOI is a comprehensive document that clearly articulates the Trust's intentions to continue the enduring expectations of Council. The draft SOI clearly describes the Trust's alignment with relevant Council policies and strategies.

The Trust's forecast visitor numbers show steady but modest year on year growth. The expected performance to 30 June 2016 is for Zealandia to host over 110,000 visitors. If achieved, this will be the first time Zealandia has achieved 100,000 visitors which is a milestone for the Trust and validates the various strategic decisions and actions that the Board has put in place – the most obvious being the changed pricing model. The visitation numbers were helped by Wellington's very warm and dry summer as well as Sirocco's visit in August and September 2015 which brought an additional 2,900 visitors specifically to see Sirocco, as well as increased visitor numbers across the board in what is usually the low season. It remains to be seen whether or not the Trust can repeat 100,000 visitors a year. Therefore, the forecast visitor numbers of 93,600 for 2016/17 and beyond are considered reasonable at this stage.

The Trust's financial performance has improved markedly in the last 3 years, which is a reflection of its improved operational performance. The Trust is now forecasting a surplus before interest, tax and depreciation in the year to 30 June 2016 of \$320,000 (versus its SOI forecast of \$174,000) and has forecast that it will maintain its surplus before depreciation at over \$300,000 in each of the next three financial years.

The SOI will be amended to reflect any decision of Council with respect to the ongoing ownership of the Visitor Centre.

The Trust has not included baseline Key Performance Indicators (KPIs) for the current financial year in its KPI tables. The KPI tables could be improved with the inclusion of prior year actuals and baseline forecasts for the current financial year. Officers will work with the Trust to refine the presentation of the KPI tables in the final SOI.

The Trust has made some minor refinements to its conservation KPIs that were introduced in last year's SOI. There are no concerns regarding the refined KPIs although officers will work with the Trust to understand how the proposed replacement to the former Satisfaction Rating KPI is to be measured and reported. The draft SOI also contains some conservation activities and milestones that the Trust will be working on.

**SUMMARY FINANCIALS**

FINANCIAL PERFORMANCE (\$000)	SOI 2016/17	SOI 2016/17	SOI 2017/18	SOI 2018/19
Total Revenue	3,608	<b>3,782</b>	3,867	3,953
Op. Exp. B4 Int, Tax & Deprn.	3,287	<b>3,470</b>	3,549	3,628
Earnings B4 Int, Tax & Deprn.	320	<b>312</b>	318	325
Interest	43	<b>36</b>	32	28
Depreciation	1,100	<b>900</b>	800	700
Surplus (Loss) after Deprn.	(823)	<b>(624)</b>	(514)	(403)
<b>FINANCIAL POSITION</b>				
Total Assets	14,627	<b>13,739</b>	13,221	12,618
Total Liabilities	11,486	<b>11,222</b>	11,218	11,018
Equity	3,141	<b>2,517</b>	2,003	1,600
<b>CASH FLOWS</b>				
Total Net Cash Flows	120	<b>12</b>	276	97
Opening Cash	489	<b>609</b>	621	897
Closing Cash	609	<b>621</b>	897	994

**KPI DASHBOARD**

30 JUNE	SOI 2014/15	SOI 2015/16	SOI 2016/17	SOI 2017/18
<b>Non-financial</b>				
Visitors	95,947	<b>93,600</b>	96,500	99,300
Individual members	10,200	<b>10,400</b>	10,600	10,800
Students & education visits	8,378	<b>8,500</b>	8,650	8,800
Satisfaction rating (out of 10)	93%	--^	--^	--^
Volunteer numbers	>400	<b>&gt;400</b>	>430	>450
<b>Financial (\$)</b>				
Average subsidy per visit	9.12	<b>9.35</b>	9.07	8.80
Average revenue per visit	25.90	<b>25.96</b>	26.22	26.48
Donations	250,000	<b>250,000</b>	265,000	270,000
Full cost per visitor	16.28	<b>16.91</b>	16.51	16.11

^ Visitor experience: ZEALANDIA achieves positive visitor feedback at least 5% over the combined 9 and 10 rating benchmark.

Conservation 30 June	SOI 2016/17	SOI 2017/18	SOI 2018/19
<b>Restore species to the wild in accordance with the restoration strategy</b>			
Number of new animal species transferred	<b>1</b>	0	1
Number of transferred animal species being actively managed in the wild	<b>10</b>	10	10
Number of animal species in the wild being actively	<b>10</b>	11	12

<b>KPI DASHBOARD</b>			
monitored			
Percentage of transferred animal species regarded as self-sustaining	<b>68%</b>	68%	65%
Maintain or Improve the population status of nationally threatened species present			
Number of threatened species present and breeding successfully	<b>4</b>	4	4
Manage species held for captive breeding purposes to ensure they remain healthy and breed successfully			
Number of species breeding in captivity	<b>2</b>	2	2
Monitor animal pest status, control mice & successfully respond to any incursions			
Mice maintained at levels below or similar to previous years	<b>&lt;10</b>	<10	<10
Percentage of pest animal incursions successfully eradicated	<b>100%</b>	100%	100%
Monitor plant pest status and reduce distribution of environmental weeds (currently 123) within and near the fence perimeter			
Number of pest plant species actively controlled or surveyed	<b>44</b>	44	44
Number of pest plant species where control has achieved a decline to low levels of infestation in the sanctuary	<b>52</b>	53	53

## Attachments

Attachment 1. Zoo draft SOI 2016/17

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Attachment 2. Zealandia draft SOI 2016/17

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Authoriser	Derek Fry, Director City Growth & Partnerships

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

The organisations in this report consult with the Council on a wide range of matters as part of our “no surprises” relationship.

### **Treaty of Waitangi considerations**

This report raises no new treaty considerations. Where appropriate the entities do consult with the Council’s Treaty Relations unit, and with the Tenth Trust, as part of normal operations.

### **Financial implications**

The CCOs work within the context of the Council’s overall Long Term Plan and Annual Plan framework.

### **Policy and legislative implications**

This report complies with the legislative requirements of the Local Government Act (2002) and is consistent with existing Council policy.

### **Risks / legal**

Not applicable.

### **Climate Change impact and considerations**

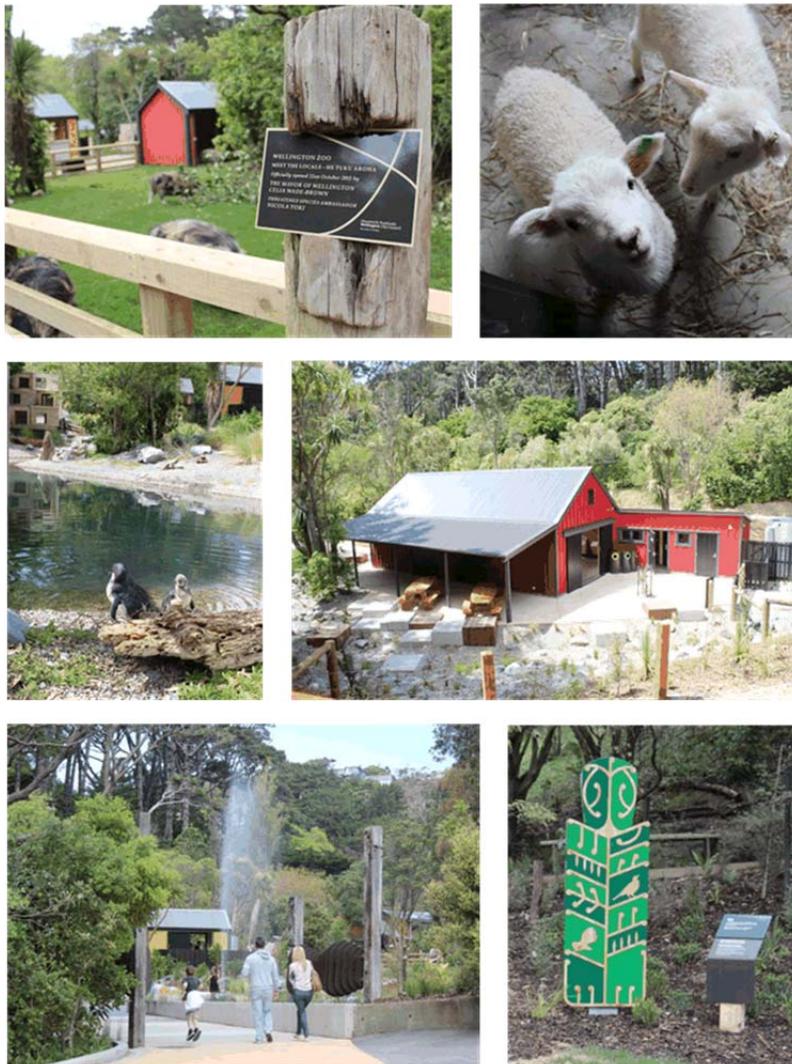
The CCOs work with the Council and other organisations in considering the environmental sustainability of their operations, including with the Council’s Our Living City programme.

### **Communications Plan**

Not applicable.

# Statement of Intent and Business Plan 2016-17 Wellington Zoo Trust

Pursuant to Schedule 8 of the Local Government Act (2002)



*Meet the Locals He Tuku Aroha – our New Zealand experience opened October 2015*

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## 1. Introduction

Wellington Zoo is 110 years young in 2016. As New Zealand's first Zoo and that of the capital city we are committed to ensuring that our strategic aims are based in excellence and engender a sense of pride in their Zoo from our community. We are a social enterprise which exists to create community good and to solve important social and environmental problems – people disconnected from nature in an urbanised world and the loss of species worldwide. We operate to fulfil our 'why' to ignite a Zoo revolution through leading the way in connecting people and animals and saving animals in the wild by having our community love and support their Zoo. We have local and global influence as behaviour change agents for the environment and as a conservation agency with sustainability at its heart.

Wellington Zoo contributes to the vibrancy and forward thinking of our city through employment of Wellingtonians, working with Wellington suppliers and other Wellington organisations in partnerships driven by outcomes and provision of quality visitor experiences for our local and international community. The Zoo aims to be a reflection of our city and contribute to the thriving cultural and natural heritage of Wellington as an accessible and liveable city. The Zoo generates additional liveability for our citizens and the economic benefit generated reflects the Economic Strategy of the Council for Wellington.

We have consistently met or outperformed almost all of our performance targets in the last nine years. Since the beginning of the Zoo Capital Plan (ZCP) investment in 2006 our visitation has **increased 34.7% on the base 2004-05 figures**. We have also increased our contribution to the operating costs of the Zoo from 37% to 59% in that time.

In the 2015/25 LTP no new Zoo CAPEX submissions were approved for inclusion. **However we have outlined CAPEX priorities for the Zoo over the next ten years later in the SOI as per the Letter of Expectation. We will be submitting two CAPEX projects for the 2016-17 Annual Plan discussion.**

**Included in this SOI is a summary of the ZCP objectives set in 2006.** We are very pleased with the achievements the ZCP has driven and that we have delivered what we promised in 2006. Not only has visitation increased exponentially, the facilities for animals, staff and visitors have all been vastly improved. We have begun to review the success of the ZCP and we will be providing WCC with a comprehensive report once this is complete.

**We have submitted a request for additional financial support regarding Animal Care staffing.** We have been undertaking a benchmarking exercise with Auckland Zoo, Hamilton Zoo and Orana Wildlife Park regarding staff numbers and salaries. We need to address these issues within our Zoo as animal care is our highest priority. The case for this funding request is included in this SOI.

We agree to the nonfinancial expectations of the Zoo and the SOI outlines how we will implement these expectations.

## 2. Strategic Direction

### a) Core Purpose

Wellington Zoo Trust Incorporated is incorporated under the Charitable Trust Act 1957 and is a not for profit organisation.

#### **PURPOSE**

Wellington Zoo exists to ignite a zoo revolution. We lead the way in connecting people to animals and saving animals in the wild by our community loving and supporting their Zoo.

#### **TRUST DEED**

Wellington Zoo Trust Deed states the objects of the Trust as follows:

*"7.1 The objects for which the Trust is established, to the extent that they are a charitable purpose within New Zealand, are as follows:*

*7.1.1 To manage, administer, plan, develop, maintain, operate and promote Wellington Zoo as a zoological park for the benefit of the Wellington community and as an attraction for visitors to Wellington;*

*7.1.2 To educate the community by building an awareness of plant and animal species and the actions required to promote conservation;*

*7.1.3 To promote species conservation;*

*7.1.4 To support and complement the conservation and learning activities undertaken by other organisations;*

*7.1.5 To develop, manage and plan animal species management programmes;*

*7.1.6 To promote and coordinate the raising of funds to assist the management, administration, maintenance, planning, promotion and further development of Wellington Zoo;*

*7.1.7 To acquire additional plant and animal species;*

*7.1.8 Generally to do all acts, matters and things that the Trustees think necessary or conducive to further or attain the objects of the Trust set out above for the benefit of the Wellington community."*

### b) Operating Environment Update

We have redefined the strategic framework for Wellington Zoo Trust in order to deliver our strategic objectives. This is supported by structural changes and underpinned by our values.

We are well aware of the need to continually improve our experience offering so that the community feels they're getting value for money and leading edge zoo experiences. As

the capital city zoo we believe we should be providing a uniquely Wellington Zoo experience- innovative, fun, creative and personal.

While we can make adjustments to our operations there is still the expectation within Wellington that access to many visitor facilities or events should/will be free. This community expectation provides challenges for us even though we have several community accessibility initiatives each year.

**c) Strategic Framework**

The ZCP was a disruptive force for change at the Zoo when it begun in 2006 and an impetus like this is what we need again — not so much a physical change but building on the innovative platform for future initiatives that we have created. We must continue to drive success and organisational improvement.

Our new strategy is about the Wellington Zoo of the 21st century and seeks to take us into a new realm which builds on our success of the past few years, using the rebuilt Zoo physical platform and setting the stage for Wellington Zoo to be seen as a leader in the conservation of species and sustainability outcomes. Wellington Zoo distinguishes itself as a 'good zoo' in global terms and we want to continue this reputation across our strategic goals. (*See below*)

Our values underpin our strategy and structure and they resound with our approach to being a welcoming, happy place. Our iwi alignment is reflected in the iwi interpretation of the values and we have worked with Tarankai Whanui to ensure the correct concepts to reflect our intentions. (*See below*)

Both the strategy and values are supported by a realignment of our people to deliver the new strategy in the Wellington Zoo way. The new structure will be complete by July 1, 2016.





**Wellington Zoo Trust's strategic elements are to:**



The Zoo is perfectly positioned, as a multi award winner in visitor experience, business leadership, vibrancy, sustainability and conservation, to take an active role in delivering conservation and sustainability messages to a large audience of over 230,000 visitors on-site and many more online.

Wellington Zoo will continue to build its reputation as a unique and intimate Zoo by including more opportunities for our visitors to experience multi layered and multisensory learning experiences. We will design creative and profound visitor experiences which connects people and animals in ways which inspire people to take positive action for the environment.

Our people are passionate about their work and we will ensure they are supported in their development and have the necessary capability to deliver our strategy.

Our commitment is to ensure **continual improvement in visitor experience to achieve wider engagement within the community**. We have dedicated expert staff in this area and they train our people and volunteers in the best practice approach to visitor engagement. We offer a range of events, discount days and other visitor programmes which ensure we engage our whole community in the work of the Zoo. Accessibility is important to us as we believe that the Zoo belongs to everyone. Programmes such as The Warehouse Wellington Zoofari for low decile schools, Neighbour's Night for the local community who live near the Zoo and discounted entry on Winter Wednesdays ensure accessibility for a wider segment of the community. Zoo Crew membership is continually increasing and this is a strategic aim for us as Zoo Crew provides an excellent value proposition for Wellington city rate payers and residents who visit the Zoo often throughout the year.

Our newly refreshed website is broadening the reach of our message based experience, the visitor experience starts at home, with our updated website more accurately reflecting the experience within the Zoo, and showcasing our new Zoo for the community.

With the introduction of Meet the Locals He Tuku Aroha, we have an opportunity to engage our community in different ways – asking them for action (e.g. planting trees in our restoration site); or introducing them to community groups who are working across our city in biodiversity, or social enterprise: this may mean a conversation with the Wellington Beekeepers Association, or a lesson in planting vegetables at home provided by volunteers from one of our local community gardens. We have also increased the lwi voice within the Zoo visitor engagement in Meet the He Tuku Aroha and will continue to work with Taranaki Whanui to continue this across the site. Meaningful, unique Māori stories will create a sense of place that no other Zoo in the world can replicate.

We will also be refreshing our approach to learning within the Zoo, looking to blur the line between the traditional constructs of the 'formal' and 'informal' learning experiences and providing all of our visitors with message driven, learning based experiences. This will be complemented by specialist Visitor Ranger Volunteers working alongside our staff helping us to deliver the best possible experience for all of our visitors.

**Last year we achieved a silver rating by Be Accessible and as per the Letter of Expectation we will set our goal this year to achieve the gold rating.**

Our Social Return on Investment (SROI) (November 2015) project, undertaken by the WCC Research Unit, indicates that we are seen as a credible voice for conservation and sustainability within the community. 95% of our visitors would recommend the Zoo to others visiting Wellington and 71% said that Wellington Zoo improves the quality of life in the city, while 89% said they would visit again when next in Wellington. We will include both local and non-local visitor SROI results in the **ZCP Review Document for WCC**.



Our end game is to save animals in the wild, locally and globally. We have a global conservation remit. Zoos worldwide are the third biggest investor in range state conservation (US\$350m annually) with only WWF Global and The Nature Conservancy contributing more.

We are a key stakeholder in collaborative conservation breeding as well as science and veterinary research programmes within the zoo community with other conservation agencies and higher learning organisations in Wellington and across New Zealand and beyond.

Our Collection Plan focuses on the number of critically endangered and endangered species we have in human care at the Zoo and those we support through our conservation programmes in the animal's range state. The field conservation programmes for critically endangered and endangered species in their range state that we support are: Sumatran Tigers through 21<sup>st</sup> Century Tiger, Tasmanian Devils through Save the Devil Program, Malayan Sun bears through Free the Bears South East Asia, Cotton Top Tamarins through Proyecto Titi, Black and White Ruffed Lemurs through Madagascar Fauna and Flora Group, Chimpanzees through the Jane Goodall Institute, White Cheeked Gibbons through Flora and Fauna International, Kea through Kea Conservation Trust, Kororā Little Blue Penguins through Places for Penguins; North Island Kākā through breed for restoration programmes, Grand and Otago Skinks with DOC and Golden Lion Tamarins through Associação Mico-Leão Dourado. The planned acquisition of **Snow Leopards** and **Ring Tailed Lemurs** will provide further opportunities for our community to engage with global conservation issues for endangered species.

Our goal is to ensure within the next three years that 5% of our operating expenditure goes directly to field conservation, following the international guidelines and model of the American Association of Zoos and Aquariums. In 2014/15 4.47% of our OPEX went directly to helping to save animals in the wild.

The Nest Te Kōhanga works with a variety of native species. Native wildlife cases now make up 70% of the veterinary medicine case load – including many who are critically endangered and endangered. Our success in this area is above world standard for zoo veterinary hospitals and we take great pride in this achievement.

In the SROI research mentioned above 75-89% of visitors learnt that zoos play a vital role in conservation and have learnt ways that they can also contribute to conservation after their visit to Wellington Zoo. After visiting Wellington Zoo 80% said they plan to change their behaviour to benefit the environment.



The Trust now contributes 59% of its operational costs and has increased this consistently since the inception of the Trust in 2003 from 37%.

The Zoo's contribution to the economic development of our city is through its financial results, creating a place Wellingtonians can feel proud of, by the employment of over 80 people (62 FTE) and by being one of the largest businesses in Newtown.

The Trust will continue to drive for results in its commercial imperatives this year to ensure financial sustainability. As a social enterprise we seek to ensure our financial sustainability so that our social and environmental goals can be achieved.

Wellington Zoo is inclusive for all sectors of our community – our visitor mix is diverse and we ensure that all visitors feel safe and respected. Our visitor numbers continue to grow. In the SROI research project the initial phase measured the economic impact of Wellington Zoo to the City from visitors coming to Wellington specifically to visit the Zoo. During the 2014-15 year non-local visitors to Wellington Zoo contributed **\$3,730,273 of direct new spending** to Wellington City's economy. This result was conservative, excluding any overnight accommodation and indirect spend. The next phase of the research will analyse the total economic value of Wellington Zoo to the City.

Our visitor feedback is positive and people are enjoying the continual change in the Zoo. Our Animal Close Encounters continue to attract visitors and venue hire and functions bookings are increasing.

Two examples of visitor feedback are as follows:

*'This is one of the best zoos we have had the pleasure of visiting. My wife and I have lived and worked in Sydney, London, Singapore, and now Wellington, and we both view Wellington Zoo as the best zoo of any zoo we have visited internationally. It is incredibly well planned and laid out, always immaculate, accessible, full of great family features (we have two young boys), and educational without being 'preachy' or condescending in any way. Staff are well informed and always extremely helpful. We have been annual pass holders for two years now, visit regularly but neither the kids (or their parents) have never been bored by the experience. We will continue to be annual pass holders and frequent visitors.'* Wellington Zoo visitor December 2015

*'A friendly staff member approached us at the Otter enclosure as we were leaving and was super friendly and incredibly knowledgeable. She asked us about ourselves and gave us some great information about the otters and other animals we had encountered. She was engaging, and friendly without being overbearing or false. A great end to a great day.'* Wellington Zoo visitor January 2016



Wellington Zoo has been recognised in a multitude of awards over the past few years, from sustainability to business and environmental leadership. We will continue to strive for excellence across our organisation. To achieve our strategy we will be ensuring our commitment to sustainability and our carboNZero certification continues with projects such as the **solar power installation on the roof of the Zoo entry building.**

We will invest in our people to provide professional growth. Caring for our people is a high priority for us and our new H&S Manager role will ensure we achieve our H&S targets. Our values project will be embedded over this coming year as part of our commitment to 'walking the talk'. **Our animals are the major emphasis for us and we are very proud to have achieved Zoo and Aquarium Association Animal Welfare Accreditation in 2015.**

We are also proud to have made a commitment to addressing the immense issue of illegal trade in wild animals. **To support the ethical standard to which Zoos should be operating when they gain animals in their collection, Wellington Zoo Trust has committed 5% of all costs spent on animal acquisitions to go directly to our partner organisation, TRAFFIC South East Asia, to help them tackle illegal trade in animals throughout the world. Last year 4.7 million animals were illegally traded in Asia – this represents one of the biggest species crises we are facing.** We are a Wellington based zoo with a global reach and this is one initiative which can support our partners in the field who are trying to reduce illegal animal trade.

### 3. ZCP Review

As the Letter of Expectation notes, the ZCP is now complete. We have begun reviewing the achievements from the ZCP including Return of Investment. **We will address the original objectives in this review and will ensure this review of the ZCP is reported to Council, as the major funder, during 2016-17.**

Wellington Zoo contracted DOT Loves Data to analyse the success of the ZCP prior to the opening of Meet the Locals He Tuku Aroha. This analysis will be included as part of the ZCP Review Project.

An excerpt of the ZCP Business Case 2006 rationale is below. We believe we have exceeded the measures for the ZCP investment. The risks listed below in the Business Case have been addressed and visitation has exceeded the ten year target.

#### **Zoo Capital Programme Rationale from the 2006 Business Case**

*Every great city deserves a great zoo. As the capital city of New Zealand, Wellington deserves a great national zoo. Zoos are found in every continent and in every culture. They are the most visited of all the cultural organisations worldwide and more people go to zoos every year than all the spectator sports combined.*

*The critical success factors for a modern Zoo are that it be interactive, unique, dynamic, accessible and provide the community with a forum to connect with wildlife through multi-sensory experiences and best practice animal welfare and management. The Zoo should establish partnerships with likeminded organisations to promote sustainable lifestyles and conservation action in the community through its diverse visitor reach. Through its social and environmental returns the modern Zoo becomes a major community asset with economic benefits for the city through tourism, employment and financial sustainability. Wellington Zoo can be small, specialised and doing it well. **Achieved***

*Wellington Zoo is a major heritage asset for the city but the degraded state of many Zoo assets arising from a legacy of many years of deferred facility maintenance and under-development so this is the primary driver for the scope of projects that are proposed to comprise the Zoo Capital Programme. **Achieved***

*This programme was described as "Option 3 – A Modified 10 Year Programme", in the Trust's investment proposal to Wellington City Council in October 2005 and as adopted for further exploration in this review.*

*The Trust's approach to the selection of projects to comprise "Option 3" was to identify the essential work required to remedy the major health and safety and animal welfare issues and then to leverage the opportunity arising from the remedial work so that a start could be made on achieving the Trust Deed objectives of conservation, education and community benefits.*

*These opportunities arise not only because of the asset renewal arising from the remedial work, but also because remedying the issues associated with some exhibits is not practical in situ and in those cases, relocation of some species and exhibits is necessary.*

*The intention of this integrated approach is to deliver a community facility which meets visitors' and stakeholders' expectations of a modern zoo that delivers on the triple bottom line of economic, social and environmental returns on investment. **Achieved***

### Summary of Major Current Risks 2006

The six areas of risk outlined above have a potential range of impacts which are summarised below.

**Table 1 - CURRENT RISKS**

<b>1 Risk</b>	<b>2 Health and safety issues</b>
<i>Current likelihood</i>	<i>Low to medium</i>  <i>While mitigation measures are in place to control most of the significant risks, some are not sustainable in the medium to long term as assets deteriorate further and the statistical likelihood of human error increases. Some risks (particularly of back injury) cannot be satisfactorily mitigated, especially in the existing hospital.</i>
<i>Impact</i>	<i>Legal and financial risk to Trust and Council remains. Serious injury, disease or death is a possibility.</i>
<b>3 Risk</b>	<b>4 Animal well-being compromised</b>
<i>Current likelihood</i>	<i>High</i>  <i>The condition and location of some current exhibits and off-display areas is such that higher levels of morbidity and mortality are occurring than is acceptable. This is most obvious in Bird Valley.</i>
<i>Impact</i>	<i>Serious risks to reputation of Trust, Council and city if issues not resolved for some species in near future. Currently in adequate holding pattern for some areas but this is not sustainable. The location of much of the bird collection carries risks which cannot be mitigated and whose consequences are unacceptable.</i>
<b>5 Risk</b>	<b>6 Zoo slipping behind standard expected of modern zoo</b>
<i>Current likelihood</i>	<i>Medium to high</i>  <i>Reputation with zoo community is currently reasonable. In the longer term, this could change if investment is not made and key staff leave as a consequence or if failure to invest means the Zoo cannot keep up with increasing expectations for participation in joint programmes. Visitor numbers may begin to decline if visitor expectations cannot be met.</i>
<i>Impact</i>	<i>Zoo industry support may be compromised leading to increasing difficulty in sourcing animals. Maintaining regional zoo industry accreditation could become problematic. Ability to counter anti-zoo lobby attacks reduced. Key staff leave. Admissions and other revenues decline.</i>
<b>7 Risk</b>	<b>8 Trust continues in negative equity position</b>
<i>Current likelihood</i>	<i>High</i>  <i>Issue raised by auditors at last audit. Must be addressed through next purchase agreement.</i>
<i>Impact</i>	<i>Legal and financial risk to Trust and Council remains. Could ultimately lead to need to cease operation with subsequent resourcing demands for management of closure over some years.</i>

*The Trust is confident in its projection of an increase in visitor numbers to between **230,000 and 240,000 by 2015/16**. This represents an average of 3% – 3.5% growth per year.*  
**Achieved**

*The additional growth resulting from the ZCP project development and associated visitor experience and product enhancements represents 3% per year on average and a total growth over the ten years of 36%. Given the growth pattern seen since its establishment, the Trust believes this 3% growth projection is conservative given that the ZCP will see a series of developments rolled out over ten years akin to the development programme at Auckland Zoo in the 1990s*

9 Risk	10 Increasing competition from other events and facilities leads to accelerating drop in visitation
<i>Current likelihood</i>	<i>Medium to high</i>  <i>Continuing to be competitive in this area depends on renewal and maintaining relevance.</i>
<i>Impact</i>	<i>Trust is unable to reduce its dependence on Council operational funding, fails to attract substantial external funding for development.</i>

We believe we have addressed these risks and we will outline this further in the ZCP review.

**4. CAPEX programme 2016-26**

The following projects outline the CAPEX priorities for Wellington Zoo over the next ten years. Currently none of these projects are funded in the LTP.



Proposed Spend for New Capital Projects											
	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	TOTAL
<p><b>Snow Leopards</b></p> <p>Snow Leopards are endangered in the wild, with a population of less than 7,000 thought to exist in their mountainous range state. International research shows that big cats are the biggest draw card for visitors attending zoos. As the only zoo in New Zealand with Snow Leopards, we would be part of the international commitment to protect this species via home range conservation action. The preliminary design is complete for this project. This project has been prioritised by WZT for some years now.</p>	\$3.5m										\$3.5m
<p><b>Ring tailed Lemur Exhibit</b></p> <p>WZT is reducing the number of baboons we hold (we only have six males currently as all females have been translocated to Australia) and we will eventually remove that species from our collection. We plan to replace this common species with an endangered species – Ring tailed Lemurs. We already support lemur conservation in Madagascar through the Madagascar Fauna and Flora Group so these animals would support our conservation work. The Ring tailed Lemurs experience will be in the existing baboon habitat but we propose to create a lemur walkthrough habitat to create a Madagascar conclusion to the Africa precinct. This design for these animals has proved successful at Taronga Zoo and Melbourne Zoo and we know our visitors enjoy being close to the animals in the same space. We would be the only zoo in NZ with a walkthrough Lemur experience. To complete this project we will need to redesign a completely new animal habitat to allow visitors to access this space. This project will be completed within one year.</p>	\$500k										\$500k

Proposed Spend for New Capital Projects											
	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	TOTAL
<p><b>Welcome Plaza</b></p> <p>This area of the Zoo is currently unsuitable for growth in visitor numbers. It is confusing and congested for staff and visitors with many functional activities taking place in a small space. Admissions, retail, catering and visitor amenities all compete for space and visitor flow. On busy days the space is so crowded that long queues form outside the Zoo. The auditors have mentioned the confusion in this area for the past three years as part of their audit process. Year one cost is for planning as this is a complex project. The design will include a new learning/discovery space as well as admissions, retail, cafe and new staff offices.</p>		\$500k	\$2.5m	\$2.5m							\$5.5m
<p><b>Tropical River Trail Aviaries</b></p> <p>The existing aviaries and visitor pathways along the Tropical River Trail need to be replaced and improved. The aviary walls are an earthquake risk and the islands need to be redesigned for the animals we now hold. The earthquake risk is currently being assessed with WCC and some minor improvements may need to occur to manage this before we have the CAPEX to completely upgrade. The upgrade plan is for a large aviary structure housing small monkeys.</p>		\$2m									\$2m
<p><b>Australia (Including Australian Birds)</b></p> <p>Neighbours has been successful as a visitor walkthrough experience and to complete this we want to move all our Australian birds to that space as well as acquire wombats. This will require an upgrade of the existing space and the creation of new viewing for those animals. This project will also include the demolition of the old chimp day room and improvements to the existing chimp park containment wall. This wall is being assessed against earthquake standards and may require addressing earlier in the ten year programme depending on the assessment results. Removal of the old chimp day room will create a much more exciting entry to the Africa precinct with viewing into the chimp park and visitor learning opportunities in that space.</p>					\$2m	\$800k					\$2.8m
<p><b>Sustainability initiatives</b></p> <p>To future proof the Zoo as a leader in sustainability we must implement large carbon emissions reduction projects over time. Projects such as wind power and more solar panels will part of these sustainability initiatives. This work is part of the ethos of the Zoo as a conservation agency and builds on our success to date in this area. As the world's first carboNZero certified Zoo we are a leader in sustainability globally. As the capital city Zoo we feel this should be continued as the Zoo contributes more and more to global conservation outcomes.</p>						\$500k					\$500k

Proposed Spend for New Capital Projects											
	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	TOTAL
<b>Archibald Centre - multi use visitor space</b> The Archibald Centre is an old multi use building which will need replacing by 2022/23. This venue is used for corporate hire, functions and meetings. It is a critical part of our revenue growth and will need to meet acceptable standards. This building was built in the 1960s and while it is acceptable it is not a space that suits modern venue hire expectations. As the Zoo strives to reduce the burden on the ratepayer having a suitable venues assist us with much needed revenue.							\$2m				\$2m
<b>Savannah Survival (Cheetah and Lions)</b> The current cheetah and lion exhibits and dens are old. Cheetah are an iconic species for Wellington Zoo and we support Cheetah Outreach in South Africa as part of our suite of range state conservation programmes. Cheetah also a major factor in our Close Encounters which provide a more in depth learning opportunity for visitors. We would also like to be able to have both male and female lions on display together which we cannot with the current arrangement. These iconic cats need better housing and viewing arrangements. As part of the Africa precinct visitor engagement strategy we believe glamping options in this area would be successful.								\$2.5m	\$2.5m		\$5m
<b>Kiwi and Tuatara House Te Ao Māhina</b> The position of Te Ao Māhina is less than ideal from both visitor flow and storytelling perspectives. In ten years' time it would be prudent to rebuild the kiwi house as it will be over 25 years old. We plan to relocate it closer to Meet the Locals He Tuku Aroha and improve visitor flow throughout the Zoo.										\$2m	\$2m
<b>Total</b>	<b>\$4m</b>	<b>\$2.5m</b>	<b>\$2.5m</b>	<b>\$2.5m</b>	<b>\$2m</b>	<b>\$1.3m</b>	<b>\$2m</b>	<b>\$2.5m</b>	<b>\$2.5m</b>	<b>\$2m</b>	<b>\$23.8m</b>

## 5. Animal Care Keeper Staffing

**After the death of a very experienced Zookeeper at Hamilton Zoo in 2015 the four major zoos in NZ- Auckland, Hamilton, Orana Wildlife Park and Wellington - have undertaken a benchmarking review to assess Animal Care staffing, animal to keeper ratios and salaries. This issue has not been discussed with WCC prior to February 2016 by Wellington Zoo as we did not have the results of the comparative study.**

The biggest risk facing Wellington Zoo in the resultant scenarios is in the area of health and safety, specifically, the immediate need to manage fatigue, reduce keeper to animal ratios, minimise risk of error and address leave entitlement issues for our animal care staff. Our audit of the situation has established a critical need for more keepers on the ground each day to reduce animal to keeper ratios in line with internationally accepted minimum standards.

The priorities are:

- Employ an additional 3FTE keepers. The additional staff will allow us to change the rostering to have staff working a maximum of five days rather than seven. This will reduce risk of error and fatigue.
- Restructure the current Life Sciences Managers to Team Leaders to have more experienced keepers on the ground (equivalent cost to 1 FTE). This would provide more experience on the ground daily.
- Recruit an Animal Care Manager who is responsible for management of all husbandry sections, animal care outcomes and training of the keeping staff.

The impact on operational salary costs is as follows:

- 4 FTE keepers- \$160k
- Animal Care Manager- \$70-80K

**Wellington Zoo Trust is able to manage the cost of the Animal Care Manager (\$70-80K) through its current budgets from 2016-17. This bid, therefore, is for WCC to increase the Zoo's operational grant by \$160K pa to cover the cost of employing additional keepers. This is a major challenge for Wellington Zoo as excellent animal care is the basis of everything we do and Health and Safety of our people and our community is a major imperative of being a good zoo. We ask that this request be considered in the 2016-17 Annual Plan discussions.**

## 6. Contribution to our city and links to the WCC Strategy

The Towards 2040 Strategy for our city aligns with the goals of Wellington Zoo Trust in that it is about inspiring each other to see the possibilities for the future. The work of the Zoo supports the four pillars of the Towards 2040 Strategy: eco city, people centred city, connected city and dynamic city centre. The Zoo is an iconic asset for our city and as our population grows there will be an even greater desire for the Zoo to be a sophisticated and accessible attraction which delivers 21st century conservation programmes on site and off site

The Zoo is a strong contributor to our city, focusing on knowledge, collaboration, innovation and positive action. It contributes to the vibrancy and forward thinking of our city. We aim to be a reflection of our city and contribute as a cutting edge business with talented people to the thriving cultural and natural heritage of Wellington as a liveable city. The Zoo supports the Economic Strategy for our city by contributing strongly to liveability outcomes and by being part of the well-being of people that Wellington is renowned for amongst New Zealand cities. We feel very positively about working with WREDA to ensure economic growth for our city. As winners of Green Gold and Vibrant Gold, Wellington Gold Awards and the supreme winner of the Wellington Region Business Awards 2015 we believe we are perfectly placed to add value to the economy of our region.

As a result of aiming for and achieving the Trust's strategic vision, Wellington Zoo will be seen as:

- A leader in the city in shaping the community's views on and action for conservation and sustainable living
- A valued and valuable member of the Wellington regional community that adds to the prosperity of our city through events, connections, inclusivity and engagement
- A substantial player in the drive to position Wellington as a centre for learning about and expertise in conservation and sustainability
- A key contributor to helping the city become internationally competitive, entrepreneurial and innovative by attracting investment in education, research, tourism and employment and contributing to the provision of a vibrant city attracting a creative working population
- An important part of Wellington's history as New Zealand's first zoo and the most visited paid cultural attraction in Wellington.

Wellington Zoo can be seen as an important part of the regional fabric that stimulates overall wealth creation and social stability and connects people to conservation and environmental issues. As our region's only zoo we are a unique asset for our city.

## 7. Nature and Scope of Activities

### Core Business

The Trust will continue to provide the core business services that the Zoo has historically delivered to Wellington. These can be summarised as follows:

- Strategic direction and operational management of the Zoo
- Development and maintenance of animal exhibits which offer high quality experiences to visitors and high quality living environments to the resident animals
- Provision of engaging learning experiences for visitors and community involvement with the Zoo as a community asset
- Educational curriculum delivery to develop children as democratic citizens
- Management of collection animals to achieve excellent levels of health and emotional/psychological well-being according to the Five Domains of animal welfare
- Contribution to conservation through advocacy, support for ex situ and in situ conservation programmes, and sustainable management practices on site
- Participation in collaborative inter-zoo management programmes for collection species and other zoo specific activities
- Contribution to conservation, scientific, learning and management research projects in the field and on site
- Fundraising for the organisation's future sustainability, development and conservation projects.

## 8. Performance Measurements

For the next three years the following table indicates the measures for WCC to monitor. These are linked to our strategic areas.

Measure	Frequency of Measure	Target 2016-17	Target 2017-18	Target 2018-19	Notes
<b>Connect people with animals</b>					
Contact animals meeting visitors in Zoo	Quarterly	1,000 hours	1,100 hours	1,100 hours	
People participating in Close Encounters	Quarterly	4,069	4,262	4,464	
Number of students participating in LEOTC sessions	Quarterly	10,000	10,000	10,000	Our annual target is 5,500 students for our LEOTC contract so this is a stretch target
<b>People love and support the Zoo</b>					
Increase total visitation	Annually	239,408	242,520	245,673	
Percentage of operating costs generated by the Trust	Annually	54%	54%	54%	
Ratio of Trust generated income as percentage of WCC grant	Annually	120%	119%	118%	
Average income per visitor from Trust generated revenue	Annually	\$15.62	\$15.69	\$15.74	
Average WCC subsidy per visitor	Annually	\$13.05	\$13.19	\$13.37	This KPI measures only the WCC OPEX Grant per visitor
Full cost per visitor including WCC costs	Annually	\$21.22	\$20.95	\$20.68	This KPI is generated by WCC. It includes depreciation, shared services costs, CCO team costs, insurance, CAPEX interest and the OPEX grant
Volunteer engagement survey	Annually	1	1	1	New measure.

<b>Save animals in the wild</b>					
Number of vulnerable, endangered or critically endangered species (IUCN Red List and DOC National list) in the Zoo's collection	Annually	≥26	≥27	≥27	
Number of threatened Native species (DOC rating) treated in the Nest Te Kōhanga	Annually	≥30	≥30	≥30	
Number of Field Conservation Projects supported for threatened (NZ) endangered or critically endangered (global) species	Annually	≥ 4	≥ 5	≥ 6	
% of OPEX directly contributed to field conservation	Annually	3%	4%	5%	This measure uses the American Zoo Association Framework (now adopted by the Zoo Aquarium Association Australasia) to measure direct contribution to field conservation.
Participate in animal based scientific projects and paper publication	Annually	≥ 4	≥ 5	≥ 6	
<b>Lead the way</b>					
Maintain Zoo and Aquarium Association Animal Welfare Accreditation	Annually	Achieved	Achieved	Achieved	
Maintain carboNZero certification	Annually	Achieved	Achieved	Achieved	
H&S targets met	Annually	Achieved	Achieved	Achieved	
Initiatives to embed professional development of our people	Annually	≥ 8	≥ 9	≥ 10	Golden Agouti Staff Recognition Awards; Organisational Values Project, training initiatives, development opportunities for specific technical skills, recruitment of talented staff
Staff turnover (permanent staff only)	Annually	≤ 18.5%	≤ 18.5%	≤ 18.5%	The 2014 NZ Staff Turnover Survey was released mid-2015. The survey findings put the 2014 national average turnover at 16.3% and at 18.2% for the Not for Profit sector.

## 9. Board's Approach to Governance

Wellington Zoo Trust is a Council Controlled Organisation having been established in 2003 by the Wellington City Council to develop and manage Wellington Zoo.

### Relationship with Council

The Trust ensures the ongoing viability of the organisation is maintained through the monitoring of Key Performance Indicators (KPIs) and the financial results. Governing policies have been developed by Trustees to ensure the business of the Trust is managed consistently with its Deed and stated direction.

As part of the ongoing relationship with the Wellington City Council, the Chair and Chief Executive meet with the Mayor, Environment Portfolio leaders and Wellington City Council Chief Executive on a regular basis. The Wellington Zoo Chief Executive meets regularly with officers of the CCOs & City Growth Projects unit and other Council management when appropriate. The Chair and Chief Executive attend the Environment Portfolio meetings as required.

The Trust's Statement of Financial Performance and audited accounts will be presented to Council within 60 days of financial year end. ***These statements include the budget from the SOI for the same period as per the Letter of Expectation and our usual approach to the accounts.***

The Trust will disclose any material or potentially contentious transactions that are planned within its annual business plan. Where this is not possible, the earliest practicable notice will be given to Council of such transactions.

The Trust will publicly acknowledge Council's contribution to the Zoo wherever appropriate.

The principles governing the relationship between the Trust and Council will include:

- A "no surprises" approach
- Open communications which acknowledge each partner's objectives and constraints
- Mutually respectful negotiation of resolution of differences
- Reciprocal recognition of the requirements of each other's processes
- Provision of quarterly reports against agreed KPIs and an annual report within three months of balance date.

### Board Membership

Name	Term Expires
Frances Russell ( <i>Deputy Chair</i> )	31 December 2016
Linda Meade	30 June 2016
Sarah Free	October 2016
Raewyn Bleakley	30 November 2017
Craig Ellison ( <i>Chair</i> )	30 November 2017

All Board members are non-executive.

#### **Board Committees**

The Board operates two committees:

- Finance, Audit and Risk Committee
- Remuneration Committee

#### **Board Development**

The Board conducts an annual review of overall Board performance and individual and chair performance and from this determines development needs and any other actions required to ensure best practice governance and performance standards are met. The Trust promotes Board development for corporate governance and spends at least 10 hours a year on this at Board meetings and additional workshops and discussions. **A report will be tabled to the WCC Chief Executive on the Board review and outcomes by 30 September 2016.**

## **10. Organisational Health, Capability and Risk Assessment**

Wellington Zoo Trust has a Finance, Audit and Risk Committee which meets quarterly throughout the year. The Board monitors our risk matrix at least annually and this matrix is updated as required.

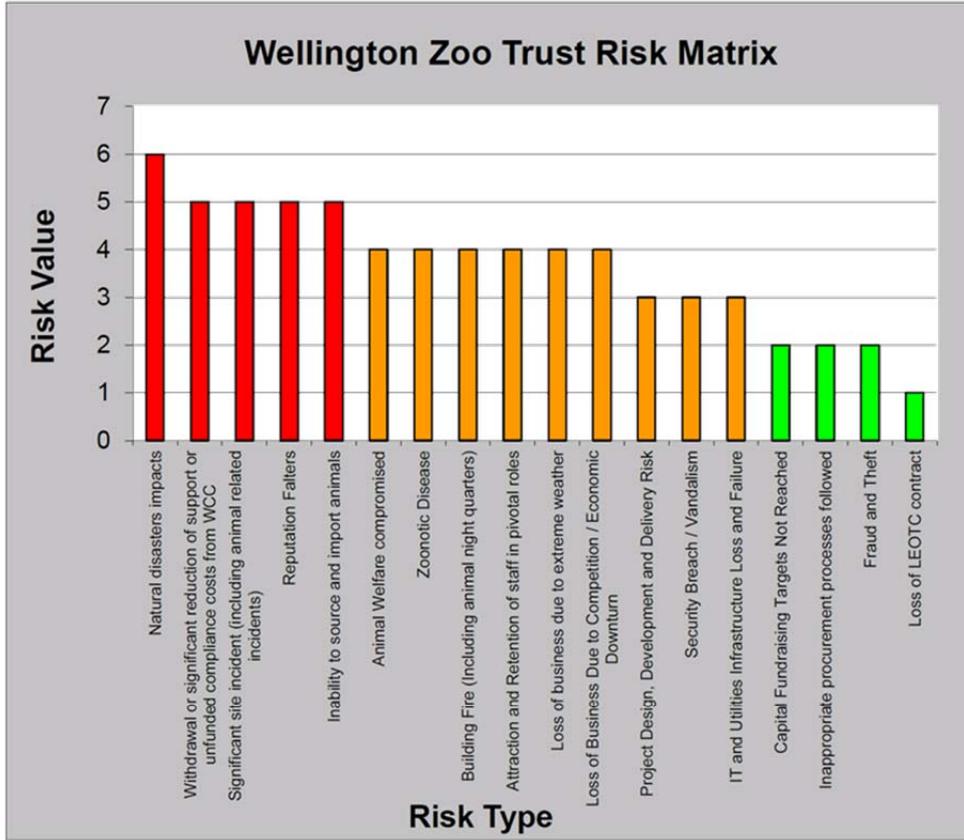
Health and Safety is currently managed via the recently appointed Health and Safety Manager who is a direct report to the Chief Executive. The H&S Manager works with our Safety Improvement Team to ensure safe practices in the Zoo for animals, staff and visitors. All Health and Safety incidents are monitored weekly by the SMT and by the Board at their regular meetings. Annual trends are analysed by the SMT and the Board and actions taken to rectify any trends.

**Risk Analysis & Mitigation Plan for Wellington Zoo Trust**

Risk No	Areas of Risk	Risk Identification	Probability	Impact	Risk Value	Impact	\$ Value of Risk	Risk Mitigation	Responsibility	Accountability
1	Financial, H&S, Operational, Collection, Visitation	Natural disasters impacts	-1	7	6			Business Continuity Plan, Emergency Management Plans. All documents reviewed annually. Regular practice drills carried out. Crisis communications plan for communicating with community and media.	CE	Board GMAC H&S Manager GMCE
5	Financial, H&S, Visitation, Reputational, Fundraising	Withdrawal or significant reduction of support or unfunded compliance costs from WCC	-2	7	5			Statement of Intent, Contract for Services, relationship plans where appropriate and regular meetings with key contacts at WCC such as The Mayor, Deputy Mayor, Portfolio leaders, Councillors, Chief Executive and ELT, presentations at relevant Committee meetings, inclusion of WCC partners at all events, regular reporting on Zoo based activities, relationships developed between relevant officers across WCC and related Zoo portfolios managers	Board	Board CE
3	Financial, H&S, Operational, Visitation, Reputational Fund Raising, ZCP	Significant site incident (including animal related incidents)	-2	7	5			Emergency Management Plans, Health & Safety Management System, Containment Standards. All documents reviewed annually. Regular practice drills carried out. Communications protocols in place to communicate to community and media in event of incident.	CE	Board GMAC H&S Manager GMCE
7	Financial, Operational, Reputational Visitation, Fundraising, ZCP	Reputation Falls	-1	6	5			Communications protocols to communicate with key stakeholders, media and community in event of reputational risk. Strong relationship management with partners and stakeholders e.g. DOC, MPI, WCC. Mitigations in place to avoid this happening include: Animal Welfare Accreditation, Euthanasia Policy, Code of Conduct, Media Policy, Use of Electronic Media Policy, Disciplinary Policy.	CE	Board SMT
9	Financial, Operational, Visitation, Reputational Fund Raising, ZCP	Inability to source and import animals	-1	6	5			Zoo Collection plan that is continually updated, Animal Science Manager position that is responsible for sourcing animals, ZAA and WAZA members and have relationships with other zoos around the world to source animals through programmes such as ASMP.	CE	Board GMAC
8	Financial, Operational, Reputational Fundraising, Collection	Animal Welfare compromised	-2	6	4			Through ZAA Accreditation the Zoo's animals welfare state is evaluated. Husbandry Manuals which are regularly reviewed and updated ensure that all animal needs are met. Staff attending national and international conferences as part of development policies ensure their knowledge stays abreast with rest of industry, governed by WZT Animal Welfare Committee	CE	Board GMAC
4	Financial, H&S, Operational, Collection, Visitation	Zoonotic Disease	-3	7	4			Health & Safety Management Plan, Zoonotic Diseases Policy, EPA/MPI policies. All documents reviewed annually as part of annual MPI audit.	CE	Board GMAC
6	Financial, H&S, Operational, Visitation, ZCP, Collection	Building Fire (Including animal night quarters)	-2	6	4			Health & Safety Management Plan, Emergency Management Plans, Monitored Fire Alarms in all our buildings and where possible in animals areas, Building WOFs. Regular practice drills carried out.	CE	Board GMAC H&S Manager

2	Financial, H&S, Operational, Visitation, Fundraising, ZCP	Attraction and Retention of staff in pivotal roles	-1	5	4		Recruitment Policy and networks with recruitment agencies and other organisations. Staff Development Policy and dedicated training budget for development in line with requirements of role. Remuneration Policy and a range of benefits for staff set out in the Benefits, Rewards & Recognition Policy. Engagement through shared values.	CE	Board GMP&C
10	Financial, H&S, Operational, Collection, Visitation	Loss of business due to extreme weather	-1	5	4		In the event of an extreme weather event that results in a prolonged impact on our business, tactical marketing and pricing will be put into effect. Aspects of the planned recovery from such an event are also covered in the Business Continuity Plan.	CE	Board GMB&P GMCE
11	Financial, Reputational Visitation, Fundraising	Loss of Business Due to Competition / Economic Downturn	-1	5	4		As part of the annual planning process competition and the economic climate are evaluated and reviewed. Value for money feedback is also sought from visitors and the community as required through research projects. This is all taken into account in the annual business planning cycle, annual pricing review and collection planning. In the event of an unexpected sharp economic downturn tactical marketing and pricing will be put into effect and tempered by prudent financial management.	Board	Board CE
12	Financial, Operational, Visitation, Fundraising, ZCP	Project Design, Development and Delivery Risk	-2	5	3		Project Management Process as agreed with the Board, following procurement processes for engaging Consultants and Contractors, regular progress meetings to maintain projects on time and within budget, regular reporting the Board on capital and renewals projects	CE	Board H&S Manager
13	Financial, H & S, Operational, Collection	Security Breach / Vandalism	-2	5	3		CCTV System and Security Alarms in all our buildings and where applicable in animal areas, weekly perimeter checks, perimeter electric fence monitored by security company. Maintenance of Perimeter Fence	CE	Board GMAC
14	Financial, Operational, Visitation, Fundraising, ZCP, Collection, H & S	IT and Utilities Infrastructure Loss and Failure	-1	4	3		Business Continuity Plan, WCC Business Continuity Plan. Minor Works programme ensure maintenance up to date. Connection to WCC systems where appropriate to utilise WCC back up systems.	CE	Board H&S Manager GMAC
15	Financial, H & S, Visitation, ZCP	Capital Fundraising Targets Not Reached	-3	5	2		Partnerships Manager role is in place to ensure effective management of fundraising and sponsorship activities overseen by GM B&P. Relationship building with both existing and prospective funders is conducted by the Board, CE and SMT. In a situation where capital fundraising targets are not met the capital project may be staged or downsized to ensure completion within available funding	CE	Board CE GMB&P SMT
16	Financial, Operational, Reputational, Fund Raising, ZCP	Inappropriate procurement processes followed	-2	4	2		Procurement Policy, Register of Interests, delegations for approvals, Board approval process for capital procurement and WCC signoff for Capital Procurement for major capital projects	CE	Board CFO
18	Financial, Operational, Reputational Fundraising	Fraud and Theft	-2	4	2		CCTV at front entrance which is monitored weekly by SMT members and also monitored by Sales and Services Manager. Code of Conduct. Financial management procedures. Daily banking checks by Finance and Procurement Manager with written procedures for following up variances. Annual audit by Audit NZ. Pre-employment Criminal checks.	CE	Board GMBP/CFO
17	Financial, Operational, Reputational, Visitation, Fundraising	Loss of LEOTC contract	-3	4	1	\$81,000 p.a.	This contract has been extended until the end of December 2017. Regular reporting to the MOE and annual external monitoring occurs. Twice yearly advisory committee meetings held	CE	Board GMCE





**Risk Analysis Scale**

Score	Probability that the Event will Occur
1	Almost Certain and / or could occur frequently
0	Very likely to occur and / or could occur more than once
-1	Moderately likely to occur and / or could occur at least once
-2	Unlikely to occur and / or might occur once
-3	Very unlikely to occur

Score	Level of Impact of the Event Occurring
7	Catastrophic Damage value greater than 50% of the project value, or Major delay to the project completion, or Major impact on this and other business opportunities
6	Very High Impact Damage value about 20% - 50% of the project value, or Significant delay to project completion, or Significant impact on this and other business opportunities
5	Major Damage value about 5% - 20% of the project value, or Project completion affected, or Some impact on this or other business opportunities
4	Minor Damage value less than 5% of the project value, or Project completion not impacted (although a phase of the project may be), or This business opportunity could be impacted
3	Negligible Damage value covered by contingency, any delays barely noticeable and client unaffected
2	Minimal

These two scores are added together to give a "Risk Value". This will be in the range zero to eight.

-  All risks with a Risk Value of 5 - 8 must have a mitigation plan developed and agreed with the Board.
-  All risks with a Risk Value of 3 or 4 shall have a mitigation plan so they can be managed by SMT.
-  All risks with a Risk Value of 0 - 2 can just be recorded and accepted as such until such time as they produce a higher score.
-  Any risk that has a Probability Value of one (1) or an Impact Value of five (5) or more must still have a mitigation plan even if the overall Risk Value is less than five.

## 11. Additional Information

**a) Response to other specific Letter of Expectation matters (if applicable)**

Not Applicable

**b) Ratio of shareholders funds to total assets**

Please refer to the Balance Sheet included and Accounting Policies.

**c) Estimate of amount intended for distribution**

Wellington Zoo Trust does not make a distribution to the Settlor.

**d) Acquisition procedures**

The Trustees currently have no intention of subscribing for, purchasing or otherwise acquiring shares in any other company or other organisation.

**e) Activities for which the Board seeks compensation from a local authority**

The Board acknowledges the **\$2,965,278 for operational funding currently in the Long Term Plan.**

The Trust is seeking **\$160k additional operational funding to be added into the Long Term Plan** to address the Animal Care staffing issues based on benchmarking exercise across NZ's major zoos..

The Board acknowledges the **\$815,030 currently in the Long Term Plan for CX125** (Zoo asset renewals) for 2016-17. However we note that in the full cost of the Zoo measure calculated by WCC, depreciation for the Zoo asset is running at \$1.5m pa. This is considerably more than the renewals funding we receive.

**f) Estimate of commercial value of shareholders investment**

Not Applicable

**g) Other matters (if applicable) e.g. water supply services LGA requirements**

Not Applicable

**h) Supplementary information the entity wishes to include**

Not Applicable

## 12. Accounting Policies

### Reporting Entity

The Wellington Zoo Trust (the Trust) is a charitable trust registered under the Charitable Trusts Act 1957 domiciled in New Zealand and is also a council-controlled organisation as defined under Section 6, Part 1 of the Local Government Act 2002, by virtue of the Council's right to appoint the Board of Trustees. The Trust was established on 1 July 2003 by the Wellington City Council.

The financial statements have been prepared in accordance with the requirements of the Charitable Trusts Act 1957 and section 69 of the Local Government Act 2002.

The Trust is reliant on the Wellington City Council (the Council) for the majority of its income and operates under a Contract for Services with the Council. The Contract for Services was negotiated for a period of 3 years to 30 June 2012. This contract has been re-extended to 30 June 2016. Ongoing funding for the Trust has been approved in the 2015/2025 Long Term Plan.

The primary objective of the Trust is to manage, administer, plan, develop, maintain, operate and promote the Wellington Zoo for the benefits of the inhabitants of Wellington and as an attraction to visitors to Wellington, not to make a financial return. Accordingly, the Trust has designated itself as a public benefit entity for the purposes of New Zealand PBE IPSAS

Under this framework, the Trust is eligible to apply the reduced disclosure regime (Tier 2 entity) of the Public Benefit Entity Accounting Standards.

The reporting period for these financial statements is for the year ended 30 June 2015. The financial statements were authorised for issue by the Board of Trustees on 12 August 2015.

### Statement of Compliance with International Financial Reporting Standards

The financial statements have been prepared in accordance with New Zealand generally accepted accounting practice. They comply with New Zealand equivalents to PBE IPSAS and other applicable Financial Reporting Standards, as appropriate for Tier 2 public benefit entities.

### Measurement Base

The measurement base applied is historical cost. The accrual basis of accounting has been used.

### Functional and Presentation Currency

These financial statements are presented in New Zealand dollars rounded to the nearest thousand, unless otherwise stated. As a result of rounding there may be slight discrepancies in subtotals.

## Significant Accounting Policies

### Critical Accounting estimates and assumptions

In preparing these financial statements, the Trust has made estimates and assumptions concerning the future. The Trust has assessed the financial records and there are no significant critical accounting estimates. 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.

### Grants

Grants received from the Wellington City Council are the primary source of funding to the Trust and are restricted for the purposes of the Trust meeting its objectives as specified in the trust deed. The Trust also receives other assistance for specific purposes, and these grants usually contain restrictions on their use.

Grants are recognised as revenue when they become receivable unless there is an obligation to return the funds if the conditions of the grant are not met. If there is such an obligation the grants are initially recorded as grants received in advance, and recognised as revenue when the conditions of the grant are satisfied.

### Revenue

Revenue comprises revenue from operating activities, investment revenue, grants and donations and other revenue and is measured at the fair value of consideration received or receivable.

Revenue may be derived from either exchange or non-exchange transactions.

Most of the services that the Trust provides for a fee are subsidised by grants therefore do not constitute an approximately equal exchange. Accordingly most of the Trust's revenue is categorised as non-exchange.

### Donated, subsidised or vested assets

Where a physical asset is acquired for nil or nominal consideration, the fair value of the asset received is recognised as revenue. Such revenue is recognised when control over the asset is obtained.

### Interest

Interest revenue is recognised using the effective interest rate method.

### Volunteer Services Recognition

The Trust benefits from the service of dedicated volunteers in the delivery of its activities. Due to the difficulty in determining the value of these donated services with sufficient reliability, donated services are not recognised in these financial statements.

### Taxation

The Trust is registered as a Charitable Trust and is exempt from income tax under the Income Tax Act 2004. The Trust is not exempt from indirect tax legislation such as Goods and Services Tax and accordingly is required to comply with these regulations.

### **Goods and Services Tax (GST)**

All items in the financial statements are exclusive of GST, with the exception of receivables and payables, which are stated as GST inclusive. Where GST is not recoverable as an input tax, it is recognised as part of the related asset or expense.

### **Debtors and other receivables**

Debtor and other receivables are initially measured at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment.

### **Cash and cash equivalents**

Cash and cash equivalents includes cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of less than three months.

### **Creditors and other payables**

Creditors and other payables are initially measured at fair value and subsequently measured at amortised cost using the effective interest method.

### **Inventory**

Inventories are recorded at the lower of cost (determined on a first-in first-out basis) or net realisable value. This valuation includes allowances for slow moving and obsolete stock. Net realisable value is the estimated selling price in the ordinary course of business, less applicable variable selling expenses.

### **Property, Plant and Equipment**

#### **Recognition**

Property, plant and equipment consists primarily of operational assets. Expenditure is capitalised when it creates a new asset or increases the economic benefits over the total life of an existing asset. Costs that do not meet criteria for capitalisation are expensed.

The Trust also manages the construction and development of buildings, structures and enclosures on behalf of the Council. These assets are not recorded in the Trust's financial statements as ownership vests in the Council.

#### **Measurement**

Property, plant and equipment are valued at historical cost less accumulated depreciation and impairment losses.

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 is 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.

### **Disposal**

Realised gains and losses arising from the disposal of property, plant and equipment are recognised in the Statement of Comprehensive Revenue and Expense in the period in which the transaction occurs.

### **Depreciation**

Depreciation is provided on all assets owned by the Trust excluding 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 assets are as follows:

#### **Plant**

Audio Visual Equipment	3 years
Projector	5 years
Shade Sail	10 years
Hospital Equipment	10 years
Garden Furniture	10 years
Living Room Furniture	15 years
Endoscope	8 years

#### **Furniture and Equipment**

Composter	10 years
CCTV	3 years
Incubators	12.5 years

### **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.

### **Employee Benefits**

A provision for employee benefits (holiday leave, long service leave, and retirement gratuities) is recognised as a liability when benefits are earned but not paid. The Trust recognises a liability and an expense for a one off payment where contractually obliged or where there is a past practice that has created a constructive obligation.

#### **Short Term Employee Benefits**

Holiday leave (annual leave, long service leave qualified for and time off in lieu) is calculated on an actual entitlement basis at the greater of the average or current hourly earnings in accordance with sections 16(2) & 16(4) of the Holidays Act 2003.

Long service leave (not yet qualified for) and retirement gratuities have been calculated on an actuarial basis based on the likely future entitlements accruing to staff, after taking into account years of service, years to entitlement, the likelihood that staff will reach the point of entitlement, and other contractual entitlements information. The present value of the estimated future cash flows has been calculated using an inflation factor and a discount rate. The inflation rate used is the annual Consumer Price Index to 31 March prior to year end.

#### **Other Contractual Entitlements**

Other contractual entitlements include termination benefits. Termination benefits are recognised in the Statement of Financial Performance only when there is a demonstrable commitment to either terminate employment prior to normal retirement date or to provide such benefits as a result of an offer to encourage voluntary redundancy. Termination benefits settled within 12 months are reported at the amount expected to be paid, otherwise they are reported as the present value of the estimated future cash outflows.

#### **Provisions**

The Trust recognises a provision for future expenditure of uncertain amount or timing when there is a present obligation (either legal or constructive) as a result of a past event, it is probable that expenditures will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

Provisions are not recognised for future operating losses. Provisions are measured at the present value of the expenditures expected to be required to settle the obligation using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the obligation. The increase in the provision due to the passage of time is recognised as a finance cost.

#### **Other Liabilities and Provisions**

Other liabilities and provisions are recorded at the best estimate of the expenditure required to settle the obligation. .

#### **Contingent Assets and Liabilities**

Contingent liabilities and contingent assets are disclosed in the notes to the financial statements. Contingent liabilities are disclosed if the possibility that they will crystallise is not remote. Contingent assets are disclosed if it is probable that the benefits will be realised.

#### **Animal Transfers**

Animal transfers are recognised at cost.

#### **Equity**

Equity is the residual interest in the Trust and is measured as the **difference between total assets and total liabilities. The components of equity are accumulated surpluses and deficits** and restricted funds (special funds, trusts and bequests).

Restricted funds are those reserves that are subject to specific conditions of use whether under statute or accepted as binding by the Trust because of the specific reason for which the funds were provided.

Transfers from these reserves may be made only for specified purposes or when certain specified conditions are met.

### Statement of Cash Flows

The statement of cash flows is prepared using the direct approach. Operating activities include cash received from all revenue sources of the Trust and record the cash payments made for the supply of goods and services. Investing activities relate to the acquisition and disposal of assets. Financing activities relate to transactions that change the equity and debt capital structure of the Trust.

### Related Parties

Related parties arise where one entity has the ability to affect the financial and operating policies of another through the presence of control or significant influence. Related parties include Wellington City Council, key management personnel and the governing body (Trust Board).

Trustees' remuneration is any money, consideration or benefit received, receivable or otherwise made available, directly or indirectly, to a trustee during the reporting period. The disclosures for the Trust include the remuneration of the Trustee board as they occupy the position of a member of the governing body of the Trust.

### Transition to PBE IPSAS

Effect of first-time adoption of PBE standards

The changes to the accounting policies and disclosures (including comparatives) resulting from the first-time adoption of PBE standards are as follows:

Within the notes forming part of the financial statements presentational changes have occurred as follows:

- Changes to (Note 1) classifying the main revenue components as either exchange or non-exchange revenue.
- Changes to the receivables note (Note 8) and payables notes (Note 12) to reflect the disaggregation above
- Change to Revenue in advance reflecting the nature of the advance receipts and liabilities for transfers with conditional agreements
- Other minor terminology changes

### 13. Forecast Financial Statements

CCO: Wellington Zoo Trust Business Plan 2016/17		\$NZ000's						
Estimate 30-Jun-16	EARNINGS STATEMENT	Qtr to 30-Sep-16	Qtr to 31-Dec-16	Qtr to 31-Mar-17	Qtr to 30-Jun-17	Total YE 30-Jun-17	Total YE 30-Jun-18	Total YE 30-Jun-19
	<b>Revenue</b>							
3020	Trading Income	688	973	912	690	3,263	3,333	3,394
2893	WCC Grants	781	781	781	782	3,125	3,200	3,284
82	Other Grants	21	21	20	20	82	82	82
237	Sponsorships and Donations-Operational	49	76	52	60	237	250	250
200	Sponsorships and Donations-Capital					0	-	0
50	Investment Income	12	13	12	13	50	30	30
100	Other Income	27	27	27	27	108	110	110
6,582	<b>Total Revenue</b>	1,578	1,891	1,804	1,592	6,865	7,005	7,150
	<b>Expenditure</b>							
4,336	Employee Costs	1,195	1,195	1,195	1,196	4,781	4,885	4,982
2,025	Other Operating Expenses	516	543	498	506	2,063	2,100	2,150
21	Depreciation	5	5	5	6	21	20	18
0	Interest	0	0	0	0	0	0	0
200	Vested Assets	0	0	0	0	0	0	0
6,582	<b>Total Expenditure</b>	1,716	1,743	1,698	1,708	6,865	7,005	7,150
0	<b>Net Surplus/(Deficit) before Taxation</b>	(138)	148	106	(116)	0	0	(0)
0	Taxation Expense					0	0	0
0	Operating Surplus (Deficit)	(138)	148	106	(116)	0	0	(0)
0	<b>Net Surplus/(Deficit)</b>	(138)	148	106	(116)	0	0	(0)
0.0%	<b>Operating Margin</b>	-8.7%	7.8%	5.9%	-7.3%	0.0%	0.0%	0.0%

# ENVIRONMENT COMMITTEE

28 APRIL 2016

Estimate 30-Jun-16	STATEMENT OF FINANCIAL POSITION	As at 30-Sep-16	As at 31-Dec-16	As at 31-Mar-17	As at 30-Jun-17		As at 30-Jun-18	As at 30-Jun-19
	<b>Shareholder/Trust Funds</b>							
0	Share Capital/Settled Funds	0	0	0	0		0	0
0	Revaluation Reserves	0	0	0	0		0	0
1,624	Restricted Funds	1,624	1,624	1,624	1,624		1,624	1,624
318	Retained Earnings	180	328	434	318		318	318
1,942	<b>Total Shareholder/Trust Funds</b>	1,804	1,952	2,058	1,942		1,942	1,942
	<b>Current Assets</b>							
3,477	Cash and Bank	3,942	3,314	4,022	3,130		3,150	3,190
150	Accounts Receivable	60	60	60	60		60	60
80	Other Current Assets	60	60	60	60		60	60
3,707	<b>Total Current Assets</b>	4,062	3,434	4,142	3,250		3,270	3,310
	<b>Investments</b>							
0	Deposits on Call	0	0	0	0		0	0
0	Other Investments	0	0	0	0		0	0
0	<b>Total Investments</b>	0	0	0	0		0	0
	<b>Non-Current Assets</b>							
46	Fixed Assets	41	36	31	25		5	(13)
0	Other Non-current Assets	0	0	0	0		0	0
46	<b>Total Non-current Assets</b>	41	36	31	25		5	-13
3,753	<b>Total Assets</b>	4,103	3,470	4,173	3,275		3,275	3,297
	<b>Current Liabilities</b>							
1,099	Accounts Payable and Accruals	1,060	806	830	621		481	503
	Provisions						0	0
700	Other Current Liabilities	1,227	700	1,273	700		840	840
1,799	<b>Total Current Liabilities</b>	2,287	1,506	2,103	1,321		1,321	1,343
	<b>Non-Current Liabilities</b>							
0	Loans - WCC	0	0	0	0		0	
0	Loans - Other	0	0	0	0			
12	Other Non-Current Liabilities	12	12	12	12		12	12
12	<b>Total Non-Current Liabilities</b>	12	12	12	12		12	12
1,942	<b>Net Assets</b>	1,804	1,952	2,058	1,942		1,942	1,942
2.1	<b>Current Ratio</b>	1.8	2.3	2	2.5		2	2.5
51.7%	<b>Equity Ratio</b>	44.0%	56.3%	49.3%	59.3%		59.3%	58.9%

Estimate 30-Jun-16	STATEMENT OF CASH FLOWS	Qtr to Sep-16	Qtr to Dec-16	Qtr to Mar-17	Qtr to Jun-17	Total YE Jun-17	Total YE Jun-18	Total YE Jun-19
	<i>Cash provided from:</i>							
3,020	Trading Receipts	688	973	912	690	3,263	3,333	3,394
2,893	WCC Grants	1379	0	1378	0	2,757	3,200	3,284
82	Other Grants	21	21	20	20	82	82	82
437	Sponsorships and Donations	49	76	52	60	237	250	250
50	Investment Income	12	13	12	13	50	30	30
100	Other Income	27	27	27	27	108	110	110
6,582		2,176	1,110	2,401	810	6,497	7,005	7,150
	<i>Cash applied to:</i>							
4,336	Payments to Employees	1,195	1,195	1,195	1,196	4,781	4,885	4,982
2,025	Payments to Suppliers	516	543	498	506	2,063	2,100	2,128
	Net GST Cashflow					0	0	0
200	Other Operating Costs (VESTING)			0	0	0	0	0
	Interest Paid	0				0	0	0
6,561		1,711	1,738	1,693	1,702	6,844	6,985	7,110
21	<b>Total Operating Cash Flow</b>	465	(628)	708	(892)	(347)	20	40
	<b>Investing Cash Flow</b>							
	<i>Cash provided from:</i>							
	Sale of Fixed Assets					0	0	0
0	Other	0				0	0	0
	<i>Cash applied to:</i>							
0	Purchase of Fixed Assets					0	0	0
0	Other -vesting Cash for Capital Projects	0				0	0	0
0		0	0	0	0	0	0	0
0	<b>Total Investing Cash Flow</b>	0	0	0	0	0	0	0

Estimate 30-Jun-16	STATEMENT OF CASH FLOWS (CONT)	Qtr to 30-Sep-16	Qtr to 31-Dec-16	Qtr to 31-Mar-17	Qtr to 30-Jun-17	Total YE 30-Jun-17	Total YE 30-Jun-18	Total YE 30-Jun-19
	<b>Financing Cash Flow</b>							
	<i>Cash provided from:</i>							
	Drawdown of Loans					0	0	0
0	Other	0				0	0	0
	<i>Cash applied to:</i>							
	Repayment of Loans					0	0	0
0	Other	0				0	0	0
0		0	0	0	0	0	0	0
0	<b>Total Financing Cash Flow</b>	0	0	0	0	0	0	0
21	<b>Net Increase/(Decrease) in Cash Held</b>	465	(628)	708	(892)	(347)	20	40
3,456	<b>Opening Cash Equivalents</b>	3,477	3,942	3,314	4,022	3,477	3,130	3,150
3,477	<b>Closing Cash Equivalents</b>	3,942	3,314	4,022	3,130	3,130	3,150	3,190

Estimate 30-Jun-16	<b>CASH FLOW RECONCILIATION</b>	Qtr to 30-Sep-16	Qtr to 31-Dec-16	Qtr to 31-Mar-17	Qtr to 30-Jun-17	Total YE 30-Jun-17	Total YE 30-Jun-18	Total YE 30-Jun-19
0	<b>Operating Surplus/(Deficit) for the Year</b>	(138)	148	106	(116)	0	0	(0)
	Add Non Cash Items							
21	Depreciation	5	5	5	6	21	20	18
	Other (Gifted Hospital Assets)		0		0	0	0	
21		(133)	153	111	(110)	21	20	18
	<b>Movements in Working Capital</b>							
	(Increase)/Decrease in Receivables	90	0	0	0	90	0	0
	(Increase)/Decrease in Other Current Assets	20	0	0	0	20	0	0
	Increase/(Decrease) in Accounts Payable	(39)	(254)	24	(209)	(478)	(140)	22
	Increase/(Decrease) in Other Current Liabilities	527	(527)	573	(573)	0	140	0
0		598	(781)	597	(782)	(368)	0	22
	<b>Net Gain/(Loss) on Sale:</b>							
	Fixed Assets	0				0		
	Investments	0				0		
0		0	0	0	0	0	0	0
21	<b>Net Cash Flow from Operations</b>	465	(628)	708	(892)	(347)	20	40



**Craig Ellison**  
Board Chair, Wellington Zoo Trust

Draft  
Statement of Intent 2016-2017  
Karori Sanctuary Trust

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**Appendices**

Appendix A: Accounting Policies

Appendix B: ZEALANDIA 2016-17 Budget

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## 1. Introduction

ZEALANDIA's vision stretches 500 years into the future to a time when the sanctuary valley is not only abundant with restored native fauna, but the forest flora has regenerated to the point where the canopy is once again dominated by mature hardwoods. This vision spans the equivalent of 25 human generations and ZEALANDIA is now entering our second generation.

### The first twenty years

The Karori Sanctuary Trust celebrated the end of its 1<sup>st</sup> generation, its 20<sup>th</sup> birthday, in 2015. Thanks to the commitment of hundreds of volunteers, members and donors over twenty years, supported by dedicated sanctuary staff, the Trust has achieved an extraordinary goal and Wellington now has ZEALANDIA - New Zealand's first urban nature sanctuary, a world leading example of ecological restoration within the urban landscape.

We welcome in the order of 100,000 visitors per year to ZEALANDIA's sanctuary valley, Visitors Centre and Exhibition. These tell the unique story of New Zealand's natural heritage, grounded in a valley in the capital city. Research, learning, community engagement and visitor programmes are designed to foster deeper understanding of, and connections with, nature.

ZEALANDIA's 2015-16 Statement of Intent provided a clear plan for our organisation's emergence from a recovery phase, establishing the basis for future resilience. The successful implementation of that plan has secured the underpinning upon which ZEALANDIA can now build and look forward to the next 20 years – our 2<sup>nd</sup> generation.

### The next twenty years

2016-17 marks the beginning of the 2<sup>nd</sup> generation since the foundation of the Trust. The next twenty years will be equally important in the evolution of ZEALANDIA. Our operating context is changing, providing us with new opportunities to contribute to the future of our city, our country and internationally.

The Trust is now working on a 2<sup>nd</sup> generation strategy to capture these opportunities. Whilst the strategy has not been finalised at this stage, key themes are strongly emerging and these have been used to organise our goals and targets in this document. The sanctuary valley unquestionably forms the ground on which our initiatives and actions stand, but an increasing focus during our 2<sup>nd</sup> generation will be on the influence and impact we can have **beyond the fence**.

ZEALANDIA's 2<sup>nd</sup> generation programmes aim to build people's capability to live well with nature, enriching our communities at multiple levels. This is much bigger than the sanctuary valley and restoration ecology alone – it is a focus on people, their health, their place in society, and their connection with nature. We aim to engage, inspire and empower people.

We will do this by creating, sharing and using knowledge about our natural heritage. We will develop integrated, multidisciplinary research programmes which create knowledge and provide an evidence-base that we can share widely, that will enable us to lead thinking on important issues. We will also use this knowledge to deliver high quality education, teaching and learning programmes, and visitor experiences that inspire people to engage with nature.

All of this will be grounded in our ongoing commitment to sustaining and building flourishing biodiversity in the sanctuary valley and wider Wellington.

Vital to achieving our strategy will be strong, strategic partnerships, in particular with Wellington City Council. This Statement of Intent sets out our proposals for how that partnership will be expressed in 2016-17. Whilst aligning with the Council's 2015-25 Ten Year Plan overall, we will focus on our contribution to Our Natural Capital: Wellington's Biodiversity Strategy, the Our Living City Project, and the Wellington Region Economic Growth Agenda.

Following the recognition of ZEALANDIA's impact on the city's property market (*Feathery link to property sales in the Capital, 16 February 2016*. See: <http://wellington.govt.nz/your-council/news/2016/02/native-birds-used-to-sell-wellington-property>), ZEALANDIA aims to enhance significantly our contribution to Wellington's reputation as a liveable and living city.

We will support all our work with sustainable infrastructure and facilities, and a strong, capable organisation, well aligned with our new strategic focus.

Our 2<sup>nd</sup> generation promises to be as exciting and impactful as the 1<sup>st</sup> generation has proved to be, and we are now in a strong position to take the first steps towards our new programme of initiatives to extend influence and value **beyond the fence**.

**Denise Church, Chair, Karori Sanctuary Trust**  
**Paul Atkins, Chief Executive Officer, Karori Sanctuary Trust**

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## 2. The Strategic Partnership with Wellington City Council

The Wellington City Council is a key strategic partner of the Karori Sanctuary Trust (KST). The Council is a major funder and owns the land on which the Trust Board operates ZEALANDIA. It also appoints two trustees to the Board. The strategic priorities of the City form an important part of the strategic context for ZEALANDIA and our goals are closely aligned to meeting many of the City's priorities as described later in this document.

It should be noted that we have a proposal currently under consideration by the City that will bring Zealandia into an even closer strategic relationship with the Council. Should the Council approve the proposal, the implications are for long term sustainability and we expect would have only a modest impact on 2016-17 activities, since we are already well aligned with the City's priorities.

ZEALANDIA contributes significantly to the quality of life in Wellington. The availability of a 225 hectare sanctuary just minutes from the centre of a capital city is not only unique but provides many benefits to residents. The positive impact ZEALANDIA has had on the property market has been noted above.

ZEALANDIA offers a place to connect with our native flora and fauna and to educate young people on the importance of protecting our natural heritage. The sanctuary is a place for our students to conduct research and provides all Wellingtonians with the opportunity to engage in a practical restoration project through membership and volunteering. It is also a place where people come to exercise and feel safe. Crucially, it is the source of the native birdlife that is spreading throughout the city so that the benefits of the Sanctuary are shared with all Wellington residents regardless of whether they visit.

Through our deepening relationship with Council and other partners our impact and influence beyond the fence will be leveraged to maximum benefit of our community and further afield. Our strategy will enable us to continue to contribute significantly to Wellington as a great place to live, work, visit, and learn – a nature rich city that is globally influential in restoring people's connection with our natural heritage.

### 2.1 Wellington City 2015-2025 Ten Year Plan

Under its 2015-2025 Ten Year Plan, the Council commits to part fund ZEALANDIA as a conservation visitor attraction. The rationale for this investment is that ZEALANDIA will inform and educate people on the importance of conservation and biodiversity, attract visitors, and restore and protect native flora and fauna.

Amongst Council's outcome indicators in the Ten Year Plan, those of most relevance for ZEALANDIA are:

- residents' usage of the city's open spaces
- high value biodiversity sites are covered by integrated animal pest control or weed control
- the success of Council's investment in visitor attractions:

	2016-17	2017-18	2018-19
ZEALANDIA visitors	93,600	96,500	98,430

## 2.2 Wellington Towards 2040: Smart Capital

Wellington's Strategic Vision, "Wellington Towards 2040: Smart Capital" is supported by four goals – people-centred city, connected city, eco-city and dynamic central city. The eco-city goal recognises the importance of Wellington taking an environmental leadership role.

Research has shown that Wellingtonians have a deep appreciation of nature. The city currently has over 4,000 hectares of reserve lands, including parks and reserves for recreation, wildlife, and scenery. Wellington also has over sixty community conservation groups which participate in planting native species in reserve lands, weed work, clearing and maintaining waterways, and pest control.

ZEALANDIA makes a significant contribution to the city through not only our unique amenity value, but increasingly as the source of the resurgence of native fauna now being experienced throughout the city and suburbs. Additionally, many of our programmes further the environmental leadership role through, for example:

- Education, teaching and learning: These have always been key programmes for ZEALANDIA. Our annual programme of school visits is delivered in partnership with the Ministry of Education's Learning Experiences Outside the Classroom programme (LEOTC). Youth engagement with nature is funded through numerous community organisations including the Mana Trust and Rotary. Another arm of learning is through access to our Sanctuary by academic researchers, locally and nationally.
- A key partner in the delivery of an enriched education and visitor engagement programme of the future is the Victoria University of Wellington. A primary strategy of the University is "enhancing the resilience and sustainability of our natural heritage and capital" which sits well within ZEALANDIA's own strategic direction. Increasing ZEALANDIA's capacity to attract and accommodate world-class researchers to the Sanctuary through our partnership with the university will also greatly enhance the City's capacity to attract and retain talent.

## 2.3 Our Living City

Biophilic Cities are cities that contain abundant nature. They care about, and seek to protect, restore and grow this nature, and strive to foster deep connections and daily contact with the natural world. Nature is not something optional, but essential to living a happy, healthy and meaningful life.

According to the United Nations, 54% of the world's population lives in urban areas and this is expected to reach 70% by 2050. Our challenge as urban centres become increasingly populated is how to ensure that we don't lose our connection to nature.

There is now a significant body of research demonstrating how human health can benefit from exposure to green environments, nature and wildlife, in relation to both physical and psychological wellbeing. Much of the research shows the direct positive effect of nature on the health and happiness of people, reduced stress and improved work performance.

A recent survey of ZEALANDIA members revealed that a significant benefit derived from their annual subscription was the pursuit of better health and well-being.

The “Our Living City” programme is being developed by the Council’s biophilic city team, to improve Wellington’s quality of life by strengthening urban-nature connections throughout the city, and building economic opportunities from a healthy environment.

Council has identified three goals for Our Living City:

- Growing and enjoying our natural capital - making sure that projects are carried out in a way which protects and develops our urban nature, biodiversity and resilience.
- Transforming our economy and reducing impact - attracting people, ideas and investment to the city; promoting green research, technologies and services; investing in smart infrastructure; reducing emissions from stationary energy, transport and waste.
- Showing leadership - encouraging community action; establishing partnerships, including research partnerships.

To achieve these goals, Council has committed to a range of partnerships to grow its reputation as a centre of excellence for urban planning, resilience and ecological sustainability.

ZEALANDIA and its programmes are at the core of Wellington as a living city, and closely aligned with the Council’s way of working. We represent a unique model of global significance. The protection of such a large space within close proximity to the central business district of a capital city is a model that can be looked to from around the world as an example of how to balance urban environments with natural spaces. Other ways in which we make a significant contribution to the “Our Living City” programme include:

- Partnering with organisations which engage the community with nature-based activities and provide a platform to raise awareness and open the debate around the connection between well-being and nature, thereby positioning the conservation of the natural environment at the centre of national life. We play a leading role in the Nature Connections network and the exciting programmes developed through this to engage young people such as “Wild Things”. Our Nature Connections partners include Wellington Zoo and Otari Wilton’s Bush. Other key partnerships include Te Papa and the Department of Conservation.
- We have been instrumental in bringing together representatives from across all the fenced sanctuaries in New Zealand, hosting two meetings of this group in 2015-16. We will continue to encourage and facilitate these collaborations.
- Our partnership with Victoria University of Wellington continues to develop and provides a basis for outstanding research.
- Engaging at a community level with groups including Hutt Valley Disability Resources Trust, Thumbs up and the Sustainability Trust. This has included partnering for activities to mark special days in the calendar and staff using their newly introduced volunteer days to help out at other community groups.

As indicated in the next section, our vision for the next 20 years puts partnerships at the centre of the way we work.

#### **2.4 Our Natural Capital: Wellington's Biodiversity Strategy**

Wellington's Biodiversity Strategy, completed in 2015, aims to protect and restore the city's indigenous biodiversity. In order to protect indigenous biodiversity Council recognises the need to connect people to it, and to carry out research so it can be better managed.

Council had identified four themes for its work to implement the Biodiversity Strategy:

- We will aim to protect the ecologically significant areas on both private and public land.
- We will restore these areas, create safe buffer zones around them and connect them together. We will reduce pest numbers throughout Wellington City to a point where our native species can survive and expand.
- Throughout the urban environment, we will focus on raising awareness of the issues facing indigenous biodiversity and connecting people to their natural environment.
- We will enable our community to continue restoration work across all of our reserves and we will support them in these efforts.

There is an increasing awareness worldwide of the need to protect our natural environment. Wellington is uniquely positioned to grow as a nature capital with ZEALANDIA at its heart as a nature destination and a site for urban ecology research and community learning.

There is very close alignment between the Council's Biodiversity Strategy and the purpose, strategy and themes by which ZEALANDIA works and will work in future.

- ZEALANDIA recognises and rejoices in people's growing awareness of, and desire to reconnect to, the natural world.
- ZEALANDIA plays an important role in the restoration of natural biodiversity in Wellington and in a range of Council led and supported initiatives. We are firmly committed to the Nature Connections and Halo projects that expand environmental programmes and enhance visitor experiences in the Wellington region.
- Ongoing support of other conservation and research programmes will continue and cement ZEALANDIA's leadership as a model for fenced mainland sanctuaries running restoration projects, as well as significantly contributing to conservation of threatened species by successful transfers to the sanctuary and to other sites.
- The science of urban ecology is emerging as increasingly influential, and ZEALANDIA is well-placed to help grow momentum for this important work across the Wellington region. Our urban location, education programme, connection to the community, proximity to Victoria University, and the visible effect upon the city's birdlife is helping to nurture a generation of Wellingtonians who treasure New Zealand's indigenous flora and fauna.

## 2.5 Our Capital Spaces Framework

The Council's Open Spaces and Recreation Framework for Wellington 2013-23 includes three priorities that are directly relevant to ZEALANDIA:

- Enhancing the Halo project and biodiversity - expand pest management and native planting; and work with partners to deliver the Halo project buffer zone to expand the safe habitats for birds flying in and out of ZEALANDIA.
- Accessible information - Provide on-site signs and information (on paper, online and for mobile devices) that can be accessed by everyone, including people with physical, hearing or sight impairments.
- Partnerships - Help expand partnerships, recognising that partnership requires resourcing from both sides.

Working with Council on these priorities aligns closely with our purpose of restoring our connection with our unique natural heritage, inspiring and enabling people to take action.

## 2.6 The Wellington Regional Economic Growth Agenda

The Wellington City Economic Development Strategy 2012 aims to attract business, talent and investment to the Wellington region. It includes four key platforms - Destination Wellington, The Smart Capital, The Connected Capital, and Open for Business. Destination Wellington is about building on the city's tourism marketing successes, expanding the story we tell to celebrate and build the city's economy.

Tourism is an important contributor to economic growth in Wellington and New Zealand. Wellington has a strong domestic tourism market with 75% of visitors to the city coming from other parts of New Zealand. Domestic visitors typically cite their reasons for travel as for a specific event, business or to have an urban experience.

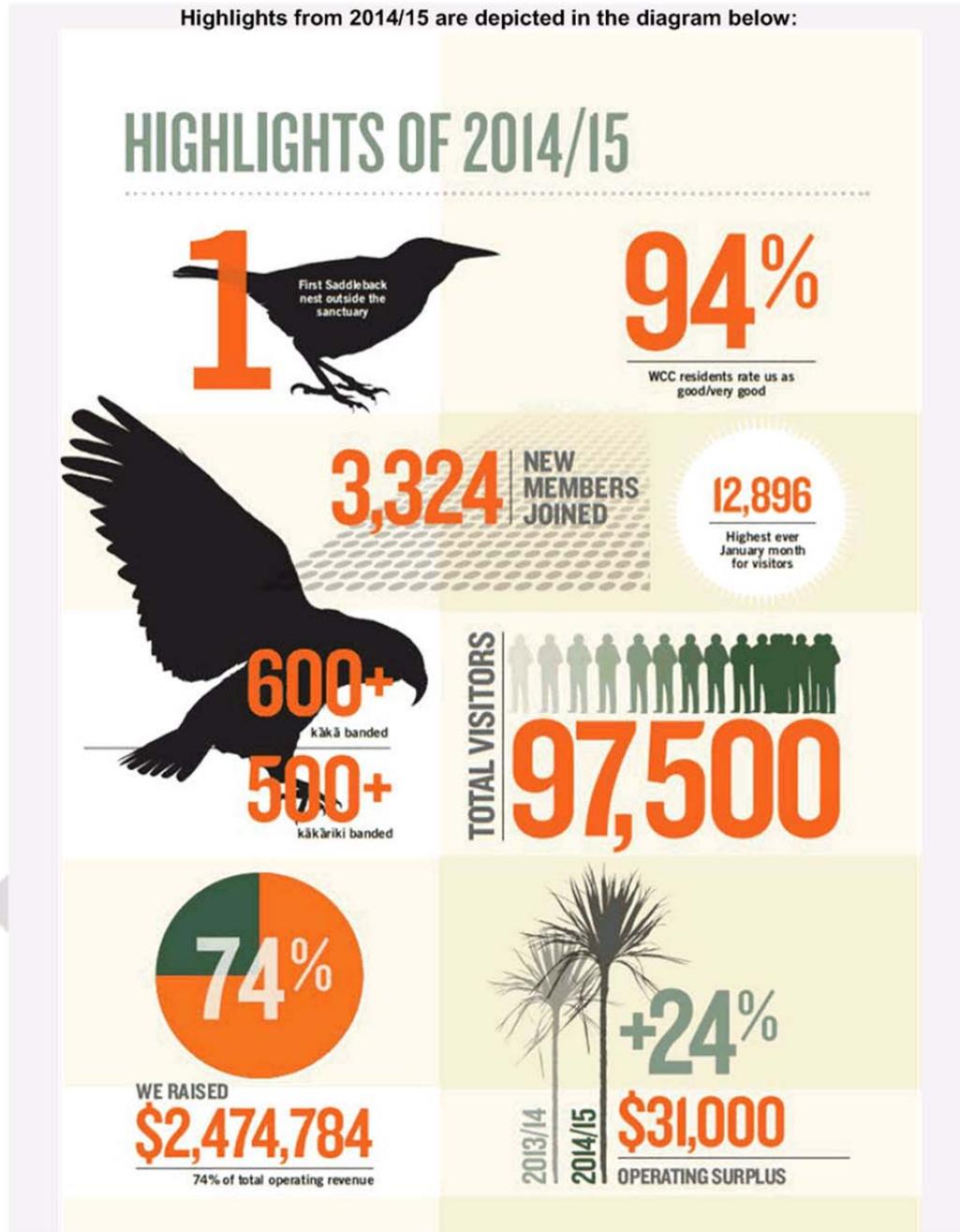
International travellers from countries such as Germany, Scandinavia, Canada are boosting Wellington significantly. Chinese tourism has also seen large growth over the last two years. The way Chinese tourists travel in New Zealand is changing, moving away from organised tours to more self-organised trips.

ZEALANDIA works closely with Destination Wellington and Positively Wellington Tourism to position itself firmly at the centre of the tourist trail in Wellington. In 2015-16 ZEALANDIA:

- Attracted over 100,000 visitors to the Sanctuary.
- Featured consistently in the top 5 Wellington 'must do' visitor experiences on Trip Advisor.

In 2016-17 we will explore opportunities to work closely with the Wellington Regional Economic Development Agency (WREDA) which has been set up to advance the prosperity and liveability of the Wellington region, including through tourism.

Highlights from 2014/15 are depicted in the diagram below:



### 3. Strategic Direction for 2016-17 and beyond

#### 3.1 The Operating Environment

The strategy of the Trust for the 1<sup>st</sup> generation was focussed on restoration and conservation of the Sanctuary within the valley. The vision was at that time perceived as audacious, and success in achieving it is a testament to what is possible by partnership between committed volunteers, support from our partners and stakeholders, and engagement from the community.

We have achieved a flourishing environment within the sanctuary valley and growth of the halo effect of biodiversity into the wider Wellington environment is being experienced increasingly further afield. We are attracting more Wellingtonians, other New Zealanders and international visitors to ZEALANDIA and have established strong partnerships with other conservation organisations and initiatives in Wellington and around New Zealand.

The spread of ZEALANDIA's birds into Wellington's suburbs, along with a range of relatively recent initiatives from local community pest management to the global biophilic cities movement, have all contributed to a significant change in the conversations being held locally and nationally about New Zealand's natural heritage and what we might achieve in terms of restoration of that heritage and enhancing biodiversity, especially in our urban environments.

As a consequence of these trends, ZEALANDIA's operating context has changed. This is in significant measure due to ZEALANDIA's demonstrable successes in its 1<sup>st</sup> generation of work.

Following the successful implementation of ZEALANDIA's recovery plan as highlighted in our 2015-16 Statement of Intent, we have a firm base from which to launch our 2<sup>nd</sup> generation strategy.

#### 3.2 2<sup>nd</sup> generation strategy (2016 to 2035)

ZEALANDIA's emerging strategy will not only address the next 20 years of activity within the fence (for example, further restoration, translocations, visitor amenities and programmes) but increasingly our targeted impact **beyond the fence**. It will reflect the aspirational statement made in our Visitor Centre exhibition when it was first conceived:

*".....the boundary between ZEALANDIA and the outside world has become less rather than more marked. Because beyond it, too, the efforts of the wider community have made Wellington a place where the unique life of New Zealand – largely free from introduced pests – is thriving again."*

Our purpose will focus on the restoration of our connection with our unique natural heritage (bringing the benefits of our natural heritage to our nation and beyond), inspiring, engaging and enabling people to take action that will achieve this goal.

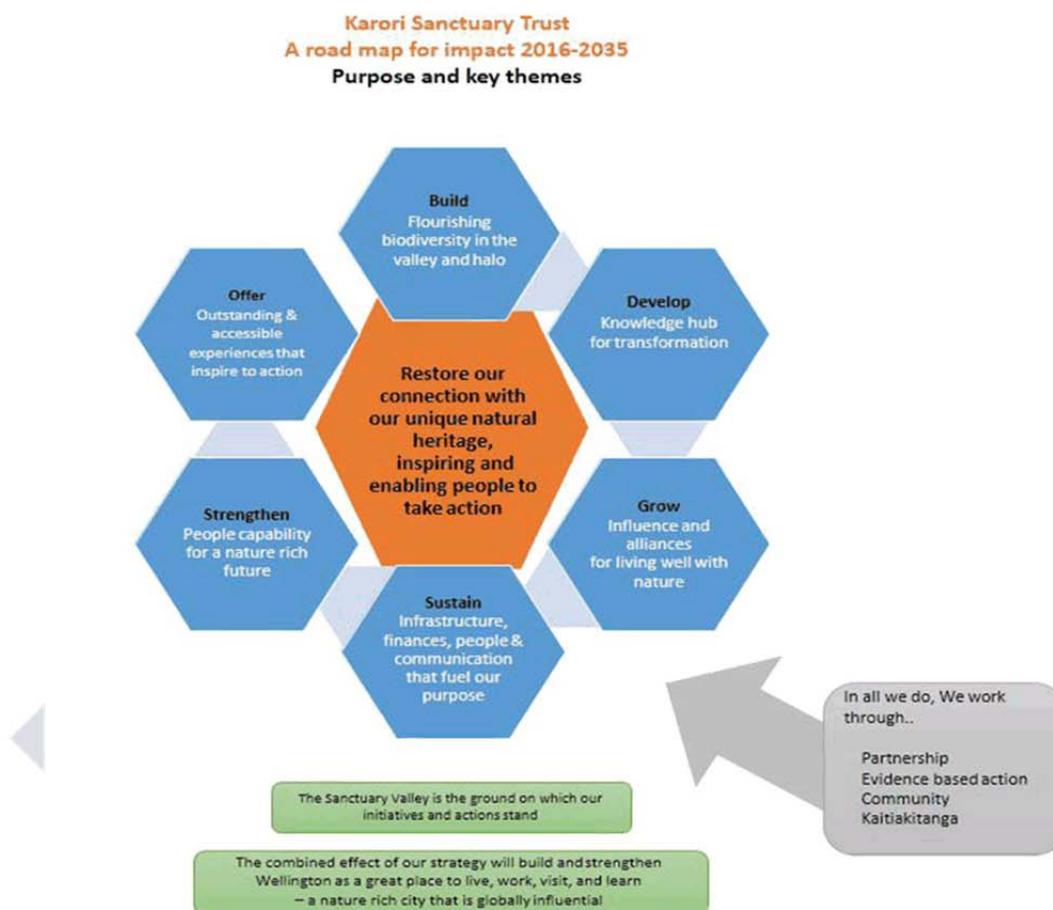
We will grow the halo of biodiversity but also the halo of impact we are able to achieve through our leadership in restoration, research, and ground-breaking community engagement.

Our focus in 2016-17 as we finalise this strategy will be on 5 key areas:

- Developing a long-term programme of research to provide an evidence-base and inform our future activity as well as the advice and guidance we are able to offer others.
- Strengthening our connections with Maori and the way we weave Mātauranga Māori into our programmes.

- Developing extended and integrated programmes for our education work.
- Forming strong partnerships for all our activity.
- Fostering community engagement in everything we do.

Our 2<sup>nd</sup> generation strategy can be summarised in the following diagram:



We seek to engage, inspire and empower people to take action for a greater connectedness with our natural world. This will enable ZEALANDIA to make an even greater contribution to Wellington, New Zealand and people way beyond our boundaries.

Our vision for 2025 is for ZEALANDIA to be a regional, national and global exemplar of the multiple environmental and societal benefits which can be achieved through the restoration and conservation of native flora and fauna in our urban and rural communities.

We will be a knowledge and learning hub for best practice in community-based restoration, conservation and regeneration, playing our part towards a predator-free New Zealand and being an essential part of Wellington's identity as a 'must experience' visitor destination.

This vision is much bigger than the valley, and much bigger than conservation alone – it is a focus on people, their health, their place in society, and their connection with nature.

In aspiring to this outcome, our **purpose** is to:

**Restore our connection with our unique natural heritage, inspiring and enabling people to take action.**

We will **enable** people with the knowledge to connect with nature and to **inspire** them to practical action for living well with nature.

We can do this by creating, sharing and using knowledge about our natural heritage. Our **research** programmes will create knowledge and evidence that we can share widely, that will enable us to lead thinking on important issues. Our knowledge base will need to be increasingly suffused with Mātauranga Māori, New Zealand's indigenous knowledge base.

We will also use this knowledge to deliver high quality **education, teaching and learning** programmes. We will make these available at ZEALANDIA and then more widely through an increasing range of media channels.

We will also do this by creating **visitor experiences** that **inspire** people to **engage** with nature. We want to provide experiences for our members, volunteers, partners and visitors that stimulate questions and offers alternative ways of thinking about their relationship with nature. We will continue to think more widely about the range of experiences that we can offer.

These strategies are significantly interdependent. The Sanctuary valley is the ground on which our initiatives and actions stand. The Trust was originally established with a focus on restoring the ecosystem in the valley, establishing a secure native wildlife sanctuary, and establishing specific habitats as representative examples of New Zealand's natural heritage. Our research work is important not only for achieving a thought leadership position and developing a knowledge hub at ZEALANDIA, but also to underpin outstanding experiences that inspire people to action. Our research, education and visitor programmes will be grounded in our ongoing commitment to sustaining and building flourishing biodiversity in the valley and wider Wellington.

The key themes within our 2<sup>nd</sup> generation strategy are:

- Flourishing biodiversity in the valley and halo.
- Knowledge hub for transformation.
- Outstanding and accessible experiences that inspire to action.
- People's capability for a nature rich future.
- Influences and alliances for living well with nature.

- Infrastructure, finances, people and communication that fuel our purpose

All our work will be grounded in:

- strong strategic partnerships
- evidence-based action
- community connections
- Kaitiakitanga

The key **behaviours** that will underpin this next surge of effort are:

- Enabling - enabling people with information and knowledge
- Engaging - engaging people through the experiences that we provide
- Inspiring - inspiring people to join in our work and live well with nature

We **value**:

- Generosity and sharing
- Inclusivity

The Trust Board members, the Chief Executive and the ZEALANDIA staff are sharing this thinking and consulting widely with our partners and stakeholders with the aim of finalising the strategy by June 2016. The final version of the Statement of Intent for 2016-17, due to be agreed between the Board and the Council by 20 May 2016, will be updated in accordance with any alterations made to our strategic direction prior to this deadline.

#### 4. The nature and scope of our activities in 2016-17

The following sections set-out our high level objectives, scope of business, key performance indicators and the budget for 2016-17. It is supported by the ZEALANDIA business plan for 2016-17 and a range of other operational plans that are approved by the Board from time to time.

The Business Scorecard (section 5.1, on page 24) brings together a set of Key Performance Indicators to enable ZEALANDIA management, the Trust Board and the Council to focus on the most important measures of success for 2016-17.

##### 4.1 Objectives

The 2016-17 work programme is presented in the following sections, grouped according to our key objectives for 2016-17:

- To build flourishing biodiversity in the valley and halo.
- To develop a knowledge hub for transformation.
- To strengthen people's capability for achieving a nature rich future.
- To create outstanding and accessible experiences that inspire to action.
- To grow our influence and alliances for living well with nature.
- To sustain infrastructure, finances, people and communication that fuel our purpose.

##### 4.2 Build flourishing biodiversity in the valley and halo

We will continue to undertake conservation activities to restore the valley's ecosystems and processes as closely as practicable to their presumed pre-human condition. Integral to this is a need to manage threats to native species in the Sanctuary and also beyond the perimeter fence.

##### Current (ongoing) programmes

- Maintain the perimeter fence so that it ensures the area within the fence is secure from mammalian threats.
- Undertake effective monitoring and management of threats (plant and animal pests).
- Manage and monitor indigenous plants and animals, especially those recently transferred to the sanctuary or requiring support, for example, through provision of supplementary food or nest boxes.
- Manage the welfare of species held in captivity to ensure successful breeding outcomes where appropriate.
- Support nationally and locally led species recovery programmes and restoration work where possible.

##### Strategic Initiatives

- Assist in the restoration of healthy landscape scale ecosystems through active collaboration in community partnerships wherever appropriate.
- Continue the transfers of missing species, to increase natural diversity in accordance with the Restoration Strategy 2000.

- Evaluate the long-term viability and management requirements of key populations, especially those with small founder populations.

**Key performance indicators (see Table 5.5 for measures)**

- Plan and undertake a translocation (rifleman). Begin the ground work needed to evaluate the population health and management requirements of saddleback.
- Begin detailed, integrated planning for the restoration of the lower valley streams, wetland and lake.

**4.3 Develop a knowledge hub for transformation**

We will develop a long term programme of research to provide an evidence base to inform all our other programmes.

**Current programmes**

- Undertake and support research that will increase our understanding about the flora, fauna, and the habitats and ecological processes that threaten or sustain them, and that can inform and benefit restoration initiatives elsewhere in New Zealand.
- Undertake and support research that will increase our understanding of the benefits of visiting the Sanctuary and/or living closer to nature.
- Provide the Sanctuary as a place where research and learning are encouraged.

**Strategic Initiatives**

- Develop a long-term programme of research and research partnerships to provide an evidence base for our future activity and advice and contribution to others.
- Develop pathways for thought leadership based on enhanced understanding of our unique natural heritage.
- Develop leading practice in citizen science and growing research capability.
- Broaden our research programme beyond biodiversity, ecology and conservation, to include the health, social and other benefits of people living in closer connection to nature.
- Develop a plan to ensure ZEALANDIA's knowledge and practice are increasingly suffused with Mātauranga Māori, New Zealand's indigenous knowledge base.

**Key performance indicators for 2016-17**

- Develop, agree and implement plans for the establishment of a research institute to be located at ZEALANDIA in partnership with Victoria University of Wellington.
- Establish a ZEALANDIA Reference Council and a Research Advisory Group.
- Develop and agree plans for a long-term, integrated research programme.

#### 4.4 Strengthen people's capability for achieving a nature rich future

A significant outcome of the conservation success of ZEALANDIA is demonstrated by the native birdlife spilling over the Sanctuary's perimeter fence and into the city. Recognition of ZEALANDIA as a key site, both as a wellspring of biodiversity and a focal point for environmental inspiration, is essential in terms of the city's wider aspirations.

We work to educate our visitors on how to make their backyards a safe place for our native birds and how to interact safely with them. We work with Wellington City Council and other community groups to successfully control animal pests, thereby creating safer areas for native wildlife.

We actively engage with schools and communities by enabling them to experience forest and stream ecosystems and helping them to understand the steps needed to start their own backyard or community restorations. Steps have already been made with the assistance of WWF to develop a resource for schools to use nationwide that will enable children to learn about their natural heritage and the actions needed to identify and manage pest animal threats.

As a focal point for community engagement, we envisage that ZEALANDIA will continue to be a place where people learn about nature and what can be achieved with a successful restoration programme. They will also learn how to monitor and manage threats from pest plants and animals, participate in research projects, grow and plant native plants, monitor native wildlife and take this learning back out to their communities where they earn their halo by making their world a better place for native species and calling other people to action. We see a growing coalition of citizen scientists who champion and celebrate New Zealand's natural heritage.

#### Current programmes

- Provide education programmes that increase people's understanding of New Zealand's natural heritage, and the conservation challenges and successes here and elsewhere. Provide schools with educational resources that enable them to become actively involved in the study of nature and take action to improve native biodiversity.
- Provide high quality volunteering experiences that increase our connections and engagement with the community.

#### Strategic initiatives

- Develop extended and integrated programmes for education from pre-school to adult and the wider community.
- Work towards the goal that every student in the Wellington region has the opportunity to have an interaction with ZEALANDIA, by either visiting the sanctuary or working with education staff in their school or a "special place".
- Obtain funding to increase opportunities for decile 1-3 schools to either visit ZEALANDIA or their 'special place'.
- Aim for 50% of all schools within the Kapiti/Porirua/Hutt Valley/Wellington area to have tracking and trapping as a normal part of their school programme, resulting in enhanced biodiversity in their area by 2020.

- Sustain exemplar volunteer programmes that enrich and strengthen community, nature and people's lives.
- Develop programmes of placements, internships and work that grow skills and experiences for young people.
- Develop effective partnerships with restoration groups and strengthen community engagement in all that we do.

**Key performance indicators for 2016-17**

- ZEALANDIA recognised as the "go to" centre for information on restoration.
- Increased school visits, particularly decile 1-3; includes visits to the sanctuary and visits to schools or their "special places" by education staff.
- Increased number of schools with tracking and trapping as a normal part of their school programme (from 20 in 2015-16 to 30 in 2016-17).
- Increased number of opportunities for volunteers to work in the sanctuary.
- ZEALANDIA has become the key hub for interns, enabling them to work with restoration groups as well as within the sanctuary; this will enhance their experience and support sharing of expertise and knowledge between the sanctuary and groups in the "halo".

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#### 4.5 Create outstanding and accessible experiences that inspire action

We will provide experiences for our members, volunteers, partners and visitors that will inspire them to engage with nature, and we will continue to develop the range of experiences that we can offer. By giving visitors an understanding of ZEALANDIA's goals in the urban and rural environment and the value of the work that we do, they are more likely to engage with us and act as ambassadors for our message. This level of engagement will encourage more people to visit the sanctuary and spread the message of the significant role ZEALANDIA plays in restoring our natural heritage to Wellington city and beyond. It will also encourage people to initiate action in other local, national or international restoration work.

##### Current programmes

- Provide experiences that increase people's understanding of New Zealand's natural heritage, and the conservation challenges and successes here and elsewhere.
- Provide world-class facilities for visitor experiences and recreation opportunities.
- Maintain a world-class visitor experience through connection with nature and sustainable practices.
- Provide high quality volunteering experiences that increase our connections and engagement with the community.
- Provide a diverse range of experiences for members and volunteers; researchers and academics; community and corporate groups; local Wellingtonians; and visitors from across New Zealand and other countries (both independent travellers, and those on tours and cruise ships).
- Work in partnership with Be.Accessible and through a process of continuous improvement make ZEALANDIA as accessible as possible to any visitor regardless of ability.
- Play an active part in the Nature Connections network in order to maximise the opportunity for people to learn about and engage with our natural heritage.

##### Strategic Initiatives

- Enrich and strengthen the valley experience to equip more visitors to make active choices for nature rich communities.
- Grow our connections with members as ambassadors for nature in Wellington.
- Grow practical options to promote the health, well-being and wider advantages of connections with nature.

##### Key performance measures/indicators 2016-17

- Visitor numbers – 93,600 separate visitations with breakdown of visitor demographics.
- 8,500 education visitors
- Visitor experience – ZEALANDIA achieves positive visitor feedback at least 5% over the combined 9 and 10 rating benchmark.
- Continue to improve accessibility and work to attain the Be.Accessible Gold rating.
- > 400 volunteers
- > 80% of volunteers are satisfied with their relationship with ZEALANDIA.

#### **4.6 Grow our influence and alliances for living well with nature**

During 2015-16 we have continued to rebuild a strong network of members, engaged and re-engaged with a wider range of partners, and experienced a significant turnaround in public perceptions of ZEALANDIA.

We will expand our partnerships into all aspects of our activity. Working with partners in the community, the city and the wider world is key to everything that we do.

Our most important strategic partner, at so many levels, is the Wellington City Council. We also rely on and value partnerships with Victoria University of Wellington; organisations such as Te Papa, our Nature Connections partners including Wellington Zoo and Otari Wilton's Bush, the Department of Conservation, the Tenth Trust, the other mainland sanctuaries, and others.

Integrating our plans with the vision and plans of others is essential to the achievement of our vision.

##### **Current programmes**

- We will continue to recognise the strategic priorities of the Council as an important part of the strategic context for ZEALANDIA, and to align our strategies and priorities closely with those of Wellington City. (See the earlier section on the Wellington City Council as the key strategic partner of the Karori Sanctuary Trust.)
- We will continue to recognise our members and volunteers as our closest partners, to provide opportunities for them to communicate with the Board and the staff, and to provide benefits that recognise our special relationship.
- We will continue to engage with our neighbours, the local community and the wider Wellington community, to seek and foster community support for ZEALANDIA, and encourage participation in our activities.
- As outlined in 4.3 above, we will grow our partnership with Victoria University in the creation of a research institute. We will also establish a Reference Council and Research Advisory Group.
- We will continue to make sustainability a cornerstone of our thinking and practice in all that we do and endeavour to continue to reduce our Carbon footprint and impact on the environment generally.

##### **Strategic Initiatives**

- We will undertake our Kaitiakitanga responsibilities through enhanced partnerships with Maori. A strong and comprehensive relationship with Maori, at mana whenua, iwi and national level, remains of primary importance to ZEALANDIA and we will develop closer relationships during 2016-17. We recognise that Mātauranga Māori, indigenous knowledge, is a key part of the evidence base that will be needed to underpin our work far into the future.
- Develop strategic alliances with other sanctuaries and others for transforming our biophysical landscapes and how we live with them.
- Grow and develop our core partnership with Wellington City Council to make an outstanding biophysical, community, learning and economic contribution to Wellington.
- Be recognised as a centre of excellence for sustainable business.

- Build international networks that help strengthen New Zealand's influence on the world in restoring people's connection with our natural heritage.

**Key performance indicators**

- Partnership with VUW agreed and formalised.
- Plans for a research institute agreed and under implementation.
- Reference Council established.
- Maori representative appointed to key position (Board, staff or Reference Council) to lead closer partnerships with iwi and integration of Mātauranga Māori.

**4.7 Sustain infrastructure, finances, people and communication that fuel our purpose**

ZEALANDIA is now emerging from a recovery phase that was the focus of the previous Statement of Intent and related planning documents. Key indicators of, for example, visitor numbers, education activity and revenue are all showing very positive trends as indicated in our quarterly reports to Council. The organisation has been refreshed, with systems and processes that better support our activity and our future plans.

These areas continue to be of fundamental importance to a healthy, sustainable organisation and we will continue to pay close attention to all areas with particular focus on those highlighted below.

We will continue to build upon the continuous improvement culture, which has been pivotal in driving recent successes. Investing in staff development, providing tools and infrastructure which allows the teams organisation-wide to evolve and optimise best practice will be key in our long term sustainable development. As a lean organisation, the teams will also endeavour to maximise the partnerships which offer win-win opportunities for all those involved.

**Current programmes**

We will continue to develop plans to utilise the Visitor Centre and our other buildings to maximum effect and to support our research and education programmes, our visitor experiences, our strategic partnerships, and our commercial activities.

We will continue to provide high quality commercial services that connect visitors with nature through:

- Highly attractive visitor proposition and experience
- Premium and custom tours
- Annual membership
- The Rata Café
- Corporate and private functions held within our facilities
- Our retail store and retail offerings
- Exhibitions and events
- Marketing and communications

We will continue to develop new commercial products and services to drive revenue.

**Strategic Initiatives**

- Prepare a capital development plan that fully fits the valley and visitor centre to our purpose over the period of our 2nd generation strategy.
- Develop smart initiatives to grow our people, support systems and enduring financial vitality.
- Reform our communications channels to actively support experiences, programmes, partnerships and impact.
- Maintain our Carbon Zero accreditation.
- Install Photo Voltaic (PV) panels on the Visitor Centre's roof.
- Encourage an increase in the use of Electric Vehicles through looking for opportunities in our own operation and by explore installing on site charging stations.
- Continue a programme of retrofitting lighting with LED and using sustainable options on any building projects undertaken.

**Key performance measures/indicators 2016-17**

- A net surplus before depreciation and tax of \$312,000.
- Commercial revenue equating to 50% of overall budget.
- 10,400 members.
- Membership subscriptions \$300,000.
- Full cost per visitor (including WCC costs) \$16.91
- Average WCC subsidy per visitor \$9.35
- Average revenue per visit \$25.96
- Non-Council Donations/Funding \$250,00

## 5. Performance Measurements

### 5.1 KPI Scorecard 2016-17

<p><b>Build flourishing biodiversity in the valley and halo (4.2)</b></p> <ul style="list-style-type: none"> <li>Plan and undertake a translocation (rifleman). Begin the ground work needed to evaluate the population health and management requirements of saddleback.</li> <li>Begin detailed, integrated planning for the restoration of the lower valley streams, wetland and lake.</li> </ul>	<p><b>Develop a knowledge hub for transformation (4.3)</b></p> <ul style="list-style-type: none"> <li>Develop, agree and implement plans for the establishment of a research institute to be located at ZEALANDIA in partnership with Victoria University of Wellington.</li> <li>Establish a ZEALANDIA Reference Council and a Research Advisory Group.</li> <li>Develop and agree plans for a long-term, integrated research programme.</li> </ul>
<p><b>Strengthen people’s capability for achieving a nature rich future (4.4)</b></p> <ul style="list-style-type: none"> <li>ZEALANDIA recognised as the “go to” centre for information on restoration.</li> <li>Increased school visits, particularly decile 1-3; includes visits to the sanctuary and visits to schools or their “special places” by education staff.</li> <li>Increased number of schools with tracking and trapping as a normal part of their school programme (from 20 in 2015-16 to 30 in 2016-17).</li> <li>Increased number of opportunities for volunteers to work in the Sanctuary.</li> <li>ZEALANDIA has become the key hub for interns, enabling them to work with restoration groups as well as within the sanctuary; this will enhance their experience and support sharing of expertise and knowledge between the sanctuary and groups in the “halo”.</li> </ul>	<p><b>Create outstanding and accessible experiences that inspire action (4.5)</b></p> <ul style="list-style-type: none"> <li>Visitor numbers – 93,600 separate visitations with breakdown of visitor demographics.</li> <li>8,500 education visitors.</li> <li>Visitor experience – ZEALANDIA achieves positive visitor feedback at least 5% over the combined 9 and 10 rating benchmark.</li> <li>Continue to improve accessibility, attaining the Be.Accessible Gold rating.</li> <li>&gt; 400 volunteers.</li> <li>&gt;80% of volunteers are satisfied with their relationship with ZEALANDIA.</li> </ul>
<p><b>Grow our influences and alliances for living well with nature (4.6)</b></p> <ul style="list-style-type: none"> <li>Partnership with VUW agreed and formalised.</li> <li>Plans for a research institute agreed and under implementation.</li> <li>Reference Council established.</li> <li>Maori representative appointed to key position (Board, staff or Reference Council) to lead closer partnerships with iwi and integration of Mātauranga Māori.</li> </ul>	<p><b>Infrastructure, finances, people and communication that fuel our purpose (4.7)</b></p> <ul style="list-style-type: none"> <li>A net surplus before depreciation and tax of \$312,000.</li> <li>Commercial revenue equating to 50% of overall budget.</li> <li>10,400 members.</li> <li>Membership Subscriptions \$300,000.</li> <li>Full cost per visitor (including WCC costs) \$16.91.</li> <li>Average WCC subsidy per visitor \$9.35.</li> <li>Average revenue per visit \$25.96.</li> <li>Non-Council Donations/Funding \$250,00.</li> </ul>

**5.2 Non-financial Performance Measures**

	2016-17	2017-18	2018-19
Visitation	93,600	96,500	99,300
Members (Individuals)	10,400	10,600	10,800
Volunteers	>400	>430	>450
Percentage of Satisfied Visitors Above City Benchmark	>5%	>5%	>5%

Quarter target	Q1	Q2	Q3	Q4	2016-17	2017-18	2018-19
Visitation	13,496	30,355	30,845	18,904	93,600	96,500	99,300
Education visits (LEOTC, tertiary, early childhood, school holiday programme, and outreach)					8,500	8,650	8,800

The Trust notes Council's request to be presented with a richer understanding of visitor demographics and education related usage of the sanctuary.

The visitor information that Council has requested is collected by the Trust and can readily be provided. Details such as where visitors reside are collected at the admissions desk. Member visits are recorded daily and tracked on a weekly basis.

A member survey was conducted which provided invaluable information about visitor patterns, satisfaction and preferences. This survey will be completed every two years and the findings will be presented to Council.

ZEALANDIA also uses GetSmart, an online visitor survey that is used by approximately 10 nature based attractions across Wellington, which provides valuable benchmarking information. This survey collects information on the reason for visiting, duration of visits, visitor demographics and satisfaction ratings.

A summary and analysis of this information will be provided to Council on a quarterly basis, to provide the richer picture of visitation to the sanctuary.

Detailed information of education visits is also recorded. The trust will provide a summary and analysis of this information to Council on a quarterly basis. This quarterly report will include updates on programme, community outreach initiatives and outline the strategies in place to continually develop this area of the business.

### 5.3 Financial Performance Measures

Measure	2016-17	2017-18	2018/19
Full cost per visitor (including WCC costs)	\$16.91	\$16.51	\$16.11
Average subsidy per visit (total WCC operating grant/all visitors)	\$9.35	\$9.07	\$8.80
Average revenue per visit (excludes Council & Government grants)	\$25.96	\$26.22	\$26.48
Non-Council Donations/Funding	\$250,000	\$265,000	\$270,000

### 5.4 Conservation Measures

Conservation Measure	2016-17	2017-18	2018-19	Explanation
<b>Restore missing species to the wild in accordance with the Restoration Strategy</b>				
Number of new animal species transferred	1	0	1	Transfer of Rifleman proposed for 2017; a lizard species in 2018/19
# transferred animal species being actively managed in the wild	10	10	10	Active management includes supplementary feeding, nestbox & roostbox management; Species: rifleman, hihi, kaka, takahe, bellbird, kakariki, kiwi, MI frog, Long-fin eels, giant weta; excludes species held in captivity;
# animal species in the wild being actively monitored	10	11	12	Includes species with ongoing active data collection: rifleman (if transferred), hihi, takahe, bellbird, kiwi, robins, tuatara, giant weta. MI frogs, spotted skink. Saddleback from 2017/18; assumes no further active monitoring of kaka and kakariki ;Observations of other species eg pateke gathered in ad hoc manner;
% transferred animal species regarded as self-sustaining	68%	68%	65%	13/19 species if rifleman transferred in 2016-17 regarded as self-sustaining (assuming ongoing current management); 2 transfers failed (tomtit, weka) and 2 (bellbird, Long-fin eels) not regarded as self-sustaining; Note: it usually takes

Conservation Measure	2016-17	2017-18	2018-19	Explanation
				several breeding seasons before a transfer can be regarded as self-sustaining (successful breeding, population stable or increasing) so % will reduce with new transfers eg to 65% (13/20) after lizard transfer in 2018/19
<b>Maintain or improve the population status of nationally threatened species present</b>				
# threatened species present and breeding successfully	4	4	4	Hiji, NI kaka, Maud Island frog, Pied shag; excludes takahe & kakapo held primarily or temporarily for advocacy purposes
<b>Manage species held for captive breeding purposes to ensure they remain healthy and breed successfully</b>				
# species breeding in captivity	2	2	2	Maud Island frogs and Barking geckos
<b>Monitor animal pest status, control mice and successfully respond to any incursions</b>				
Mice maintained at levels similar to previous years	<10	<10	<10	The figure gives an abundance index based on the average abundance/100 corrected trap nights
% pest animal incursions successfully eradicated	100%	100%	100%	Assumes any incursions successfully eradicated
<b>Monitor plan pest status and reduce distribution of environmental weeds (currently 123) within and near the perimeter fence</b>				
# pest plant species actively controlled or surveyed	44	44	44	44 environmental weeds identified as priorities
# pest plant species where control has achieved a decline to low levels of infestation in the sanctuary	52	53	53	Control also undertaken outside the perimeter fence for key species to improve feasibility of ongoing suppression inside the fence

5.5 Conservation Activities

Activities	2016-17	2017-18	2018-19
<b>Plan and undertake a translocation of rifleman</b>			
- Undertake consultation with GW,WCC, iwi and DoC	ongoing		
- Permit application submitted to GW & DoC	Aug-16		
- Permits received	Dec-16		December 2018 for (new species)
- Translocation undertaken	Feb-April 2017		Feb-June 2019 (new species)
<b>Monitoring</b>			
- Evaluate the population health and management requirements of saddleback	Ongoing	Ongoing	Ongoing
- Permit obtained to allow collection of samples for genetic analysis		Dec-17	
- Volunteers trained to band and monitor saddleback		Jun-18	ongoing
- Saddleback caught, banded & sampled		Jun-18	ongoing
- Monitoring of breeding success – hatch and fledge rates			ongoing
<b>Begin restoration of the lower valley streams, wetland and lake</b>			
- initiate development and agreement of an overarching multifaceted strategic plan	Jul-16	update	update
- Research underway according to a research plan	Jun-17	ongoing	ongoing
- Develop a fish eradication operational plan		Jun-18	update
- Implementation of integrated plans	ongoing	ongoing	ongoing

## **6. The Karori Sanctuary Trust Board's Approach to Governance**

### **6.1 The Trust Deed**

The Karori Sanctuary Trust (the Trust) is an incorporated society that is governed by a Trust Deed, first executed in 1995 and most recently updated in December 2012.

We operate as a not-for profit organisation, a social enterprise, seeking to do public good by operating in a way that follows sound commercial disciplines.

As set out in our Trust Deed, the objects of the Trust are as follows:

- To carry out education and research into all matters pertaining to the conservation and restoration of New Zealand's natural heritage and in particular to restore representative examples of New Zealand's natural heritage.
- To establish and maintain a secure native wildlife sanctuary in the Karori Reservoir in the City of Wellington.
- To restore the reservoir area ecosystem as closely as practicable to its presumed pre-human state but allowing for construction of specific habitats to enhance its diversity and conservation values.
- To provide facilities for recreation and tourism activities.
- To seek and foster community support and participation.
- To manage and manipulate such ecosystems as may be necessary to maintain requisite populations.
- The Trust operates as ZEALANDIA, under the guidance of a Trust Board.

### **6.2 Relationship with Wellington City Council**

The Board of the Trust has two members appointed by the Wellington City Council (including Chair) and three members appointed by the Guardians of the Trust.

The Wellington City Council is a strategic partner, a trustee appointee, a major funder and the landlord of the Trust. A new governance structure for the Trust implemented in December 2012 clarified the relative roles of Council, the Guardians and the Trust Board and strengthened the partnership model.

The Funding Deed between Council and the Trust sets out Council's reporting and monitoring regime and the conditions for major transactions requiring Council approval. The Trust will report quarterly to the Council through the Environment Committee on the agreed measures, which will include a Statement of Financial Performance, Statement of Financial Position and Cash Flow Statement.

The Trust's audited accounts will be presented to the Council by due date. The Trust will continue to recognise Council as a principal funder.

The principles governing the relationship between the Trust and Council are:

- Council will be provided with access to information it requests.
- A "no surprises" approach.

- Work in a collaborative and constructive manner recognising each other's viewpoints and respecting differences.
- Act towards each other honestly and always in good faith.
- Communicate with each other openly, promptly, and in a clear and timely manner.
- Recognise the accountabilities that each has to the other and to those for the benefit of whom services are provide.

### 6.3 Board Membership

The members of the Karori Sanctuary Trust Board are:

Trustee	Term Expires
Denise Church (Chair), appointed by the Council	December 2018
Phillip Meyer, appointed by the Council	December 2017
Pam Fuller, appointed by the Guardians	June 2017
Steven Thompson, appointed by the Guardians	July 2018
David Bibby, appointed by the Guardians	January 2019
Russell Spratt, co-opted by the Board	June 2018

The revised Karori Sanctuary Trust Deed signed in December 2012 outlines the roles of the Trust and the Guardians. All trustees may receive an honorarium set by the Council and Guardians.

The Trust Board shall meet no less frequently than eight times a year.

The Chief Executive attends all meetings accompanied by their management team as required.

Under the terms of the Trust Deed, the Board is required to have an Audit and Risk Committee. The terms of reference for this committee require that it meets at least four times a year. Members of the Audit and Risk Committee are Denise Church, Phillip Meyer and Iain Craig (an independent member).

The Board may choose to set-up any new committees as deemed necessary in order to maintain an appropriate level of oversight.

Trustees will contribute knowledge and skills across a range of work areas during the 2016-17 year and may from time to time contribute to working groups established by the Chief Executive.

### 6.4 Board Performance

The Chair and the Board as a whole will participate in an annual review of their performance as follows:

- The Board as a whole by the Board.
- Individual Board members by the Board, through the Chair.
- The Chair by the Board.

The method/standards used to assess the performance will be based on the standards issued by the Institute of Directors in New Zealand, adapted for the Trust. From these reviews, development needs

and any other actions required to ensure best practice governance and performance standards will be determined and implemented.

The Board undertook an externally supported review in November 2014 and revisited priority actions from the review in mid-2015.

The Board will undertake an initial review of the Chief Executive's performance in July 2016, and then annually.

#### **6.5 Annual General Meeting**

By established practice the Trust holds each year an Annual General Meeting (AGM) of members to discuss the Annual Report and current strategies. The Board establishes a date for the AGM in consultation with the Guardians.

The 2015 AGM was held on 18 October, and was well attended.

The next AGM will be held on 16 October 2016.

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## 7. Organisational Health, Capability and Risk Assessment

### 7.1 Organisational Health and Capability

Our aim is deliver our work by attracting and retaining talented and capable staff and through strategic partnerships. Critical to our success is having experienced and motivated staff. Training and professional development for staff will continue to be a priority for 2016-17.

We will continue to work closely with Victoria University, Council (e.g. shared services initiative) and other partners to enable to build the capability of the organisation.

### 7.2 Executive Team

Paul Atkins	Chief Executive Officer (appointed November 2015)
Raewyn Empson	Manager Conservation, Research, Learning and Experience
Ian Phillips	Manager Commercial Development
Russ Drewry	Manager Sanctuary Care and Preservation
Vacant	Manager Corporate Services

### 7.3 Environmental Practices

The Trust is committed to and incorporates sustainable practices.

ZEALANDIA has been awarded the Qualmark EnviroGold and the EnviroMark carboNZero accreditation.

The Rata Café has been accredited with all Conscious Consumer badges and is in the process to become organic certified as the kitchen garden extends to selling produce as well as providing it for the café business.

### 7.4 Health and Safety

The Trust has a robust health and safety systems in place and a detailed Emergency Procedure Action Plan.

We have reviewed our policies and procedures to ensure that we comply with the Health and Safety at Work Act 2015, which takes effect on 6 April 2016.

#### Key actions taken or underway

- Identified the following persons as “officers” of the organisation and made them aware of their due diligence responsibilities under the Act:
  - Trustees
  - CEO
- Changed the reporting information and structure to increase Board involvement and awareness including planned opportunities for the board and CEO to visit areas of the organisation with a view to specifically reviewing health and safety in that area.
- Identified the following as Persons Conducting a Business or Undertaking (PCBU) under the Act, and ensured that they are aware of their due diligence responsibilities:
  - Wellington City Council
  - Conservation Volunteers New Zealand
  - Zero Invasive Predators
  - Visiting Schools
  - Spotless Cleaning services
  - Contractors

- Increased our institutional knowledge in health and safety matters through ongoing training, attendance at seminars, and drills. Current planned or recently completed training includes fire warden training, contractor management training and an increase in qualified first aiders.
- Make sure all volunteers and staff have read and acknowledged the latest versions of the Golden rules and a newly created Code of Conduct outlining the expectations and responsibilities pertaining to the organisation and its people.
- Given employees and volunteers a more inclusive role in the identification and management of health and safety matters; including by convening a new Health and Safety Committee to address the “consultation with workers” requirements of the Act, replacing managers with people from all areas and levels of the organisation.
- Identified those staff and volunteers who need to hold current first aid qualifications to ensure there is reasonable coverage in the valley at all times; arranged first aid training if required; and arranged training for fire wardens.
- Identified an alternative fuel storage solution as recommended in the WCC Hazmat Report.
- Published and displayed a **statement of general policy on health and safety at work** “ZEALANDIA ZERO HARM” setting out our commitment to managing health and safety effectively, and what we are aiming to achieve.

#### Initiatives planned

- Our policies and processes will continue to evolve as WorkSafe publishes new guidelines and requirements become clearer.
- Continue to foster a collaborative and proactive approach within the organisation and with our partners.
- Continue to engage with the PCBUs of other organisations with which the Trust works, partners, or otherwise deals, or is considering dealing with, to require more robust evidence of their suitability and pertinent qualifications before working with them.
- Work with agencies such as the Wellington Regional Emergency Management office, the Rural Fire Authority, Search and Rescue New Zealand, and other Wellington City Council community controlled organisations, to develop relationships and review joint working relationships.
- Engage with WorkSafe with a view to reducing our ACC levy payments by undertaking recommended programmes and assessments.
- Identify and organise ongoing training to reach or exceed best practice levels in all areas.
- Use signage to increase awareness of types and locations of the emergency resources around the site.

#### 7.5 Asset Management Plan

In 2015 the trust reviewed its asset register and altered depreciation on a number of the assets to more accurately reflect their expected life. In 2016-17 we will continue to improve our asset management systems and explore if there are ways to integrate these with the systems used by WCC.

## 7.6 Risk Management

The Trust regularly reviews all known and potential risks. A robust risk management process, using standard risk methodology, is monitored by the Audit and Risk Committee and reported to the Board.

The Trust has robust fit-for-purpose systems and processes and financial delegations.

The Trust has insurance policies for Material Damage, Business Interruption, Combined Liability (Public, Employer, Statutory, Fidelity Guarantee and Lawsafe) and Trustee Liability.

Risk ratings are determined using the following matrix.

Likelihood		Impact			
		Minor (1)	Moderate (2)	Major (3)	Severe (4)
Almost Certain (5)		Medium	High	High	High
Likely (4)		Medium	Medium	High	High
Possible (3)		Medium	Medium	Medium	High
Unlikely (2)		Low	Low	Medium	Medium
Very Unlikely (1)		Low	Low	Low	Medium

For medium and high risks, control systems and management strategies are established, as appropriate. The objective is to reduce the residual risk to the point where all cost-effective mitigations have been put in place. The Audit and Risk Committee is responsible for reviewing these strategies. The Trust's management is responsible for their implementation. There are four response types, depending on the risk assessment and cost effectiveness considerations. These are:

- Avoidance: To eliminate the conditions that allow the risk to be present at all, often by changing or stopping the activity.
- Acceptance: To acknowledge the risk's existence, but to take no pre-emptive action to resolve it, except for the possible development of contingency plans should the risk event come to pass.
- Mitigation: To minimise the probability of a risk's occurrence or the impact of the risk should it occur.
- Deflection: To transfer the risk (in whole or part to another organisation, individual, or entity – such as through insurance).

## 8. Additional Information

### 8.1 Response to other specific Letter of Expectation matters (if applicable)

Council expects that ZEALANDIA will continue to:

- Develop the educational offerings at the sanctuary – covered in section 4.3 (page 17)
- Develop and improve accessibility standards – covered in section 4.5 (page 22)
- Maintain the focus on delivering complementary relationships in science and education – covered in sections 3.2 (page 12), 4.1 (page 16) and 4.3 (page 17)

**8.2 Ratio of Shareholders' Funds to Total Assets**

Please refer to the Balance Sheet included in the Accounting policies (Appendix A).

**8.3 Estimate of Amount Intended for Distribution**

The Karori Sanctuary Trust is a not-for-profit organisation and registered charity and does not make a distribution to the Settler.

**8.4 Acquisition Procedures**

The Trustees have no intention of subscribing for, purchasing or otherwise acquiring shares in any other company or any organisation.

**8.5 Activities for which the Board seeks Compensation from a Local Authority**

Total funding from Wellington City Council in 2016-17 is \$875,000. The development of the Trust's 10 year sustainable business plan anticipates as a baseline the continuation of the current level of funding.

**8.6 Estimate of Commercial Value of Shareholders' Investment**

Not applicable.

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## Appendix A: Accounting Policies

### i. Basis of reporting

The financial statements presented here are for the reporting entity, the Karori Sanctuary Trust. The Trust is a charitable trust registered under the Charities Act 2005, established to develop a secure native wildlife sanctuary in the Karori Reservoir valley in the city of Wellington.

The Trust is a qualifying entity within the differential reporting framework issued by the New Zealand

Institute of Chartered Accountants. The Trust qualifies on the basis that it has no public accountability (that is: not an issuer as defined under the Financial Reporting Act 2013 nor does it have coercive power to tax, rate or levy to obtain public funds) and is not considered large as defined by the framework. The Trust has taken advantage of all differential reporting concessions available to it except for FRS10 Statement of Cash Flows.

The financial statements have been prepared in accordance with New Zealand generally accepted accounting practice. The Trust has chosen not to adopt the New Zealand equivalent to International Financial Reporting Standards (NZ IFRS). The decision not to adopt is consistent with the exemption provided by the Accounting Standard Review Board (ASRB) Release 9, issued September 2007. ASRB Release 9 provides a choice to certain qualifying entities to either adopt NZ IFRS or to continue to apply New Zealand Financial Reporting Standards (NZ FRS).

The measurement base adopted is that of historical cost.

Reliance is placed on the assumption that the Trust continues to receive sufficient income to fund ongoing operations.

### ii. Recognition of revenue

Grants are recognised as revenue when the requirements under the grant agreement have been met. Any grants for which the requirements under the grant agreement have not been completed are carried as liabilities until all the conditions have been fulfilled.

Revenue received from membership subscriptions is allocated proportionally over the period to which they relate. The unearned portion of subscriptions is shown under current liabilities. Prepaid visits are also treated as current liabilities.

Sales of goods and admissions comprise the amounts received and receivable for goods and services supplied to customers in the ordinary course of business. This revenue is recognised when the goods or services are provided to the customer.

Interest income is accounted for as earned.

In the financial statements, there is no financial recognition of support given in the form of donated labour and materials.

### iii. Fixed assets

Fixed assets are recorded at cost less accumulated depreciation and impairment.

The cost of purchased property, plant and equipment is the value of the consideration given to acquire the assets and the value of other directly attributable costs which have been incurred in bringing the assets to the location and condition necessary for their intended service.

**iv. Depreciation**

Depreciation of fixed assets is calculated on a straight-line basis so as to allocate the cost of the assets over their useful lives as follows:

Building/Infrastructure	10-100 years
Exhibitions	5-8 years
Leasehold improvements	10-25 years
Predator fence	25-50 years
Fixtures, plant and equipment	5-75 years
Vehicles	5-10 years
Boat	15 years
Other Assets	2.5-50 years

**v. Accounts receivables**

Accounts receivable are stated at anticipated realisable value after providing against debt where collection is doubtful.

**vi. Stock on hand**

Stock on hand comprise of retail and food and beverages. They are stated at the lower of cost and net realisable value. Cost is determined on a weighted average cost basis.

**vii. Leased assets**

As lessee:

Operating lease payments are recognised as an expense in the periods the amounts are payable.

**viii. Impairment**

Annually, the management assesses the carrying value of each asset. Where the estimated recoverable amount of the asset is less than its carrying amount, the asset is written down. The impairment loss is recognised in the statement of financial performance.

**ix. Employee entitlements**

Employee entitlements to salaries and wages, annual leave and other benefits are recognised when they accrue to employees.

The liability for employee entitlements is carried at the present value of the estimated future cash outflows.

**x. Goods and services tax (GST)**

The financial statements have been prepared so that all components are stated exclusive of GST with the exception of receivables and payables that include GST invoiced.

**xi. Income tax**

The Trust being a charitable organisation is income tax exempt under the Income Tax Act 2007.

**xii. Statement of cash flows**

The following are the definitions of the terms used in the statement of cash flows:

- (a) Operating activities include all transactions and other events that are not investing or financing activities.
- (b) Investing activities are those activities relating to acquisition, holding and disposal of property, plant and equipment and of investments.
- (c) Financing activities are those activities that result in changes in the size and composition of the capital structure. This includes both equity and debt not falling within the definition of cash.
- (d) Cash is considered to be cash on hand and current accounts in banks, net of bank overdrafts.

**xiii. Changes in accounting policies**

There have been no changes in accounting policies in the year.

## **Appendix B: ZEALANDIA Budget for 2016-17**

ZEALANDIA will continue to drive revenue and contain costs in 2016-17 and complete the year with a healthy operating surplus.

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ZEALANDIA - KARORI SANCTUARY TRUST

STATEMENT OF COMPREHENSIVE INCOME						
Forecast 30-Jun-16	Qtr to 30-Sep-16	Qtr to 31-Dec-16	Qtr to 31-Mar-17	Qtr to 30-Jun-17	FYE 30-Jun-18	FYE 30-Jun-19
<b>Trading Revenue</b>						
965,000	150,000	365,000	365,000	100,000	980,000	1,020,000
290,000	55,000	95,000	95,000	55,000	300,000	315,000
1,184,000	198,000	394,000	494,000	247,000	1,333,000	1,425,000
16,562	2,000	6,000	6,000	3,000	17,000	21,000
<b>Other Operating Revenue</b>						
875,000	218,750	218,750	218,750	218,750	875,000	875,000
250,000	62,500	62,500	62,500	62,500	250,000	270,000
<b>Non-operating Revenue</b>						
27,000	4,500	9,000	4,500	9,000	27,000	27,000
<b>3,607,562</b>	<b>1,150,250</b>	<b>1,245,750</b>	<b>1,245,750</b>	<b>695,250</b>	<b>3,782,000</b>	<b>3,953,000</b>
<b>Operating Expenses (overheads)</b>						
1,995,365	515,000	535,000	535,000	515,000	2,100,000	2,200,000
235,000	60,000	70,000	77,000	60,000	267,000	278,000
525,000	135,000	145,000	145,000	135,000	560,000	583,000
81,000	21,000	20,500	21,000	20,500	83,000	87,000
451,000	115,000	115,000	115,000	115,000	460,000	480,000
<b>3,287,365</b>	<b>846,000</b>	<b>893,000</b>	<b>893,000</b>	<b>845,500</b>	<b>3,470,000</b>	<b>3,628,000</b>
320,197	(155,250)	264,750	352,750	(150,250)	312,000	325,000
1,100,000	225,000	225,000	225,000	225,000	900,000	700,000
<b>(822,803)</b>	<b>(389,250)</b>	<b>30,750</b>	<b>118,750</b>	<b>(384,250)</b>	<b>(624,000)</b>	<b>(403,000)</b>
<b>STATEMENT OF FINANCIAL POSITION</b>						
Forecast 30-Jun-16	As at 30-Sep-16	As at 31-Dec-16	As at 31-Mar-17	As at 30-Jun-17	As at 30-Jun-18	As at 30-Jun-19
<b>Equity</b>						
3,963,630	3,140,827	2,751,577	2,782,327	2,901,077	3,140,827	2,002,827
<b>(822,803)</b>	<b>(389,250)</b>	<b>30,750</b>	<b>118,750</b>	<b>(384,250)</b>	<b>(624,000)</b>	<b>(403,000)</b>
<b>3,140,827</b>	<b>2,751,577</b>	<b>2,782,327</b>	<b>2,901,077</b>	<b>2,516,827</b>	<b>2,516,827</b>	<b>1,599,827</b>
<b>Current Assets</b>						
609,000	567,300	478,800	740,800	621,000	897,000	994,000
40,000	40,000	40,000	40,000	40,000	51,000	51,000
60,000	60,000	60,000	60,000	60,000	55,000	55,000



236,000	Net Cash Flows From (Used In) Operating Activities	(12,200)	(63,500)	291,500	(94,800)	121,000	381,000	298,000
	<b>Cash Flows From (Used In) Investing Activities</b>							
	<b>Inflows</b>							
	Sale of fixed assets					0		
	Sale of investment assets					0		
	Other					0		
	<b>Outflows</b>							
	Purchase of fixed assets					0		
	Purchase of investments					0		
	Other					0		
0	<b>Total Investing Cash Flow</b>	0	0	0	0	0	0	0
	<b>Cash Flows From (Used In) Financing Activities</b>							
	<b>Inflows</b>							
	Drawdown of loans					0		
27,000	Investment income	4,500	9,000	4,500	9,000	27,000	27,000	27,000
	Other					0		
	<b>Outflows</b>							
100,000	Repayment of loans	25,000	25,000	25,000	25,000	100,000	100,000	200,000
43,000	Interest paid	9,000	9,000	9,000	9,000	36,000	32,000	28,000
	Other					0		
(116,000)	<b>Total Financing Cash Flow</b>	(29,500)	(25,000)	(29,500)	(25,000)	(109,000)	(105,000)	(201,000)
120,000	<b>Net Increase/(Decrease) in Cash Held</b>	(41,700)	(88,500)	262,000	(119,800)	12,000	276,000	97,000
489,000	<b>Opening Cash Equivalents</b>	609,000	567,300	478,800	740,800	609,000	621,000	897,000
609,000	<b>Closing Cash Equivalents</b>	567,300	478,800	740,800	621,000	621,000	897,000	994,000
	Adjustments (rounding)							



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## 4. Operational

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### RECLASSIFICATION OF PART OF RAUKAWA STREET RESERVE

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#### Purpose

1. To recommend that the Environment Committee resolve to reclassify part of Raukawa Street Reserve to Local Purpose Reserve (Community purpose) under the Reserves Act 1977.

#### Summary

2. The Council needs to complete reclassification of part of Raukawa Street Reserve following consultation under the Reserves Act 1977.
3. On 15 October 2015 the Environment Committee instructed officers to give public notice of Council's intention to reclassify part of Raukawa Street Reserve. Public notification has been completed with three objections to the proposed reserve reclassification with one submission in support.
4. A summary of the submissions is provided in Attachment 1. Copies of the submissions received are in Attachment 2.

#### Recommendations

That the Environment Committee:

1. Receive the information.
2. Resolve to reclassify *part of* Raukawa Street Reserve being Lots 29-30 DP 22265 WN12C/708 to Local Purpose Reserve (Community Purpose).

#### Background

5. The Environment Committee approved reclassification of part of Raukawa Street Reserve, subject to public notification (see Attachment 3 for minutes of meeting). The public were invited to make a submission or objection in writing on the proposed reclassification before 5pm on Monday 23 November 2015.
6. Four submissions were received (Attachment 2). One submitter made an oral submission in support of their written submission at the Environment Committee.
7. Three submitters objected to the proposed reclassification, with one in support.

#### Discussion

8. The Land consists of a car parking area and is zoned outer residential under the Council's District Plan. It is located between the grassed area of Raukawa Reserve to the north and 69 Raukawa Street to the south. The grassed area is linked to Tairaroa Street playarea by a walkway (Attachment 4).
9. The Land comprises 323 sqm and is legally described as Lots 29-30 DP 22265 WN12C/708. It was previously Crown land and it was set aside as reserve under s167 the Land Act 1948.

10. The Land is included in the Suburban Reserves Management Plan. Action 3.1.1.1 states includes the Land and states: “*Review the future role and purpose of the grass area adjacent to Raukawa Street and dispose of it if no use is identified*”.
11. The Strathmore Park Community Space is being developed by the Council to facilitate sustainable community-led development, in an area that has significant challenges rooted in poor access to facilities and high levels of deprivation.
12. The proposed Community Space is intended to provide a long term anchor in the community. Its key role is to act as a meeting space for the local community and provide access to services. The Land has been identified as an ideal location for the community space.
13. Wellington City Council is collaborating with the Victoria University School of Architecture to have students develop a concept for the Community Space. At this stage there is no firm design. Students will undertake a thorough engagement process to determine the needs and aspirations of the community.
14. To enable the activity to take place it is necessary to reclassify the Land to *local purpose reserve (community)*.
15. Three objections were received. One in support. An analysis is outlined in Attachment 1. Major objections were:
  - The car park is currently used by the community for parking and youth play. This will be lost if the building goes ahead.
  - The building should be on the grassed area
  - Access from the other park will be lost
16. None of the objections specifically related to the reclassification. They were mainly concerned about the impact of a new building in this location. These issues will be considered during the design for the building and the resource consent application.

### Next Actions

17. The Council will develop concept plans for the proposed community space for public consultation.
18. The Council will apply for resource consent for the community space.

### Attachments

Attachment 1.	Attachment 1 Analysis of submissions	Page 260
Attachment 2.	Attachment 2 Copies of submissions	Page 262
Attachment 3.	Attachment 3 Minutes of Meeting	Page 274
Attachment 4.	Attachment 4 Map of reserve	Page 275

Author	Michael Oates, Open Space and Recreation Planning Manager
Authoriser	Greg Orchard, Chief Operating Officer

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

Consultation occurred under the provisions of the Reserves Act 1977.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi considerations to be made.

### **Financial implications**

There are no financial implications.

### **Policy and legislative implications**

Consistent with policies in the Suburban Reserves Management Plan.

### **Risks / legal**

None identified.

### **Climate Change impact and considerations**

There is no impact to climate change or any further considerations to be made.

### **Communications Plan**

None prepared.

**Attachment 1: Analysis of submissions on reclassification of part of Raukawa Street Reserve**

No	Submitter (s)	Issues raised	Response	Objection Upheld
1,3	<b>Nathan Meyer</b> <b>S Sutherland</b>	Removes a well-used carpark from use by the wider community	The area is classified as reserve and is held for community use under the Reserves Act. The proposal will enable the proposed community use for a community space to proceed. The area is not provided for private car parking.	<b>No</b>
		Children constantly use the area to skate, skateboard and bike.	The adjacent Tairaroa Park is available for these activities as well as the hard court area off the end of Ahuriri Street. The track between the two park areas will still be available for these activities.	<b>No</b>
		Aesthetically the proposal is unacceptable. Not in keeping with existing buildings in the proximity.	The proposal on what is to be built on the park will be considered during the resource consent process. Reclassification will enable such a development to occur.	<b>No</b>
		The plan ignores the existence of a larger space, the Raukawa St, the grassed area.	The Council has identified the car park area as suitable for a building provided the land is reclassified and any proposed building receives resource	<b>No</b>

			consent. Activities on the adjacent grass area could compliment the proposed building, for instance a community garden.	
		The need for a community facility has not been adequately assessed. I understand neither the type nor scale of services has been decided.	The Council identified that many services were hard for local residents to reach, being either too far away or too expensive to travel to. These services would also exceed the capacity of the current community centre to deliver. The Council has run a number of community workshops identifying needs in the community and these will inform service delivery. The scale of services will be to serve the immediate community of Raukawa, Taiaroa, Kekerenga and other adjoining Streets.	<b>No</b>
<b>2</b>	<b>Te Whare Maturanga</b>	Supports the proposal as it will provide services to the community to address education issues, and have programme that focus on the young people of Strathmore.	Noted	<b>N/A</b>
<b>4</b>	<b>Mary and Ted Hart</b>	Concerns over the need to maintain any building and keeping the area tidy with the changed use.	Noted	<b>N/A</b>

Submission 1

Submission re Change of Classification – Raukawa St Park – Reserves Act Notification (draft)

I oppose the proposal on several grounds.

1 It removes a well-used car park from use by the wider community. The carpark is always full of cars constantly used by residents, who park their cars off the road and thereby leave parking space outside the Raukawa St Dairy for its customers. If they park on the street it will leave no parking outside the dairy and people will double park and this is likely to cause accidents.

Children constantly use the asphalted area to skate, skateboard, and bike and if the car park is removed they will be forced on to the road to do these activities again likely to cause accidents.

The speed of car travelling along this road is excessive even with the traffic slowing curves that have been put in.

2 Aesthetically the proposal is unacceptable. The area affords a very small building site, which means it will only accommodate a very small building. As such it will not be in keeping with existing buildings in the proximity and risks being a target for anti-social behaviour. Graffiti is already a major problem: graffiti regularly appears on the tarmac, fences, buildings and occasionally on vehicles in the carpark area and vicinity. The area is badly lit and gives an ideal opportunity for furtive vandalism.

3 The plan ignores the existence alongside of a larger space, the Raukawa St Park, the grassed area. This area is a wasteland. It is a dumping ground for rubbish, garden waste, including supermarket trollies. The lack of legitimate recreational use is obviously due to the fact that Taiaroa St Park, only 30 metres up the path, has been developed for recreation with a playground, basketball hoop and seating.

The Raukawa St Park is listed but not otherwise mentioned in the Suburban Reserves Management Plan 2014, indicating that the Council has no plans for it and is content to see it lie unused and an eyesore.

4 The need for a community facility has not been adequately assessed. I understand that neither the type nor scale of the services has been decided.

Surely wise planning decides on the services and size wanted and then looks for a suitable site.

- 5 Apparently a change of classification for the carpark was deemed the easiest option. The easiest is seldom the best.

If indeed a satellite community base is deemed necessary. It seems rational to site it on the Raukawa St Park which is crying out for development and landscaping as a community amenity. It could, for example, accommodate a community garden, a picnic area, an outdoor games space, and a pavilion which could house the satellite base for WINZ, Housing New Zealand, etc and provide a meeting place for small groups like a choir and scrabble players. The present carpark would provide parking space for these facilities.

Also, it appears that there is other land available in the area. The satellite base could also be sited on Council land at the end of Raukawa St and developed in a way that added landscape value to the area. This land has been suggested for disposal by the Council in the Suburban Reserves Management Plan.

I urge the Council to allow Lots 29-30 DP22265 as a carpark to remain.

Nathan Meyer  
[nathan@nzelato.co.nz](mailto:nathan@nzelato.co.nz)  
PO Box 6818  
Marion Square  
Wellington 6141  
04 212 6060



Submission 2



Eastern Southern  
Youth Trust

## TE WHARE MATAURANGA

*a place of knowledge, wisdom, understanding, skill*

*Hapaitia te ara tika pumau ai te  
rangatiratanga mo nga uri whakatipu.*

*Foster the pathway  
of knowledge to strength, independence  
and growth for future generations.*



### VISION FOR PROJECT:

A place that equips and enables young people & whanau to reach their potential

### MISSION FOR PROJECT

To ease loads *(whakamahunga kawenga)*  
and to educate and upskill *(matauranga)*  
young ones, young people and whanau

### BACKGROUND

In a recent Strathmore Hui, held in Scot's College, the lack of services up the hill was identified. This issue has been raised repeatedly over many years and the creation of something in Raukawa Street is one positive way to help address this.

The proposal will not address all of the issues/needs listed at the Hui but it will help to start to address the following:

1. Education:
  - a. Truancy in secondary and primary schools.
  - b. Distance to travel to education institutions (secondary, tertiary and polytechnic, youth guarantee courses) – makes it prohibitive and too far to travel.
  - c. More educational facilities in the Eastern Suburbs area.
  - d. Workshops
2. Concern for young people:
  - a. Idle hands, nothing to do, lack of direction, lack of options to engage young people, lack of ways for young people to pass time positively, young people getting into trouble, vandalism in bus-stops, other tagging, drug and alcohol abuse by young

Whanau Ora  
NKKP  
Youth Specialties  
Evolve Satellite Services  
Budgeting advice with foodbank

- Self- Service Laundromats 24/7:
  - inviting existing businesses (Haitaitai/Berhampore) providing this to open here in this venue
  - they pay rent (income)
  - they are responsible for day-to day cleaning and running of machines
  - they are responsible for the long-term maintenance
- Youth Services: (base this on the next storey of the building)
  - Day Programme supported Te Kura
  - Workshops developing Performing and Creative Arts Dance, Drama, Vocals, Instruments, Filming, Recording, Art, weaving, Carving
  - After school programmes
  - Counselling and Art therapy
  - Health Clinics

#### CONNECTION TO COMMUNITY:

This venue will not be replacing or replicating any services established in lower Strathmore. It will be unapologetically focussing on early childhood, whanau and young people, with a commitment to developing strong relationships across the generations. It will not be a stand-alone provider of services, rather it would work in conjunction with whatever else is found within the area.

It would be a place to connect with each other, a place where the generations can connect as well a place where the people and agencies can connect.

There are many adults with needs within community outside of the age group proposed. **Solution:** A day will be chosen by Strathmore Park Community Centre (SPCC) then there is a Weekly Shuttle on that day doing circuit on the hour 9am, 10am, 11am, and 12pm from Kekeranga Rd, to Raukawa Street Dairy to Community Centre where there will be Link Services, foodbank and Kiabosh available. Return shuttles leaving from Community Centre will be 9.30am, 10.30am, 11.30am, and 12.30pm. SPCC already is offering specific services – e.g. lawyers. There would be a vehicle available to transport whanau to this services rather than replicate same service. If demand is big for certain services, we will increase the frequency of the shuttles to increase the accessibility to them or review if it is more suitable to bring the service to Raukawa Street.

Manaakitanga (hospitality) will be a foundation in all that is done at Te Whare Mautauranga. As well as intentionally finding a way to connect some of the older generation through some of the programmes and services being offered at Te Whare Mautauranga, half a day will be chosen each week where the young people offer hospitality to the elderly and learn to serve and host and consider others. One day a week the one stop pop-ups will be committed to having a Health focus.

#### KEY COMMUNITY SERVICES TO LINK INTO TE WHARE MAUTAURANGA:

Proposal for Raukawa Street by Eastern Southern Youth Trust

- One-Stop-Pop-ups office/space
  - Nurses/ GP visits for all
  - Health for Pacifica
  - Link Services
  - Whanau Ora
  - NKKP
  - Youth Specialties
  - Evolve Satellite Services
  - Budgeting advice and foodbank
- Self-Service Laundromats 24/7

LEVEL ONE: *(Facilities with multi-purpose set up specifically for young people and multiple programmes with a Performing Arts and Creative Arts focus that can be used for education as well)*

- Office Space for all staff
- Multi-use Smaller Rooms for counselling services, music lessons
- Film editing room
- A wider open space for dance classes and general hangout place for youth and day programme for during the day

Possible SECOND FLOOR:

- ESYT is also interested in setting up a live in supportive home for at risk females. It is possible to put this as a second floor of the Te Whare Mautauranga building.
- ESYT has have identified this as an area of need, with a number of our girls living in unsafe environments and having little options However we are aware that this may not be seen as a general immediate need of the community at this time.
- ESYT are happy to provide further information about what this service would like, if there is interest, but our proposal for Te Whare Mautauranga does not require this level.

Contact Details:

Lorna Gray  
Director of Youth Services  
ESYT  
0226391167  
Lorna.esyt@gmail.com

Jo Claridge  
Operations Manager  
ESYT  
0226572705  
Joanna.esyt@gmail.com

Proposal for Raukawa Street by Eastern Southern Youth Trust

Submission 3

69 Raukawa St  
Strathmore Park  
Wgtn 6022  
19/11/15

Michael Oates  
Manager of Open Space & Recreation Planning  
Wellington City Council  
PO Box 2199  
Wellington 6140

Thank you for meeting yesterday.

I deliver<sup>by hand</sup> my submission re the Raukawa St reclassification which as you know I strongly oppose. The emailed copy I sent<sup>this am</sup> was mistakenly labelled "draft". The contents are the same; however Frank Meyer has added his notes to the enclosed copy.

I would like to support the submission at the Council's Environment Committee meeting.

Regards,

*A. E. Sutherland*

Submission re Change of Classification – Raukawa St Park – Reserves Act Notification

I oppose the proposal on several grounds.

- 1 It removes a well-used amenity from use by the wider community. The carpark is constantly used by residents, especially those in Nos 69, 71 and 73 Raukawa St, who park their cars off the road and thereby leave parking space outside the Raukawa St Dairy for its customers. There are a minimum of four cars parked during the day and seven at night. In addition, the carpark provides access, both by foot and vehicle, to the service lane behind the residential properties, the dairy and onto Tukanae St. It forms part of a convenient and constantly used walkway to Tukanae St, Taiaroa St Park, and Taiaroa St.

Children use the asphalted area to learn first to skate, skateboard, bike and then to do those activities in that space. The adjacent grassed area, Raukawa St Park, is too soft for such activities and the grass often too long.

- 2 Aesthetically the proposal is unacceptable. The area affords a very small building site, which means it will only accommodate a very small building. As such it will not be in keeping with existing buildings in the proximity and risks being a target for anti-social behaviour. Graffiti is already a major problem: graffiti regularly appears on the tarmac, fences, buildings and occasionally on vehicles in the carpark area and vicinity. Recently someone climbed onto a verandah at No 69 and graffitied the second-storey wall. Frank Meyer and myself have not figured out how we can reach that space to clean it off (we are both in our seventies), but regularly paint out other offending graffiti in the space you are planning to use. The area is badly lit and gives an ideal opportunity for furtive vandalism.
- 3 The plan ignores the existence alongside of a larger space, the Raukawa St Park, the grassed area already mentioned. This area is tantamount to a wasteland. It is a dumping ground for rubbish, garden waste, including supermarket trollies. The lack of legitimate recreational use is obviously due to the fact that Taiaroa St Park, only 30 metres up the path, has been developed for recreation with a playground, basketball hoop and seating.

The Raukawa St Park is listed but not otherwise mentioned in the Suburban Reserves Management Plan 2014, indicating that the Council has no plans for it and is content to see it lie unused and an eyesore.

- 4 The need for a community facility has not been adequately assessed. I understand from Matthew Sims' email of 6 Nov that neither the type nor scale of the services has been decided. Surely wise planning decides on the services and size wanted and then looks for a suitable site.

Already it has been agreed that the Strathmore /Khandallah 44/43 bus route will be changed with the object of linking the present community base in Strathmore Avenue with the Raukawa, Taiaroa, Tukanae, Kekeranga Street areas. The bus will turn right up Monorgan Rd from Raukawa St to Strathmore Avenue and thence to Strathmore shops and Ira St, a simple change which will not involve a timetable change. Thus the base will be more accessible to residents of the Raukawa St side of the valley. This change is planned for 2017 when the present bus contract expires.

- 5 Apparently a change of classification for the carpark was deemed the easiest option. The easiest is seldom the best.

If indeed a satellite community base is deemed necessary. It seems rational to site it on the Raukawa St Park which is crying out for development and landscaping as a community amenity. It could, for example, accommodate a community garden, a picnic area, an outdoor games space, and a pavilion which could also house the satellite base for WINZ, Housing New Zealand, etc and provide a meeting place for small groups like a choir and scrabble players. The present carpark would provide parking space for these facilities.

Also, it appears that there is other land available in the area. The satellite base could also be sited on Council land at the end of Raukawa St and developed in a way that added landscape value to the area. This land has been suggested for disposal by the Council in the Suburban Reserves Management Plan.

I urge the Council to change or adapt the classification of Raukawa St Park to allow for community use and recreation, and allow the use of Lots 29-30 DP22265 as a carpark to remain as at present.

Susan E Sutherland  
69 Raukawa St  
Strathmore Park  
18/11/15

Notes to change of Classification – Raukawa Street Park/Off Street Carpark

I have no objection to the proposed siting of a 'Community Space' "in my backyard"

PROVIDED:

A building is NOT sited on the existing Off Street Car Parking Area, for the following reasons.

The area is well utilized for off street car parking by local residents and customers of the nearby Dairy. The erection of a Community facility would require additional parking, which would be removed by a building sited on the car park area.

However, were a building to be sited on the grassed area, it would occupy a currently underused area and allow the sealed area to continue as a well used car park.

I understand that a 'change of use' consent would be more difficult to achieve for the Raukawa Street Park than the Car Park. Surely it is worth the extra effort for a longer term opportunity.

Frank Meyer.

Submission 4

Mary & Ted Hart  
20a Taiaroa Street  
Strathmore  
Wellington 6022  
ted.maryhart@gmail.com

Manager Open Space and Recreation Planning  
Wellington City Council  
PO Box 2199  
Wellington

14 November 2015

Dear Sir/Madam

Raukawa Street Reserve, Strathmore Wellington - Lots 29-30DP 22265 WN/12C708

In relation to the above Recreation Reserve Land to be reclassified to Local Purpose Reserve (Community Purpose) so the Council and Housing NZ can develop a community facility on the site.

The piece of Reserve Land backs on to our property that we have owned for almost 30 years. Over those years we have kept the back public walkway clean, trimming trees, picking up rubbish and weed eating the grass. When we bought this house in 1986 we rang the WCC and Housing NZ and neither said they owned the land, so were not responsible for any cleanup. Over the past few years you have decided you do own it and are keeping it all tidy.

We love living here, we have raised our children here, we love all the different cultures living here, it is a happy place to live. We have never had any problems with anyone except the council, who for well over 25 years refused to clean up the public walkway behind our land. So on these grounds we are very concerned about the proposed changes.

Could you please inform us of the following:

Height restriction.

Hours and type of use for this new proposed community building

Parking and amount of people allowed to use this building at any one time.

Alcohol restrictions when hired out

Who is going to be responsible in the clean up and keeping both the building and grounds tidy

We know the proposed land is on Raukawa street and we live in Taiaroa Street, but with public walkway leading from the Raukawa street park, behind #20, 20A & 22 Taiaroa Street directly to the land for the proposed changes, this will have huge impact to us as the walkway over the years has been used for many things, children smashing

Mary & Ted Hart

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bottles, children and teenagers smoking both tobacco and dope, underage drinking and sex , runaways, etc. which we have been able to put a stop to, as we are close neighbourhood so just the words.....do you think your parents would like to know and helping the runaways to go home, this has all been eliminated.

So by having a community facility built is wonderful ..... but it must come with boundaries and responsibility by the council to maintain the building and keep the area tidy. To reclassify the land so you can build this community facility is the easy part, but keeping our neighbourhood safe and tidy is the harder part.

Kind regards



Mary and Ted Hart



**4.2 Reclassification of part of Raukawa Street Reserve****Moved Councillor Pannett, seconded Councillor Free****Resolved**

That the Environment Committee:

1. Receive the information.
2. Agree to reclassify part of Raukawa Street Reserve being Lots 29-30 DP 22265 WN12C/708 to Local Purpose Reserve (Community Purpose).
3. Authorise Officers to conclude the reclassification including carrying out all necessary steps under the Reserves Act 1977.
4. Note that public submissions received as part of the Reserves Act 1977 process will guide the reserve revocation.
5. Note that, in the event submissions objecting to the proposal are received, a further report may be presented to the Environment Committee to decide whether to uphold objections or not.

**Carried**

(Councillor Coughlan entered the meeting at 9:23 am.)  
(Councillor Ritchie entered the meeting at 9:25 am.)  
(Councillor Ritchie left the meeting at 09:26 am.)  
(Councillor Ritchie returned to the meeting at 09:27 am.)





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## PROPOSED RESERVE REVOCATION AND DISPOSAL - 33 CHEYNE WALK, NEWLANDS

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### Purpose

1. To seek approval from the Environment Committee to revoke the 'Local Purpose' reserve status of the land at 33 Cheyne Walk, Newlands; subject to public consultation.
2. Subject to the above, to obtain Council approval to the following:
  - The land at 33 Cheyne Walk, Newlands, is no longer required for a public work, and
  - It authorises Council Officers to proceed with offer back investigations and disposal.

### Summary

3. The water reservoir at 33 Cheyne Walk, Newlands, (CFR WN7D/78, Lots 15 and 25 DP 30952, the **Land**) has been decommissioned and all structures removed.
4. Wellington Water and relevant business units of the Council have been consulted and do not need to retain the land for any other public work.
5. Land held under the Reserves Act 1977 (**RA**), which is surplus to RA requirements, can have the reserve status revoked.
6. Land held for a public work, but no longer required for that purpose, can be disposed of under the Public Works Act 1981 (**PWA**).

### Recommendations

That the Environment Committee:

1. Receives the information.
2. Agrees to initiate a consultation process, pursuant to the Reserves Act 1977, in relation to the revocation of the 'Local Purpose' reserve status of 33 Cheyne Walk, Newlands (CFR WN7D/78 and Lots 15 and 25 DP 30952, the **Land**).
3. Agrees, pursuant to the Reserves Act 1977, to revoke the reserve status of the Land, subject to completion of the consultation process in recommendation 2.
4. Notes that a further report will be submitted to the Environment Committee to summarise submissions and decide whether to uphold objections, if necessary.
5. Notes the approval of the Minister of Conservation is required for the reserve revocation.
6. Agrees to recommend to Council that subject to the successful completion of the reserve revocation process referenced in recommendations 2 and 3, that Council:
  - a. Agree that the Land is not required for a public work and is surplus to requirements.
  - b. Agree to the disposal of the Land.
  - c. Delegate to the Chief Executive Officer the power to conclude all matters in relation to the disposal of the Land, including all legislative matters, issuing relevant public notices, negotiating the terms of sale or exchange, impose any reasonable covenants, and anything else necessary.

## Background

7. The 503m<sup>2</sup> site has a roughly 'L'-shape with a narrow access leg-in from Cheyne Walk. The Land can be roughly divided into two consisting of a flat grassed section and a rocky platform on which the reservoir was formerly located.
8. In 1965 a water reservoir was constructed on the Land to service the related 'Westhaven' subdivision.
9. Wellington Water (then Capacity) identified the reservoir for decommissioning under the 2004 'Reservoir and Pump Rationalisation' report.
10. In mid-2015 Wellington Water completed the decommissioning including removal of the reservoir tank and pump house.
11. In late 2015 Council Officers undertook consultation with business units of the Council to determine if the Land was required for any other public work. No business unit required the Land.

## Discussion

12. The Land has the 'purpose' of a Utility Reserve which is treated as a Local Purpose reserve under the RA. The RA provides a mechanism to revoke the reserve status of the Land.
13. The Land is no longer used for a local purpose, nor do Council Business Units have alternative local purpose uses for the Land.
14. The reserve status must be revoked prior to disposal as it would otherwise unnecessarily constrain the future use and development of the Land.
15. It is therefore appropriate to revoke the reserve status.
16. Before the Land is disposed it must be declared surplus to requirements. The PWA dictates the disposal process.
17. Under section 40 of the PWA the Council 'shall endeavour' to dispose of land not required for the public work for which it was taken, and which is not required for any other public work.
18. The reservoir is decommissioned and removed and no other business unit of the Council requires the Land.
19. The proposed reserve revocation and disposal presents an opportunity to contribute to Council's goal of increasing housing availability.
20. It is therefore appropriate to declare the Land surplus to requirements and dispose.

## Options

21. The Land could be held by the Council for some future but as yet unidentified purpose, however:
  - (i) Retaining the land for a prolonged period, however, would incur ongoing maintenance and holding costs with little or no return; and
  - (ii) Council would be at risk of not fulfilling its obligations under both the RA and PWA as both Acts anticipate disposal/reserve revocation if the Land is no longer held for the intended purpose.

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**Next Actions**

22. Obtain a market valuation for the Land.
23. Uplift the reserve status under the RA.
24. Investigate and satisfy any obligations under the PWA.
25. Depending on the outcome of the above investigation:
  - Prepare the Land for disposal,
  - Market the property, and
  - Negotiate and conclude sale with potential purchasers.

**Attachments**

Attachment 1.	Cheyne Walk - Location Plan	Page 281
Attachment 2.	Cheyne Walk - Aerial Photo	Page 282

Author	Brett Smith, Property Advisor
Authoriser	Greg Orchard, Chief Operating Officer

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## SUPPORTING INFORMATION

### Consultation and Engagement

Consultation with business units of the Council, Wellington Water and their consultants has occurred. Discussions with adjacent neighbours of the former reservoir site have also occurred.

The RA requires that any proposed reserve revocation is publicly notified.

### Treaty of Waitangi considerations

There are no Treaty of Waitangi considerations for this proposed disposal. The land is not located in an area significant to Māori. The Council's Treaty Partners, however, will be consulted as part of the RA reserve revocation and PWA disposal process.

### Financial implications

Reserve land is non-rateable. In the event the reserve status is revoked, and the land disposed of, new rateable units will be created. Any costs associated with the disposal of the Land will be recovered through the proceeds of sale.

### Policy and legislative implications

The reserve revocation and disposal process will follow relevant Council and legislative requirements.

### Risks / legal

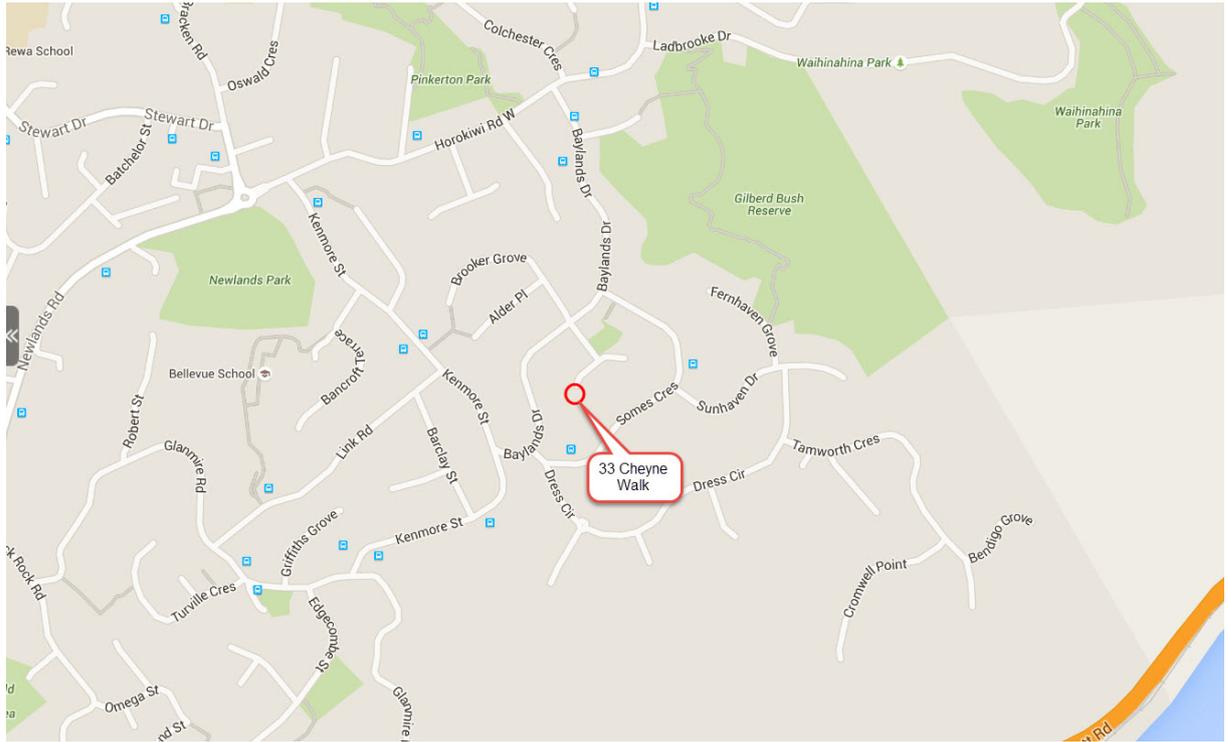
Any legal agreements, or court action, will be overseen by Council's lawyers.

### Climate Change impact and considerations

There are no climate change implications arising from the proposed reserve revocation/disposal.

### Communications Plan

No communication plan is required, but the reserve revocation and disposal process will follow relevant legislative requirements, which includes consultation and public notification.





## OUR LIVING CITY FUND, MARCH 2016

### Purpose

1. To provide recommendations for allocation of funding through the March 2016 Our Living City Fund

### Summary

2. The Council provides grants to assist community groups to undertake projects that meet community needs. Grants are also a mechanism for achieving the Council's objectives and strategic priorities, especially those priorities that rely on community organisations carrying out specific activities.
3. The 2013 review of the grant criteria proposed a move away from generic criteria in favour of specific criteria for each fund. While each pool may share a number of criteria, others would be tailored to suit the particular demands of that community of interest and relevant Council outcomes

### Recommendations

That the Environment Committee:

1. Receive the information.
2. Agree to fund applicants as listed below:

#### Our Living City- March 2016

	Organisation	Project Title	Total Project Cost	Amount requested	Recommended	Comments
1	Island Bay Playcentre	Water conservation strategy	\$3,000	\$3,000	\$0	Lower priority given pressure on available funding, request for installation of taps, not a close fit with criteria.
2	Conservation Volunteers New Zealand	Community Conservation	\$6,000	\$6,000	\$0	Lower priority given pressure on available funding, supported already this f/y, can reapply in August 2016
3	Makara Peak Mountain Bike Park Supporters Inc	Makara Peak Carpark Weed Control	\$10,000	\$10,000	\$0	Lower priority given pressure on available funding and support for this group through earlier grants.

## ENVIRONMENT COMMITTEE

28 APRIL 2016

4	Mount Cook Preschool Incorporated	Outdoor Area Upgrade - Raised Garden area	\$11,900	\$2,000	\$1,500	Support for native and edible plants for school based community garden, Officers will work with school to explore potential for getting plants via WCC nursery
5	Polhill Restoration Project-umbrella by Conservation Volunteers NZ	Weed removal at Hoki Mai site in Polhill Reserve	\$6,000	\$6,000	\$3,000	Contribution to community driven project for weed control.
6	Polhill Restoration Project-Umbrella via Aro Valley Community Council Inc.	Digital Polhill	\$8,500	\$8,500	\$3,500	Community project using digital platform to engage the community of interest at this popular location, contribution to overall costs, release of funds subject to confirmation of other funding to realise the project.
7	Project Litefoot Trust	LiteClub Programme - Wellington	29015.3	3594	0	Lower priority given other projects which more closely fit the criteria, project aims to enable sports clubs to be more environmentally freindly, Officers will discuss options for support.
8	Royal Forest And Bird Protection Society Of New Zealand Inc - Wellington Branch	Native Plant restoration group Nursery of Wellington branch Royal Forest and Bird Protection Society	\$9,874	\$4,483	\$1,500	Contribution to this restoration group who produce almost 8,000 plants annually.
9	Sustainable Coastlines Charitable Trust	Love Your Water Wellington 2016	\$12,169	\$5,000	\$0	Lower priority given pressure on available funding, supported already this financial year for '[Love your Coast'.
10	The Mt. Crawford Community Gardens Trust/Board	The Mt Crawford Community Gardens Trust/Board	\$2,095	\$1,600	\$1,600	Operational support for community garden, can potentially be supported with compost from Council

11	WorkerBe Oasis	WorkerBe Oasis - site conversion	\$7,757	\$5,837	\$2,000	Contribution to this project to improve capability to water growing areas. Work with PSR Ranger to confirm approval.
12	World Wide Fund for Nature New Zealand	Kereru Discovery project	\$27,280	\$5,000	\$0	Lower priority given pressure on available funding, supported already this financial year.

**\$61,014      \$13,100**

## Background

4. Grants and funding are included in the Annual Plan to provide an appropriate mechanism for the Council to respond to community groups that are undertaking projects that:
  - Meet a need identified by the community.
  - Align with council's strategic goals and community outcomes.
  - Rely to some extent on participation and engagement by community organisations
5. Organisations and projects are funded through both contracts and contestable grants pools. The contestable pools provide grants that are discretionary, short term and generally project based in nature. The Council also enters into multi- year contracts when it has an interest in ensuring particular activities occur that contribute to Council's strategies or policies.
6. The assessment process funding may include consultation with; the applicant, persons or organisations referred to in the application and Council officers, these would be across a range of activity areas, in the case of these applications across Parks, Sports and Recreation (Biodiversity and Environmental Partnerships) and Community Services (Urban Agriculture).
7. To ensure funds are used appropriately, conditions may be suggested should funding be approved. This is usually in cases where applicants need to use funds for a specific aspect of their budget or where landowner approval or the approval of plans/designs.
8. The original information provided through online application has been made available to Councillors via the hub

## Discussion

9. The Our Living City Fund supports community organisations for projects that meet the criteria for the fund. This is third of three funding rounds for 2015-16 which had a closing date of 29 March 2016. The next funding round has a closing date of 22 August 2016.
10. 12 projects are seeking over \$61,000, there is just over \$13,000 to allocate in this third and final funding round of 2015-16. Officers are recommending the Environment Committee support six projects with grants totalling \$13,100.

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## Contact Officers

Mark Farrar, Senior Advisor- Funding and Relationships

Myfanwy Emeny, T/L Biodiversity and Urban Ecology, Parks, Sport and Recreation

Sarah Adams, Community Advisor- Urban Agriculture

Tim Park, Environmental Partnership Leader

## Attachments

Attachment 1. Our Living City Fund Criteria

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Author	Mark Farrar, Team Leader Funding and Relationships
Authoriser	Greg Orchard, Chief Operating Officer

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

The assessment process funding includes consultation with; the applicant, persons or organisations referred to in the application and other Council officers, across a range of activity areas, in the case of these applications across Parks, Sports and Recreation and Community Services business units.

### **Treaty of Waitangi considerations**

For the Our Living City Fund there are specific criteria and questions relating to Maori, for the Our Living City Fund applicants are asked to describe how their project serves to support kaitiaki of the environment.

### **Financial implications**

The Long Term Plan makes provision for community grants in several places - 2.1.6 - Community environmental initiatives, 3.1.4 - Grants and creative workforce, 4.1.4 – (Arts and) Cultural grants, and 5.2.4 - Grants (Social and Recreation). The Our Living City Fund comes under project C652. The Social and Recreation and neighbours Day Funds under C678 and the Arts and Culture Fund under C661.

### **Policy and legislative implications**

Council funds have been created to assist community initiatives in line with Council strategy. Council Officers engage and consult widely with a range of groups and organisations before funding applications are made and throughout the assessment process.

### **Risks / legal**

There are no legal risks.

### **Climate Change impact and considerations**

There are no impacts on climate change to consider.

### **Communications Plan**

A communication plan is not applicable.

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## Attachment 1

### Criteria- Our Living City Fund

This fund aims to improve Wellington's quality of life by strengthening urban-nature connections and building economic opportunities from a healthy environment

#### About the fund

The fund will support projects and activities like community conservation projects, community gardens, green infrastructure (living walls and roofs), and resilience to natural events, reducing emissions, reductions from stationary energy, transport, water and waste

#### Fund objectives

- To support community initiatives and projects those grows Wellington's natural capital and reduce our environmental impact.
- To support initiatives which provide opportunities for community enjoyment and kaitiakitanga of Wellington's natural environment.
- To strengthen Wellington's connections with nature to safeguard and develop one of our greatest strengths – our quality of life.

#### Criteria

The project makes a positive contribution to achieving the Council's Strategic outcomes:

##### Towards 2040: Smart Capital strategy

- **People Centred City:** Contributes to healthy, vibrant, affordable and resilient communities, with a strong sense of identity and 'place' expressed through urban form, openness and accessibility.
- **Connected City:** Supports a city with easy physical and virtual access to regional, national and global networks.
- **Eco-City:** Allows the city to proactively respond to environmental challenges and seize opportunities to grow the green economy.
- **Dynamic Central City:** Supports a central city of creativity, exploration and innovation, helping Wellington to offer the lifestyle, entertainment and amenity of a much bigger city.

##### Long Term Plan 2012-22 priorities:

- An inclusive place where talent wants to live
- A resilient city
- A well managed city
- Annual Plan priorities for the relevant year.

The project is Wellington-based and mainly benefits the people of Wellington. (Exceptions may be made for projects based elsewhere in the region, but which significantly benefit Wellington City residents).

The applicant is a legally constituted community group or organisation.

The applicant provides evidence of sound financial management, good employment practice, clear and detailed planning, clear performance measures, and reporting processes.

The applicant outlines how physical accessibility has been built into project development.

The applicant outlines how pricing has been set to ensure access by a wide range of people or by the intended users.

The project should show evidence of community support, collaboration, and building partnerships with other organisations (e.g. social media interest, letters of support from other organisations/leaders).

The applicant must show that the project discernibly improves community wellbeing and adds value to the range of similar types of services in the community.

The Council respects mana whenua values and aspirations for the environment. Demonstrate how your project reflects an understanding of Wellington's history, how to care for the land and resources and an understanding of wāhi tapu.

#### **Focus Areas**

- Green infrastructure and green urban networks
- Biodiversity and pest management, including beach, stream, and harbour cleanup
- Resilience to natural events
- Healthy communities, including community gardens.
- Reducing emissions from stationary energy, transport, and waste and facilitating renewable energy development.
- Water; conservation, efficiency and quality