



If calling, please ask for Democratic Services

Council

Thursday 16 June 2022, 1.00pm

Taumata Kōrero, Council Chamber, Greater Wellington Regional Council,
100 Cuba St, Te Aro, Wellington

Members

Cr Ponter (Chair)

Cr Staples (Deputy Chair)

Cr Blakeley

Cr Brash

Cr Connelly

Cr Gaylor

Cr Hughes

Cr Kirk-Burnnand

Cr Laban

Cr Lamason

Cr Lee

Cr Nash

Cr van Lier

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

Council

Thursday 16 June 2022, 1.00pm

Taumata Kōrero, Council Chamber, Greater Wellington Regional Council,
100 Cuba St, Te Aro, Wellington

Public Business

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Please note these minutes remain unconfirmed until the Council meeting on 16 June 2022

Report 22.228

Public minutes of the Council meeting on Thursday 26 May 2022

Taumata Kōrero – Council Chamber, Greater Wellington Regional Council
100 Cuba Street, Te Aro, Wellington at 9.30am.

Members Present

Councillor Ponter (Chair)
Councillor Staples (Deputy Chair)
Councillor Blakeley
Councillor Brash
Councillor Connelly
Councillor Gaylor
Councillor Kirk-Burnnand
Councillor Laban (remotely, via MS Teams)
Councillor Lee
Councillor Nash
Councillor van Lier

Members participating at this meeting remotely counted for the purposes of quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.

Karakia timatanga

The Council Chair opened the meeting with a karakia timatanga.

Public Business

1 Apologies

Moved: Cr Gaylor / Cr Staples

That Council accepts the apologies for absence from Councillors Hughes and Lamason.

The motion was **carried**.

2 Declarations of conflicts of interest

There were no declarations of conflicts of interest.

3 Public participation

Deputy Mayor Janet Holborow, Kāpiti Coast District Council, spoke to agenda item 7 – Wainuiwhenua: Partnership Opportunities for the Public Good.

4 Confirmation of the Public minutes of the Council meeting on 7 April 2022 – Report 22.142

Moved: Cr Gaylor / Cr Brash

That Council confirms the Public minutes of the Council meeting on 7 April 2022 – Report 22.142.

The motion was **carried**.

5 Update on the Progress of Action Items from Previous Council Meetings – May 2022 – Report 22.168 [For Information]

Strategy, policy, major issues

6 Wellington Water Limited Fluoride Funding Request – Report 22.212

Nigel Corry, Chief Executive, introduced the report and Wellington Water officers.

Moved: Cr van Lier / Cr Blakeley

That Council:

- 1 Approves the capital funding request of \$6 million (GST exclusive) to restore fluoride at Te Marua and Gear Island and to review and upgrade the fluoride facilities at Wainuiomata and Waterloo, including monitoring and reporting equipment (Stage 1).
- 2 Notes that a further funding request will be made after 1 July 2022, to address the plans for all facilities to be able to meet the long-term fluoride requirements of the Ministry of Health.

The motion was **carried**.

7 Wainuiwhenua: Partnership Opportunities for the Public Good – Report 22.208

Amanda Cox, Principal Advisor to the Chair; Jenny Rowan, Co-Chair of the Waiwhenua Working Group; Karl Farrell, Kaumatua, Ngāti Haumia; Peter Handford, Volunteer Consultant; Tina Pope, Paekakariki Community Board and Chair of Paekakariki Housing Trust, spoke to the report.

Moved: Cr Gaylor / Cr Blakeley

That Council:

- 1 Approves the commissioning of a technical report to identify one or more pathways for securing the land at Paekākāriki known as “Wainuiwhenua” in public/iwi ownership.
- 2 Agrees that officers continue to work with Ngāti Toa Rangatira, hapū Ngāti Haumia, the Wainuiwhenua Working Group, Kāpiti Coast District Council, Ministers of the Crown, and relevant central government agencies to explore the feasibility of governance and management options relating to Wainuiwhenua.

The motion was **carried**.

8 Regional Policy Statement Change 1 Draft Provisions – Report 22.209

Al Cross, General Manager Environment Management, Matthew Hickman, Manager, Environmental Policy and Fleur Matthews, Team Leader, Policy Implementation spoke to the report.

Moved: Cr Gaylor / Cr Nash

That Council:

- 1 Approves the draft Regional Policy Statement Change 1 for statutory consultation.
- 2 Notes that the draft will be provided to territorial authorities in line with the Wellington Regional Triennial Agreement (2019-2022).
- 3 Notes that the draft will be provided to Ministers and Mana Whenua (through iwi authorities) in line with Schedule 1 of the RMA.
- 4 Notes that the draft has not yet been legally reviewed and will be refined through the outcomes of the statutory consultation process and integration of provisions.
- 5 Notes that officers will report back to Council on the feedback received through statutory consultation and how it has been addressed, as well as any other amendments, before Council makes its decision to notify the RPS Change on 18 August 2022.
- 6 Authorises the Chief Executive and the Chair of the Working Group to make minor editorial amendments to the draft RPS before it is issued for consultation.

The motion was **carried**.

9 Draft Submission on Freight and Supply Chain Issues – Report 22.213

Grant Fletcher, Manager, Regional Transport, introduced the report. Emma Hope, Senior Strategic Advisor, spoke to the report.

Moved: Cr Blakeley / Cr Staples

That Council:

- 1 Approves the submission to the Ministry of Transport on the New Zealand freight and supply chain issues paper (Attachment 1).
- 2 Authorises the Council Chair to make minor editorial amendments to the submission, including the addition of a section on resilience of the rail network.

The motion was **carried**.

Governance

10 Greater Wellington's Communications Policy for the 2022 Pre-election Period – Report 22.160

Matthew O'Driscoll, Manager, Customer Engagement, spoke to the report.

Moved: Cr Brash / Cr Nash

That Council:

- 1 Adopts the pre-election communication protocols in paragraphs 15-25 of this report for the period 8 July 2022 to 8 October 2022.
- 2 Notes the Local Government New Zealand and Taituarā principles and guidelines (Attachment 1).
- 3 Notes the social media guidelines (Attachment 2).

The motion was **carried**.

11 Greater Wellington's Quarter Three Summary Report 2021/22 – Report 22.196

Nigel Corry, Chief Executive, spoke to the report.

Moved: Cr Kirk-Burnnand / Cr Brash

That Council accepts Greater Wellington's performance report for the nine months to 31 March 2022 (Greater Wellington's Quarter Three Summary Report as at 31 March 2022) (Attachment 1)).

The motion was **carried**.

Noted: Councillors requested that officers provide information on the effects of bus driver wage increases on the Public Transport budget.

Resolution to exclude the public

12 Resolution to exclude the public – Report 22.214

Moved: Cr Gaylor / Cr Blakeley

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

Public Excluded minutes of the Council meeting on 7 April 2022 – Report PE22.143

Wellington Regional Stadium Trust Trustee Appointment – Report PE22.210

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

Public Excluded minutes of the Council meeting on 7 April 2022 – Report PE22.143	
<i>Reason/s for passing this resolution in relation to each matter</i>	<i>Ground/s under section 48(1) for the passing of this resolution</i>
<p>Certain information contained in these minutes relates to RiverLink Project procurement and contracting information and costs. Release of this information would be likely to prejudice or disadvantage the ability of Greater Wellington to carry on negotiations without prejudice (section 7(2)(i) of the Act).</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(i) of the Act (to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations).</p>
Wellington Regional Stadium Trust Trustee Appointment – Report PE22.210	
<i>Reason/s for passing this resolution in relation to each matter</i>	<i>Ground/s under section 48(1) for the passing of this resolution</i>
<p>The information contained in this report includes personal and identifying information about the proposed appointee. Withholding this information prior to Council’s decision is necessary to protect the privacy of that natural person (section 7(2) (a) of the Act) as releasing this information would disclose their consideration as a Wellington Regional Stadium Trust Trustee.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(a) of the Act, to protect the privacy of natural persons.</p>

that would override the need to withhold the information.	
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This resolution is made in reliance on section 48(1)(a) of the Act and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.

The motion was **carried**.

The public part of the meeting closed at 10.58am.

Councillor D Ponter

Chair

Date:



The matters referred to in these minutes were considered by Council in Public Excluded business. These minutes do not require confidentiality and may be considered in the public part of the meeting.

Please note these minutes remain unconfirmed until the Council meeting on 16 June 2022

Report PE22.229

Public Excluded minutes of the Council meeting on Thursday 26 May 2022

Taumata Kōrero – Council Chamber, Greater Wellington Regional Council
100 Cuba Street, Te Aro, Wellington at 10.58am

Members Present

Councillor Ponter (Chair)
Councillor Staples (Deputy Chair)
Councillor Blakeley
Councillor Brash
Councillor Connelly
Councillor Gaylor
Councillor Kirk-Burnnand
Councillor Laban (remotely, via MS Teams)
Councillor Lee
Councillor Nash
Councillor van Lier

Public excluded Business

- 1 Confirmation of the Public Excluded minutes of the Council meeting on 7 April 2022 – Report PE22.143**

Moved: Cr Staples/ Cr Lee

That Council confirms the Public Excluded minutes of the Council meeting on 7 April 2022 – Report PE22.143.

The motion was **carried**.

- 2 Wellington Regional Stadium Trust Trustee Appointment – Report PE22.210**

Luke Troy, General Manager Strategy, spoke to the report.

Moved: Cr Kirk-Burnnand / Cr Brash

That Council:

- 1 Appoints Owen Gibson as Trustee to the Wellington Regional Stadium Trust for an initial term from 01 July 2022 to 30 June 2025.
- 2 Notes that Wellington City Council has considered this appointment at its meeting of the Finance and Performance Committee on 19 May 2022.

The motion was **carried**.

Karakia whakamutunga

The Council Chair closed the meeting with a karakia whakamutunga.

The public excluded part of the meeting closed at 11.00am.

Councillor D Ponter

Chair

Date:



Please note these minutes remain unconfirmed until the Council meeting on 16 June 2022.

Report 22.204

Public minutes of the 2022 Funding and Financial Policies Hearing Committee meeting on Tuesday 17 May 2022

Taumata Kōrero – Council Chamber, Greater Wellington Regional Council
100 Cuba Street, Te Aro, Wellington, at 10am.

Members Present

Councillor Ponter (Chair)
Councillor Blakeley
Councillor Connelly
Councillor Gaylor
Councillor Kirk-Burnnand
Councillor Staples

Karakia timatanga

The Committee Chair opened the meeting with a karakia timatanga.

Public Business

1 Apologies

There were no apologies.

2 Declarations of conflicts of interest

There were no declarations of conflicts of interest.

3 Process for considering submissions and feedback on the Funding and Financial Policies - Report 22.166

Moved: Cr Staples / Cr Kirk-Burnnand

That the Committee:

- 1 Agrees to the hearing process as set out in this report.

- 2 Accepts the late submissions received on proposed amendments to the Revenue and Financing Policy.

The motion was **carried**.

4 Analysis of submissions and feedback on the Proposed 2022 Revenue and Financing Policy – Report 22.183

Moved: Cr Gaylor / Cr Blakeley

That the Committee considers the submissions on the Proposed 2022 Revenue and Financing Policy (Attachment 1).

The motion was **carried**.

5 Analysis of submissions and feedback on the Proposed 2022 Rates Remission on Māori Land Policy– Report 22.183

Moved: Cr Gaylor / Cr Staples

That the Committee considers the submissions on the Proposed 2022 Rates Remission on Māori Land Policy (Attachment 2).

The motion was **carried**.

6 Hearing of submissions

A schedule for the hearing of submissions was tabled.

Submitters were heard in the following order:

Hearing order	Submission number	Name and organisation
1	2	Mark de Haast – Kāpiti Coast District Council
2	15	Dan Riddiford
3	4	Ian Gunn – Waipoua Catchment Community Group and Sustainable Wairarapa Inc.
4	10	Elizabeth McGruddy and David Hayes – Federated Farmers
5	17	Jim Hedley

The meeting adjourned at 11.17am and resumed at 11.31am.

7 Analysis of Submissions to the Proposed Rates Remission on Māori Land Policy – Report 22.192 (Continued)

The Committee undertook its deliberations.

Scott Summerfield, Contractor, spoke to the report and tabled an additional attachment - Attachment 3 to Report 22.192 – Officer responses to the Rates Remission on Māori Land Policy.

Moved: Cr Gaylor / Cr Staples

That the Committee recommends that Council adopts the 2022 Rates Remission on Māori Land Policy, subject to the amendments outlined in Attachment 3 to Report 22.192, as agreed by the Committee, being included in the finalised 2022 Rates Remission on Māori Land Policy.

The motion was **carried**.

8 Analysis of Submissions to the 2022 Proposed Revenue and Financing Policy – Report 22.183 (Continued)

The Committee undertook its deliberations.

Alison Trustrum-Rainey, Chief Financial Officer, and Kyn Drake, Project Manager, Revenue and Financing Policy Review, spoke to the report and tabled an additional attachment – Attachment 2 to Report 22.183 – Officer responses to submissions on the 2022 Proposed Revenue and Financing Policy.

Moved: Cr Gaylor / Cr Blakeley

That the Committee:

- 2 Recommends that Council adopts the 2022 Revenue and Financing Policy, subject to the following changes being included in the finalised 2022 Revenue and Financing Policy:
 - a Amend the Land Management funding method to a 100 percent general rate, to be managed with catchment specific Memorandums of Understanding.
 - b The inclusion of all other amendments as outlined in Attachment 2 to Report 22.183, as agreed by the Committee, in the finalised 2022 Revenue and Financing Policy.
- 3 Requests that officers prepare a letter to submitters, from the Council Chair on behalf of the Hearing Committee, outlining the role of Greater Wellington in the Three Waters Reform.
- 4 Requests that officers undertake analysis regarding Uniform Annual General Charges, as part of the next full review of the Revenue and Financing Policy, planned as part of the 2024 – 2034 Long Term Plan.

The motion was **carried**.

Karakia whakamutunga

The Committee Chair closed the meeting with a karakia whakamutunga.

The public hearing closed at 12.18pm.

Councillor D Ponter

Chair

Date:

Council
16 June 2022
Report 22.247



For Decision

REPORT OF THE HEARING COMMITTEE ON THE PROPOSED 2022 REVENUE AND FINANCING POLICY AND THE RATES REMISSION ON MĀORI LAND POLICY

Te take mō te pūrongo **Purpose**

1. This report outlines the recommendations of the 2022 Funding and Financial Policies Hearing Committee (the Committee) on the proposed Revenue and Financing Policy and the proposed Rates Remission on Māori Land Policy arising from the consideration of submissions.

He tūtohu **Recommendations**

That Council:

1. **Agrees** to the following proposed changes to the 2022 Revenue and Financing Policy as agreed by the Committee:
 - a. Change the Regional Economic Development rate funding method to: Capital value for all business and a Fixed rate for residential and rural - \$15
 - b. Change the Regional Predator Control Programme funding method to: 100 percent general rate
 - c. Change from the riverside landowner targeted rate to the Te Kāuru Catchment targeted rate: Up to 50 percent general rates, the balance remaining as targeted rates to the properties within the proposed Te Kāuru catchment, based on capital value.
 - d. Include the Waiōhine River stopbank rate with a funding method: Up to 50 percent general rates, the balance remaining as targeted rates for the urban Greytown area and a select number of rural properties who benefit from the Waiohine stopbank implementation, using capital value.
 - e. Include the Wellington Regional Stadium rate (Sky Stadium) with a funding method using a targeted differential based on capital value:
 - Wellington CBD - 2
 - All other Wellington properties - 1.2
 - Porirua City, Hutt City and Upper Hutt City - 1

- Kāpiti Coast District and Wairarapa - 0.5
- f Remove the Public Transport differentials from the Policy and change the Policy to say:
- User charges: The level of user contribution via fare revenue is primarily determined by patronage and fare levels; and may vary by the changes to operating costs and other sources of funding. To maintain the fares share of funding, fares will be adjusted annually with inflation within 1 to 3 percent, subject to Council decisions through annual fares and budget review.
 - Grants and subsidies: Level of contribution from Crown agencies, primarily Waka Kotahi is determined by Waka Kotahi's Funding Assistance Rates (51 percent to 100 percent depending on activity) and co-investment policy.
 - Targeted rate: Balance, calculated on ECV, with differentials based on land use, location and provision of service, up to the levels set by the rates (increase) affordability benchmark. Targeted differentials will be reviewed annually through Annual Planning process.
- 2 **Notes** that the Committee recommended that the Land Management funding method be amended to a 100 percent general rate, to be managed with Catchment specific Memorandums of Understanding, and that further analysis of this approach is outlined in Report 22.252 – Land Management Funding Options
- 3 **Notes** that the Committee requested that officers undertake an analysis regarding Uniform Annual General Charges, as part of the next full review of the Revenue and Financing Policy, planned as part of the 2024-2034 Long Term Plan.
- 4 **Agrees** to all the proposed changes for the Rates Remission on Māori Land Policy, as agreed by the Committee:
- a Treat land which was compulsorily acquired as Māori freehold land by the Crown/councils and then returned to descendants of the original owners in general title as if it were Māori freehold land for the purposes of the policy.
 - b Treat land in general title, collectively owned by Māori, as eligible land for the purposes of this policy.
 - c Include Treaty settlement land as eligible land under the policy.
 - d Allow applications for remissions on general land collectively owned by Māori that is under development, aligned to the provisions, criteria and conditions set out for Māori freehold land under development in section 114A of the Local Government (Rating) Act 2002.
 - e Extend the term of remission from one to three years, to lessen administrative burden both on Māori landowners as well as for Greater Wellington.
 - f Remove the option of applying for a rates postponement under the policy. Rates postponements will remain available under the conditions for all land in the region but are generally not utilised or advisable for Māori land.

Te horopaki

Context

2. The Committee met on 17 May 2022 to hear five submitters speaking to their written submissions and consider all 17 submissions on the proposed 2022 Revenue and Financing Policy.
3. Each speaker was allowed up to 10 minutes to speak to their submission, followed by a further five minutes for Committee members to ask questions.
4. The Committee also considered the eight submissions on the proposed Rates Remission on Māori Land Policy. No submitters wished to speak to their submission.
5. An analysis of the written submissions for each of the two Policies was prepared for consideration by the Committee (Reports 22.183 and 22.192).
6. Immediately following the hearing of submissions on 17 May, the Committee deliberated. In deliberating on the proposed Policies, the Committee considered the views and information presented in:
 - a Written submissions (Emailed, hardcopy, and online forms via 'Have Your Say')
 - b Oral presentations made by submitters
 - c Analysis of submissions (Report 22.183) and officer comments tabled for the hearings (Attachment 2 to Report 22.183).

Te tātaritanga

Analysis

7. In deliberating on the submissions and oral presentations heard, the Committee discussed the Rates Remission on Māori Land Policy first, and then the Revenue and Financing Policy.

Rates Remission on Māori Land Policy

8. No submitters attended the hearing for the Rates Remissions on Māori Land Policy. The Committee moved directly to deliberating on written submissions received.
9. Council's proposed changes to the policy generally had high levels of support from submissions received. The Committee briefly discussed the benefits the policy changes would have for Māori outcomes before agreeing to officer recommendations for minor changes to the policy wording based on submissions.
10. Officers advised the Committee that the recommended wording changes would not increase eligibility under the policy, but rather clarified which part of the policy different Māori land circumstances should be considered under.

Revenue and Financing Policy

Regional Economic Development rate

11. There were no substantive objections to the proposed change and agreed to recommend it to Council to approve for the final Policy version.

Regional Predator Control Programme

12. There were no substantive objections to the proposed change and agreed to recommend it to Council to approve for the final Policy version.

Te Kāuru Catchment targeted rate

13. The Committee commented on the concerns raised by submitter #4 and agreed there was some disconnect in understanding the catchment model that Greater Wellington have been progressively moving towards. Officers were asked to form an official response to submitter #4 with regard to the issues raised.
14. The committee was satisfied by the level of support for this target rate through submissions and the fact that it had been previously publicly consulted on by the Flood Protection Group.
15. They agreed to recommend it to Council to approve for the final Policy version.

Waiōhine River stopbank rate

16. There were no objections to the proposed change and the Committee agreed to recommend it to Council to approve for the final Policy version.

Wellington Regional Stadium (Sky Stadium) rate

17. The Committee heard a submission that emphasized the growing financial hardship in Ōtaki and how the growing volume of general rates and new targeted rates such as the Stadium are negatively impacting the area more so than other areas.
18. The discussion recognised that Ōtaki as well as the Wairarapa receive the least benefit from the Stadium and therefore have the lowest targeted differential of only 0.5. However, the Committee suggested officers could consider this further once more information about the any proposed rate was known, given the fact that we are not proposing to rate for the Stadium as part of the 2022/23 Annual Plan.

Public Transport

19. There was no substantive objection to the proposed change and the Committee agreed to recommend it to Council to approve for the final Policy version.

Other matters discussed:

Uniform Annual General Charge (UAGC)

20. Many of the submitters referred to the use of a UAGC as being an essential part of the Revenue and Financing Policy and expressed concern that Council was not using an analysis of UAGC in their decision making process.
21. The Committee requested officers to undertake an analysis regarding UAGC's as part of a full review of the Revenue and Financing Policy, planned as part of the 2024-34 Long Term Plan process.

The Three Waters Reform

22. A submitter expressed concern for the level of expenditure Council was making on the Three Waters Reform which would increase the burden on the rate payer.
23. The Committee briefly spoke of Greater Wellington's role in the reform and the responsibilities of the Department of Internal Affairs (DIA), to communicate to the

public about the reform, as well as their financial contributions to Councils to resource them through the reform and not burden the rate payer further.

24. The Committee requested that officers prepare a response to submitters outlining the role of Greater Wellington in the Three Waters Reform.

Land management rate

25. The proposed land management rate funding method that was consulted on (*Up to 50 percent general rates, the balance remaining as targeted rates to Masterton, Carterton and South Wairarapa Districts based on capital value*) received mixed submissions, but particularly a submission of no-support by the schemes chairpersons.
26. The concern raised referred to the funding method causing a “local share” which would have implications such as the scheme members having no greater financial stake in the scheme than any other resident in the catchment, hindering the ability of scheme members to direct scheme resources to the areas of greatest need within the scheme.
27. The Committee explored options that would respect the historic relationship between the scheme chairpersons and Greater Wellington.
28. After consideration of the submissions, the Committee then considered a further option to fund Land Management – being 100 percent general rate.
29. The Committee discussed and recommended applying the Land Management Rate to 100 percent general rates as they thought this would address the issue raised regarding ‘local share’ attitudes.

Following deliberations

30. After deliberations were completed, officers investigated the proposed 100 percent general rate. Discussion of this matter is covered in Report 22.252, along with options for Council to consider with regard to the Land Management Rate.

Ngā hua ahumoni Financial implications

31. The financial implications will vary depending on which option the Council decides to proceed with as outlined above.
32. The financial implications are significant at the time of adopting the Revenue and Financing Policy, which will be outlined in the report to Council on 30 June 2022.

Ngā Take e hāngai ana te iwi Māori Implications for Māori

Revenue and Financing Policy

33. This Policy has the same implications for Māori as non-Māori, however, changes such as spreading rates across a wider catchment of ratepayers for things like flood protection and predator control, generally contribute to improving outcomes for Māori landowners who may be more concentrated in rural/remote places in the region that may have previously been subject to higher targeted rates.

Rates Remission on Māori Land Policy

34. This Policy will provide rates relief options to Māori landowners to support the ongoing holding of ancestral lands, support for marae and papakainga, protection of wāhi tapu and indigenous biodiversity, and to support the utilisation by Māori of their land in a way that meets their aspirations and aligns with the values and tikanga by which the land is held.

Ngā tikanga whakatau

Decision-making process

35. The subject matter of this report is part of a decision-making process that will lead to the Council making a decision of high significance within the meaning of the Local Government Act 2002.
36. This report outlines the recommendations of the Committee as a result of consultation on the review of the Revenue and Financing Policy and the Rates Remission on Māori Land Policy.

Te hiranga

Significance

37. Both the Revenue and Financing Policy and Rates Remissions on Māori Land Policy are statutory requirements. In order to take effect for the coming financial year these must be approved by Council before 1 July 2022 to able to set the rates which in turn contributes to funding the activities planned in the Long Term Plan and Annual Plans, and to set the criteria and eligibility for remissions in that year.
38. The subject matter of this report is part of a decision-making process that will lead to the Council making a decision of high significance within the meaning of the Local Government Act 2002.

Te whakatūtakitaki

Engagement

39. The Significance and Engagement Policy criteria was used to determined that the appropriate level of engagement was to publicly consult on the proposed changes. Further detail on consultation and engagement processes and the results of the consultation were provided to the Committee in Report 22.183.
40. It is intended that further communication will be undertaken with all submitters as a response to their submissions and oral presentations (if applicable), with the outcomes confirmed at a Council meeting on 16 June 2022.
41. Following the Council meeting of 30 June 2022 to approve the final Policies, all submitters will receive a final response confirming the decisions of the Council and a copy of the final Policies.

Ngā tūāoma e whai ake nei

Next steps

42. The agreed changes will be applied to the Policies and final versions will be brought back to a Council meeting for approval on 30 June 2022.
43. Following the agreement of the changes to the 2022 Revenue and Financing Policy, the Finance team will finalise the rates model as well as confirm all the changes the territorial authorities must make to their rating systems in order for them to be ready and able to collect Greater Wellington rates for the 2022/23 financial year.

Ngā kaiwaitohu

Signatory

Writer	Cr Daran Ponter, Chair, 2022 Funding and Financial Policies Hearing Committee
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He whakarāpopoto i ngā huritaonga Summary of considerations
<i>Fit with Council's roles or with Committee's terms of reference</i> <p>The Local Government Act 2002 (the Act) Section 101(3), 102 and 103 requires the Council to have a Revenue and Financing Policy, in order to provide certainty about the sources and funding methods required for each of the activities. Section 102 of the Act also requires the Council to have a policy on the remission and postponement of rates on Māori freehold land.</p>
<i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i> <p>These financial policies are key supporting Policies of the Long Term Plan (LTP) as they identify how the funds will be collected to pay for the activities outlined in the LTP and Annual Plans, as well as how rates can be remitted.</p>
<i>Internal consultation</i> <p>In writing this report, the Legal and Procurement team were involved to help guide advice regarding the Land Management rate. Te Hunga Whiriwhiri has reviewed the content relating to the Rates Remissions on Māori Land Policy, and the implications for Māori of both policies.</p> <p>Flood Protection, Public Transport, Land Management, Strategic Planning, Biosecurity, Democratic Services and Finance were also consulted in producing this report.</p>
<i>Risks and impacts - legal / health and safety etc.</i> <p>Matters relating to the proposed Land management rate are addressed in Report 22.252.</p>

Council
16 June 2022
Report 22.252



For Decision

LAND MANAGEMENT RATE

Te take mō te pūrongo

Purpose

1. This report outlines the options to be considered for the new Land Management rate to be applied to the 2022 Revenue and Financing Policy (R&FP), following the outcomes of the deliberations of the 2022 Funding and Financial Policies Hearing Committee on 17 May 2022.

He tūtohu

Recommendation

That Council **agrees** to option B - *Up to 50 percent general rates, the balance remaining as targeted rates to Masterton, Carterton and South Wairarapa Districts based on capital value* - as the new funding method to be applied to the Land Management rate in the 2022 Revenue and Financing Policy.

Te horopaki

Context

2. On 17 May 2022, the 2022 Funding and Financial Policies Hearing Committee (the Committee) met to consider all 17 submissions on the proposed 2022 R&FP.
3. Immediately following the hearing of submissions, the Committee deliberated considering the views and information presented in:
 - a Written submissions (Emailed, hardcopy, and online forms via 'Have Your Say')
 - b Oral presentations by eight submitters
 - c Analysis of submissions (Report 22.183) and officer comments tabled for the hearings (Attachment two of Report 22.183).
4. The Committee came to an agreement of their recommendations regarding all the proposed changes to the Policy, as outlined in the Report of the Hearing Committee on the Proposed 2022 Revenue and Financing Policy (Report 22.247).

Land management rate

5. The proposed funding method that was consulted on (*Up to 50 percent general rates, the balance remaining as targeted rates to Masterton, Carterton and South Wairarapa Districts based on capital value*) received mixed submissions, particularly including a submission of no-support by the schemes chairpersons.

6. The concern raised by the scheme chairpersons referred to the funding method causing a “local share” which would have implications such as the scheme members having no greater financial stake in the scheme than any other resident in the catchment, hindering the ability of scheme members to direct scheme resources to the areas of greatest need within the scheme.
7. After consideration of the of submissions, the Committee then considered a further option to fund Land Management – being 100 percent general rate.
8. After deliberations were completed, officers investigated the proposed 100 percent general rate option. That option, along with the other land management rate options is discussed in this report for Council to consider.
9. The 17 March 2022 Council Report (Report 22.17) on the R&FP identified the following options for the Land Management rate:
 - a Status quo (Option A)- Up to 50 percent general rate and 50 percent targeted rates using four different methods: area, land value, river frontage, and fix value per rating unit.
 - b (Option B) Up to 50 percent general rates, the balance remaining as targeted rates to Masterton, Carterton and South Wairarapa Districts based on capital value.
 - c (Option C) Up to 50 percent general rates, with targeted rates to the properties directly impacted (already currently paying for the protection) based on capital value.
 - d (Option D) Up to 50 percent general rates and a fixed rate per property directly impacted (already currently paying for the protection).
10. Option A and B were selected and used for the formal public consultation period which took place from 21 March to 20 April 2022.
11. Following the deliberations on 17 May 2022, option E has been added for consideration:
 - e (Option E) 100 percent general rate.

**Nga kōwhiringa
Options**

12. The Land Management rate has a current targeted value of \$75,453 per annum and in this option section, the pros and cons of each funding method option as outlined above are identified to help inform an appropriate decision.
13. Greater Wellington has a legal obligation to manage these schemes until such time that we agree with the scheme community to disestablish them. No such legal obligation exists in other catchment areas. The opportunity for Council to consider expanding scheme services, or disestablishing existing schemes could happen any year and will likely happen during East Whaitua implementation planning.
14. This table compares the changes to the financial impacts of each option outlined below:

Option	Impact to rate payer	Impact to general rates
A	No change	No change

B	Masterton	\$0.41 per \$100,000/CV \$2.74 average per rating unit	No change
	Carterton	\$0.41 per \$100,000/CV \$3.04 average per rating unit	No change
	South Wairarapa District	\$0.40 per \$100,000/CV \$3.59 average per rating unit	No change
	All other Territorial Authorities	\$0	No change
C	Masterton, Carterton and South Wairarapa District targeted rate payers (Approx. 782)	\$7.43 per \$100,000/CV \$96.49 - \$101.41 average per rating unit	No Change
	All other Territorial Authorities	\$0	No Change
D	Masterton, Carterton and South Wairarapa District targeted rate payers (Approx. 782)	\$96.49 - \$101.41 per rating unit	No Change
	All other Territorial Authorities	\$0	No Change
E	All Territorial Authorities	\$75,453 increase to the general rates Note: Wellington City general rate differentials: - Residential 1 - Wellington CBD business 1.7 - Business 1.3 - Rural 1	

15. The table above does not include the changes to the administration burden costs that have been previously mentioned with the status quo option. However, given the processes involved with collecting rates, options B, C and D would have less financial administration burdens than option A, and option E would have even less than all other options stated here. Option B, C, D and E would provide more funds to be spent on the activity and less on administration costs.

OPTION A (status quo):

Pros:

16. The various funding tools are bespoke to the Land Management rate that funds the specific schemes and targets only the directly impacted rate payers.
17. Fewer rate payers are impacted by the rate.

Cons:

18. This has 16 different rates using four different methods.
19. The current use of various funding tools to collect the rate for Land Management has proven to be costly, overly complicated and prone to errors.
20. The additional methods of collecting this rate continue to use resources to update and review the properties involved in rating systems that officers use.
21. The administration burden comes at a very high cost in comparison with the total amount of rates being collected, meaning little of the funding collected is actually able to be spent on the activity it is rated for.

OPTION B (preferred option):

- Up to 50 percent general rates, the balance remaining as targeted rates to Masterton, Carterton and South Wairarapa Districts based on capital value.

Pros:

22. Option B was the preferred option as the funding method that was agreed to by Council on 17 March 2022 and was used for public consultation.
23. This funding method is the most appropriately aligned method with the distribution of benefits and impacts that were discussed with Councillors during the review process. It will continue to deliver the benefits to the right places and people.
24. The rating method to more evenly distribute the costs over a greater area (the catchment model) only increases the rate payers' bill by 41 cents per \$100,000 of capital value.
25. The catchment model is the operating model that Greater Wellington is progressively moving into and is being implemented through the 'Fit for Future' programme. Flood Protection is already successfully using this model approach and it is expected that Land management will soon follow.
26. The administration burdens with utilising this funding method are low, meaning more funds can be spent on the activity than what is currently available using the status quo.

Cons:

27. More rate payers will contribute to the activity; however, these contributions are considered very small. Masterton averaging \$2.74 per rating unit per year, Carterton averaging \$3.04 per rating unit per year, and South Wairarapa District averaging \$3.59 per rating unit per year.

OPTION C

- Up to 50 percent general rates, with targeted rates to the properties directly impacted (already currently paying for the protection) based on capital value.

Pros:

28. This option impacts fewer rate payers than the other options.
29. This option was suggested by the schemes chairpersons, as it was viewed as the solution to removing the administration burdens of the status quo option and doesn't change the working relationship of the parties currently involved in this activity.

Cons:

30. The Catchment Scheme Chairpersons wrote in their submission "We are willing to pay more for the services we value, the services we have been partner to planning and delivering for decades", however without a confirmation as to which properties are in or out, we cannot confirm which properties would be disproportionately impacted. These landowners would be ratepayers who should have the opportunity to submit given these impacts would be much more significant than what was proposed.
31. In analysing the impacts to these rate payers, the financial impacts had an extreme variance. Several rate payers would be paying over \$2,000, while others would be paying less than \$20, averaging at \$96.49 per rateable unit. This is significantly higher than an average of \$3.12 in option B.
32. This funding method comes with another set of challenges and issues that essentially just shift the types of burdens incurred with the status quo option.
33. To use this option would require an annual review of which properties are in or out of the targeted area as changes to the capital value (CV) method would require 100 percent of the property to be in to calculate the rate. This would be unfair to the property that has a large CV but only has a small area of property in the scheme area.
34. The review of properties in this targeted rate would need updating each year and may require a consultation with the effected properties if there is significant change.
35. While not specifically analysed, given the small amount of funding for this activity, it seems likely that the costs associated with accurately applying this option model (in terms of officer and TA time) would exceed the intended gains from using this method.

OPTION D

- Up to 50 percent general rates and a fixed rate per property directly impacted (already currently paying for the protection).

36. This option will resolve the issue of 'local share' concerns and continues the essential relationships with schemes chairpersons, however it will introduce another range of issues that wouldn't be considered acceptable.

Pros:

37. This funding method reduces the complexity determining which rate payers pay what compared to the current rating method, as they would all pay the same.

Cons:

38. On average this would be the most expensive option for rate payers. Only 746 rateable properties would be included and paying at least \$101.41 each.
39. This option would be unfair amongst the target properties paying into the schemes as one property may significantly benefit more than the next who pays the same fixed rate.
40. This method does not reflect the distributions of benefits and impacts discussions, nor does it reflect the desires of any of the submitters or stakeholders that have expressed their views on this rate.

OPTION E

- 100 percent general rate

41. This option was raised during the deliberation on the R&FP 17 May 2022 and recommended by the Hearing Committee to Council (Report 22.247).

Pros:

42. Applying the Land Management rate to the general rate would remove the administration burdens associated with any of the targeted rates outlined in any of the previous options, meaning more of the fund could be spent on the activity.
43. Managing these schemes in partnership with the scheme communities could resume with minimal impact.
44. This will sustain essential relationships with East Whaitua community ahead of wider Whaitua planning that will begin in early 2023.

Cons:

45. As this option was not consulted on nor suggested by those making a submission to this activity, it may not be unreasonable to expect further feedback from the community
46. A number of submissions on the proposed policy changes commented on the increasing rates being shifted from targeted to the general rate and the increasing impacts this has on rate payers across the region, specifically those in lower socio-economic areas and already struggling with increased rates and the cost of living due to inflation.
47. There is currently no defined level of service (LoS) for this activity. Rather, the LoS has been determined by the annual budget that the scheme members set. If 100 percent general rates are used to fund the schemes, the scheme committees may want bigger work programmes.

**Ngā hua ahumoni
Financial implications**

48. The financial implications to the rate payer will vary depending on which option the Council decides to proceed with as outlined above. (Also refer to paragraph 15)

Ngā Take e hāngai ana te iwi Māori

Implications for Māori

49. The implications for Māori regarding the implementation of the proposed R&FP are outlined in report 22.247 (Report of the Hearing Committee on the proposed 2022 Revenue and Financing Policy and the Rates Remission on Māori Land Policy). There are no specific implications from Māori regarding the application of the preferred land management rate option outlined in this report.

Ngā tikanga whakataua

Decision-making process

50. The subject matter of this report is part of a decision-making process that will lead to the Council making a decision of high significance within the meaning of the Local Government Act 2002.

Te hiranga

Significance

51. The outcome of the decision will not only apply to the R&FP, but it will also be used for Territorial Authorities to adjust their rating systems as they are responsible for collecting Greater Wellington rates.
52. The new funding method needs to be approved in the policy by 30 June 2022 in order for it to be applied to the 2022/23 financial year rates.

Ngā tūāoma e whai ake nei

Next steps

53. The agreed changes will be applied to the 2022 Revenue and Financing Policy and the final version will be brought back to a Council meeting for approval on 30 June 2022.

Ngā kaiwaitohu

Signatories

Writer	Kyn Drake – Revenue & Financing Policy project manager
Approvers	Alison Trustrum-Rainey – Chief Financial Officer Sue McLean – General Manager, Corporate Services

He whakarāpopoto i ngā huritaonga Summary of considerations
<i>Fit with Council's roles or with Committee's terms of reference</i> The Local Government Act 2002 (the Act) Section 101(3), 102 and 103 requires the Council to have a Revenue and Financing Policy, in order to provide certainty about the sources and funding methods required for each of the activities. This report provides a significant decision as part of the review process.
<i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i> The R&FP is a key supporting policy of the Long Term Plan (LTP) as it identifies how the funds will be collected to pay for the activities outlined in the LTP and Annual Plans. This report will outline how land management is rated for.
<i>Internal consultation</i> Legal and procurement, Land management and Democratic Services were consulted.
<i>Risks and impacts - legal / health and safety etc.</i> Separate advice has been provided to the Committee.

Council
16 June 2022
Report 22.244



For Decision

AIRPORT EXPRESS BUS SERVICE

Te take mō te pūrongo

Purpose

1. To advise Council of the commencement of the Airport Service from 1 July 2022 and to set the fares for this service.

He tūtohu

Recommendations

That Council:

- 1 **Notes** that setting public transport fares is a decision that rests with Council.
- 2 **Notes** that the Airport Service is a targeted express service that provides direct access between Wellington Railway Station and Wellington Airport; it will be operated by electric vehicles with special features, and additional costs required to provide this service.
- 3 **Notes** that the proposed fares set out in recommendation 4 below are informed by market research undertaken by Metlink and consider comparable services and alternative modes.
- 4 **Agrees** to set fares for the Airport Service as follows:
 - a Adult fare: \$7.51 with Snapper; \$9.50 with cash or bank card
 - b The following concessions will apply to this fare:
 - i Accessible, Tertiary and Child concessions will apply from 1 July 2022, and
 - ii the Community Service Card concession will apply when implemented (from 1 September 2022).
- 5 **Notes** that Government half price fare initiative will apply to the Airport Service fares while available (currently until the end of August 2022).

Te tāhū kōrero

Background

2. On 11 February 2021, the Transport Committee endorsed the approach undertaken by officers to commence the process of establishing a new public transport unit to provide a targeted bus service from Wellington Station to Wellington Airport as an integral part

of the Metlink network. The Transport Committee also approved public engagement on the scope of the proposed Airport Service as part of the public consultation for the Regional Public Transport Plan (RPTP).

3. On 22 April 2021, following significant public engagement via the RPTP consultation, the Transport Committee agreed that the new Airport Service unit to be established through the Council-adopted RPTP would be for an express service from Wellington Station to Wellington Airport.
4. On 29 June 2021, Council, by adopting the RPTP, established Unit 20 to provide a targeted bus service to Wellington Airport as an integral part of the Metlink network (Adoption of Te Mahere Waka Whenua Tūmatanui o te Rohe o Pōneke Wellington Regional Public Transport Plan 2021-31 - Report 21.168).
5. On 29 June 2021, Council agreed to a procurement process for the Airport Service unit (Airport Service Tender - Report PE21.274) and authorised the Chief Executive to enter into final contracts on behalf of Greater Wellington to enable the operation of the Airport Service.
6. Following the procurement process, on 29 November 2021, Mana Coach Services Ltd was contracted as the operator of the new Airport Service.

Partnering contract for Airport Service – Unit 20

7. The partnering contract with Mana Coach Services for the Airport Service - Unit 20 is based on the current Public Transport Operating Model (PTOM) contracts that the Council has with bus operators. Key points to note include the contract providing:
 - a Six-year agreement to align with PTOM
 - b Transferring vehicles, batteries and charging infrastructure
 - c Peak Vehicle Requirement: nine vehicles with one spare
 - d Option to transfer the depot lease to Greater Wellington at the end of the term
 - e Driver wage floor of \$27.00 applies
 - f Compliance with the relevant parts of Greater Wellington's contract with Wellington International Airport Limited (WIAL).

**Te tātaritanga
Analysis**

Service design

Operation

8. The Airport Service is an express service from Wellington Station to the Airport. The service has been allocated the route designation AX (Airport Express).
9. The service will operate between 4.50am and 10.30pm, 7 days a week. There will be a 10–15-minute frequency between 7am and 7pm; and 20-minute frequency at most other times (30-minute frequency at start and end of day).

10. There will be dedicated stop at Lambton Interchange Stop B (once the refurbishment is complete) and dedicated stop at the airport - with wayfinding from the terminal to the stop.
11. The route is via the Hataitai tunnel, to Kilbirnie for connection to Newtown and the airport stopping at all stops on the Golden Mile between Courtenay Place and Lambton Interchange.
12. The Airport Service will be displayed on the route's Real Time Information (RTI) displays and on an RTI display at the airport.
13. Payment can be made by Snapper, bank card or cash. Snapper will be on the service from commencement, with eventual transition to the National Ticketing Solution.
14. There will be a Snapper Kiosk at the Airport and Snapper cards available on sale at Wishbone café at the airport.

Fares

15. Based on the market research outlined below, officers are proposing the following fare structure:
 - a Adult fare: \$7.51 with Snapper; \$9.50 with cash or bank card
 - b The following concessions will apply to this fare:
 - i Accessible, Tertiary and Child concessions will apply from 1 July 2022, and
 - ii the Community Service Card concession will apply when implemented (from 1 September 2022).
16. The Government half price fare initiative will apply to the Airport Service fares while available (currently until the end of August 2022).

Customer experience analysis

17. Data showed that Uber had a major impact on the previous commercial airport bus service's (Airport Flyer) patronage, taking that as a base line officers consider that the previous Airport Flyer fare of \$12.00 is too high; this was backed up by the research (see below).
18. Greater Wellington conducted market research with over 600 airport customers spanning leisure users, business users and employees; this pointed to a high latent demand for this service.
19. The research showed 72 percent of respondents are likely to consider an airport bus service; and 35 percent are very likely.
20. The strongest support for the service was from recreational/personal travellers, people already using Public Transport who pay for the journey themselves, and people who are not from Wellington.
21. Convenience and affordability are the most appealing aspects of the service. A fare expectation of between \$7.40 and \$9.75 was considered good value; above that was perceived as expensive.
22. Factoring in the market research and other modelling (including patronage levels for similar services), officers estimate between 10%-20% of airport patronage interest in a

basic service, with a potential for a further 10%-20% with value-adds (such as bank card payment, targeted fare concessions, and high frequency).

Ngā hua ahumoni Financial implications

23. The proposed fare pricing is in line with the market for this type of airport service and as such, will be differentiated from other Metlink bus services.
24. Officers are continuing to engage with Waka Kotahi NZ Transport Agency (Waka Kotahi) and Ministry of Transport to establish the level of SuperGold scheme funding that will apply to this service.
25. Advertising on the airport buses will be governed by the Metlink advertising policy. Initial estimates from our media partner are that this premium express service will be attractive to advertisers and will provide additional revenue to support the service. Advertising revenue is not included below.
26. The following table sets out the financial assumptions used to establish the estimated net cost of operating the new service.

	FY 23	FY 24	FY 25
Estimated Patronage	168,841	394,136	448,930
Weighted Average Fare	\$ 7.30	\$ 7.30	\$ 7.30
Total Revenue (incl advertising)	\$ 1,320,773	\$ 2,719,470	\$ 3,061,313
Total Costs	\$ 3,580,571	\$ 3,510,043	\$ 3,614,898
Net Revenue	\$ (2,259,798)	\$ (790,573)	\$ (553,585)
Net Revenue after Waka Kotahi Funding	\$ (2,259,798)	\$ (395,287)	\$ (276,792)

27. Funding to recover the net revenue will be met from within existing budgets until an agreement is reached with Waka Kotahi on co-funding this service.
28. Waka Kotahi has indicated that National Land Transport Fund (NLTF) funding may not be available to subsidise the cost of the new Airport Service in this triennium. Discussions will continue with Waka Kotahi on future funding for the service.

Ngā Take e hāngai ana te iwi Māori Implications for Māori

29. Public Transport allows Māori to travel affordably to places such as employment, social services, education, and culturally significant events. Public Transport also aims to decrease the amount of greenhouse gas emissions in the environment which appeals to the protection of the environment which is important in te a Māori given a special connection to the whenua (land).

Te huritao ki te huringa o te āhuarangi

Consideration of climate change

30. The matters requiring decision in this report were considered by officers in accordance with the process set out in Greater Wellington's Climate Change Consideration Guide.
31. The proposed service contributes to achieving Greater Wellington's commitments relating to climate change, specifically reducing carbon emissions.
32. Providing a public transport service to the airport with a competitive fare structure also helps contribute to Greater Wellington's mode shift targets by ensuring communities have low carbon transport choices.
33. In line with Greater Wellington's decarbonisation pathway the vehicles will be fully electric from 1 July 2022.

Ngā tikanga whakatau

Decision-making process

34. The matters requiring decision in this report have been considered by officers against the requirements of Part 6 of the Local Government Act 2002 (the Act).

Te hiranga

Significance

35. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of the matter, taking into account Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*.
36. Officers consider that the matters (determining the fares) are a decision of low significance. Establishing the Airport Express Service was consulted on as part of the development of the RPTP. The proposed fares for this targeted service are in line with other targeted services in Wellington, such as the harbour ferry, and other airport services nationally and internationally.

Te whakatūtakitaki

Engagement

37. The Airport Service has been publicly consulted on as part of the RPTP consultation process.
38. The proposed fare pricing follows market research outlined above.

Ngā tūāoma e whai ake nei

Next steps

39. Officers will continue engaging with Waka Kotahi regarding the possible future funding of the Airport service.
40. Officers will monitor the performance (including fares) of the new Airport Service and report back to the Transport Committee as required.

**Ngā kaiwaitohu
Signatories**

Writers	Michael Freeman, Business Development Specialist
Approvers	Tim Shackleton – Manager, Commercial, Strategy and Investments Samantha Gain – General Manager Metlink

<p style="text-align: center;">He whakarāpopoto i ngā huritaonga Summary of considerations</p>
<p><i>Fit with Council's roles or with Committee's terms of reference</i></p> <p>This report provides information on the airport bus service, which is part of the Wellington Regional Public Transport Plan.</p>
<p><i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i></p> <p>An airport bus service is considered integral to the Metlink network in the current Wellington Regional Public Transport Plan.</p>
<p><i>Internal consultation</i></p> <p>Consultation has occurred within relevant departments in Metlink. In addition, we have consulted relevant members of the Corporate Services Group for assistance with legal, procurement and financial issues.</p>
<p><i>Risks and impacts - legal / health and safety etc.</i></p> <p>There are no known legal or health and safety risks.</p>

Council
16 June 2022
Report 22.263



For Decision

PUBLIC TRANSPORT ANNUAL FARES REVIEW

Te take mō te pūrongo

Purpose

1. To advise Council on the fares share of operating funding and confirm fare levels.

He tūtohu

Recommendations

That Council:

1. **Notes** the assumption in the current Te Mahere Pae Tawhiti Long Term Plan 2021-31 (LTP) that fares will increase by LTP inflation forecasts (2021-31) which is 2.9% for 2022/23 and 2.5% 2023/24.
2. **Notes** the policy in Te Mahere Waka Whenua Tūmatanui o te Rohe o Pōneke Wellington Regional Public Transport Plan 2021-31 provides that Council amend fare levels annually with inflation within 1% to 3%, subject to reviews and Council decisions, through annual fares review and the Annual Plan or Long Term Plan process.
3. **Notes** that due to the continued impacts of COVID-19, fare revenue is expected to be below the levels budgeted for 2022/23.
4. **Notes** that this year Council postponed consideration of the Annual Fares Review (AFR) report until after the Government's Budget 2022 and Emissions Reductions Plan (ERP) were delivered in May 2022.
5. **Notes** that the Government's Budget 2022 contains measures to improve the affordability of public transport for Community Services Card holders from 1 September 2022.
6. **Notes** that Greater Wellington is currently implementing a number of major ticketing and fare initiatives, including:
 - a. Extension of Snapper ticketing to the remaining rail lines from November 2022
 - b. Phase-out of paper tickets from rail network, starting with Johnsonville Line from July, followed by a complete replacement of paper tickets with Snapper ticketing across the rail network by December 2022

- c. Implementation of the national Community Connect scheme in stages starting with a transitional period from 1 September 2022 to 1 December 2022 until Snapper ticketing is rolled out across the entire rail network; and
 - d. Public consultation on the draft Future Fares Direction between 17 June and 15 July 2022, which is expected to inform the decision on fare levels
7. **Notes** that the ticketing initiatives will require at least a few months after they will be in place to enable their benefits to be realised and ensure all customers are smoothly transitioned to the new fares and ticketing arrangements.
8. **Agrees to:**
- [either]
- Increase fares by a minimum of 3 percent from 1 March 2023, with the option to increase above 3 percent to also cover financial year 2023/24.
- Note that officers will bring a report to Council in February 2023 for the Council to determine any additional level of fare increase.
- [or]
- Retain the current fare levels for the financial year 2022/23 and consider a decision on fares for 2023/24 financial year through the next upcoming annual fares review cycle.
9. **Notes** that the upcoming annual fares review cycle will start in the third quarter of the current financial year as part of the annual plan cycle for 2023/24, and the results will be reported to Council by February/March 2023.

Te tāhū kōrero

Background

2. The Annual Fares Review (AFR) is a means to adjust the contribution of one of the three main sources of funding (fares, rates and national funding). This is to ensure costs are shared in a manner that is equitable and sustainable in the long term.
3. The AFR looks at the expectations of costs and revenue, and determines the extent of any fare adjustments required to balance the user contribution with public funding.
4. The AFR cycle for this year started in the second quarter of 2021/22 in line with the 2021/22 Annual Report and annual planning for 2022/23.
5. The requirements and assumptions related to AFR are set out in the policies and plans outlined in the following paragraphs.

Policy context

Te Mahere Waka Whenua Tūmatanui o te Rohe o Pōneke Wellington Regional Public Transport Plan 2021-31

6. Policy 6.6(e) of Te Mahere Waka Whenua Tūmatanui o te Rohe o Pōneke Wellington Regional Public Transport Plan 2021-31 (RPTP) requires fares to be reviewed annually through the Annual Plan or Long Term Plan process.

7. The policy preference is for regular, rather than infrequent and substantial adjustments. This is intended to be primarily achieved by amending fare levels annually with inflation (within 1 to 3 percent), subject to reviews and Council decisions through the AFR process. Amending fares with inflation is also meant to align revenue with costs and help reduce the pressure on rates and debt funding.
8. Under the current policy, the AFR needs to consider likely impacts of any fare adjustments on patronage, affordability and mode shift, and on overall integrity of the fare structure within a wider policy and operational context.

Revenue and Financing Policy

9. On 16 June (at this Council meeting) the Council is considering the proposed changes to the 2022 Revenue and Financing Policy. This includes an amendment to the User Charges section in the policy by removing the policy range intended for fares share of public transport operating funding (Report 22.247)

Long Term Plan Budget

10. The budget set in the 2021-31 Long Term Plan (LTP) is based on the assumption that fares will increase annually by inflation during the term of the LTP (at 2.9% operational inflation rate for 2022/23 and 2.5% 2023/24).

Annual fares review process

11. The annual fares review involves:
 - a Reporting on performance against the fares and funding policies in the RPTP and LTP for the previous year (*performance review*); and
 - b Determining the extent of any fare adjustments required to achieve the expectations of fare revenue for the following year (*fare level review*).
12. The review also involves checking whether any aspect of the fare structure or policy needs review and any minor adjustments to tickets or ticketing operations required to ensure they are fit for purpose and deliver the expected fares policy outcomes.

Future Fares Direction

13. The Council's Future Fares Direction, to be enabled by electronic/integrated ticketing, is a separate matter considered along with the AFR and is being prepared for public consultation in June and July this year.
14. Key components of the Future Fares Direction include fare structure, fare products and concessions along with pricing.
15. The AFR focuses on reviewing fare levels and prices of fare products within the existing fare structure, products and concessions.

Te tātaritanga

Analysis

Fare performance review (2020/21)

16. Performance review measures actual performance against the expectations in the LTP and reports the fares share of operating costs for the previous year (2020/21).

17. The outcome of the performance review for 2020/21 indicates that:
 - a Fares share of covering operating costs in 2020/21 (**excluding** Waka Kotahi's COVID-19 support for the foregone revenue) was 34 percent and below the budget.
 - b The Fares share of covering operating costs, **with** Waka Kotahi's additional funding support, was 43.6 percent and in line with the expected fares share of funding for 2020/21.

Fare performance forecast (2022/23)

18. The current 2022/23 Annual Plan has assumed a total fare revenue of \$100m
19. For these revenue targets to be achieved patronage levels would need to return to approximately 85% of pre-COVID levels (FY 2018/19) assuming Waka Kotahi continue to cover the revenue shortfalls.
20. If Waka Kotahi does not continue to fund 51% of projected revenue short-falls we will need patronage to return to pre-COVID levels to meet budget targets.
21. Officers believe that current fare revenue and patronage targets are achievable (with limited future COVID events) but are unlikely to be met if the 51% Waka Kotahi shortfall funding is discontinued.
22. The size of any recommended fares increase would only have a modest impact toward covering the revenue shortfall brought about through withdrawal of Waka Kotahi funding support.
23. The current trend of strong patronage recovery is expected to be further encouraged by the extension of Snapper card across the entire rail network from November this year and implementing the Community Connect scheme from 1 September 2022.

National funding

24. For the current financial year 2021/22, Waka Kotahi has agreed to fund 51 percent at current Funding Assistance Rate (FAR) of the additional revenue shortfall to 30 June 2022. Waka Kotahi have not confirmed that this funding will continue into 2022/23

Fare adjustment options

25. Council may decide to either:
 - a increase fares by a minimum of 3 percent from 1 March 2023, with the option to increase above 3 percent to also cover financial year 2023/24
 - [or]
 - b retain the current fare levels for the financial year 2022/23 and consider a decision on fares for 2023/24 financial year through the upcoming annual fares review cycle.
26. Should the Council decide to increase fares as per Option (a), officers will bring a report to Council in February 2023 for the Council to determine the level of fare increase.
27. Implications of these options are outlined below.

Potential patronage and revenue impacts

28. The table below shows the approximate annual impacts of patronage and revenue through either increasing fares by 3 percent or keeping fares unchanged:

	Fare increase by 3%	No fare change	Net impact of increase v no change
Patronage growth	+0.4m (1.5%)	+0.9m (3.5%)	-0.5m
Fare revenue increase	+\$3.3m (4%)	+\$1.9m (3%)	+\$1.4m

Note: a fare increase by 3% is still expected to facilitate patronage growth as fares will still be relatively more affordable than private car travel

29. After accounting for the Waka Kotahi's share of funding, the net revenue increase for Greater Wellington would be approximately \$0.7 million.

Potential impact on affordability and mode-share

30. It is noted that keeping the increase in fares below the actual inflation (3% v 6.9%), the extent of any impact on affordability of fares would be lower than the relative increase in other living costs.
31. Retaining the current fare levels could potentially encourage some higher patronage uplift. This is because the real fares at their current levels would be more affordable and competitive with the costs of non-active modes when accounting for the current inflation and fuel price.
32. In addition, the Government's Community Connect Scheme will improve the affordability of public transport for Community Services Card holders from 1 September 2022.
33. Whether or not fares are adjusted, the ongoing increases in petrol price combined with the high inflation rate is likely to encourage a potential shift to public transport largely by price sensitive groups.

**Ngā hua ahumoni
Financial implications**

34. As set out above, the Government part-funding of the lost fare revenue plus debt funding is expected to reduce the financial risk for the current year 2021/22 budget until end of June 2022.
35. The Annual Plan budget for 2022/23 has been confirmed with no significant or material changes to the budget and rates requirements.
36. While fare revenue is expected to recover as patronage grows, any slower than expected patronage recovery would require additional funding to recover costs and keep up with inflation.

Ngā Take e hāngai ana te iwi Māori

Implications for Māori

37. Public Transport allows Māori to travel affordably to places such as employment, social services, education, and culturally significant events. Public Transport also aims to decrease the amount of greenhouse gas emissions in the environment which appeals to the protection of the environment which is important in tea o Māori given a special connection to the whenua (land).

Te huritao ki te huringa o te āhuarangi

Consideration of climate change

38. The AFR neither significantly contributes to nor is at odds with Council's and Greater Wellington's policies and commitments relating to climate change.
39. The AFR will not impact on greenhouse gas emissions to any significant degree.
40. The AFR has no significant implications for greenhouse gas emissions and therefore do not require an approach to reduce them.
41. Climate change impacts will not have any direct effect upon the AFR.

Ngā tikanga whakatao

Decision-making process

42. The matter requiring decision in this report was considered by officers against the decision-making requirements of Part 6 of the Local Government Act 2002.

Te hiranga

Significance

43. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of the matter, taking into account Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*.
44. Officers consider that the matter is of low significance, on the basis that:
- a fare policies have been consulted on as part of the RPTP; and
 - b any fare adjustment would be in line with the policies set out in the RPTP

Te whakatūtakitaki

Engagement

45. The RPTP sets out the Council's policies in relation to fare increases.
46. The RPTP was adopted following a Special Consultative Process.

Ngā tūāoma e whai ake nei

Next steps

47. Officers will undertake steps necessary on implement the Council decision.

Ngā kaiwaitohu

Signatories

Writer	Reza Chalabianlou – Senior Advisor – Strategy and Funding, Metlink
Approver	Richard Baker – Commercial & Investment Manager, Metlink Tim Shackleton – Commercial, Strategy and Investments Manager, Metlink Samantha Gain – General Manager, Metlink

He whakarāpopoto i ngā huritaonga Summary of considerations
<i>Fit with Council or Committee's Terms of Reference</i> The Council has authority to make the decisions in relation to fares policies and funding fares initiatives for the Wellington Region.
<i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i> The proposals in this report contribute to the delivery of public transport aspects of the 2021-31 Long Term Plan.
<i>Internal consultation</i> In preparing this report there has been consultation with officers in the Public Transport, Finance and Community Engagement departments.
<i>Risks and impacts: legal / health and safety etc.</i> There are no identified legal or health and safety risks arising from the matters in this report.

Council
16 June 2022
Report 22.255



For Decision

PUBLIC TRANSPORT FARES: RECENTLY ANNOUNCED GOVERNMENT INITIATIVES

Te take mō te pūrongo

Purpose

1. To request that Council, following the Government's recent Budget announcements impacting public transport, consider:
 - a extending the current government funded half-price public transport fares on Metlink Public Transport services for an additional two months from 1 July 2022
 - b reducing Metlink Public Transport fares for Community Services Card (CSC) holders on an ongoing basis under the national Community Connect scheme.
2. To advise Council of the proposed process and ticketing arrangements for implementing the national Community Connect Scheme.

He tūtohu

Recommendations

That Council:

- 1 **Notes** that on 19 May 2022, the Government announced that it would:
 - a extend funding of the universal half-price fares initiative for a further two months, from 30 June 2022 to 31 August 2022
 - b introduce and fully fund a Community Connect scheme to improve affordability of Public Transport for Community Services Card holders from 1 September 2022.
- 2 **Notes** that amending Public Transport fares is a decision that rests with Public Transport Authorities, in this case Council.
- 3 **Notes** that Te Mahere Waka Whenua Tūmatanui o te Rohe o Pōneke Wellington Regional Public Transport Plan 2021-2031 policies and Council strategies support the introduction of a Community Services Card concession.
- 4 **Agrees** to extend the reduced Metlink Public Transport fares by a minimum of 50 percent for an additional two-month period concluding on 31 August 2022.
- 5 **Agrees** to implement (subject to the receipt of Waka Kotahi formal funding approval) the Community Connect scheme on Metlink Public Transport services commencing on 1 September 2022.

- 6 **Notes** that making the Community Connect scheme available from 1 September 2022 will require transitional arrangements on rail (with the exception of the Johnsonville line) and ferry until after the Snapper ticketing is available. In particular:
 - a the Community Services Card will be sighted on board by Metlink staff to verify concession eligibility
 - b the concession will only be available on the existing concession 10-trip tickets and cash tickets.
- 7 **Notes** that on bus and Johnsonville Line services, the Community Connect Concession will be available only through the use of a Snapper cards, and that this approach aligns with Council policy and Future Fares Direction.
- 8 **Agrees** with the transitional arrangements as set out in recommendation 6 (above) for the period between 1 September and 1 December 2022.
- 9 **Notes** that the transitional arrangements will require a temporary departure (until December 2022) from current Council policy and strategy on the application of concessions and incentivising contactless payments.
- 10 **Notes** that an operational plan for the next phase of the implementation will be reported to Council prior to the end of the transition period on 1 December 2022.

Te tāhū kōrero

Background

Extension of half price public transport fares for all users

3. On 14 March 2022, the Government announced a suite of initiatives to respond to the rising cost of fuel and associated cost of living implications.
4. One of the initiatives announced was for funding to be provided to allow for all public transport fares to be halved for three months commencing on 1 April 2022.
5. On 17 March 2022, Council resolved to reduce Metlink Public Transport fares by a minimum of 50 percent for a three-month period commencing 1 April 2022.
6. On 19 May 2022, as part of Budget 2022, the Government announced that it was extending its half price fare initiative for an additional two-month period (ending 31 August 2022).

Introduction of the Community Connect Scheme for Community Services Card holders

7. On 19 May 2022, as part of Budget 2022, the Government announced an initiative, called Community Connect. Community Connect provides funding and legislative framework to support Public Transport Authorities (PTAs) to provide 50 percent concession for CSC holders on bus, train and ferry services in their regions from 1 September 2022.
8. Community Connect is funded under the Climate Emergency Response Fund to support emissions reduction.
9. The Minister of Transport has written to all PTAs to set out the scheme requirements and the discretions given to PTAs on the implementation of the Scheme, as follows:

Requirements of the Community Connect Scheme

10. Community Connect only applies to public transport services contracted by PTAs under the Public Transport Operating Model (PTOM) and the Metro Rail Operating Model.
11. Public transport services exempt from PTOM are not included in Community Connect. For the Wellington Region, this includes the Capital Connection, Cable Car, and On-Demand Services.
12. Total Mobility is not included in Community Connect.
13. The Scheme requires, at a minimum, PTAs to apply the Community Connect Concession to the single adult trip smartcard fare. For those services where smartcards are not available, the Scheme requires applying the concession to the single adult trip cash fare.
14. The Scheme does not apply the Community Connect Concession on top of the existing Child, Tertiary or Accessible Concessions (i.e., the concessions are not cumulative). This means, for example, that those currently eligible for Child Concessions who are also named on a CSC do not receive a benefit from Community Connect as the concession rate is the same.
15. Crown funding for the Scheme includes funding to meet the cost of providing smart cards (e.g. Snapper) to CSC holders.

Discretionary decision making by PTAs

16. The Scheme provides some degree of discretion to PTAs on how to adopt and implement the Community Connect Concession as applicable to the region, including on the following:
 - a Any transitional arrangement required to enable regions to realise the benefits of the Community Connect Concession as soon as practical
 - b Whether the Community Connect Concession could apply to other adult fare products.

Regional Public Transport Plan

Community Services Card concessions

17. Policy 6(c) of Te Mahere Waka Whenua Tūmatanui o te Rohe o Pōneke Wellington Regional Public Transport Plan 2021-2031 (RPTP) sets out the following fare policy with regards to CSC concessions:

Provide concession fares to targeted groups to increase access to affordable services for those who are most dependent on public transport

18. The RPTP sets out the following key action to implement the fare policy above:

Work with central government on national concession schemes including initiatives to enable cross regional concession schemes and provide concessions to Community Services Card holders.

Incentives

19. Policy 6(d) of the RPTP sets out the following fare policy with regards to incentives to encourage electronic payment:

Provide incentives to encourage more frequent use of public transport, more off- peak travel and greater use of electronic ticketing

20. The RPTP sets out the following key action to implement the fare policy above:

Price fares to encourage greater use of electronic ticketing and ensure reload options are available

Te tātaritanga Analysis

Current approach to concessions

21. Currently, the Tertiary and Accessible concessions are only available on Snapper card and the equivalent rail 10-trip tickets. Note that all rail paper tickets, including 10-trip tickets, are being phased out as we move towards extending Snapper across all rail lines.
22. The Child concession is available on both Snapper, cash and a number of other fare products. The decision to provide the Child concession to an extended number of fare products was based on a recognition of the greater dependency this group has on public transport.

Implementation of the Government initiatives on Metlink public transport

Extension of half price public transport fares for all users

23. There are established mechanisms to provide for half price fares on the Metlink public transport network.
24. Operators have been advised of the proposed extension.
25. Officers are working with operators and Snapper to develop a plan to revert to normal fare payment from 1 September 2022.

Introduction of the Community Connect Scheme for Community Services Card holders

26. There are a number of complexities associated with implementing Community Connect for CSC holders. These include:
- a Greater Wellington currently does not have a mechanism in its Snapper electronic ticketing system to enable a CSC concession to be automatically applied. This functionality requires development
 - b Snapper will not be available on the full rail network (except for the Johnsonville line) until the end of November 2022
 - c In the absence of Snapper ticketing on Kāpiti, Hutt Valley and Wairarapa rail lines, a paper-based arrangement is required to implement Community Connect Concession.
 - d Paper-based ticketing will require the sighting of a CSC for proof of eligibility.
 - e Legislation is required to allow CSC cards to be visible when applying or using a public transport concession. We understand from Waka Kotahi NZ Transport Agency (Waka Kotahi) that this legislation is expected to be passed by the end of August 2022.

- f Offering the concession on cash or other paper-based products would create some complexities for the region's ongoing efforts to phase out paper tickets and extend Snapper card to all rail lines.

Bus fares and Johnsonville line rail fares

- 27. CSC concessions will be made available on bus and the Johnsonville rail line through a Snapper card.
- 28. Snapper is expediting the development of a CSC concession portal; we expect that this will be available from early-mid August 2022, which will allow time for CSC holders to register their cards prior to the concession fare being available on 1 September 2022.
- 29. The concession portal will work in a similar way to the current Tertiary Concession Management portal. The Community Connect Concession will be "loaded" on a Red Snapper card once entitlement is confirmed by the Ministry of Social Development.
- 30. Metlink will need to provide concession registration assistance to our more vulnerable communities which will require a full roll out programme to be developed in conjunction with the Ministry of Social Development.
- 31. The information provided by the CSC holders at the time of application will be held by the Ministry of Social Development. It is intended at this stage that neither Snapper nor Metlink and its operators will store any CSC holders' information under the legislation.
- 32. Officers propose that where Snapper is available, the CSC concession would not be available for cash fares, on the grounds that:
 - a Transitioning away from cash and encouraging contactless payment is consistent with Council's current fares and concession policy, considering no other concession is currently available on cash except for school children¹
 - b Government's expectation is that the Community Connect Concession to be available on a smart card in the first instance
 - c The roll out programme will include the provision of a free Snapper card to those who currently do not hold a card
 - d Excluding cash will enable phase out of paper tickets from rail network and facilitate the transition to electronic ticketing on rail network
 - e Allowing the concession on cash would require the sighting of a CSC for proof of eligibility
 - f Would facilitate national alignment of the Community Connect Concession given that cash payment has already been phased out in Auckland.

¹ Strategies adopted by Council: Metlink Revenue Protection Strategy (Report 18.55); Principles to guide Metlink initiatives to reduce on board cash fare payment and increase the use of 'contactless' fare payment (Report 20.233). Future Fares Direction design principles (Report 22.249)

Rail fares (excluding Johnsonville line rail fares)

33. Transitional paper-based arrangements will be made available on rail from 1 September 2022. Once Snapper is introduced onto the rail network in November 2022, the arrangements for rail will be the same as those described above for bus.
34. These transitional arrangements will apply the CSC concession to the purchase of a single adult fare or a Concession 10-Trip ticket. A CSC will need to be shown on-board to verify eligibility for the concession.
35. The Community Connect Concession will be available both on and off-board the train to ensure that it is accessible to all CSC holders. This means that the concession will need to be applied to fares paid for by cash and will require Council to approve a departure from its current fares and concession policy for the transitional period.

Ferry fares

36. A paper-based concession arrangement will be available on the ferry from 1 September 2022 on the same basis as the transitional rail arrangements.
37. The Community Connect Concession will be available both on and off-board the ferry to ensure that it is accessible to all CSC holders. This means that the concession will need to be applied to fares paid for by cash and will require Council to approve a departure from its current fares and concession policy for the transitional period.

**Ngā hua ahumoni
Financial implications**

38. As set out above, we will be reimbursed for fare reductions resulting from the half-price fare initiative.
39. While the finer details of the specific arrangements that will be put in place to reimburse us for the foregone revenue and additional administrative costs resulting from this initiative have yet to be fully confirmed by the Government, officers have received very strong assurances from Government officials that we, and every other Public Transport Authority, will be fully reimbursed for everything we have needed to do to implement the Government's initiative; this will be confirmed prior to implementation.

**Ngā Take e hāngai ana te iwi Māori
Implications for Māori**

40. Māori will be positively impacted by providing more affordable Public Transport options. Implementation on the new fare initiatives will make Public Transport more accessible for all communities including Māori.
41. This contributes to the principles behind Te Tiriti o Waitangi: Partnership, Protection, and Participation. Public Transport allows Māori to travel affordably to places such as employment, social services, education, and culturally significant events. Public Transport also aims to decrease the amount of greenhouse gas emissions in the environment which appeals to the protection of the environment which is important in te ao Māori given a special connection to the whenua (land).

Te huritao ki te huringa o te āhuarangi

Consideration of climate change

42. The matters requiring decision in this report were considered by officers in accordance with the process set out in the Greater Wellington's Climate Change Considerations Guide.

Mitigation and adaptation assessment

43. There is no need to conduct a climate change assessment on these matters. Officers note that should this proposal be adopted it may result in mode shift and may increase patronage.

Ngā tikanga whakatau

Decision-making process

44. The matter requiring decision in this report was considered by officers against the decision-making requirements of Part 6 of the Local Government Act 2002.

Te hiranga

Significance

45. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of the matter, taking into account Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*.
46. Officers consider that the matter is of low significance, on the basis that this decision implements a Government initiative, implements a policy action in the RPTP, and the reduction of fares will be fully funded.

Te whakatūtakitaki

Engagement

47. Officers have engaged with Waka Kotahi on the Government's initiative.
48. Officers have undertaken preliminary engagement with Snapper and operators to determine the viability of reducing fares on the network.

Ngā tūāoma e whai ake nei

Next steps

49. Should the Council decide to decrease fare levels to align with the Government's recent announcements, officers will:
- a Engage with the operators and Snapper to implement the fare changes.
 - b Develop an appropriate customer and media campaign to advise Metlink customers of the fare changes and the operational and practical changes that will be undertaken to implement the Government's initiative, particularly in relation to the rail network and the various paper-based fare products

- c Complete a privacy assessment (as part of the design process) to identify and mitigate any risks associated with the implementation of the Community Connect Scheme. Given the sensitivity of CSC holder's personal information, particular attention will be given to how:
 - i Snapper will access information on CSC eligibility
 - ii If required, Snapper will securely store and manage CSC information.

Ngā kaiwaitohu

Signatories

Writer	Nicki Lau Young – Manager, NTS, Metlink
Approver	Tim Shackleton – Commercial, Strategy and Investments Manager, Metlink Samantha Gain – General Manager, Metlink

<p>He whakarāpopoto i ngā huritaonga Summary of considerations</p>
<p><i>Fit with Council or Committee’s Terms of Reference</i></p> <p>The Council has authority to make the decisions in relation to funding fares initiatives for the Wellington Region.</p>
<p><i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i></p> <p>The proposals in this report contribute to the delivery of public transport aspects of the 2021-31 Long Term Plan.</p>
<p><i>Internal consultation</i></p> <p>In preparing this report there has been consultation with officers in the Public Transport, Finance and Community Engagement departments.</p>
<p><i>Risks and impacts: legal / health and safety etc.</i></p> <p>Officers will work to assess and manage any privacy risks associated with the implementation of the Community Connect Scheme as part of the design process. Given the sensitivity of CSC personal information, particular focus will be given to how information regarding CSC eligibility will be accessed by Snapper and, if CSC information is required to be stored by Snapper, how legislative privacy obligations are met.</p>