

ID#	Clause	Draft bylaw text
		<ul style="list-style-type: none"> <li>v. Sent to cleanfill; or</li> <li>vi. Otherwise disposed of.</li> </ul> <p>14.5 Within three months of completion of the building work the Council may require the principal contractor to add to the construction site and demolition waste management plan:</p> <ul style="list-style-type: none"> <li>(a) Confirmation that the plan has been monitored and updated;</li> <li>(b) A comparison of estimated quantities of each type of waste generated against the actual quantities of each waste type;</li> <li>(c) An explanation of any deviation from the plan; and</li> <li>(d) An estimate of any cost savings that have been achieved by completing and implementing the plan.</li> </ul> <p>14.6 Where a construction site and demolition waste management plan is required, the principal contractor must ensure that a copy of the construction site and demolition waste management plan is kept on site, and that every contractor knows where it can be found. It must be available to any contractor carrying out any work described in the plan.</p> <p><i>[Related information box: include a link to any useful information and material/aids to assist people preparing waste management plans e.g. free templates and support available from agencies such as BRANZ and the Green Building Council]</i></p>
15	Inorganic waste	<p>15.1 The Council may specify controls for the following matters in relation to the collection of inorganic waste from a public place:</p> <ul style="list-style-type: none"> <li>(a) the weight, size and nature of inorganic waste that may be deposited for collection;</li> <li>(b) the categories of inorganic waste that may be deposited for collection;</li> <li>(c) the times, locations and conditions applicable to the collection of inorganic waste from a public place;</li> <li>(d) the collection methods that cause health and safety risks;</li> <li>(e) any other operational matters required for the safe and efficient collection of inorganic waste from a public place.</li> </ul> <p>15.2 Any person who deposits inorganic waste for collection on, or collects and transports inorganic waste from, a public place must comply with any controls made by the Council under this Bylaw.</p>
16	Nuisance and litter	<p>16.1 No person may:</p> <ul style="list-style-type: none"> <li>(a) allow any accumulation of waste or diverted material on any premises they own, occupy or manage to become offensive, a nuisance or likely to be injurious to health; or</li> <li>(b) use an approved receptacle in a manner that creates a nuisance, is offensive or is likely to be injurious to health.</li> </ul> <p>16.2 Except as provided for under this Bylaw, no person may:</p> <ul style="list-style-type: none"> <li>(a) bury or allow to be buried any waste on any property they own, occupy or manage except: <ul style="list-style-type: none"> <li>i. organic waste, including dead farm animals in rural areas;</li> <li>ii. dead companion animals and nuisance pests; or</li> </ul> </li> </ul>

ID#	Clause	Draft bylaw text
		<ul style="list-style-type: none"> <li>iii. for the purposes of home composting;</li> <li>iv. waste deposited in a farm refuse dump or an offal pit that is consented or complies with the permitted activity conditions of the Wellington Region Natural Resources Plan;</li> </ul> <p>(b) dispose of any waste on any premises except at –</p> <ul style="list-style-type: none"> <li>i. a waste management facility, or</li> <li>ii. any premises they own, occupy or manage, for the purposes of home composting.</li> </ul> <p>16.3 No person may:</p> <p>(a) deposit any waste arising from that person's household or that person's business activities in any litter receptacle provided by the Council in any public place;</p> <p>(b) remove any waste from any litter receptacle provided by the Council in any public place, where this results in any waste being deposited outside the litter receptacle, unless authorised by the Council to do so;</p> <p>(c) deposit or attempt to deposit any litter in any litter receptacle provided by the Council in any public place if:</p> <ul style="list-style-type: none"> <li>i. the receptacle is full; or</li> <li>ii. the litter is likely to escape;</li> </ul> <p>(d) fix or attach any flag, banner, bunting, balloon, sign, poster, leaflet or similar thing to any litter receptacle provided by the Council in any public place; or</p> <p>(e) damage any litter receptacle provided by the Council in any public place.</p> <p>16.4 The owner, occupier or manager of any premises on which any flag, banner, bunting, balloon, sign, poster, leaflet or similar device is displayed that is likely to become litter, must take all steps to the satisfaction of the Council to prevent it becoming litter and to clean it up in the event that it does become litter.</p>
17	<b>Unaddressed mail and advertising material</b>	<p>17.1 No person may deposit, cause, permit or authorise the deposit of any unaddressed mail or advertising material:</p> <ul style="list-style-type: none"> <li>(a) in any letterbox which is clearly marked "no circulars", "no junk mail", "addressed mail only" or with words of similar effect, or around or near any such letterbox or associated vehicle accessway;</li> <li>(b) on any vehicle parked in a public place; or</li> <li>(c) in a letterbox that is already full of mail and/or advertising materials.</li> </ul> <p>17.2 Clause 17.1(a) does not apply to:</p> <ul style="list-style-type: none"> <li>(a) material or public notices from any government department or agency, crown entity, local authority, or material from a network utility relating to the maintenance, repair, servicing or administration of that network utility;</li> <li>(b) communications or fund raising material from local community organisations, charities or charitable institutions;</li> <li>(c) material from a political party, political candidate or elected member; or</li> <li>(d) a community newspaper or newsletter, unless the letterbox is clearly marked "no community newspapers" or with words of similar effect.</li> </ul>

ID#	Clause	Draft bylaw text
		<p>17.3 Any unaddressed mail or advertising mail deposited in a manner in breach of clauses 17.1 and 17.2 shall be deemed to be litter under the Litter Act 1979.</p> <p><i>[Related information box: include a link to the national code of practice for distribution of unaddressed mail and any other information to assist implementation]</i></p>
18	<b>Donation Collection Points</b>	<p>18.1 Anyone intending to establish a donation collection point in or on a public place must notify the Council in advance and must operate the donation collection point in compliance with any requirements the Council specifies including but not limited to:</p> <ul style="list-style-type: none"> <li>(a) location;</li> <li>(b) vehicle access;</li> <li>(c) type of waste which may be deposited; and</li> <li>(d) use of approved receptacles.</li> </ul> <p>18.2 All donation collection points must ensure:</p> <ul style="list-style-type: none"> <li>(a) the removal of deposited material from the collection point;</li> <li>(b) the clean-up of any litter or illegal dumping; and</li> <li>(c) the clean-up or removal of any graffiti.</li> </ul>
<b>PART 3: OTHER MATTERS</b>		
19	<b>General Offences and Penalties</b>	<p>19.1 Any person who fails to comply with this Bylaw and the decisions and controls made under this Bylaw commits an offence under section 239 of the Local Government Act 2002 and is liable to a fine as specified in section 242(4) of the Local Government Act 2002.</p> <p>19.2 A person who commits a breach of this Bylaw that is an offence under the Litter Act 1979, the Waste Minimisation Act 2008 or the Health Act 1956 is liable to a penalty (without limitation) under those Acts, as relevant.</p>
20	<b>Other Enforcement Powers - Non-compliance with licence terms and conditions</b>	<p>20.1 Any control that is made or amended by Council under clause 7.1 shall be enforceable under this Bylaw.</p> <p>20.2 Where a licence holder does not comply with the requirements of this Bylaw and/or the terms and conditions of a licence, the Council may take one or more of the following steps:</p> <ul style="list-style-type: none"> <li>(a) Issue a written warning to the licence holder, which may be treated as evidence of a prior breach of a licence condition during any subsequent review of the licence;</li> <li>(b) Review the licence, which may result in: <ul style="list-style-type: none"> <li>i. amendment of the licence; or</li> <li>ii. suspension of the licence; or</li> <li>iii. withdrawal of the licence.</li> </ul> </li> <li>(c) Have recourse to any performance bond or security where the Council has incurred any cost as a result of the breach of the licence condition, including where the Council has itself performed or arranged for the performance of any licensed activity on the default of the licence holder;</li> </ul>

ID#	Clause	Draft bylaw text
		<ul style="list-style-type: none"> <li>(d) Review the amount and nature of the performance bond or security, which may result in: <ul style="list-style-type: none"> <li>i. an increase of the amount of the performance bond or security;</li> <li>ii. a change to the nature of the security that has been provided.</li> </ul> </li> <li>(e) Enforce any offence that may have been committed under the Litter Act 1979; and</li> <li>(f) Enforce any breach of this Bylaw, as provided for in the Health Act 1956, the Local Government Act 2002 and the Waste Minimisation Act 2008.</li> </ul>
	<b>Non-compliance with general responsibilities and waste collection requirements</b>	<p>20.3 Where a person does not comply with the requirements of this Bylaw and/or any controls made under the Bylaw in relation to the waste and diverted materials collection service that applies to them, the Council (or a licensed waste collector where applicable) may take the following action(s) against the person:</p> <ul style="list-style-type: none"> <li>(a) Reject (i.e. not collect) the contents of any approved receptacle left out by that person for collection from a public place, if the contents or placement of the receptacle is non-compliant;</li> <li>(b) Remove the contents of any approved receptacle left out for collection from a public place where the contents or placement of the receptacle is non-compliant, subject to payment of the costs of removal, administrative costs and an additional penalty equivalent to the amount payable for the collection of the largest available size of approved receptacle from that premises;</li> <li>(c) Withdraw or suspend the collection service being provided to that person;</li> <li>(d) Enforce any offence that may have been committed under the Litter Act 1979; and/or</li> <li>(e) Enforce any breach of this Bylaw, as provided for in the Health Act 1956, the Local Government Act 2002 and the Waste Minimisation Act 2008.</li> </ul> <p>20.4 Where action has been taken against a person under clause 20.3(c), the Council can authorise the reinstatement of the collection service once it is satisfied on reasonable grounds that the Bylaw will be complied with.</p>
	<b>Non-compliance with approved collection point requirements</b>	<p>20.5 Where a person does not comply with a control made by the Council under clause 10 of this Bylaw the Council may:</p> <ul style="list-style-type: none"> <li>(a) Suspend that person's use of any service provided by the Council at any or every waste collection service;</li> <li>(b) Enforce any offence that may have been committed under the Litter Act 1979; or</li> <li>(c) Enforce any breach of this Bylaw, as provided for in the Health Act 1956, the Local Government Act 2002 and the Waste Minimisation Act 2008.</li> </ul>
	<b>Non-compliance with waste management plan requirements</b>	<p>20.6 Where a person does not comply with any of the requirements in clauses 12 (Multi-Unit Developments), 13 (Events) or 14 (Construction Site and Demolition Waste Management Plans) and/or any controls made under the Bylaw, the Council may take one or more of the following steps:</p> <ul style="list-style-type: none"> <li>(a) Enforce any offence that may have been committed under the Litter Act 1979; and/or</li> <li>(b) Enforce any breach of this Bylaw, as provided for in the Health Act 1956, the Local Government Act 2002 and the Waste Minimisation Act 2008.</li> </ul>
	<b>Non-compliance with inorganic</b>	<p>20.7 Where a person does not comply with a control made by the Council under clause 15 of this Bylaw, the Council (or a licensed waste collector or waste operator where applicable) may:</p> <ul style="list-style-type: none"> <li>(a) Reject (i.e. not collect) the inorganic material, if the inorganic material or placement is non-compliant;</li> </ul>

ID#	Clause	Draft bylaw text
	<b>material requirements</b>	<p>(b) Remove the inorganic material, where the inorganic material or placement is non-compliant, subject to payment of the costs of removal, administrative costs and an additional penalty specified by the council;</p> <p>(c) Enforce any offence that may have been committed under the Litter Act 1979; and/or</p> <p>(d) Enforce any breach of this bylaw, as provided for in the Health Act 1956, the Local Government Act 2002 and the Waste Minimisation Act 2008.</p>
	<b>Non-compliance with unaddressed mail requirements</b>	20.8 Where a person does not comply with any of the requirements in clause 17 of this Bylaw, the Council may use its enforcement powers under the Litter Act 1979.
<b>21</b>	<b>Exceptions and Saving Provisions</b>	<p>21.1 A person is not in breach of this Bylaw if that person proves that the act or omission was in compliance with the directions of an Authorised Officer.</p> <p>21.2 A product stewardship scheme accredited under the Act may be exempt from the requirements of this Bylaw.</p>
<b>22</b>	<b>Fees</b>	<p>22.1 The Council may in accordance with the provisions of section 150 of the Local Government Act 2002 set prescribed fees under this Bylaw.</p> <p>22.2 The Council may refund, remit or waive any fee prescribed by this Bylaw or charge payable for an authority, approval, licence, permit or consent from, or inspection by, the Council, for any reason it thinks fit.</p>
<b>23</b>	<b>Forms and processes</b>	23.1 The Council may prescribe the form of, and process to be followed for, any application, approval, licence, or other document, which is required under this Bylaw (or any related controls made by Council). These forms and processes may be altered or amended at any time.

## **SCHEDULE 1: CONTROLS FOR THE XXX COUNCIL SOLID WASTE MANAGEMENT AND MINIMISATION BYLAW [insert date]**

*[NOTE: this schedule to be included as and if appropriate/required for each council (by council resolution) to support the implementation of this Bylaw]*

In accordance with clause 7.1 of the XXX Council Solid Waste Management and Minimisation Bylaw [date], the Council resolves the following controls in relation to solid waste management, collection and disposal.

### **1. INTRODUCTION AND COMMENCEMENT**

1.1. These are Council resolutions made pursuant to clause 7.1 of the XXX Solid Waste Management and Minimisation Bylaw [date] (“the Bylaw”) and should be read and conjunction with it.

1.2. These resolutions come into force on [date].

### **2. CONTROLS**

2.1. [...]

## **Appendix 2 – Draft Solid Waste Management and Minimisation Bylaw Controls**

## **DRAFT CONTROLS FOR THE SWDC SOLID WASTE MANAGEMENT AND MINIMISATION BYLAW 2020**

In accordance with clause 7.1 of the SWDC Solid Waste Management and Minimisation Bylaw 2020, the Council resolves the following controls in relation to solid waste management, collection and disposal.

### **1. INTRODUCTION AND COMMENCEMENT**

- 1.1. These are Council resolutions made pursuant to clause 7.1 of the SWDC Council Solid Waste Management and Minimisation Bylaw 2020 ("the Bylaw") and should be read conjunction with it.
- 1.2. These resolutions come into force on [insert date].

### **2. CONTROLS**

#### ***Storage of Waste***

- 2.1. Waste, recycling or other diverted material must not be stored in or on a public place unless specifically approved by the Council.

#### ***Placement and Retrieval of Waste Receptacles***

- 2.2. Waste, recycling or other diverted material may only be placed in or on a public place for collection pursuant to the Bylaw or the controls made under the Bylaw unless otherwise approved by the Council.
- 2.3. Approved receptacles must be placed in an appropriate location in or on a public place for the collection of waste, recycling or other diverted material during the following permitted times:
  - a) For areas within the [insert defined area], no receptacle is permitted to be placed for collection between [insert time].
  - b) For all areas outside of the [insert defined area], receptacles may be placed for collection from [insert time] on the day preceding collection, and must be placed for collection before [insert time] on the day of collection or by the latest time as notified by the collection service provider.
  - c) All receptacles and any uncollected waste, recycling or other diverted material must be removed from the public place by [insert time] on the day following collection day for areas within the [insert defined area], or by [insert time] on the day following collection day for areas outside of the [insert defined area].
- 2.4. Approved receptacles, and any uncollected waste, recycling or diverted material outside of an approved receptacle, intentionally or otherwise, remain the property and responsibility of the depositor and will be considered litter under the Litter Act 1979 if not removed from the public place and will be subject to enforcement action under that Act.



- 2.5. Any receptacle used for the disposal of waste, recycling or any other diverted material and placed in or on a public place for collection must be an approved receptacle and must have the name and contact details of the collection service provider clearly identified on the outside of the receptacle.

#### ***Waste Separation***

- 2.6. No more than 10% green waste shall be deposited into any Council provided waste receptacle.
- 2.7. No waste, other than clean accepted recyclable materials, shall be deposited in any approved receptacle provided for recycling purposes.
- 2.8. No waste, other than accepted materials, shall be deposited at any resource recovery station or recycling centre.

Note: A list of accepted recyclable materials and materials accepted at resource recovery stations and recycling centres will be made available to service users by the applicable service provider.

#### ***Restrictions on Materials***

- 2.9. No person shall deposit or cause or allow any of the following materials to be deposited in any approved receptacle placed for collection:
- a) Explosives, hot ashes, highly inflammable material or infectious material;
  - b) Liquids, acids, printer's ink, paint, or any other viscous fluid;
  - c) Any trade waste, offal or dead animals;
  - d) Any commercial or industrial waste except as allowed under clause 9.2 of the Bylaw;
  - e) Any pesticides, herbicides, fungicides or other toxic compounds or any containers that have been used to hold such materials; or
  - f) Any other prohibited waste as identified under the definition of "prohibited waste" in clause 6 of the Bylaw.

Note: Household substances which are excluded from kerbside waste collection services under clause 2.15 (above) may be taken to the Hazardous Waste Storage Facility located at the Southern Landfill.

#### ***Construction Site and Demolition Waste Management Plans***

- 2.10. In accordance with clause 14.1 of the Bylaw, the Council will require any person who is applying for building consent for building work with an estimated value of \$2 million or higher to submit a construction site and demolition waste management plan to the Council for approval prior to the commencement of the building work. This clause will become effective one year following the date on which the SWDC Solid Waste Management and Minimisation Bylaw 2020 takes effect.

## ASSETS AND SERVICES COMMITTEE

12 AUGUST 2020

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### AGENDA ITEM C6

#### PARTNERSHIPS AND OPERATIONS REPORT

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##### **Purpose of Report**

To update councillors on activity and progress within the Partnerships and Operations group.

##### **Recommendations**

Officers recommend that the Committee:

1. *Receive the Partnerships and Operations Report.*

#### **1. Group Manager Commentary**

With the return to core business and annual reporting for year end, as well as planning to deliver the works agreed on as part of the 2020/21 Annual Plan, the Partnerships and Operations team continue to be busy.

Performance in the Roading and Amenities areas is being completed now, as part of the Annual Report process. The performance metrics for Water are discussed within a separate agenda item, along with other water issues. An updated, dashboard style of report has been developed and will be used in future Committee meetings.

In addition to the core activities detailed below, P&O staff have also:

- Progressed discussion for the short-term resolution for **Greytown Sports**, including initial discussions with Kuranui College regarding the Council investment and related management and governance approaches.
- Supported the **Wairarapa Moana** group to develop a programme of works following the announcement of \$3.5m in the area. This programme includes ecological projects, facility works and management across a range of groups.
- Initiated a project to develop a Council plan and strategy for the resolution of **property encroachment** issues across the District, as requested at the Council meeting.
- Participated in a **Five Towns Trail** workshops to help inform the group's planning work.
- Commenced a programme of work to identify **Community groups** across the District. Once identified a Council strategy of support will be developed.

In addition, Council welcomed Annette Beattie as the new Library Services Manager, as a shared resource with Carterton District Council.

## **2. Land Transport**

*SERVICE LEVEL – Roads are maintained to ensure they are safe and comfortable to travel on. Footpaths can be safely used to get around town.*

### **2.1 Roothing Maintenance - Ruamahanga Roads**

An outline of key works completed during June 2020 is provided below:

- 257.83 km of roads were inspected and identified faults recorded in RAMM for future scheduling.
- 20 bridges were inspected and found to be in an acceptable condition.
- 176 rural culverts were inspected
- 104.5 km of unsealed roads were graded
- 1646.5m<sup>3</sup> of maintenance metal was applied to the unsealed roads
- 10 sealed road potholes were identified and filled.
- 69 km of mechanical street sweeping was completed
- 160 m of kerb and channel was installed in East Street Greytown.
- Maintenance works continued on the footpaths within the 3 towns.
- Works completed on Johnsons Hill along Cape Palliser Road.

In addition, the annual sump clearance programme has nearly been completed through July, with 589 sumps cleared.

### **2.2 Additional activities of note**

- The Roothing Asset Management Plan is currently being developed and funding proposals for considerations in the LTP process are underway.
- WSP are continuing to develop the geotechnical report for Cape Palliser Road, from DoC station to the end of the Whatarani Cliffs. This project is approximately 50% complete.
- WSP have also produced the initial report on the Hinekura Road slump, which continues to be monitored. The ground conditions appear to have stabilised. Greater Wellington Regional Council are leading the ground works review process.
- Engagement with NZTA on Safe Network programme, Road to Zero and Urban safety for vulnerable users. This had a particular focus on Featherston and Greytown, with a final plan under development, and the forthcoming speed review.
- Licence to Occupy process initiated for the reinstallation of the 'Welcome to Featherston' signs through NZTA.
- Lake Ferry trees removal has been completed.

The high level 2020/2021 reseal programme has been formulated and is detailed below. Preseal walk over inspection has been completed and works programmed. Designs for this activity will be carried out during August.

South Wairarapa District Council						
Road	Road Name	Start	End	Surface Material	Function	Surface Date
249	SHOOTING BUTTS RD	0	105	Single Coat Seal	1st Coat	1/03/2001
172	HIKINUI RD	240	643	Single Coat Seal	1st Coat	15/08/2006
147	BUCKS RD	0	287	Single Coat Seal	1st Coat	2/12/2007
73	UNDERHILL RD (EXTENSION @ WAKEFIELD	3970	4008	Single Coat Seal	1st Coat	2/12/2007
145	BOUNDARY RD (F)	1739	2220	Two Coat Seal	1st Coat	8/06/2009
275	PA RD	548	825	Two Coat Seal	1st Coat	25/12/2008
172	HIKINUI RD	240	643	Single Coat Seal	1st Coat	15/08/2006
302	BIRDIE WAY	3	222	Two Coat Seal	1st Coat	1/01/2011
303	EAGLE PLACE	3	225	Two Coat Seal	1st Coat	1/01/2011
301	FAIRWAY DRIVE	3	515	Two Coat Seal	1st Coat	1/01/2011
247	TE MUNA RD	844	2810	Two Coat Seal	1st Coat	1/01/2011
25	PAPAWAI RD	1980	2833	Two Coat Seal	1st Coat	23/03/2015
196	FRATERS RD	922	2225	Two Coat Seal	1st Coat	24/07/2015
196	FRATERS RD	2225	2392	Single Coat Seal	1st Coat	1/01/2010
121	TILSONS RD	3	45	Two Coat Seal	1st Coat	30/06/2013
127	HECKLERS RD	3	40	Two Coat Seal	1st Coat	30/06/2013
305	MOROA RD LEFT LEG	3	89	Two Coat Seal	1st Coat	1/01/2010
304	MOROA ROAD	8	816	Two Coat Seal	1st Coat	1/01/2011
304	MOROA ROAD	816	882	Two Coat Seal	1st Coat	1/01/2011
304	MOROA ROAD	4607	4657	Two Coat Seal	1st Coat	30/06/2013
304	MOROA ROAD	4657	4957	Two Coat Seal	1st Coat	1/01/2011
304	MOROA ROAD	4957	5029	Two Coat Seal	1st Coat	1/01/2011
260	KAHUTARA RD	38	1064	Single Coat Seal	Reseal	20/03/2002
265	WHITE ROCK RD	21940	22320	Two Coat Seal	1st Coat	29/11/2011
265	WHITE ROCK RD	23580	26665	Single Coat Seal	Reseal	1/01/1988
202	LAKE FERRY RD	7138	7334	Single Coat Seal	Reseal	1/03/2000
202	LAKE FERRY RD	7334	7662	Void fill seal	Reseal	1/01/1984
202	LAKE FERRY RD	7662	8365	Single Coat Seal	Reseal	1/03/2001
9	EAST ST	387	483	Single Coat Seal	Reseal	1/01/1986
203	CAPE PALLISER RD	7048	7480	Single Coat Seal	Reseal	24/05/2007
203	CAPE PALLISER RD	7480	7890	Two Coat Seal	1st Coat	11/06/2018
203	CAPE PALLISER RD	13287	13754	Racked in Seal	Reseal	15/05/2007
203	CAPE PALLISER RD	13754	14197	Single Coat Seal	1st Coat	1/05/1992
203	CAPE PALLISER RD	30578	30741	Two Coat Seal	1st Coat	30/06/2018
203	CAPE PALLISER RD	31170	32781	Two Coat Seal	1st Coat	30/06/2018

### 3. Solid Waste Management

The Waste Minimisation Act 2008 introduced a waste disposal levy for all waste sent to landfill. Half of the levy money collected goes to territorial authorities to spend on promoting or achieving the waste minimisation activities set out in their waste management and minimisation plans (WMMPs).

Council has entered into a Memorandum of Understanding With Enviroschools to deliver an environmental programme to schools in the South Wairarapa using some of this levy money. Attached in Appendix 2 are highlights from the Enviroschools programme for the 2019/2020 year.

## 4. Amenities

### 4.1 Housing for Seniors

All Council units are now fully tenanted. Recent activity includes:

- Completion of heat pumps installation programme
- Installation of five ovens
- Westhaven Flats in Greytown have had the external painting completed. Unit 6 has had a refresh with internal painting and new drapes.
- Two units at Cecily Martin flats in Martinborough have also had an internal refresh.



*Lounge – Repaint & Heatpump*



*Kitchen – Repaint & Oven*



*Backyards*



### 4.2 Pain Farm:

Work continues at Pain Farm and work completed on the Main House includes:

- Internal painting completion
- All Sash windows have been repaired and have new hardware
- New lights in the bathroom
- Two Heat pumps installed
- Grounds maintenance completed

The Cottage has also been rewired to ensure compliance.

### 4.3 SWDC Playgrounds:

Work through winter has included:

- Most planting completed at the Martinborough Playground
- Featherston playground is now fully fenced and general refresh is underway with painting and new bark
- Two new seesaws to be installed in Martinborough and Featherston

### 4.4 Parks and Reserves:

New seat, donated by the Read family has been installed outside the Martinborough Town hall. Plaque to be installed in memory of John Read, former Mayor.



Six pieces of outside exercise equipment ordered with two to be installed in each town. The equipment will be installed in Considine Park, Colliers Reserve and Johnston Street through September.

Other work includes:

- Eastern side of the Featherston RSA has had the garden reinstated, flowing out towards the playground.
- Flagtrax installed in Greytown
- A manual swing arm gate/s with a secure lock is being installed at Otairua Reserve, Featherston:





#### 4.5 Cemeteries:

Work in the cemeteries has focused on grounds maintenance over the winter:

Martinborough cemetery hedge has been trimmed back, as shown below:



*Martinborough cemetery*



*Martinborough cemetery*



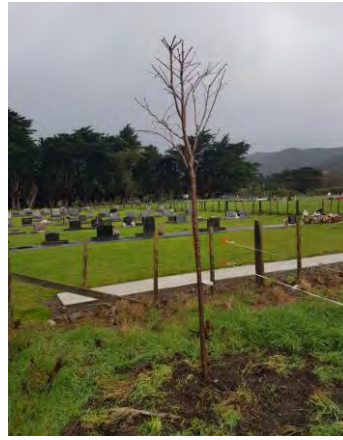
*Greytown cemetery Millennium shelter*

The Millennium shelter in Greytown has been thoroughly cleaned.

New seat to be installed in the Featherston Cemetery along with the planting across the entrance way and around new seat:



*Featherston cemetery front entrance*



*Featherston cemetery – tree and area for seating*

Natural burial cemetery in Featherston has also undergone significant grounds maintenance.

#### **4.6 Swimming Pools:**

The Viewing stand at the Greytown pool is currently being rebuilt.

#### **4.7 Further work:**

Significant effort has been put in to obtain supporting information for the applications to the PGF for Town Hall and War Memorial funds as well as supporting Hau Ariki Marae in applying to the PGF also.

### **5. Appendices**

Appendix 1 – Library Activity Report

Appendix 2 – Enviroschools Highlights 2019/2020

Contact Officer: Euan Stitt, GM Partnerships and Operations



## **Appendix 1 – Library Activity Report**

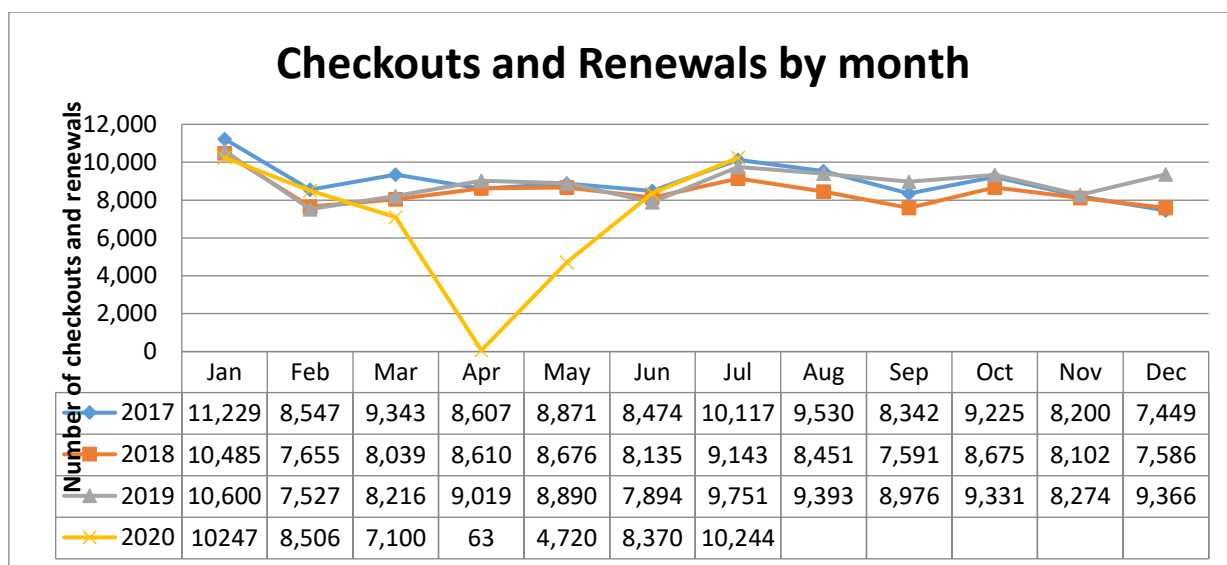
# FP/MTP/GTP Monthly Report for JULY 2020

## 1. Statistics

### 1.1 Issues and renewals:

*Physical items:*

	Featherston	Martinborough	Greytown
Number of issues and renewals for July	3352	3214	3678



### 1.2 New Members

New library members for June 2020:

Name of library	Featherston	Martinborough	Greytown
<b>TOTAL</b>	14	22	13

### 1.3 Computer and Wi-Fi access

Public Computer Use	Featherston	Martinborough	Greytown
APNK Public Access PCs	177	175	245

Public Wi-Fi Use	Featherston	Martinborough	Greytown
Number of time WiFi accessed	4974	825	1093

## 2. EASTERN & CENTRAL SPONSORED READING PROGRAMMES

As a member of the ECREAD'N Committee for the past 14 years, it was with sadness that we were advised that the Eastern & Central Community Trust will not fund any of

the programmes beyond the 2020/2021 Summer Reading Programme. After funding us for 23 years this is a huge disappointment for, especially small rural public libraries. They will, however, accept applications for funding from individual Libraries or Library Groups, so the door is open to apply as Wairarapa Library Service or to combine with another Library region to achieve better purchasing power for Award books for example.

This year's Winter Warmers Programme is about to commence for the last time. It is hoped that we may be able to come up with some other 'in-house' initiatives in the future.

At the completion of this year's Summer Reading Programme we will hold a Celebration luncheon for Library Managers, Librarians and Sponsors (Mainfreight, Printcraft, Sistema, Random House, Scholastic Books etc.) in Waipawa in March 2021.

### 3. Featherston

*Dog Registrations* kept us on our toes for July completing exactly 600. *Rates Rebate* forms are coming in thick and fast. *School Visits* have commenced for Term 3, with now two classes visiting from Featherston School as well as all classes from St Teresa's.

#### 3.1 Displays

Adult Displays	Teen Displays	Junior Displays
Winter Reads	Graphic Novels	Graphic Novels



### 4. Events

Book Bugs for June included Nanas Button Tin, with button sorting activities and Ghosts and spooky things!  
Attendance is regularly 18 children and 12 adults.

**School Holiday Programme;** it was great to have the kids back in the Library for the holiday programme that they missed out on in Lockdown.

We made Matariki Stars, had several Lego building days and a speed building competition. We also constructed a Lego tower...for every book the children took out they could add to the tower. Which fell over several times and needed reconstruction!



## 5. Other initiatives

We held our night time (5.30!) Matariki Event for pre-schoolers with and overwhelming attendance of 22 children and 18 Adults! We held this indoors this year as we were anticipating a very windy evening, as it happened it was a perfect night. Merle and I read stories, Merle sang, we all danced the Matariki Macarena.



We also had Zappo to entertain us last Saturday morning! It was a great turnout and the children shrieked and laughed their way through the performance.





## 6. Martinborough

### 6.1 Displays

Adult Displays	Teen Displays	Junior Displays
Mexico	New books	(JMAO) Matariki
New books		New books

### 6.2 Events

We held a month-long celebration for Matariki with various crafts and events for all ages. We partnered with Wairarapa Dark Sky Associations for these events – they promoted our events on their Facebook page, which helped to support our emphasis on community collaboration.



### 6.3 Other initiatives

We began “The Daring Club” at the beginning of July; each Saturday from 1 – 2pm, we provide materials for a craft that older people may have enjoyed from their childhood. They then work on the Daring Club activity with THEIR young person/s. Activities so far have included: coin rubbing, star globes, star gazers, invisible ink and French knitting.



We are focusing on revitalising and highlighting our various collections – our Junior Maori collection has received a lot of positive comments, and a rise in issues. We sought feedback from local kaumatua/kuia to ensure our display reflects our Ngāti Kahungunu/Rangitāne community accurately.



## 7. Greytown

Adult Displays	Teen Displays	Junior Displays
New Books	New Books	New Books
		Christmas Books

### Library Use

It has been a busy month: visitors from all around New Zealand, school holidays, the Greytown Festival of Christmas July 2020, dog registrations, and rates. We also had multiple visits from The Pod and Blue School as part of their school holiday programmes.

### Displays

New book deliveries continue to be a bit sporadic. Despite this we have been able to maintain good numbers of new books in all display areas and have regularly needed to top these areas up as books were checked out.

### Dog Registration

Dog registrations have been very steady over the last month and we have had high daily registration numbers on many occasions. One morning saw us register 20 dogs in less than an hour! Our total registration figures for the July were 416. We have issued 592 new tags to date.

### Rates/ Rates Rebates

The first rates instalment notices for the new rating year, due on 20<sup>th</sup> August 2020, have been emailed/posted out and we are starting to see property owners coming in to pay their accounts. The new Rates Rebate forms are also now available, and we are currently assisting customers to complete their forms as well as receiving completed forms every day.



## 8. Events



### **Greytown Festival of Christmas July 2020**

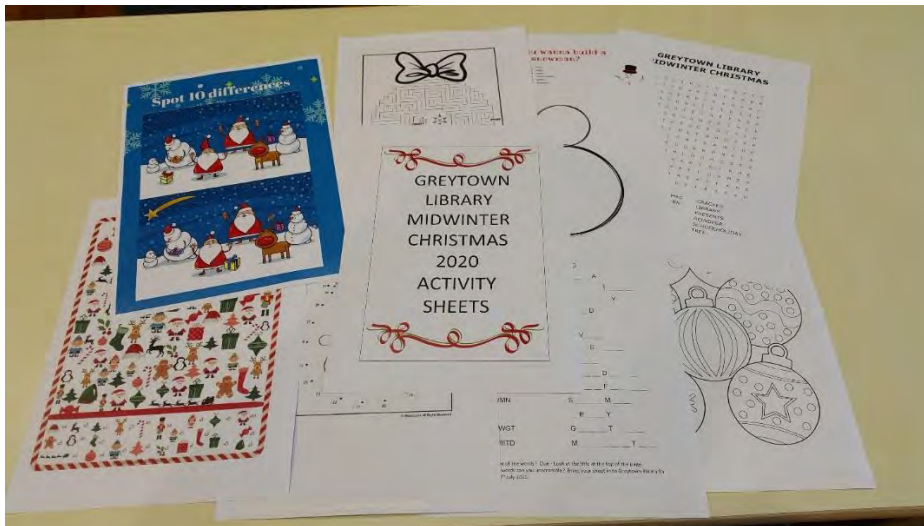
Greytown has been celebrating the Festival of Christmas all month. Craig Thorburn organised the fitting of a fabulous Christmas decoration on the outside of the building and we added some lights of our own and a small decorated tree in the library area to continue the theme inside. We also brought out our Christmas book collection for the month much to the delight of many families. Two markets were also held in the Town Hall over this period, bringing in new customers to the library.

### **8.1 Other initiatives**

#### **Greytown Library Midwinter Christmas 2020 Activity Sheets and Boredom Buster Books**

At this time of the year we would have been running the ECREAD’N Winter Warmers Reading Programme however this was postponed due to Covid-19. As an alternative we created a Greytown Library Midwinter Christmas 2020 Activity Pack for children aged 4 through to 11. They contained a spot the difference, maze, snowman dice building game, word search, I Spy, dot-to-dot, word scrabble and colouring competition picture. In keeping with Greytown’s Festival of Christmas promotion everything was Christmas themed and both the word search and word scrabble were created using words with the theme, school holidays and library in mind. They were well received by both locals and a few young visitors to the area. The winner of the colouring competition was a young visitor to the area staying with his grandparents. A display of ‘boredom buster’ books was also put out and these were well received.





Winning colouring competition picture.

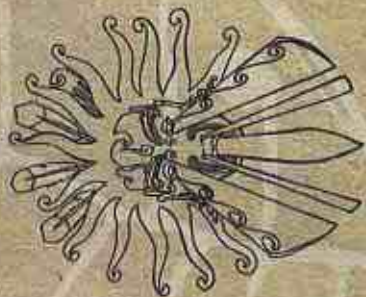


## **Appendix 2 – Enviroschools Highlights 2019/2020**



# Wairarapa Enviroschools

Some highlights of  
**2019/20**







# A warm welcome to our new schools and ECE....



Hadlow teachers recorded their first steps on  
their school's enviro-journey.

Welcome to

Hadlow Preparatory School  
who joined the EnviroSchools  
network in 2019.

EnviroSchools



Embedding an  
Enviroschools  
Approach

## CONGRATULATIONS



Congratulations to  
**South End School** who  
reflected as a  
**Green-Gold Enviroschool** in  
November 2019.

"I think courageous is a good word as  
we are a small school who takes on  
big ideas."

Year 9 ex pupil

"What we are doing here - the parents  
and students - is positive. This is the  
opposite of the doom and gloom in the  
media. We are working together and the  
kids are learning in an intuitive way".

BOT Chairperson



Enviroschools



Embedding an  
Enviroschools  
Approach

## CONGRATULATIONS



Congratulations to  
**Carterton School** who  
reflected as a  
**Green-Gold**  
Enviroschool in  
September 2019.

"It's effective and deep. It's  
not just projects - it's all linked  
and learning is part of it all."  
Ali - Enviroschools facilitator.

Enviroschools



## Empowered Students in Action

*Read our [in-depth story](#) about how a student designed outdoor classroom has brought the Fernridge School community together.*



"The Outdoor Classroom Project has unified our school with the creation of spaces that the children have taken ownership of; spaces that allow us to reflect and be together in.

Te Ngātahi has also been a first significant step in transforming our environment in a way that enables learning to happen everywhere and at any time."

**Paula Sala, Enviro Lead  
Teacher**



*Read our in-depth story about how Carterton School's exploration of identity developed students' desire to be inclusive.*

**Respect for  
Diversity in  
Action**



"It was great to see the kids taking action and making sure their vision happened. It was fantastic to see the next steps happening as our students wanted all students to see their culture on a panel."

- Whaea Mel



The four horizontal panels were created first and represent mana whenua, the local awa and maunga and the Year 2 learning team who created them for the school. The vertical panels were added in a second phase to represent some of the other cultural origins of people at the school - Australia, Europe, the Pacific and Asia.

**Enviroschools**



## Developing Student Leaders

Student  
Leadership  
Workshop  
February 2020

Participating  
schools:  
Chanel College  
St Matthews  
Collegiate  
Wairarapa College  
Solway College  
Rathkeale Senior  
College  
Kuranui College

Read our in-depth story about the impact that co-designing workshops can have on student leaders



In 2019 the Enviroschools team identified the need to bring Enviro leaders from the region's secondary schools together to develop skills to lead their Envirogroups. An added bonus came from the value in involving young people in designing and running events.

Enviroschools



*Inter-school  
collaborative  
action*

Tracking and Trapping  
Workshop August 2019  
at Pukaha Wildlife Centre

Participating schools included:  
Martinborough School  
Pirinoa School  
Gladstone School  
St Matthews Collegiate  
Whareama School  
Opaki School



Enviroschools has been supporting Wairarapa schools to track and trap rodents in their school environments since 2017, sourcing equipment, running student workshops and supporting the schools in their practices back at school.



## Community visioning in action

Gladstone School has integrated the EnviroSchools values into their curriculum and practices over many years. This was evident when, after the local hapū had welcomed the new principal in 2019, the school undertook a visioning process involving students, staff, parents and the wider community.

The community visioning process resulted in initiation and revival of a range of student driven projects including:

- vegetable gardens
- litter management
- beautification
- waste management at the school fair





## Whole school commitment to living landscapes project

Opaki School have  
created a special place  
in their school grounds  
for people, birds,  
creatures, plants and  
outdoor art.



The community was all  
hands on deck for a series of  
working bees and students  
are putting effort into  
maintaining and extending  
their newly-developed  
space.



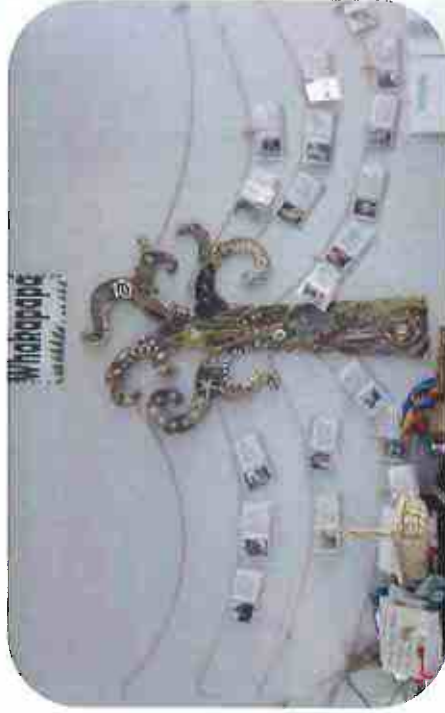
The whole school contributed to the plans which included water features,  
native plantings, bug habitats and a hangi pit.



## Community connections

Ko Te Aroha Early Childhood Centre are always working on ways to be connected with their community.

They have created a whakapapa tree and a koha table, made beautiful paua shakers from donated shells, and are growing fruit and vegetables to share with their families.





**Locally  
relevant  
learning  
about water**

With plans to construct a large community dam near their school, Whareama School in rural Wairarapa is having a whole-school focus on "water" this year.

After a staff meeting with their EnviroSchools facilitator in drought-dominated February, one of the ideas the teachers ran with was an activity in the EnviroSchools Water of Life theme area.



Students compared the amounts of water on Earth, in different states, and discovered how much was fresh and drinkable. Only 0.0003% of the total amount. (A drop out of a litre.)

This led to further discussion and exploration. The students then decided to use science to remove salt from water.



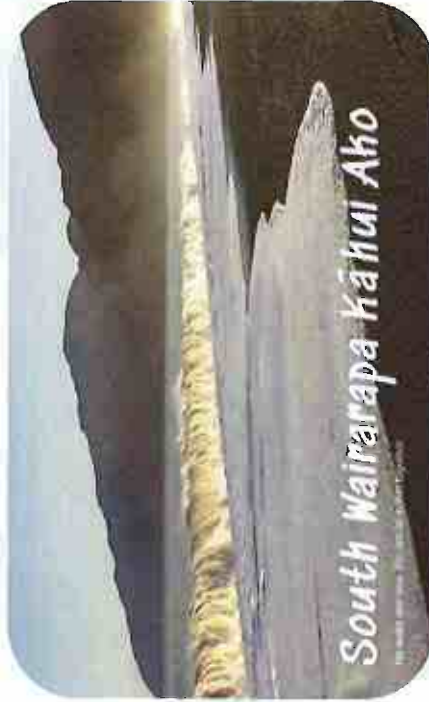
## Supporting collaborative projects

Enviroschools contributes to a range of collaborative community projects. We assist other organisations to connect with enthusiastic schools and share our experience of ways to effectively engage students. We also support schools to integrate the experience students have in an event or project and connect it with their ongoing mahi.

Donald's Creek Project  
with Mountains to Sea Wellington and St Teresa's School



Enviroschools is represented in the South Wairarapa Kāhui Ako - a cross-sector community of educators, learners, iwi and community members all working together to support the collective effort of schools to work together on sustainable and community focused approaches.



Enviroschools



## Supporting collaborative projects

Enviroschools contributes to a range of collaborative community projects. We assist other organisations to connect with enthusiastic schools and share our experience of ways to effectively engage students. We also support schools to integrate the experience students have in an event or project and connect it with their ongoing mahi.

### Waipoua Awa Mekomoko Community Collaborative Education Project

with DoC, Ngāti Kahungunu, Rangitane, Forest and Bird and MDC



### Conservation Week event 2019 with DoC and GWRC



Enviroschools





EnviroSchools Te Upoko o Te Ika a Māui  
% Toimata Foundation  
PO Box 4445  
Hamilton 3247

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# ASSETS AND SERVICES COMMITTEE

12 AUGUST 2020

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## AGENDA ITEM C7

### ACTION ITEMS REPORT

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#### **Purpose of Report**

To present the Assets and Services Committee with updates on actions and resolutions.

#### **Recommendations**

Officers recommend that the Committee:

1. *Receive the Assets and Services Action Items Report.*

#### **1. Executive Summary**

Action items from recent meetings are presented to the Committee for information. The Chair may ask officers for comment and all members may ask officers for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will remain in a master register but no longer reported on. Procedural resolutions are not reported on.

#### **2. Appendices**

Appendix 1 – Action items to 12 August 2020

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Euan Stitt, Group Manager Partnerships and Operations

## **Appendix 1 – Action Items to 12 August 2020**

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Open	Notes
<b>81</b>	20-Feb-19	Resolution	Euan	<p>COUNCIL RESOLVED (DC2019/15):</p> <ol style="list-style-type: none"> <li>1. To receive the Wastewater Sewer Later Replacement Management Report.</li> <li>2. That lateral renewal up to the boundary where necessary will be undertaken at Council's cost but only when main pipeline renewal is being undertaken (this will be regarded as an operational expense).</li> <li>3. That council in the meantime will not fund depreciation of private lateral assets.</li> <li>4. That clearing of obstructions and ensuring the lateral is functional will be carried out within Council land.</li> <li>5. That private property owners remain responsible for lateral renewal maintenance and renewal as per the bylaw when (2 above) does not apply.</li> <li>6. That the policy be altered to reflect this change and the bylaw remain unchanged. (Moved Cr Olds/Seconded Cr Craig) Carried</li> </ol> <p>Cr Wright voted against the motion. Cr Carter voted against the motion.</p>	Open	<p>Policy to come to A&amp;S meeting on the 24th of July</p> <p>29/07/19 - The section 3.1.9 of the Bylaw will be amended when the bylaw is reviewed, and the resolution is put into practice now.</p> <p>Lateral Renewals being done in conjunction with capital works is currently in practice and able to be done under the current bylaw.</p> <p>27/08/19 Bylaw and Policy reviewed. Officers feel there is no need to amend as the changes can be done under existing policy.</p> <p>4/9/19: Reopened, report required to next A&amp;S Committee to ensure inconsistencies are address</p> <p>12/2/20: To be placed on a policy review schedule for 2020 (for the purpose of checking consistency)</p>
<b>423</b>	19-Jun-19	Resolution	Euan	<p>ASSETS AND SERVICES RESOLVED (AS2019/12):</p> <ol style="list-style-type: none"> <li>1. To receive the Directional Sign Policy for Accommodation, Information and Tourist Attraction Report.</li> <li>2. That the Blue Signs Policy be amended and then circulated to community board chairs for feedback, and then presented to the Assets and Services Committee seeking a recommendation for Council to approve the Policy.</li> </ol>	Open	<p>16/08/19 policy is being redrafted in terms of NZTA Traffic Control Devices Manual to ensure Level of Service meets ONRC requirements for national consistency</p> <p>12/2/20: To be placed on a policy review schedule for 2020</p>

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Open	Notes
				(Moved Cornelissen/Seconded Cr Colenso) Carried		
<b>424</b>	19-Jun-19	Action	Euan	Make amendments to the Directional Sign Policy so that consideration is given to generic vs business specific signs, historic business specific signs, making the policy relevant for all towns, consideration and appropriate use of coloured signs (blue and white vs black and yellow vs brown signs), policy exclusion situations, relevant NZTA policies, publication of the approved policy and application form, and a recommended process for managing requests	Open	16/08/19 policy is being redrafted in terms of NZTA Traffic Control Devices Manual to ensure Level of Service meets ONRC requirements for national consistency 12/2/20: To be placed on a policy review schedule for 2020
<b>13</b>	24-Jul-19	Action	Euan	Provide an email update to the Assets and Services Committee on what stormwater sumps have been inspected and cleaned and the weight of material taken from each sump	Actioned	13/2/20: Euan checking to ensure that sump clearing is programmed for Autumn 2020. 12/08/20 - 589 Sumps cleared through July. Measuring weight of material is not feasible due to nature of operation.
<b>34</b>	19-Feb-20	Resolution	Euan	ASSETS AND SERVICES COMMITTEE RESOLVED (AS2020/03): 1. To receive the Inorganic Refuse Collection Report. (Moved Cr Vickery/Seconded Cr Jephson) Carried 2. To note that Earthcare, SWDC's solid waste contractors, will no longer be providing an inorganic refuse collection service due to health and safety reasons and that officers will investigate options for homebound residents. (Moved Cr Fox/Seconded Cr Plimmer) Carried 3. To note that Council will communicate that	Actioned	Advised the Comms manager to publish 12/08/20 - Comms completed through Facebook, Website and Times Age update.

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Open	Notes
				this service has ceased. (Moved Cr Vickery/Seconded Mayor Beijen) Carried		
<b>39</b>	19-Feb-20	Action	Euan	Provide a programme of scheduled maintenance works for the Senior Housing units to the A&S Committee	Open	12/08/20 programme being finalised. Update to work completed in P&O Officers Report.
<b>40</b>	19-Feb-20	Action	Euan	Investigate the cost and availability for cleaning out sumps twice a year (spring and autumn)	Open	12/08/20 - Can be done but will cost approx. \$25k for extra cleaning that would have to be funded from existing Ops budgets and therefore not recommended. Suggest situation is monitored and, if required, is included in LTP for funding.
<b>114</b>	18-Mar-20	Resolution	Euan	COUNCIL RESOLVED (DC2020/27): 1. To receive the Featherston Treated Wastewater to Land and Water Resource Consent Application Report. (Moved Cr West/Seconded Cr Colenso) Carried 2. To endorse Option 2 (withdrawal of the current consent application and lodging a new consent application) as the way forward for the Featherston Treated Wastewater to land and water consent application. 3. Within three months prepare options for the Assessment of Environmental Effects and a Community Engagement Plan. (Moved Cr Fox/Seconded Cr Colenso) Carried	Open	27/5/20: work continues on the Project Plan, AEE and Comms plans. Due to significance and budget, project sits within the Major Projects team at Wellington Water. GHD have been engaged to manage the project and progress the above work. An update will be provided to A&S on the 17 June. 12/08/20 Work continues
<b>236</b>	17-Jun-20	Action	Euan	Forward councillors the drone survey results of Cape Palliser Road for information	Open	12/08/20 - Images from footage shared with Committee members as footage being finalised. Work 50% complete.

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Open	Notes
<b>237</b>	17-Jun-20	Action	Euan	Advise councillors whether Wellington Water wastewater operations staff are being trained to a NZ recognised qualification	Open	12/08/20 - Update being developed of qualification status and developments plans.