

SOUTH WAIRARAPA DISTRICT COUNCIL

19 SEPTEMBER 2018

AGENDA ITEM D4

ACTION ITEMS REPORT

Purpose of Report

To present the Council with updates on actions and resolutions.

Recommendations

Officers recommend that the Council:

1. *Receive the District Council Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to Council for information. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive 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 19 September 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 19 September 2018

Ref #	Meeting	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
760	Council	13-Dec-17	Resolution	Russell	<p>COUNCIL RESOLVED (DC2017/169):</p> <p>1. To receive the Community Board Request to Change Street Names: New York and Dublin Streets West.</p> <p>2. To refer the matter back to the Martinborough Community Board and request that the Board come up with a consultation proposal which includes a question on whether residents support a change as well as street names for consideration for both New York Street West and Dublin Street West.</p> <p>3. Note that Council officers are to work with Martinborough Community Board to develop a consultation proposal. (Moved Cr Harwood/Seconded Cr Jephson) Carried</p>	Open	<p>19/6/18 Update: All New York Street residents voted that there be no change to the name New York Street West. The residents on New York Street West have been advised that the road name will not change.</p> <p>The majority of Dublin Street West residents voted to change the name of Dublin Street West. Officers have sought name suggestions from the residents of Dublin Street West. The 3 road names suggested and voted on recently were Galway, Vintners and Karearea. Feedback from residents has seen Vintners Lane being the preferred new name. A report will go to the Martinborough Community Board and Council for support and approval respectively.</p>
209	Council	4-Apr-18	Action	Paul	Include an update from WREMO within Council officers' reports	Actioned	
287	Council	16-May-18	Action	Jennie	Prepare a Terms of Reference for the Accommodation Working Group to include time commitments, reporting and recommendation mechanisms	Actioned	Draft with ELT to review before going to Council.
297	Council	21-May-18	Resolution	Mark	<p>COUNCIL RESOLVED (DC2018/59):</p> <p>1. To support the introduction of 240l recycling bins, an e-waste disposal facility and setup of a recycling centre subject to satisfactory arrangements with Masterton and Carterton district councils. (Moved Cr Olds/Seconded Mayor Napier) Carried</p> <p>2. To support food waste collection as this could result in significant financial benefits and a</p>	Open	<p>Actioned in LTP - e-waste and 240l wheelie bins. Same options to be taken up by both CDC and MDC.</p> <p>8/8/18: Noted that food waste collection was not taken up as MDC and CDC did not take-up the option.</p>

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					reduction in carbon emissions subject to satisfactory arrangements with Masterton and Carterton district councils. (Moved Cr Craig/Seconded Cr Jephson) Carried		
298	Council	21-May-18	Resolution	Jennie	COUNCIL RESOLVED (DC2018/60) to support the proposal (option two) of not allocating funding for a sports coordination resource. (Moved Cr Craig/Seconded Cr Carter) Carried	Actioned	
301	Council	21-May-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/63) to support the proposal (option two) of status quo for water storage, but to initiate a working group or workshop to investigate and report on water storage options, including communication and education initiatives, with a view to consulting further in the 19/20 Annual Plan. (Moved Cr Wright/Seconded Cr Carter) Carried	Open	03/09 Mark holding over to next Council meeting
309	Council	16-May-18	Action	Russell	Provide a map of Featherston showing undeveloped land that is within the urban town boundary and that could be subdivided if there was landowner desire	Open	(LTP) Map being compiled.
317	Council	16-May-18	Action	Mark	Undertake communications and promotions to encourage home owners to capture rain water in tanks	Open	(joint action for new commns person, I&S and P&E)
398	Council	27-Jun-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/80) 1. To receive the recommendation from the Infrastructure and Planning Working Party – Footpath Funding Report. 2. To defer the construction of new footpaths and focus on maintenance for safety purposes, pending a strategy/policy development. (Moved Cr Wright/Seconded Cr Jephson) Carried	Actioned	03/09 Development of policy has commenced
401	Council	27-Jun-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/83): 1. To receive the Proposed Food Caravan for	Actioned	03/09 All actions undertaken except consultation with MSC.

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					<p>Ngawi Report. (Moved Cr Jephson/Seconded Cr Maynard) Carried</p> <p>2. To grant permission to Rebekah Cates to implement her Food Caravan proposal. 3. To instruct officers to prepare the appropriate licence to occupy. 4. That officer's engage with the Waste Minimisation Officer in order to implement an education programme for those people with food licenses. 5. That when the reserves management plans are reviewed, to consult with the Maori Standing Committee. (Moved Cr Olds/Seconded Cr Jephson) Carried</p>		This will be actioned when the RMPs are due for review.
403	Council	27-Jun-18	Resolution	Russell	<p>COUNCIL RESOLVED (DC2018/85):</p> <p>1. To receive the Proposed District Licensing Committee Member Extension Report. (Moved Cr Maynard/Seconded Cr Colenso) Carried</p> <p>2. To extend the appointments for all current list members of the District Licensing Committee for a period of five years, until 30 June 2023, subject to their agreement. (Moved Mayor Napier/Seconded Cr Colenso) Carried</p> <p>3. That the current District Licensing Committee Chairperson (Julie Riddell) be extended for a period of five years, subject to a review after three years, and subject to her agreement. (Moved Mayor Napier/Seconded Cr Colenso) Carried</p> <p>4. That the current District Licensing Committee Deputy Chairperson (Cr Margaret Craig) be extended until 12 October 2019 subject to her agreement. (Moved Cr Olds/Seconded Cr Jephson) Carried</p>	Actioned	

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405	Council	27-Jun-18	Resolution	Russell	COUNCIL RESOLVED (DC2018/87): 1. To receive the Naming of Two Right of Ways at Wharekauhau Report. (Moved Cr Colenso/Seconded Mayor Napier) Carried 2. To approve the name 'Goodnight Lane'. 3. To approve the name 'Lesters Lane'. (Moved Cr Olds/Seconded Cr Craig) Carried Cr Maynard voted against this motion. Cr Carter voted against this motion. Cr Ammunson voted against this motion.	Actioned	
407	Council	27-Jun-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/89): 1. To receive the Relocation of Bus Stop #1812 Fitzherbert Street, Featherston Report. 2. To agree to relocate Bus Stop #1812 on the northern side of Fitzherbert Street, Featherston, to a location 48.5 metres east of Birdwood Street. (Moved Cr Carter/Seconded Cr Olds) Carried	Open	03/09 Bus stop scheduled to be relocated at end of September
416	Council	27-Jun-18	Action	Mayor Napier	Liaise with the Water Race Users Group chair regarding Maori representation and outcome from the governance review process	Actioned	
417	Council	27-Jun-18	Action	Jennie	Write and request that GWRC review and clarify the wording of their public transport statement 'This rate funds GWRC's expenditure for the region's public transport services and transport infrastructure' as transport infrastructure is primarily funded via SWDC rates. Suggest removal of the word 'transport'	Open	Query sent to GWRC 25 July as to what funding they spend on transport in SW other than public transport.
418	Council	27-Jun-18	Action	Paul	Write and refer Wharekaka to WREMO and suggest they request assistance with business continuity planning	Actioned	
419	Council	27-Jun-18	Action	Paul	Provide an update on the essentials of the Local Government Act in relation to release of public excluded minutes and/or resolutions	Open	

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420	Council	27-Jun-18	Action	Paul	Invite Wharekaka rest home to participate in the Martinborough community hub exercise	Actioned	
421	Council	27-Jun-18	Action	Paul	Investigate what Wairarapa Lifeline's guidance is available for at risk community members	Open	
422	Council	27-Jun-18	Action	Mark	Make Cotter Street residents aware information Council is gathering on all narrow streets in Greytown in order to present a complete picture and recommendations to Council	Open	03/09 Final report is being presented to IPWP 05/09 prior to presentation to Council
423	Council	27-Jun-18	Action	Paul	Provide the email referenced by Mr Hodson where Mr Darley took exception to Council's dealings with him and car parking requirements	Open	
505	Council	8-Aug-18	Resolution	Jennie	<p>COUNCIL RESOLVED (DC2018/98):</p> <p>1. To receive the Representation Review Report. (Moved Cr Craig/Seconded Cr Colenso) Carried</p> <p>2. To adopt as its initial proposal for the representation review for the local election to be held in 2019 and subsequent elections until altered by any subsequent decisions the following:</p> <p>a. That the Council comprise nine (9) councillors elected from three (3) wards, and the Mayor elected at large;</p> <p>b. That the Council retain the existing ward names of Featherston, Greytown and Martinborough;</p> <p>c. That the proposed boundaries of the three (3) wards remain as they are at present;</p> <p>d. That there be three (3) community boards representing the communities of Featherston, Greytown and Martinborough;</p> <p>e. That the proposed boundaries of the three (3) communities remain as they are at present;</p> <p>f. That the membership of the Featherston, Greytown and Martinborough Community Boards be retained at four (4) members elected</p>	Actioned	Proposal advertised in local media. Awaiting submissions due by 21 September 0218

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					at large from the respective communities and two members appointed by the Council representing the respective wards; g. That public notice is given of the Initial Proposal as contained in this resolution; h. That the South Wairarapa District Council will hear submissions on this Initial Proposal. (Moved Cr Craig/Seconded Cr Olds) Carried		
506	Council	8-Aug-18	Resolution		COUNCIL RESOLVED (DC2018/99) to accept apologies from Mayor Napier, Councillor Maynard, Mr Tipoki and to receive lateness apologies from Cr Ammunson. (Moved Cr Craig/Seconded Cr Colenso) Carried	Actioned	
507	Council	8-Aug-18	Resolution	Paul	COUNCIL RESOLVED (DC2018/100) that the minutes of the Council meeting held on 27 June 2018 are a true and correct record subject to the removal of the last sentence of paragraph one of C2 Featherston Vacant Land; 'Mr Hodson noted that the low staffing numbers attributed to some of the problem' and insertion at that point of 'Mr Hodson recommended strengthening staffing in the Planning Department, having two people over key projects, and physically looking at land offered for sale in the future'. (Moved Cr Carter/Seconded Cr Craig) Carried	Actioned	
511	Council	8-Aug-18	Resolution	Russell	COUNCIL RESOLVED (DC2018/105): 1. To receive the Summary and Confirmation of Approach on Updating Appendix 1.4 Notable Trees Register of the District Plan. (Moved Cr Ammunson/Seconded Cr Colenso) Carried 2. That 26 trees or groups of trees are removed from the Appendix because the trees are no longer on site, or no longer alive. (Moved Cr Craig/Seconded Cr Carter) Carried 3. That 21 trees or groups of trees are removed	Open	Consultant to compile s.32 and plan change for the update of District Plan notable trees schedule.

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					<p>from the Appendix because these are not worthy of protection. (Moved Cr Vickery/Seconded Cr Wright) Carried</p> <p>4. That no changes are made to listed trees located on Council land, other than removing those trees of which Council is aware are no longer present. (Moved Cr Olds/Seconded Cr Colenso) Carried</p> <p>5. That 45 trees or groups of trees be added to the Appendix based on suggestions from the public. (Moved Cr Craig/Seconded Cr Carter) Carried</p> <p>6. That 17 trees or groups of trees be added to the Appendix based on suggestions from the Tree Advisory Group. (Moved Cr Craig/Seconded Cr Wright) Carried</p> <p>7. That tree addresses, tree reference identifications, species, and quantity of species for tree group listings are changed as per the provided reports by Mr Hill. (Moved Cr Jephson/Seconded Cr Wright) Carried</p> <p>8. That the Mead oaks in Wood Street, Greytown, be included in the Appendix at this time, but at the time of the proposed Plan change more information is to be provided to Council so an informed decision can be made. (Moved Cr Olds/Seconded Cr Jephson) Carried</p> <p>9. That the copper beech tree at 134 Main Street, Greytown, be further assessed for inclusion at this time, but at the time of the proposed Plan change more information is to be provided to Council so an informed decision can be made. (Moved Cr Wright/Seconded Cr Craig) Carried</p>		

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512	Council	8-Aug-18	Resolution	Jennie	<p>COUNCIL RESOLVED (DC2018/103):</p> <p>1. To receive the Application for Grant Funding Request Report. (Moved Cr Olds/Seconded Cr Jephson) Carried</p> <p>2. To grant Wairarapa Chamber of Commerce \$2,000 from long term planning contingency funding to help with the costs associated with hosting Wairarapa Business Awards. (Moved Cr Ammunson/Seconded Cr Olds) Carried</p> <p>3. To grant Huri Huri \$2,000 from long term planning contingency funding to help with the costs associated with promoting the Wairarapa Summer of Cycling Campaign. (Moved Cr Carter/Seconded Cr Craig) Carried</p>	Open	Grants added to Grants approved list, awaiting claims from WCC and Huri Huri.

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513	Council	8-Aug-18	Resolution	Russell	<p>COUNCIL RESOLVED (DC2018/104):</p> <p>1. To receive the Plan Change 9: Structure Plan for the Greytown Development Area Including a Designation of Road. (Moved Cr Wright/Seconded Cr Colenso) Carried</p> <p>2. To note that the amended roading contribution wording of Appendix 5 of the recommendation has been approved by Commissioner Rob van Voorthuysen and that Council has made the change under clause 16 (2) of the First Schedule of the Resource Management Act.</p> <p>3. To adopt Option 1 for the amended roading contribution wording of clause d) and the explanation of the clause of Appendix 5 of the recommendation.</p> <p>4. To receive the recommendation of the Independent Hearings Commissioner on Plan Change 9 (including a notice of requirement to designate a road to provide access to the Greytown Development Area from West Street).</p> <p>5. To adopt the recommendation of the Independent Hearings Commissioner as a Council decision and direct officers to notify the decision in accordance with the First Schedule of the Resource Management Act 1991. (Moved Cr Wright/Seconded Cr Ammunson) Carried</p>	Open	Decision notified on 22 August 2018. Appeal period closes 3 October 2018.
519	Council	8-Aug-18	Resolution	Russell	<p>COUNCIL RESOLVED (DC2018/111):</p> <p>1. To receive the Proposed Naming of Rights of Ways, East Street, Greytown Report. (Moved Cr Ammunson/Seconded Cr Colenso) Carried</p> <p>2. To approve the name "Bey Lane". (Moved Cr Wright/Seconded Cr Ammunson) Carried</p>	Actioned	

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520	Council	8-Aug-18	Resolution	Paul	<p>COUNCIL RESOLVED (DC2018/112):</p> <p>1. To receive the Māori Standing Committee Nomination Report. (Moved Cr Vickery/Seconded Cr Carter) Carried</p> <p>2. To ratify the Hau Ariki Marae Committee recommendation to appoint Nathan Maynard to represent Hau Ariki Marae on Council's Māori Standing Committee. (Moved Cr Olds/Seconded Cr Colenso) Carried</p> <p>3. To agree that the Māori Standing Committee membership as defined by the Council and Committees Policy is updated to include two members from Featherston's "Pae tu Mokai o Taurira" – Incorporated Society. (Moved Cr Carter/Seconded Cr Ammunson) Carried</p> <p>4. To agree that section 4 "Membership" of the Maori Standing Committee Terms of Reference is updated to include two representatives from Pae tu Mokai o Taurira. (Moved Cr Craig/Seconded Cr Ammunson) Carried</p> <p>5. To ratify Featherston's "Pae tu Mokai o Taurira" – Incorporated Society recommendation to appoint Karen Mikaera and Narida Hooper to represent Pae tu Mokai o Taurira on Council's Māori Standing Committee. (Moved Cr Carter/Seconded Cr Colenso) Carried</p>	Open	MSC notified and TOR amendments being progressed.

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521	Council	8-Aug-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/113): 1. To receive the 17A Rooding Review Report. (Moved Cr Jephson/Seconded Cr Vickery) Carried 2. To accept the findings that; the preferred option is a shared governance arrangement with an outsourced contract. (Moved Cr Wright/Seconded Cr Olds) Carried 3. That the shared governance structure and accountabilities be defined following further work on risks, costs and savings. (Moved Cr Craig/Seconded Cr Ammunson) Carried 4. That the shared contract structure be defined following further analysis on bundling of works and services within the roads contract, including professional services. (Moved Cr Vickery/Seconded Cr Colenso) Carried	Actioned	03/09 Final report on way forward to be presented at Council
530	Council	8-Aug-18	Action	Jennie	Give consideration to supporting economic growth by offsetting various charges for a period of time during the rating review	Open	
531	Council	8-Aug-18	Action	Jennie	(Grants Policy) Remove 'prizes/trophies' under section 4, add 'Bonds or' to paragraph 2.2.2.2 before 'Deposits', remove paragraph 6.3	Actioned	
532	Council	8-Aug-18	Action	Russell	Provide analysis to councillors on the last two years of building consent applications	Open	Information being compiled.
533	Council	8-Aug-18	Action	Mark	Amend wastewater project wording to show that 100% irrigation of wastewater to land is for a normal year and that there a provisions for discharge to waterways in unusual circumstances	Open	