

SOUTH WAIRARAPA DISTRICT COUNCIL

20 FEBRUARY 2019

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 20 February 2019

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 20 February 2019

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
297	21-May-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/59): 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 2. To support food waste collection as this could result in significant financial benefits and a reduction in carbon emissions subject to satisfactory arrangements with Masterton and Carterton district councils. (Moved Cr Craig/Seconded Cr Jephson) Carried	Actioned	Actioned in LTP - e-waste and 240l wheelie bins. Same options to be taken up by both CDC and MDC. 8/8/18: Noted that food waste collection was not taken up as MDC and CDC did not take up the option. 24/10/18: E-waste has been initiated. 12/12/19: Captured in LTP actions and Council to consider food waste collection in future years.
301	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 04/10 Research being undertaking - deferred to Jan 19
317	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?)
421	27-Jun-18	Action	Mark	Investigate what Wairarapa Lifeline's guidance is available for at risk community members	Actioned	7/2/19: Very little guidance. Lifeline has been restarted in the region and had their inaugural meeting last week.
513	8-Aug-18	Resolution	Russell	COUNCIL RESOLVED (DC2018/104): 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 2. To note that the amended roading contribution wording of Appendix 5 of the recommendation has	Open	24/10/18: Has been notified. Two appeals have been received, currently working with respective parties.

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				<p>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.</p> <p>(Moved Cr Wright/Seconded Cr Ammunson) Carried</p>		
514	8-Aug-18	Resolution	Jennie	<p>COUNCIL RESOLVED (DC2018/106):</p> <p>1. To receive the Community Housing Working Party Report. (Moved Cr Jephson/Seconded Cr Colenso) Carried</p> <p>2. To formally constitute the Community Housing Working Party. (Moved Cr Craig/Seconded Cr Olds) Carried</p> <p>3. To adopt the Community Housing Working Party Terms of Reference. (Moved Cr Colenso/Seconded Cr Wright) Carried</p> <p>4. To formally appoint councillors Wright (Chair), Colenso, Craig and Olds. (Moved Cr Ammunson/Seconded Cr Jephson) Carried</p>	Actioned	
521	8-Aug-18	Resolution	Mark	<p>COUNCIL RESOLVED (DC2018/113):</p> <p>1. To receive the 17A Roding Review Report. (Moved Cr Jephson/Seconded Cr Vickery) Carried</p>	Open	03/09 Final report on way forward to be presented at Council 7/2/19: Completed

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				<p>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</p> <p>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</p> <p>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</p>		
530	8-Aug-18	Action	Jennie	Give consideration to supporting economic growth by offsetting various charges for a period of time during the rating review	Actioned	Discussed as part of rating review 30.1.19. Relief already given to developers while subdivision in progress. Only one UAGC charged while still owned by the same ratepayer.
532	8-Aug-18	Action	Russell	Provide analysis to councillors on the last two years of building consent applications	Open	24/10/18: To be circulated prior to Feb Council meeting.
603	19-Sep-18	Resolution	Mark	<p>COUNCIL RESOLVED (DC2018/130):</p> <p>1. To receive the Cotter Street Recommendation Report. (Moved Cr Jephson/Seconded Cr Wright) Carried</p> <p>2. To keep the road as an existing two way through road in the meantime.</p> <p>3. To reduce speeds to 30kms/hr as part of the new speed limit rollout.</p> <p>4. To review traffic counts in two years to reassess traffic increases. Cr Carter voted against this motion.</p> <p>5. To carryout preliminary design and cost a footpath on one side of the road for determination by March 2019.</p> <p>6. That subject to discussion with residents and balancing of residents' views and alignment with national guidelines, further enhance safety by</p>	Open	4/10 Letter and questionnaire sent out to all residents of Cotter Street 7/2/19: A second survey will be mailed to each ratepayer.

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				installing additional speed humps. (Moved Cr Wright/Seconded Cr Craig) Carried		
604	19-Sep-18	Resolution	Mark	<p>COUNCIL RESOLVED (DC2018/131):</p> <ol style="list-style-type: none"> 1. To receive the Future Arrangements for Undertaking Roding Activities Report. (Moved Cr Jephson/Seconded Cr Colenso) Carried 2. To note the Rationale Transport Services Delivery Report September 2018 in Appendix 1, the analysis, conclusions and recommendations in the report. 3. To agree to combine the Council's roading activities with Carterton and Masterton District Councils across governance, network management/professional services and physical works, as outlined in the report, subject to Carterton and Masterton District Councils also agreeing to shared roading management arrangements. 4. To agree that if combined roading activities are not supported by Masterton District Council, to combine the Council's roading activities with Carterton District Council across governance, network management/professional services and physical works, as outlined in the report, subject to Carterton District Council also agreeing to shared roading management arrangements. 5. To agree to the implementation programme outlined in section 5.5 of the Rationale Transport Services Delivery Report September 2018, subject to either one or both Masterton and Carterton District Councils agreeing to combine roading services. 6. To note that if neither Carterton nor Masterton District Councils agree to shared roading services the status quo will continue, and that the Chief Executive will review the current programme management services contract. (Moved Cr Olds/Seconded Cr Vickery) Carried 	Actioned	

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605	19-Sep-18	Resolution	Jennie	COUNCIL RESOLVED (DC2018/132): 1. To receive the Sale of Airtel Shares Report. (Moved Cr Carter/Seconded Cr Colenso) Carried 2. To agree to sell the shares owned by SWDC at the Agreed price. (Moved Cr Wright/Seconded Cr Craig) Carried	Actioned	
606	19-Sep-18	Resolution		COUNCIL RESOLVED (DC2018/133) to receive the Planning and Environment Group Report. (Moved Cr Ammunson/Seconded Cr Jephson) Carried	Actioned	
610	19-Sep-18	Resolution	Mayor Napier	COUNCIL RESOLVED (DC2018/137): 1. To receive the Mayor's Report. 2. To appoint Cr Carter as a member of the Sport New Zealand Rural Travel Fund Assessment Group. (Moved Cr Olds/Seconded Cr Craig) Carried 3. To defer recommendations three – five (regarding the Community Board Working Party) to the next meeting. (Moved Cr Wright/Seconded Cr Maynard) Carried	Open	
614	19-Sep-18	Action	Russell	Determine whether the embankments built between Harrison Street East and Fitzherbert Street at the Boundary Road end are illegal and whether they should be removed	Actioned	24/10/18: GWRC looking into it. This matter is one for the Regional Council, they have advised that they do not see an issue at this stage, but if evidence of floodwater being diverted they would take action. Complainant needs to liaise directly with GWRC.
615	19-Sep-18	Action	Russell	Determine the flooding potential of sections and requirements for building in the Fitzherbert Street, Harrison Street East and Boundary Road areas and advise councillors	Actioned	Further raised with GWRC for feedback. The Harrison Street East property is not within the Flood Hazard Management Area, outside of the area there are no District Plan controls over minimum floor heights. As part of a subdivision, sect 106 of RMA can assess inundation, suitability for residential use. Resident David Famularo (and chair FCB) has been advised, including that flood hazard be assessed as part of resource

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						consent application assessment for multi residential development off Harrison Street East.
616	19-Sep-18	Action	Mark	Liaise with Greater Wellington Regional Council (GWRC) regarding Donald's Creek water movement in flooding events (particularly in relation to water flows over Fitzherbert Street, Harrison Street East and Boundary Road) and what work programmes are being undertaken to address the flooding potential	Actioned	Further raised with GWRC for feedback. This matter is one for the Regional Council, they have advised that they do not see an issue at this stage, but if evidence of floodwater being diverted they would take action. Complainant needs to liaise directly with GWRC and will be advised to do so.
618	19-Sep-18	Action	Paul	In conjunction with the Audit and Risk Working Party, consider how the information from risk management is fed into strategy at the Council level	Actioned	Discussed at January 2019 A&R working party meeting. Agreed new project summary report ensures A&R working party members are aware of the current status of all major projects and can decide when Council need to be informed.
619	19-Sep-18	Action	Russell	Work with agencies and clarify the interpretation of licensed premises operating inside the Martinborough Toast Liquor Ban and advise councillors and affected businesses	Actioned	24/10/18: Premises have been advised of requirements in the past, in discussion about whether this has been covered off enough in the past. The expectation is that that while the liquor ban is in place that alcohol consumption is contained within private land within premises.
707	24-Oct-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/146) 1. To receive the Recommendations from Featherston Community Board Report. (Moved Cr Olds/Seconded Cr Vickery) Carried 2. To note the Featherston Community Board recommendation FCB 2018/65 relating to kerbing and drainage. 3. That a generator plug be incorporated into the overall quote for the electrical upgrade works of Anzac Hall and consideration of installation will be given following quote receipt. (Moved Cr Jephson/Seconded Cr Olds) Carried	Open	

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711	24-Oct-18	Resolution	Paul	COUNCIL RESOLVED (DC2018/150): 1. To receive the Release of Public Excluded Information Report. (Moved Cr Craig/Seconded Cr Carter) Carried 2. To release the 'Purchase of Land' report, decision and minutes from the public excluded meeting held on the 19 September 2018. 3. To delegate to the Chief Executive to review reports, decisions and minutes of public excluded items from 15 May 2013-21 March 2018 to determine which items should be released to the public. (Moved Cr Jephson/Seconded Cr Maynard) Carried	Actioned	
713	24-Oct-18	Resolution	Russell	COUNCIL RESOLVED (DC2018/152): 1. To receive the Naming of Public Roads, Private Roads and Rights-of-Way Report. (Moved Cr Craig/Seconded Cr Jephson) Carried 2. To amend the Policy on Naming of Public Roads, Private Roads and Rights-of-Way as set out in section "2. Recommendations" of this report and other changes as discussed. (Moved Cr Vickery/Seconded Cr Colenso) Carried 3. To add 'and to the Maori Standing Committee if required' to paragraph 4.4.3 after '.....relevant Community Board' (Moved Cr Colenso/Seconded Cr Maynard) Carried	Actioned	
719	24-Oct-18	Resolution		COUNCIL RESOLVED (DC2018/158) to receive reports from councillors and appointments. (Moved Cr Jephson/Seconded Cr Olds) Carried	Actioned	
721	24-Oct-18	Action	Mark	Prepare a report on the Environmental Protection Agencies findings and assessments for glyphosate, alternatives to glyphosate (e.g. mowing, organic sprays), and budgetary impacts	Open	7/2/18: Hoping to have a report ready for Council meeting 20/2/19.

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722	24-Oct-18	Action	Jennie	Prepare an article for the rates newsletter highlighting that residents can elect not to have sprays used outside their properties	Actioned	Updated website information
726	24-Oct-18	Action	Paul	Provide a report to the December Council meeting to show progress on LTP initiatives	Open	12/12/19: Summary report tabled
746	21-Nov-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/166) 1. To receive the Featherston Wastewater Short Term Consent Report. (Moved Cr Jephson/Seconded Cr Colenso) Carried 2. To lodge a consent application to enable discharge of treated wastewater to the southern block of the Featherston land. 3. To note that this is unplanned expenditure, and that expenditure can be taken from within existing budgets, and that there will probably be some savings in construction costs. (Moved Cr Craig/Seconded Cr Olds) Carried	Open	
750	21-Nov-18	Action	Mayor Napier	Open dialogue with Wellington Water shareholders and the Wairarapa councils to discuss service delivery experiences and water management decisions	Open	12/12/19: Discussions have started
835	12-Dec-18	Resolution	Jennie	COUNCIL RESOLVED (DC2018/175) 1. To receive the Application for Grant Funding Report. 2. To grant Healthy Homes \$5,000 for the Warmer Kiwi Homes programme. (Moved Cr Craig/Seconded Cr Olds) Carried	Actioned	Applicant advised, awaiting invoice, closed as action in hand.
836	12-Dec-18	Resolution	Russell	COUNCIL RESOLVED (DC2018/176) 1. To receive the Proposed District Plan Change – Notable Tree Register Officers Report and Appendices 1-6 (as the following supporting documents) a. Proposed changes to Volume 1 and 2 of the Wairarapa Combined District Plan (WCDP): i. “Proposed South Wairarapa District Table” dated 4 Dec 2018 to be inserted into Appendix 1.4	Open	Updated notable tree register being finalised for notification end Feb 2019.

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				<p>Notable Tree's WCDP Volume 1 (pages 28-13 – 28-17) Appendix 1).</p> <p>ii. "Proposed Notable Trees Register data" as appears in draft form in Planning Maps dated 4 Dec 2018 (Appendix 2)</p> <p>b. Background information:</p> <p>i. "Summary of Notable Trees Evaluations" by Paper Street Tree Company dated 3 July 2018 (Appendix 3)</p> <p>ii. "STEM Explanatory Notes" by Paper Street Tree Company dated 3 July 2018 (Appendix 4)</p> <p>c. RMA Plan Change Statutory documents:</p> <p>i. "Proposed RMA 1991 Schedule 1 Plan Change Proposal: District Plan Notable Tree Register" dated 4 Dec 2018 (Appendix 5)</p> <p>ii. "RMA 1991 Section 32 Evaluation report by Kaha Consulting Ltd dated 2 Dec 2018 (Appendix 6) (Moved Mayor Napier/Seconded Cr Olds) Carried</p> <p>2. That subject to possible minor corrections to publicly notify the proposed plan change and associated documents as described in recommendation 1 above, in accord with the Schedule 1 of the Resource Management Act 1991 (Appendix 5).</p> <p>3. To authorise the Group Manager, Planning and Environment to engage a suitably qualified hearings commissioner or commissioners to consider submissions and further submissions and recommend decisions to Council. (Moved Cr Jephson/Seconded Cr Craig) Carried</p>		
837	12-Dec-18	Resolution	Russell	<p>COUNCIL RESOLVED (DC2018/177):</p> <p>1. To receive the Martinborough South Growth Area and Feasibility of Rezoning in Martinborough Report. (Moved Cr Vickery/Seconded Cr Maynard) Carried</p> <p>2. To confirm option 5 to rezone all of the Martinborough South Growth Area, as proposed by</p>	Open	A draft plan change and structure plan to be compiled for consultation with affected landowners, prior to public notification.

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				consultants Kaha Consultancy Ltd, noting that this option provides a comprehensive planning approach likely to produce better urban environment outcomes, respond to residential capacity issues, and facilitate connectivity, integrated infrastructure provision and sustainable stormwater management. (Moved Cr Jephson/Seconded Cr Colenso) Carried		
838	12-Dec-18	Resolution	Russell	COUNCIL RESOLVED (DC2018/178): 1. To receive the Dublin Street West and New York Street West Report. (Moved Cr Colenso/Seconded Cr Vickery) Carried 2. To approve the name Vintners Lane to replace Dublin Street West. (Moved Cr Colenso/Seconded Cr Olds) Carried	Open	New road name sign to be changed early 2019, residents to be advised.
839	12-Dec-18	Resolution	Russell	COUNCIL RESOLVED (DC2018/179): 1. To receive the correction of the spelling of two Road Names in the South Wairarapa District Report. (Moved Cr Maynard/Seconded Cr Craig) Carried 2. To approve the correction of the names Pah Road (to Pā Road) and Hinakura Road (to Hinekura Road). (Moved Cr Maynard/Seconded Cr Olds) Carried	Open	Council report on the two names in early December, road name signs to be changed early 2019, residents to be advised.
840	12-Dec-18	Resolution	Russell	COUNCIL RESOLVED (DC2018/180): 1. To receive the Dog Control Policy and Practices Report for 2017/2018. (Moved Cr Jephson/Seconded Cr Wright) Carried 2. That pursuant to Section 10A of the Dog Control Act 1996, the report on Dog Control Policy and Practices for 2017/18 be adopted. 3. That officers be authorised to publicly notify the report and forward it to the Secretary of Local Government. (Moved Cr Olds/Seconded Cr Jephson) Carried	Actioned	Actioned, report notified 20 Dec, forwarded to secretary of Local Govt.

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841	12-Dec-18	Resolution	Jennie	COUNCIL RESOLVED (DC2018/181): 1. To receive the Shift Foundation – Wairarapa Proposal. (Moved Cr Carter/Seconded Cr Colenso) Carried 2. To endorse the Shift Foundation Pilot Programme in the Wairarapa for January to June 2019. 3. To agree to consider on-going funding for this programme delivery and an associated coordinator during the Annual Plan process. (Moved Cr Vickery/Seconded Cr Colenso) Carried	Actioned	
842	12-Dec-18	Resolution	Paul	COUNCIL RESOLVED (DC2018/182): 1. To receive the Wairarapa Economic Development Strategy and Action Plan report. (Moved Cr Craig/Seconded Cr Jephson) Carried 2. To endorse the Wairarapa Economic Development Strategy and Action Plan. 3. To agree to the Mayor representing Council on the Governance Structure. 4. To agree to the Mayor holding the Visitor and Tourism sector portfolio. (Moved Cr Jephson/Seconded Cr Wright) Carried	Actioned	
843	12-Dec-18	Resolution	Paul	COUNCIL RESOLVED (DC2018/183): 1. To receive the Māori Standing Committee Ratification of Nomination Report. 2. To ratify the Rangitāne O Wairarapa nomination to appoint Wayne Pitau to Council's Māori Standing Committee. (Moved Cr Maynard/Seconded Cr Wright) Carried	Actioned	
844	12-Dec-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/184): 1. To receive the Wairarapa Library Service (WLS) Fees and Charges Report. (Moved Cr Craig/Seconded Cr Colenso) Carried 2. To agree that the proposal to reduce library fees and charges will be included as a consultation item in the Annual Plan 2019/20 Consultation Document.	Open	

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				(Moved Cr Colenso/Seconded Cr Maynard) Carried		
848	12-Dec-18	Resolution	Paul	COUNCIL RESOLVED (DC2018/188): 1. To agree to participate in the submission process for the SOLGM and Local Government NZ submissions to the Productivity Commission Report on Financing and Funding of local government. 2. That should Council want to add or give its views, then authority is delegated to the Chief Executive to put forward a submission and to keep councillors informed of developments throughout the process. (Moved Mayor Napier/Seconded Cr Jephson) Carried	Actioned	
850	12-Dec-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/190): 1. To receive the Chief Executive Officer Report on the Waihinga Centre. (Moved Cr Craig/Seconded Cr Colenso) Carried 2. To note the forecast financial surplus against budget. 3. To note the robustness of the project management and governance. 4. To acknowledge donors. 5. To acknowledge construction committee members. 6. To acknowledge those who gave their time. (Moved Cr Craig/Seconded Cr Colenso) Carried 7. To recommend to the Chief Executive to delegate to officers to setup a marketing campaign for use of the Waihinga Centre as well as ongoing use of all Council assets. (Moved Cr Craig/Seconded Cr Colenso) Carried	Actioned	
851	12-Dec-18	Resolution	Jennie	COUNCIL RESOLVED (DC2018/191): 1. To receive the report from Her Worship the Mayor (Moved Mayor Napier/Seconded Cr Olds) Carried 2. To appoint Cr Pam Colenso as a member of the Wellington Region Waste Management and	Actioned	#2, #3 actioned. #4 will include in 2019/20 AP deliberations

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				Minimisation Plan Joint Committee and Wellington Region Waste Forum, to replace Cr Margaret Craig. 3. To appoint Cr Colin Olds as the SWDC representative to the Wairarapa Road Safety Council, to replace Cr Margaret Craig. 4. To request Council officers to present a paper to the February 2019 Council meeting outlining the benefits or otherwise of a MOU with Aratoi. (Moved Mayor Napier/Seconded Cr Vickery) Carried		
855	12-Dec-18	Action	Russell	Officers to provide a full information report on Daphne Geisler's request for her property at 4 Kansas Street, Martinborough to have permitted residential use, to the 20 February 2019 Council meeting	Open	
856	12-Dec-18	Action	Russell	Ensure that the other Wairarapa councils are aware of South Wairarapa District Council's intention to alter the notable trees register list in the WCDP and that there is comfort with the process the SWDC is undertaking	Open	Other councils aware of SWDC review/updating of trees register.
857	12-Dec-18	Action	Russell	Seek advice from the consulting arborist on the Notable Tree Project on further assessments and possible inclusion of additional trees in the current project	Open	Discussion had with consulting arborist, no other trees added. Through submissions other trees may be requested to be listed.
858	12-Dec-18	Action	Russell	Provide the projected Notable Trees Project budget to Cr Carter	Open	Info to be supplied.
859	12-Dec-18	Action	Paul	Provide councillors with information on what detail was removed from the final WEDS and Action Plan	Actioned	Refer to Appendix 4 or the Wairarapa Economic Development Strategy and Action Plan
860	12-Dec-18	Action	Russell	Integrate the WEDS wheel into the South Wairarapa spatial plan project	Open	Info from Wairarapa Economic Development Strategy to be integrated with Spatial Plan project.
861	12-Dec-18	Action	Mayor Napier	Write to Horipo Rimene, thanking him for his service as the Rangitāne representative on Council's Māori Standing Committee	Actioned	

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862	12-Dec-18	Action	Mark	Advise the South Wairarapa library staff of the WLS fees and charges proposal (a meeting was suggested)	Actioned	7/2/19: Will be consulted on in Annual Plan.
863	12-Dec-18	Action	Mark	Organise a tour of Greytown infrastructure for councillors	Open	7/2/19: To be organised