



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

MĀORI STANDING COMMITTEE

Agenda

NOTICE OF MEETING

Notice of a meeting of the Māori Standing Committee of the South Wairarapa District Council to be held in the Supper Room, Waihinga Centre, Texas Street, Martinborough on Tuesday 27 October 2020 at 6.00pm.

MEMBERSHIP OF THE COMMITTEE

Narida Hooper (Chair), Nathan Maynard, Terry Te Maari, Teresa Aporo, Karen Mikaera, Carlene Te Tau, Andrea Rutene, Toni Kerr, Mayor Alex Beijen, Cr Pip Maynard, Cr Brian Jephson and Cr Garrick Emms.

1. APOLOGIES:

2. CONFLICTS OF INTEREST:

3. ACKNOWLEDGEMENTS AND TRIBUTES:

4. PUBLIC PARTICIPATION:

- 4.1 Nicola Litchfield of GNS Science speaking on matters relating to earthquake research on the south Palliser Bay Coast
- 4.2 Wairarapa Water Ltd speaking on matters relating to the Wakamoekau Community Water Storage Scheme
- 4.3 Max Stevens and Joe Howells speaking on matters relating to public access to Hiwinui Forest Block

5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

As per standing order 14.7 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

6. MĀORI STANDING COMMITTEE MINUTES:

- 6.1 Minutes for Approval: Māori Standing Committee Minutes of 21 September 2020 **Pages 1-4**

***Proposed Resolution:** That the minutes of the Māori Standing Committee meeting held on 21 September 2020 be confirmed as a true and correct record.*

7. OPERATIONAL REPORTS – COUNCIL OFFICERS:

- 7.1 Officers' Report **Pages 5-34**
- 7.2 Action Items Report **Pages 35-39**
- 7.3 Income and Expenditure Report **Pages 40-47**
- 7.4 Te Hōkai Nuku Wairarapa Region Positive Ageing Strategy and Implementation Plan **Pages 48-55**
- 7.5 Update on the Spatial Plan and Long Term Plan **Pages 56-58**
- 7.6 Māori Standing Committee Budget and Funding Arrangement Report **Pages 59-66**

8. CHAIRPERSON REPORT

- 8.1 None advised

9. MEMBERS REPORT

- 9.1 None advised



MĀORI STANDING COMMITTEE Minutes from 21 September 2020

Present:	Narida Hooper (Chair), Nathan Maynard, Karen Mikaera (to 6.56pm), Terry Te Maari, Andrea Rutene, Toni Kerr, Mayor Alex Beijen, Councillor Pip Maynard, Councillor Garrick Emms and Councillor Brian Jephson (to 7.08pm).
In Attendance:	Tirau Te Tau (Rangitāne o Wairarapa), Tia Tuuta (Papawai Marae), Karen Yates (Policy and Governance Manager), Godwell Mahowa (Planning Manager) and Steph Dorne (Committee Advisor).
Also in Attendance:	Grant Crosland, and Ray Lilley (Wairarapa Dark Sky Association).
Conduct of Business:	The meeting was held in the Martinborough Town Hall, Texas Street, Martinborough. The meeting was conducted in public between 6:00pm and 8.27pm. The meeting became extraordinary due to a change of date.

PUBLIC BUSINESS

Ms Hooper welcomed Tirau Te Tau who attended to represent Rangitāne o Wairarapa. Ms Te Tau introduced herself and members did a round table of introductions. Ms Hooper explained that Mayor Beijen would provide an update relating to iwi and Māori engagement on the Three Waters Reform programme as a Members Report under agenda item 9.1.

1. APOLOGIES

*MSC RESOLVED (MSC 2020/28) to receive apologies from Carlene Te Tau.
(Moved Cr Maynard/Seconded Te Maari)*

Carried

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. ACKNOWLEDGMENTS AND TRIBUTES

Ms Te Tau paid tribute to Polly Matthews who had recently passed away and paid tribute to the Ratapu whānau for their loss.

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

4. PUBLIC PARTICIPATION

4.1 Grant Crosland – Naming of a New Right of Way

Mr Crosland requested assistance from the committee in identifying appropriate Māori names for a new right of way at 24-32 Revans Street in Featherston. Mr Crosland offered potential suggestions and invited feedback by mid-December.

4.2 Ray Lilley – Dark Sky Reserve

Mr Lilley spoke in support of the proposed draft Wairarapa International Dark Sky Outdoor Artificial Lighting Plan Change, shared the back story of the dark sky reserve, and requested a letter of support from the Māori Standing Committee.

5. ACTIONS FROM PUBLIC PARTICIPATION

5.1 Grant Crosland – Naming of a New Right of Way

Members acknowledged Mr Crosland for considering a Māori name and engaging with the committee.

Members discussed the opportunity to develop a process when a Māori name is considered for a new road, time constraints in responding to applications, the desire for early notification, normalising the use of Māori names, and that having a pre-approved list of Māori names doesn't serve the committee well. Officers undertook to consider improvements that can be made to the process through the Naming of Public & Private Roads and Rights of Way Policy.

MSC NOTED:

Action 507: Iwi representatives to discuss the request for the use of a Māori name for the new right of way at 24-32 Revans Street Featherston with their respective iwi and undertake a site visit, MSC.

5.2 Ray Lilley – Dark Sky Reserve

The matters raised would be considered under agenda item 7.1, the Draft Wairarapa International Dark Sky Outdoor Artificial Lighting Plan Change for Public Notification Purposes Report.

Karen Mikaera left the meeting at 6.56pm.

6. MINUTES FOR CONFIRMATION

6.1 Māori Standing Committee – 4 August 2020

MSC RESOLVED (MSC 2020/29) that the minutes of the Māori Standing Committee meeting held on 4 August 2020 be confirmed as a true and correct record.

(Moved Mayor Beijen/Seconded Te Maari)

Carried

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

7. OPERATIONAL REPORTS – COUNCIL OFFICERS

7.1 Draft Wairarapa International Dark Sky Outdoor Artificial Lighting Plan Change for Public Notification Purposes Report

Mr Mahowa updated members on progress with the proposed Plan change and answered questions relating to the submission process.

Members expressed concerns about the engagement process followed with iwi and Māori and did not consider the question the Committee raised surrounding long-term economic impacts to Māori had been fully addressed.

MSC RESOLVED (MSC 2020/30):

1. Receive the 'Draft Wairarapa International Dark Sky Outdoor Artificial Lighting Plan Change for Public Notification Purposes' Report.
2. Note that Council at its meeting on 2 September 2020 approved for public notification the Draft Wairarapa International Dark Sky Outdoor Artificial Lighting Plan Change as part of progressing the Council initiated Plan Change.

(Moved Kerr/Seconded Rutene)

Carried

Councillor Jephson left the meeting at 7.08pm.

7.2 Officers' Report

Mr Mahowa responded to questions on the process for engaging with iwi and Māori on resource consents. Members discussed time constraints in responding within the statutory timeframe, and resourcing and remuneration considerations.

MSC RESOLVED (MSC 2020/31) to receive the Officer's Report.

(Moved Cr Maynard/Seconded Maynard)

Carried

7.3 Action Items Report

Members discussed the items, noting further updates and further actions in relation to:

MSC NOTED:

Action 508: Discuss progress on developing the Māori Economy Strategy with Te Puritanga Jefferies, N Hooper.

Ms Yates updated members of discussions with Mr Hurihanganui of Engaging Well to clarify the scope of the proposed Cultural Audit and Mr Hurihanganui's availability to complete the work. Members endorsed proceeding with work on the Terms of Reference this year with a view to a Cultural Audit being conducted in early 2021 ahead of the Long Term Plan.

MSC RESOLVED (MSC 2020/32) to receive the Action Items Report.

(Moved Maynard/Seconded Kerr)

Carried

7.4 Income and Expenditure Report

MSC NOTED:

Action 509: Present the Māori Standing Committee budget allocation to the next meeting for approval, K Neems.

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

MSC RESOLVED (MSC 2020/33) to receive the Income and Expenditure Statement for the period 1 July 2020 – 31 August 2020.

(Moved Rutene/Seconded Kerr)

Carried

7.5 Māori Representation on the Wairarapa Library Services Joint Committee
Members discussed potential representatives, the selection process, the time commitment and resourcing of the position, and questioned the appropriateness of the committee being named 'Wairarapa.'
Members considered the Terms of Reference lacked details and noted that while the recommendation could be an expression of interest process, further clarification is needed on the responsibilities and expectations to understand how the process would work before the committee is able to provide guidance.

MSC RESOLVED (MSC 2020/34) to receive the Māori Representation on the Wairarapa Library Services Joint Committee Report.

(Moved Mayor Beijen/Seconded Cr Maynard)

Carried

8. CHAIRPERSON REPORT

8.1 Chairperson Report

Ms Hooper spoke to matters in the Chairperson Report and encouraged members to attend the upcoming Long Term Plan and Spatial Plan hui. A supporting document was tabled with key questions for the hui.
Ms Yates updated members of upcoming engagement activities. Members discussed the importance of engaging with rangitahi and suggested engagement be undertaken with students at boarding schools.

MSC RESOLVED (MSC 2020/35) to receive the Chairperson Report.

(Moved Cr Emms/Seconded Te Maari)

Carried

9. MEMBER REPORTS

8.1 Member Report from Mayor Beijen (verbal)

Mayor Beijen updated members of the upcoming hui being held to engage with iwi and Māori on the Three Waters Reform Programme and undertook to provide members with the hui schedule.

Ms Hooper closed with a Karakia.

The meeting closed at 8.27pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

MĀORI STANDING COMMITTEE

27 OCTOBER 2020

AGENDA ITEM 7.1

OFFICERS' REPORT

Purpose of Report

To report to the Committee on general activities.

Recommendations

Officers recommend that the Committee:

1. *Receive the Officers' Report.*

PLANNING AND ENVIRONMENT GROUP REPORT

This report was prepared for the Planning and Regulatory Committee but not presented as their meeting on 23 September 2020 was cancelled.

1. Resource Management

1.1 Planning Summary

1.1.1. Planning

The Planning team in a year receives around 200 resource consent applications. In normal periods, we usually have about 13 - 20 resource consents to assess. Currently there are 12 resource consent applications active for land use and subdivision decision making. There are currently 10 applications for certificates, (incl 223, 224 certificates). Consent work sits beside a mix of district plan enquiry work, land use compliance, and growing policy work. Our robust and timely decision making has continued.

1.1.2. South Wairarapa Spatial Plan

The South Wairarapa Spatial Plan is our districts strategic document looking out to 2050. The workshop on Spatial Planning held on 23 July provided more awareness on what spatial planning constitutes and considered options for approach and alignment of the Spatial Plan and the LTP. Further workshops continue to explore the linkages between district vision, district strategic drivers and catalyst projects across 30 year, 10 year horizons. A workshop considering district growth aspects will be held on 16 September. Work continues to shape the Spatial Plan/LTP diagram componentry and to refine future engagement meeting timings.

1.1.3. Martinborough Southeast Growth Area (MSGA)

An assessment report on stormwater issues by Wellington Water was completed after February. As a result of discussion at Council including work for the South Wairarapa Spatial Plan, and due to awareness of extent and costs of stormwater constraints and required mitigation in the area, the Martinborough Southeast Growth Area is now on hold, including the phase two stormwater modelling work.

1.1.4. District Plan Review

WCDP became operative in 2011, required to be reviewed after 10 years. A District Plan review can take around 2 years. Consultancy Boffa Miskell were confirmed as the preferred provider to support the review, as has membership of the hearings committee for the review. The work group meeting was held on 8 September, considered the extent of the WCDP review plus the proposed RMA reforms for planning. RMA reform recommendations of the Randerson report, proposes replacement of the RMA by a new regional level spatial plan Act and new natural resources Act. The plan review will continue but be at a level to focus on key plan topics that need necessary review.

1.1.5. Dark Sky

Council supported the need for a Council initiated plan change to review district plan outdoor lighting rules to support a dark sky reserve. Plan change is based on Mackenzie DC approach. The change to lighting on highways, discussion with NZTA. Memorandum of Understanding (MOU) on proposed Dark Sky Reserve compiled, committed to by 3 Council's. The draft Wairarapa International Dark Sky -Outdoor Artificial Lighting Plan Change has been compiled, approved by Council for notification. Public notification of this plan change is in early October.

1.1.6. Review of Notable Trees Register

Hearing was held in Greytown on 21 November. The Commissioner's decision on plan change to update register was reported to Council early February 2020. The independent commissioner's decision was adopted, we are currently dealing with an appeal on the listing of one Oak tree.

1.1.7. Featherston Tiny Homes/Brookside RC

The application has involved multiple meetings. The applicant has been requested to provide further information on urban design and traffic assessment. Number of units proposed has lowered from 120 to approx. 100 dwellings. Required further information on urban design aspects, due to site intensity, was requested, info. was supplied, the application was to be publicly notified. However, the applicant has advised Council to hold the application at this point.

1.1.8. Orchard Road Subdivision

A resource consent was granted to resolve an outstanding abatement notice. The applicant appealed this decision and Council is in the process of resolving this issue through mediation.

1.1.9. Proposed Combined Council Dog Pound SWDC/CDC

The proposal for a combined dog pound facility for SWDC and CDC was again suggested during 2019. An initial report to identify location options was compiled, with the preferred location identified as Carterton’s existing site. Independent report on facility needs and costings initially prepared by Beca’s Mike Todd, but report not completed, Beca ceased property service work. Recent costings report by Armstrong Dixon Ltd in April for reporting to July Committee mtg. The Committee sought detailed component costings, comparative costs info is being compiled. The Committee on August 12 strongly indicated pursuance of a combined pound facility with CDC and officers to clearly detail the costings framework of this option. However, the matter has been parked awaiting a direction from the Shared Services group. CDC have recently indicated a hesistancy for a combined pound option.

Resource Management Act - District Plan

SERVICE LEVEL – Council has a Combined District Plan that proves certainty of land-use/environmental outcomes at the local and district levels.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents’ image of the closest town centre ranked “satisfied”	80%	89%	NRB 3 Yearly Survey October 2018 (2016: 87%)
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER’s)		-	Consultants have established data to be recorded and stored to enable effective reporting against AER’s in WCDP. A final monitoring strategy is still to be completed.

Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	Total 29/29
		100%	16/16 Land Use applications were completed within statutory timeframes. NCS
		100%	12/12 Subdivision applications were completed within statutory timeframes. NCS
		100%	1/1 permitted boundary activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	14/14 s223 certificates were certified within statutory timeframes. NCS. Impacted by the departure of the Planning Manager and team transition from June to August 2019

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	9 out of 9 s224 certificates were certified. NCS.

Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains, and updates reserve management plans as required.	Yes	Yes	RMP's are generally current and appropriate. It is therefore not anticipated that any updates will be undertaken this year.

Six Months Trend from 1 st March 2020 to 31st August 2020		
Item	No of applications completed within the time frame over the total number of applications	% of applications processed within time frames
Land use consents	44/44 within 20 working days	100%
Subdivision Consents	40/40 in 20 working days	100%
223 Certificates	33/33 in 10 working days	100%
224 Certificates	22/22 in 15 working days	100%

2. Building Services

The procedures audit by IANZ identified a small number of procedure improvements which were updated and quickly resolved, and resulted in recent re-accreditation of our BCA, together with positive praise by the auditors. The level of new building consent applications has remained consistent, there has been timely processing together with the provision of ongoing site inspections services. Over the last financial year our team processed 584 applications which included exemptions. There are usually around 60 active building consent applications live.

Local Government Act – LIM’s

SERVICE LEVEL – Land Information Memoranda: It is easy to purchase information on any property in the District.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2019-2020
Standard LIMs are processed within 10 days	100%	100%	49/49 standard LIMs were completed G:\LIMs\LIMS PROCESSED 2019-2020

	YTD 1 ST JULY 2020 TO 31 ST AUGUST 2020	PREVIOUS YTD 1 ST JULY 2019 TO 31 ST AUG201 9	PERIOD 1 ST JULY2020 TO 31 ST AUG 2020	PREVIOUS PERIOD 1 ST JULY2019 TO 31 ST AUG 2019
Standard LIMs (Processed within 10 working days)	49	26	49	26
Urgent LIMs (Processed within 5 working)	16	10	16	10
Totals	65	36	65	36

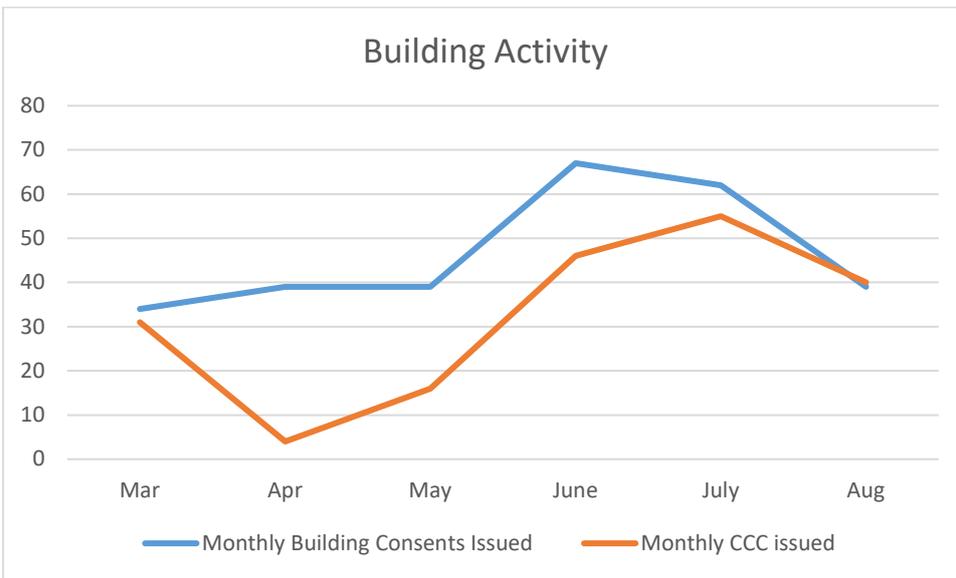
Building Act - Consents and Enforcement

SERVICE LEVEL - Council certifies all consented work complies with the building code, ensuring our communities are safe. The Council processes, inspects, and certifies building work in my district.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	96.84%	NCS – 92 of 95 CCC’s were issued within 20WD YTD – Human/technical error, process put in place to prevent this from happening in the future.
Building consent applications are processed within 20 working days	100%	100%	NCS – 101 consents were issued within 20WD YTD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2022. Council was re-accredited in January 2020
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOFF’s and Swimming Pools	Yes	Yes	Building Consents Council inspects all new work to ensure compliance (July and August 2020 – 767 inspections) BWOFF’s – Total 169 – average of 3 audits per month required, 0 audits carried out July & August Swimming Pools – Total 279 – average of 7 audits per month required. 19 audits carried out in July & August

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Earthquake prone buildings reports received	100%	N/A	Of the remaining buildings: 25 - Identified as EPB 9 - Require engineer assessment from owners 2 - Requested extension to provide engineers report

	Mar 20	April 20	May 20	June 20	July 20	Aug 20
Monthly Building Consents issued	34	39	39	67	62	39
Monthly CCC issued	31	4	16	46	55	40



Building Consents Processed

TYPE – JULY-AUGUST 2020	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	11	\$3,535,200.00
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	1	\$50,000.00
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	89	\$7,740,719.00
Other (public facilities - schools, toilets, halls, swimming pools)	0	\$0.00
Totals	101	\$11,425,919.00

3. Environmental Health and Public Protection

The team continues to provide helpful advice, support and decision making in the areas of food safety, alcohol, bylaws and dog control matters. It was pleasing to see the high level of interest, uptake and positive feedbacks from the earlier food training, provided through Council on Food Safety Plans. Covid 19 level 2 continues to give challenges, but we are ahead of the premises verifications benchmark. MPI requirements will see us move to remote verifications, which will draw more heavily on process timing.

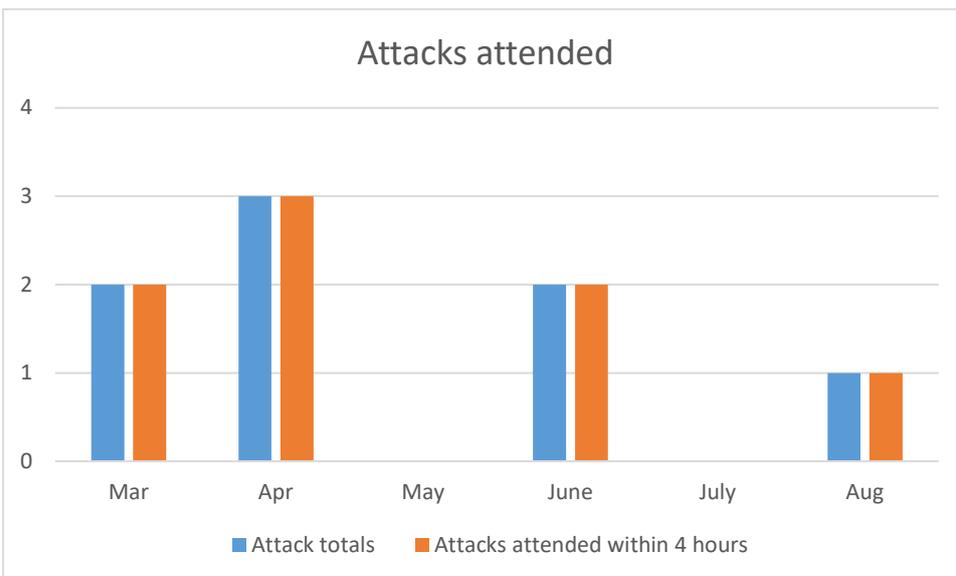
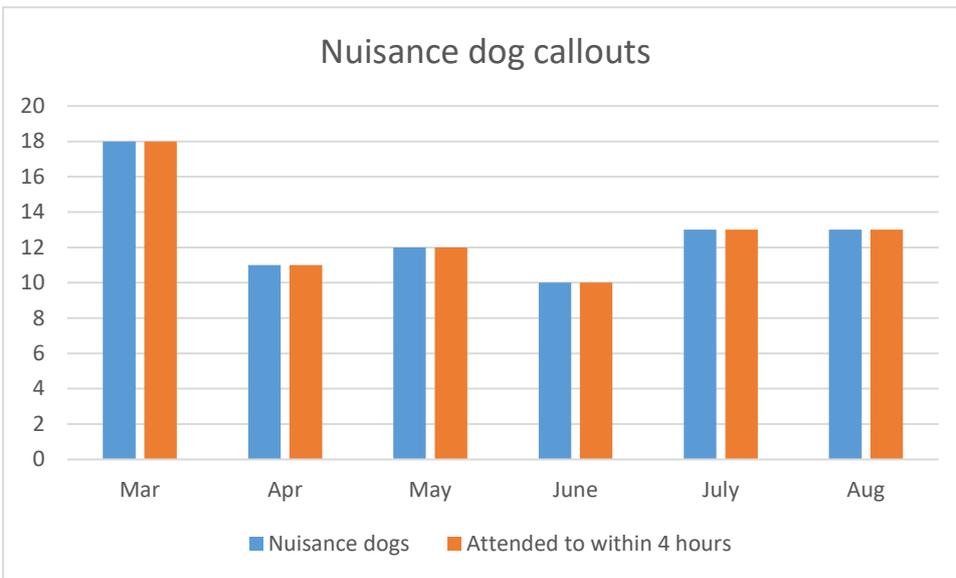
Dog Control Act – Registration and Enforcement

SERVICE LEVEL – Dogs don't wander freely in the street or cause menace to humans or stock.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	0	No visits at this stage. Education is planned for at risk groups
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 28/28
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	1/1

INCIDENTS REPORTED FOR PERIOD 1 JULY 2020 TO 31 AUG 2020	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	-	-	-
Attack on Person	-	1	-
Attack on Stock	-	-	-
Barking and whining	3	2	3
Lost Dogs	-	-	1
Found Dogs	-	-	1
Rushing Aggressive	2	-	-
Wandering	5	1	5
Welfare	-	-	-
Fouling	-	-	-
Uncontrolled (off leash urban)	1	1	1

	Mar 20	Apr20	May 20	June 20	July20	Aug 20
Nuisance dogs	18	11	12	11	13	13
Attended to within 4 hours	18	11	12	10	13	13
Attack totals	2	3	0	2	0	1
Attacks attended within 4 hours	2	3	0	2	0	1



Public Places Bylaw 2012 - Stock Control

SERVICE LEVEL – Stock don't wander on roads, farmers are aware of their responsibilities.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 3/3
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 2/2

INCIDENTS REPORTED	TOTAL FOR PERIOD 1 JULY 2020 TO 31 AUG 2020
Stock	3

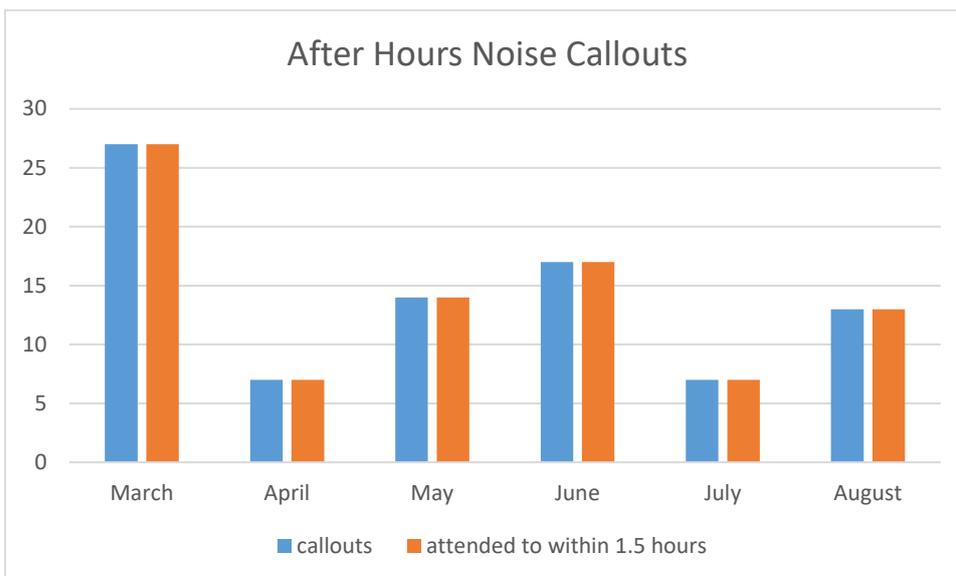
Resource Management Act – afterhours Noise Control

SERVICE LEVEL – The Council will respond when I need some help with noise control.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	100%	K:\resource\Health\Resource Management\Noise Control Complaints 20/20 attended within timeframe 20 callouts July and August 20 20/20 attended to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2020 TO 31 AUG 2020	PREVIOUS YTD 1 JULY 2019 TO 31 AUG 2019	PERIOD 1 JULY 2020 TO 31 AUG 2020	PREVIOUS PERIOD 1 JULY 2019 TO 31 AUG 2019
Total	20	13	20	13

	Mar 20	Apr 20	May 20	June 20	July 20	Aug 20
Calls	27	7	14	17	7	13
Attended to within 1.5 hours	100%	100%	100%	100%	100%	100%



Sale and Supply of Alcohol Act - Licensing

SERVICE LEVEL – The supply of alcohol is controlled by promoting responsible drinking.

	TARGET 19/20	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	21.7% YTD	MAGIQ data. All premises inspected at new or renewal application stage (10/46*). 10/46 Number of inspections completed or licences coming up for renewal within the YTD period. Total number of licences is subject to change month by month as new businesses open and existing premises close.
Premises that are high risk are inspected annually, while low or medium risk premises are audited no less than once every three years.	100%	21.9% YTD	MAGIQ data. There are no high risk premises in the district. Low and medium risk premises are inspected every 3 years as part of the renewal process. There are currently 32 low and medium licenses due for renewal or new inspections in this financial year. As at 31 Aug 20, 7 inspections have been done YTD for low and medium premises.

	TARGET 19/20	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			127 licences in total. Total number of licenses is subject to change month by month as new businesses open and existing premises close. Total number of inspections done year to date 7/32
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	0%	0 Controlled purchase Operation has been undertaken this YTD. Usual practice is for the SWDC alcohol licensing inspector is to undertake identified compliance inspections at licensed premises. This is to encourage open communication with our licensees and provide support and education to help our licenced premises comply with their requirements under the Act. Covid 19 and Government lockdown put a stop to this activity in this form and the Alcohol Licensing Inspector undertook compliance through an advisory role remotely under lockdown and as business moved down levels 3, 2 and 1

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2020 TO 31 AUGUST 2020	PREVIOUS YTD 1 JULY 2019 TO 31 AUG 2019	PERIOD 1 JULY 2020 TO 31 ST AUG 2020	PREVIOUS PERIOD 1 JULY 2019 TO 31 ST AUG 2019
On Licence	5	7	5	7
Off Licence	7	10	7	10
Club Licence	1	4	1	4
Manager's Certificate	21	16	21	16
Special Licence	1	8	1	8
Temporary Authority	1	-	1	-
Total	36	45	36	45

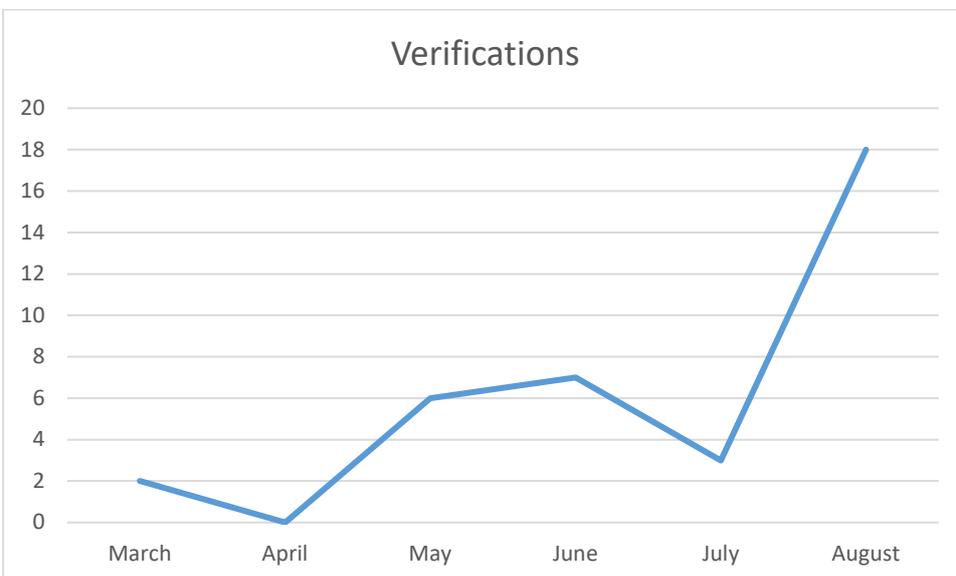
Health Act - Safe Food

SERVICE LEVEL – Food services used by the public are safe.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 19/20	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	FHR – 0 FCP (Food Act) – 93 NP – 59 The changes in the Food Act 2014 require that businesses have an appropriate Risk Based Measure in place by end of transition period (Feb 2019). Total number of premises is subject to change month by month as new businesses open and existing premises close.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 19/20	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected in accord with regulatory requirements.	100%	22.6%	<p>FCP verifications – 21/93</p> <p>*Total number of premises is subject to change month by month as new businesses open and existing premises close.</p> <p>Covid-19 continues to have an impact on the ability of the EHO to undertake verifications. The EHO role also includes Hairdressers, Beauty businesses, Camping, Noise, Nuisance (odour/smoke/rats)</p> <p>21 verifications were undertaken in July and August 2020</p> <p>We were able to finalise (close out) 13 premises in July and August 2020</p> <p>0 outstanding corrective action food business follow ups</p> <p>In addition our EHO was the SWDC first point of contact for all the food businesses and queries to ensure compliance with Government regulations under the various Covid 19 levels.</p> <p>In July and August EHO attended:</p> <p>0 day time noise complaints</p> <p>0 Hazardous substances complaints</p> <p>6 smoke complaints</p> <p>0 rat nuisance complaint</p> <p>1 Odour nuisance complaint</p> <p>1 complaint discharge of storm water to stream</p> <p>4 Camp ground inspections</p> <p>2 Health & Beauty Inspections</p> <p>3 Hairdresser Inspections</p> <p>2 Offensive Trade Inspections</p>

	Mar 20	April 20	May 20	June 20	July 20	Aug 20
Verifications	2	0	6	7	3	18



Bylaws

Between 1 July 2020 and 31 Aug 2020 there were:

Trees & Hedges

- 10 notices were sent by council requesting the owner/occupier to remove the obstruction from the public space.

Litter

- 1 litter incidents were recorded and from this, council sent 15 notices to the identifiable people associated with these incidents.

Abandoned vehicles

- There were 6 abandoned vehicles located in the SWDC area, of which 5 were removed by their owners and the remaining 1 vehicle was removed by councils' contractor.

Contact Officer: Godwell Mahowa, Acting Group Manager – Planning & Environment

PARTNERSHIPS AND OPERATIONS REPORT

This report was presented to the Assets and Services Committee on 23 September 2020.

4. Group Manager Commentary

This report takes a slightly different format to previous reports. Operational updates are provided in the main body of the Committee report and discreet projects or programmes of work are updated in a new dashboard style report at Appendix 1. It is intended to provide the committee oversight and clear indication of progress and any emerging risks to the delivery of Annual Plan activities or key projects.

As well as supporting the development of the Council Long Term Plan, the Partnerships and Operations team have progressed a range of activities to provide services to SWDC ratepayers. Water continues to be a priority focus area for Council and continuing to engage in the water reform programme driven by DIA. Some key pipe upgrade projects continue to be under cost pressure and work continues with Wellington Water to resolve these issues.

In Roading, preparation for the main works season has progressed well. Waka Kotahi NZTA have updated Council on the adjustments to the Funding Assistance Rates (FAR) for the 2021-24 National Land Transport Programme. This sees the NZTA contribution drop by 1% for SWDC and further detail is provided in this report and will also be presented to the SWDC Finance, Audit and Risk Committee.

The amenities team continue to upgrade and renew facilities across the District. Of particular note is the progress made on Pain Farm, at which a public open day was recently held to promote interest in the estate.

5. Water

Operational performance reporting from Wellington Water is provided on a quarterly basis and will be provided to the next Assets and Services committee meeting.

In addition to the project dashboard at Appendix 1, particular points note to in the Water update are:

- As part of the review of how Wellington Water provide services to SWDC, additional resourcing has been applied and network operations split from treatment (water and wastewater) to improve management oversight and control.
- One of the sewer mains in Featherston (near corner Fitzherbert Street and Daniell St, close to the train tracks) has become blocked and work has been undertaken through multiple nights to rectify the issue. There has been no loss of service to residents or environmental impact due to the use of sucker trucks while the issue is resolved. Wellington Water undertook significant local

resident and business engagement prior to the nightworks and we are grateful for ratepayer understanding during this time. The works uncovered unknown lateral connections and a damaged stormwater pipe in the area that was fixed too.

- Reports into the Lake Ferry and possible Martinborough wastewater overflows are currently being finalised by Wellington Water. These reports will be provided to Councillors when received.
- The finalisation of the Delivery Plan for Water Reform stimulus package is also in progress with Wellington Water and will be submitted to DIA, along with the final Funding Agreement, by the end of September.

6. Land Transport

6.1 Waka Kotahi NZTA Funding Assistance Rates (FAR) for SWDC

Waka Kotahi NZ Transport Agency Board has set the Funding Assistance Rates (FAR) for the 2021-24 National Land Transport Programme.

In setting the FAR now, the Board are providing Councils with certainty about funding arrangements so we can complete the planning and budgeting required for Council's Regional Land Transport Plans (RLTPs), and your Long Term Plan.

The SWDC rate for the 2021-24 National Land Transport Programme is 51%. This is a 1% reduction from the 2018-21 National Land Transport Programme and equates to an approximately \$40k pa reduction in funding for SWDC. This reduction will take effect in the 2022-23 Financial Year.

The transition for the Special Purpose Rd (Cape Palliser Road) has yet to be agreed through the 2021-2024 NLTP. As at 1 July 2024 the FAR Rate will be 51% a reduction from 2018-21 NLTP of 100%. The impact of this on Council is currently being quantified and projected.

6.2 Roading Maintenance - Ruamahanga Roads

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

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

- 275.1 km of roads were inspected and identified faults recorded in RAMM for future scheduling.
- 16 bridges were inspected and found to be in an acceptable condition.
- 99 rural culverts were inspected
- 53.85 km of unsealed roads were graded
- 1107.85m³ of maintenance metal was applied to the unsealed roads
- 38 sealed road potholes were identified and filled.
- 51.8 km of mechanical street sweeping was completed

- 14 sign posts were replaced due to vandalism
- Pre-seal repairs have continued
- Maintenance works continued on the footpaths within the 3 towns.
- Esther Street new footpath is nearing completion
- Works completed on Johnsons Hill along Cape Palliser Road.

6.3 Additional activities of note

- The Joint Carterton/South Wairarapa Roading 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 Whatarangi Cliffs. This project is approximately 85% complete.
- 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.
- Traffic Count programme is being developed for the next 24 months.
- A site walk over has been done with Fulton Hogan's Corporate Sealing Manager to assess last years reseal performance and to take learnings going into this season.
- Site Testing has commenced on Western Lake Road Sealed rehabilitation section to enable a design report to be produced.
- The draft 2021/2022 reseal list has been provided the Fulton Hogan to commence pre-seal inspections.

6.4 Eco-Reef trial - Resource Consent update

The Resource Consent application for the trial of the Eco-Reef solution to coastal erosion has progressed.

The Hurupi site has been removed from the trial as GWRC had concerns around effects on the landscape in this area. To proceed with this site would have required SWDC to engage and pay for landscape experts to address GWRC's concerns.

It is considered that the Whatarangi and Turners Bay sites provide enough opportunity for a comprehensive trial and remain part of the proposal.

Further information requested from GWRC on the structural integrity and method of construction has been provided.

The only other outstanding matter is obtaining written approval from the Whatarangi bach owners at the southern end of the settlement and these are being followed up.

7. Amenities

7.1 Housing for Seniors

There are eight people on the waiting list for Housing for Senior units. Some of these applicants have their names on the Martinborough, Greytown and Featherston waiting lists and are happy to relocate if one becomes available.

All Senior Housing units are now fully tenanted.

7.2 Pain Farm

Work continues at Pain Farm and the following items on the Main House have been completed:

- Internal painting completion
- All Sash windows have been repaired and have new hardware
- New lights in the bathroom
- Two Heat pumps installed
- Overhead extractor fan
- Newly made and installed blinds in kitchen, laundry and bathroom
- Grounds maintenance completed

The following work on the Cottage has been completed:

- Rewired to ensure compliance
- Heat-pump installed
- Overhead extractor fan

7.3 SWDC Playgrounds:

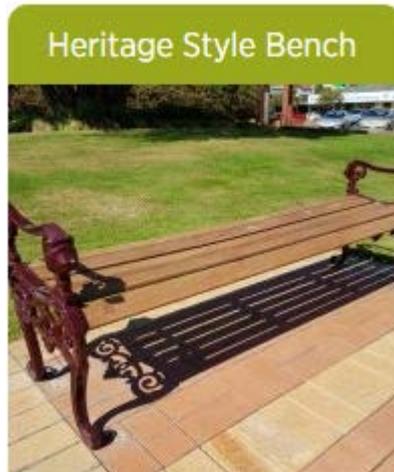
Work through winter in playgrounds has included:

- Featherston playground is having a new child swing installed
- Two new seesaws to be installed in Martinborough and Featherston, which we are awaiting delivery
- Featherston refresh is still in progress and user group being formed

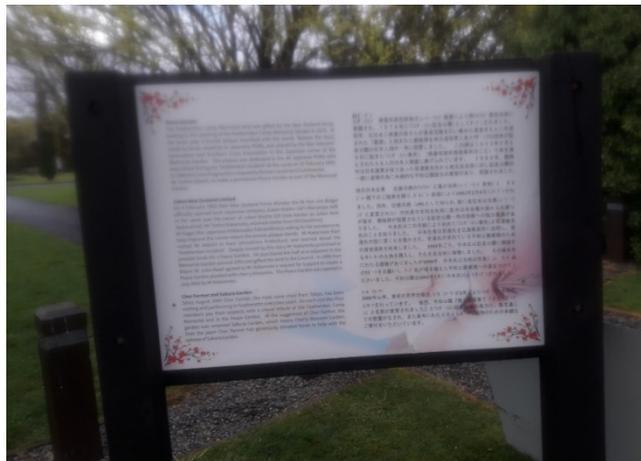
7.4 Parks and Reserves:

The following are key updates relating to SWDC Parks and Reserves:

- Collier Reserve is having a new seat installed:



- The translation on the Sakura sign at the Peace Gardens has also recently been updated:



- Replaced lime around Martinborough Children's water feature to save on long term maintenance issues.
- Awaiting Martinborough basketball court mark out.
- Investigating options for installing a new water fountain in Martinborough Square. SWDC won a drinking fountain in a competition run by Refill NZ.
- A security gate Otairua Reserve has also been installed:



7.5 Cemeteries:

Purchases of burial plots/niches 1 July to 15 September 2020:

	Greytown	Featherston	Martinborough
Niche	2	8	
In-ground ashes Beam		2	
Burial plot	1		2
Services area	1		
Total	4	10	2

Ashes internments/burials 1 July to 15 September 2020:

	Greytown	Featherston	Martinborough
Burial	3		1
Ashes in-ground	2	1	1
Ashes wall			
Services Area	1		
Disinterment			
Total	6	1	2

Work over the winter in the cemeteries has focused on grounds maintenance. The natural burial cemetery in Featherston has also undergone significant grounds maintenance.

7.6 Swimming Pools:

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



7.7 Further work:

A conservation plan for Carkeek observatory is also being developed.

8. Refuse

Working on the Solid Waste and Minimisation bylaw and controls to put out to consultation with the aim to have closed by Xmas in conjunction with Carterton and Masterton. Contract continues to operate successfully.

9. Wairarapa Library Service

9.1 Statistics and activity

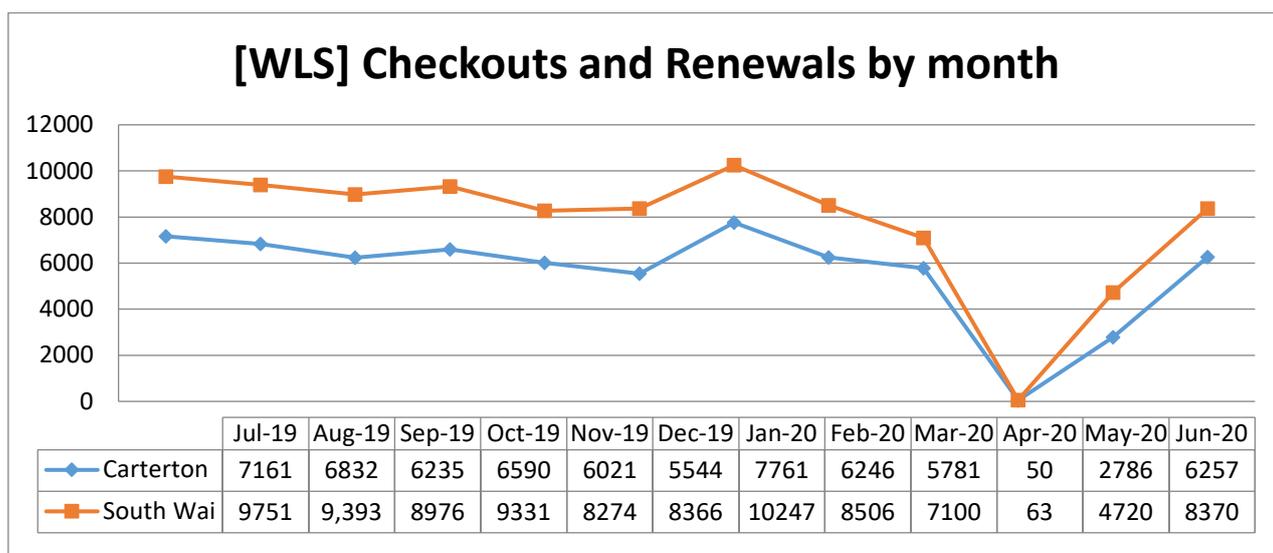
The statistics in this report cover the months of 1 July 2019 – 31 June 2020 inclusive. The data is reported by territorial local authority, in line with funding of the Wairarapa Library Service. WLS operates four branches across the two jurisdictions.

9.2 Checkouts and Renewals (Monographs, Serials, Audio-visual)

WLS averaged 13,363 issues and renewals per month for the financial year of 1 July 2019- 30 Jun 2020 inclusive. The impact of COVID-19 and library closures was illustrated in the months April and May 2020.

Collection use reflects many elements in a library, for example, audience (customers and potential customers), collection buying and lending policies, budget, marketing, global trends in format and publishing, staff knowledge of the collection, and online catalogue information.

	JUL 19	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20	TOTALS
CRTN	7161	6832	6235	6590	6021	5544	7761	6246	5781	50	2786	6257	67264
SWDC	9751	9393	8976	9331	8274	8366	10247	8506	7100	63	4720	8370	93097
TOTAL	16912	16225	15211	15921	14295	13910	18008	14752	12881	113	7506	14627	160361



9.3 Audiobooks and e-Books

Issue data on audio books and e-Books is delivered at an aggregated level only. The data is available for 1 August 2019-30 Jun 2020. Audio book issues have averaged 542 per month. E-Book issues averaged 510 per month.

While growing, digital issues are significantly lower than analogue (i.e., books etc.). While the growth reflects the worldwide trend toward increased usage of online resources, it does indicate a significant opportunity to market the WSL digital collections. Reiterating this is the low rate of issues during the library closures of COVID-19 lockdowns, which would arguably have been prime times for audio and e-book usage.

Although digital, audiobooks and e-books are collection items. As such, the same elements outlined in the checkouts and renewals section (above), apply.

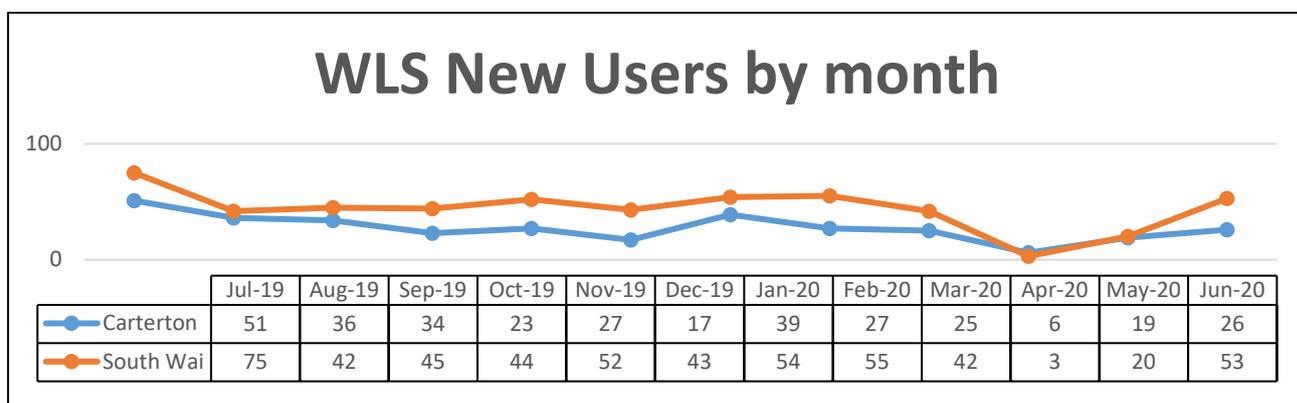
	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20	TOTAL S
Audio	276	261	296	306	281	319	320	694	1118	1202	887	5960
e-Books	503	500	554	533	618	636	588	323	410	459	488	5612
TOTAL	779	761	850	839	899	955	908	1023	1528	1661	1346	11572

9.4 New users July 2019 – June 2020

WLS has averaged 72 new customers each month in the 2019/20 financial year. The impact of COVID-19 was noticeable in April and May 2020.

WLS is planning to do work on identifying people and groups across the WLS area, who are not currently customers. This will then become the base for an engagement strategy. Doing so, complements future Community Development efforts, aides in the delivery of the Positive Ageing Strategy and furthers both Councils goals in delivery wellbeing indicators.

	JUL 19	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20	TOTAL
CRTN	51	36	34	23	27	17	39	27	25	6	19	26	330
SWDC	75	42	45	44	52	43	54	55	42	3	20	53	528
TOTAL	126	78	79	67	79	60	93	82	67	9	39	79	858



9.5 Programmes

SWDC Libraries delivered a range of literacy programmes to their communities in 2019/2020. COVID interrupted some planned events, and saw libraries change to online channels. Many of the programmes were done in conjunction with or to extend other organisations' offerings.

The Libraries delivery of 18 programmes (Featherston), 3 (Greytown), 28 (Martinborough), does not reflect that programmes are a mix of multi-week events (e.g., ECRead'n Summer Reading, Winter Warmers), one off events (ECRead'n Storytellers, Wet & Wild Activity Day, Pre-school Matariki Event), regularly scheduled

multi-week programmes (School Holiday Crafts – during school holidays x4), long-running programmes (Facebook Elf on the Shelf - delivered daily for 24 days), or regularly scheduled events throughout the year (e.g., Wā Kōrero – every Tuesday during school terms).

A programming framework which includes an evaluation component, will see the Libraries move toward reporting on intended and realised audience, and in turn, the ability to measure whether programmes are delivering on their intended objectives.

9.6 Digital literacies

New Zealand's concerning digital access and competency divide are well documented¹. Being able to access technologies and be competent and confident using them is a key skillset for all ages and demographics.

Libraries are an acknowledged partner in addressing these issues. WLS will be increasing its delivery of opportunities for people to interact and learn about digital products and technologies. Two examples underway now are:

The 2020 budget included monies for libraries to support communities during COVID-19 and its aftermath. National Library has funded the delivery of three significant and popular online resources for September 2020-31st March 2021. These will soon be available to all WLS members:

1. **PressReader provides** same day access to full-page replicas of more than 7,000 **newspapers & magazines** from New Zealand and around the world in 60+ languages.
2. **Australia/New Zealand Reference Centre Plus** combines Australasian magazines, newspapers, newswires, biographies and reference books to create the largest collection of regional full-text content available to libraries in Australia and New Zealand.
3. **MasterFILE Complete** provides full text periodicals covering an extensive range of subject areas including business, health, education, fitness, sports and leisure, personal finance, general science, multicultural issues, DIY and fashion.

Neighbourhood Support is partnering with Carterton and Greytown Libraries to deliver “how to” clinics for those wishing to download, setup and use the COVID-19 tracing app.

¹ http://motu-www.motu.org.nz/wpapers/19_17.pdf;
https://internetnz.nz/assets/Archives/Solving_Digital_Divides.pdf;
<https://www.digital.govt.nz/dmsdocument/161~digital-inclusion-and-wellbeing-in-new-zealand/html>;
<https://digitalinclusionalliance.nz/resources/research-links>; <https://2020.org.nz/resources/digital-literacy-inclusion-research/>

9.7 Focus for September-December 2020

The focus for the Sept-Dec 2020 quarter is continued delivery of existing services under varying COVID-19 conditions. In parallel with the Councils' Long-Term Plan (LTP) development, the Libraries will be starting to formulate an updated strategic plan for 2021-2024.

10. Appendices

Appendix 1 – Partnerships and Operations Programme Report

Contact Officer: Euan Stitt, GM Partnerships and Operations

Reviewed by: Harry Wilson, Chief Executive

Appendix 1 – Partnerships and Operations Programme Report

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Overall Programme Status (RAG)						Focus on Asset Management Plan and preparation for new season underway as key areas of activity. Schedules for increase in work this year (rollover from previous FY) being finalised and expected to be delivered.

Current Projects

Ruaokoputuna	\$400k	Oct 20 - Dec 20				
Ruakokoputuna Seal Extension						
Sealed Road Pavement Rehab	\$220K					
Western Lake Rd Area Wide		↓	↓		↓	H&S risk relates to nature of road and speed. Currently unscheduled works.
Sealed Road Resurfacing Local Roads	\$467.5k	Oct 20 - Dec 20				
Scheduled programme of works comprising 14.5kms of resurfacing on: Shooting Butts Road, Hikinui Road, Bucks Road, Underhill Road, Boundary Road, Pa Road, Birdie Way, Eagle Place, Fairway Drive, Te Muna Road, Papawai Road, Fraters Road, Tilsons Road, Hecklers Road, Moroa Road, Kahutara Road, White Rock Road, Lake Ferry Road, East Street.						Working towards 5% reseal KPI. Will require additional funding in LTP to meet in future years.
Sealed Road Resurfacing Special Purpose Rd	\$115K	Oct 20 - Dec 20				
3.5 kms of resurfacing work on Cape Palliser Road						
FootPath Renewals	\$177K	Oct 20 - Jun 21				
Planned maintenance						
FootPath maintenance Extra Funding	\$375K	Jun 20 - Jun 21				
Footpath Maintenance \$125K per town						High level of input required by staff
Esther Street Footpath Extension	\$70K	Jul-20				
Noted from AP submissions						High level of input required by staff
Low Cost Low Rik Local Roads	\$345K	Aug 20 - jun 21				
Culvert Extensions, safety improvements, seal widening, intersection improvements, slip stabilisation, guardrails, kerb and channel works.						
Low Cost low Rick Special Purpose Rd	\$250K	Aug 20 - jun 21				
Guardrail installation, Signage upgrade, Rock revetment supply						\$100k carry forward from 19/20
Asset Management Plan	\$50k	June 20 Aug 20				
Plan development and RLTP funding						Joint AMP with CDC and NZTA funding request 2021.2024
Reading Street Upgrade	\$250k					
Upgrade Reading Street as part of Orchards Development						3rd party driver
Speed Limit Review						
Conduct District wide speed review. Progressing with CDC						Link to NZTA speed reduction and Road to Zero, Urban safety for vulnerable users etc.
Tora Farm Rd bridge beam painting x2	\$100K	Oct 20 - Jun 21				
Painting steel beams on Tora Farm and Pukeamuri Bridges			↓		↓	Environmental and Health and Safety risk due to working above waterways and working at height

Status key:

On track/achieving

Some concern

Off Track/Major concern

Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Overall programme progressing well. PGF funding applications require clarity to progress key projects with certainty. Pain Farm a positive outcome.

Current Projects

Featherston War Memorial	\$250k	tbc				
Repair earthquake damage and structural deficiencies						Application submitted to PGF for funding. Quote received for works and Heritage NZ engaged in scope.
Peace Garden, Featherston	\$120k	tbc				
Construct accessible ramp and web-enabled information display with additional seating and planting						Application submitted to PGF for funding 'not progressing at this stage'. Quote received for works and Heritage NZ engaged in scope.
Anzac Hall upgrades	\$100k	Sep-20				
Toilets, roof and wall repairs						Application submitted to PGF for funding. Quote received for works.
Featherston Community Centre	\$110k	tbc				
Roof and wall repairs, asbestos removal, painting, car park and kitchen/toilet repairs						Application submitted to PGF for funding. Quote received for works. NB - Not a Council asset but Council supporting PGF application.
SWDC Tree asset management	tbc					
Develop a long term District wide programme for tree management						Awaiting business case to be presented for LTP. May break into zones and capture the most public used Parks and Reserves as a trial this year to determine the state of our trees to attach to the Parks management plan. Relates to H & S and age of trees.
Stella Bull Park Lighting	\$12k	Oct-20				
Install lighting for safety/security of users						Scheduled - solar solution has saved money v budget.
Featherston Stadium	\$20k					
Upgrade to kitchen, seating and ablutions						Application submitted to PGF for funding 'not progressing at this stage'. Quote received for works.
Ngawi Community Hall	\$30k	Dec-20				
Upgrade septic system						Quotes being sought. Scope of works necessary may increase (i.e. bollards to prevent vehicle access to area)
Cemetries data project	n/a	Dec-20				
Data validation, GPS capture and database established						Data validation ongoing, GPS and photo capture commenced. Support from CDC also being provided.
Pain Farm upgrades	\$100k	Sep-20				
Upgrades to Main House and cottage to meet standards						See main report
SWDC Lease review programme	n/a	Dec-20				
Complete review of leases						Data capture and strategy under development. Focus on Papawai and Lake Ferry leases in short-term.
Senior Housing	\$85k	Oct-20				

Heat pump/air conditioning installation and painting (int and ext)						AC install completed. Painting part dictated by weather
Swimming Pools	\$15k	Oct-20				
Upgrade to Greytown Stand and painting						Nearing completion for new season
Martinborough Waihinga Cemetery	\$15k	Oct-20				
Install Lych gate as part of anniversary celebrations						Gate being constructed now.
Considine Park, Martinborough	\$8k	Nov-20				
Install additional lime path						Likely Lions involvement
Park exercise equipment	\$45k	Oct-20				
Install outdoor exercise equipment in local parks						Equipment purchased awaiting delivery.

Status key: *On track/achieving* *Some concern* *Off Track/Major concern*

Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Financial risk on two key pipe projects require further management and work is underway on that, noting budgets are now increasingly out of date.

Major Projects**Manganese Removal Plant - Martinborough** \$2.5m Nov 19 - Aug 20

Construct and commission a manganese reduction plant						All major works on MRP completed and successful initial commissioning testing in a closed loop have been completed. Upgrade to MBO Water Plant control systems being undertaken for system operation. Power upgrade in progress. On schedule to be operational by mid Nov (agreed revised delivery date)
--	--	--	--	--	--	--

Featherston WWTP \$500k* Jul 20 - Jun 2025

Develop and implement a suitable wastewater solution for Featherston						WWL held positive meetings with GWRC. Council officer and statutory authority reps first workshop being held 14/09 - as outlined in the timeline presented to previous A&S meetings. Some stakeholders' confusion on purpose of meetings clarified. * initial consent budget
--	--	--	--	--	--	--

Upgrade/Renewal Projects**Papawai Road WW Upgrade** \$2.2m tbc

Capacity issue - upgrade pipe						Pricing from WWL panel to deliver to Regional Standard is higher than budgeted. Budget is increasingly out of date. Exploring engineering options, project phasing and current capacity constraints to agree mitigation plan.
-------------------------------	--	--	--	--	--	---

Pinot Grove WW upgrade \$300k tbc

Capacity issue - upgrade pipe						Pricing from WWL panel to deliver to Regional Standard is higher than budgeted. Budget is increasingly out of date. Exploring engineering options, project phasing and current capacity constraints to agree mitigation plan.
-------------------------------	--	--	--	--	--	---

Waiohine Water Treatment Plant (WTP) \$900k Dec-20

4th bore/pump, treated water storage, treatment upgrades and security						Upgrade of electrical and control systems required for 4th bore. Will delay completion and incur slight cost increases (currently being quantified through tender process).
---	--	--	--	--	--	---

Memorial Park WTP upgrades stage 2 \$330k Nov-20

Replace bore pump, new filter, additional pipework and run to waste						Detailed design being completed for procurement in Sept.
---	--	--	--	--	--	--

Memorial Park WTP upgrades stage 3 \$1.5m Jun-21

Chemical dosing, UV and filter upgrades						
---	--	--	--	--	--	--

Lake Ferry WWTP driplines \$40k tbc

Replace driplines at WWTP						Planned upgrade brought forward following forestry contractor damage to lines. Damage is beyond original upgrade scope and will incur higher cost than original upgrade work planned, still being quantified.
---------------------------	--	--	--	--	--	---

WWTP Improvement Programme \$400k Dec-20

Enhance processes, facilities and management of WWTPs across District	On track/achieving	Some concern	Some concern	On track/achieving	On track/achieving	<p>Fast track and BAU delivery structure agreed to streamline delivery, and expedite urgent/critical upgrades. Due to operational staff workloads, and to manage H&S risks, visitors access to the sites including the project team has been controlled.</p> <p>Progress to date:</p> <ol style="list-style-type: none"> 1. Featherston WWTP welfare facility (portocom) has been installed on site - awaiting power connection. 2. Design and install for actuated valve at Martinborough scheduled for completion October. 3. High priority list of operational H&S upgrades developed and in process of being costed and designed - these will be progressively completed over September/October. 4. Lake Ferry WWTP circulation pumps replaced under urgent capex.
---	--------------------	--------------	--------------	--------------------	--------------------	--

SWDC-led Projects

Water Race User Survey n/a Dec-20

Survey Water Race users and related stakeholders on use	On track/achieving	On track/achieving	On track/achieving	Some concern	On track/achieving	Engaging external resource to conduct survey. Water Race Sub Committee keen to progress. Output to inform LTP processes.
---	--------------------	--------------------	--------------------	--------------	--------------------	--

Longwood Water Race Consent n/a Dec-20

Gain consent for continued use of water race	On track/achieving	On track/achieving	On track/achieving	Some concern	On track/achieving	Reporting to GW completed. Undertaking engagement with Fish and Game and DOC as affected parties - limited response to date and delaying process. Water Race continues to operate under existing consent.
--	--------------------	--------------------	--------------------	--------------	--------------------	---

Status key: *On track/achieving* *Some concern* *Off Track/Major concern*

MĀORI STANDING COMMITTEE

27 OCTOBER 2020

AGENDA ITEM 7.2

ACTION ITEMS REPORT

Purpose of Report

To present the Committee with updates on actions and resolutions.

Recommendations

Officers recommend that the Committee:

1. *Receive the Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Committee for information. The Chair may ask Council officers for comment and all members may ask Council 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 be remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 15 October 2020

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

Appendix 1 – Action Items to 15 October 2020

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
149	9-Sep-19	Action	MSC		Invite a representative from YETE to talk to the MSC at their next meeting about the Provincial Growth Fund funding for YETE and the rangitahi programme	Actioned	21/09/20: Members agreed to close this as circumstances have overtaken this action. A focus on rangitahi and considerations will be picked up with the TOR when MSC considers adding a youth representative.
178	4-Jun-20	Action	Euan (Partnerships and Operations)	Tim	To investigate opening walking and cycling access to the paper road that leads to the Owhanga Landing Reserve	Open	24/06/20: Initial indications are the cost is potentially prohibitive in the current situation as it would require going over a stream which could cost \$800k-\$1m to put the road in. Further work will be done to look into this in more detail. 22/07/20: This is still being scoped but officers are looking to include it in the District-wide pedestrian/cycleway/trails plan.
252	1-Jul-20	Resolution	Karen (Policy and Governance)	Steph	MSC RESOLVED (MSC 2020/17) to: 1. Receive the Election of Māori Standing Committee Chairperson Report receive the Officers' Report. 2. Elect a Chair using system A as outlined in clause 25 of Schedule 7 of the Local Government Act 2002 for the election of the Committee's Chair for the 2019-2022 triennium 3. Hold another election for the Chair of the Māori Standing Committee once member vacancies from Hau Ariki and Papawai Maraes are filled. (Moved Mayor Beijen/Rutene) Carried	Parked	1 - No action required 2 - No action required 3 - Parked until Papawai Marae vacancies are filled
253	1-Jul-20	Resolution	Katrina (2,3) MSC(4) MSC (5)	Charly (2,3) MSC (4) K Mikaera (5)	MSC RESOLVED (MSC 2020/19): 1. To receive the Chairperson Report. (Moved Aporo/Seconded Mikaera) Carried 2. To approve the reimbursement of \$460.70 + GST to Narida Hooper for catering expenses and a gift for Raihānia Tipoki's farewell, funds to come from the MSC Operational fund. (Moved Mikaera/Seconded N Maynard) Carried 3. To approve the grant application from	Parked	1 - No action required 2 – Done, to accounts for payment 9/07/2020 3 – Done, to accounts for payment 09/07/2020

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
					<p>Puhi Te Whaiti for a cost of \$609.75 for expenses related to the Aoraki Bound Program completed. (Moved Aporo/Seconded Mikaera) Carried</p> <p>4. To consider adding a youth representative to the Māori Standing Committee Terms of Reference. (Moved Rutene/Seconded Mikaera) Carried</p> <p>5. To write a letter of support to Greytown Trials Trust on the Tauherenikau Cycle Bridge Project. (Moved Hooper/Seconded Mikaera) Carried</p>		<p>4 – Parked to be incorporated into TOR review</p> <p>5 - Done</p>
254	1-Jul-20	Action	MSC		Discuss options for the Committee to support participation in the Aoraki Bound programme each year	Open	
350	4-Aug-20	Resolution	Karen (Policy and Governance)	Steph	<p>MSC RESOLVED (MSC 2020/24):</p> <p>1. Receive the 'Criteria for Financial Assistance' Report. (Moved Cr Jephson/Seconded Te Maari) Carried</p> <p>2. Approve the individual, organisation and marae financial assistance application forms. (Moved Mikaera/Seconded Cr Maynard) Carried</p> <p>3. Approve that the financial assistance application forms be made available on the Council website. (Moved Cr Jephson/Seconded Rutene) Carried</p> <p>4. Agree that a further review of the financial assistance application forms be undertaken in 12 months' time following the development of the Committee Terms of Reference and review of the Grant Policy. (Moved Mikaera/Seconded Cr Jephson) Carried</p>	Actioned	<p>1- No action required</p> <p>2 & 3 – Done - New application forms added to SWDC website 10/08/20.</p> <p>4- Forms updated with review date of August 2021</p>
354	4-Aug-20	Action	MSC	N Hooper	To discuss the proposal from Engaging Well to conduct a cultural audit at SWDC with Chief Executive Harry Wilson, MSC.	Actioned	02/9/20:Chair met with officers who are now in contact with Hone to arrange to discuss the scope of the proposal further.

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
							21/09/20: Ms Yates updated members on discussions to clarify the scope of the work and Engaging Well's availability. Members endorsed proceeding with Engaging Well for work on the Terms of Reference this year with a view to the cultural audit being undertaken in early 2021.
355	4-Aug-20	Action	Euan (Partnerships and Operations)	Tim	Investigate progress of the request for Council to add a new sign at Viles Road that marks Pae tū Mōkai o Tauira	Open	09/10/20 Signs have been ordered through contractors
501	21-Sep-20	Resolution	Russell (Planning and Environment)	Godwell	MSC RESOLVED (MSC 2020/30): 1. Receive the 'Draft Wairarapa International Dark Sky Outdoor Artificial Lighting Plan Change for Public Notification Purposes' Report. 2. Note that Council at its meeting on 2 September 2020 approved for public notification the Draft Wairarapa International Dark Sky Outdoor Artificial Lighting Plan Change as part of progressing the Council initiated Plan Change. (Moved Kerr/Seconded Rutene) Carried	Actioned	
507	21-Sep-20	Action	MSC	Andrea and Carlene	Iwi representatives to discuss the request for the use of a Māori name for the new right of way at 24-32 Revans Street Featherston with their respective iwi and undertake a site visit	Open	
508	21-Sep-20	Action	MSC	Narida	Discuss progress on developing the Māori Economy Strategy with Te Puritanga Jefferies	Open	
509	21-Sep-20	Action	Katrina (Finance)	Steph	Present the Māori Standing Committee budget allocation to the next meeting for approval	Actioned	Report to 27/10/20 meeting

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Māori Standing Committee with the most recent Income and Expenditure Statements.

Recommendations

Officers recommend that the Committee:

1. *Receive the Income and Expenditure Statement for the period 1 July 2020 – 30 September 2020.*
2. *Approve reimbursement of \$330.50 (including GST) to Narida Hooper for catering expenses for the Long-Term Plan / Spatial Plan hui held on 28 September 2020, funds to come from the MSC operational fund.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2020 – 30 September 2020 is attached in Appendix 1.

The Income and Expenditure Statement for 1 July 2019 – 30 June 2020 is attached in Appendix 2.

The Chair may ask Council officers for comment and all members may ask the Council officers for clarification and information through the Chair.

2. Appendices

Appendix 1 - Income and Expenditure Statement for 1 July 2020 – 30 September 2020

Appendix 2 - Income and Expenditure Statement for 1 July 2019 – 30 June 2020

Contact Officer: Charly Clarke, Senior Financial Accountant

Reviewed By: Katrina Neems, Chief Financial Officer

**Appendix 1 – Income and Expenditure
Report for the period 1 July 2020 – 30
September 2020**

Maori Standing Committee : Te Māngai O Ngā Hapori Māori

Income & Expenditure for the Period Ended 30 September 2020

Personnel & Operating Costs

Budget

Members' salaries and meeting fees	18,014.00
Mileage reimbursements	4,000.00
Koha	1,000.00
Operating expenses & general grants	20,000.00

Total Personnel & Operating Costs Budget 2020-21 43,014.00

LESS: Expenses to date

Personnel Expenses & Koha

Members' salaries and meeting fees	3,268.00
Mileage reimbursements	508.76
Koha	

Total Personnel Expenses & Koha to 30 September 2020 3,776.76

Operating & Grant Expenses

Resolution date	Organisation/Group	Pou	Description	Spent
-----------------	--------------------	-----	-------------	-------

Total Operating & Grant Expenses to 30 September 2020 -

LESS: Committed funds

Resolution date	Organisation/Group	Pou	Description	Original commitment	Spent to date	Remaining commitment
			Members' salaries and meeting fees	18,014.00	3,268.00	14,746.00
			Mileage reimbursements	4,000.00	508.76	3,491.24
			Koha	1,000.00		1,000.00
4/08/2020	Pae tū Mōkai o Taurira	Te Taiao	Native tree & plant nursery at Te Whare Whakapapa Raranga	1,000.00		1,000.00

Total Commitments

20,237.24

PLUS: Balance carried forward from 2019-20*

27,079.55

TOTAL OPERATING EXPENSE BUDGET AVAILABLE

46,079.55

* remaining budget for personnel and mileage expenses does not carry over into subsequent financial years

Marae Wawata Funds

Income

Annual Plan 2020-21 grant allocation	-
Other miscellaneous income	-

Total Income for 2020-21 -

LESS: Grants paid out to date

10/08/2020 Hau Ariki Marae	Furniture	7,826.09
7/08/2020 Kohunui Marae	Native plant nursery, Kāuta storage, cooking vessels	8,122.00

Total Grants paid out to 30 September 2020 15,948.09

LESS: Committed funds

Resolution date		Original commitment	Spent to date	Remaining commitment
4/08/2020 Hau Ariki Marae	Furniture	9,000.00	7,826.09	<u>1,173.91</u>

Total Commitments 1,173.91

PLUS: Balance carried forward from 2019-20 **27,000.00**

TOTAL MARAE WAWATA FUNDS AVAILABLE 9,878.00

Maori Standing Committee : Te Māngai O Ngā Hapori Māori
Terms of Reference Review for the Period Ended 30 September 2020

Budget

Balance carried forward from 2019-20

18,165.00

Total Budget

18,165.00

Expenditure

4/08/2020 Engaging Well

1,230.18

Total Expenditure

1,230.18

Total Expenditure

1,230.18

LESS: Committed Funds

Resolution
date

Original
commitment

Spent to date

Remaining
commitment

Total Commitments

-

-

REMAINING BUDGET TO BE CARRIED FORWARD

16,934.82

**Appendix 2 – Income and Expenditure
Report for the period 1 July 2019 – 30
June 2020**

Maori Standing Committee : Te Māngai O Ngā Hapori Māori				
Income & Expenditure for the Period Ended 30 June 2020				
Income				
		Annual Plan 2019/20 Grants		27,000.00
		Annual Plan 2019/20 Operating Expenses		41,584.00
		Total Income 2019/20		68,584.00
Expenditure				
		Members' salaries and meeting fees		11,494.00
		Mileage reimbursements		2,464.15
		Total Personnel Costs		13,958.15
General Expenses				
	19/08/2019	He Putiputi Lim	Flowers for Lee Carter	47.83
	28/02/2020	He Putiputi Lim	Flouwers for A Te Whaiti	52.17
		Total General Expenses		100.00
Grants				
	12/09/2019	Pae Tu Mokai o Taurira	Signage	500.00
	27/01/2020	Kurunui College	Grant for 2019 SW Matariki Celebration	1,000.00
		Total Grants		1,500.00
Total Expenditure				15,558.15
Net Surplus/(Deficit) Year to Date				53,025.85
LESS: Committed Funds				
	Resolution date		Original commitment	Spent to date
		Salaries and meeting fees to 30 June 2020	18,584.00	11,494.00
		Mileage reimbursements to 30 June 2020	3,000.00	2,464.15
		Total Commitments		7,625.85
Current Year Surplus/(Deficit)				45,400.00
PLUS: Balance Carried forward from previous year				9,750.00
TOTAL FUNDS AVAILABLE				55,150.00

Maori Standing Committee : Te Māngai O Ngā Hapori Māori						
Terms of Reference Review for the Period Ended 30 June 2020						
Budget						
		Budget carried over from 2018-19				18,840.00
		Total budget				18,840.00
Expenditure						
	21/06/2019	Tahetoka Ltd	Hui with MSC members			675.00
		Total Expenditure				675.00
		Total Expenditure				675.00
LESS: Committed Funds						
	Resolution date			Original commitment	Spent to date	Remaining commitment
		Total Commitments				-
REMAINING BUDGET TO BE CARRIED FORWARD						18,165.00

TE HŌKAI NUKU WAIRARAPA REGION POSITIVE AGEING STRATEGY & IMPLEMENTATION PLAN

Purpose of Report

To provide the Committee with an update on Te Hōkai Nuku Wairarapa Region Positive Ageing Strategy and Implementation Plan.

Recommendations

Officers recommend that the Committee:

1. *Receive Te Hōkai Nuku Wairarapa Region Positive Ageing Strategy and Implementation Plan Report.*
2. *Provide feedback on ways the high priority area to “strengthen relationships with Māori” can best be achieved in the district.*

1. Executive Summary

The Wairarapa Positive Ageing Strategy (Appendix 1) was developed by the three Wairarapa District Councils to prepare for our ageing community.

The South Wairarapa District Council (SWDC) Positive Ageing Strategy Implementation Plan (Appendix 2) is attached for your reference. This plan is iterative and further actions will be included.

2. Background

The Wairarapa Positive Ageing Strategy outlines the way in which the councils will work together to improve and integrate their work for our older people. Our population is ageing rapidly and in the next 30 years the number of Wairarapa residents aged over 65 is expected to increase to nearly 1 in 3 residents.

The strategy was launched in August 2019 with a vision of “Our kaumātua/older residents lead valued, connected and fulfilling lives.”

3. Goals of the Strategy

The strategy goals are based on the World Health Organisation's Age-Friendly priorities and the Office for Seniors' Positive Ageing Strategy. The specific goals chosen for Wairarapa were selected through local research and consultation, and subsequently prioritised by elected representatives.

These goals are:

- **Community support and health services** support older peoples' wellbeing
- **Communication and engagement** with older people is respectful, appropriate and engaging.
- **Transport** options are affordable and accessible for older people.
- **Cultural diversity** – our community is proud of, and inclusive of all cultures.
- **Housing** options are appropriate, safe, and accessible for older people.
- **Places, spaces and activities** are safe, affordable, and provide enjoyable choices for older people.

4. SWDC Implementation Plan

Each council has developed an individual Implementation Plan aligning with the Positive Ageing Strategy goals. The Implementation Plan is a high-level document to guide the implementation process. More detailed plans will be developed for each action.

The Strategy and Plan will have oversight by the SWDC Assets and Services Committee.

A combined council Steering Group is responsible for the completion of the actions within approved timeframes. Members are Karen Yates, Policy and Governance Manager, SWDC; Gerry Brooking, People and Wellbeing Manager, CDC; Aaron Bacher, Community Development Advisor, MDC and Lisa Matthews; Regional Positive Ageing Coordinator.

The Steering Group has set four key priorities for the following months:

1. Covid-19 – response to older persons
2. Working with staff to address areas of work in the Plan
3. Māori engagement and feedback
4. Communication with older persons

The Plan is iterative and there are opportunities to develop further actions throughout the lifetime of the Strategy. In particular, there are opportunities for the MSC to influence the Plan to support the kuia, koroua and kaumatua of SWDC.

4.1 Financial Considerations

Funding for the Regional Positive Ageing Coordinator's role was provided by the three councils on a one-year fixed term basis due to expire in July 2021. The Coordinator is

based in the Community Services Team at the Carterton District Council and spends regular time at the other two councils.

Additional funding of the Coordinator's role from July 2021 will need to be secured to facilitate Implementation Plan actions.

4.2 Consultation Requirements

The Council will engage with the Māori Standing Committee and stakeholders as the implementation plan progresses.

4.3 Financial Implications

There will be financial implications associated with the delivery of some of the actions in the Implementation plan. These will be scoped further and approval sought as necessary.

5. Appendices

Appendix 1 – Wairarapa Regional Positive Ageing Strategy (link to document)
<https://www.swdc.govt.nz/joint-wairarapa-councils-positive-ageing-strategy>

Appendix 2 – Draft South Wairarapa District Council Positive Ageing Strategy Implementation Plan.

Contact Officer: Lisa Matthews, Regional Positive Ageing Coordinator

Reviewed By: Karen Yates, Policy and Governance Manager

Appendix 1 – Wairarapa Region Positive Ageing Strategy

Te Hōkai Nuku

WAIRARAPA REGION

POSITIVE AGEING STRATEGY



Please click on image above to view the Wairarapa Region Positive Ageing Strategy.

Alternatively, you may use the below web address:

<http://www.swdc.govt.nz/sites/default/files/Wairarapa%20Region%20Positive%20Ageing%20Strategy%20FINAL.pdf>

Appendix 2 – Draft South Wairarapa Positive Ageing Strategy Implementation Plan

SWDC Positive Ageing Strategy Implementation Plan 2020-2023

Goal	Priority	Project	2020/21	2021/22	2022/23
Goal 1: Community support and health services	High	Ensure the needs of older people are met in an emergency	<ul style="list-style-type: none"> • COVID 19 – recovery and response 	<ul style="list-style-type: none"> • Review 	<ul style="list-style-type: none"> • Review
	Med	Accessibility audit of key Council assets enjoyed by older people	<ul style="list-style-type: none"> • Research best practice accessibility auditing • Identify public places and spaces most used by older adults 	<ul style="list-style-type: none"> • Develop implementation plan including timetable of audits • Source funding if necessary 	<ul style="list-style-type: none"> • Implement
	Low	Build working relationships and partnership projects with DHB and other community health providers	<ul style="list-style-type: none"> • Relationships and processes for information sharing established • Partner projects identified 	<ul style="list-style-type: none"> • Partnered projects developed 	<ul style="list-style-type: none"> • Partnered projects developed
	Med	Proactively support a Council ageing workforce	<ul style="list-style-type: none"> • Develop HR policy and implementation plan in support of a positively ageing workforce • Share with Councils 	<ul style="list-style-type: none"> • Implement 	<ul style="list-style-type: none"> • Review policy effectiveness
Goal 2: Communications and engagement	High	Customer service training on communicating with older people	<ul style="list-style-type: none"> • Identify provider and provide training to customer service staff 	<ul style="list-style-type: none"> • Provide training to new staff 	<ul style="list-style-type: none"> • Provide training to new staff
	High	Council website rebuild includes review from the perspective of older people	<ul style="list-style-type: none"> • Accessibility standards applied • Testing includes older persons perspective 	<ul style="list-style-type: none"> • Review 	<ul style="list-style-type: none"> • Review
	Med	Ensure good practice community advice mechanisms in place for staff and elected members	<ul style="list-style-type: none"> • Research advisory mechanisms to elected members and officers from older peoples • Review of existing Council stakeholder/advisory groups for effectiveness in providing advice from older adults 	<ul style="list-style-type: none"> • Make recommendations 	<ul style="list-style-type: none"> • Review

Goal 3: Transport	Med	Advocate for improved bus services and greater connectiveness	<ul style="list-style-type: none"> Establish key contacts, information and advocacy pathways eg LTP, regional Mayors Forum, NZTA 	<ul style="list-style-type: none"> Community advice mechanism(s) able to give feedback 	<ul style="list-style-type: none"> Review
	Med	Roading contractors prioritise areas of greatest use by older people to ensure improved safety and accessibility	<ul style="list-style-type: none"> Create a 'hotspot map' of the high-density populations of older adults and places they visit (eg Medical centres, CBD) Ensure roading contracts take account of these. 	<ul style="list-style-type: none"> Implement and monitor 	<ul style="list-style-type: none"> Implement and monitor
	Low	Ensure appropriate levels of accessible parking	<ul style="list-style-type: none"> Conduct a demand analysis for carparking 	<ul style="list-style-type: none"> Source funding and implementation 	<ul style="list-style-type: none"> Review
	Med	Ensure appropriate advice from older people needed to ensure CBD planning is age-friendly	<ul style="list-style-type: none"> District Plan review and Spatial Plan development have older persons input 	<ul style="list-style-type: none"> Review 	<ul style="list-style-type: none"> Review
Goal 4: Cultural Diversity	High	Strengthening relationships with Māori	<ul style="list-style-type: none"> Establish relationships with a wider range of Māori community groups 	<ul style="list-style-type: none"> Relationships and processes for information sharing established Partner projects identified 	<ul style="list-style-type: none"> Partner projects developed
	High	Treaty of Waitangi and cultural competency training for all staff and elected members	<ul style="list-style-type: none"> Treaty Training provided 	<ul style="list-style-type: none"> Provide training to new staff 	<ul style="list-style-type: none"> Provide training to new staff
	Med	Support bi-cultural and multi-cultural activities	<ul style="list-style-type: none"> A stocktake completed which includes role of and participation by older people in events Gaps identified 	<ul style="list-style-type: none"> Events facilitated/developed 	<ul style="list-style-type: none"> Events facilitated/developed
Goal 5: Housing	Med	The District Plan and Regulations teams are informed of and take	<ul style="list-style-type: none"> Results of the Positive Ageing Strategy research shared with asset managers 	<ul style="list-style-type: none"> Implement 	<ul style="list-style-type: none"> Implement

		account of the needs of older people	<ul style="list-style-type: none"> • Updated with next census information • Insights integrated into future plans 		
Goal 6: Places, spaces and activities	Med	Ensure sufficient development of public spaces, places and corridors for an ageing population	<ul style="list-style-type: none"> • Results of the Positive Ageing Strategy research shared with asset managers • Updated with next census information • Insights integrated into future plans 	<ul style="list-style-type: none"> • Implement 	<ul style="list-style-type: none"> • Implement
	Med	Stocktake of community and services and activities for older people	<ul style="list-style-type: none"> • Stocktake undertaken • Gaps and opportunities identified 	<ul style="list-style-type: none"> • New opportunities facilitated/developed 	<ul style="list-style-type: none"> • New opportunities facilitated/developed

UPDATE ON THE SPATIAL PLAN AND LONG TERM PLAN

Purpose of Report

To update the Committee on the Spatial Plan and Long Term Plan process and to receive feedback on the draft Spatial Plan and Long Term Plan diagram and map.

Recommendations

Officers recommend that the Committee:

1. *Receive the Update on the Spatial Plan and Long Term Plan Report.*
2. *Provide feedback on the draft Spatial Plan and Long Term Plan diagram and map following discussion with marae, hapū and iwi representatives.*

1. Background

The Council commenced work on a draft Spatial Plan in 2019 and decided in early 2020 to integrate the development of the Spatial Plan with the Long Term Plan 2021-31 (LTP). The Spatial Plan provides a blueprint for how we envision the district to look in the next 30 years and the LTP is the implementation plan and budgets for the first 10 years.

The Committee held a hui on 28 September to provide initial feedback on the plans and how Council could best continue to work with the Committee and marae, hapū and iwi representatives through the development of the plans.

2. Key actions from the hui

The Committee identified a number of matters that Council could incorporate into the plans that would improve partnership working with Council and benefit the Māori community in the district. These will be considered by Council and will be discussed further with the Committee as the plans are developed.

The Committee provided feedback on the draft Spatial Plan and LTP diagram and map and requested officers to report back to the Committee for further comment. These are included at Appendix 1. The Committee is asked to consider the content and visual

aspects of the diagram and map and provide feedback following discussion with marae, hapū and iwi representatives.

2.1 Next steps

Officers will liaise with the Chair of the Committee to arrange further hui at marae through November and December.

2.2 Financial Considerations

There are minor operational financial considerations associated with arranging further hui.

2.3 Consultation Requirements

Officers will continue to engage with the Committee and marae, hapū and iwi representatives to develop the plans through to formal consultation with the wider community in March 2021.

3. Appendices

Appendix 1 – Draft Spatial Plan / Long Term Plan diagram and map (to be tabled)

Contact Officer: Karen Yates, Policy and Governance Manager

Appendix 1 – Draft Spatial Plan / LTP Diagram and Map (to be tabled)

MĀORI STANDING COMMITTEE

27 OCTOBER 2020

AGENDA ITEM 7.6

MĀORI STANDING COMMITTEE BUDGET AND FUNDING ARRANGEMENT

Purpose of Report

To present the proposed Māori Standing Committee budget for 2020/21 and a draft funding partnership agreement with Rangiuira o Wairarapa for consideration by the Committee.

Recommendations

Officers recommend that the Māori Standing Committee:

1. *Receive the 'Māori Standing Committee Budget and Funding Arrangement' Report.*
2. *Approve the Māori Standing Committee budget for 2020/21.*
3. *Approve the funding partnership agreement with Rangiuira o Wairarapa.*

1. Background

The Māori Standing Committee (MSC) is provided with an annual discretionary budget of \$20,000 for operating expenses and general grants. The MSC also carried forward an additional \$27,079.55 for operating expenses and general grants and \$27,000 for marae development from 2019/20.

The Chair of the MSC has prepared a proposed budget for 2020/21 as presented in Appendix 1. The Committee is asked to consider adopting the budget for 2020/21.

The proposed budget sets out an allocation of \$1,500 in sponsorship to Rangiuira o Wairarapa to assist with the costs associated with Kapa Haka campaigns. A draft agreement has been prepared for MSC to consider providing ongoing support to Rangiuira o Wairarapa.

2. Discussion

2.1 Proposed MSC budget

The proposed MSC budget is divided into the following four pou: Awhinahia (\$13,000 allocated), Whakapapa (\$12,800), Marae Wawata (\$27,000), and Te

Taiao (\$12,280). The budget also sets out a possible additional budget of \$10,000 to contribute towards a Cultural Audit and Terms of Reference for the MSC.

The Awhinahia, Whakapapa and Te Taiao pou are intended to be funded from the MSC operational and general grant budget. The Marae Wawata pou will be funded from the marae development fund.

2.1.1. Process

Approval of the proposed budget is an agreement of the allocation in principle.

Any grants from the general grant pool or marae development fund should be applied for on the correct grant form and will be presented to the MSC for formal consideration. Support through sponsorship (e.g. for Wairarapa Māori Sports Awards) can either be applied for as a grant, or a partnership agreement can be prepared for consideration if the MSC would like to provide ongoing support throughout the triennium.

General expenditure set out in the proposed budget (e.g. Significant Sites Working Group expenses, training etc.) should be formally approved by the MSC via a resolution once there is further clarity on the specific cost details and intended recipient. Once MSC has formally approved the expenditure, either an invoice can be provided to SWDC, or expense claim for reimbursement with a copy of all receipts can be submitted.

2.2 Proposed terms of partnership agreement

The proposed budget sets out an allocation of \$1,500 in sponsorship to Rangiora o Wairarapa to assist with the costs associated with Kapa Haka campaigns. A copy of their bio is provided in Appendix 2.

At the request of the MSC Chair, a draft agreement has been prepared for the MSC to provide ongoing support to Rangiora o Wairarapa (Appendix 3). The proposed term of the agreement is to the end of the 2019-2022 triennium. This gives the MSC an opportunity to review the arrangement and decide whether the agreement is still fit for purpose.

The proposed agreement requires an accountability form to be completed within three months of the funds being expended.

2.3 Options

The committee may either approved the draft budget and/or agreement as they are presented, decline them, or provide feedback and suggestions for amendments.

2.4 Legal implications

The draft agreement with Rangiora o Wairarapa formalises a funding arrangement through a written Memorandum of Understanding (MoU). The terms of the MoU set out that the relationship between the parties should not be construed as creating a legal relationship or partnership or joint venture.

The proposed agreement recommends both parties agree this is an ongoing relationship for the term of the triennium and any disputes would be worked through in good faith.

2.5 Financial Considerations

Expenditure will come from the MSC discretionary budget or the marae development fund and will show in the MSC Income and Expenditure Statement.

The operating / general grant allocation of \$20,000 is an annual allocation that the MSC does not need to apply to Council for in future years. Any additional funding over and above this allocation would need to be applied for through a Council Community and Youth Grant funding round.

2.6 Consultation

SWDC's Chief Financial Officer has reviewed the proposed MSC budget.

Rangiura o Wairarapa and the MSC Chair have reviewed the draft funding agreement.

3. Conclusion

The MSC is asked to consider the draft budget and funding agreement, provide feedback or approve them as presented.

4. Appendices

Appendix 1 – Proposed Māori Standing Committee Budget

Appendix 2 – Rangiura o Wairarapa Bio

Appendix 3 – Draft agreement with Rangiura o Wairarapa

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Katrina Neems, Finance Manager

Appendix 1 – Draft Māori Standing Committee Budget

Te Whare o Māori Standing Committee

Operations Budget as at 1 Aug 20 - \$38,080
 Marae Dev. Budget as at 1 Aug 20 - \$27,000
 Possible additional budget for TOR \$10,000

Awhinahia	Allocation 2020-2021 \$13,000	Whakapapa	Allocation 2020-2021 \$12,800	Marae Wawata	Allocation 2020-21 \$27,000	Te Taiao	Allocation 2020-2021 \$12,340
Support through:		Support:		Assist Marae to:	\$27,000	Create opportunities:	
grant funds (2x\$1000, 4x\$500)	\$4,000	Significant sites group expenses	\$1,500	Secure funding and to process funding applications from Marae Development Fund		to support Marae and Pae tū Mōkai o Tauira with Cultural Monitoring programs i.e equipment	\$8,000
Sponsorship - Rangiura o Wairarapa Kapahaka & - Wairarapa Māori Sports Awards)	\$1,500	Pūrakau project (NH to submit proposal to MSC)	\$8,000	build relationships through collaborative projects		for training and wānanga with stakeholders eg. GW, DoC, Mountains to Sea	\$2,000
Koha	\$1,000	training on Resource Management Act, specifically sections pertaining to tangata whenua	\$3,000	communicate with committee the aspirations of their marae through their representatives		to engage with communities and schools i.e planting and cultural monitoring projects	\$2,000
New members Induction Pack Project	\$500	RMA Process Project	\$300			to document all projects	\$280
Restorative Justice Process Project	\$500						
Toi Māori Art Project	\$2,000						
Training	\$2,000						
Totals	\$13,000		\$12,800		\$27,000		\$12,280

Appendix 2 – Rangiura o Wairarapa Bio

TE RANGIURA O WAIRARAPA

Te Rangiura o Wairarapa is a Kapa Haka born from the aspirations of graduates and whānau of Te Kura Kaupapa Māori o Wairarapa who wanted Wairarapa represented on a senior stage after a 10-year absence from the Kahungunu regionals. The three founding kaupapa are 1. **Te Reo Māori** 2. **Te Aho Matua** and 3.

Wairarapatanga. Everything we do is guided by one of these kaupapa/principles.

Te Rangiura o Wairarapa's debut campaign #1 began in 2015/16, they travelled together for the 1st time to Hastings, where they were introduced as Kahungunu's newest group to take the stage, and in our first year placed 5th. Although, unable to qualify for Matatini (Hastings 2017), Wairarapa people were proud, and were then known to the social media world as "The group to watch out for".

Campaign #2, Kahungunu Regionals, held in Wairoa, April 2018. Te Rangiura o Wairarapa qualified for Te Matatini ki Te Ao 2019 (Wellington), We placed 2nd overall. This was a proud moment for our Wairarapa people, Iwi and Community.

Te Matatini ki Te Ao festival, campaign #3, was held at the Westpac Stadium in Wellington, February 2019. It was the first time since 2000 that Wairarapa had stood on National stage. It was a great result against some elite long standing kapa, Te Rangiura o Wairarapa placed 21 out of 46 kapa haka groups.

Campaign #4 was our most recent, we took the stage before the Covid lockdown in February, on Saturday 22nd. This Kahungunu Regionals was very special to our people and community, as it was hosted right here in the Eastside of Masterton, Wairarapa. The last time the regionals were held here was in 1996, 24 years ago. We placed third and qualified for Te Matatini, in Auckland 2021.

A campaign can last for seven months, our kaihaka, whānau and management team attend weekend long wānanga and weekly practices utilising any free hall space or patch of grass from Te Oreore Marae to Hauriki.

Since the Covid lockdown, our next campaign which qualified us to the next National Te Matatini Competition has since been postponed. While we are currently in off-season, our goal is to explore our wairarapatanga, increase the use of te reo among our kaihaka and communities, grow confidence of our paepae, in and around our marae, and be responsible kaitiaki of our tāonga tukuiho.



Appendix 3 – Draft agreement with Rangiura o Wairarapa (to be tabled)