

# SOUTH WAIRARAPA DISTRICT COUNCIL

12 DECEMBER 2018

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## AGENDA ITEM D4

### ACTION ITEMS REPORT

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#### **Purpose of Report**

To present the Council with updates on actions and resolutions.

#### **Recommendations**

Officers recommend that the Council:

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

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

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

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

#### **2. Appendices**

Appendix 1 - Action Items to 12 December 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

# **Appendix 1 – Action Items to 12 December 2018**

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
297	21-May-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/59): 1. To support the introduction of 240l recycling bins, an e-waste disposal facility and setup of a recycling centre subject to satisfactory arrangements with Masterton and Carterton district councils. (Moved Cr Olds/Seconded Mayor Napier) Carried 2. To support food waste collection as this could result in significant financial benefits and a reduction in carbon emissions subject to satisfactory arrangements with Masterton and Carterton district councils. (Moved Cr Craig/Seconded Cr Jephson) Carried	Open	Actioned in LTP - e-waste and 240l wheelie bins. Same options to be taken up by both CDC and MDC.  8/8/18: Noted that food waste collection was not taken up as MDC and CDC did not take up the option. 24/10/18: E-waste has been initiated.
301	21-May-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/63) to support the proposal (option two) of status quo for water storage, but to initiate a working group or workshop to investigate and report on water storage options, including communication and education initiatives, with a view to consulting further in the 19/20 Annual Plan. (Moved Cr Wright/Seconded Cr Carter) Carried	Open	03/09 Mark holding over to next Council meeting 04/10 Research being undertaken - deferred to Jan 19
317	16-May-18	Action	Mark	Undertake communications and promotions to encourage home owners to capture rain water in tanks	Open	(joint action for new commns person, I&S and P&E?)
417	27-Jun-18	Action	Jennie	Write and request that GWRC review and clarify the wording of their public transport statement 'This rate funds GWRC's expenditure for the region's public transport services and transport infrastructure' as transport infrastructure is primarily funded via SWDC rates. Suggest removal of the word 'transport'	Actioned	Query sent to GWRC 25 July as to what funding they spend on transport in SW other than public transport.
419	27-Jun-18	Action	Paul	Provide an update on the essentials of the Local Government Act in relation to release of public excluded minutes and/or resolutions	Actioned	
421	27-Jun-18	Action	Mark	Investigate what Wairarapa Lifeline's guidance is available for at risk community members	Open	

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
511	8-Aug-18	Resolution	Russell	<p>COUNCIL RESOLVED (DC2018/105):</p> <p>1. To receive the Summary and Confirmation of Approach on Updating Appendix 1.4 Notable Trees Register of the District Plan. (Moved Cr Ammunson/Seconded Cr Colenso) Carried</p> <p>2. That 26 trees or groups of trees are removed from the Appendix because the trees are no longer on site, or no longer alive. (Moved Cr Craig/Seconded Cr Carter) Carried</p> <p>3. That 21 trees or groups of trees are removed from the Appendix because these are not worthy of protection. (Moved Cr Vickery/Seconded Cr Wright) Carried</p> <p>4. That no changes are made to listed trees located on Council land, other than removing those trees of which Council is aware are no longer present. (Moved Cr Olds/Seconded Cr Colenso) Carried</p> <p>5. That 45 trees or groups of trees be added to the Appendix based on suggestions from the public. (Moved Cr Craig/Seconded Cr Carter) Carried</p> <p>6. That 17 trees or groups of trees be added to the Appendix based on suggestions from the Tree Advisory Group. (Moved Cr Craig/Seconded Cr Wright) Carried</p> <p>7. That tree addresses, tree reference identifications, species, and quantity of species for tree group listings are changed as per the provided reports by Mr Hill. (Moved Cr Jephson/Seconded Cr Wright) Carried</p> <p>8. That the Mead oaks in Wood Street, Greytown, be included in the Appendix at this time, but at the time of the proposed Plan change more information is to be provided to Council so an informed decision can be made. (Moved Cr Olds/Seconded Cr Jephson) Carried</p> <p>9. That the copper beech tree at 134 Main Street, Greytown, be further assessed for inclusion at this time, but at the time of the proposed Plan change more</p>	Actioned	Report on updating of Notable Trees Register to December Council meeting.

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				information is to be provided to Council so an informed decision can be made. (Moved Cr Wright/Seconded Cr Craig) Carried		
513	8-Aug-18	Resolution	Russell	<p>COUNCIL RESOLVED (DC2018/104):</p> <ol style="list-style-type: none"> <li>To receive the Plan Change 9: Structure Plan for the Greytown Development Area Including a Designation of Road. (Moved Cr Wright/Seconded Cr Colenso) Carried</li> <li>To note that the amended roading contribution wording of Appendix 5 of the recommendation has been approved by Commissioner Rob van Voorthuysen and that Council has made the change under clause 16 (2) of the First Schedule of the Resource Management Act.</li> <li>To adopt Option 1 for the amended roading contribution wording of clause d) and the explanation of the clause of Appendix 5 of the recommendation.</li> <li>To receive the recommendation of the Independent Hearings Commissioner on Plan Change 9 (including a notice of requirement to designate a road to provide access to the Greytown Development Area from West Street).</li> <li>To adopt the recommendation of the Independent Hearings Commissioner as a Council decision and direct officers to notify the decision in accordance with the First Schedule of the Resource Management Act 1991. (Moved Cr Wright/Seconded Cr Ammunson) Carried</li> </ol>	Open	24/10/18: Has been notified. Two appeals have been received, currently working with respective parties.
521	8-Aug-18	Resolution	Mark	<p>COUNCIL RESOLVED (DC2018/113):</p> <ol style="list-style-type: none"> <li>To receive the 17A Roothing Review Report. (Moved Cr Jephson/Seconded Cr Vickery) Carried</li> <li>To accept the findings that; the preferred option is a shared governance arrangement with an outsourced contract. (Moved Cr Wright/Seconded Cr Olds) Carried</li> <li>That the shared governance structure and accountabilities be defined following further work on</li> </ol>	Open	03/09 Final report on way forward to be presented at Council

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				risks, costs and savings. (Moved Cr Craig/Seconded Cr Ammunson) Carried 4. That the shared contract structure be defined following further analysis on bundling of works and services within the roads contract, including professional services. (Moved Cr Vickery/Seconded Cr Colenso) Carried		
530	8-Aug-18	Action	Jennie	Give consideration to supporting economic growth by offsetting various charges for a period of time during the rating review	Open	To be discussed as part of rating review.
532	8-Aug-18	Action	Russell	Provide analysis to councillors on the last two years of building consent applications	Open	24/10/18: To be circulated prior to Dec Council meeting.
533	8-Aug-18	Action	Mark	Amend wastewater project wording to show that 100% irrigation of wastewater to land is for a normal year and that there a provisions for discharge to waterways in unusual circumstances	Actioned	
603	19-Sep-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/130): 1. To receive the Cotter Street Recommendation Report. (Moved Cr Jephson/Seconded Cr Wright) Carried 2. To keep the road as an existing two way through road in the meantime. 3. To reduce speeds to 30kms/hr as part of the new speed limit rollout. 4. To review traffic counts in two years to reassess traffic increases. Cr Carter voted against this motion. 5. To carryout preliminary design and cost a footpath on one side of the road for determination by March 2019. 6. That subject to discussion with residents and balancing of residents' views and alignment with national guidelines, further enhance safety by installing additional speed humps. (Moved Cr Wright/Seconded Cr Craig) Carried	Open	4/10 Letter and questionnaire sent out to all residents of Cotter Street

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604	19-Sep-18	Resolution	Mark	<p>COUNCIL RESOLVED (DC2018/131):</p> <ol style="list-style-type: none"> <li>1. To receive the Future Arrangements for Undertaking Rooding Activities Report. (Moved Cr Jephson/Seconded Cr Colenso) Carried</li> <li>2. To note the Rationale Transport Services Delivery Report September 2018 in Appendix 1, the analysis, conclusions and recommendations in the report.</li> <li>3. To agree to combine the Council's rooding activities with Carterton and Masterton District Councils across governance, network management/professional services and physical works, as outlined in the report, subject to Carterton and Masterton District Councils also agreeing to shared rooding management arrangements.</li> <li>4. To agree that if combined rooding activities are not supported by Masterton District Council, to combine the Council's rooding activities with Carterton District Council across governance, network management/professional services and physical works, as outlined in the report, subject to Carterton District Council also agreeing to shared rooding management arrangements.</li> <li>5. To agree to the implementation programme outlined in section 5.5 of the Rationale Transport Services Delivery Report September 2018, subject to either one or both Masterton and Carterton District Councils agreeing to combine rooding services.</li> <li>6. To note that if neither Carterton nor Masterton District Councils agree to shared rooding services the status quo will continue, and that the Chief Executive will review the current programme management services contract. (Moved Cr Olds/Seconded Cr Vickery) Carried</li> </ol>	Open	
610	19-Sep-18	Resolution	Mayor Napier	<p>COUNCIL RESOLVED (DC2018/137):</p> <ol style="list-style-type: none"> <li>1. To receive the Mayor's Report.</li> <li>2. To appoint Cr Carter as a member of the Sport New Zealand Rural Travel Fund Assessment Group.</li> </ol>	Open	

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				(Moved Cr Olds/Seconded Cr Craig) Carried 3. To defer recommendations three – five (regarding the Community Board Working Party) to the next meeting. (Moved Cr Wright/Seconded Cr Maynard) Carried		
611	19-Sep-18	Resolution	Mayor Napier	COUNCIL RESOLVED (DC2018/138): 1. To receive the Governance Review Report. 2. Agree that a workshop is arranged, within a month, for all councillors to discuss and suggest changes to governance structure, processes, and shaping Council culture. This includes discussing an “all of Council” approach to Featherston. (Moved Cr Jephson/Seconded Cr Olds) Carried	Actioned	23/11/18: Scheduled at first available opportunity (29 Nov 18)
614	19-Sep-18	Action	Russell	Determine whether the embankments built between Harrison Street East and Fitzherbert Street at the Boundary Road end are illegal and whether they should be removed	Open	24/10/18: GWRC looking into it. This matter is one for the Regional Council, they have advised that they do not see an issue at this stage, but if evidence of floodwater being diverted they would take action. Complainant needs to liaise directly with GWRC.
615	19-Sep-18	Action	Russell	Determine the flooding potential of sections and requirements for building in the Fitzherbert Street, Harrison Street East and Boundary Road areas and advise councillors	Open	Further raised with GWRC for feedback. The Harrison Street East property is not within the Flood Hazard Management Area, outside of the area there are no District Plan controls over minimum floor heights. As part of a subdivision, sect 106 of RMA can assess inundation, suitability for residential use. David Famularo to be advised.
616	19-Sep-18	Action	Mark	Liaise with Greater Wellington Regional Council (GWRC) regarding Donald’s Creek water movement in flooding events (particularly in relation to water flows over Fitzherbert Street, Harrison Street East and Boundary Road) and what work programmes are being undertaken to address the flooding potential	Open	Further raised with GWRC for feedback. This matter is one for the Regional Council, they have advised that they do not see an issue at this stage, but if evidence of floodwater being diverted they would take action. Complainant



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						needs to liaise directly with GWRC and will be advised to do so.
618	19-Sep-18	Action	Paul	In conjunction with the Audit and Risk Working Party, consider how the information from risk management is fed into strategy at the Council level	Open	
619	19-Sep-18	Action	Russell	Work with agencies and clarify the interpretation of licensed premises operating inside the Martinborough Toast Liquor Ban and advise councillors and affected businesses	Actioned	24/10/18: Premises have been advised of requirements in the past, in discussion about whether this has been covered off enough in the past. The expectation is that that while the liquor ban is in place that alcohol consumption is contained within private land within premises.
707	24-Oct-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/146) 1. To receive the Recommendations from Featherston Community Board Report. (Moved Cr Olds/Seconded Cr Vickery) Carried 2. To note the Featherston Community Board recommendation FCB 2018/65 relating to kerbing and drainage. 3. That a generator plug be incorporated into the overall quote for the electrical upgrade works of Anzac Hall and consideration of installation will be given following quote receipt. (Moved Cr Jephson/Seconded Cr Olds) Carried	Open	
711	24-Oct-18	Resolution	Paul	COUNCIL RESOLVED (DC2018/150): 1. To receive the Release of Public Excluded Information Report. (Moved Cr Craig/Seconded Cr Carter) Carried 2. To release the 'Purchase of Land' report, decision and minutes from the public excluded meeting held on the 19 September 2018. 3. To delegate to the Chief Executive to review reports, decisions and minutes of public excluded items from 15 May 2013-21 March 2018 to determine which items should be released to the public. (Moved Cr Jephson/Seconded Cr Maynard) Carried	Open	

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
713	24-Oct-18	Resolution	Russell	COUNCIL RESOLVED (DC2018/152): 1. To receive the Naming of Public Roads, Private Roads and Rights-of-Way Report. (Moved Cr Craig/Seconded Cr Jephson) Carried 2. To amend the Policy on Naming of Public Roads, Private Roads and Rights-of-Way as set out in section "2. Recommendations" of this report and other changes as discussed. (Moved Cr Vickery/Seconded Cr Colenso) Carried 3. To add 'and to the Maori Standing Committee if required' to paragraph 4.4.3 after '.....relevant Community Board' (Moved Cr Colenso/Seconded Cr Maynard) Carried	Actioned	
718	24-Oct-18	Resolution	Mayor Napier	COUNCIL RESOLVED (DC2018/157): 1. To receive the Mayor's Report. (Moved Mayor Napier/Seconded Cr Maynard) Carried 2. To accept the offer for Featherston to Charter with 5/7 Royal New Zealand Infantry Regiment. (Moved Mayor Napier/Seconded Cr Olds) Carried	Actioned	23/11/18: Charter parade 1/12/18
721	24-Oct-18	Action	Mark	Prepare a report on the Environmental Protection Agencies findings and assessments for glyphosate, alternatives to glyphosate (e.g. mowing, organic sprays), and budgetary impacts	Open	
722	24-Oct-18	Action	Jennie	Prepare an article for the rates newsletter highlighting that residents can elect not to have sprays used outside their properties	Open	Will be in January newsletter
723	24-Oct-18	Action	Jennie	In the 'Events after Balance Date' section change Featherston Golf Club to Featherston Golf Club land	Actioned	
724	24-Oct-18	Action	Paul	Change the Martinborough Community Board meeting date of April 22 to April 29, 2019	Actioned	
725	24-Oct-18	Action	Jennie	Review the Policy on Naming of Public Roads, Private Roads and Rights-of-Way in 2020 - send to community boards and the Maori Standing Committee for comment	Actioned	Note made in policies spreadsheet
726	24-Oct-18	Action	Paul	Provide a report to the December Council meeting to show progress on LTP initiatives	Open	

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728	24-Oct-18	Resolution	Jennie	<p>COUNCIL RESOLVED (DC2018/161)</p> <p>1. To receive the information. (Moved Cr Jephson/Seconded Cr Maynard) Carried</p> <p>2. That the South Wairarapa District Council adopts its Final Proposal for the Representation Review for the local election to be held in 2019 and subsequent elections until altered by any subsequent decisions the following. (Moved Cr Vickery/Seconded Cr Jephson) Carried</p> <p>3. To adopt the following:</p> <p>a. That the Council comprise nine (9) councillors elected from three (3) wards, and the Mayor elected at large.</p> <p>b. That the Council retain the existing ward names of Featherston, Greytown and Martinborough.</p> <p>c. That there be three (3) community boards representing the communities of Featherston, Greytown and Martinborough.</p> <p>d. That the membership of the Featherston, Greytown and Martinborough Community Boards be retained at four (4) members elected at large from the respective communities and two members appointed by the Council representing the respective wards. (Moved Cr Vickery/Seconded Cr Craig) Carried</p> <p>4a. To agree to change boundaries in response to submissions. (Moved Cr Jephson/Seconded Cr Colenso) Carried</p> <p>4b. To delegate to a working party of all members to decide and define the boundaries of the three wards. (Moved Cr Wright/Seconded Cr Maynard) Carried</p> <p>5. That public notice is given of the Final Proposal as contained in this resolution. (Moved Cr Jephson/Seconded Cr Colenso) Carried</p>	Actioned	
729	24-Oct-18	Resolution	Jennie	<p>COUNCIL RESOLVED (DC2018/162)</p> <p>6. To conduct another representation review in three years' time. (Moved Cr Wright/Seconded Cr Craig) Carried</p>	Actioned	2/11/18: Closed and moved to forward projects scheduling register

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745	21-Nov-18	Resolution	Paul	<p>COUNCIL RESOLVED (DC2018/165)</p> <p>1. To receive the Featherston Town Centre Report. (Moved Cr Craig/Seconded Cr Carter) Carried</p> <p>2. To defer taking action on resolution DC2015/90 in the meantime.</p> <p>3. To organise a workshop as soon as possible between the Featherston Community Board and Council to discuss the Featherston vacant land (Lot 2 DP471153). (Moved Cr Wright/Seconded Cr Carter) Carried</p>	Actioned	Held 5 Dec 18
746	21-Nov-18	Resolution	Mark	<p>COUNCIL RESOLVED (DC2018/166)</p> <p>1. To receive the Featherston Wastewater Short Term Consent Report. (Moved Cr Jephson/Seconded Cr Colenso) Carried</p> <p>2. To lodge a consent application to enable discharge of treated wastewater to the southern block of the Featherston land.</p> <p>3. To note that this is unplanned expenditure, and that expenditure can be taken from within existing budgets, and that there will probably be some savings in construction costs. (Moved Cr Craig/Seconded Cr Olds) Carried</p>	Open	
747	21-Nov-18	Resolution	Mark	<p>COUNCIL RESOLVED (DC2018/167)</p> <p>1. To receive the Wellington Water Report. (Moved Cr Colenso/Seconded Cr Vickery) Carried</p> <p>2. To agree to continuing discussions with Wellington Water with a view to possibly becoming a shareholding member. (Moved Cr Wright/Seconded Cr Maynard) Carried</p>	Actioned	Wgtn Water Advised
748	21-Nov-18	Resolution	Paul	<p>COUNCIL RESOLVED (DC2018/168)</p> <p>1. To receive the alteration of resolution report.</p> <p>2. To alter DC2018/159 from 'Council resolved (DC2018/159) that the public excluded minutes of the council meeting held on 19 September 2018 are a true and correct record. (Moved Cr Craig/Seconded Cr Jephson) Carried</p> <p>Cr Carter against</p>	Actioned	

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				<p>Cr Vickery against Cr Maynard against To COUNCIL RESOLVED (DC2018/159) that the public excluded minutes of the council meeting held on 19 September 2018 are a true and correct record subject to the following changes: -Delete 'Members noted' and replace with 'Points discussed included'. -Delete the bullet point and add 'Notwithstanding the points above, members considered' prior to 'that purchasing the Featherston Golf Club land kept all options open and provided future proofing possibilities with excess land able to be sold at a later date'. 3. That the minutes of the 19 September 2018 meeting be updated to reflect the DC2018/159 resolution change. (Moved Cr Jephson/Seconded Cr Olds) Carried</p>		
749	21-Nov-18	Resolution	Paul	<p>COUNCIL RESOLVED (DC2018/169): 1. To receive the Report from Her Worship the Mayor. 2. To approve the appointment of Cr Ross Vickery to the Wairarapa Policies Working Group. (Moved Cr Craig/Seconded Cr Colenso) Carried</p>	Actioned	
750	21-Nov-18	Action	Mayor Napier	<p>Open dialogue with Wellington Water shareholders and the Wairarapa councils to discuss service delivery experiences and water management decisions</p>	Open	