

# SOUTH WAIRARAPA DISTRICT COUNCIL

15 MAY 2019

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## AGENDA ITEM D3

### 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 15 May 2019

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Jennie Mitchell, Acting Chief Executive

# **Appendix 1 – Action Items to 15 May 2019**

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
301	21-May-18	Resolution	Mark	COUNCIL RESOLVED (DC2018/63) to support the proposal (option two) of status quo for water storage, but to initiate a working group or workshop to investigate and report on water storage options, including communication and education initiatives, with a view to consulting further in the 19/20 Annual Plan. (Moved Cr Wright/Seconded Cr Carter) Carried	Open	03/09 Mark holding over to next Council meeting 04/10 Research being undertaking - deferred to Jan 19 8/5/19 Mark to issue Opus report to councillors for the next meeting.
317	16-May-18	Action	Mark	Undertake communications and promotions to encourage home owners to capture rain water in tanks	Actioned	(joint action for new commns person, I&S and P&E?)
513	8-Aug-18	Resolution	Russell	COUNCIL RESOLVED (DC2018/104): 1. To receive the Plan Change 9: Structure Plan for the Greytown Development Area Including a Designation of Road. (Moved Cr Wright/Seconded Cr Colenso) Carried 2. To note that the amended roading contribution wording of Appendix 5 of the recommendation has 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. 3. To adopt Option 1 for the amended roading contribution wording of clause d) and the explanation of the clause of Appendix 5 of the recommendation. 4. To receive the recommendation of the Independent Hearings Commissioner on Plan Change 9 (including a notice of requirement to designate a road to provide access to the Greytown Development Area from West Street). 5. To adopt the recommendation of the Independent Hearings Commissioner as a Council decision and direct officers to notify the decision in accordance	Open	24/10/18: Has been notified. Two appeals have been received, currently working with respective parties. Further mediation meeting required late May to resolve. Env.Court hearing likely June-July if required. 8/5/19: still in mediation.

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				with the First Schedule of the Resource Management Act 1991. (Moved Cr Wright/Seconded Cr Ammunson) Carried		
532	8-Aug-18	Action	Russell	Provide analysis to councillors on the last two years of building consent applications	Actioned	24/10/18: To be circulated prior to Feb Council meeting. 3/4/19: Have copies of info of building consents. Categorisation of applications received and how many requests for further information because quality is not good enough. Have info, not shared but can be shared. Email to all crs, but could also go to planning committee May. 1/5/19: Tabled at P&R Committee.
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 7/2/19: A second survey will be mailed to each ratepayer. 12/2 - emailed potential letter to MA for review - Clare 1/5/19: Officers to forward the survey results to GCB members when they become available (A&S) 8/5/19: To go to next A&S Committee meeting
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	Actioned	Under action with Cotter and Stevens completing overall electrical check etc.

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				<p>2. To note the Featherston Community Board recommendation FCB 2018/65 relating to kerbing and drainage.</p> <p>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.</p> <p>(Moved Cr Jephson/Seconded Cr Olds) Carried</p>		
721	24-Oct-18	Action	Mark	<p>Prepare a report on the Environmental Protection Agencies findings and assessments for glyphosate, alternatives to glyphosate (e.g. mowing, organic sprays), and budgetary impacts</p>	Open	8/5/19: Delayed due to other priorities.
746	21-Nov-18	Resolution	Mark	<p>COUNCIL RESOLVED (DC2018/166)</p> <p>1. To receive the Featherston Wastewater Short Term Consent Report.</p> <p>(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.</p> <p>(Moved Cr Craig/Seconded Cr Olds) Carried</p>	Open	8/5/19: On hold
838	12-Dec-18	Resolution	Russell	<p>COUNCIL RESOLVED (DC2018/178):</p> <p>1. To receive the Dublin Street West and New York Street West Report.</p> <p>(Moved Cr Colenso/Seconded Cr Vickery) Carried</p> <p>2. To approve the name Vintners Lane to replace Dublin Street West.</p> <p>(Moved Cr Colenso/Seconded Cr Olds) Carried</p>	Open	New road name sign ready, be changed early May 2019, residents have been advised.
839	12-Dec-18	Resolution	Russell	<p>COUNCIL RESOLVED (DC2018/179):</p> <p>1. To receive the correction of the spelling of two Road Names in the South Wairarapa District Report.</p> <p>(Moved Cr Maynard/Seconded Cr Craig) Carried</p> <p>2. To approve the correction of the names Pah Road</p>	Open	Council report on the two names in early December, road name signs to be changed May 2019, residents of Pā Road to be advised.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				(to Pā Road) and Hinakura Road (to Hinekura Road). (Moved Cr Maynard/Seconded Cr Olds) Carried		
858	12-Dec-18	Action	Russell	Provide the projected Notable Trees Project budget to Cr Carter	Actioned	Info to be supplied.
860	12-Dec-18	Action	Russell	Integrate the WEDS wheel into the South Wairarapa spatial plan project	Actioned	Noted. Info from Wairarapa Economic Development Strategy to be integrated with Spatial Plan project.
71	20-Feb-19	Resolution	Paul	COUNCIL RESOLVED (DC2019/05) 1. To receive the Collaborative Proposal to Transform the Māori Policy Report. (Moved Mayor Napier/Seconded Cr Maynard) Carried 2. That Council approve the use of the total budget outlined in this proposal. (Moved Cr Jephson/Seconded Cr Olds) Carried 3. To authorise the Māori Standing Committee to start the process of engagement with Amber Craig from Tahetoka Limited. (Moved Cr Craig/Seconded Cr Carter) Carried	Actioned	
73	20-Feb-19	Resolution	Mark	COUNCIL RESOLVED (DC2019/07): 1. To receive the Martinborough Water Supply Contamination Incident Report. (Moved Cr Colenso/Seconded Cr Vickery) Carried 2. That in conjunction with Council officers we have a community debrief that includes businesses and schools. (Moved Cr Maynard/Seconded Cr Colenso) Carried	Actioned	Community Debrief set for 8 April.
74	20-Feb-19	Resolution	Mark	COUNCIL RESOLVED (DC2019/08): 1. To receive the Manganese Plant Martinborough Report (Moved Cr Olds/Seconded Cr Craig) Carried 2. To approve the advancement of the installation of a manganese plant for the Martinborough water supply from the 2021 year to the current year and 2019/20 year.	Actioned	

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				3. To note that the installation of a manganese plant for the Martinborough supply was consulted on as part of the 2018/28 Long Term Plan. (Moved Cr Wright/Seconded Cr Colenso) Carried Cr Carter voted against the motion.		
75	20-Feb-19	Resolution	Paul	COUNCIL RESOLVED (DC2019/09): 1. To receive the Wellington Water Statement of Proposal Report. (Moved Cr Colenso/Seconded Cr Maynard) Carried 2. To note the 'in principle support' from Wellington City Council; Porirua City Council; Hutt City Council; Upper Hutt City Council; and Greater Wellington City Council. 3. To adopt the Wellington Water Statement of Proposal Appendix 1. 4. To delegate to the Chief Executive the authority to make minor editorial changes to the Statement of Proposal. (Moved Cr Vickery/Seconded Cr Olds) Carried	Actioned	
80	20-Feb-19	Resolution	Russell	COUNCIL RESOLVED (DC2018/14): 1. To receive the Proposed New Dog Pound Facility Report. (Moved Cr Maynard/Seconded Cr Olds) Carried 2. To defer a decision on the report until further research on a joint council pound can be discussed with Carterton District Council. (Moved Cr Olds/Seconded Cr Craig) Carried	Open	Mtg held in March with Carterton DC CE /Manager and commitment given to investigating new combined CDC/SWDC pound proposal. Carterton consultant to research combined facility proposal/location and costing, and new report to be compiled.
81	20-Feb-19	Resolution	Mark	COUNCIL RESOLVED (DC2019/15): 1. To receive the Wastewater Sewer Later Replacement Management Report. 2. That lateral renewal up to the boundary where necessary will be undertaken at Council's cost but only when main pipeline renewal is being undertaken (this will be regarded as an operational expense). 3. That council in the meantime will not fund	Open	

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				<p>depreciation of private lateral assets.</p> <p>4. That clearing of obstructions and ensuring the lateral is functional will be carried out within Council land.</p> <p>5. That private property owners remain responsible for lateral renewal maintenance and renewal as per the bylaw when (2 above) does not apply.</p> <p>6. That the policy be altered to reflect this change and the bylaw remain unchanged.</p> <p>(Moved Cr Olds/Seconded Cr Craig) Carried Cr Wright voted against the motion. Cr Carter voted against the motion.</p>		
82	20-Feb-19	Resolution	Mark	<p>COUNCIL RESOLVED (DC2019/16):</p> <p>1. To receive the Sealing of Udy Street Report. (Moved Cr Colenso/Seconded Cr Maynard) Carried</p> <p>2. That the status of the sealed section of paper road at the north end of Udy Street is confirmed (vested as necessary).</p> <p>3. That subject to the above and receipt of NZTA subsidised funding, complete the plan to widen and seal the north end of Udy Street.</p> <p>4. That subject to the above, that the cycle trail is extended to the corner of Udy Street and North Road and joined with the existing trail. (Moved Cr Olds/Seconded Cr Jephson) Carried</p>	Open	Consultant engaged
85	20-Feb-19	Resolution	Jennie	<p>COUNCIL RESOLVED (DC2019/19):</p> <p>1. To receive the Community Housing Policy E400 Report.</p> <p>2. To approve the Community Housing Policy E400.</p> <p>3. To agree that the next review date should be February 2022.</p> <p>4. To change the name of the policy to 'Housing for Seniors Policy'. (Moved Cr Wright/Seconded Cr Colenso) Carried</p>	Open	
86	20-Feb-19	Resolution	Jennie	<p>COUNCIL RESOLVED (DC2019/20):</p> <p>1. To receive the Infrastructure Deposit Policy C500 Review Report.</p>	Open	



Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				2. To approve the amendments to the Infrastructure Deposit Policy C500. 3. To agree the next review date should be January 2022. (Moved Cr Jephson/Seconded Cr Craig) Carried		
88	20-Feb-19	Resolution	Paul	COUNCIL RESOLVED (DC2019/22): 1. To receive the Coastal Adaptation Report. 2. To agree with the proposal for the sub-committee of the Wellington Region Climate Change Working Group to establish a specific plan for a regional approach for a community-led coastal adaption programme for the Wellington Region. 3. To request that there is a specific focus on Turakirae Head as far north as Castlepoint. (Moved Cr Olds/Seconded Cr Maynard) Carried	Actioned	Email sent advising of resolution
99	20-Feb-19	Action	Mark	Prepare a report on Council responsibility for, and options to remedy the drainage problem at Abbots Creek, Featherston which impacts 1 Hart Street, Featherston, with consideration given to climate change impact, legal matters and includes financial implications	Actioned	
102	20-Feb-19	Action	Jennie	Amend paragraph 3.2 of the Infrastructure Deposits Policy to show that a 'full' refund of the deposit may not be provided should the footpath and road crossings not be satisfactorily reinstated	Open	
103	20-Feb-19	Action	Jennie	Discuss the residents survey results at an upcoming Annual Plan Working Party meeting	Open	
191	3-Apr-19	Resolution	Jennie	COUNCIL RESOLVED (DC2019/46): 1. To approve the Compliments, Complaints and Feedback Policy N800. 2. To agree that the next review date should be April 2020. (Moved Cr Jephson/Seconded Cr Colenso) Carried	Open	
192	3-Apr-19	Resolution	Jennie	COUNCIL RESOLVED (DC2019/47) to become a guarantor member of the Local Government Funding	Actioned	8/5/19: Work in progress, report to Council for 15 May 19

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				Agency (LGFA). (Moved Cr Wright/Seconded Cr Vickery) Carried		
193	3-Apr-19	Resolution	Jennie	COUNCIL RESOLVED (DC2019/48): 1. To agree to changes to the Information and Technology (IT) Policy N600. 2. To agree that the next review date of the policy is April 2020. (Moved Cr Olds/Seconded Cr Craig) Carried	Open	
194	3-Apr-19	Resolution	Mark	COUNCIL RESOLVED (DC2019/49): 1. To receive the Featherston Vacant Lot Report. (Moved Cr Olds/Seconded Cr Jephson) Carried 2. To resolve to sell the land for commercial use. 3. A Sub-committee of Council, called the 57 Fitzherbert Street Featherston Sub-committee, be setup to oversee the sale process with full delegation to act within the bounds of the Delegations Policy and the Acquisitions and Disposal of Land and Buildings Policy. 4. To appoint the three Featherston ward councillors and the chair of the Featherston Community Board to the Sub-committee. 5. That funds from the sale of the Featherston vacant land be held in the district property reserve and ring-fenced for a significant project or projects with the Featherston ward boundary. 6. To invite the Featherston Community Board to recommend initiatives that could be funded from this source. 7. To note that the Sub-committee will work through the proposal to work out the right of first refusal. (Moved Cr Wright/Seconded Cr Olds) Carried	Actioned	Under action, terms of reference written and attached to meeting agenda. Meeting 1st of May 3.00pm Council chambers
195	3-Apr-19	Resolution	Jennie	COUNCIL RESOLVED (DC2019/50): 1. To receive the Adoption of 2019/20 Annual Plan Supporting Documentation and Consultation Document. 2. To adopt the 2019/20 Annual Plan supporting Documentation to the Consultation Document	Actioned	

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				including the Fees and Charges Schedule 2019/20 for consultation subject to minor changes to be approved by the CEO and Mayor. (Moved Cr Gray/Seconded Cr Craig) Carried 3. To adopt the 2019/20 Annual Plan Consultation Document for consultation subject to minor changes to be approved by the CEO and Mayor. (Moved Cr Gray/Seconded Cr Craig) Carried		
196	3-Apr-19	Resolution	Mark	COUNCIL RESOLVED (DC2019/51): 1. To receive Positive Ageing Strategy Report. (Moved Mayor Napier/Seconded Cr Maynard) Carried 2. To endorse the draft Positive Ageing Strategy. (Moved Cr Maynard/Seconded Cr Colenso) Carried	Actioned	(this needs to go to Community Safety and Resilience Working Party for socialisation) as they will be monitoring it).
197	3-Apr-19	Resolution	Jennie	COUNCIL RESOLVED (DC2019/52): 1. To receive the 2019 Local Authority Elections Report. 2. To approve the candidates be listed on voting papers in random order. (Moved Cr Jephson/Seconded Cr Craig) Carried	Actioned	
198	3-Apr-19	Resolution	Mark	COUNCIL RESOLVED (DC2019/53): 1. To receive the contract Renewal Report. (Moved Cr Gray/Seconded Cr Vickery) Carried 2. To grant officers the right to extend the Amenities contract by 12 months under negotiation. (Moved Cr Olds/Seconded Cr Jephson) Carried	Actioned	
199	3-Apr-19	Resolution	Russell	COUNCIL RESOLVED (DC2019/54): 1. To receive the report on the Proposed Wairarapa Class 4 Gambling and Standalone TAB Venues Policy. (Moved Cr Craig/Seconded Cr Colenso) Carried 2. To receive the Social Impact Assessment of gambling in the Wairarapa. (Moved Cr Jephson/Seconded Cr Vickery) Carried 3. To adopt the Wairarapa Clas 4 Gambling and Standalone TAB Venues Policy Statement of	Actioned	Consultation and Hearing date on this Gambling policy to be confirmed in future by the three councils.

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				<p>Proposal in Attachment 1 (including the proposed policy) for consultation, using the Special Consultative Procedure, as identified in Section 83 of the Local Government Act 202.</p> <p>4. To approve the consultation approach described in this report under Significance and Engagement, noting dates are to be confirmed in consultation with Carterton District Council and Masterton District Council.</p> <p>5. To delegate authority to the Wairarapa Policy Working Group to hear and consider submissions and make recommendations back to the three Councils on the final policy.</p> <p>6. To note that Carterton District Council and Masterton District Council are considering the same Statement of Proposal for adoption on 3 April 2019 and resolutions (3), (4) and (5) require agreement from all three Councils before consultation can proceed. (Moved Mayor Napier/Seconded Cr Maynard) Carried</p>		
205	3-Apr-19	Resolution	Jennie	<p>COUNCIL RESOLVED (DC2019/60): to hold the Civic Awards every second year in future in the opposite year from the Rotary Club awards. (Moved Mayor Craig/Seconded Cr Colenso) Carried</p>	Actioned	TOR for Working Party already states that the event is held biennially, logged in forward projects register for 2021
207	3-Apr-19	Resolution		<p>COUNCIL RESOLVED (DC2019/62) that the public excluded minutes of the Council meeting held on 12 December 2018, approved for release to this meeting on the 18 March 2019, are a true and correct record. (Moved Cr Olds/Seconded Cr Jephson) Carried</p>	Actioned	
208	3-Apr-19	Resolution		<p>COUNCIL RESOLVED (DC2019/63) that the minutes of the Council meeting held on 20 February 2019 are a true and correct record. (Moved Cr Vickery/Seconded Cr Wright) Carried</p>	Actioned	

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
209	3-Apr-19	Resolution	Jennie	COUNCIL RESOLVED (DC2019/64) that the minutes of the Council meeting held on 18 March 2019 are a true and correct record subject to the venue being corrected from 'Council Chambers, 19 Kitchener Street' to 'Supper Room, Waihinga Centre, Texas Street'. (Moved Cr Craig/Seconded Cr Jephson) Carried	Actioned	
210	3-Apr-19	Action	Russell	Request that the South Wairarapa District Council logo be updated to the new logo	Actioned	
211	3-Apr-19	Action	Jennie	Create a publicly excluded set of actions and resolutions for tracking	Actioned	List to be reviewed by CEO and Mayor.
212	3-Apr-19	Action	Mark	Discuss the public release (or availability to councillors) of the Featherston flooding event spreadsheet of damage and action taken with the Acting CE	Open	
214	17-Apr-19	Resolution	Jennie	COUNCIL RESOLVED (DC2019/66): 1. To receive the Wellington Water Shareholding Report. (Moved Mayor Napier/Seconded Cr Jephson) Carried 2. To agree to become a shareholder of Wellington Water. (Moved Cr Vickery/Seconded Cr Craig) Carried Cr Maynard voted against the motion. Cr Carter voted against the motion. Cr Gray voted against the motion. 3. To not ratify the recommendation from the Hearings Committee 27 March 2019. (Moved Cr Olds/Seconded Cr Wright) Carried Cr Maynard voted against the motion. Cr Carter voted against the motion. Cr Gray voted against the motion.	Open	8/5/19: Working with WWL on transition planning