



FEATHERSTON COMMUNITY BOARD

Agenda

NOTICE OF MEETING

An ordinary meeting will be held in Kiwi Hall, 62 Bell Street, Featherston on Tuesday, 10 August 2021 starting at 7:00pm.

MEMBERSHIP OF THE COMMUNITY BOARD

Mark Shepherd (Chair), Claire Bleakley, Jayson Tahinurua, Mike Gray, Councillor Garrick Emms, Councillor Ross Vickery and youth representatives Ana Souto and Isla Richardson.

PUBLIC BUSINESS

1. MEMBER DECLARATION

1.1 Declaration by Mike Gray

Page 1

2. EXTRAORDINARY BUSINESS:

3. APOLOGIES:

4. CONFLICTS OF INTEREST:

5. ACKNOWLEDGMENTS AND TRIBUTES:

6. PUBLIC PARTICIPATION:

6.1 Louise Lyster – Housing and Zoning

6.2 Josje Neerincx – Speaking in support of the grant application for Featherston Organic Week

7. ACTIONS FROM PUBLIC PARTICIPATION:

As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

8. COMMUNITY BOARD MINUTES:

- 8.1 Minutes for Approval: Featherston Community Board Minutes of 15 June 2021.

Pages 2-4

***Proposed Resolution:** That the minutes of the Featherston Community Board meetings held on 15 June 2021 be confirmed as a true and correct record.*

9. CHIEF EXECUTIVE AND STAFF REPORTS:

- 9.1 Officers Report

Pages 5-41

- 9.2 Action Items Report

Pages 42-44

- 9.3 Income and Expenditure Report

Pages 45-51

- 9.4 Financial Assistance Report

Pages 52-54

10. NOTICES OF MOTION:

- 10.1 Claire Bleakley: Conflict of Interest

Pages 55

11. CHAIRPERSON'S REPORT:

- 11.1 None advised

12. ELECTED MEMBER REPORTS (INFORMATION):

- 12.1 Member Report from Claire Bleakley

Pages 56-67

13. REPORTS FROM YOUTH REPRESENTATIVES (INFORMATION):

- 13.1 None advised

14. CORRESPONDENCE:

- 14.1 None advised



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

DECLARATION

I, Mike Gray, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the South Wairarapa district the powers, authorities, and duties vested in or imposed upon me as a member of the South Wairarapa District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987 (LGOIMA), or any other Act.

Dated at Featherston this 10th day of August 2021

Signature.....

Signed in the Presence of:

.....
Russell O'Leary, Group Manager Planning and Environment



Minutes – 15 June 2021

Present: Mark Shepherd (Chair), Claire Bleakley, Jayson Tahinurua, Councillor Garrick Emms, and youth representatives Ana Souto and Isla Richardson.

In Attendance: Mayor Alex Beijen, Russell O’Leary (Group Manager Planning and Environment), Siv Fjaerestad (Community Development Coordinator) and Steph Frischknecht (Committee Advisor).

Conduct of Business: The meeting was conducted in public in Kiwi Hall, 62 Bell Street, Featherston between 7:04pm and 8.28pm.

1. EXTRAORDINARY BUSINESS

FCB RESOLVED (FCB 2021/20) to consider approving funds for lighting as part of agenda item 10.1, the Chairperson Report; the request was received late but could not be delayed until the next meeting as it was for Matariki celebrations in July 2021.

(Moved Shepherd/Seconded Bleakley)

Carried

2. APOLOGIES

There were no apologies.

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

Members acknowledged the passing of Ken Burgess and Paul Cutfield who were well known members of the Featherston community.

5. PUBLIC PARTICIPATION

Ms Fjaerestad provided an overview of her role as the Community Development Coordinator and involvement in supporting the Mayors Taskforce for Jobs (MTFJ). Ms Fjaerestad sought support from the Board in helping to connect with the community.

Ms Fjaerestad responded to questions on the number of youth and Featherston businesses involved in the MTFJ and how community projects would be supported by the Community Development Coordinator.

6. ACTIONS FROM PUBLIC PARTICIPATION

There were no actions from public participation

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. COMMUNITY BOARD MINUTES

7.1 Featherston Community Board Minutes – 27 April 2021

FCB RESOLVED (FCB 2021/21) that the minutes of the Featherston Community Board meeting held on 27 April 2021 be confirmed as a true and correct record subject to the inclusion that Jayson Tahinurua's apologies were tendered but not presented at the meeting for acceptance.
(Moved Cr Emms/Seconded Shepherd) Carried

8. CHIEF EXECUTIVE AND STAFF REPORTS

8.1 Officers' Report

Members discussed the proposed combined Council dog pound facility, the construction of the Tauherenikau Bridge, and the status of the Featherston Wastewater Treatment Plant (WWTP) project. Mrs Bleakley requested a report on the progress of the Featherston WWTP and Mr O'Leary advised updates would be reported to the Assets and Services Committee.

Mrs Bleakley requested the summary of submissions from the Long Term Plan be amended to change references of the Featherston play space to the town square.

FCB RESOLVED (FCB 2021/22) to receive the Officers' Report.

(Moved Bleakley/Seconded Tahinurua)

Carried

8.2 Action Items Report

Members queried involvement of the Māori Standing Committee in the development of a pou and the proposal to have a Māori name for Featherston. Mr Shepherd undertook to seek clarification from Sophronia Smith and inform members.

Members discussed progress on the "Welcome to Featherston" signs and requested an update from officers on when they would be completed.

FCB RESOLVED (FCB 2021/23) to receive the Action Items Report.

(Moved Tahinurua/Seconded Shepherd)

Carried

8.3 Income and Expenditure Report

FCB RESOLVED (FCB 2021/24) to receive the Income and Expenditure Statement for the period 1 July 2020 – 31 May 2021.

(Moved Tahinurua/Seconded Shepherd)

Carried

8.4 Financial Assistance Report

FCB RESOLVED (FCB 2021/25):

1. To receive the Financial Assistance Report.

(Moved Bleakley/Seconded Tahinurua)

Carried

2. To approve funding Featherston Community Centre \$500 to contribute to replacing the vinyl floor covering of the Featherston Community Centre disability toilet.

(Moved Bleakley/Seconded Tahinurua)

Carried

9. NOTICES OF MOTION

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There were no notices of motion.

10. CHAIRPERSONS REPORT

10.1 Chairperson Report

Members discussed the planning of Matariki events and involvement of community groups and the Board.

Members discussed setting aside funds for replacement lighting for the oak tree near the Fell Locomotive Museum. Existing lighting had been damaged and Mr Shepherd stated the original cost was approximately \$4,000. Members also discussed lighting at the Information Centre and in the town centre.

FCB RESOLVED (FCB 2021/26):

1. To receive the Chairperson Report.
(Moved Cr Emms/Seconded Tahinurua) Carried
2. To approve up to \$5,000 for lighting for the oak tree near the Fell Locomotive Museum, Information Centre and Featherston town centre subject to receiving quotes, to be funded from the beautification fund.
(Moved Cr Emms/Seconded Shepherd) Carried

11. MEMBER REPORTS (INFORMATION)

11.1 Sophronia Smith: 2021 Community Boards Conference

FCB RESOLVED (FCB 2021/27) to receive the Member Report from Sophronia Smith on the 2021 Community Boards Conference.

(Moved Shepherd/Seconded Tahinurua) Carried

11.2 Claire Bleakley: Earthquake Risks

Mrs Bleakley advocated for tsunami and earthquake risks to be a consideration in Council planning and members discussed emergency management. Mr O'Leary advised of Greater Wellington Regional Council's role in natural hazards and noted the risks as a planning consideration.

FCB RESOLVED (FCB 2021/28) to receive the Member Report from Claire Bleakley on Earthquake Risks.

(Moved Shepherd/Seconded Tahinurua) Carried

12. CORRESPONDENCE

There was no correspondence.

The meeting closed at 8.28pm.

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

FEATHERSTON COMMUNITY BOARD

10 AUGUST 2021

AGENDA ITEM 9.1

OFFICERS' REPORT

Purpose of Report

To report to the Community Board on general activities.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Officers' Report.*

PLANNING AND ENVIRONMENT GROUP REPORT

This report was presented to the Planning and Regulatory Committee on 7 July 2021.

1.1 Planning Services

We have our new planning manager James Witham commencing with us on 19 July. The team is busy, including across new subdivisions and related matters, and new dwellings. Levels of consents and enquiry remain quite high. It was pleasing to see Council approval to the Commissioner recommendation for the Wairarapa International Dark Sky Reserve – Outdoor Artificial Lighting Plan Change. It was good to see the high level of interest and submitter inputs to the Spatial Plan.

1.2 Building Services

Building consent applications levels remain high and timely processing has continued plus careful site inspections services. The contractors we use for processing consents are also experiencing high demand from the Councils they serve. This means we have needed to pick up more in-house. A staff member has returned part time from maternity leave, this has helped with our busy work volumes.

1.3 Environmental Services

From continued inspections work and we are ahead of premise's verifications benchmark. The Animal control team and others have worked through this year's dog registrations. We have pushed for an online payment and email notification for the first time and have received a great response, many people registering early. Our EHO's have been busy inspecting grease traps around the townships as well as engaging with other Councils in the Industrial Waters via a national conference.

1.4 Proposed Legislative Change to the RMA

The Government is delivering on its promise to reform the Resource Management system based on the comprehensive review led by former Appeal Court Judge Tony Randerson, published July 2020. The Resource Management Act 1991 (RMA) will be repealed and replaced with three new Acts:

- Natural and Built Environments Act (NBA) - to provide for land use and environmental regulation (this would be the primary replacement for the RMA)
- Strategic Planning Act (SPA) - to integrate with other legislation relevant to development, and require long-term regional spatial strategies
- Climate Change Adaptation Act (CAA) - to address complex issues associated with managed retreat and funding and financing adaptation.

Under the NBA there will be a mandatory set of national policies, standards to support the natural environmental limits, outcomes and targets specified in the new law. These will be incorporated into combined regional plans prepared by local and central government and mana whenua. The Strategic Planning Act will integrate functions under the RMA, Local Government Act 2002, Land Transport Management Act 2003 and the Climate Change Response Act 2002 to enable clearer decision-making and investment. The purpose is for new spatial strategies to enable regions to plan for the wellbeing of future generations, so infrastructure occurs in the right places at the right times.

1.5 South Wairarapa Spatial Plan

It was great to receive the 213 submissions, along with presentations and related deliberations on the Plan and growth options. There is now further investigation work required. The review of the Mapping Our Future To 2050 Residential Growth Options will involve consideration of matters raised alongside planning evaluation, growth area provisioning for our towns, and investigation work. The revision and further recommendations on the Spatial Plan will be reported back to Council in coming months for decision purposes.

1.6 District Plan Review

District Plan Review Committee meetings and officer advisory group meetings continue to consider the extent of change needed for each chapter, and national planning standards. The DP review is a mix of full review of key chapters, targeted review for some, and minor review. The review will be across 2021-2023 and any appeals sorted in 2024. Recent issues work has covered the residential zone, rural zone, subdivision rules, heritage, tangata whenua chapter, industrial and commercial zone, natural hazards, financial contributions, open space.

1.7 Dark Sky

The commissioner's recommendation for approval of the plan change was confirmed by Council at the meeting of 30th June. A key step for supporting the International Dark Sky Reserve and establishing modern controls for outdoor artificial lighting and minimizing light pollution to our quality night sky.

1.8 Proposed Combined Council Dog Pound SWDC/CDC

A tender process was undertaken to provide requested costings information for a combined pound facility to serve both CDC and SWDC, for the site at Dalefield Rd, Carterton. This process ended on 7th April 2021. Unfortunately, no tenders were received from any firms for the proposed facility. However, Carterton has been in discussion with a single supplier.

Accordingly, officers are researching land options within the SWDC region for a potential local solution. Also, part of this has involved thinking creatively, in terms of both design and construction, for a suitable animal shelter. As to potential structure and design, the officers have made enquiries regarding the use of shipping containers as the new pound structure. The company has provided an indicative list of requirements their container design can meet. They have indicated that the build time is 6 – 8 weeks dependent on current schedule.

In terms of location the most viable is Johnston Street Featherston, site of our current facility. However, we are investigating moving that to the southwest corner, involving an area of 34m x 30 metres.

We have sought quotes from the various suppliers concerning all the components for the facility. We believe that this is still our best option to achieve a cost effective, local and modern compliant solution. Once this latest option has been further explored, and associated matters confirmed we will provide a further update to the Committee.

Shared Services Meeting

At the shared services meeting held on 28 June, the topic of a combined dog pound came up as part of agenda discussions. Carterton have also explored possibility for a container based local facility, alongside consideration of combined facility at the Dalefield Rd site. Their acting CE Blair King raised the long-term merit of a combined pound based at Masterton, to serve all districts. The Committee believed that this should be researched further. Masterton are still investigating requirements for a new facility. So further investigative work via Blair and Masterton staff will be undertaken to identify necessary components, related costings.

2. Service Levels

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.

2.1 Resource Management Act – Consents (Year to date 01/07/2020-31/05/2021)

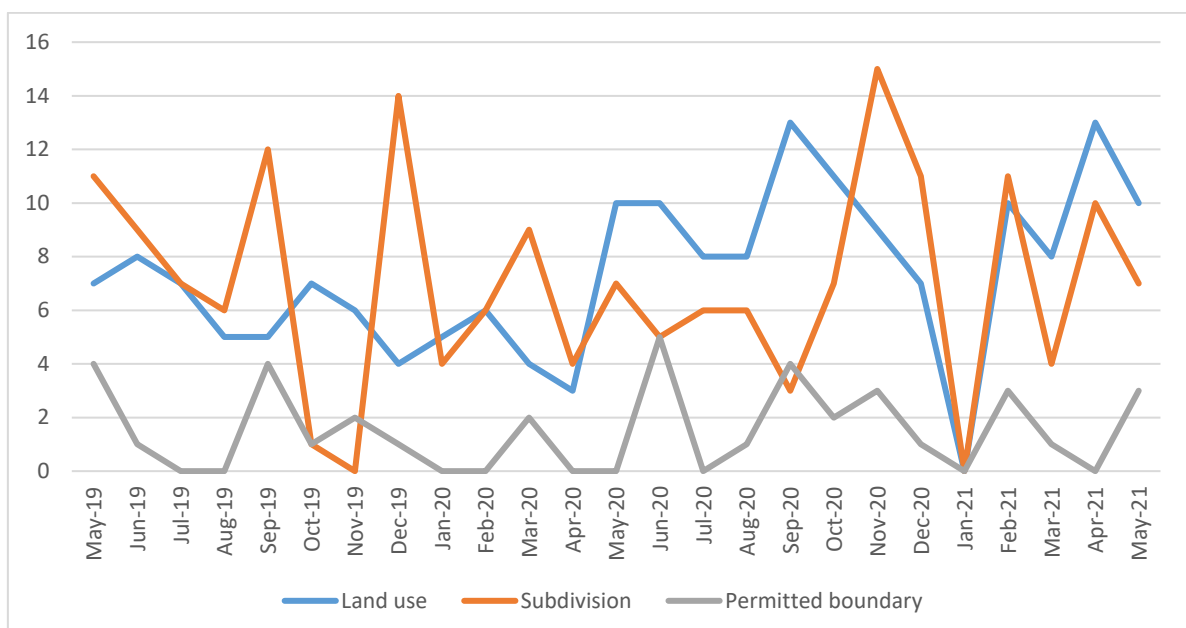
SERVICE LEVEL – All resource consents will be processed efficiently.

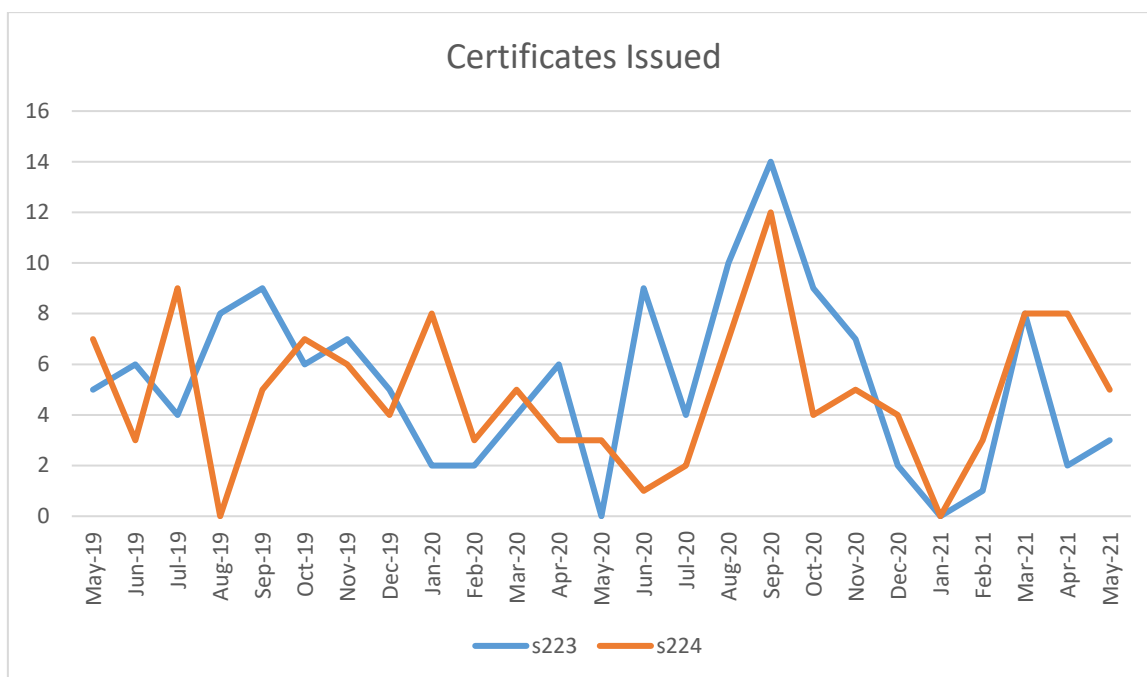
RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	Total 195/195
		100%	97/97 Land Use applications were completed within statutory timeframes. NCS
		100%	80/80 Subdivision applications were completed within statutory timeframes. NCS
		100%	18/18 permitted boundary activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	60/60 s223 certificates were certified within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	58/58 s224 certificates were certified. NCS.

2.2 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.





2.3 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%		G:\LIMs\LIMS PROCESSED 2020-2021
Standard LIMs are processed within 10 days	100%	92.57%	196/210 standard LIMs were completed
Urgent LIMs are processed within 5 days	100%	100%	88/88 urgent LIMs were completed

	YTD 1 ST JULY 2020 TO 31 ST MAY 2021	PREVIOUS YTD 1 ST JULY 2019 TO 31 ST MAY 2020	PERIOD 1 ST APRIL 2021 TO 31 ST MAY 2021	PREVIOUS PERIOD 1 ST APRIL 2020 TO 31 ST MAY 2020
Standard LIMs (Processed within 10 working days)	210	157	35	18
Urgent LIMs (Processed within 5 working)	88	71	12	4
Totals	298	228	47	22

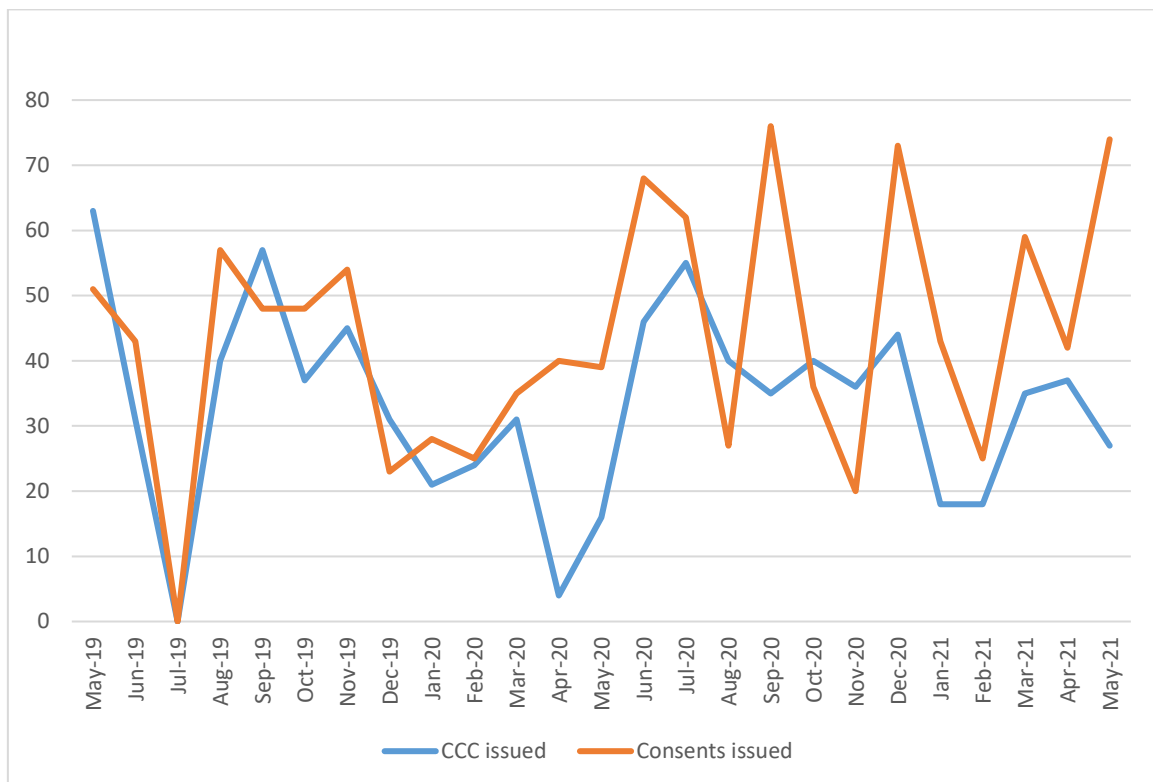
2.4 Building Act - Consents and Enforcement

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%	97.66%	NCS – 376/385 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%	99.44%	NCS –537 consents were issued within 20WD YTD 3 consents went over 20WD
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 BWO's and Swimming Pools	Yes	Yes	<p>Building Consents</p> <p>Council inspects all new work to ensure compliance</p> <p>April 2021 - 401 inspections</p> <p>May 2021 - 475 inspections</p> <p>BWO's –</p> <p>0 April</p> <p>2 May</p> <p>Total 189 average of 3 audits per month required,</p> <p>Swimming Pools –</p> <p>Total 309– average of 7 audits per month required.</p> <p>5 audits carried out in April</p> <p>0 audits May</p> <p>Progress inspections on buildings took priority over these audits in May due to inspectors being away on training for a week and then an inspector was unexpectedly sick for a week</p>
Earthquake prone buildings reports received	100%	N/A	<p>Of the remaining buildings:</p> <p>25 - Identified as EPB</p> <p>9 - Require engineer assessment from owners</p> <p>2 - Requested extension to provide engineers report</p>

2.5 Building Consents Processed

TYPE – 1 APRIL 2021 TO 31 MAY2021	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	2	\$1,418,500
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	4	\$249,000
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	93	\$15,268,067
Other (public facilities - schools, toilets, halls, swimming pools)	4	\$78,000
Totals	103	\$17,013,567



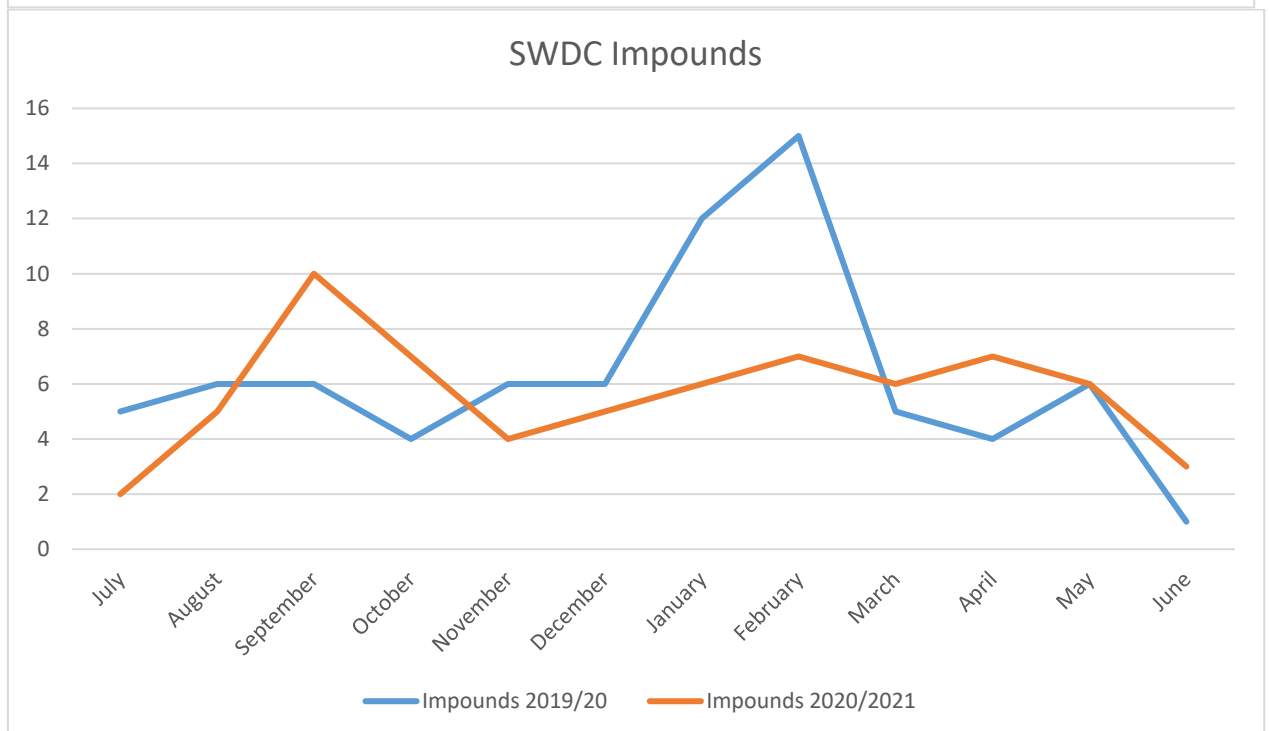
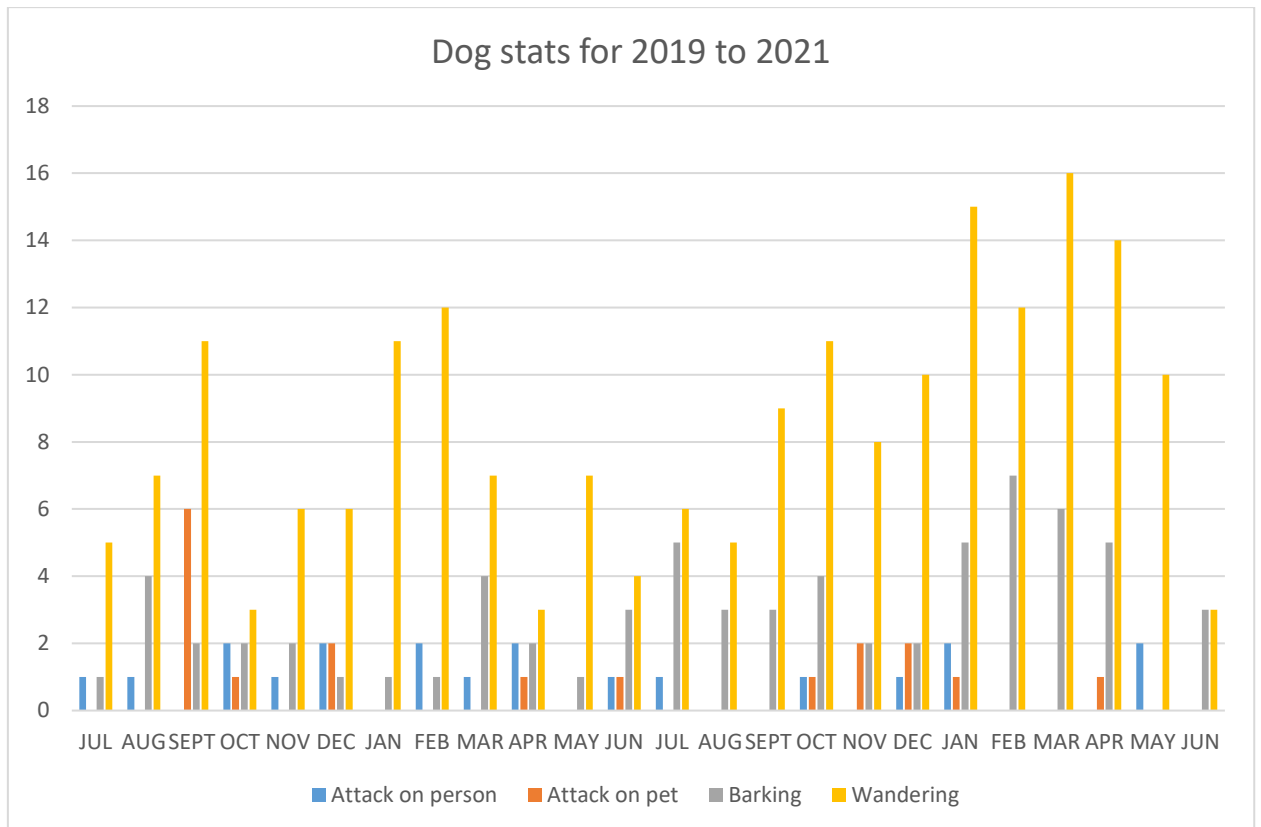
2.6 Environmental Health and Public Protection

2.6.1. 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	3	1 at dog event in Featherston (Dogs in togs), 1 national organisation (Red Cross) 1 internal (meter readers)
Complaints about roaming and nuisance dogs are responded to within 1 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 216/216
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	22/22

INCIDENTS REPORTED FOR PERIOD 1 ST APRIL 2021 – 31 ST MAY 2021	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	3	-	-
Attack on Person	1	-	1
Attack on Stock	1	-	-
Barking	2	1	3
Lost Dogs	2	-	3
Found Dogs	2	-	3
Rushing Aggressive	1	1	1
Wandering	9	5	10
Welfare	1	-	-
Fouling	-	1	-
Uncontrolled (walked off leash urban)	-	-	-



2.7 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 27/27
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 14/14

INCIDENTS REPORTED	TOTAL FOR YTD PERIOD 1 JULY 2020 TO 31 MAY 21
Stock	35

2.8 Bylaws

Between 1 July 2020 and 31 May 2021 there were:

Trees & Hedges

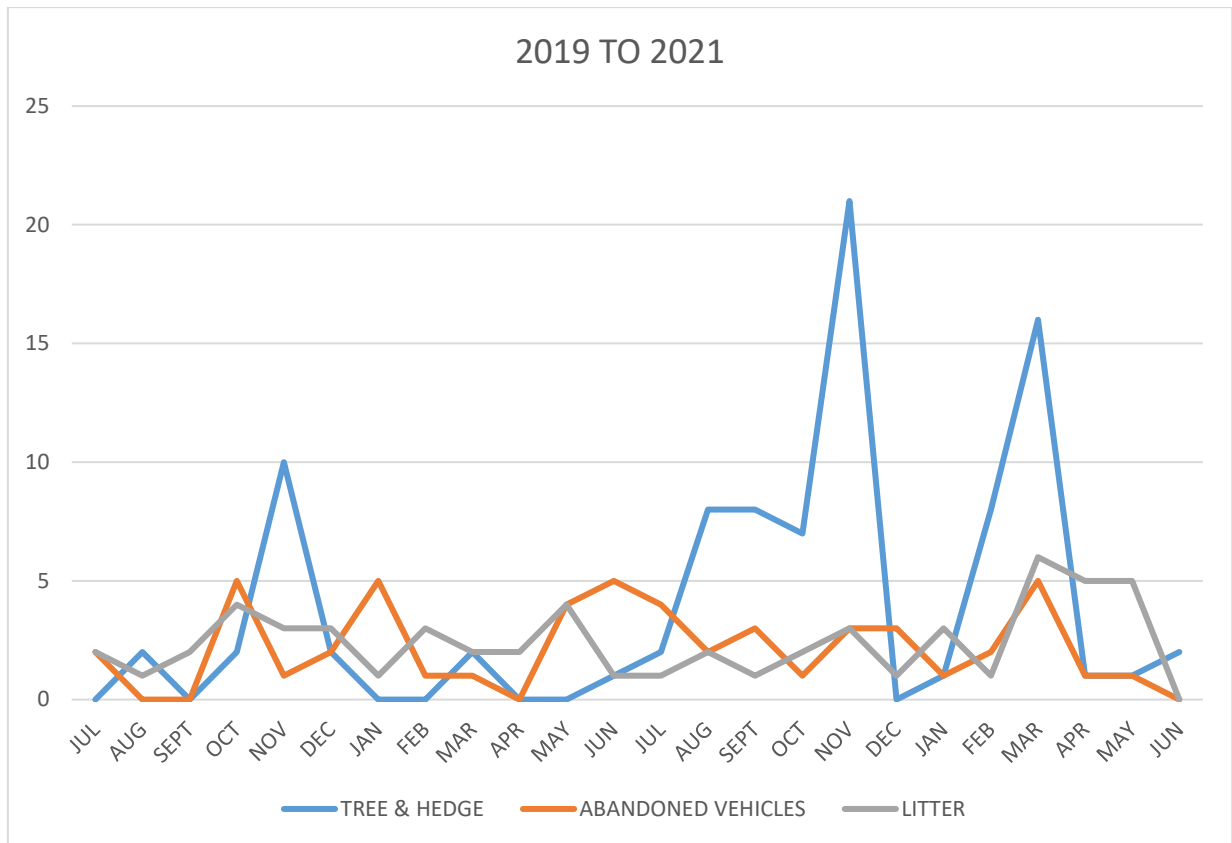
- 73 notices were sent by Council requesting the owner/occupier to remove the obstruction from the public space.

Litter

- 30 litter incidents were recorded and from this, Council sent 10 notices to the identifiable people associated with these incidents, resulted in an infringement.

Abandoned vehicles

- There were 26 total vehicle related calls in the SWDC area, of which 16 were abandoned vehicles. 17 were removed by their owners and the remaining 9 vehicles were removed by Councils' contractor or NZTA.

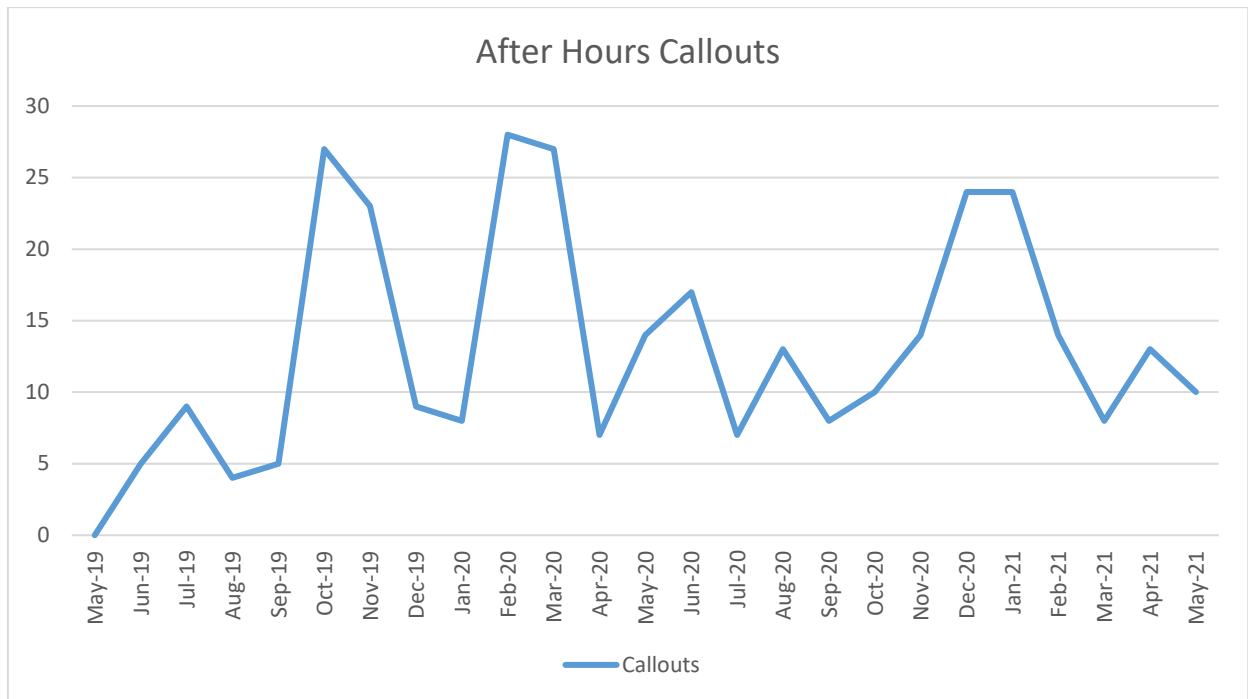


2.9 Resource Management Act – afterhours Noise Control

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%	97.2%	K:\resource\Health\Resource Management\Noise Control Complaints 141/145 attended within timeframe YTD 13 callouts April 21 10 callouts attended May 21 21/23 attended to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 20 TO 31 MAY 21	PREVIOUS YTD 1 JULY 19 TO 31 ST MAY20	PERIOD 1 APRIL 2021 TO 31 ST MAY 2021	PREVIOUS PERIOD 1 APRIL 2020 TO 31 ST MAY 2020
Total	145	145	23	21



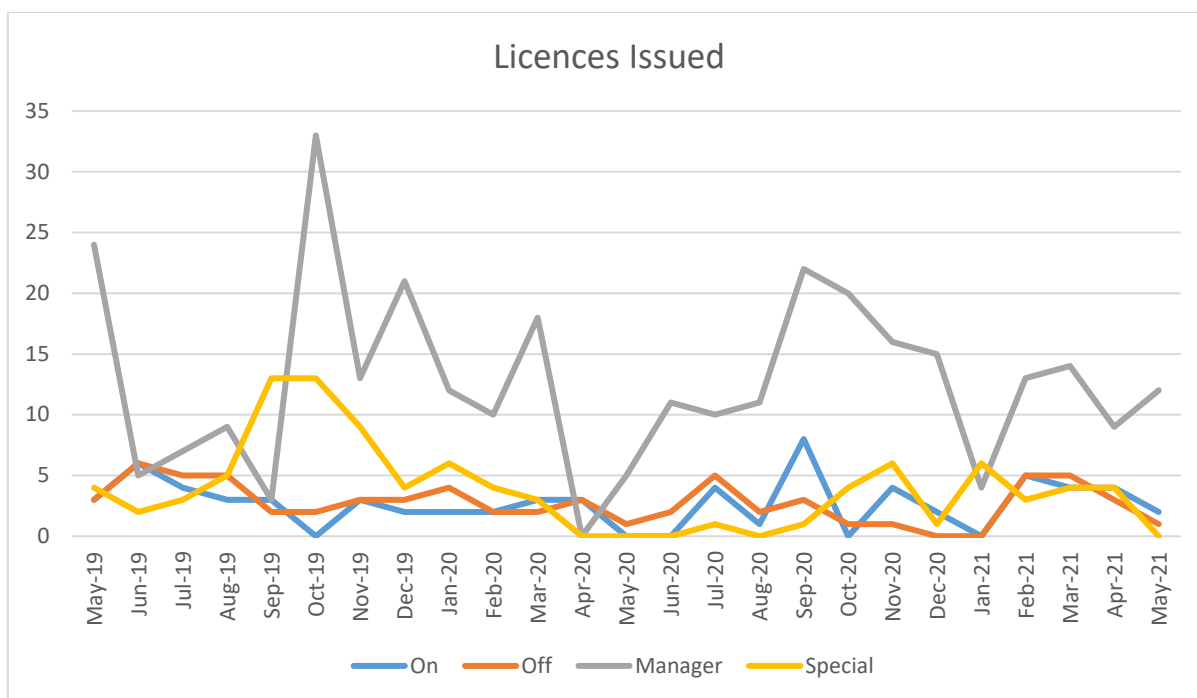
2.10 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
All premises licences issued have an inspection undertaken by the Inspector prior to issue to assess the licensees understanding of their obligations and responsibilities under the Act	100%	100% YTD	<p><i>On NEW</i> 0 April 21 0 May 21 14 YTD</p> <p><i>On RENEWAL</i> 4 April 21 2 May 21 21 YTD</p> <p><i>Off NEW</i> 0 April 21 0 May 21 9 YTD</p> <p><i>Off RENEWAL</i> 3 April 21 1 May 21 17 YTD</p> <p>Club 0 April 21 1 May 5 YTD</p> <p>Information source: Inspector records, MAGIQ data, Alcohol Spreadsheet K:\resource\Liquor\Alcohol Master Sheet.xls</p>
Special Licences are issued			<p>Special Licences – 4 April 21 0 May 21 30 YTD</p> <p>Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls</p>

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
All Duty Manager's (DM) certificate holders undertake an interview with the Inspector prior to certificate being issued to assess the manager's level of understanding with the Duty Manager's role			<i>DM NEW</i> 5 April 21 5 May 21 58 YTD <i>DM RENEWAL</i> 4 April 21 7 May 86 YTD Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls
75% of all licenced premises identified as at 1 July of every year have a compliance visit undertaken by the Inspector before the 30 th of June the following year (i.e. within a 12 month period)	75%	31.9% YTD	Information source : Compliance inspection records K:\resource\Liquor\Compliance Visits 20_21 April – 9 Compliance visits (3 md, 3 low, 3 Very Low) May – 4 Compliance visits May (2 Off Medium, 1 On Medium, 1 On low) 38/119 total compliance YTD
Average working days to process an application from acceptance by SWDC	25WD	20WD	Information source: Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls

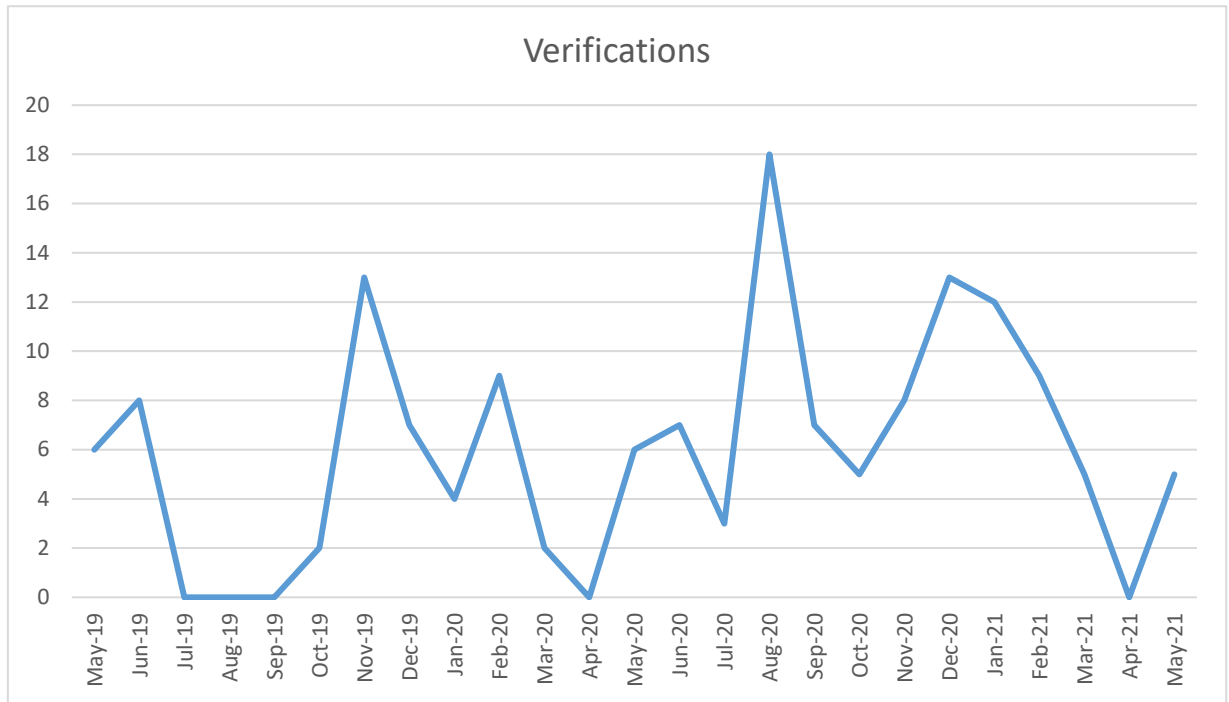
ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 20 TO 31 MAY 21	PREVIOUS YTD 1 JULY 19 TO 31 MAY 20	PERIOD 1 APRIL 21 TO 31 MAY21	PREVIOUS PERIOD 1 APRIL 20 TO 31 MAY 20
On Licence	34	25	6	3
Off Licence	22	30	1	4
Club Licence	5	6	1	0
Manager's Certificate	126	127	21	5
Special Licence	30	43	4	0
Temporary Authority	3	2	0	1
Total	220	233	33	13



2.11 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	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) –95 NP – 65 Total number of premises is subject to change month by month as new businesses open and existing premises close. 8 businesses have surrendered registration TYD 2 risk based measure changes
Premises are inspected in accord with regulatory requirements.	100%	85.1%	FCP verifications – 85/95 *Total number of premises is subject to change month by month as new businesses open and existing premises close. 0 verifications were undertaken in April 21 5 verifications were undertaken in May 21 We were able to finalise (close out) 9 premises in April 2021 We were able to finalise 3 premises in May 2021



Contact Officer: Russell O’Leary, Group Manager – Planning and Environment

PARTNERSHIPS AND OPERATIONS REPORT

This report was presented to the Assets and Services Committee on 7 July 2021.

3. Group Manager Commentary

The end of the FY has seen projects close out and completion of operational plans. Some issues have been identified in some projects (discussed as separate papers) and recent weather events have impacted parts of our roading and water infrastructure over the last two months, which have included:

- Keeping Ponatahi bridge open during the storm event in 21-22 June, when the Waihinga bridge over SH53 was closed due to river levels,
- Damage to, and closure of, Hinekura Road (update to be tabled at meeting),
- Managing high turbidity levels at the Waiohine Water Treatment Plant and the impact on water supply, and
- Closing Cape Palliser Road 29-30 June and remediating minor damage caused by storm and high swells.

These events have reinforced the value of 'push' communications from Council to affected ratepayers (i.e. not relying on social media) and work is underway on this to ensure Council is able to successfully get messages out to our communities.

Some images of the damage sustained 29/30 June are shown below:



Te Awaiti/Tora



Cape Palliser Road

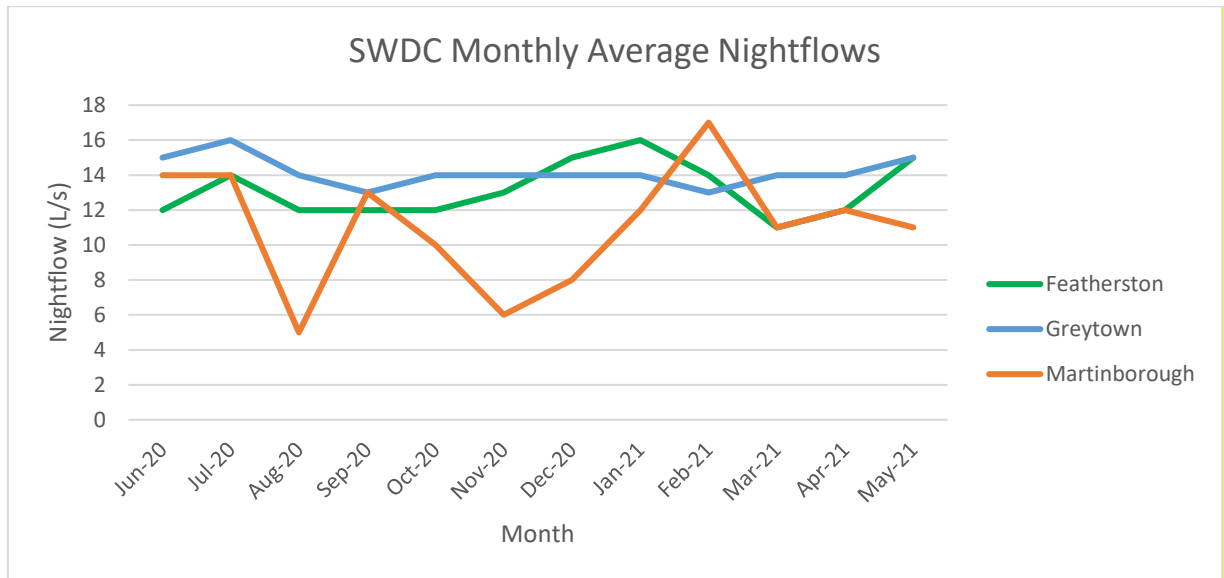


Cape Palliser Road

4. Water

4.1 Reducing leakage across the South Wairarapa

Further to previous committee updates, Wellington Water continue to monitor and address leakage across the South Wairarapa networks. As demonstrated by the average nightflows, below, further work is required and will be an ongoing process. With relatively small networks individual leaks can have a large impact on this data.



4.2 Water Capex delivery programme

Wellington Water are reporting a capex forecast cost of \$6.6M against a budget of \$7.3M. The underspend is largely due to the delays in delivering the safe drinking water projects (see *paper C2- Soldiers Memorial Park and Waiohine Water Treatment Plant Paper Report*).

Wellington Water are proposing to carryover the underspend from this financial year into next, for the following:

	Full Year Variance \$
Drinking Water	\$300,000
Stormwater	\$39,000
Wastewater	<u>\$391,000</u>
Total Variance as per 31 May 2021 dashboard	<u>\$730,000</u>
Proposed carry overs:	
Drinking Water	\$339,000
Wastewater	<u>\$391,000</u>
Total	<u>\$730,000</u>

5. Land Transport

5.1 Roading Maintenance - Ruamahanga Roads

An outline of key works completed through May 2021 is provided below:

- 285.1 km of roads were inspected and identified faults recorded in RAMM for future scheduling with 208.9 being sealed and 76.2 being unsealed.
- 14 bridges were inspected and found to be in an acceptable condition. Concerns were raised about cracks in Tawha Culvert on Te Marie Road. Bridge Engineers carried out a site inspection and further investigation works are planned for July
- 110 rural culverts were inspected, RAMM data updated including condition rating.
- 91.8 km of unsealed roads were graded.
- 1278 m3 of maintenance aggregate supplied and place on unsealed road
- 76 signs were inspected, and condition and data updated.
- The entire sealed network was remarked prior to winter.
- 111.5 km of mechanical street sweeping was completed.
- Pre-seal repairs for the 2021-2022 sealing season have continued and draft programmed identified and will be confirmed as final as soon as budgets approved.
- Maintenance works continued on the footpaths within the three main towns.
- Works were completed on Donalds Creek gravel extraction under the GWRC consent, shown below:



- Sealed pavement rehabilitation sites for 2021/2022 on Western Lake Road have identified allowing investigation, design to commence and estimates calculated.
- Noxious Plant control has taken place at various sites.
- Autumn spraying of roadside drains and around signposts and markers
- Emergency response to climatic events occurred throughout the month.
- Kerb and Channel replacement commenced in Massey Place in Greytown.
- Footpath renewal occurred in Bethune Street Featherston and commenced in West Street Greytown.
- Timber for posts and sight rails is in short supply.
- Some sign material and Armco guard rail are causing supply delays due to a backlog at the ports and supply issues due to Covid-19.

5.2 Further activities of note

- Annual bridge inspection programme has commenced and to date no urgent faults have been identified. Types of inspection have been done as required by NZTA. This is a key programme of work and one that will continue into future years. An additional desktop investigation occurred on the Huripi Bridge on Cape Palliser Road due to Bridge Engineers concerns.
- Roading infrastructure input has been supplied to all subdivision resource consents.
- Heavy vehicle overweight permits, Traffic management Plans and Corridor Access requests have been actioned and approved.
- Ecoreef Environmental Management Plan has been submitted to GWRC as per consent requirements. Iwi and Archaeologist engagement has occurred and we are awaiting sign off.
- WSP consultants have been engaged to provide concept plans for possible intersection improvements for Bidwills Cutting/ Moiki Road intersection and Bidwills Cutting Road Glenmorven Roads/Faibians Road intersections. Plans will be available mid-July for approval then for public consultation.

6. Amenities

6.1 Housing for Seniors

All, but two Housing for Seniors units are tenanted. Interviews for potential new tenants for those two units are underway. The driveway at Westhaven Flats has had gravel top up and usual maintenance activities undertaken.

The following work has been completed at Westhaven flat 4:

- Interior painted
- New drapes/curtains
- Newly installed carpet

- Extractor fans installed in the bathroom and kitchen vented to the outside (these are compliant with the healthy homes ventilation standard)
- Replaced shower linings
- Electrical work ie light fittings/power points checked



Westhaven flat 4



Bathroom

6.2 Pain Farm

Pain Farm Homestead and Cottage have had inspections carried out in June 2021 and both are being well maintained.

6.3 SWDC Playgrounds

Work has continued on upgrades and maintenance of playgrounds, including:

- New fence and park bench has been installed in the Martinborough Playground. More planting will be completed.
- Featherston playground general refresh is completed with painting and new bark.

- Still awaiting parts for replacement of netting for Greytown equipment and the replacement of the see-saw and spinning wheel due to their age (equipment ordered can take three months+ to arrive due to supply restrictions).

6.4 Parks and Reserves

Activity has been ongoing in maintaining our parks and reserves:

- Parks and Reserves Procurement – Advanced Notice issued to the market, RFP developed and will be published early July, with contract to be agreed by end August with successful bidder(s).
- Tree management plan for all SWDC parks and reserves is currently being developed and reviewed
- Lake Ferry native planting has commenced (30th June)
- Recycling bins being installed in three towns, Featherston below, Greytown being installed prior to the Christmas Festival:



- New carpark formed in Udy Street, Greytown to assist parking for the Lions walk.



- Quotes being received for the Featherston Peace Garden upgrade in conjunction with Heritage NZ
- Trees at junction of Wood and Kempton Street topped and scheduled for removal due to poor condition:



- Greytown plaque restored and reinstalled prior to Arbor Day:



6.5 Cemeteries

Purchases of burial plots/niches 01/03/2021 30/04/21

	Greytown	Featherston	Martinborough
Niche			1
In-ground ashes Beam			
Burial plot	5		2
Services area			
Total	5		3

Ashes interments/burials 01/03/2021 to 30/04/2021

	Greytown	Featherston	Martinborough
Burial	3		3
Ashes in-ground	3	2	
Ashes wall			
Services Area	1		
Disinterment			
Total	7	2	3

Trees have been planted along the driveway at Greytown Cemetery, along with irrigation:



Two new concrete beams have been installed at the Martinborough Cemetery:



6.6 Plotbox

Council has agreed a contract with ‘PLOTBOX” a cloud based, cemetery software company that will enhance our cemetery recording and will be available to the general public online. With high resolution drone imagery tools such as Walk to Grave this will significantly improve public access to our cemetery information. Watch this space!

6.7 Swimming Pools

We are taking advantage of the ‘pools closed for winter’ season and carrying out much needed maintenance and repairs at all our three pools. With retiling, painting and renovations due to get underway – we shall be up and ready for opening day in November:



6.8 Other Projects

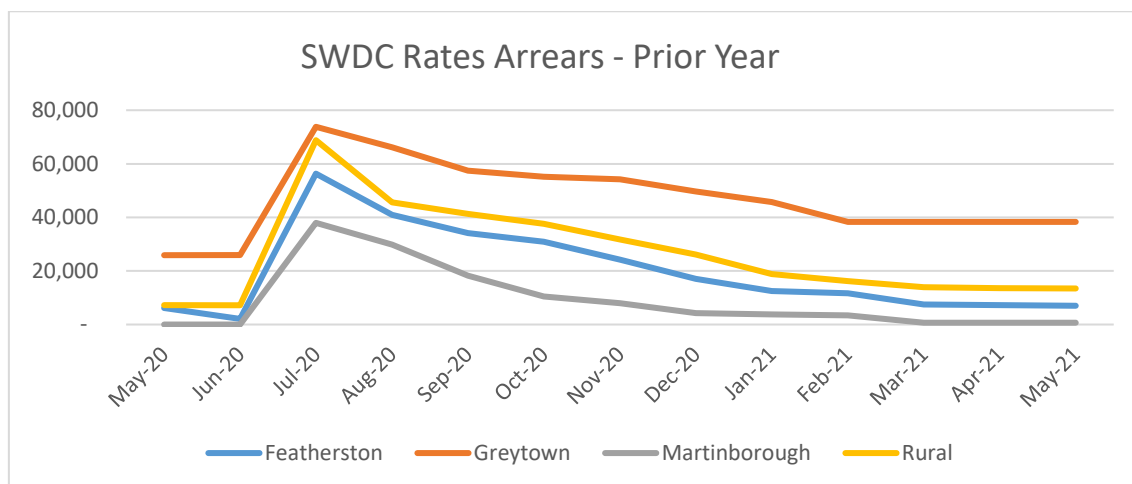
- Featherston Community (PGF fund project) is completed on budget. Opening celebrations to be confirmed.
- Hau Ariki Marae is progressing well with 75% of the work completed.

- Tauherenikau bridge contract has been signed, build material being ordered or built off site, approximate start date mid September with an 8 week build.
- Featherston Information Centre – new heat pump on order
- SWDC and Fire and Emergency New Zealand (FENZ) have executed the Licence to Occupy the Ngawi Fire Station at 3111 Cape Palliser Road, Martinborough and Lake Ferry at 34 Lake Ferry Road.
- Low-pressure wash, gutter clean, flush downpipes of a number of council owned properties ie Featherston Library.
- Hodder Farm Cottage inspection completed on 16/06/2021.
- Innovating Streets project progressing to schedule – voting for street art design now closed. Updates are available here: <https://swdc.govt.nz/innovating-streets>.

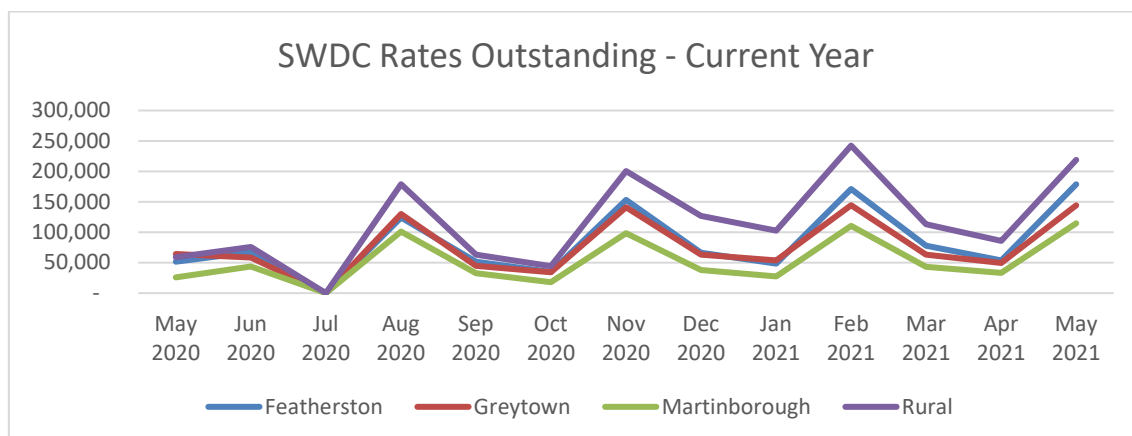
7. Rates Arrears

This report was presented to the Finance, Audit and Risk Committee on 16 June 2021.

The rates arrears graphs below shows an increase in amount of unpaid rates carried forward from the previous year (2019/20).



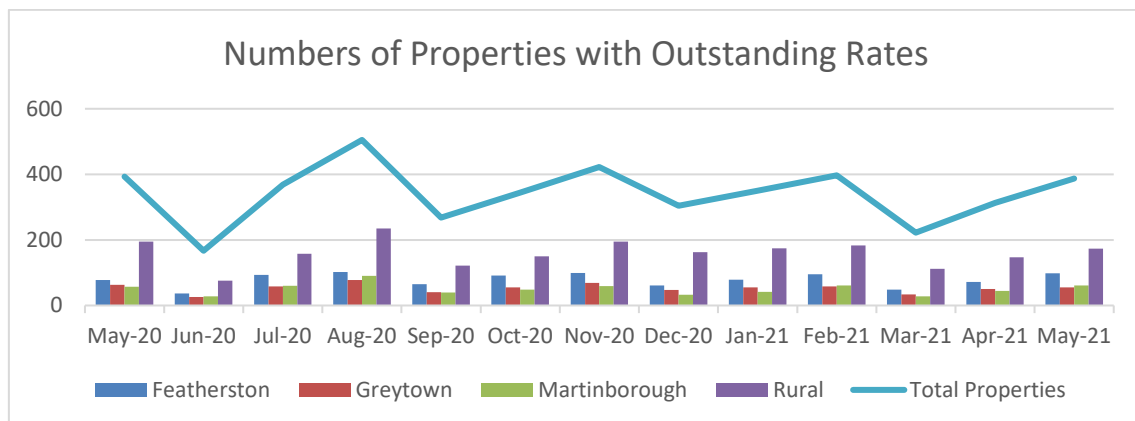
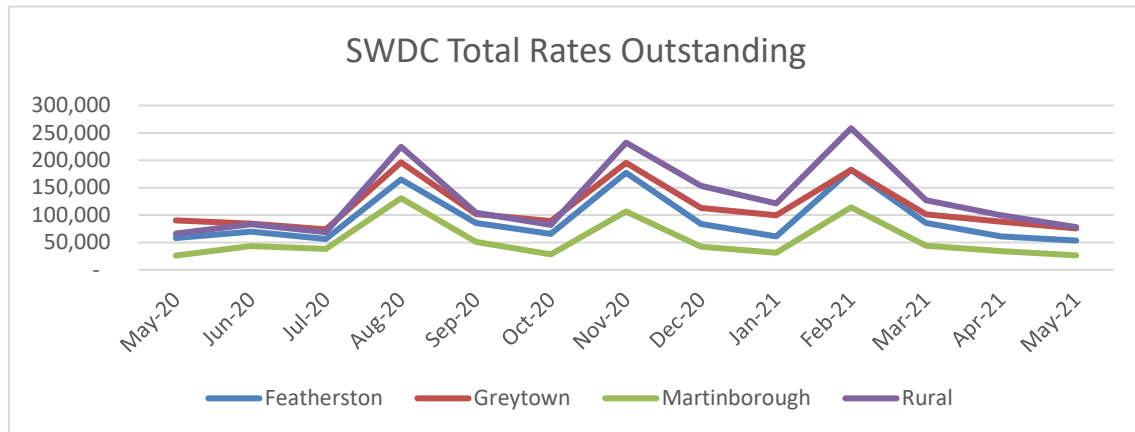
Prior years arrears have increased \$20k (34%) from the same time last year.



At the end of May 2021, the current years amount was \$657K, 69% higher than the same time last year.

Total rates outstanding have decreased by \$7k (3%) from the same month last year.

Outstanding rates were \$233k in May 2021 to \$239k May 2021.



The total number of properties with outstanding rates has decreased by 6 in May 2021 (387), an overall decrease of 22 rural properties which was offset by an increase of 16 properties for Featherston, Greytown and Martinborough.

The rates team continues to actively promote direct debits and payment plans to assist ratepayers with financial difficulties. There are currently 12 active repayment plans. Of the \$657K current rates owing, \$263K is payable by Direct Debit (976 properties). We currently have a total of 38% of rateable properties paying by Direct debit. There have been 315 Rates Rebates processed up to 31 May 2021 with over \$191K paid by Department of internal Affairs.

Contact Officer: Katrina Neems, Chief Financial Officer

8. Appendices

Appendix 1 – SWDC Operations Project Dashboard

Appendix 1 - SWDC Operations Project Dashboard

SWDC Assets and Services Committee		Programme	Amenities			
Meeting	7-Jul-21	Period	Jun-21			
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Overall programme progressing to plan, including works that were not resourced at start of year (PGF etc.)
Current Projects						
Featherston War Memorial		\$250k	Apr-21			
Repair earthquake damage and structural deficiencies						PROJECT COMPLETE - to time (for ANZAC Day) and budget
Anzac Hall upgrades		\$100k				
Toilets, roof and wall repairs						PROJECT COMPLETE
Featherston Community Centre		\$110k	tbc			
Roof and wall repairs, asbestos removal, painting, car park and kitchen/toilet repairs						PROJECT COMPLETE
Hau Arika marae - PGF support		\$371k	tbc			
Various upgrades - sprinkler systems, water storage, kitchen/toilet upgrades.						Works underway and progressing well - ongoing consultation with contractors and marae. 75% completed
Tauherenikau Bridge		\$1.36m	tbc			
Construct cycle/walkway over Tauherenikau river						Contract with MBIE agreed. Agreement with Trails Trust and Kiwirail signed. Material being ordered. Project underway
Kuranui College Gym		\$1m	tbc			
Manage delivery of gym in college and provide for community access.						MOU signed, funding released to College.
SWDC Tree asset management		tbc				
Develop a long term District wide programme for tree management						Trial is underway on high profile reserve 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	Nov-20			
Install lighting for safety/security of users						Project completed
Peace Garden, Featherston		\$120k	tbc			
Construct accessible ramp and web-enabled information display with additional seating and planting						Quote has been supplied awaiting on Heritage NZ for work to start
Featherston Stadium		\$20k	tbc			

Upgrade to kitchen, seating and ablutions						LTP funding to complete upgrade to kitchen and storage, tradesman availability is delivery constraint
Ngawi Community Hall \$30k Aug-21						
Upgrade septic system						Designer engaged, Resource consent approved, awaiting on available tradesman (August)
Cemetries data project n/a Dec-20						
Data validation, GPS capture and database established						Moving to Plotbox, cemetery management system. Contract agreed, data upload to be completed.
Pain Farm upgrades \$100k Sep-20						
Upgrades to Main House and cottage to meet standards			↑			Project Completed
SWDC Lease review programme n/a Dec-20						
Complete review of leases						Focus on Papawai and Lake Ferry leases in short-term. Multiple leases to work through
Senior Housing \$85k Oct-20						
Heat pump/air conditioning installation and paiting (int and ext)						Project completed - under budget
Swimming Pools \$15k Oct-20						
Upgrade to Greytown Stand and painting						Project completed - on time for new season
Martinborough Waiinga Cemetery \$15k Oct-20						
Install Lych gate as part of anniversary celebrations						Project Completed
Considine Park, Martinborough \$8k Nov-20						
Install additional lime path						Path has been sprayed and agreed by locals. Weather delays means reschedule.
Park exercise equipment \$45k Oct-20						
Install outdoor exercise equipment in local parks						Project completed - proving popular in communities

Status key:



On track/achieving



Some concern



Off Track/Major concern

SWDC Assets and Services Committee		Programme		Roading		
Meeting	7-Jul-21	Period		Jun-21		
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Programme on track overall. Some resource constraints remain but works progressing well.
Current Projects						
Ruakokoputuna		\$400k	Oct 20 - Dec 20			
Ruakokoputuna Seal Extension						Rrogramme completed
Sealed Road Pavement Rehab		\$220K	Dec 20- Feb 21			
Western Lake Rd Area Wide						Rrogramme completed
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.						Programme complete
Sealed Road Resurfacing Special Purpose Rd		\$115K	Jan 21 - Jun 21			
3.5 kms of resurfacing work on Cape Palliser Road						Programme complete
FootPath Renewals		\$177K	Oct 20 - Jun 21			
Planned maintenance						Work ongoing - Bethune Street completed, West Street & Regent Street deferred due to UFB rollout.
FootPath maintenance Extra Funding		\$375K	Jun 20 - Jun 21			
Footpath Maintenance \$125K per town						As above
Esther Street Footpath Extension		\$70K	Sep-20			
Noted from AP submissions						Completed.
Low Cost Low Risk Local Roads		\$345K	Aug 20 - jun 21			
Culvert Extensions, safety improvements, seal widening, intersection improvements, slip stabilisation, guardrails, kerb and channel works.						Completed works this period - Seal widening on Western Lake Road and Johnson Street, raised pavement markers on Bidwills Cutting Rd installed. Planned works - Lake Ferry box culvert extension completed; Guard rail for Ponatahi Rd bridge ordered; Intersection designs for Bidwills Cutting Rd at Moiki and Glenmorven Rds.
Low Cost low Rick Special Purpose Rd		\$250K	Aug 20 - jun 21			
Guardrail installation, Signage upgrade, Rock revetment supply						Includes \$100k carry forward from 19/20, 500 tonne of rock delivered, Final documentation (Environmental Management Plan) for ECOREEF signed off by GWRC, Archeological assessment completed June 2021, awaiting MSC review.
Aseet Management Plan		\$50k	June 20 - Nov 20			

Plan development and RLTP funding						Programme Completed
<div> <div>Reading Street Upgrade</div> <div>\$250k</div> </div>						
Upgrade Reading Street as part of Orchards Development						3rd party dependent
<div> <div>Speed Limit Review</div> <div>Nov 20 - Jun 21</div> </div>						
Consult re speed review						Link to NZTA speed reduction and Road to Zero, Urban safety for vulnerable users etc. NZTA planned consultation and in discussions with NZTA on alignment. Wilkie Consultants have been engaged to manage delivery and consultation processes
<div> <div>Tora Farm Rd bridge beam painting x2</div> <div>\$100K</div> <div>Jan 21 - Jun 21</div> </div>						
Painting steel beams on Tora Farm and Pukeamuri Bridges						Programme Completed

Status key:

On track/achieving

Some concern

Off Track/Major concern

SWDC Assets and Services Committee		Programme	Water
Meeting	7/07/2021	Period	Jun-20

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Overall Programme Status (RAG)		↓				A number of projects come to a close for Q4 however challenges continue for the larger legacy projects seeing delays in the delivery of these. The slippage in programme delivery has seen an underspend for the FY, where any carryovers will be proposed as targeted towards ensuring safe drinking water and resilient networks outcome projects.

Major Projects

Manganese Reduction Plant - Martinborough		\$2.5m	Nov 19 - Nov 20			
Construct and commission a manganese reduction plant						PROJECT COMPLETE - MRP is successfully running and allowing use of additional bores in Martinborough.

Featherston WWTP		\$500k*	Jul 20 - Jun 2025			
Develop and implement a suitable wastewater solution for Featherston	↑			↑	↑	Progress slowed while LTP consultation was completed by SWDC, this allowed the project team to undertake additional work and address questions raised by council. Planning is underway to begin the next stage of community engagement on the shortlisted options. Although there remains concerns about the affordability of the final solution, the current and forecasted pre-construction phases are within budget.

Upgrade/Renewal Projects

Papawai Road WW Upgrade		\$2.8m	May 2021 onwards			
Capacity issue - upgrade pipe		↓	↓		↓	Contractor has begun construction onsite, using trenchless technology method. Ground conditions experienced has caused issues with this methodology. Contractor and consultant working through best way forward. Construction to continue in FY 21-22. Two H&S incidents onsite; overhead telecoms cable strike and TMP inadequacies addressed with contractor.

Pinot Grove WW upgrade		\$300k	Mar 21 - Jul 21			
Capacity issue - upgrade pipe		↑				PROJECT COMPLETE - Work complete, awaiting as-builts.

Waiohine Water Treatment Plant (WTP)		\$900k	Dec-20			
a) 4th bore/pump and commissioning						PROJECT COMPLETE - Work complete, awaiting as-builts
b) Treated water storage (chlorine)	↓	↓				Construction work for bypass pipework ongoing, shortly followed by scour testing and electrical upgrades. Commissioning work to begin within Q1 FY21-22. See sep paper for updates.
c) pH dosing system upgrade	↓	↓				Temp dosing system has been installed to better balance pH. Permanent dosing system construction and commissioning ongoing into FY21-22.
d) Site Security						Security Fencing policy (standard) to be completed prior to project brief being released for design & construction

Memorial Park WTP upgrades stage 2		\$330k	Nov-20			
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Replace bore pump, new housing container, additional pipework and run to waste	↓	↓				Manufacturing of the containerised treatment plant is ongoing, due for delivery within Q1 FY21-22. Construction and commissioning as per below.
Memorial Park WTP upgrades stage 3 \$1.5m Apr-21						
Chemical dosing, electrical equipment, UV and filter upgrades	↓	↓				Design and Construct contract awarded to Brian Perry Civil and Filtec. Onsite construction work will continue into Q1, with commissioning due for completion in FY21-22. The project has seen slippage in delivery due to lack of risk identification and mitigation early in the project programme. Additional budget has been requested to complete remaining works.
Lake Ferry WWTP driplines \$326k May-21						
Renewal driplines at WWTP	↑					Major construction work has been completed onsite. Irrigation field electronics being coompleted.
WWTP Improvement Programme \$400k Dec-20						
Enhance processes, facilities and management of WWTPs across District		↑	↑			Pond sludge surveys have been undertaken to determine the timeframe and budget for pond desludging. A bird control trial at the Greytown WWTP is underway. Management plans have been submitted to GWRC for certification, the remainder are being finalised in conjunction with optimisation of the discharge to land facilities. H&S upgrades accross the WWTP site are now completed.
SWDC-led Projects						
Water Race User Survey n/a Dec-20						
Survey Water Race users and related stakeholders on use		↓				Water Race survey completed and presented to Sub-Committee. Covered in sep paper.
Longwood Water Race Consent n/a Dec-20						
Gain consent for continued use of water race						Further information provided to GWRC who have requested further time to Sept 21 due to resource constraints. WR continues to operate under previous consent.
Status key: <i>On track/achieving</i> <i>Some concern</i> <i>Off Track/Major concern</i>						

SWDC Assets and Services Committee		Programme		Other		
Meeting	7-Jul-21	Period		Jun-21		
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Additional projects added to A&S dashboard for visibility. May be moved to other sheets once progressed from strategy phase. Some resource constraints limiting progress.
Current Projects						
Waihinga Lessons Learned		\$15k	tbc			
Business Improvement - Undertake a review of the Waihinga Centre project to improve future SWDC project delivery		↑		↑		Draft report completed and submitted for Officer review
Greenspace review		\$40k				
Undertake a review of the availability and use of Council greenspace provision in Greytown						Resolution from AP deliberations. Further data collection underway, including use, size and accessibility.
Walking and Cycling Strategy		tbc	tbc			
Develop a District-wide Walking and Cycling strategy						Linked to 5TTN project and other stakeholders. SWDC plans to be developed at town level. Project commenced with initial scoping underway.
Innovating Streets - Martinborough		\$200k	Apr-21			
Develop and test repurposing of car parks near square						Design survey completed. Install through early July for community feedback.
Road Stopping Policy		\$15k	Jan-21			
Develop a Road Stopping Policy						Draft policy being finalised. Completing user guide to enable easier use.
Status key: <div><div></div> On track/achieving <div></div> Some concern <div></div> Off Track/Major concern</div>						

FEATHERSTON COMMUNITY BOARD

10 AUGUST 2021

AGENDA ITEM 9.2

ACTION ITEMS REPORT

Purpose of Report

To present the Community Board with updates on actions and resolutions.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Community Board 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 29 July 2021

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

Appendix 1 – Action Items to 29 July 2021

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
83	25-Feb-20	Action	E Stitt	Investigate a solution for the “Welcome to Featherston” signs on State Highway 2 following notification that the location of these signs presents a risk to motorists and keep the community informed through communications.	Open	Signs removed 16th/17th March due to unresolved safety concerns. Meeting onsite on 23rd March with SWDC/NZTA/FCB/Featherston Beautification Group to agree location, materials and design of supports for the signs. 30/06/20: Progress is being made on a licence to occupy the proposed location of the signs. 30/07/20: This is still with NZTA for a licence to occupy. 15/10/20: Still working through the solution with NZTA. 8/12/20: Awaiting final drawings from FBG to proceed. 15/02/21: Progress made as per chairs report to FCB 23 Feb 21 16/04/21: SWDC to pay for reinstatement of signs. We also need to allow for ongoing maintenance in our plans. NZTA have been provided all the info and are asking us to agree an MOU rather than a licence to occupy. Awaiting draft from them, which we’ll share with the Beautification Group. Also now have approval we can reinstall the signs under the existing Resource Consent from the Planning team. 04/06/2021: Agreement reached with NZTA, awaiting counter signing it. Quotes being sought for reinstall through FBG. 15/06/21: Members requested an update of when the signs would be completed. 23/07/21: The agreement with NZTA has been counter signed. Featherston Beautification Group is still seeking quotes which is taking time due to the availability of tradesmen.
276	30-Jun-20	Action	FCB	Present the proposal to have a Māori name for Featherston as Paetumokai and a pou (carving) to the Māori Standing Committee	Open	28/07/21: Fab Feathy attending 3-Aug-21 MSC meeting.
384	11-Aug-20	Action	FCB	To clarify the process of undertaking a two-stage engagement approach to the naming of Featherston Town Square	Open	22/09/20: Members undertook to discuss this in a workshop. 04/06/21: No update
139	27-Apr-21	Action	FCB	Coordinate with the RSA and 28th Maori Battalion Association on flags for next year	Open	
213	15-Jun-21	Resolution	K Yates	FCB RESOLVED (FCB 2021/21) that the minutes of the Featherston Community Board meeting held on 27 April 2021 be confirmed as a true and correct record subject to the inclusion that Jayson Tahinurua’s apologies were tendered but not presented at the meeting for acceptance. (Moved Cr Emms/Seconded Shepherd) Carried	Actioned	22/6/21: Minutes revised and published on website.
217	15-Jun-21	Resolution	C Clarke	FCB RESOLVED (FCB 2021/25): 1. To receive the Financial Assistance Report. (Moved Bleakley/Seconded Tahinurua) Carried 2. To approve funding Featherston Community Centre \$500 to contribute to replacing the vinyl floor covering of the Featherston Community Centre disability toilet. (Moved Bleakley/Seconded Tahinurua) Carried	Actioned	21/06/21: Grant letter sent and commitment added to I&E
218	15-Jun-21	Resolution	C Clarke	FCB RESOLVED (FCB 2021/26): 1. To receive the Chairperson Report. (Moved Cr Emms/Seconded Tahinurua) Carried 2. To approve up to \$5,000 for lighting for the oak tree near the Fell Locomotive Museum, Information Centre and town centre subject to receiving quotes, to be funded from the beautification fund. (Moved Cr Emms/Seconded Shepherd) Carried	Actioned	28/07/21: Commitment added to I&E

FEATHERSTON COMMUNITY BOARD

10 AUGUST 2021

AGENDA ITEM 9.3

INCOME AND EXPENDITURE REPORT

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statements.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2020 – 30 June 2021*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2020 – 30 June 2021 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.

Appendices

Appendix 1 - Income and Expenditure Statement for 1 July 2020 – 30 June 2021

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

Contact Officer: Tania Fine, Assistant Accountant

Reviewed By: Charly Clarke, Finance Manager

Appendix 1 - Income and Expenditure Report for the period 1 July 2020 – 30 June 2021

Featherston Community Board

Income & Expenditure for the Period Ended 30 June 2021

Personnel & Operating Costs

Budget

Members' salaries	11,459.96
Mileage reimbursements	500.00
Operating expenses	6,944.00
Total Personnel & Operating Costs Budget 2020-21	18,903.96

Expenses

Personnel Costs

Members' Salaries	16,786.18
Mileage reimbursements	1,646.23
Honorarium payment to student rep (\$50 per meeting)	400.00

Total Personnel Costs to 30 June 2021 **18,832.41**

Operating Expenses

26/08/2020 Local Government NZ	Community board levy 2020/21	216.66
23/02/2021 One Community Board Member to attend 2021 CB Conference		2,152.46

Total Operating Expenses to 30 June 2021 **2,369.12**

Committed funds

Resolution date		Original commitment	Spent to date	Remaining commitment
	Members' Salaries	11,459.96	16,786.18	(5,326.22)
	Mileage reimbursements	500.00	1,646.23	-
23/02/2021	One Community Board Member to attend 2021 CB Conference	2,155.00	2,152.46	2.54
Total Commitments				(5,323.68)

TOTAL OPERATING EXPENSE BUDGET AVAILABLE*

3,026.11

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

Grants

Income

Annual Plan 2020-21 grant allocation	4,343.00
Other miscellaneous income	782.61
Trust contribution to Xmas parade	
Total Income for 2020-21	5,125.61

LESS: Grants paid out

8/07/2020	Featherston Menz Shed	3-month wireless broadband		101.74
21/07/2020	Kurunui College	First aid, safety equipment		500.00
14/08/2020	Kidz Need Dadz	Father's Day Bowling		200.00
12/08/2020	Pae tū Mōkai o Tauira	Contribution to upgrade of outbuildings		500.00
12/08/2020	Wisdom & Wellbeing	Contribution to operating costs		500.00
3/09/2020	Featherston Phoenix	Advertising for Organic Week		40.00
31/08/2020	Lamb-Peters	Signs for Organic Week		170.00
12/08/2020	C A Bleakley	Costs for Featherston Organic Week		216.33
25/09/2020	Cross Creek Railway Society	New batteries for miniature train		500.00
25/09/2020	Featherston Netball Club	Uniforms		500.00
28/09/2020	Wharekaka Trust	Assistance with Meals on Wheels		500.00
30/10/2020	REAP (Fab Feathy)	Sights of Significance documentary		400.00
23/12/2020	South Wairarapa Neighbourhood Support	Promotional flag & collateral		200.00
7/12/2020	Shepherd Traffic Management	Traffic management for Xmas Parade		1,475.00
23/02/2021	Wairarapa Gateway Business	Webhosting FSTN Community Website	480.00	480.00
22/09/2020	Featherston Xmas Parade	Traffic management	600.00	692.39
23/02/2021	Featherston Xmas Parade	Traffic management	92.39	(92.39)
23/02/2021	FSTN Information Centre	Running Costs	400.00	400.00
27/04/2021	Featherston Booktown	Street Flags	500.00	500.00
19/05/2020	Wairarapa Maths Association	Annual maths competition 2020-21	300.00	300.00
15/06/2021	FSTN Community Centre	Replacing Vinyl Floor	500.00	500.00
Total Grants paid out to 30 June 2021				7,983.07

LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
12/03/2019	Featherston Junior FC	Equipment & coaching in schools	500.00	500.00
19/05/2020	Wairarapa Citizens Advice Bureau	Day to day running costs	350.00	-
19/05/2020	Wairarapa Maths Association	Annual maths competition 2019-20	300.00	400.00
19/05/2020	Wairarapa Maths Association	Annual maths competition 2021-22	300.00	-
30/06/2020	Featherston Menz Shed	3-month wireless broadband	117.00	101.74
11/08/2020	Featherston Organics	Organic Week - contribution to costs	500.00	426.33
22/09/2020	Featherston Xmas Parade	Running costs	300.00	
Total Commitments				1,438.93

PLUS: Balance Carried forward from previous year

6,028.65

TOTAL GRANTS FUNDS AVAILABLE

1,732.26

Featherston Community Board

Beautification Fund for the Period Ended 30 June 2021

Income

Annual Plan 2020-21 allocation	10,710.00
Total Income 2020-21	10,710.00

Beautification grants - operating

22/10/2020 St Teresa's School	Science table at Donald's Creek		1,000.00
14/12/2020 OneSource Ltd	Two sets of 15 street flags		2,304.00
23/02/2021	Roll down blinds for FSTN Town Square	2,225.00	2,225.00
Total Beautification grants - operating to 30 June 2021			5,529.00

Beautification grants - capital

Total Beautification grants - capital to 30 June 2021	-
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LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
15/12/2020 OneSource Ltd	Two sets of 15 street flags	2,610.00	2,304.00	306.00
15/06/2021 ?	Lighting for Oak Tree Near Fell locomotive Museum, Info Centre and Town Centre	5,000.00		5,000.00
Total Commitments				5,306.00

PLUS: Balance Carried forward from previous year **17,139.00**

TOTAL BEAUTIFICATION FUNDS AVAILABLE **17,014.00**

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

Featherston Community Board				
Income & Expenditure for the Period Ended 30 June 2020				
Income				
	Annual Plan 2019/20 allocation			28,053.00
	Total Income 2019/20			28,053.00
Expenditure				
	Members' Salaries			12,327.46
	Mileage reimbursements			691.06
	Total Personnel Costs			13,018.52
General Expenses				
31/07/2019	Sundry expenses ex payroll	Featherston Organic Week		499.82
30/09/2019	Wairarapa Times	Advertising - Featherston Expo		296.00
5/11/2019	Office Max	Stationary		9.92
7/01/2020	Sundry expenses ex payroll			17.04
	Total General Expenses			822.78
Grants				
18/07/2019	Featherston Clothing Collective			418.70
1/07/2018	Hooper N	Painting workshop costs		500.00
3/07/2018	The Featherston	Donation to RSA		100.00
2/09/2019	Featherston Heritage Museum	Print brochures with new logo		500.00
2/09/2019	Pae Tu Mokai O Taurira	Assist with new signage		500.00
3/09/2019	Lamb-Peters Print	Wairarapa Moana Trails Group banner		418.00
11/12/2019	The Featherston	Assist with painting exterior of building		500.00
12/10/2019	Shepherd Traffic Mgmt Sol	Featherston Xmas Parade		695.00
3/05/2020	Life Education Trust	Financial assistance		500.00
23/03/2020	Featherston Lions	Dr Berry's Farewell		250.00
9/06/2020	Citizens Advice	Day to day running costs		350.00
30/06/2020	Wairarapa Mathematics Assoc.	Annual maths competition		300.00
	Total Grants			5,031.70
Capital Expenditure				
	Total Capital Expenditure			-
Total Expenditure				18,873.00
Net Surplus/(Deficit) Year to Date				9,180.00
LESS: Committted Funds				
	Resolution date		Original commitment	Spent to date
				Remaining commitment
	Salaries to 30 June 2020*		16,266.00	12,327.46
	Mileage to 30 June 2020*		500.00	691.06
				(191.06)
12/03/2019	Featherston Junior FC	Equipment & coaching in schools	500.00	500.00
25/02/2020	REAP (Fab Feathy)	Sights of Significance documentary	400.00	400.00
25/02/2020	Kuranui College	First aid, safety equipment	500.00	500.00
19/05/2020	South Wairarapa Neighbourhood Support	Promotional flag & collateral	200.00	200.00
30/06/2020	Featherston Menz Shed	3-month wireless broadband	117.00	117.00
	Total Commitments			5,464.48
Current Year Surplus/(Deficit)				3,715.52
PLUS: Balance Carried forward from previous year				6,717.35
TOTAL FUNDS AVAILABLE				10,432.87
* remaining budget for salaries & mileage does not carry over into subsequent financial years				

Featherston Community Board					
Beautification Fund for the Period Ended 30 June 2020					
Income					
	Annual Plan 2019/20 allocation				10,710.00
Total Income 2019/20					10,710.00
Expenditure					
9/08/2019	One Source	Street flags			1,186.00
Total Capital Expenditure - Beautification					1,186.00
Total Expenditure					1,186.00
Net Surplus/(Deficit) Year to Date					9,524.00
LESS: Committed Funds					
Resolution date			Original commitment	Spent to date	Remaining commitment
Total Commitments					-
Current Year Surplus/(Deficit)					9,524.00
PLUS: Balance Carried forward from previous year					7,615.00
TOTAL FUNDS AVAILABLE					17,139.00

AGENDA ITEM 9.4

FINANCIAL ASSISTANCE REPORT

Purpose of Report

To present the Community Board with applications received requesting financial assistance.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Consider the application from Featherston Organics for funds of \$500 for Featherston Organic Week 2021.*
3. *Note an ineligible grant application was received from Kidz Need Dadz Wellington requesting \$500 for a Father's Day Bowling event that was subsequently withdrawn.*
4. *Note that officers will update the Community Board grant form to reflect the new Grants Policy.*

1. Background

The Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget and the Board operates its grant fund in accordance with the Council's [Grants Policy](#).

The Board considers applications at its eight weekly meetings.

2. Applications for Financial Assistance

The applications received for consideration are summarised in the below table.

Applicant	Amount Requested
Featherston Organic Week	\$500
Kidz Need Dadz Wellington	\$500

3. Eligibility Criteria

Council adopted a new [Grants Policy](#) which sets out the eligibility criteria for applications. The policy takes effect from 1 July 2021.

The key eligibility criteria for Community Board grants is as follows:

- Non-profit community organisations with a formed legal structure or a group of individuals who have come together for a common purpose but who do not have a legal structure may apply.
- The applicant does not need to be based in the South Wairarapa or the ward from where the funds are being sought but the applicant must be able to demonstrate that the activity benefits the ward where the funds are being sought.
- Applicants may not be in receipt of any other Council or Council-administered grant for the same activity in the same financial year.
- The Featherston Community Board has a maximum grant limit of \$500 unless special circumstances are considered to exist (GST will be added to grants approved for GST registered applicant).

The Grants Policy sets out further criteria.

3.1 Assessment against Eligibility Criteria

3.1.1. *Featherston Organic Week*

The application from Featherston Organic Week has been assessed as meeting the criteria and the application will be provided to members in confidence.

There are no outstanding accountability forms from Featherston Organic Week.

3.1.2. *Kidz Need Dadz Wellington*

Under the Grants Policy, applicants may not be in receipt of any other Council or Council-administered grant given for the same activity in the same financial year, and are encouraged to apply for Community or Youth Grants where the activity benefits more than one ward or the wider South Wairarapa community.

Kidz Need Dadz Wellington submitted an application to each of the Community Boards. On receipt of this application, the applicant was advised they would only be eligible for one grant for the event and was encouraged to apply for a Council Community and Youth Grant as the activity benefited more than one ward. The applicant therefore opted to withdraw the application to the Featherston Community Board.

4. Conclusion

Officers will be updating the Community Board grant application form to ensure it is in line with the new Grants Policy.

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

FEATHERSTON COMMUNITY BOARD

10 AUGUST 2021

AGENDA ITEM 10.1

NOTICE OF MOTION: CONFLICT OF INTEREST

Motion

I, *Claire Bleakley*, move that the Featherston Community Board:

1. *Receive the information.*
2. *Request that under Standing Order 19.2 Councillors Plimmer and West be called upon to clarify their comments that there was a conflict of interest regarding the Featherston Community Board Chair.*

1. Background

At the 2 June and the 28 July SWDC Council meetings allegations were made by Councillors Plimmer and West that they were concerned over a conflict of interest regarding the Featherston Community Board (FCB), (Council action point 236 and SWDC meeting 2 June YouTube 22.37-25.13). Councillor Plimmer mentioned that this was historical as well as current. Councillor Plimmer then clarified his comment to say it was regarding the Chair's questions around the Mayor's Taskforce for Jobs (MTFJ) and that he was employed by REAP.

I have been through the minutes and agenda of the FCB meetings. The only reference to the MTFJ was part of the Chairs report on the Tuesday, 27 April 2021. I am unable to find any decisions the FCB made relating to the MTFJ or conflict in any of the matters raised by the chairs report.


I was extremely concerned over these comments, further repeated in the 28 July Council meeting, and I raised it with the FCB Chair. It appears that the comments made were not correct. Advocacy on behalf of the community on issues that require access to relevant information on behalf of the Featherston community is a part of FCB functions.

I ask that Councillors Plimmer and West clarify their comments.

Signed: *Claire Bleakley*

Note: Must be submitted to CEO through the Committee Advisor 5 working days before the meeting.

MEMBER REPORT
for
Featherston Community Board Meeting
10 August 2021

Member Name	Claire Bleakley
General	<p>I have been asked to confirm the Featherston Christmas Parade dates. These are always the first Saturday in December, this year it will be 4 December, and would like permission to seek the costs of the Traffic Management Plan.</p> <p>Jane Mills from WREMO is holding an Emergency Hub activity on 15 August. The ANZAC Hall has been booked from 11.30 -1.30.</p> <p>There will be pizza and games for kids (this will just be twister/board games/connect 4 in the Community Space). Encourage people to drop in for the first hour, and people that want to stay can stay for the Drill in the 2nd hour.</p>  <p>The poster is titled 'Responding as a Community Community Emergency Hub Open Day'. It features a blue header with a black and white striped pattern. The main text reads: 'In a disaster, your neighbours are your first and best source of support'. Below this, it asks 'How prepared are we for a large emergency?' and encourages people to 'Come along and learn about your Community Emergency Hub'. It lists the following events: FEATHERSTON, Sunday, 15 August, 11.30-1.30, ANZAC Hall; GREYTOWN, Sunday, 15 August, 3pm-5pm, Town Hall; CARTERTON, Friday, 20 August, 2pm-4pm, Events Centre Foyer; MARTINBOROUGH, Sat, 21 August, 11am-1pm, Old Ambulance Rooms (next to Fire Station). It also includes a list of activities: 'Using an earthquake scenario, this session will cover how to set up your local Community Emergency Hub', 'Come along and meet the community and help with emergency planning', 'Just drop in or join in.', 'Free Pizza', and 'Games for children'. At the bottom, it says 'Learn more about your Community Emergency Hub, go to GetPrepared.nz/hubs' and features the Wellington Region Emergency Management logo.</p>

I would like to congratulate Taralee Freeman, Marie Wright, Zach McDonald-Wright (three finalist designers in a design team) who has been a finalist in this years World of WearableArt (WOW).

I have been approached about the flooding around the supermarket which appears to be worse after the raised crossing was put in. This is an issue that we need to look into and ask that the Council address this issue.

We had a meeting on the Civic Awards and fully support the way that we approach the awards this year.

Concern about the Pou carving is still an issue. Could there be some clarification as to the issues and solutions for the Community to understand properly.

The Featherston signs have now been an issue for the last four meetings. Each time we are told that quotes are being sought. It is unacceptable that this delay is still to be addressed. I would like to know if quotes been sought and accepted? Now that Euan Stitt, Group Manager of Partnerships and Operations, has left who is responsible for the process?

A new trust has been set up called the Fareham Creative Space, this is going to be a great asset to Featherston and this will give the community a place to go to create great art works. A pottery room is being set up with a range of kilns. This is will put Featherston on the map as an artistic space and complement Booktown.

Concern has been raised over the rates rise. Council has had a meeting to hear the concerns. For those who are struggling and vulnerable to pay the high rates. I have been asked to see if the FCB can organise a meeting in Featherston to explain reasons and any rates rebate conditions they can access.

Organic Week is approaching in September 11-19. This is an exciting programme and a wide range of community groups, business are involved in supporting and running the programmes. It is exciting to have such a vibrant Featherston Community. All members are invited to attend any of the events.

Just for clarification regarding the Home health self-assessment kits are they available to the Featherston and Martinborough residents?
The was an email saying - "There are three kits available in the Wairarapa region so far. Our community can borrow the kits from Greytown library, Carterton library and Masterton library. The kits are free. In theses kits, there are different tools that help our residents self-assess their house. A user guide is also provided to explain how to use the tools and information is given to increase the health of the houses."

	<p>Regarding the three waters and Department of Internal Affairs. I have made enquiries (see below) on the costs. The SWDC received 2.800M please could the FCB have a breakdown of the way these funds were spent?</p> <p>The Mayor sent around a letter from the Waimakariri Mayor (see attached) I would like to ask if the Mayor can ask the similar questions on behalf of the SW residents?</p> <p>It is of grave concern that we have had no Council consultation and the decision is to be made in September. I would like to ask that we organise a Featherston Town and call on the DIA to explain the Water Reforms. The protection of our water assets and the long delay in addressing the clean up of the FWWTP. Also whether we should join the amalgamation and the costs to do this.</p> <p>DIA letter On 30/03/2021, at 7:47 AM, 3WatersSteeringGroup <3WatersSteeringGroup@dia.govt.nz> wrote:</p> <p>Tēnā koe Claire</p> <p>Thanks for your email. Please find responses to your questions below: Regarding the allocation of regional funds - Wellington was allocated \$59 million.</p> <p>1. What area does Wellington cover? The Wellington Region covers the following districts:</p> <ul style="list-style-type: none"> • Wellington City • Lower Hutt City • Upper Hutt • Porirua City • Kapiti Coast District • South Wairarapa District • Carterton District • Masterton District <p>Further information about the extent of the Wellington Region (including maps) can be found at http://www.localcouncils.govt.nz/.</p> <p>2. Where are the money allocations for the Kapiti, Horowhenua, Wairarapa, Hutt Valley Upper Hutt regions? Kapiti Coast District Council - \$6.260M Horowhenua District Council (NOTE: NOT IN WELLINGTON REGION, in Manawatu-Whanganui Region) - \$4.345M South Wairarapa District Council - \$2.800M Hutt City Council - \$10.600M Upper Hutt City Council - \$4.700M</p>
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	<p>3. How many funds are allocated to the Wairarapa? South Wairarapa, Carterton and Masterton District Councils received a combined total of \$9.040M.</p> <p>4. The South Wairarapa is a small council. The water reforms do not cover the costs for one upgrade to the wastewater for one town. The funding announced in July 2020 was a COVID-19 recovery stimulus and reform package. The funds were targeted at three waters infrastructure to ensure that maintenance and investment continued in these vital services. In return, councils agreed to continue to discuss reform of three waters service delivery arrangements to address the steep affordability and delivery challenges facing communities; and to provide information to the Government to assist in an in-depth audit of the state of councils' water infrastructure, assets and services.</p> <p>Full details of the Three Waters Reform Programme to date can be found here: https://www.dia.govt.nz/Three-Waters-Reform-Programme.</p> <p>Funding allocations to local authorities from the Government's three waters stimulus funding package have been based on a nationally-consistent formula (with some adjustments to take account of exceptional circumstances):</p> <ul style="list-style-type: none"> • The population in the relevant council area, as a proxy for the number of water connections serviced by a territorial authority (75 per cent weighting). • The land area covered by a local authority excluding national parks, as a proxy for the higher costs per connection of providing water services in areas with low population density (25 per cent weighting). <p>Further information about three waters stimulus reform package (including oversight and allocation of the fund) can be found at https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme/\$file/FAQs-on-the-funding-allocation-1.pdf.</p> <p>5. How will small councils be served when amalgamated into one large body? The Government is working with local government through a joint Central/Local Government Steering Committee to ensure that the interests, concerns and perspectives of all communities, including iwi/Māori, are heard as the reforms take shape. The Government thinks that a small number of publicly-owned multi-regional entities will be better placed to provide assurance of affordable, safe drinking water and wastewater services, with good environmental outcomes, for decades to come. These benefits are intended for all communities, big and small.</p>
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	<p>One of the primary factors in the design of these entities is ensuring that communities have appropriate levels of influence. The exact governance structures are still being developed, but the emerging thinking being tested with councils and iwi/Māori in workshops this month can be found in the workshop slidepack at pages 42-44: https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme/\$file/Three-Waters-Reform-Programme-March-Engagement-slides.pdf</p> <p>6. Will the Water bodies proposed be protected from privatisation for perpetuity? The Government's bottom line in these reforms is that the water entities must remain publicly owned. Their structures and design will incorporate measures to ensure that it is extremely difficult for any future government to change this.</p> <p>7. Will the large bodies implement fluoridation? Fluoridation is unrelated to the Three Waters Reform Programme. However, there is a Bill before Parliament that, if enacted, will transfer decisions on fluoridation to the Director-General of Health. The water entities will not have any influence on fluoridation decisions, but will be required to carry out what the law requires, just as councils are now.</p> <p>8. Will the bodies contract the water services out to corporate companies who will take all profits offshore? One of the constraints of the current system of 67 councils all providing separate services is the inability to develop a coherent and sustainable workforce in the three waters sector. Huge investment is needed in water infrastructure and, as part of the reforms, there will need to be a big uplift in training opportunities, professional development and career pathways. This would ensure that jobs remain in the communities where the services are provided.</p> <p>While the water entities will need to have professional management and boards to ensure that consumers are well-served, the models being looked at are non-profit making. If there were to be surpluses, it is envisaged that these would be required to be reinvested in the communities' water assets. There are likely to continue to be a range of contacting arrangements as there are now with councils.</p> <p>Ngā mihi Three Waters Reform Programme Department of Internal Affairs</p> <p>Regarding the correspondence with Mark Shepherd over the Featherston Town Centre (Squircle) we did ask that the Town circle was finished as designed. Is this going to be completed and if so when?</p> <p>Claire Bleakley 10.8.2021</p>
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Our Reference: EXC-51-04.01 / 210713113525

21 July 2021

Hon Nanaia Mahuta
Minister of Local Government
Parliament Buildings
WELLINGTON 6160

n.mahuta@ministers.govt.nz

Tēnā koe e te Rangatira

Three Waters Reform Programme

Thank you for providing the package of information to us on 30 June 2021. The Council appreciates the ongoing communication with the Department of Internal Affairs around the national Three Waters Reform programme.

I am sending this correspondence with the support of the full Council. Waimakariri District Council (WDC) has a legal and community responsibility to engage and consult with its community regarding significant matters. Furthermore, we would want to seek the views of our partners Ngāi Tūāhuriri, within whose takiwā our district falls.

Water reform is a significant matter and, based on our current knowledge, will have a significant impact on our community as a whole.

We seek the opportunity to continue engagement with you and your officials in a constructive and informative manner to better understand the basis of the information and assumptions sent through in June, as well as the earlier Water Industry Commission for Scotland (WICS) information.

This will help us fulfil our statutory and partnership requirements under the Local Government Act 2002. Similarly, it will enable the Council to fully understand the proposal and consult effectively with our community.

The appendix accompanying this letter details the further information we require for our community in order to make an informed decision on the proposals. It is essential that this information is supplied to the Council by early August so that we can consult with our community as soon as possible.

On this point, we were disappointed to learn at the Local Government conference that the timetable for community engagement, as well as for the Council forming a view, has changed.

We were further disappointed to learn that this timetable had been agreed through a Heads of Agreement between LGNZ and the Crown. Until this point we understood we had until December. It appears we now have until September, with the date yet to be finalised.

This proposed reform is a significant issue for our community and it is important that we

understand all the information in detail before we seek the views of residents.

Based on the limited information presented so far, the view of the Councillors, and my own, would be that we do not join the Government's Three Waters reform programme. At this point we are not convinced there are benefits for the Waimakariri community.

Over the last 20 years our Council has worked hard to upgrade our Three Waters infrastructure. We are proud of this. This reform programme appears to us to ask our ratepayers to subsidise other communities. This isn't fair or equitable. At this point we see no gains, but higher costs for our community.

However, we are seeking to address this deficiency in understanding through the request in this letter and by continuing the dialogue with your office and the DIA.

We look forward to the opportunity to work through these questions, and others that may arise, and await your response.

Thank you.

Nāku noa, nā



Dan Gordon
MAYOR

cc: Prime Minister Jacinda Ardern
j.ardern@ministers.govt.nz

Allan Prangnell, Executive Director Three Waters – Ue te Hīnātore (Local Government Branch)
allan.prangnell@dia.govt.nz

Department of Internal Affairs
threewaters@dia.govt.nz

Zone 5 and 6 Local Government New Zealand

Local Government New Zealand
feedback@lgnz.co.nz

Appendix One – Questions for DIA

Efficiencies of the New Entity

1. What are the key assumptions underlying the predicted 45% efficiency gain by 2051 and how have these been determined in the Waimakariri context?
 - a. Please provide analysis that shows the percentage gain attributed to each component of the assumptions.
 - b. Has modelling been done on the timeframes when the efficiencies are provided? Please provide the modelling of the costs and efficiencies broken down over time
 - c. Do these assumptions recognise the efficiency gains that have already been achieved by the sector through amalgamation of schemes, use of technology, procurement processes, MBIE procurement and operational efficiencies (including SCADA, network BAU self-management, and generator optimisation)?
 - d. Are the factors that make up the efficiency gains only achievable through the new entity scenario? Or can some of the efficiencies proposed be gained under the current model?

Financial Assumptions

2. The dashboard analysis presented gives the impression that the figure shown is what each household will be charged on an annual basis (currently as rates), under the reforms as a water bill.
 - In the calculations informing the dashboard it is assumed that 70% of required revenue will come from households. Does this 70% of income from households therefore exclude:
 - Three Waters Rates from Commercial Properties
 - Income from Development Contributions (DC/ DCs)
 - Rural Properties (Farms)?
 - The dashboard figure also includes cost for growth-related infrastructure that is currently paid for by Development Contributions. Are these, and/or third party contributions, factored in to the amount payable by each household (shown on the dashboard)?
 - Will the entity set up and charge Development Contributions for new infrastructure to serve growth? Or will this be added to and paid as a rate? This is important to understand in order to understand the difference between what is referred to as a 'household' vs. each connection cost.
3. Why is it considered appropriate to apply the methodology based on population used in Scotland to New Zealand, when NZ is over three times the size of Scotland in land mass with Scotland more densely populated in narrow corridors?
4. Why has a factor of 2.7 people per household been applied over the population to determine the number of households? This is not consistent with 2018 census information that shows Waimakariri District household average to be 2.5 people.
5. How has a cost increase of 30% from 2022 been determined? Please provide assumptions and calculations.

6. How will the cost of Level of Service improvements be funded?
 - a. Please provide details of the proposed capital and operational works that will be carried out in Waimakariri District that are over and above what is currently forecast in our Long Term Plan and Infrastructure Strategy.
 - b. Has the increased level of service been quantified and defined both for our District and the South Island entity?
7. From the Roadshow provided by the DIA, it is understood that the Councils will be the collection agency for revenues, including rates, post 1.7.2024.
 - a. If this is correct, what revenue streams can Councils expect to recover from set-up costs to collect revenue and debt collection?
 - b. How long are Councils expected to support revenue collection and systems to support the new entities?
8. WDC has strategic asset management modelling over the whole life of the assets e.g. 150 years. The Council holds replacement funds to equate to the replacement of the assets as modelled. This ensures current users pay for their share of the asset and intergenerational equity principles are maintained for future generations.
 - a. Will these replacement funding reserves be held for the benefit of the current households/connections within the District boundaries? And will this prudent strategic asset and financial management policy/practice be maintained by the new entity for our District?
 - b. Specifically, please confirm whether depreciation will be built up in renewals accounts under the proposed model? We ask as this will make clear if there will be funding available at the end of the asset life to replace it.
 - c. Or, alternatively please confirm whether this cost will not be funded now and will be left for future generations to pay for by taking out loans to fund renewals at the time of replacement?
9. What credit rating will the proposed entities achieve, and what is the credit rating used by DIA in their comparison of what is achieved via the current Local Government Funding Agency?
10. What is the expected Local Government Funding Agency credit rating going to be post-Three Waters services and assets being transferred to the new entities? Further detailed questions include:
 - a. What are the 'cost of lending' assumptions for the new entity, including the respective interest rates compared to those being used for Councils as displayed in the dashboard figures?
 - b. It appears that Debt to Revenue forecast uses different parameters to those used by S&P and LGFA, particularly in the determination of revenue. How has the revenue number been determined to calculate the Debt to Revenue ratio?
 - c. Why have Debt to Rates as well as the Debt to Revenue formula and other ratios that the Credit agencies and LGFA use to provide affordability and credit worthiness not been followed in presenting the information?

Financial Assumptions of WDC

11. Why have numbers extracted from this Council's Annual Report been used without reference back to the Council as to the validity or understanding of the numbers?
 - a. It appears that Stockwater race costs and income are included within the totals of the dashboard figures. Is this correct?
 - b. It appears that DC income is shown as an operating revenue to ascertain cost per household and not the numbers provided within our RFI. Is this correct?
 - c. Why do operating numbers include over a million dollars in insurance receipts, and included within the determination of cost?
12. It appears that the combined efficiencies of Councils have been ignored as the information has been presented. Please provide the financial assessment for Waimakariri District Council of stranded assets/overhead and services as a result of the removal of Three Waters Departments. This would include Rural Drainage and Stockwater services.
 - a. What will the cost to the community be as a result of this, and has that been accounted for in the efficiency number of 45%?
 - b. Please confirm if this assessment includes: staffing, buildings, assets, service delivery, service levels, financing and Governance related costs.

Performance

13. In relation to Performance Indicators, we note that WDC has been assessed at Level 3 of the four levels which indicates 'performing in line with expectations'.
 - a. Can the parameters, weightings, underlying information and assessments be provided which have been used to determine our performance indicator level?
 - b. It is understood from the dashboard DIA presented that Buller has a rating of Level 1 for Performance, Chatham Islands has a rating level of 2. Auckland has a Level of 1 despite their recent severe water shortage. However Hurunui, Selwyn and Waimakariri are rated Level 3 (one-off performing below expectations). How was this determined?
14. In the RFI response, WDC reported a number of properties on our rural schemes that have 'restricted', trickle feed style connections. The questions in the RFI seemed to class these questions as below the required level of service (i.e. inadequate flow / pressure at boundary).
 - a. Has the assumption that restricted trickle feed connections are not adequate been carried through to our assessment in terms of how well we meet current and future flow / pressure standards / requirements?
 - b. If so, are you aware that this style of connection is being allowed for by Taumata Arowai in their draft new standards? The proposed standards would therefore be at odds with the assumption that this style of connection is not a suitable level of service.

General

15. How will the priorities of each community be taken into account by the proposed entity? For example, we have had strong feedback over the years around not chlorinating water supplies.

16. How will communities be able to influence or have a say in decision-making of the proposed entity as they do now?
17. In the new entity six Council and six Tangata Whenua representatives are proposed - how was this number decided?
18. What are the implications for the proposed reforms if some Councils opt-out, including governance and compliance compared to opt-in?
19. Is Great Britain's starting base considered the same as New Zealand's current state in terms of infrastructure condition and estimated value of investment?
20. Please confirm whether WDC will receive any further financial information or analysis specific to our District, or the proposed South Island water entity?
 - a. Information we are seeking includes:
 - i. Detail on the breakdown of the extra-investment required in our District, other than what has been derived from the Scotland example?
21. Can you provide rationalisation, evidence and source for stating an ideal population of 600,000 to 800,000 for each entity?
22. Considering Three Waters are NZ's second biggest asset in Land Assets (after roads), how is the Office of the Auditor-General (OAG) involved in the reform process? Furthermore WICS have used averaging assumptions based on AU and UK data. What is the quality (confidence and reliability) of those datasets to allow for an appropriate comparison?
23. We understand that the entity will own the Three Waters assets.
 - a. Please provide details to support the statement that Councils will still own the assets. This does not appear to be the case as Councils will not be able to show them on their balance sheet or assert any direct control over the assets or services within their District. This does not appear to meet the definition of ownership.
 - b. Does DIA have legal advice to support the statement that the assets will remain in Councils' ownership, and can we have a copy of that advice confirming the proposed model meets the legal definition of ownership?
24. In determining a cost benefit analysis for a transfer of assets to the new entities, has the MBIE Business Case model been followed?
25. How does the reform propose that stormwater discharge be managed within the urban environment? Specifically where run-off from private sections discharges to the network, often via the road, in addition to road run-off that also enters the drainage network via kerb and channel. It is difficult to delineate the two discharges occurring within the same environment. Would private stormwater be required to be separated from roading stormwater discharge?
26. Why were Councils not given the opportunity to work in partnership with DIA prior to the release of the dashboards on 30 June, as per the Memorandum of Understanding (MOU)?

27. Is the extra spend across New Zealand for drinking water, sewage treatment and stormwater infrastructure and treatment predicated on all properties, whether urban or rural, receiving the full Three Waters services?

- For Waimakariri this would be a considerable extension to the Three Waters services provided at present by the Waimakariri District Council. In other words, is the scope of the Three Waters Reform to deliver the present 'urban-standard' infrastructure across the entire District and the entire country? And to bring the discharges from those water services up to a standard which meets the NPS FW 2020?

28. Will the proposed Three Waters entities ensure all fresh, marine and groundwater receiving environments meet the NPS-Freshwater 2020? If not, what is the contaminant level for fresh, ground and marine receiving waters inherent in these reforms and where can we find this information?

- Does the cost allowance in the dashboard include achieving NPS freshwater standards for all waterways in New Zealand?