



FEATHERSTON COMMUNITY BOARD

Agenda

NOTICE OF MEETING

An ordinary meeting will be held in Kiwi Hall, 62 Bell Street, Featherston on Tuesday, 28 June 2022 starting at 7:00pm.

MEMBERSHIP OF THE COMMUNITY BOARD

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

PUBLIC BUSINESS

1. EXTRAORDINARY BUSINESS:

2. APOLOGIES:

3. CONFLICTS OF INTEREST:

4. ACKNOWLEDGMENTS AND TRIBUTES:

5. PUBLIC PARTICIPATION:

5.1 John Bushnell & Shane Atkinson – Greytown Trails Trust

5.2 Natasha Kewene-Hite & Joel Majer – Fab Feathy Steering Group

5.3 Peter Biggs – Featherston Booktown Event

5.4 Mary Biggs – Featherston Booktown

6. 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.

7. COMMUNITY BOARD MINUTES:

7.1 Minutes for Approval: Featherston Community Board Minutes of 17 May 2022.

Proposed Resolution: *That the minutes of the Featherston Community Board meeting held on 17 May 2022 be confirmed as a true and correct record.*

8. DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

8.1 Rangatira Nuku-Pewapewa Pou Project Report **Pages 6-23**

9. INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF:

9.1 Officers Report **Pages 24-92**

9.2 Action Items Report **Pages 93-95**

9.3 Income and Expenditure Report **Pages 96-102**

10. NOTICES OF MOTION:

10.1 None advised

11. CHAIRPERSON REPORT:

11.1 Chairperson Report **Pages 103-104**

12. ELECTED MEMBER REPORTS (INFORMATION):

12.1 None advised

13. REPORTS FROM YOUTH REPRESENTATIVES (INFORMATION):

12.1 None advised



Minutes – 17 May 2022

- Present:** Claire Bleakley (Chair), Jayson Tahinurua, Mike Gray, Cr Garrick Emms and Cr Colin Olds
- In Attendance:** Mayor Alex Beijen, Harry Wilson (Chief Executive), Amanda Bradley (General Manager, Policy & Governance), Rick Mead (Manager, Environmental Services) and Kaitlyn Carmichael (Committee Advisor)
- Public Participation:** Emily Greenberg, Warren Maxwell, Joanne Ridley-McBeth, Collie Burt, Sandy Ngamoki, Teresa Dawson
- Conduct of Business:** The meeting was conducted in public in Kiwi Hall, 62 Bell Street, Featherston, between 7.00pm and 9.14pm.

PUBLIC BUSINESS

Members opened with a karakia.

In the absence of Mr Shepherd, Ms Bleakley noted that she would be Chairing the meeting.

1. EXTRAORDINARY BUSINESS

There was no extraordinary business.

2. APOLOGIES

FCB RESOLVED (FCB 2022/18) to receive apologies from Mr Shepherd.

(Moved Bleakley/Seconded Cr Olds)

Carried

3. CONFLICTS OF INTEREST

Cr Olds declared a conflict of interest with the Featherston Matariki Events Group grant application, to be considered under agenda item 8.2 The Application for Financial Assistance.

4. ACKNOWLEDGMENTS AND TRIBUTES

Cr Olds acknowledged the passing of Judy Burt, a longstanding member of the Featherston community.

Ms Bleakley acknowledged the work that has been completed at the Featherston cemetery.

5. PUBLIC PARTICIPATION

Emily Greenberg – Footpaths and Rural Roading

Ms Greenberg queried the responsibility of footpath prioritization and noted that no kerb cut was marked for the footpath repair on Bell Street. Ms

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Greenberg requested that kerb cuts be installed in all existing footpaths and that footpaths be extended to major public locations.

Ms Greenberg provided signage to the board that highlights recommendations for running, walking and cycling safely with traffic and requested consideration on installation.

Mike Gray – Featherston Waste Water

Mr Gray read a submission on behalf of Mr Woodgyer who was unable to attend the meeting. Mr Woodgyer noted concerns with the management of Featherston's wastewater, including the current disposal and the spraying of effluent onto the soil.

Warren Maxwell – Matariki Funding Grant Application

Mr Maxwell spoke in support of the grant application from Featherston Matariki Events Group and shared details of the lighting exhibition and associated events. Mr Maxwell noted that the lights would be available for use for community events in the future.

Joanne Ridley-McBeth – Accessibility to Fareham Creative Space

Ms Ridley-McBeth spoke about Fareham Creative Space Charitable Trust and the benefit to the community. Ms Ridley-McBeth requested signage be installed on Wakefield Street and Harrison East Street to increase visibility of the space and asked that Council consider footpaths and lighting to increase accessibility to the building.

Collie Burt – Featherston Waste Water

Mr Burt voiced concerns with the proposed plan of spraying to land and noted the impact this would have on surrounding human and aquatic life. Mr Burt noted the community growth and the importance of finding a sustainable solution for future generations.

Sandy Ngamoki and Teresa Dawson – Covid-19 Home Care Kits

Ms Ngamoki and Ms Dawson spoke in support of the creation of a Covid-19 Home Care Kit. Ms Ngamoki noted the importance of this project in reaching and providing support in the South Wairarapa throughout the pandemic. Ms Ngamoki requested written support from the board on the project.

6. ACTIONS FROM PUBLIC PARTICIPATION

Mr Wilson noted that officers would respond to Ms Greenberg's questions and concerns directly.

Mr Wilson noted that queries raised by Mr Woodgyer and Mr Burt would be discussed under item 9.1, the Officers Report.

Members noted that Mr Maxwell's grant application would be considered under item 8.2, The Application for Financial Assistance Report.

Members requested Ms Ridley-McBeth put her request into writing to officers for follow up.

FCB RESOLVED (2022/19) to write a letter of support for the Covid-19 Home Care Kits on behalf of the Featherston Community Board.

(Moved Bleakley/Seconded Cr Olds)

Carried

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7. FEATHERSTON COMMUNITY BOARD MINUTES – 5 APRIL 2022

FCB RESOLVED (2022/20) that the minutes of the Featherston Community Board meeting held on 5 April 2022 be confirmed as a true and correct record.

(Moved Bleakley/Seconded Gray) Carried

8. DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

8.1 Wharekauhau Road Naming Report

FCB RESOLVED (FCB 2022/21) to:

1. Receive the Proposed Naming of an existing right of way, at 4132 Ocean Beach Road, in Featherston Report.

(Moved Bleakley/Seconded Gray) Carried

2. Approve the proposed naming of “Romney Lane” for the private road at 4132 Ocean Beach Road, Featherston.

(Moved Cr Olds/Seconded Cr Emms) Carried

8.2 Financial Assistance Report

FCB RESOLVED (FCB 2022/22) to:

1. Receive the Application for Financial Assistance Report.

(Moved Tahinurua/Seconded Cr Emms) Carried

2. Approve \$410 to the South Wairarapa Pipe Band to purchase bag pipe chords, to be funded through the grants fund.

(Moved Cr Olds/Seconded Tahinurua) Carried

3. Approve \$1,183.07 to the Featherston Matariki Events Group to support a Matariki Lights Event, to be funded through the beautification fund.

(Moved Cr Emms/Seconded Tahinurua) Carried

FCB NOTED:

Action 201: To investigate the purchase of a storage container for use by organizations in the local community.

9. INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

9.1 Officer’s Report

FCB RESOLVED (FCB 2022/23) to receive the Officer’s Report.

(Moved Tahinurua/Seconded Gray) Carried

Mr Wilson spoke to items included in the Officer’s Report, including the Featherston Master Plan and water report. Mr Wilson spoke to queries raised by Mr Woodgyer and Mr Burt and provided the board with an update on the process and progress of the wastewater plant upgrade. Members voiced concern that elected members and the community have not been provided with options from Wellington Water for consideration.

Cr Olds noted the number of remaining buildings on the earthquake prone list and quired the number in each district. Cr Olds requested clarification on the

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length of time allowed to mitigate a building risk and undertook following up with the Planning and Regulatory Committee.
Mr Mead provided an update on the status of the dog pound and the process for wandering dogs.

FCB NOTED:

Action 203: Request from officers, a report on the maintenance of the Western Lake Road Cycle Trail.

Ms Bleakley stated that members of the community were concerned with the increase in rates. Mr Wilson noted the public is encouraged to attend annual plan drop-in sessions.

10. NOTICES OF MOTION

10.1 Notice of Motion: Featherston To Waste Water (item moved)

FCB RESOLVED (FCB 2022/24) to receive the Notice of Motion: Featherston Waste Water Treatment Options.

(Moved Bleakley/Seconded Tahinurua)

Carried

Cr Olds voted against

Secretary note: Ms Bleakley withdrew recommendations 2, 3 and 4 of the Notice of Motion following discussion with the board.

Members debated items outlined in the notice of motion and Mr Wilson provided clarification on the current short-term plan for the waste water plant. Mr Wilson noted that the information outlined in the report has been sent to the independent advisor for review.

FCB NOTED:

Action 205: To request a public meeting with Wellington water and Council to discuss the short- and long-term options and costs associated with the Featherston Wastewater Treatment Plant, prior to the next board meeting.

9.2 Action Items Report

FCB RESOLVED (FCB 2022/25) to receive the Action Items Report.

(Moved Cr Olds/Seconded Tahinurua)

Carried

Members agreed that the Welcome to Featherston Sign be put up without the installation of the frangible base and noted that planting under the sign could be funded through the board beautification fund.

11. CHAIRPERSON REPORT

11.1 Chairperson Report

There was no Chairperson Report.

12. ELECTED MEMBER REPORTS (INFORMATION)

Ms Bleakley spoke to items outlined in the report.

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FCB NOTED:

Action 207: To request from Council a verbal report on the significance of the two Cherry Trees located at the Cenotaph in Featherston.

Action 208: To request from Council an update on the kerb cleaning process.

Secretary note: Item 9.3 the Income and Expenditure Report, was not received or discussed.

13. REPORTS FROM YOUTH REPRESENTATIVES (INFORMATION)

There were no youth representative reports.

Members closed with a karakia.

The meeting closed at 9.14pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

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FEATHERSTON COMMUNITY BOARD

28 JUNE 2022

AGENDA ITEM 8.1

RANGATIRA NUKU-PEWAPEWA POU PROJECT

Purpose of Report

To seek a recommendation of approval from the Featherston Community Board for the Nuku-Pewapewa Pou Project.

Recommendations

Officers recommend that the Featherston Community Board:

1. *Receive the Rangatira Nuku-Pewapewa Pou Report.*
2. *Agree that the Nuku-Pewapewa Pou Project aligns with the Clifford Square Management Plan.*
3. *Notes the Memorandum of Understanding between Greytown Trails Trust and South Wairarapa District Council.*
4. *Recommends to the Assets and Services Committee to approve the Nuku-Pewapewa Pou Project subject to agreement of the project from relevant mana whenua.*

1. Background

Clifford Square is a Recreation Reserve under the Reserves Act 1977 and is subject to the Clifford Square Reserve Management Plan.

The Greytown Trails Trust wish to erect a Pou on the outside of the Mini Fell Railway Track and within the Village Green Amenity Area of Clifford Square (refer Appendix 1) and are liaising with the Featherston Community Board as per section 2.2.1 of the Reserve Management Plan.

This report describes the Pou project and its alignment with the Clifford Square Reserve Management Plan. A draft Memorandum of Understanding has been included in this report as required by the Management Plan. Council officers are seeking a recommendation from the Community Board to the Assets and Services Committee for project approval.

2. Discussion

Developments within reserve areas must be consistent with and meet the values and vision of its adopted reserve management plan, or alternatively a proposal needs to be agreed by Council and then go through a period of public engagement. The Pou project is assessed against the Clifford Square Management Plan in the following sections, and specific requirements of the Plan then follow.

2.1 Project Alignment with the Clifford Square Management Plan

The vision for Clifford Square is for:

“A central public meeting place, information and cultural centre for Featherston, Gateway to the Wairarapa, with enhanced open space, historic and cultural features for recreation and leisure opportunities.”

The Reserve is split into five distinct Amenity Areas that guide and control the use and development based on their primary use. The Playground and Village Green area is the Amenity Area where the Pou is proposed for installation. The Village Green area is described as having a grassed open space that caters for events or informal recreation and a proposed Miniature Railway Track. It is clear within the Plan that any development should not be detrimental to this vision. It is also clear that the community want the Reserve to be used for a range of cultural, recreation and leisure activities including community events.

Relevant Development Design Criteria for the Village Green area requires:

- The Village Green to be left as a predominantly open space area for large-scale activities and events and for informal games.
- To improve the visual connection of these areas with other parts of the Reserve.
- Integration of the Mini Fell Railway Station and track into the Village Green area ensuring minimal interruption to the open space character and recreation opportunity.

Council officers also consider that although the proposed project was not specifically contemplated in the Management Plan, the Pou is consistent with the Management Plan for the following reasons:

- It will not impinge on the open space character of the Village Green.
- It is being placed to recognise the start of the regional cycle trail and therefore one purpose of the Pou is for recreation.
- A second purpose of the Pou is to recognise a Māori leader of significance to Featherston thus creating a historical and cultural link and consistency with the Plan.
- As it marks the start of the regional trail, the Village Green could potentially host future cycling events, which would be consistent with the Plan.
- It creates an informal link to the Heritage Precinct, helping to connect the five unconnected areas of the Reserve.

Therefore, as the proposed project is not a major addition or facility, and is consistent with the Management Plan, engagement as outlined in the Plan is appropriate. Permission needs to be obtained from the Featherston Community Board, Māori Standing Committee, the Assets and Services Committee and finally Council. Specific permissions will be sought from mana whenua as well as other stakeholders.

2.2 Project to have a Memorandum of Understanding

The Clifford Square Management Plan requires that a Memorandum of Understanding (MOU) is developed with the Greytown Trails Trust that covers at a minimum:

- Project definition
- Responsibilities of the stakeholders
- Channel of communication for resolving conflict

2.2.1. Project Scope and Definition

A **Pouwhenua** or **pou whenua** is a carved wooden post created to mark territorial boundaries or places of significance. Pou whenua tell a story. They are significant to Māori, representing their contributions to the cultural heritage of New Zealand. They acknowledge the association between the people and the land.

This project is for the permanent installation of a Pou in Clifford Square at the location indicated on the map in Appendix 1. The intention is for the Pou to be based on Ngāti Kahungunu Rangatira Nuku-pewapewa and for it to mark the starting point of the regional cycle trail.

Rangatira Nuku-pewapewa has links to Pāpāwai, and Te Ara (www.teara.govt.nz) records the following historical account.

“While Nuku-pewapewa was away from Wairarapa, the district was invaded again, this time by the Taranaki peoples Te Āti Awa, Ngāti Tama and Ngāti Mutunga. After the defeat of the Wairarapa people at Pēhikatea about 1833, the majority went north to Nukutaurua. Although the accounts which have been preserved are conflicting, it is most likely that Nuku-pewapewa heard of the fresh invasion from refugees arriving at Nukutaurua, and began to plan to expel the invaders.

Although he was warned not to go, Nuku-pewapewa led a Wairarapa force of 200 to Maungaraki, a range south-east of present day Masterton. He was accompanied by Te Hapūku, leading a force of 400 Heretaunga men. The leaders climbed a hill at night and saw the innumerable fires of their enemies. Except for a few, led by Hoeroa of Ngāti Te Ūpokoiri, the Heretaunga forces withdrew. In spite of this defection, Nuku-pewapewa took by surprise the pā at Tauwhare-rata (near present day Featherston), where Te Wharepōuri, the leader of Te Ati Awa, was living.”

Featherston stands on part of the Moroa and Tauwharenikau blocks. There was a pā situated near Featherston, which was occupied by Ngāti Awa who were later defeated by Ngāti Kahungunu. There is an established historical link between the proposed design of the Pou and the current day Featherston township.

2.2.2. Project Design

Ed Riwai has been contracted to carve the Pou and envisages that it will be mounted on a concrete plinth, lit by LED lighting powered by a solar panel, and protected with an open bar anti-climb security fence.

The solar panel is small and will be mounted on top of the Pou. The LED lights are small and along a string and easily conform to Dark Sky requirements.

The Pou will be just over 3m high, and the enclosure will be 2m² and 1.5m high. There will be no maintenance requirement within the enclosure and there will be a concrete mowing strip outside the security fence.

Initial concept drawings are attached as Appendix 2.

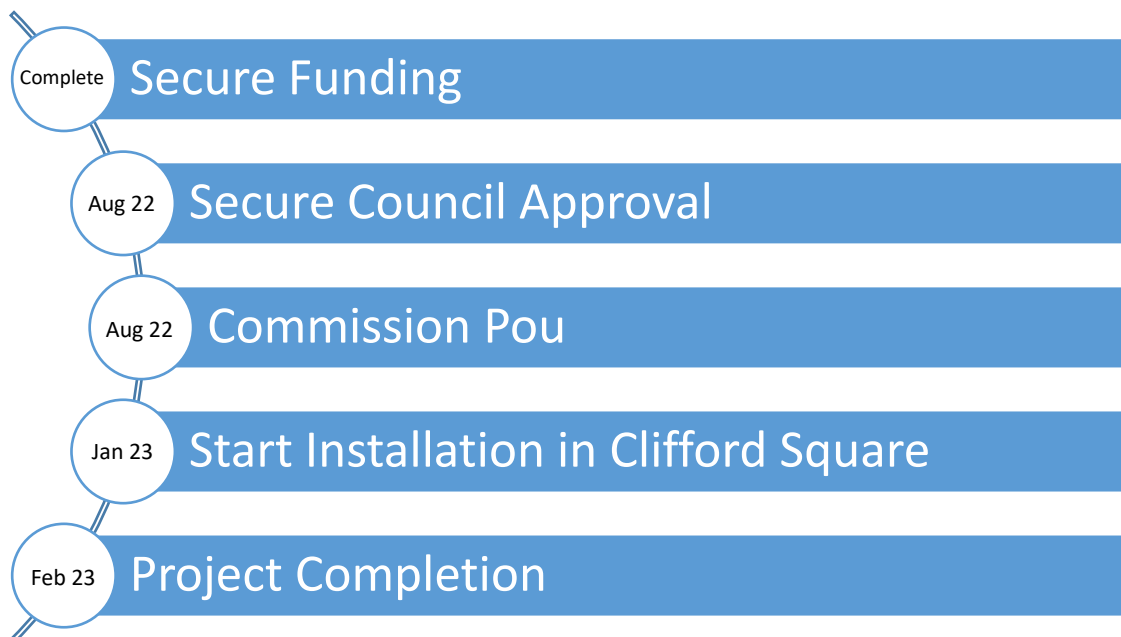
Council's Roading Manager has reviewed the location and proposed dimensions and considers that it will not obstruct the view of drivers exiting Birdwood Street.

2.2.3. Responsibilities and Conflict Resolution

Stakeholder responsibilities and the process for conflict resolution are included in a draft MOU included within Appendix 3.

2.2.4. Project Timeline

The key milestones for the project are:



The project is expected to take a total of 10 days to install.





2.2.5. Funding

Greytown Trails Trust have sufficient funding for the project to proceed. Generous grants have been received from Eastern and Central Community Trust and the Ministry of Business Innovation and Employment (MBIE) to fully cover project procurement and installation. A contingency fund of 10% fund has been included within the project

budget. A fixed price offer has been received from MK Design of Cambridge, Waikato for the design, assembly and delivery to site, and therefore the project will not be subject to rising prices.

2.3 Significance and Engagement

Council officers have assessed the proposal as having low significance and therefore engagement does not need to follow the procedures identified within the Significance and Engagement Policy for formal consultation. The Policy criteria has been included in Appendix 4.

Criteria	Impact			Explanation
	Low	Medium	High	
Importance to South Wairarapa				Difficult to reverse: Once installed, the Pou could be physically and culturally difficult to move, however there is no reduction in service levels and no change to activity groups.
Community Interest				Provided that iwi and hapu are engaged prior to work being commissioned, the project is expected to be supported by the public and is deemed consistent with the Management Plan.
Consistency with Policy				Decision aligns with community outcomes, policies and plans.
Capacity and Capability Impact				Negligible impact on Council's capital and operational expenditure and resources as the project development is community funded.

Provided there is agreement that the project is consistent with the Clifford Square Management Plan, no public engagement is required. The persons who are affected by or interested in this matter are Ngati Kahungunu, Papawai Marae, Pae Tu Mokai o Tauira as well as Council's various governance bodies. Other organisations that may have an interest are the Five Towns Trails Network and the Cross Creek Railway Society.

2.3.1. Mana Whenua

Greytown Trails Trust were informally advised by a staff member of Ngati Kahungunu to seek approvals from Papawai Marae and Pae Tu Mokai o Tauira and then to go through Council's Māori Standing Committee for approval. Papawai Marae and Pae Tu Mokai o Tauira have given their consent to the proposed Pou project. At the Māori Standing Committee meeting of the 21 June, members were also supportive of the Pou. It is expected that the Māori Standing Committee will formally approve the project on the 2 August.

Community Board approval should be subject to the correct mana whenua approvals being obtained.

2.3.2. *Affected or Interested Parties*

The Five Towns Trails Network are aware of the Pou proposal and are supportive as there is strategic alignment with the Wairarapa Five Towns Trails Network Master Plan; specifically supporting trail users access to Nature and Culture.

Cross Creek Railway Society are the primary users of the Village Green and their approval will be sought prior to final project sign off.

2.4 Options

The Featherston Community Board can support the project as outlined, support the project with conditions, or not support the project.

2.5 Media and Communications

Council officers will prepare a News and Notices item announcing the project once Council approval has been given.

2.6 Legal Implications

There are no legal implications.

2.7 Financial Considerations

This project is not being funded by Council budgets. Greytown Trails Trust have sourced 100% of the funding and have a 10% contingency fund.

Thought has been given to ensuring that ongoing maintenance for the project will be minimal and Council officers do not anticipate the need to increase operational budget to maintain an additional asset at this stage. The tree on the corner of Birdwood Street will require regular trimming as it gets bigger so separate spaces can be kept for the Pou and the tree. It is expected that this cost will be absorbed into operational budgets.

3. Conclusion

Council officers commend the Greytown Trails Trust and members of the community who have spear headed the Pou project and are delighted to seek approval from the Community Board for a significant project that is in keeping with the vision for Clifford Square at no cost to the ratepayer. Greytown Trails Trust has a track record of delivering community projects at no cost to the ratepayer, including the Greytown to Woodside Trail and the Tauherenikau Cycle Bridge which is still under development.

Community Board approval of the project is sought subject to agreement from mana whenua.

4. Appendices

Appendix 1 – Proposed Pou Project Location

Appendix 2 – Pou Concept Drawings

Appendix 3 – draft Memorandum of Understanding

Appendix 4 – Significance and Engagement Policy Assessment Criteria

Contact Officer: Bryce Neems, Amenities and Waste Manager

Reviewed By: Stefan Corbett, Group Manager Partnership and Operations

Appendix 1 – Proposed Pou Project Location



Appendix 2 – draft Memorandum of Understanding

Memorandum of Understanding
between
South Wairarapa District Council
and the
Greytown Trails Trust Incorporated

1. Purpose of Memorandum of Understanding

The purpose of this Memorandum of Understanding (MoU) is to record the principles that the parties expect to underpin their ongoing relationship and to describe, in general terms, the process that the parties intend to follow to give effect to the arrangement.

2. Project Scope and Definition

A Pouwhenua or **pou whenua** is a carved wooden post created to mark territorial boundaries or places of significance. Pou whenua tell a story. They are significant to Māori, representing their contributions to the cultural heritage of New Zealand. They acknowledge the association between the people and the land.

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Rangatira Nuku-pewapewa has links to Pāpāwai and Te Ara (www.teara.govt.nz) records the following historical account.

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by Ngāti Kahugunu. There is an established historical link between the proposed design of the Pou and the current day Featherston township.

Ed Riwai has been contracted to carve the Pou and envisages that it will be mounted on a plinth, lit by LED lighting powered by a solar panel, and protected with a security fence. The lighting will necessarily conform to Dark Sky requirements.

3. Responsibilities

Greytown Trails Trust Will:

- Undertake all the required engagement necessary for approvals.
- Secure appropriate approvals before commissioning the project.
- Secure full funding for the project.
- Work with the carver to complete the design and then coordinate delivery.
- Work with Council officers to ensure installation of the Pou and surrounds is undertaken in accordance with Council's standards and requirements including Dark Sky lighting requirements.
- Provide updates to Council officers for the purposes of communications to residents about the project.

Council will:

- Facilitate the governance and operational approvals process.
 - Ensure all required engagement and governance approvals have been sought and given.
 - Ensure that the design is compatible with the proposed location.
- Ensure full project funding is available before ground is broken in the Reserve.
- Oversee the Pou installation into the Village Green Amenity Area of Clifford Square.
- Accept ownership of the Pou once installation has been completed to Council officer's satisfaction and in accordance with the Project Scope.
- Be responsible for ongoing maintenance.

4. Conflict Resolution

Council and Greytown Trails Trust have agreed to work collaboratively with one another for the benefit of the community.

To minimise conflict arising, all necessary approvals will be sought and received from the Featherston Community Board, Māori Standing Committee, iwi and hapu, the Assets and Services Committee, and Council prior to the project being commissioned. Any concerns raised during engagement will be addressed by the Greytown Trails Trust prior to commissioning the project.

The parties will ensure that they meet their responsibilities as outlined in this MOU.

The South Wairarapa District Council Chief Executive's decision in any operational matter will be final.

5. Costs

The Greytown Trails Trust are responsible for funding the project.

6. Communications

The address for service for the Council is:

The Amenities and Waste Manager
South Wairarapa District Council
PO Box 6
Martinborough 5711
Email: amenities@swdc.govt.nz

The address for service for Greytown Trails Trust is:

John Bushnall
Greytown Trails Trust
Email: [REDACTED]

7. Term of Agreement

This agreement commences on the date on which the document is executed, and if the execution is over a period of days, on the day on which the last party executes. The agreement ends when the Pou is handed over to Council.

8. Variations to this Agreement

Variations may be made to this agreement by the mutual consent of all parties. Variations are to be recorded in writing.

9. Termination

This agreement may be terminated at any time by the written agreement of all of the parties.

10. Liability

Neither party shall be liable to the other for any costs, liability, damages, loss, claims or proceedings of whatever nature arising out of this Memorandum and neither party shall be liable to the other for any loss of profit, loss of business or consequential loss of that party, howsoever caused.

The parties also agree that it is not the intention for any of the Terms and Conditions of this Agreement to be legally binding on either or both parties.

11. Signed as an Agreement by the Partners

Agreement has been signed on the date recorded below (effective date) by the Chief Executive of the participating organisations (or nominee) or an authorised member of the Greytown Trails Trust:

Signed for (name of organisation) by (name of authorised person to sign and title)

Signature

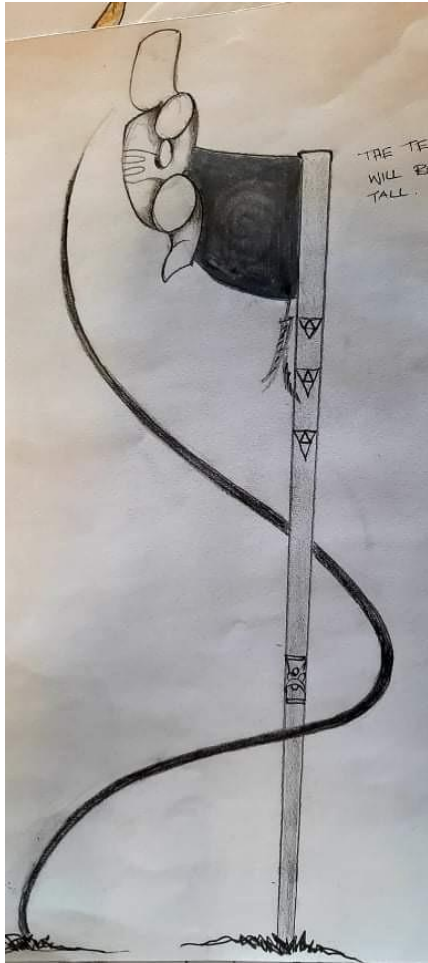
Signed for (name of organisation) by (name of authorised person to sign and title)

Signature

12. Date of Agreement

Date –

Appendix 3 – Pou Concept Drawings



Appendix 4 – Significance and Engagement Policy Assessment Criteria

Schedule 1 – Criteria and factors for assessing significance

Criteria	Key factors to consider in assessment of significance rating	
	<div> <div>High</div> <div> <i>Degree of significance</i> </div> <div>Low</div> </div>	
Importance to South Wairarapa	<ul style="list-style-type: none"> Creates or ceases an activity group Large reduction in levels of service Irreversible or difficult to reverse 	<ul style="list-style-type: none"> No change to an activity group Little or no change in levels of service Easily reversed
Community Interest and impact on affected parties	<ul style="list-style-type: none"> High level of prior public interest or the potential to generate interest or controversy Large division in community view on the decision A moderate impact on a large proportion of the community or high impact on a moderate proportion Large impact on specific group(s) of the population (e.g. Maori, youth, town) or individuals 	<ul style="list-style-type: none"> Low level of prior public interest or low chance of generating interest or controversy General consensus in community view on the decision Low impact on a limited number of individuals No particular group of the population or individual affected
Consistency with existing policies and strategies	<ul style="list-style-type: none"> Decision is substantially inconsistent with current policies and strategies Decision is inconsistent with community outcomes Is a new direction from a prior decision 	<ul style="list-style-type: none"> Decision is highly consistent with current policies and strategies Decision aligns with community outcomes Is a logical step from a prior decision
Impact on Council's capacity and capability	<ul style="list-style-type: none"> High capital or operational expenditure Large impact on Council's overall resources and rating level or debt High impact on the Council being able to perform its role 	<ul style="list-style-type: none"> Low capital or operational expenditure Small impact on Council's overall resources and rating level or debt Low impact on the Council being able to perform its role

FEATHERSTON COMMUNITY BOARD

28 JUNE 2022

AGENDA ITEM 9.1

OFFICERS' REPORT

Purpose of Report

To report to the board on general activities.

Recommendations

Officers recommend that the board:

1. *Receive the Officers' Report.*

PLANNING AND ENVIRONMENT GROUP REPORT

This report was presented to the Planning and Regulatory Committee on 1 June 2022.

1. Planning and Environment Group Summary

1.1 Planning Services

Resource consent applications continue to be at a steady rate, within these some applications are tending to be complex. Still many new residential and rural lots being completed, and ongoing subdivision numbers for 4ha lots in rural zone. Team very active across regulatory consent decisions, plan policy, and growth planning for the needs of WCDP review and Featherston Master Plan. Officer and Committee input work into District Plan review is progressing with careful assessment work.

1.2 Building Services

Team is still delivering timely processing of consents. For the bi-annual audit of our BCA by IANZ, this has been completed. The key focus was on record keeping and those issues identified were resolved for clarity and compliance. Two officers have been successfully appointed to technical specialist roles of Building Construction and Plumbing and Drainage, this provides sharp internal focus and support within the busy team. The number of inspections requested and those undertaken has been high.

1.3 Environmental Services

The team remains steadily focussed on licencing in food safety for premises and the alcohol area, with a few premises having changed owners. The Bylaws crew have continued in monitoring and patrolling the towns to ensure clearances for trees/hedges for footpath clearances, pedestrian safety. Bylaws officers have also investigated, resolved cases of stock on state highways. Noise issue complaints have been received and investigated, and has involved necessary discussions with the landowners.

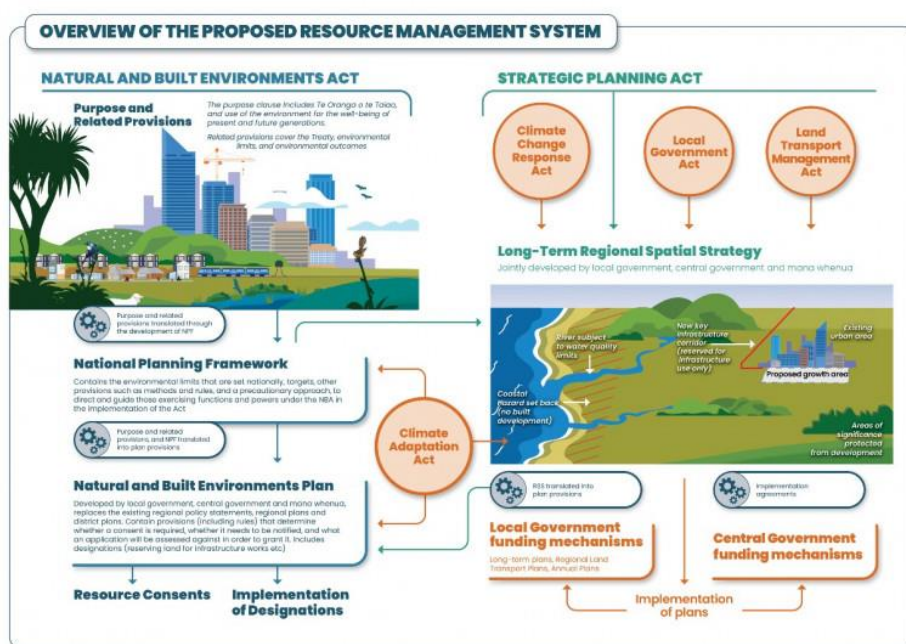
1.4 Proposed Legislative Change to the RMA

The Government continues to reform the Resource Management system, the RMA 1991 will be repealed, replaced by 3 new Acts:

- Natural and Built Environments Act (NBA) - for land use/environmental regulation (the primary replacement for the RMA). The draft was released for submissions
- 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 issues linked to managed retreat, funding, financing adaptation.

Note - MFE information also advises that:

- The Natural and Built Environments Act and the Strategic Planning Act will be formally introduced in 2022.
- Standard legislative and select committee process will follow with the aim of NBA being passed into law this parliamentary term. The CAA will be progressed in this time too.



1.5 South Wairarapa Spatial Plan / The Featherston Masterplan

For the South Wairarapa Spatial Plan - future related work involves investigation, a masterplan for Featherston, and structure plan work for Martinborough. Masterplan work in 2022 will involve agencies, community engagement, integrated town planning and infrastructure assessment, compilation of a draft plan, reporting, consultation and feedback, refinement and compilation of final plan at end of the year.

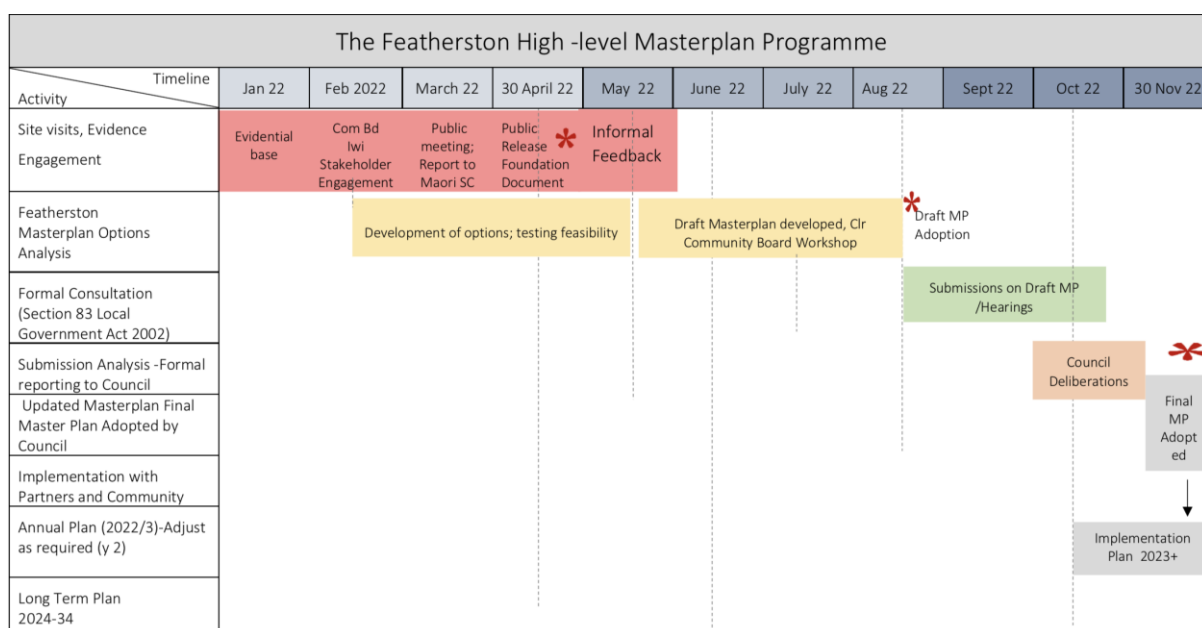
1.5.1. What is a master plan?

- Overarching plan that shows where and how development might occur in Featherston over time (shows spatial layout and structures development) It is not a resource management (regulatory). process
- Plan that identifies what is important to iwi/hapū and community
- Plan that anticipates change, plans for it, also looks to protect qualities most valued
- Plan that looks to integrate transport, housing, business, parks and reserves, infrastructure and community facilities
- Plan that identifies what needs to be done to deliver the masterplan

1.5.2. Why a Master Plan for Featherston?

- Enables planned approach to growth, getting the best and coordinated use of public investments such as the train station, parks and reserves, community facilities, managing the impacts of the State highway, integrating development
- Enables the co-ordination and integration of multiple agencies planning and delivery
- Captures community views and builds on existing local initiatives
- Can address new challenges, e.g. need for affordable housing (median house price in Sept 2021 \$621,850) and different types of housing
- Identified as a growth area in the Wellington Regional Growth Framework. Estimated growth around 900 persons over next 30 yrs.

Initial Engagement	Date
• Meeting with Chair Maori Standing Committee (MSC)	1 Feb
• Meeting with Chair MSC, and member Karen Mikaere (Mana whenua and MSC member)	21 Feb
• Report to MSC	29 Feb
• Report to Featherston Community Board	22 Feb
• Meeting with Chair Wairarapa Economic Dev Strategy Governance Group	1 Feb
• Online meetings with GWRC, Waka Kotahi, MHUD/Kainga Ora	22 Feb
• Online meeting with Masterton District Council Staff	21 Feb
• Public Meeting	30 March
• Planned meeting with Fab Feathy	31 March



1.5.3. Next steps

- Ongoing engagement multiple sectors, community
- Developing a Foundation Document on which we will do further engagement – draft options for feedback
- Complete draft Masterplan
- Further engagement/formal consultation under Local Government Act 2002
- Finalise masterplan
- Use this to help inform the new District Plan, the Long-Term Plan and projects including projects with central government.

1.5.4. Featherston Master Plan - included within Complex Development Opportunities for Wellington Regional Growth

Featherston has been included within a key list of growth area projects for the wider Wellington region. The Featherston Master Plan was recently placed 7th on the list of the 7 key CDO's Complex Development Opportunities for growth within the region. This decision arose from a meeting of WRLG, the Wellington Regional Leadership Group on 29th April and was subsequently endorsed by the regional CEO group of WRLG. Initially Featherston had been positioned midway at 13th on the long multi list of various growth area projects.

The seven CDO's are understandably representative of important growth locations and area initiatives for the whole of Wellington. The seven identified CDO areas of growth focus are:

- Riverlink – HCC
- Waterloo Station – GW
- Trentham – UHCC
- Otaki – KCDC

- Porirua North – PCC
- Let's Get Wellington Moving, Courtney Place – WCC
- Featherston – SWDC.

In the prioritising and determining which areas to include as key CDO's, the group discussion centred around having a manageable number of CDO areas (eg. 6 - 8 projects) to help advance, track and progress and have informative meetings on. In the prioritising discussions, we looked at objectives and the relevance of potential CDOs was tested. This included the aspects of housing yield but not a sole determinant, delivering a planned outcome, regional representation, situation complexity, timing and if areas were underway, and the potential for an area's transformance.

Going forward, the purpose is to progress and implement these key projects via combined place-shaping, align agency efforts and support with the growth work of the subject Council. This means that Featherston like the other CDO's will have applied inter-agency liaison, further support, and government investment for implementing growth provision results.

1.6 District Plan Review

District Plan Review Committee continues to consider extent of change needed for chapters, alongside the national planning standards, national direction. The DP review is a partial review; a mix of general review of key chapters, a targeted review for some, and minor review. The review is across 2021-2023, and any appeals work in 2024.

Plan Review Committee workshop meetings continue. The February meeting of the WCDP Review Committee saw discussion on draft chapters covering temporary activities, open space zone, commercial zones, residential zone, subdivision chapter and the rural zone.

There have been a range of key topics worked through over the past month or so, including the meaty topic of rural subdivision, among others, and compliments to our Councillors and advisors for their engaged and informed contributions during Joint Committee workshops.

The release of the draft provisions for informal consultation has been discussed, with the timeline moved to late October. This will result in additional workloads to get the draft completed, including additional Committee meetings to ensure that there is no slippage and that the draft be completed on time and meet National Planning Standards timeline in 2024. The most recent topics discussed for the review work were - communications engagement, rural subdivision, heritage, tree protection and natural hazards.

1.7 Proposed Council Dog Pound

For a viable local modern pound facility, a container designed pound concept is being used, and has the advantage of having a low-level site footprint and being of a relocatable nature.

Officers have settled on a proposed piece of land at Featherston Golf Course which meets most of the needs required. One of the stakeholder parties has asked for a reconsideration of placement of certain facilities within the compound area, which has been responded to. Officer have been able to accommodate this in the design. The amenities team had necessary discussion with the other stakeholder/farmer who holds a grazing lease. We understand that this lease is within a short time-period before it is up.

Officers continue to source costings from suppliers, but a difficult time for suppliers of materials to be confident in their quotes remaining stable. Suppliers have seen material costs significantly rise, in some cases as much as 100%. The procurement process for the pound is underway with an expert consultant to ensure transparency and validity. The advertised ROI Request of Interest closes on 13 May, to be followed by an evaluation, and a request for proposals of those that have registered.

Map showing proposed location-as below:



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

2.1.1. Resource Management Act – Consents (Year to date 01/07/2021-31/03/2022)

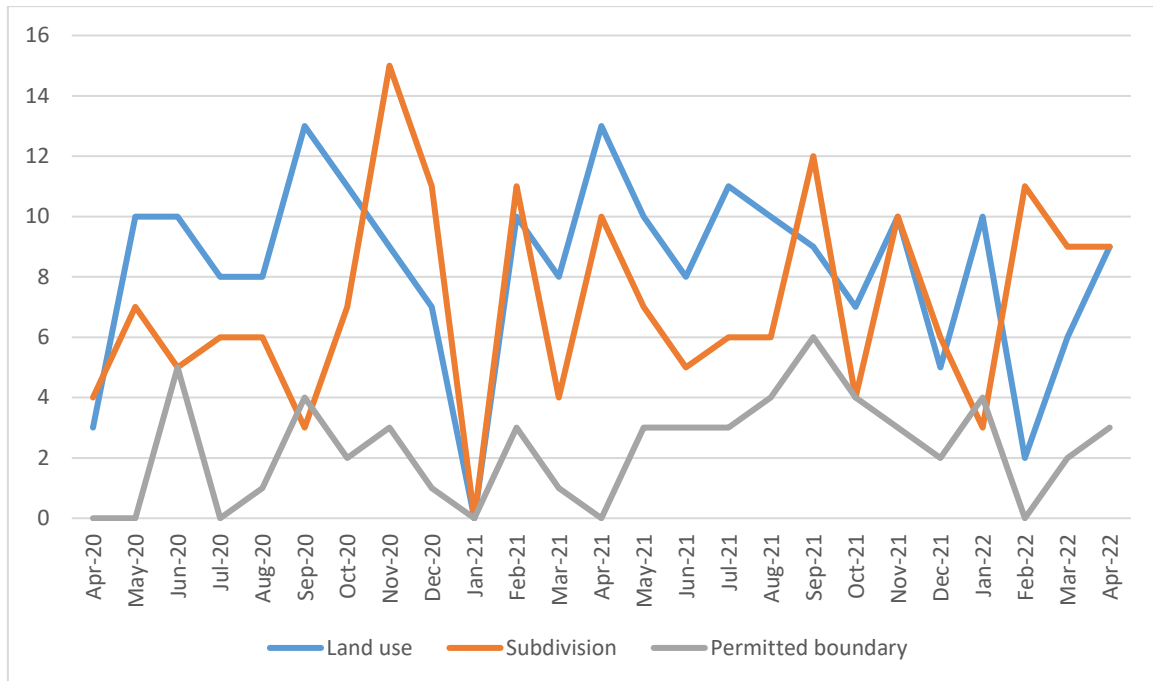
SERVICE LEVEL – All resource consents will be processed efficiently.

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 179/179
		100%	72/72 Land Use applications were completed within statutory timeframes. NCS
		100%	77/77 Subdivision applications were completed within statutory timeframes. NCS
		100%	30/30 permitted boundary/marginal activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	53/53 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%	46/46 s224 certificates were certified. NCS.

2.1.2. Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

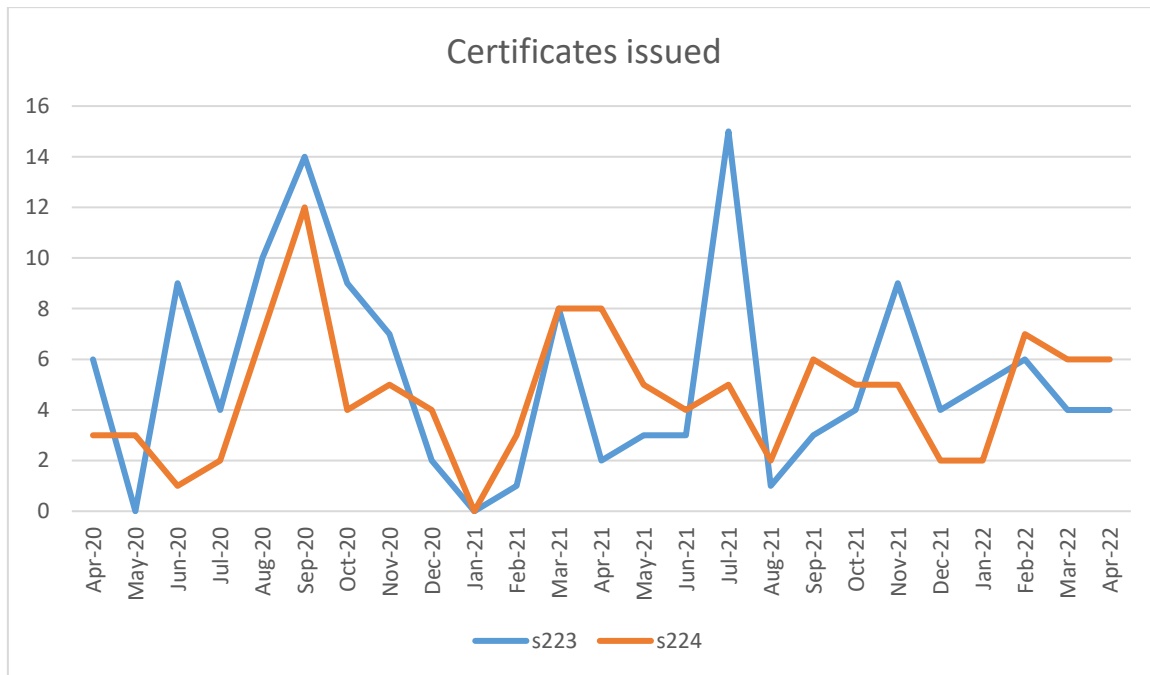
RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains, and updates reserve management plans as required.	Yes	Yes	RMP's are generally current and appropriate. It is therefore not anticipated that any updates will be undertaken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



Land Use	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	5	6	4	3	10	10	8	8	13	11	9	7
2021	0	10	8	13	10	8	11	10	9	7	10	5
2022	10	2	6	9								

Sub division	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec
2020	4	6	9	4	7	5	6	6	3	7	15	11
2021	0	11	4	10	7	5	6	6	12	4	10	6
2022	3	11	9	9								

Permitted Boundary	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	0	0	2	0	0	5	0	1	4	2	3	1
2021	0	3	1	0	3	3	3	4	6	4	3	2
2022	4	0	2	3								



S223	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	2	2	4	6	0	9	4	10	14	9	7	2
2021	0	1	8	2	3	3	15	1	3	4	9	4
2022	5	6	4	4								

S224	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	8	3	5	3	3	1	2	7	12	4	5	4
2021	0	3	8	8	5	4	5	2	6	5	5	2
2022	2	7	6	6								

2.1.3. Local Government Act – LIMs

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 2021-2022
Standard LIMs are processed within 10 days	100%	98.71%	161/164 standard LIMs were completed in time frame
Urgent LIMs are processed within 5 days	100%	100%	48/48 urgent LIMs were completed

	YTD 1 ST JULY 2021 TO 30 TH APR 2022	PREVIOUS YTD 1 ST JULY 2020 TO 30 TH APR 2021	PERIOD 1 ST APR 2022 TO 30 TH APR 2022	PREVIOUS PERIOD 1 ST APR 2021 TO 30 TH APR 2021
Standard LIMs (Processed within 10 working days)	164	191	16	16
Urgent LIMs (Processed within 5 working)	48	84	7	7
Totals	212	275	23	23

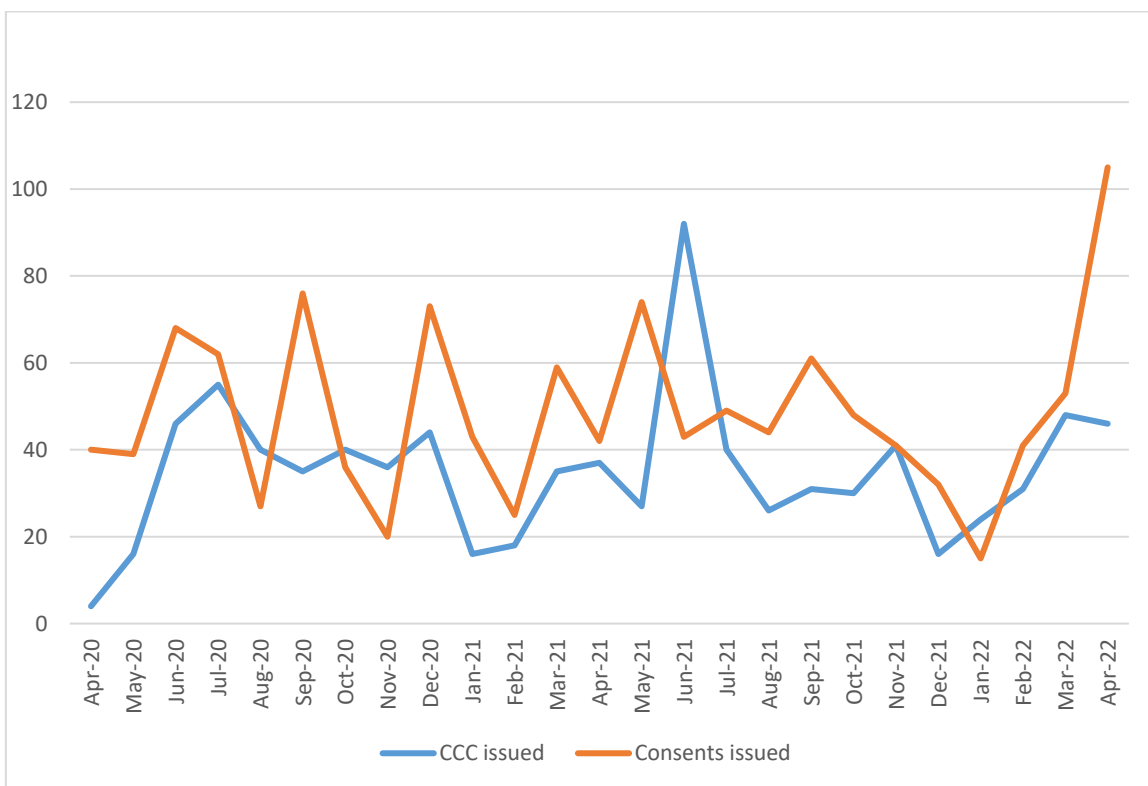
2.2 Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	96.68%	NCS – 320/333 CCC's were issued within 20WD YTD
Building consent applications are processed within 20 working days	100%	97.39%	NCS –485 consents were issued within 20WD YTD 13 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 BWOF's and Swimming Pools	Yes	Yes	Building Consents Council inspects all new work to ensure compliance April 22 - 437 inspections BWOF's – 1 Total 205 average of 4 audits per month required, Swimming Pools – Total 408 – average of 12 audits per month required. April 22 – 15 audits
Earthquake prone buildings reports received	100%	N/A	Of the remaining buildings: 25 - Identified as EPB 9 - Require engineer assessment from owners 2 - Requested extension to provide engineers report

2.2.1. Building Consents Processed

TYPE – 1 APR 2022 TO 30 APR 2022	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	1	\$500
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	2	\$185,000
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	28	\$6,174,800
Other (public facilities - schools, toilets, halls, swimming pools)	1	\$60,000
Totals	32	\$6,420,300



CCC issued	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	11	24	31	4	16	46	55	40	35	40	36	44
2021	16	18	35	37	27	92	40	26	31	30	41	16
2022	24	31	48	46								

Consents issued	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	28	25	35	40	39	68	62	27	76	36	20	73
2021	43	25	59	42	74	43	49	44	61	48	41	32
2022	15	41	53	105								

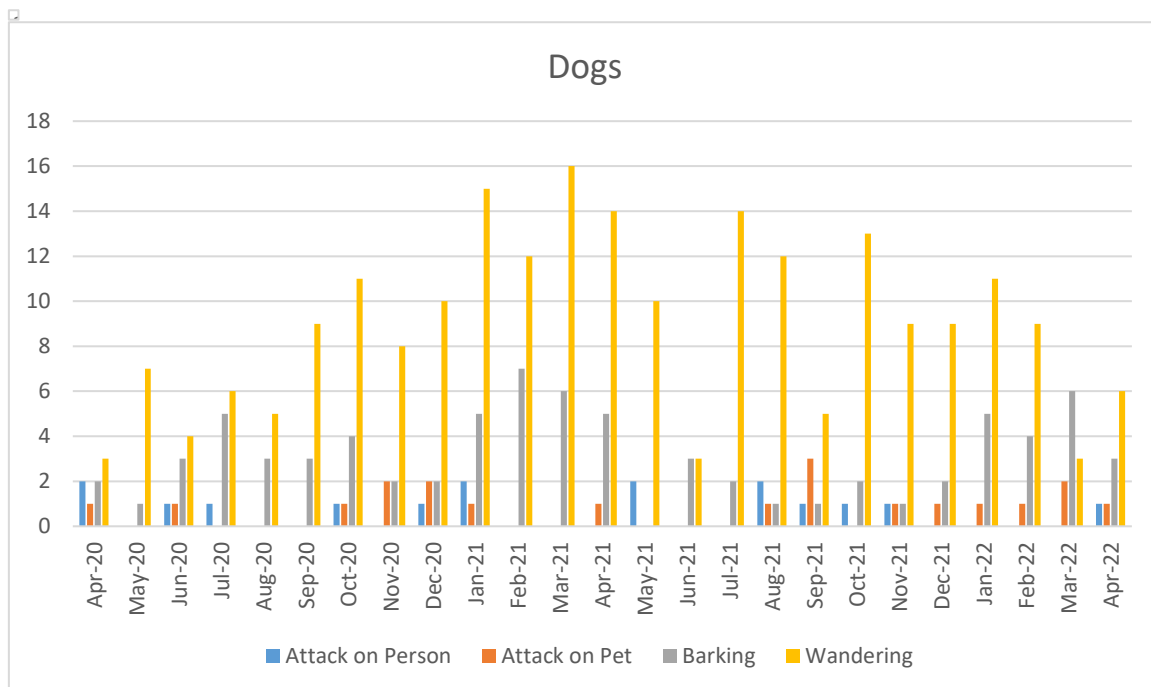
2.3 Environmental Health and Public Protection

2.3.1. 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	1	Due to Covid 19 level restrictions this activity is not being able to be undertaken. Dogs n Togs event held in Featherston 2022
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 170/170
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	18/18

INCIDENTS REPORTED FOR PERIOD 1 ST APR 2022 – 30 TH APR 2022	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	1	-	-
Attack on Person	1	-	-
Attack on Stock	-	-	-
Barking	-	3	-
Lost Dogs	-	-	-
Found Dogs	-	-	-
Rushing Aggressive	-	-	-
Wandering	3	2	1
Welfare	-	-	-
Fouling	-	-	-
Uncontrolled (walked off leash urban)	1	-	-

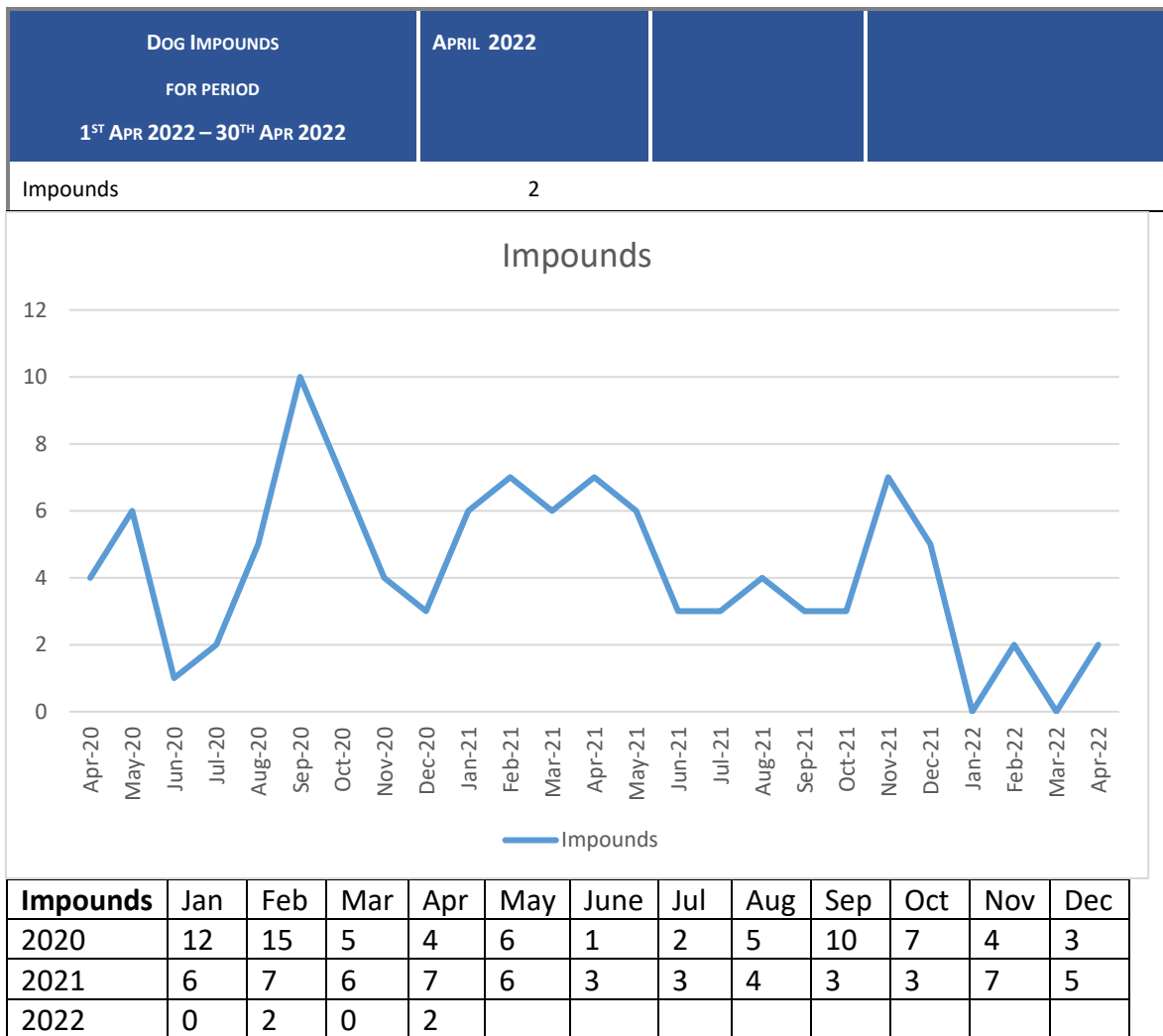


Attack on Person	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
2020	0	2	1	2	0	1	1	0	0	1	0	1
2021	2	0	0	0	2	0	0	2	1	1	1	0
2022	0	0	0	1								

Attack on Pet	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	0	0	0	1	0	1	0	0	0	1	2	2
2021	1	0	0	1	0	0	0	1	3	0	1	1
2022	1	1	2	1								

Barking	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	1	1	4	2	1	3	5	3	3	4	2	2
2021	5	7	6	5	0	3	2	1	1	2	1	2
2022	5	4	6	3								

Wandering	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	11	12	7	3	7	4	6	5	9	11	8	10
2021	15	12	16	14	10	3	14	12	5	13	9	9
2022	11	9	3	6								



2.4 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 11/11

INCIDENTS REPORTED	TOTAL FOR YTD PERIOD 1 JULY 2021 TO 30 APR 22
Stock	33

2.4.1. Bylaws

In April 2022 there were:

Trees & Hedges

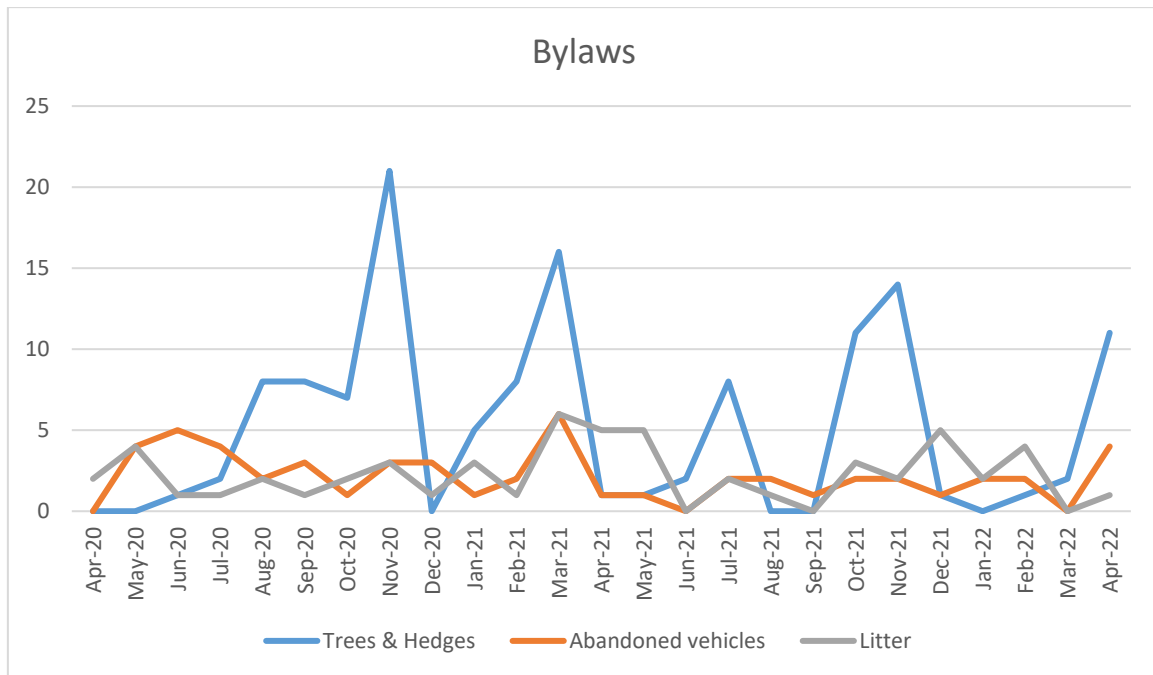
- There were 11 first notices sent by Council requesting the owner/occupier to remove the obstruction from the public space. Following this there are 0 second follow up letters being sent within this period. 1 address has had contractors engaged to remove overgrown vegetation in Greytown.

Litter

- 1 litter (fly tipping) incidents have been recorded. From these, identification was retrieved from the litter Council officer disposed. 0 request for information notice has been sent to the identifiable people associated with the incident. 0 incidents were premises where the owner removed immediately

Abandoned vehicles

- There were 4 total vehicle related calls in the SWDC area, of which 4 were abandoned/unlawfully parked vehicles. 3 were removed by their owners and the remaining 1 incident remains open to be resolved (Harrison Street, Featherston)



Trees & Hedges	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	0	0	2	0	0	1	2	8	8	7	21	0
2021	5	8	16	1	1	2	8	0	0	11	14	1
2022	0	1	2	11								

Abandoned vehicles	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	5	1	1	0	4	5	4	2	3	1	3	3
2021	1	2	6	1	1	0	2	2	1	2	2	1
2022	2	2	0	4								

Litter	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	1	3	2	2	4	1	1	2	1	2	3	1
2021	3	1	6	5	5	0	2	1	0	3	2	5
2022	2	4	0	1								

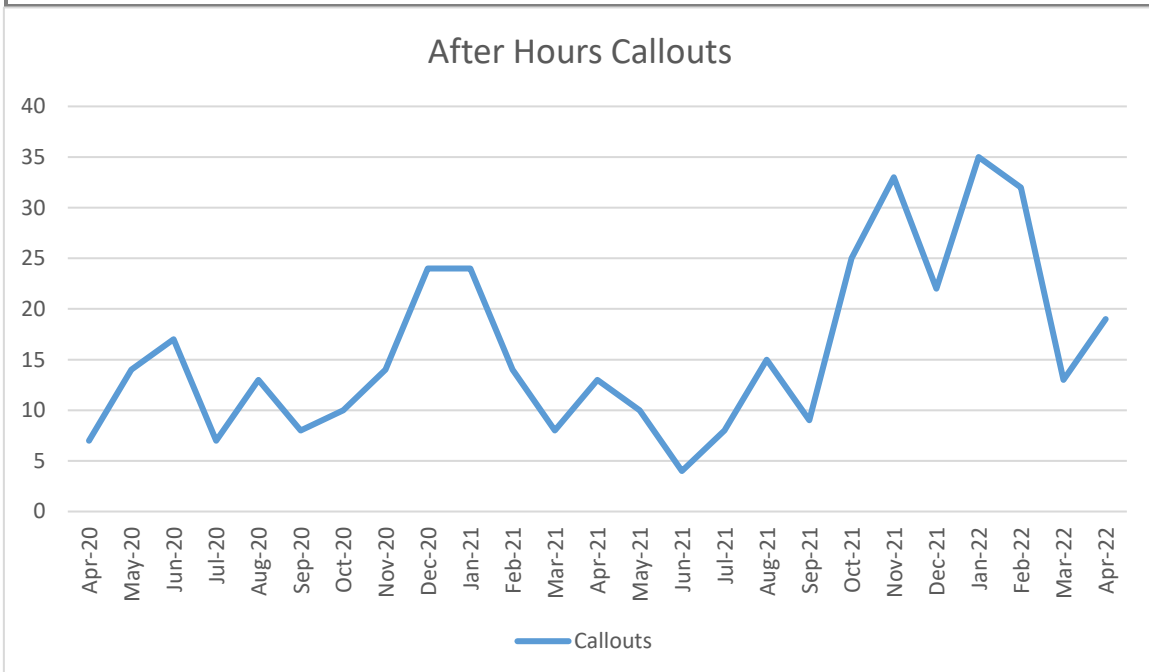
2.4.2. Resource Management Act – afterhours Noise Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	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%	97.6%	K:\resource\Health\Resource Management\Noise Control Complaints 206/211 attended within timeframe YTD

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			19 callouts April 2022 19/19 responded to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 21 TO 30 APR 22	PREVIOUS YTD 1 JULY 20 TO 30 APR 21	PERIOD 1 APR 2022 TO 30 TH APR 2022	PREVIOUS PERIOD 1 APR 2021 TO 30 TH APR 2021
Total	211	135	19	13



Callouts	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	8	28	27	7	14	17	7	13	8	10	14	24
2021	24	14	8	13	10	4	8	15	9	25	33	22
2022	35	32	13	19								

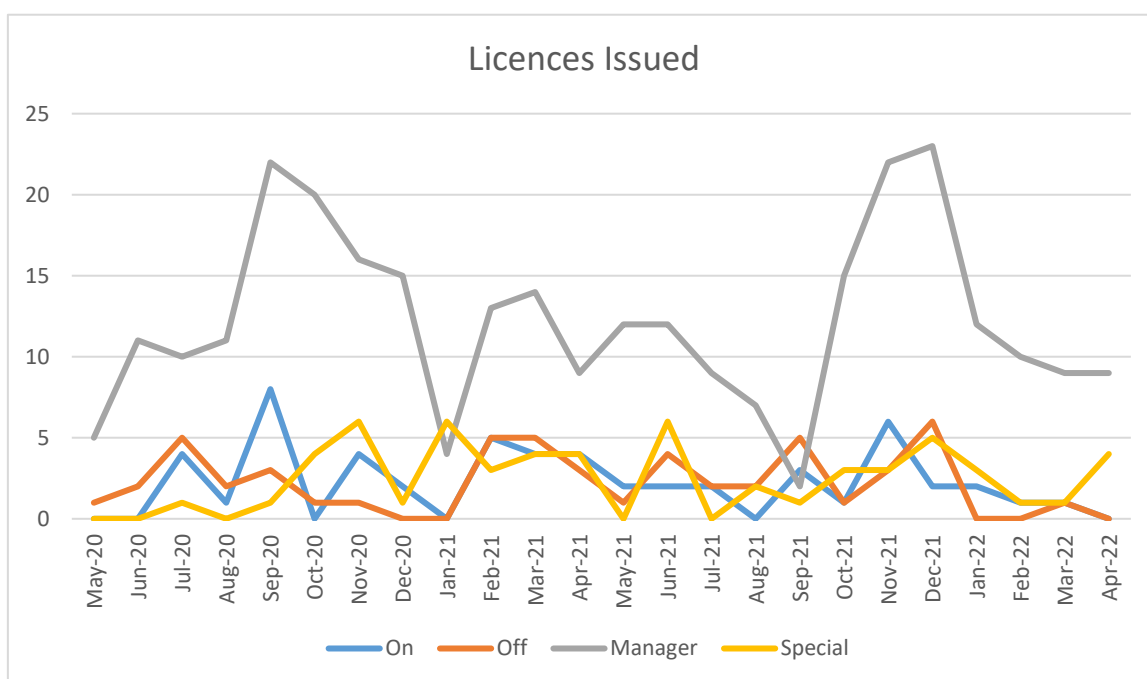
2.5 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	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%	APRIL 2022
		YTD	LICENCES PERIOD YTD
			On licence NEW 0 4
			On Licence RENEWAL 0 14
			Off Licence NEW 0 7
			Off Licence RENEWAL 0 11
			Club RENEWAL 1 4
			TOTAL 40
			Information source: Inspector records, MAGIQ data, Alcohol Spreadsheet K:\resource\Liquot\Alcohol Master Sheet.xls
Special Licences are issued			APRIL 2022
			LICENCES PERIOD YTD
			Special 4 23
			TOTAL 23
			Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquot\Alcohol Master Sheet.xls
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			APRIL 2022
			LICENCES PERIOD YTD
			Duty Manager NEW 5 43
			Duty Manager RENEWAL 4 75
			TOTAL 118
			Each Duty Managers certificate includes interview with Inspector.
			These average approximately 1 hour
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%	32.8%	APRIL 2022
		YTD	Due to COVID 19 this activity is not being undertaken.
			COMPLIANCE VISITS April 22 – 0 YTD 41/125
			Information source : Compliance inspection records K:\resource\Liquor\Compliance Visits 21-22
Average working days to process an application from acceptance by SWDC	25WD	19.23WD	Information source: Alcohol Master Sheet

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
K:\resource\Liquor\Alcohol Master Sheet.xls			

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 21 TO 30 APR 22	PREVIOUS YTD 1 JULY 20 TO 30 APR 21	PERIOD 1 APR 22 TO 30 APR 22	PREVIOUS PERIOD 1 APR 21 TO 30 APR 21
On Licence	18	30	0	4
Off Licence	18	25	0	3
Club Licence	4	4	1	0
Manager's Certificate	118	134	9	9
Special Licence	23	30	4	4
Temporary Authority	10	4	0	0
Total	191	227	14	20



On	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	2	2	3	3	0	0	4	1	8	0	4	2
2021	0	5	4	4	2	2	2	0	3	1	6	2
2022	2	1	1	0								

Off	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	4	2	2	3	1	2	5	2	3	1	1	0

2021	0	5	5	3	1	4	2	2	5	1	3	6
2022	0	0	1	0								

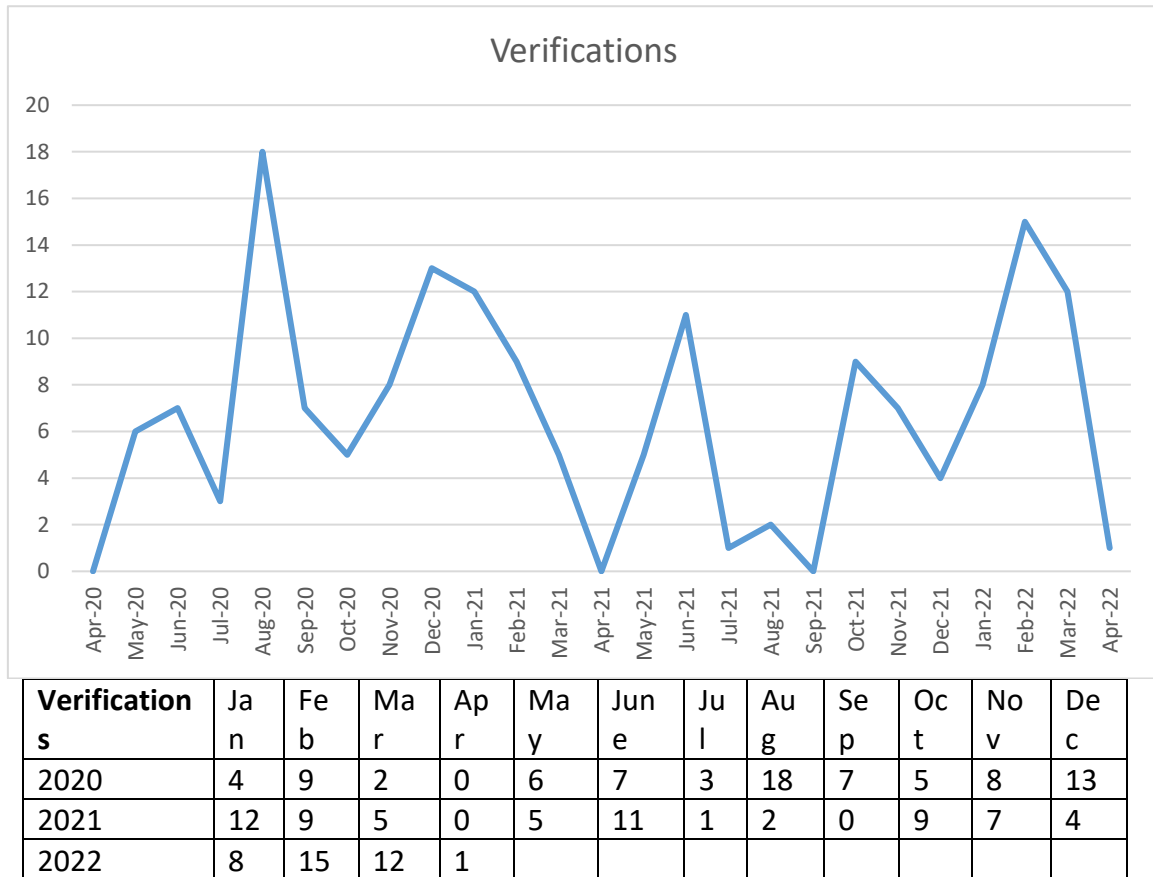
Manager	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	12	10	18	0	5	11	10	11	22	20	16	15
2021	4	13	14	9	12	12	9	7	2	15	22	23
2022	12	10	9	9								

Special	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	6	4	3	0	0	0	1	0	1	4	6	1
2021	6	3	4	4	0	6	0	2	1	3	3	5
2022	3	1	1	4								

2.5.1. 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) –88 NP –68 Total number of premises is subject to change month by month as new businesses open and existing premises close. risk based measure changes
Premises are inspected in accord with regulatory requirements.	100%	67.04%	FCP verifications – 59/88 Covid 19 had an impact. We also had 9 premises close/or transfer to National Programmes this financial year so far. Verifications are booked depending on their outcome status this could be 18 /12/6 months. They do not have a consistent number each month. Verifications undertaken in April 22 1



3. Appendices

Appendix 1 - Wellington Regional Leadership Committee 31 May 2022 Order Paper

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

Reviewed by: Harry Wilson, Chief Executive Officer

**Appendix 1 - Wellington Regional
Leadership Committee 31 May 2022
Order Paper**



If calling, please ask for Democratic Services

Wellington Regional Leadership Committee

Tuesday 31 May 2022, 9.00am

Council Chamber. Porirua City Council, 16 Cobham Court, Porirua

Members

Hon. Tracey Martin

Chairperson

Councils

Mayor Anita Baker
Mayor Campbell Barry
Mayor Alex Beijen
Mayor Andy Foster
Mayor Wayne Guppy
Mayor K Gurunathan
Mayor Greg Lang
Mayor Lyn Patterson
Council Chair Daran Ponter
Mayor Bernie Wanden

Porirua City Council
Hutt City Council
South Wairarapa District Council
Wellington City Council
Upper Hutt City Council
Kāpiti Coast District Council
Carterton District Council
Masterton District Council
Greater Wellington Regional Council
Horowhenua District Council

Ministers of the Crown

Hon. Dr Megan Woods
Hon. Michael Wood

Minister of Housing
Minister of Transport

Iwi organisations

Darrin Apanui
Kelly Bevan
Helmut Modlik
Huia Puketapu
Di Rump

Rangitāne Tū Mai Rā Trust
Te Rūnanga o Raukawa Inc.
Te Rūnanga o Toa Rangatira Inc.
Port Nicholson Block Settlement Trust
Muaūpoko Tribal Authority Inc.

Recommendations in reports are not to be construed as Council policy until adopted by Council

Wellington Regional Leadership Committee

Tuesday 31 May 2022, 9.00am

Council Chamber, Porirua City Council, 16 Cobham Court, Porirua

Public Business

No.	Item	Report	Page
1.	Apologies		
2.	Conflict of interest declarations		
3.	Public participation		
4.	Confirmation of the Public minutes of the Wellington Regional Leadership Committee on 22 March 2022	22.126	3
5.	Endorsement of Complex Development Opportunities	22.202	8
6.	Iwi capacity and capability scoping report	22.191	14
7.	Programme Director's Report – May 2022	22.190	44
8.	Wellington Regional Leadership Committee - Year 2 Projects	22.203	63
9.	Regional Economic Development Plan – update	22.207	70
10.	Wellington Regional Leadership Committee Programme Reporting – May 2022	22.201	75

Wellington

Regional Leadership Committee

Please note these minutes remain unconfirmed until the Wellington Regional Leadership Committee meeting on 31 May 2022.

Report 22.126

Public minutes of the Wellington Regional Leadership Committee meeting on 22 March 2022

Remotely, via Microsoft Teams at 1.02pm.

Members Present

Hon. Tracey Martin

Chairperson

Councils

Mayor Anita Baker

Porirua City Council

Mayor Campbell Barry (from 1.07pm)

Hutt City Council

Mayor Alex Beijen

South Wairarapa District Council

Mayor Andy Foster

Wellington City Council

Mayor Wayne Guppy

Upper Hutt City Council

Mayor K Gurunathan

Kāpiti Coast District Council

Mayor Greg Lang

Carterton District Council

Mayor Lyn Patterson

Masterton District Council

Deputy Chair Adrienne Staples (Alternate)

Greater Wellington Regional Council

Mayor Bernie Wanden

Horowhenua District Council

Ministers of the Crown

Hon. Michael Wood (until 2.02pm)

Minister of Transport

Iwi organisations

Darrin Apanui

Rangitāne Tū Mai Rā Trust

Helmut Modlik

Te Rūnanga o Toa Rangatira Inc.

Huia Puketapu (from 1.10pm)

Port Nicholson Block Settlement Trust

Di Rump (from 1.07pm)

Muaūpoko Tribal Authority Inc.

All members participated at this meeting remotely and counted for the purpose of quorum in accordance with clause 25B of Schedule 7 of the Local Government Act 2002.

Karakia timatanga

The Committee Chair invited Darrin Apanui to open the meeting with a karakia timatanga.

Public Business

1 Apologies

Moved: Hon. Tracey Martin / Mayor Beijen

That the Committee accepts the apology for absence from Minister Woods and Council Chair Ponter, the apology for early departure from Minister Wood, and the apology for lateness from Huia Puketapu.

The motion was **carried**.

2 Declarations of conflicts of interest

There were no declarations of conflicts of interest.

3 Public participation

There was no public participation.

4 Confirmation of the Public minutes of the Wellington Regional Leadership Committee meeting of 3 November 2021 - Report 21.528

Moved: Mayor Beijen / Darrin Apanui

That the Committee confirms the Public minutes of the Wellington Regional Leadership Committee meeting of 3 November 2021 - Report 21.528.

The motion was **carried**.

Mayor Barry and Di Rump joined the meeting at 1.07pm, after the vote on the above item.

5 Draft Regional Housing Action Plan – Report 22.79

Kim Kelly, Programme Director, Wellington Regional Leadership Committee Secretariat, spoke to the report.

Moved: Di Rump / Mayor Foster

That the Committee:

- 1 Approves the draft Regional Housing Action Plan (Attachment 1), incorporating the below changes requested by the Committee:
 - a Strengthened commentary regarding the importance of integrating transport and urban planning as one.
 - b More specific recognition of other vulnerable communities, and the incorporation of these communities into the existing focus areas.

- 2 Notes that once approved, a design version of the Regional Housing Action Plan will be developed.

The motion was **carried**.

Huia Puketapu arrived at the meeting at 1.10pm, during the introduction of the above item.

6 Regional Housing Delivery Options – Report 22.80

Kim Kelly, Programme Director, Wellington Regional Leadership Committee Secretariat, spoke to the report.

Moved: Mayor Baker / Mayor Beijen

That the Committee:

- 1 Notes that there are region wide, multi stakeholder opportunities and benefits available to optimise regional housing growth and establish the requirements under Resource Management Act reform as outlined in this report and in Attachment 1.
- 2 Supports the development of a detailed proposal for a “regional expertise and advice unit” as outlined in Attachment 1, noting that the proposal will be provided to the Wellington Regional Leadership Committee Chief Executive Officer Group for approval and then reported back to the Committee for finalisation.
- 3 Endorses further investigation into a “regional housing delivery unit” and a “joint building consenting unit”, as outlined in Attachment 1, to be undertaken after the regional expertise and advice unit proposal is complete and in time to inform 2024 Long Term Plans.
- 4 Requests that following the Strategic Planning Act and the Natural and Built Environments Act being passed into law (expected 2023), the Committee Secretariat report back to the Committee on proposed options for a regional response to the development of the Regional Spatial Strategy and the Natural and Built Environment Plan, and in line with this, the potential establishment of a regional resource consenting unit.
- 5 Notes that the capacity of partners to participate in this work is dependent on resourcing and the capacity for change in partner organisations.

The motion was **carried**.

7 Programme Director’s Report – March 2022 -Report 22.78

Kim Kelly, Programme Director, Wellington Regional Leadership Committee Secretariat, spoke to the report.

Moved: Mayor Guppy / Mayor Patterson

That the Committee:

1. Endorses the direction of work outlined in the Programme Director’s Report.

2. Supports the proposed approach to undertaking the Future Development Strategy (FDS) and the next Housing and Business Development and Capacity Assessment (HBA) for the region.
3. Endorses the direction of the Wellington Regional Growth Framework aspects of the Regional Policy Statement Change 1 as outlined in Attachment 3.

The motion was **carried**.

8 Complex Development Opportunities – Report 22.81

Kim Kelly, Programme Director, Wellington Regional Leadership Committee Secretariat, spoke to the report.

Moved: Mayor Foster / Mayor Guppy

That the Committee:

- 1 Supports the work being undertaken on Complex Development Opportunities.
- 2 Notes that a further report on Complex Development Opportunities will be provided to the Committee at its next meeting in May 2022

The motion was **carried**.

9 Wellington Regional Leadership Committee Programme Reporting – Report 22.74 [For Information]

Allen Yip, Programme Manager, Wellington Regional Leadership Committee Secretariat, spoke to the report.

Noted: The Committee Chair advised that members can send through requests for future areas of analysis and dashboard reporting to the Secretariat for prioritisation.

10 Introduction to the Wellington Transport Analytics Unit – Report 22.108 [For Information]

Andrew Ford, Manager, Wellington Transport Analytics Unit, spoke to the report.

Minister Wood left the meeting at 2.02pm, during discussion of the above item, and did not return.

Karakia whakamutunga

The Committee Chair invited Darrin Apanui to close the meeting with a karakia whakamutunga.

The public meeting closed at 2.09pm.

Hon Tracey Martin

Chair

Date:

Wellington Regional Leadership Committee
31 May 2022
Report 22.202



For Decision

ENDORSEMENT OF COMPLEX DEVELOPMENT OPPORTUNITIES

Te take mō te pūrongo

Purpose

1. To update the Wellington Regional Leadership Committee on the work being undertaken with regards to Complex Development Opportunities (CDOs).
2. To obtain the Committee's endorsement on the recommended CDO list and the Projects to Watch list and gain approval to proceed to the next steps.

He tūtohu

Recommendations

That the Committee:

- 1 **Endorses** the list of Complex Development Opportunities.
- 2 **Endorses** the list of Projects to Watch.
- 3 **Approves** the next steps as outlined in this report.
- 4 **Notes** that the Committee will receive regular Complex Development Opportunities project reports.

Te horopaki

Context

3. Complex Development Opportunities are projects that have a special partnership arrangement with central government agencies that are needed because they:
 - a Have the potential to deliver significant housing and other benefits to the region
 - b Especially support the objectives of the Wellington Regional Leadership Committee (WRLC)
 - c Are in key locations where successful development gives effect to those agreed strategic objectives
 - d Are complex and working in partnership is required to deliver at the desired pace and scale.
4. This approach is being used in several other regions in New Zealand because it has provided benefits to development projects. The benefits to the projects in the WRLC region include:

- a Identifying a set of projects for WRLC to provide specific focus on and communicate about
- b Formalising project partnerships between central government, local government and iwi.
- c Getting the right agencies involved in the project from the start which enables collective planning, decision making, problem solving and issue resolution and risk mitigation
- d Having central government agencies involved enhances the ability to access central government resources
- e Enhanced reporting provision:
 - i Highlights the projects at the top political level, which helps to identify issues for the WRLC and clear hurdles
 - ii Improves communications of project progress, and issues and risks mitigation measures to all project stakeholders
 - iii Improves transparency of the efforts of all project partners.

Te tātaritanga Analysis

- 5. Following the WRLC's endorsement of the CDO approach at its 22 March 2022 meeting (Report 22.81), staff from partner agencies have been working the development of a CDO list including:
 - a Compiling and prioritising a list of all larger Greenfield, Urban Regeneration and/or Business Development areas across the region
 - b Establishing a "task group" to agree on the list of
 - i CDOs and,
 - ii Projects to Watch (PTW)
 - c A Task Group workshop to agree on the lists
 - d Presentation of draft at a WRLC workshop on 2 May 2022.
- 6. The starting point was the list of projects or potential projects listed in the Wellington Regional Growth Framework.
- 7. The WRLC Senior Staff Group scored the projects against a set of criteria which reflected the WRLC's objectives and consistent with the criteria used to assess similar developments throughout New Zealand. Projects score higher where they:
 - a Are within a well-defined geographical area
 - b Already have a plan or programme for delivery
 - c Are complex, in that successfully developing at the required pace and scale requires working in partnership to better support or unlock additional value and existing investment
 - d Are well aligned with government direction/policies

- e Offer opportunities for accelerated and/or significant development
 - f Offer affordable, inclusive, and diverse housing opportunities
 - g Enable Māori housing aspirations and process delivery
 - h Are close to or have good access to local employment
 - i Support a transformational shift to a low carbon future, including supports transformational shift to PT and active modes
 - j Encourage sustainable, resilience and affordable settlement patterns/urban forms
 - k Support protection and enhancement of the natural environment
 - l Include hazard mitigation and address climate change impacts.
8. Following the scoring exercise, a subsection of the WRLC Senior Staff Group formed a Task Group to agree a list of CDOs, as well as a list of PTWs. A PTW is one that does not currently meet the CDO threshold but is significant for the region and may meet the CDO thresholds in the future.
9. It is important to note that these lists change as and when required. All projects and both lists will be reviewed and refreshed regularly. As projects' characteristics change, their potential to benefit from a CDO approach may change. If the complexity of projects are resolved or other characteristics evolve, they may be moved to different lists. Additionally, where new projects emerge consideration will be given to whether they will benefit from being in the CDO programme.
10. Using the scores as a starting point, the Task Group also took a strategic approach and considered regional priorities and benefits. The agreed lists below reflects a mix of projects that:
- a Especially contribute to WLRC objectives
 - b Have the most potential for significant housing **and** other benefits to the **region**
 - c Are complex in nature
 - d Require, or would particularly benefit from partnerships between local and central government
 - e Form a mix of large and small sites, and short and long-term opportunities
11. The Task Group proposed the following:
- a CDOs (listed in alphabetical order)

Project	Lead agency
Featherston Masterplan Development	South Wairarapa District Council
LGWM - Courtenay Place to Newtown	Wellington City Council
Otaki	Kāpiti Coast District Council
Porirua Northern Growth Area	Porirua City Council
Riverlink	Hutt City Council
Trentham	Upper Hutt City Council

Waterloo Station Transport Oriented Development	Greater Wellington Regional Council
---	-------------------------------------

b Projects to Watch (listed in alphabetical order)

Project	Lead agency
Johnsonville	Wellington City Council
Lincolnshire Farm	Wellington City Council
Paraparaumu central area	Kāpiti Coast District Council
Tara Ika	Horowhenua District Council
Titahi Bay	Porirua City Council
West-East connection	WRLC

12. Due to the limited opportunity to engage with Iwi partners, we have asked them to propose additional shortlisting assessment criteria. We have also invited our Iwi partners to review the list of projects to highlight any that that the potential to especially contribute to their housing aspirations. Any changes and/or additions from this process will be reported to a future Committee meeting.
13. Feedback from the WRLC Senior Staff Group meeting of 11 May 2022 on this matter included:
 - a Agreement with the rationale behind the CDO and PTW process, and agreed that the process would assist with the progress of qualifying projects
 - b Agreement on the CDO and PTW lists, and acknowledged that there was good robust discussion where regional priorities and benefits were considered
 - c Noted that there will be a process to monitor and CDO and PTW lists to ensure that the appropriate projects are on them. Projects will move from list to list, and on and off lists as their status changes.
14. Feedback from the WRLC CEO Group meeting of 20 May 2022 on this matter included:
 - a Agreement with the content of both lists.
 - b Noted that the review of the lists needed to be robust and have strict criteria to assess projects to prevent the dilution of the prioritisation process.
 - c Acknowledgement that the wider objectives of CDO include measures to reduce carbon by growing employment closer to housing development and locating education and other services in locations of closer proximity.
 - d Acknowledgement that there are resourcing pressures that need to be monitored. The resourcing pressures exist at both local and central government levels.
 - e Central Government members of the group (from Ministry of Housing and Urban Development, Waka Kotahi and Kainga Ora) noted that the CDO project groups need input from other Central Government Agencies, especially Ministry of Education and Ministry of Health.
 - f Requested more information on the listed projects for the next reporting cycle, as well as presentations on selected projects at future meetings.

Ngā Take e hāngai ana te iwi Māori

Implications for Māori

15. Enabling Māori housing aspirations and process delivery was a key consideration for the WRLC Senior Staff Group in scoring the proposed projects. The secretariat will be working with iwi partners to build in additional channels for important assessment criteria and projects to be included.

Ngā tikanga whakatau

Decision-making process

16. The matters requiring decision in this report were considered by officers against the decision-making requirements of the Local Government Act 2002.

Te hiranga

Significance

17. Officers considered the significance (as defined in Part 6 of the Local Government Act 2002) of the matters for decision, taking into account Council's Significance and Engagement Policy and Greater Wellington's Decision-making Guidelines. Officers recommend that the matters are of low significance given their administrative nature.

Te whakatūtakitaki

Engagement

18. The WRLC Senior Staff Group and WRLC CEO Group have been included in discussions on this matter.
19. We have had limited opportunity to engage with our iwi partners and we are providing additional channels for input, as outlined previously in this paper.

Ngā tūāoma e whai ake nei

Next steps

20. The WRLC Secretariat will work with CDOs project managers and central government partners to agree on the formal establishment of CDOs, the progress and performance reporting expectations and the review process, including the assessing when projects move between the CDO and PTW lists.
21. CDOs will commence or continue with project delivery, and this will be reported regularly to the Committee.

Ngā kaiwaitohu

Signatories

Writer	Allen Yip - Programme Manager, Wellington Regional Leadership Committee
Approvers	Kim Kelly - Programme Director, Wellington Regional Leadership Committee Luke Troy – Kaiwhakahaere Matua Rautaki General Manager Strategy

<p style="text-align: center;">He whakarāpopoto i ngā huritaonga Summary of considerations</p>
<p><i>Fit with Council's roles or with Committee's terms of reference</i></p> <p>The Committee has specific responsibility for the work programme and other matters of regional importance. The reporting is to enhance the Committee's ability to fulfil its responsibilities.</p>
<p><i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i></p> <p>The regular reporting to the WRLC will provide it with a mechanism to monitor the implementation of the Wellington Regional Growth Framework.</p>
<p><i>Internal consultation</i></p> <p>Information and analysis in this report has been discussed at the WRLC Senior Staff Group meeting. Their views are incorporated into this paper.</p>
<p><i>Risks and impacts - legal / health and safety etc.</i></p> <p>There are no known risks.</p>

WATER OFFICERS REPORT

This report was presented to the Assets and Services Committee on 1 June 2022.

4. Water Manager Commentary

The formal opening of the new treated water reservoir at the Waiohine water treatment plant on the 5th May was a highlight of the month. The new reservoir was commissioned and brought into service back in February however Covid restrictions pushed out the celebration to May. The new asset adds eight million litres of drinking water storage for both Greytown and Featherston, greatly improving the supply resilience for these townships. I am very pleased to also see the Tauherenikau water pipeline repair completed on budget.

5. Wellington Water operational performance

Customer requests for service remain high for water leaks across the three towns which is keeping the Wellington Water reticulation team busy on the ground. In several cases, the property water lateral requires full replacement due to poor asset condition. Service requests in wastewater, stormwater and water races have been less frequent in the recent two months.

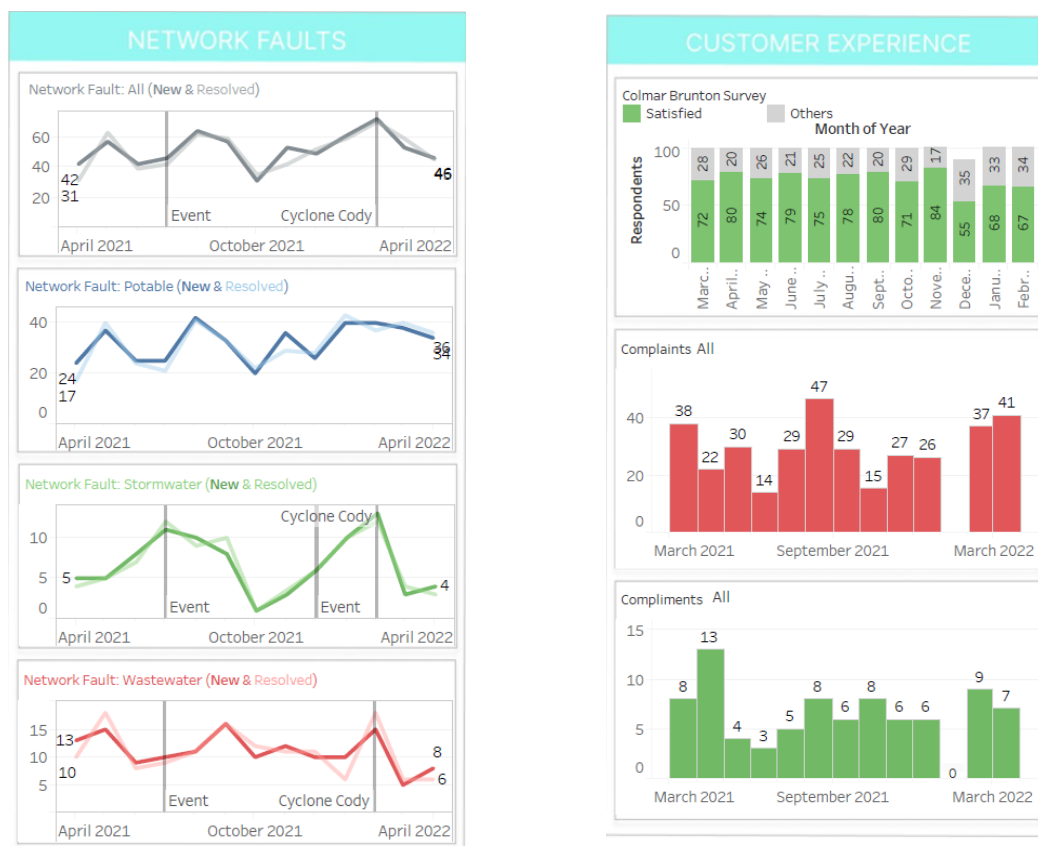


Figure 1. SWDC Customer service request dashboards, April 2022

5.1 Operational response events

5.1.1. Ruamahanga water treatment plant event

On the 5th May the treatment plant operations team were alerted to the plant failing safe, due to a clog of manganese precipitate in the chlorine dosing system. Upon initial assessment, the operators concluded that the return to service may take longer than the available storage of water within the town reservoirs.

The Wellington Water incident response team was activated, and it was decided in order to ensure sufficient water storage was maintained, Bulk Water Supply Carrier Ltd were commissioned to transport water from Featherston to the Martinborough reservoirs. Messages on social media channels were also used to reduce demand temporarily. Service was restored at the treatment plant on the evening of Friday 6th May and the response was successfully managed with no compromise in water safety or quality and ensuring continuity of supply.



Figure 2. Bulk water topping up the Martinborough reservoirs, May 2022

5.1.2. Tauherenikau river water pipeline repair

The physical works to repair the leaking joint on the Featherston supply main as it crosses the Tauherenikau River are complete. Works to close out the reporting requirements contained in the consent authorising the work are also complete as is site demobilisation and clean up. There have been no unforeseen issues and the work was delivered as per the Wellington Water project plan.

Inspections undertaken following the repair have confirmed that there has been no change in the riverbed profile since work was completed. Regular inspections and maintenance works will be required to ensure the risk of bed degradation does not impact the pipeline again and also to fulfil the longer-term requirements of the consent. Additional funding will be required to undertake these works.

Final costs are yet to be confirmed with final invoices yet to be received. Costs are, however, expected to be below the approved budget allocation of \$325,000.



Figure 3. Clamp being installed at the site of the leaking joint, Tauherenikau river

5.1.3. Boar Bush Gully Road slip risk

A slip on the Boar Bush Gully Road is causing concern as it may impact on the water supply mains for Featherston. Both the filling and supply main for Featherston are laid in the road reserve and failure of either will have a significant impact on the towns supply.

Wellington Water staff has instigated works to locate the mains in the carriageway and to assess the level of risk from further movement of the slip. This work has been delayed whilst waiting on a surveyor to pothole and accurately locate the mains. The work is

planned to be completed the week of 23 May and the results will be ready to share with Council shortly after that.

In the interim Wellington Water has contingency plans in place and will be able to react to any failure quickly and minimise the impact on customers.

The slip has been brought to the attention of Councils Roding team and the results of the survey will also be shared to support any remedial works required.



Figure 4. Boar Bush Gully Road slip, April 2022

6. Water Capex delivery programme

6.1 Waiohine Water Treatment Plant upgrade

Mayor Alex Beijen was invited to cut the ribbon and officially open the new treated water reservoir at the Waiohine water treatment plant on 5th May. The new reservoir was commissioned and brought into service back in February however Covid restrictions pushed out the celebration to May. The new asset adds eight million litres of drinking water storage for both Greytown and Featherston, greatly improving the supply resilience for these townships.

The ribbon cutting was a great moment to pause and celebrate the achievement as well as recognise all those involved including the local contractors who have been pivotal in the commissioning of the reservoir.



Figure 5. Mayor Alex Beijen and Wellington Water Chief Advisor water cutting the ribbon at Waiohine WTP

6.2 Tauherenikau river pipeline long term solution

The project team continue to work on identifying the preferred long-term solution for this critical asset. This optioneering work is scheduled to be complete by the end of May 2022.

6.3 Featherston wastewater treatment plant upgrade and consent

We have met with Greater Wellington Regional Council and are developing the strategy for the short-term consent.

Just before Easter, a pilot trial was started to determine the effectiveness of a two stage MBBR process. The pilot plant is a scaled down version of what could be part of a cost-effective solution to solve the treatment improvements required at Featherston in order to meet stringent discharge quality necessary to secure a Resource Consent. The MBBR process is designed to reduce Ammonia, Phosphate and other dissolved wastewater contaminants using a Nitrification/De-nitrification process. The trial is planned to run until the end of June with samples being analysed regularly to determine the effectiveness of the process.

7. Other

7.1 Community Liaison Group wastewater treatment plants

Wellington Water has recommended that a joint Community Liaison Group be re-established for both the Greytown and Martinborough wastewater treatment plants. This is a requirement of the resource consents for both wastewater treatment plants which enables a forum for discussion and channel of communication between the communities, South Wairarapa District Council and Greater Wellington Regional Council.

The agenda will be focused on any issues or developments arising from the operation of the wastewater treatment plants as well as latest progress on any upgrades. Wellington Water are working through the details of the re-establishment and will be looking to set a date for the first meeting in the coming months.

8. Appendices

Appendix 1 – Wellington Water Ltd’s SWDC Major Projects Monthly Report – April 2022

Appendix 2 – Wellington Water Ltd’s April 2022 SWDC CAPEX Programme Update

Contact Officer: Stefan, Group Manager Partnerships and Operations

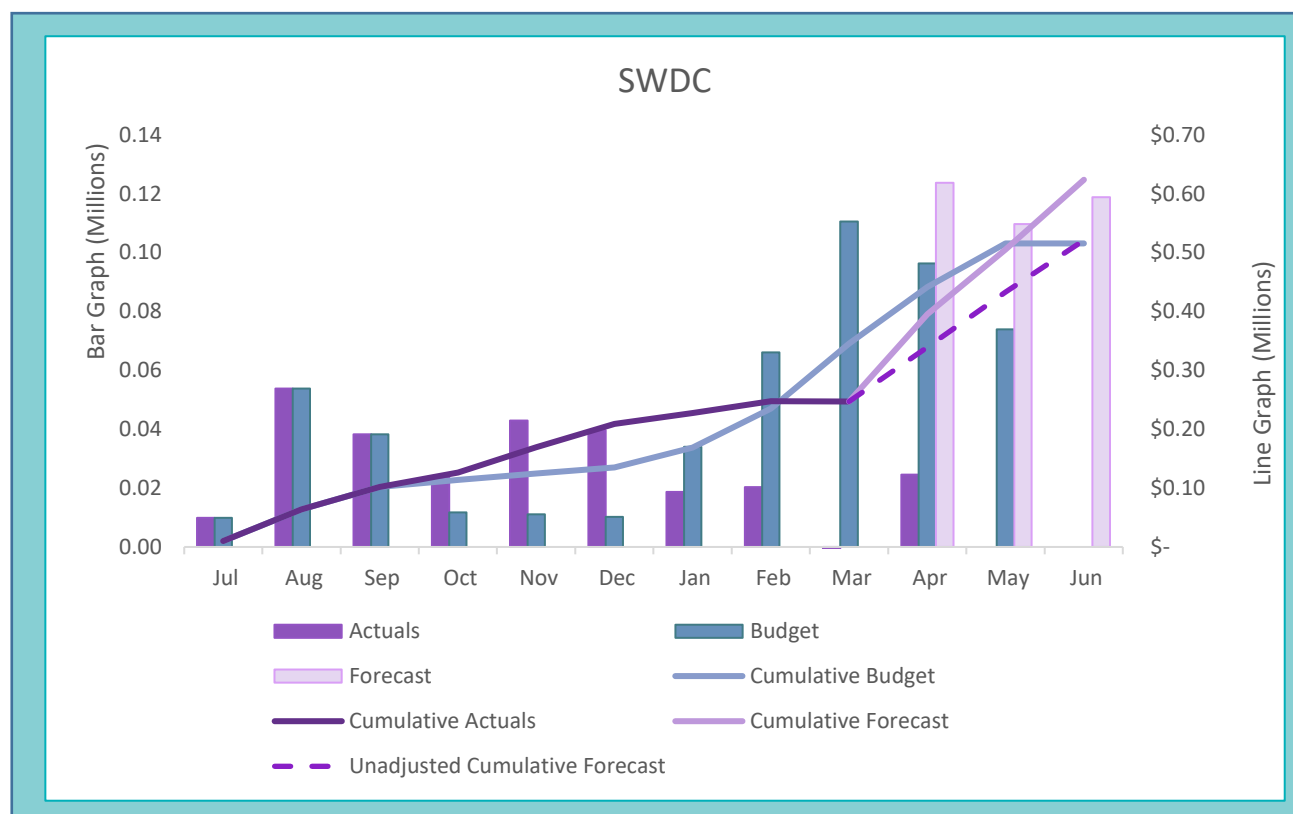
Reviewed by: Harry Wilson, Chief Executive Officer

Appendix 1 – Wellington Water Ltd's SWDC Major Projects Monthly Report – April 2022













Regional summary:

We are through the worst of covid and are managing its impacts, mainly cost for delays and materials. SWDC's two major projects are in the planning phase and largely unaffected.

Major Project Financial progress: Forecast; Actual, budget



Risk profile

	H,S,Q,E	Stakeh.	Risk	Finance	Prog.	Rating
Featherston WWTP Upgrade						
Tauherenikau River Crossing						

Programme

	Cost Estimate	2020		2021		2022		2023		2024
PROJECT	LTP Curr Level I	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3
Featherston WWTP Upgrade	3m \$0.5M L4			Concept						
Tauherenikau River Crossing	0 \$5m L0							Concept	Design & Proc Consent ure	Construct

Project	Objectives	Commentary
Featherston WWTP Upgrade *Priority Ranking 6	Upgrade of wastewater treatment plant to meet likely improved discharge conditions.	<p>The project has been on hold since February 2021 at the request of SWDC.</p> <ul style="list-style-type: none"> • MBBR trial plant is in place at the WWTP, once biofilm is established data monitoring will commence, trial expected to be complete by end of June but could be extended if additional data required. • Asset & Services meeting occurred on 20 April where the short-term consent / long term solution were discussed. The next step is to engage with GWRC and mana whenua on this concept • Preparation of material to inform a transition decision has been developed, to be submitted early May 2022
Tauherenikau River Crossing	Identify long term preferred option for crossing the Tauherenuikau River	<ul style="list-style-type: none"> • Work is progressing on options to inform multi criteria assessment process • Preferred option expected to be identified by the end of May • Costs are expected to be between \$110-\$150K <p>The programme outlined above is our current draft and will be reviewed and updated at the completion of the current concept phase.</p>

Overall Programme Summary:
 The over-programming approach taken to avoid the risk of underspending has resulted in a risk of overshooting the budget. We will be closely managing budgets as they get close to being expended, and some funds will move between workstreams to ensure that we make maximum use of the available funding. Jan-Mar Quarterly report will be submitted to DIA on 14 April. Progress updates have been provided to each council and are on our **website: <https://www.wellingtonwater.co.nz/publication-library/publications-3/>**

Project	Commentary	H,S, Q,E	Stak eh.	Risk	Fina nce	Prog .	Rati ng
1. Capital renewals	The construction of these watermain renewals in Fox Street in Featherston commenced as scheduled in September 2021 and 302m of 630DPE watermain and 421m of 180ODPE watermain was completed. During regular QA some defects in the construction have been identified and the team has worked with the contractor, this was successful and all site works were completed and Practical Completion issued in March 2022. The costs for this work are being transferred to SWDC's capex budget.	🟢	🟢	🟢	🟢	🟢	🟢
2. Asset conditions assessment	Physical assessment of five SWDC reservoirs has been completed with the remaining two at the Waiohine WTP to be assessed in the coming months (Covid permitting). Physical inspection of the water treatment plant assets remains at 85% complete and planning is underway to assess the 15% of water treatment plant assets that could not be inspected due to, for example, difficulty of access, and/or the need for planned shutdowns etc. Some work has been undertaken planning for the balance of the asset assessments but this has been delayed until after the busy summer water demand period. Covid is now also having an impact on access to the WTPs. There is a risk that the remaining WTP assets may not be able to be complete by the end of the stimulus funding period. The reservoir conditions are generally average from a structural perspective - there are however contamination vulnerabilities that need to be addressed and these are being placed in the forward works programme as a matter of priority. There remain challenges in accessing the potable water pressure mains for assessment for a number of reasons and alternative technologies (ePulse testing and coupon sampling) are being progressed as workarounds. The SWDC VHCA pressure pipelines are expected to be a challenge to complete assessments by June 2022 and whatever works remain uncompleted at this point will be put into the forward works programme however future assessments will be constrained by historically limited opex budgets. Plans are underway to assess the condition of the leaking water pipe crossing the Tauherenikau River during its repair. There have been two recent breaks in the Boar Bush reservoir outlet main and this confirms the desktop study condition 5 (very poor rating).	🟢	🟢	🟡	🟢	🟡	🟡
3. Maintenance	The council's budget for Stimulus-funded Maintenance has been increased by \$1m. Accordingly, eligible costs from October 21-March 22 are being booked against this workstream.	🟢	🟢	🟢	🟢	🟡	🟡
4. Asset management systems and processes and 5. Data and technology systems	The Business Improvement Programme has harmonised its initiatives into four core streams; Asset Management, Ready for Regulation, Data & Digital and Other (for anything that does not fit under the former). • Asset Management Stream: The team has completed the detailed design and prepared an accelerated build plan to deliver asset register functions by end of FY. MADMax project team has commenced the platform design and data collection tasks in conjunction with the WWL SME team and is ready to commence the build phase. • Ready for Regulation & Risk/Assurance Stream: Director of Regulation (with support from PWC) is overseeing planning for WWL's compliance with Taumata Arowai requirements, including development of source water risk management plans. This stream will also monitor the Backflow and WTP SOPs as they are direct interfaces into the regulatory readiness plan. • Data & Digital Stream: The Data & Digital stream has prioritised two streams of work in their roadmap: Cyber capability and Data and Analytics to address the critical risks in the Data and Digital domain. Cyber vulnerability assessments have been completed and work is underway on the immediate actions required to reduce the chance of successful cyber attack. A decision risk appetite for cyber is required to determine future investment levels noting that the vulnerability assessment work has given clarity on current risk levels and investment required to change them. In the data and analytics space the focus is on ensuring quality data for decision making, starting with addressing gaps in required data and ensuring core data management practices are in place. • Other: we are making improvements to our project management systems, reviewing our digital technology strategy and principles, and investigating carbon reduction scenarios.	🟢	🟢	🟡	🟡	🟡	🟡
6. Leakage management	6.3 Proof-of-concept trial for smart household water meters to identify network or private leaks: Wellington Water are working their way around the streets of Greytown to install 250 smart meters by the end of this month (April). The trial will assess the ways in which smart water metering technology can help residents better manage their water usage and assist in detecting potential water leaks at private properties.	🟢	🟡	🟢	🟢	🟡	🟡
7. Water safety priorities	7.1 Reservoir Repairs – no reservoir roof maintenance is planned in SWDC 7.2 Reservoir cleaning: we have purchased a remote-operated cleaning drone and mobile clarifier, and it is in use. Significant savings of time, cost and water loss are already evident. Project is complete. 7.3 Real time monitoring: All 15 sensors have now arrived. The installation will start in the first week of April and expected to be completed within the next quarter 7.4 Audit Programme. Programme is continuing largely on an opportunity basis with the assistance of head office NMG staff where possible. There are limitations around access to plants/operators due COVID protocols, actual cases and their operational workloads. An audit of general environmental management is nearing completion and report drafted. Investigations, largely remotely, are separately underway into the Boar Bush and Newlands boil water incidents. The timeframe for the programme is extended, as per funding extension, to June 2022 to enable the programme to be completed. Process Writing. The majority of documentation (SOP, CCP) for the South Wairarapa has been drafted and supplied. The programme is however similarly affected as per the audit programme issues. Several visits have however been able to be undertaken, in liaison with NMG head office staff, whilst minimising disruption. Video training material has been hampered due COVID protocols and operational priorities. The work is unable to be completed in the way originally intended and some innovative approaches being are being investigated and undertaken. Lutra is able to provide some backup support for the operators in the case of COVID operator absence and some of the work is being undertaken in that light to increase familiarity, encompassing basic critical tasks. The same funding extension to end of June applies however it is anticipated that the work be completed by end of April, noting the ongoing risk posed by COVID disruption. 7.5 Chlorine Trailer – The trailer has been manufactured 7.6 Bypass study – the draft report has been completed and it is currently under review by WW senior engineer. 7.7 Chlorine analyser for the Pirinoa WTP: work is complete to design and deliver a chlorine analyser	🟢	🟢	🟢	🟢	🟢	🟢
8. Capital projects	Boar Bush reservoir: The design of the decommissioning of the contact tank and reconfiguration of the pipework is complete, and physical works are underway.	🟢	🟡	🟢	🟡	🟡	🟢
9. Regional Water Reform Project aka Preparation for reform (Note: this is led by councils, not by WWL)	Review and analysis of information from DIA has been a major focus, along with trying to align with other councils in the Entity C area to support consistent information. Collateral has been developed to help explain the reforms process, key issues and potential next steps including workshop packs, public information and sections of council reports. Numerous meetings have been held with Wellington region councils, councils across the entity C area, LGNZ and DIA. The Project Director has also briefed the CE and Mayoral Forums along with the WWL committee. The Project has continued to build relationships with DIA and the water reform leads from other regions. An ongoing challenge has been to get clarity of information from DIA on the timeframes and process for the reforms to inform resource planning within councils. One area of focus has been working with councils and WWL on the data and digital request to ensure that this is understood, resourced and coordinated. A draft work programme has been developed to inform council work planning and resourcing. The process is now underway to resource this plan and confirm details of tasks with DIA. This includes clarity of the scope, timing and resource implications of the various data requests as well as funding support available for councils. Further funding will be required from DIA to support transition work over the next 2 years. Based on the forward work programme, the focus will be on two workstreams. Policy - review and input into: • Public information on Bill / reforms • Select Committee process • Further legislation • Economic regulation policy and legislation Transition and programme coordination: • Due diligence and data collection processes • Transition planning for WWL • Engagement with DIA, the National Transition Unit and the proposed working groups • Iwi / Māori engagement • Wider engagement across entity C • Support for better off funding request processes • Workforce engagement and change process for the WSE	🟢	🟢	🟢	🟢	🟢	🟢

Appendix 2 – Wellington Water Ltd's April 2022 SWDC CAPEX Programme Update

Executive summary:

The programme remains on track to spend the full year budget as construction sites continue working on closing out remaining defects in the final quarter. To see the next financial year is set up for success, efforts have shifted in ensuring key construction projects have achieved contract award in this final quarter. Covid-19 remains a programme level issue, slowing construction delivery timelines and supplier materials cost escalations.

Monthly updates of significance:

Construction Completed:

- No construction sites were completed in the month of April.

Construction Underway:

- Greytown Papawai Rd pipeline upgrade (wastewater). Closing out reinstatement defects.
- Featherston Waiohine WTP treated water reservoir (water). The project team continue to work to close out remaining items post-commission.

Contracts Awarded:

- No contracts were awarded in the month of April.

In Procurement:

- Greytown Memorial Park WTP upgrades (water). Contract award documents are being finalised. Site possession and contractor mobilisation current forecast for Q1 FY22-23.
- Featherston Donald St pump station renewal (wastewater). Request for tender has been issued, and contract award remains currently forecast for Q4. Construction start date is dependent on funding availability within the LTP.

Design Development:

- Featherston Waiohine WTP pH dosing system upgrade (water). Optioneering and recommendation has been finalised. Design activities and contract award remains forecast for Financial Year 22-23.

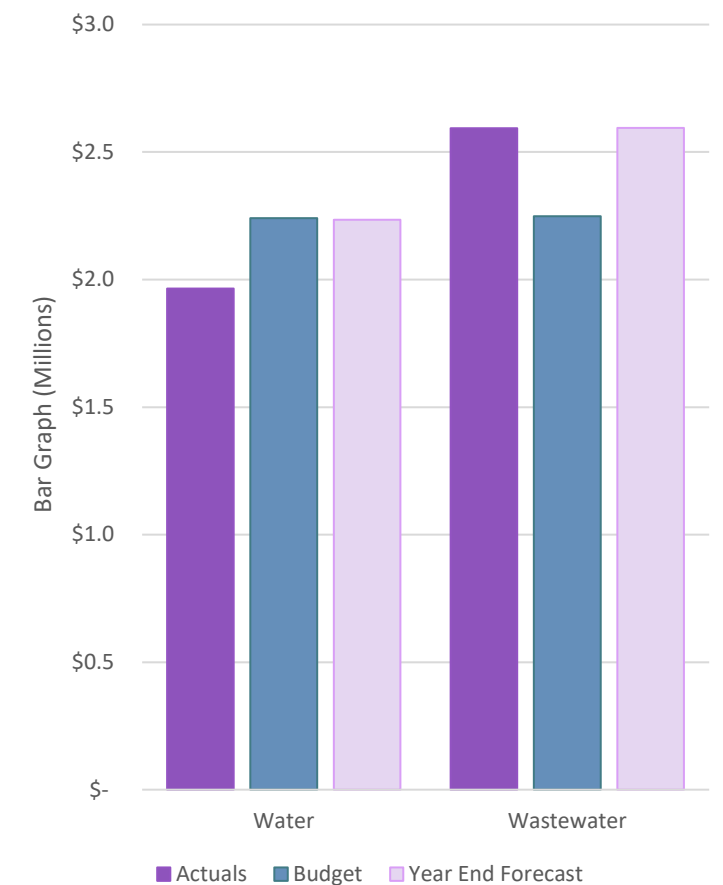
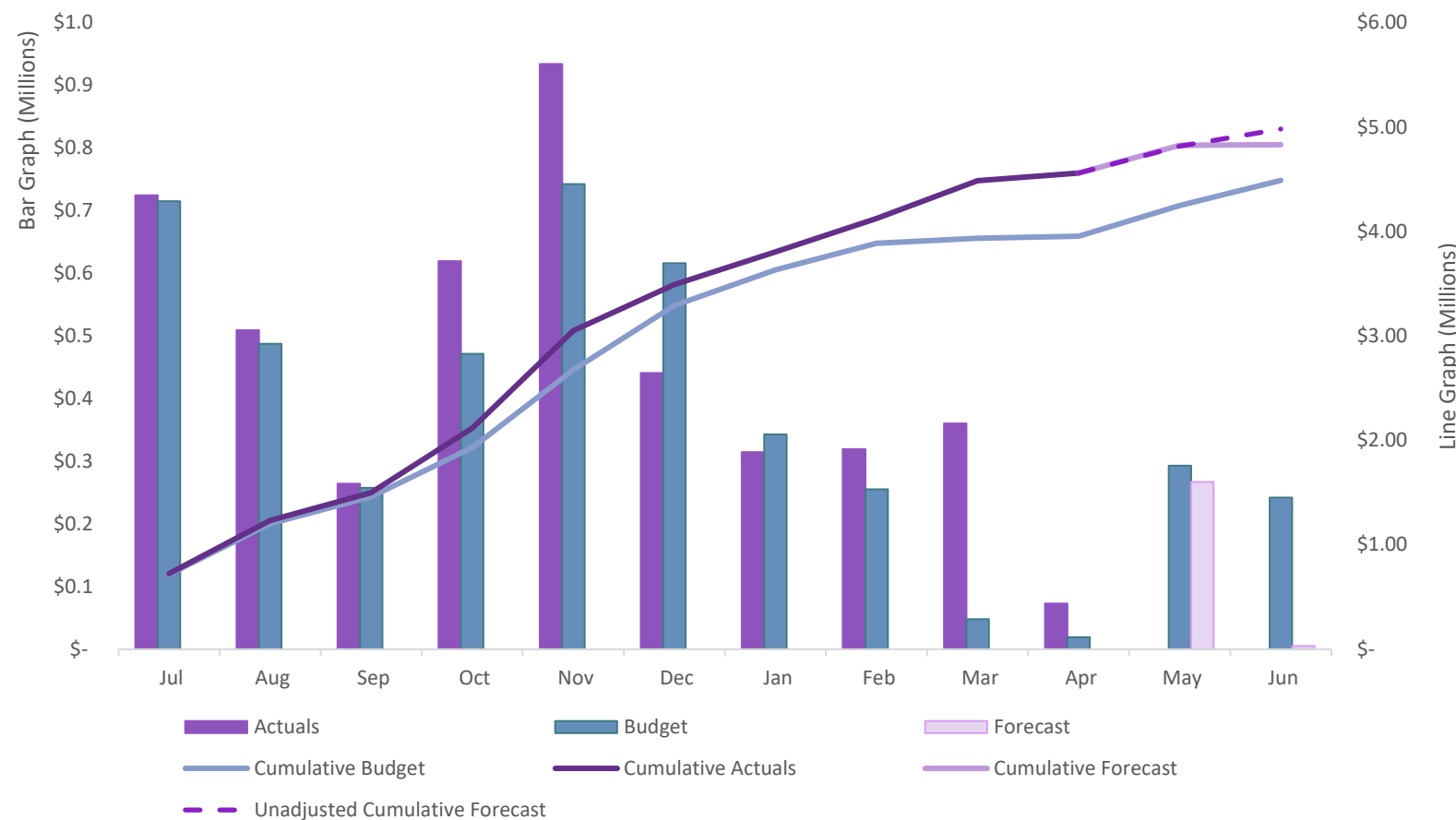
Top Risks and Issues :

Risk Description	Mitigation / comments
Long lead items and materials can could delays in construction starting for key SWDC construction projects	The Memorial Park WTP upgrade project WTP upgrade project has been procuring the fabricated container plant in FY 21-22 to ensure no delays for construction FY 22-23. Need to prioritise contract award such that construction start forecast remains for Q1 FY 22-23.
A risk of additional programme costs due to weather events and unbudgeted capital projects.	A number of events have occurred requiring a response for unbudgeted investment. The current programme has looked to accommodate these costs within the existing annual budgets. Wellington Water to provide visibility on monthly dashboards for any potential programme overspends.
Donald Street pump station has been identified in very poor condition. This may result in pump failure requiring a temporary generator and pump system whilst an urgent renewal is undertaken	Progress continues on ensuring an efficient delivery of the capex renewal project. The WWL Operations Delivery team are aware of the current condition of the pump station and have documented a response plan in case of failure. Renewal construction is forecast for summer 2022-23 pending funding availability in the long-term plan.
Issue Description	Mitigation / Comments
A large number of additional scope items have been identified whilst delivering the Waiohine TWR commissioning project. This has caused delays in project delivery and additional funding has been required to overcome some of these challenges	Additional scope items have been documented separately from the commissioning project and will be drawn up into a separate project management plan for future delivery and investment approval. Work continues on closing out the remaining operational items for the TWR however remains challenging due to the hybrid of old and new infrastructure.
Ongoing reinstatement issues along Pah Rd, Papawai	The asphalt reinstatement in some areas has experienced slumping following two large rain events. These areas have been repaired by the contractor however one area remains a concern and may be related to groundwater movements. Discussions have been held with the SWDC Roding Team to agree on how best to rectify this issue.

Covid Risks and Issues

Risk Description	Mitigation / comments
Risk that the panel consultants make people redundant or reduce their working hours in response to a reduced workload across the full construction industry, reducing their ability to resource WWL projects (particularly in areas like geotechnical engineering and surveying).	We reviewed workload with the consultant panel. This risk has not materialised under the current outbreak. <i>This risk will be removed from next month's report.</i>
Strain on Wellington Water Customer Operations Group and Network Management Group resourcing due to people being unwell or isolating. This could impact their ability to support the capital programme. There is also a risk that the capital programme contractor resources may need to be redeployed to support operations.	We will plan for these scenarios and monitor the situation. This risk has not materialised under the current outbreak. <i>This risk will be removed from next month's report.</i>
Issue Description	Mitigation / Comments
Impact of community transmission of COVID on delivery of the programme, due to people being unwell and unable to work, or requiring to isolate. The case numbers for Omicron in New Zealand appear to have peaked during March, and the number on new daily cases is now reducing. In the month of March, we had up to 30% of the construction workforce isolating with COVID and a number of sites were closed as a result of this. As of December 2, 2021, New Zealand has moved to the COVID Traffic Light settings for all of New Zealand. This represents a change in approach from an elimination approach to a suppression approach. The whole of New Zealand moved to the RED Traffic Light Setting at 11:59 on 23 January 2022, following 9 Omicron cases confirmed in Nelson/Marlborough Region. Through February we saw an increase in community transmission, with the number of new daily reported cases rising to 14,633 on the 28th February 2022. We will all need to adapt to the new approaches, controls and impact of COVID-19. This is likely to continue to be disruptive to programme delivery for a number of months, as well as to people's lives as we become accustomed to our 'new normal'. Note that the government may need to use localised lockdowns as well as the traffic light system going forward.	Rapid Antigen Testing is now being widely used as a control for detecting COVID-19 in the workforces. Our contractors and consultants have applied for the Critical Worker Exemption. WWL will continue to assess the COVID-19 risk and implement the COVID-19 controls as appropriate to manage the risk. We are communicating with our supply chain whanau around expectations and approaches. From a construction perspective: we are following industry guidance, the CHASNZ protocols, and are encouraging people to get vaccinated, our construction panel members have all shared their COVID policies with us in a paper that was presented to the WWL Board. From a continuation of office-based activities perspective: The WWL main office is now open, however people attending the office must have returned a negative Rapid Antigen Test within 48 hours of coming to the office. We have the technology and processes we need to work from home as required for head office staff.
In August, the whole of New Zealand went into Alert Level 4 Lockdown, causing all of our Wellington Water planned works construction sites to close. This has reduced productivity and carries associated costs with responding appropriately to the health and safety risk.	The whole of New Zealand moved to the RED Traffic Light Setting at 11:59 on 23 January 2022. The Wellington Region had previously been at ORANGE since the 2nd December 2021. Our protocols are aligned to government requirements and the Construction Health and Safety New Zealand (CHASNZ) protocols.
Escalating materials costs associated with the impact of the global pandemic on the global supply chain. We are receiving frequent notifications from our key suppliers about increases in materials costs.	We are working with our contractors and consultants on strategies to isolate material costs within our cost schedules, and to identify items which can be purchased early on projects. We are developing a contract specifically for early procurement of materials which should be ready for use in Q3.
Limited availability of some materials as a result of the impact of COVID-19 on the global supply chain, including extended lead times due to slowed global transportation and delay through ports.	We are working with our contractors and consultants to identify materials where there could be issues with supply and where possible we are purchasing them early. We have developed a contract specifically for early procurement of materials which is now in use.
Closed borders have meant limited access to overseas labour market for recruitment, both for our supply chain and Wellington Water. This has had a particularly significant impact on the consultants where we have seen slow delivery of projects and a lack of experienced project managers.	On the 3rd of February 2022, the government have announced a schedule for re-opening the international borders progressively over 2022. Following the deliverability capability and capacity review that was carried out our consultant panel members will be putting together growth plans and strategies for how they can resource a growing programme in the current climate. We are looking at how we can make our delivery processes more efficient to reduce the burden on the consultants without increasing programme risk.

Total Programme spend by month



Programme Lead indicators: preparation for this financial year

21/22 Construction Projects - Design Complete				
Baseline Target (YTD)	Achieved	% complete	Change from last month	status
2	2	100%	50%	🟢

Within 3 months of baseline construction start date

21/22 Construction Projects - Contracts Awarded				
Baseline Target (YTD)	Achieved	% complete	Change from last month	status
2	1	50%	0%	🔴

Passed baseline start date

ROADING AND AMENITIES OFFICERS' REPORT

This report was presented to the Assets and Services Committee on 1 June 2022.

9. Group Manager Commentary

In roading, COVID continues to interrupt delivery with some critical roles affected by the virus. Vacancies in the Ruamahanga team structure are also having an impact. Sea swells have damaged several portions of the Cape Palliser Road and contractors are making every effort to keep the road open and prevent any further erosion.

The amenities team has delivered the Hau Ariki Marae project on budget. A date for an official opening is to be advised. Solid progress has also been made on the construction of the Tauherenikau Bridge.

We are pleased to include for the first time a section updating the Committee on community development activity. I note also South Wairarapa District Council has been invited to participate in the Welcoming Communities Programme.

10. SWDC Roading Report

10.1 Supply Implications

Supply and delivery implications are not only impacted by Covid but also the growth in the construction sector. The growth is creating a demand in competition for all products driving supply chain delays and increased costs, there is no sign that this demand for products is going to abate.

Covid 19 absenteeism is also impacting on delivery outputs and cashflow delays.

10.2 Hinekura Rd

Works have progressed over the last 2 months to the stage where the site is now prepared for GWRC to do the pole planting commencing over the next few months as initially programmed. Ongoing monitoring is happening.

11. Outputs

The report covers the period of works completed up to the end of April 2022, being 83% of the 2021/2022 financial year. The percentages shown below are based on works completed to date on Waka Kotahi financially assisted annual budget. Works in several maintenance categories are seasonal so the spend will reflect this variance. A brief commentary describing key achievements during April 2022 noting key completed works are noted under each work category below.

11.1 OPEX

- Sealed Road Pavement Maintenance spend is 84% on Local Roads and 100% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
196.037km of sealed roads inspected and faults loaded into RAMM.
10 sealed potholes were identified.
470.6m of edgebreak repaired.
- Unsealed Road Pavement Maintenance spend is 86% on Local Roads and 118% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
79.796 km of unsealed roads inspected, and faults loaded into RAMM.
47.286km of unsealed roads graded.
- Drainage Maintenance spend is 75% on Local Roads and 166% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
98 culverts were inspected.
43.891km of streets mechanically swept.
30.57 km of rural roadside drains cleaned.
- Structural Maintenance spend is 106% on Local Roads and 14% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
10 bridges were inspected.
Rip Rap rock is currently being delivered to Cape Palliser Road for strengthening of existing rock revetments.
- Environmental Maintenance spend is 83% on Local Roads and 75% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
28.44 km of high trimming vegetation was cut.
- Minor Events spend is 263% on Local Roads and 267% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
Expenditure is due to response to weather events in the year to date. If further budget is required, it will be reallocated from other Maintenance cost codes.
An additional funding request has been Made to Waka Kotahi under emergency works and has yet to be approved.
- Traffic Services spend is 38% on Local Roads and 45% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.

Annual remark of roadmaking has been completed and invoice has yet to be received.

- Cycle Path Maintenance spend is 5% on Local Roads in relation to Waka Kotahi annual budgets allocation.
Spaying and mowing adjacent to the Western Lake Road Cycle path have been completed from Environmental Maintenance budget.

- Footpath Maintenance spend is 125% on Local Roads in relation to Waka Kotahi annual budgets allocation.
Works have been completed allowing focus to shift to renewals in the new year.
- Rail Level Crossing Warning Device Maintenance spend is 131% on Local Roads in relation to Waka Kotahi annual budgets allocation.
Direct cost from KiwiRail. Over budget due to lightning strike at Woodside lights
- Network and asset management spend is 82% on Local Roads and 89% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
4 traffic counters were installed and count data added to RAMM.
General and Engineers Bridge inspection have been completed by WSP consultants and reports are being developed

11.2 CAPEX

- Unsealed Road Metaling spend is 35% on Local Roads and 121% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
Aggregate has been ordered and crushed to be applied during Autumn and early winter. Manufacture and supply of this material is impacted by resource supply from the rivers.
- Sealed Road Resurfacing spend is 100% on Local Roads and 82% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
Works will be completed by early February and design is impacted by the short supply of various grades of sealing chip.
Special Purpose Road resealing is complete with remarking of the road marking costs yet to be received.
- Drainage Renewals spend is 63% on Local Roads and 121% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
A portion of Watt Street from Churchill Cres to Harrison Street in Featherston will have Kerb and Channel installed as part of renewals.
- Pavement Rehabilitation spend is 94% on Local Roads in relation to Waka Kotahi annual budgets allocation.
Western Lake Road sites have been completed and outputs have been reduced due to budget constraints
- Traffic Service spend is 98% on Local Roads and 19% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- Footpath Renewals spend is 73% on Local Roads in relation to Waka Kotahi annual budgets allocation.

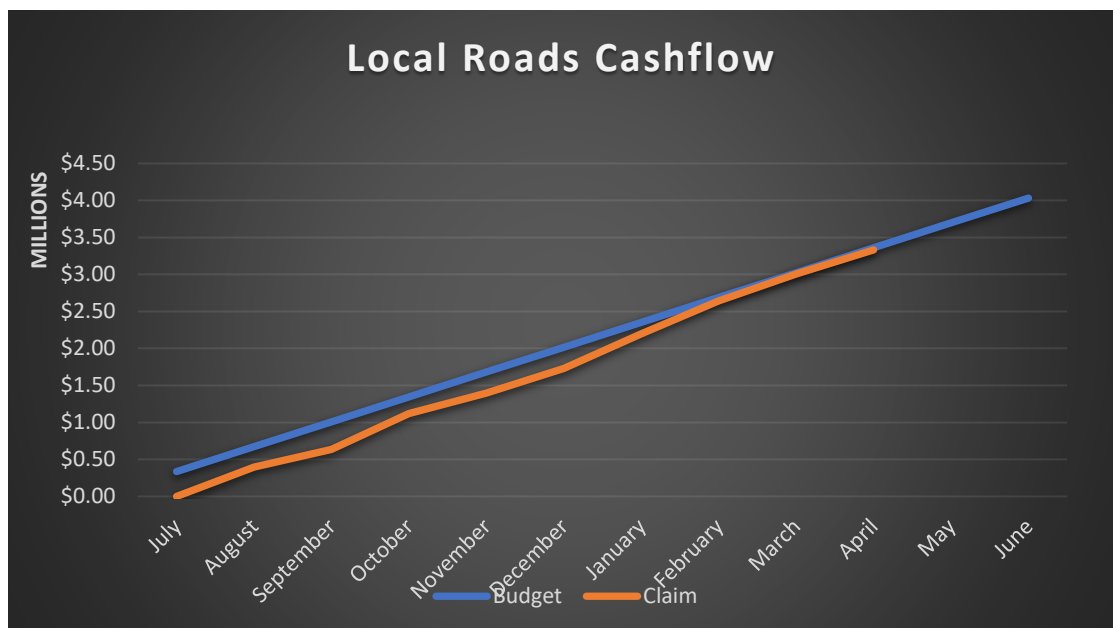
Fox, Revans and Bell Streets in Featherston concrete renewals have been completed and Revan Street from Railway line to Royal Hotel is outstanding which will be asphalt.

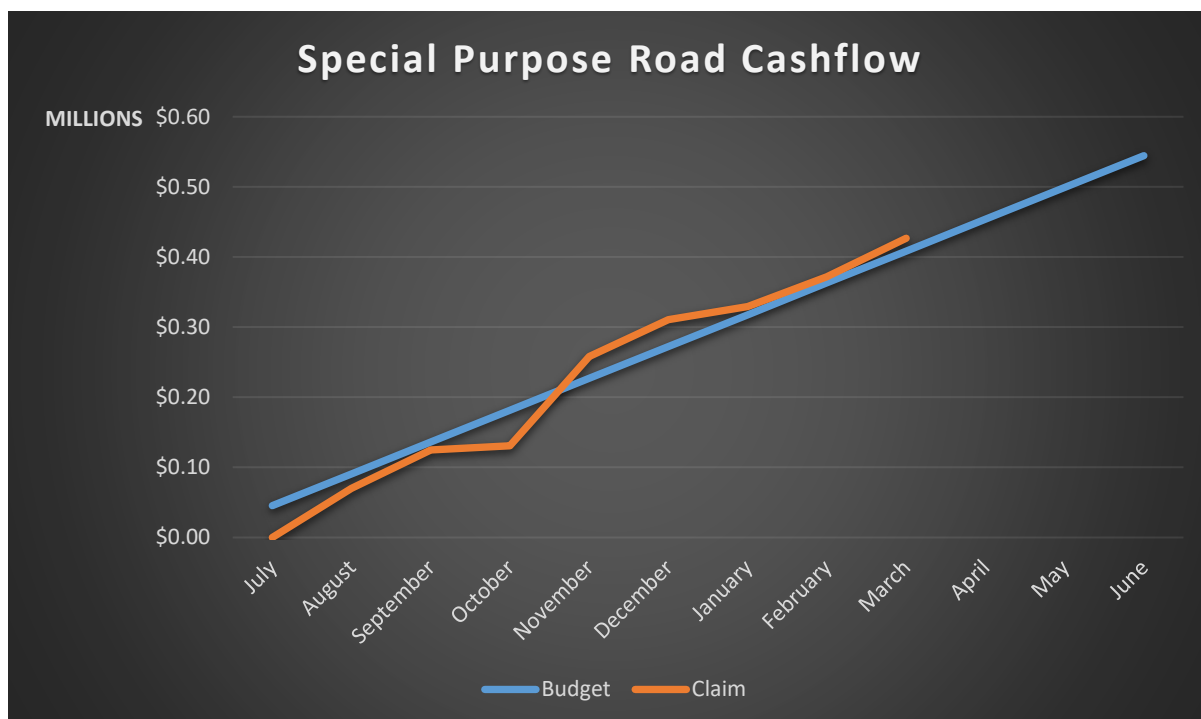
11.3 Footpath and Kerb and Channel extensions

Works have commenced in Greytown along Wood and Massey Streets with positive feedback from local residents. The Wood Street extension provides connectivity to the Hewson Lane development and safe walking access to a Bus Stop. Massey street provides connectivity between McMaster and Jellicoe Street and walking access to a bus stop on Massey Street, also the opportunity was taken to narrow an over width street to current design standards.

Works underway to extend footpaths and kerb and channel in Wallace Street Featherston and Regent Street Martinborough.

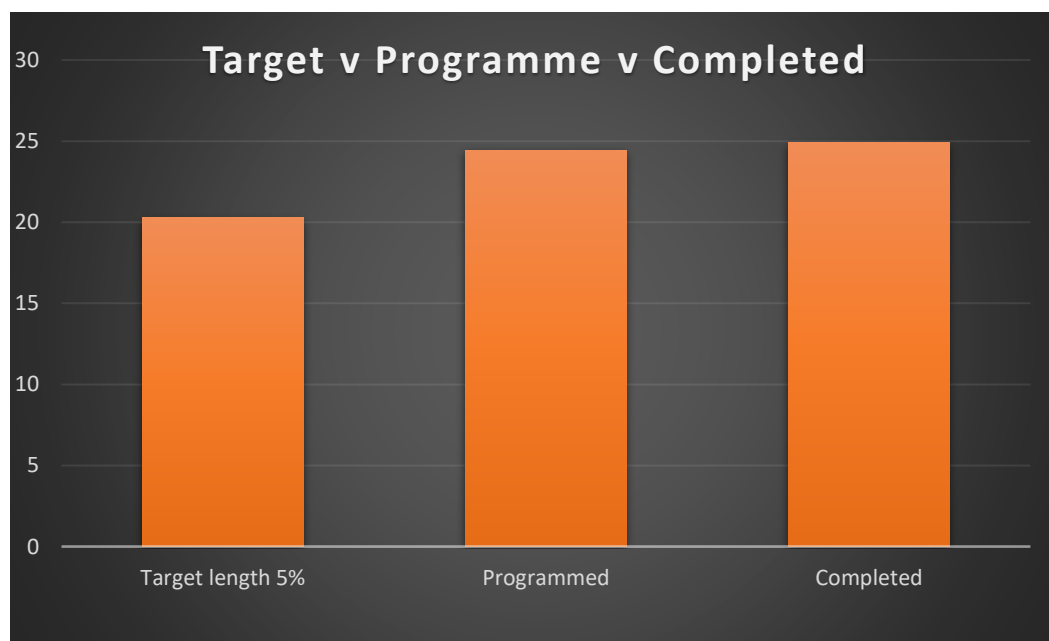
11.4 Tracking summary of OPEX and CAPEX to January 31, 2022



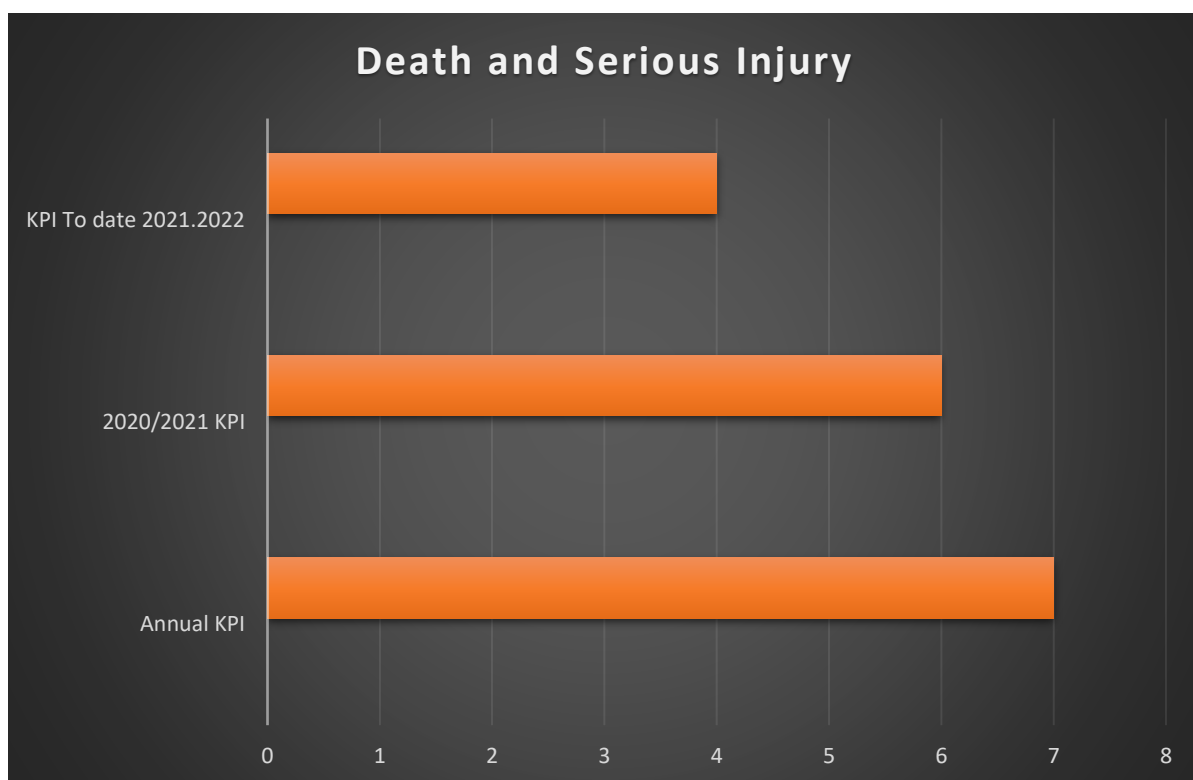


11.5 Key Performance Indicators (Year to date reporting)

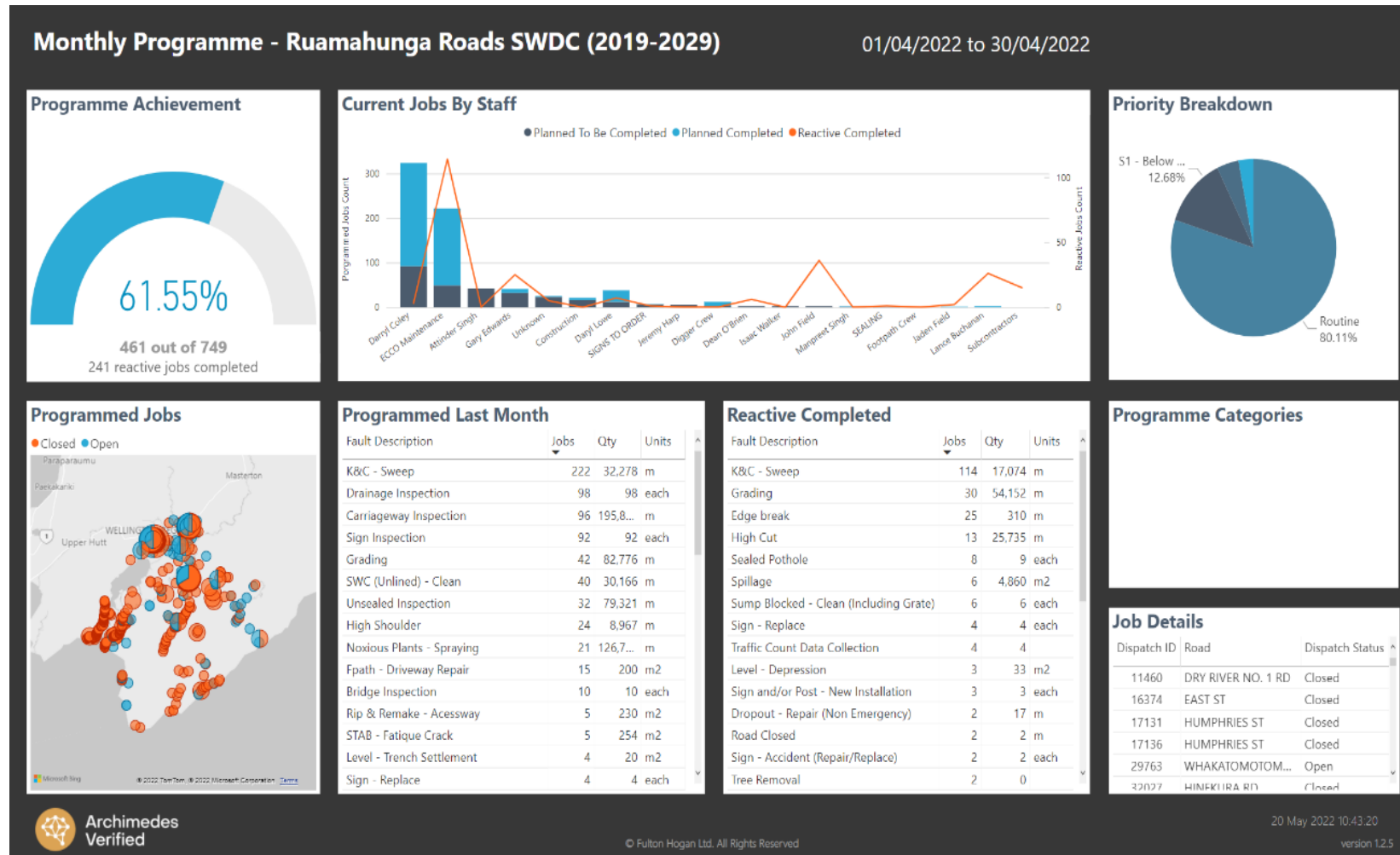
- 5% of sealed roads are resealed each year subject to availability of NZTA subsidy.
- Length of sealed network 405.7 km 5% equates to 20.3 km. 24.89 km complete.



- Change in number of fatalities and serious injury crashes on the local road network from previous year. Performance target is < 7.
- The data below has been extracted for Waka Kotahi Crash Analysis System. Generally, there a time lag from the accident to data being uploaded to the system.



11.6 Achievement Dashboard



12. Amenities

12.1 Housing for Seniors

We have three tenants transferring to more convenient units and two new tenants coming on board. These movements give us the opportunity to maintain and upgrade units to a high standard.

12.2 Pain Farm and Cottage

Both properties are well maintained by the occupants. The grounds are cared for by our contractor and are in good order. Minor electrical work was carried out at the cottage this month. A Pain Farm report has been distributed to the Martinborough Community Board and this report will be completed annually.

12.3 Property

100 Fenwicks Line went to market on the 14 of March 2022 with Property Brokers, tenders close 20 of April 2022. We have a conditional contract on the property with unconditional date of the 2nd of June.

12.4 SWDC Playgrounds

Martinborough Playground has the 2006 Climbing frame closed due to wear and tear. New climbing has arrived and organising to install the unit, which is very heavy.



Figure 1. New donated seat installed in Martinborough Playground



Figure 2. Greytown Playground seesaw replacement

12.5 Parks and Reserves

- Activity has been ongoing in maintaining our parks and reserves.
- Due to supply issues waiting 6 weeks for concrete and material not much to report.

- The new Greytown recycling pod has arrived and concrete pad installed. Will be in place this week, the third dog bin has been installed at Arnolds Walkway. These items were supplied by the Greytown Community Board.
- There has been a lot of vandalism happening on our reserves particularly with motor vehicles, NZ Police have been contacted.

12.6 Other Projects:

- **Hau Ariki Marae** is 100% completed, with the official opening to be organised.
- **Tauherenikau bridge** project is in progress with trails and carpark installed up to where the landings begin. Bridge is nearly completed.



Figure 3. Tauherenikau bridge

- **Wheels Park Greytown**, awaiting approved application to place tender onto GETS. Documents ready.
- **Carkeek Observatory**, in discussions with Heritage NZ on a way forward. Meeting to be set up by Heritage NZ on site to decide the first steps in securing the remaining structure under shelter. Awaiting their response.
- **Greytown pavilion upgrade**, Current meeting with sports clubs with draft design and working thru closing of the pavilion while new build begins, looking at March 2023 but a lot of pre work beforehand.
- **Featherston Skatepark**, Work has been delayed due to construction staff hit hard by Omicron. Looking at work starting shortly. Resene have donated a lot of paint for the community to be involved.

12.7 Cemeteries:

Cemetery Activity and Burials for April are as follows:

12.7.1. *Purchases (Reserved) of burial plots/niches 1/4/2022 30/4/2022.*

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

12.7.2. *Ashes interments/burials 31/11/2021 to 26/01/2022*

	Greytown	Featherston	Martinborough
Burial	2	2	
Ashes in-ground		1	
Ashes wall		1	
Services Area			
Disinterment			
Total	2	4	

12.8 Swimming Pools

Swimming Pools are closed to the public until November which provides the opportunity for repairs and maintenance to be carried out.

12.9 Waste Management

12.9.1. *Transfer Stations*

Council Wheelie Bins recycling collections are going well. We are processing 100% of the recycling locally.

12.9.2. *Kerbside Contamination*

Contamination levels are getting better, but we need still to do some general education around what is not ok to put in Recycling Wheelie Bins. Information stickers are improving the overall contamination.

13. Community Development

13.1 Wairarapa Rangatahi Strategy

Over the past month, the Wairarapa Rangatahi Strategy (WRS) project team across the three councils have met to finalise stakeholder information, secure venues for workshops and to discuss workshop formats and the communication plan, as led by MDC Policy team. Initial comms on the WRS is being shared in local papers in May and June.

13.2 Youth Week

Youth Week 2022 took place between 7th -15th May. The theme for Youth Week 2022 is "Our voices matter, we deserve to be heard." Youth Week aims to amplify young

people’s valuable contributions to their communities by supporting them to design, deliver and evaluate all aspects of the week. Youth Week also recognises the youth workers, youth service providers and others working with and for young people.

As part of Youth Week 2022, we supported South Wairarapa youth representatives to work alongside with the Masterton and Carterton Youth Councils to design and deliver local Youth Week initiatives. A series of events and online competitions were held to encourage local youth to share their opinions on issues and solutions facing rangatahi in the Wairarapa, with information and engagement opportunities provided via schools, colleges, social media, libraries and sausage sizzles. Three ‘3 for a FREE Sausie’ events were run in the Wairarapa as part of Youth Week; in Martinborough, Masterton and Featherston, supported by staff from SWDC, CDC and MDC.



Figure 4. Youth supporting “3 for a Free Sausie” event in Featherston, 14 May 2022 (Photo by Tammy Merriman, CDC)

Information collected through the surveys and “Dreams for Wairarapa” boards will be taken into consideration in the Wairarapa Rangatahi Strategy Review.

13.3 Welcoming Communities Programme

The South Wairarapa District Council has been invited to participate in the Welcoming Communities Programme.

The MBIE’s Welcoming Communities Programme aims to coordinate, develop and deliver opportunities and initiatives that create a thriving region and inclusive communities. Our participation was supported by ELT and included initial informal engagement with the Māori Standing Committee chairperson and a selection of key community stakeholders who have been active in the welcoming of newcomers to our communities.

Next steps will include:

- Reviewing and signing a funding agreement between the Ministry of Business, Innovation and Employment and the Council. This relates to seed funding which is a contribution to salary costs for a dedicated Welcoming Communities coordinator.
- Signing a Statement of Commitment.
- Announcing South Wairarapa District Council's membership of Welcoming Communities. INZ will also acknowledge your participation in the programme on its website in July 2022. Alesano will tell you more about that when you catch up.
- Engaging the members of the Māori Standing Committee to identify opportunities for partnering on initiatives that reflect the local history, culture and tikanga of our southern mana whenua.
- Recruiting/appointing a dedicated Welcoming Communities coordinator.
- Meeting other members of the Welcoming Communities network.
- Starting the establishment tasks, such as setting up an advisory group and continuing to socialise the programme in the community.

13.4 Community Resilience

Community Development has been working together with and supporting a group of representatives from our towns, rural and coastal areas via an online zoom and e-mail community resilience communication network. The purpose of the network is to enable shared awareness of community resilience needs, and to support information and knowledge sharing around community resilience initiatives supporting community members as they isolate with Covid.

Community Development has facilitated hot desk office access for the new South Wairarapa Neighbourhood Support Coordinator to support shared outcomes for Community wellbeing and resilience and is currently supporting two community members who are looking to gauge and address the need for a Covid 19 Home Care Kit among our vulnerable and urgent need whānau and community members.

13.5 Matariki Celebrations

2022 is the first year of Aotearoa's new Matariki public holiday. To mark this significant occasion a range of groups, schools, marae, hapu, individuals and businesses in our communities have been working together coordinate a range of Matariki Events. Community Development has supported the Paetumokai Featherston Matariki Planning Group (PFMPG) with advice and provision of funding to develop resources that can be re-used year after year, supporting the community to celebrate Matariki and learn about Matariki, Maramataka and Te Ao Māori.

14. Appendices:

Appendix 1 – SWDC Operations Project Dashboard

Contact Officer: Stefan Corbett Group Manager, Partnership and Operations
Reviewed by: Harry Wilson, Chief Executive Officer

Appendix 1 – SWDC Operations Project Dashboard

SWDC Assets and Services Committee		Programme	Amenities			
Meeting	1/06/2022	Period	Apr-22			
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Insert Officer view on programme status and key indicator changes
Current Projects and service contracts						
City Care	950k					
Parks and Reserves						In constant discssion with City Care management. Omicron risk on delivery BN
Peace Garden, Featherston	35k					
Upgrade and install web-enabled information display with additional seating and planting						Completed awaiting formal date from Heritage NZ for opening BN
Earthcare	750k					
Refuse and recycling						Budget on target, Earthcare now under the umbrella od Smart Enviromental, Possible Omicron rish with availability of staff.Confident they will manage BN
CLM (Swimming pools)	245k					
All SWDC pools						Season closed very successful BN
SWDC Tree asset management	20k					
Develop a long term District wide programme for tree management						Into final stages of design, Public will be able to intergrate this with our web site also. BN
Featherston Stadium	50k					
Upgrade to kitchen, seating and ablutions						Awaiting on quotes from builders, Quotes starting to come in TD
Ngawi Community Hall	30k					
Upgrade septic system						Completed main installation prior to Xmas. Planting will be completed in April BN
Cemetery Data Project	70k	Mar-22				
Upgrade into Plot Box Management system						Working with Plot Box to stream line burials and ashes, Public will have access to site for information from the 6th of June 2022 KMc, TD
Tauherenikua Bridge	1.3k					
IRG funding						On Budget, Work on Bridge is in progress, 80% finished, working on signage BN
Pain Farm garage						
Repair damaged garage structure						Insurance qoutes recieved. MCB advised and repair date to be advised, Builders require engineering report for fixing roof structually TD
SWDC Lease review programme	tbc					
Complete review of leases						Working thru outstanding and new leases SC, BN
Hua Ariki Marae	435k					
IRG funding						99% completed consents approved. BN
Considine Park Lime Path	5k	Jan-22				
Lime path extension						Path in place but minor work still required BN
Wheels Park greytown	1.0k					
Park Cotter and Peirce street						Tender interest letters ready to go, awaiting acces to Government Tender site GETS. BN, MD
Greytown Pavilion	1.0k					
Upgrade						New Design completed, under action moving forward BN
Featherston Skate park refresh						
Featherston Skate park						Awating on Civil crew hit hard by Covid. Starting shortly BN
Leases						Working thru existing and new opportunities as they come in

Status key:

On track/achieving

Some concern

Off Track/Major concern

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

Bidwills Cutting RD Pedestrian Upgrade	\$266K	June 22				
Five Rivers Hospital development						June 2022 commencement

Reading Street Upgrade	May 21- Nov 22					
Upgrade Street, kerb and channel, carparking drainage as part of Resource Consent	↓			↓		Orchards Retirement Village upgrade Concerns over Estimates have been sent back to the consultant

Sealed Road Pavement Rehab	\$250K	March 22 - May 22				
Western Lake Rd Area Wide 2 sites	↓	↑			↑	Completed April 2022

Sealed Road Resurfacing Local Roads	\$700.0k	Oct 21 - Marc22				
Scheduled programme of works comprising 22kms of resurfacing on: BATTERSEA LINE BETHUNE ST BOAR BUSH GULLY RD DANIEL ST (MARTINBOROUGH) DRY RIVER NO. 1 RD DUBLIN ST LAKE FERRY RD MOERAKI RD MOORE ST NEW YORK ST OXFORD ST PRINCESS ST WARDS LINE WEST ST WESTERN LAKE RD WHITE ROCK RD MOROA ROAD PAPAWAI RD						Completed February 2022

Sealed Road ResurfacingCape Palliser Rd	\$100K	Oct 21 - Dec21				
Scheduled programme of works comprising 2.4kms						Sites Complete

FootPath Renewals	\$375K	Feb 22 - Jun 22				
Revans Street Featherston 2 sites , Fox Street Featherston,Bell Street Featherston		↑				Revans Bell and Fox Street completed Revans St remaining

Low Cost Low Risk Local Roads	\$345K	Jan 22 - Jun 22				
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Identified Projects as approved by Waka Kotahi: Flag lightat the following intersections Lake Ferry Rd/Kahutara Rd,Kahutara Rd/East est Acces Rd,Western Lake Rd/East West Access Rd. Seal widening Western Lake Road.Bidwills Cutting Road signage improvements. Cattle underpass contributions. Te Awaiti Rd stability investigations at the Gluepot						Western lake Rd widening has been completed, Terminal ends for Guardrails have been delivered but yet to be installed
Low Cost low Rick Special Purpose Rd	\$250K	Jan 22 - Jun 22				
Identified projects as approved by Waka Kotahi: Flag light at lake Ferry Rd Cape Palliser Rd intersection,Signage upgrade,Guard Rail installation,Bridge scour protection,Whatarangi Cliff resilience investigation,Rock revetment protection works,Johnson Hill slumpoing investigation and modelling,Ecoreef installation	↓				↓	Contractors to install bores are extremly busy and are committed elsewhere other options are being considered. Guardrails have been installed
Road to Zero	\$170K	Jan 22 - Jun 22				
Consult re speed review and impliment programme over 3 years		↓				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
Kerb and Channel footpath extensions	\$400K	Jan 22 - Jun 22				
LTP funding sites Massey Steet Greytown, Wood Street Greytown Wallace Street Featheerston Regent Street Matinborough						Wood Street and Massey St have commenced

SWDC Assets and Services Committee		Programme	Amenities			
Meeting	1/06/2022	Period	Apr-22			
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Insert Officer view on programme status and key indicator changes
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Earthcare		750k				
Refuse and recycling						Budget on target, Earthcare now under the umbrella od Smart Enviromental, Possible Omicron rish with availability of staff.Confident they will manage BN
CLM (Swimming pools)		245k				
All SWDC pools						Season closed very successful BN
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Develop a long term District wide programme for tree management						Into final stages of design, Public will be able to intergrate this with our web site also. BN
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Pain Farm garage						
Repair damaged garage structure						Insurance quotes recieved. MCB advised and repair date to be advised, Builders require engineering report for fixing roof structually TD
SWDC Lease review programme		tbc				
Complete review of leases						Working thru outstanding and new leases SC, BN
Hua Ariki Marae		435k				
IRG funding						99% completed consents approved. BN
Considine Park Lime Path		5k	Jan-22			
Lime path extension						Path in place but minor work still required BN
Wheels Park greytown		1.0k				
Park Cotter and Peirce street						Tender interest letters ready to go, awaiting acces to Government Tender site GETS. BN, MD
Greytown Pavilion		1.0k				
Upgrade						New Design completed, under action moving forward BN
Featherston Skate park refresh						
Featherston Skate park						Awating on Civil crew hit hard by Covid. Starting shortly BN
Leases						Working thru existing and new opportunities as they come in

Status key:

On track/achieving

Some concern

Off Track/Major concern

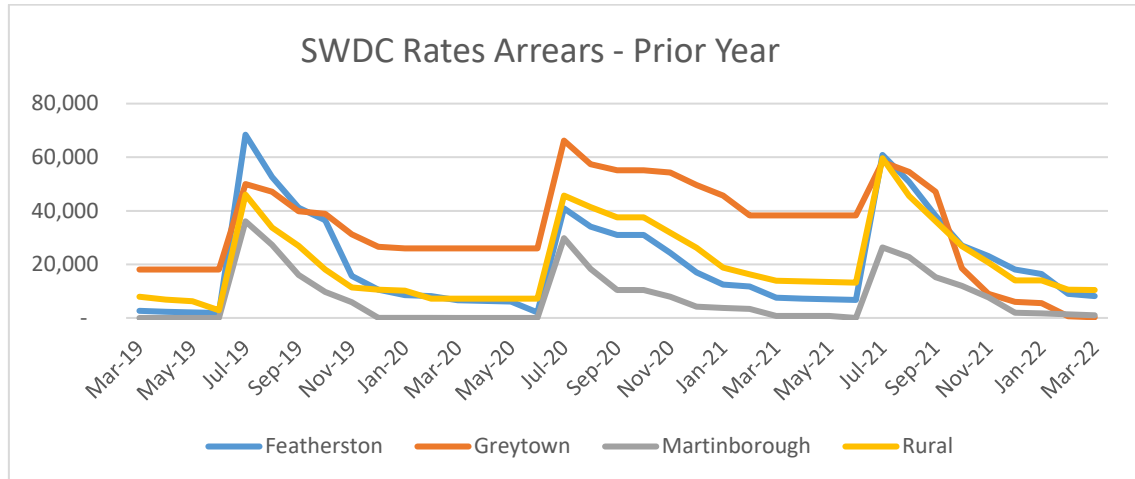
Rates Arrears

This report was presented to the Finance, Audit and Risk Committee on 11 May 22.

15. Rates Report

15.1 Rates Arrears

The rates arrears graphs below shows a decrease in amount of unpaid rates carried forward from the previous year (2020/21).



Prior year's arrears have decreased \$41 K (67%) from the same time last year. For March 2022 there was a total of just under \$20K arrears over 16 properties. This is made up as follows:

Row Labels	Sum of Arrears Total	Count of Key
FSTN URBAN	\$ 8,128.14	5
GTWN URBAN	\$ 235.30	1
MTNB URBAN	\$ 972.66	1
RURAL	\$ 10,388.06	9
Grand Total	\$ 19,724.16	16

Row Labels	Sum of Arrears Total	Count of Key
LEGAL	\$ 16,904	8
REPYMT PLAN	\$ 2,690	4
UNDER \$150.00	\$ 130	4
Grand Total	\$ 19,724	16

Payment plans

There are currently 16 active payment plans, with 3 in the process of being added.

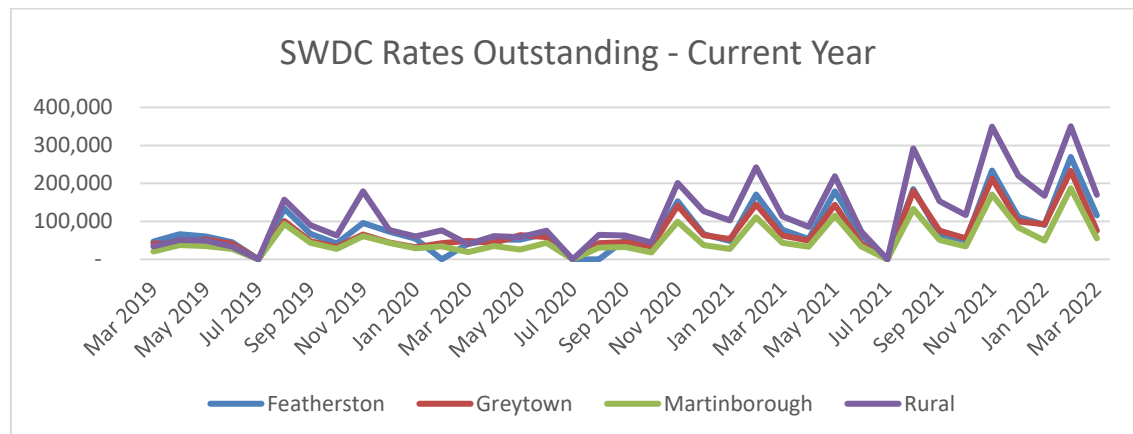
Direct debits

Of the 555 properties with current year overdue rates, 276 (50%) are under direct debit. Although rates under direct debit payment methods appear as overdue, this is a

timing issue rather than actual late payment. Direct debit overdues make up 14% of the \$417k of overdue rates, so 'true' amount of current year rates overdue is \$357k.

39% of the 7,193 rating units in South Wairarapa use direct debit for payments.

15.2 Current Year Overdue Rates

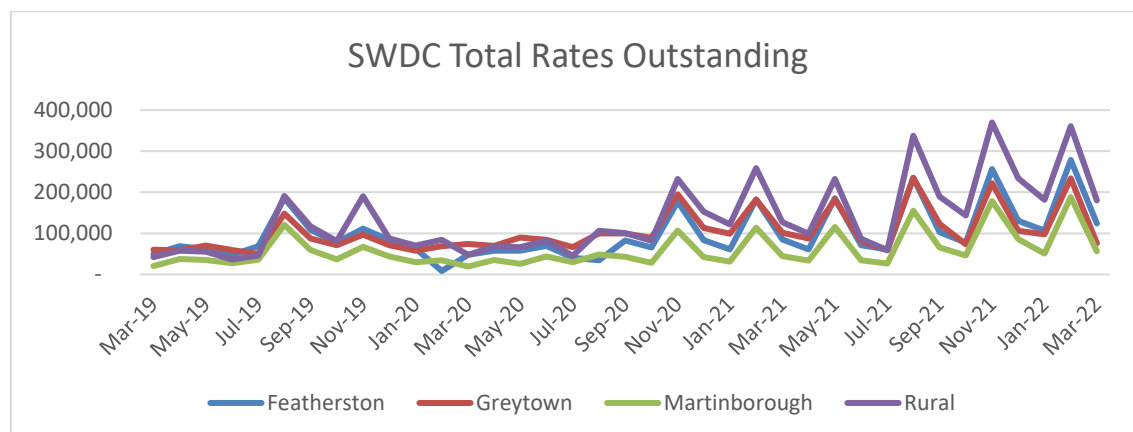


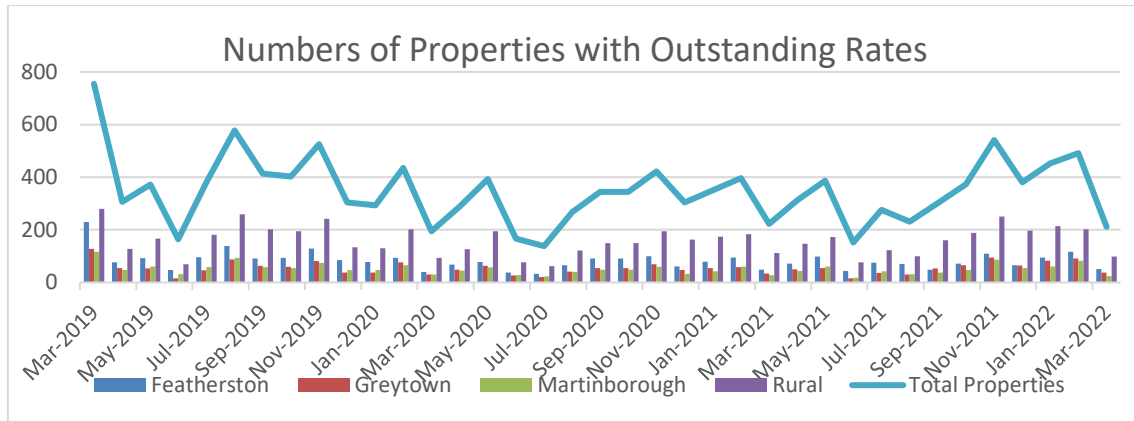
At the end of March 2022, the current years amount was \$417K (40%) higher than the same time last year. Of this, \$60K (14%) was due to timing of direct debits, so the true current year outstanding rates were \$357K.

15.3 Total Rates Outstanding (Arrears & Current Year Overdue combined)

Total rates outstanding have increased by \$78K (22%) from the same month last year.

Outstanding rates were \$436K in March 2022 compared to \$358K in March 2021.





The total number of properties with outstanding rates has decreased by 11 compared to March 2021.

Contact Officers: Charly Clarke, Finance Manager

Reviewed by: Harry Wilson, Chief Executive Officer

FEATHERSTON COMMUNITY BOARD

28 JUNE 2022

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 remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 20 June 22

Contact Officer: Kaitlyn Carmichael, Committee Advisor

Reviewed By: Amanda Bradley, General Manager, Policy & Governance

Appendix 1 – Action Items to 20 June 2022

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
83	25-Feb-20	Action	S Corbett	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.	Actioned	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. 24/9/21: To be picked up by Stefan Corbett, new Group Manager Partnerships and Operations, once he starts 27/9/21. 24/11/21: To be picked up in the New Year due to competing priorities. 23/03/22: Council officers are in dialogue with FCB and FBS about a prompt resolution to this longstanding issue. 13/06/22: Council is actively working with FBS and FCB on the reinstatement of the Welcome to Featherston signs and they are in the process of being reinstalled - action closed
197	17-May-22	Resolution	A Bradley	FCB RESOLVED (2022/19) to write a letter of support for the Covid-19 Home Care Kits on behalf of the Featherston Community Board. (Moved Bleakley/Seconded Cr Olds) Carried	Actioned	2/02/22: Letter sent on behalf of the board.
201	17-May-22	Action	S Corbett	To investigate the purchase of a storage container for use by organizations in the local community.	Open	19/05/22: The cost of a 20ft, weatherproof container (NZBox) is approximately \$8,000
203	17-May-22	Action	S Corbett	Request from officers, an update on the maintenance of the Western Lake Road Cycle Trail	Actioned	19/05/22: We have been working on the trail for the last three weeks - Sealed 250meters of it, cut back trees , sprayed all of the trail and looking at placing metal down until funding runs out. Only \$50,000 was placed in the long term plan which is clearly not enough, as the trail is 8kms long. Work on this is currently being undertaken with budget restrictions.
205	17-May-22	Action	H Wilson	Request a public meeting with Wellington water and Council to discuss the short- and long-term options and costs associated with the Featherston Wastewater Treatment Plant, prior to the next board meeting.	Open	13/06/22: Public meeting to be held on 20 June 22 on the FWTP.
207	17-May-22	Action	S Corbett	Request from Council a verbal report on the significance of the two Cherry Trees located at the Cenotaph in Featherston.	Open	17/06/22: Council has no update on the significance of the two cherry trees, no records found
209	17-May-22	Action	S Corbett	Request from Council an update on the kerb cleaning process.	Open	

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 ending 31 March 2022.*
2. *Receive the Income and Expenditure Statement for the period ending 31 May 2022.*

1. Executive Summary

The Income and Expenditure Statement for the period ending 31 March 2022 is attached in Appendix 1, as it was not considered at the 17 May 2022 meeting.

The Income and Expenditure Statement for the period ending 31 May 2022 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 the period ending 31 March 2022.

Appendix 2 – Income and Expenditure Statement for the period ending 31 May 2022.

Contact Officer: Hayley McDonald, Assistant Accountant

Reviewed By: Tania Fine, Assistant Accountant

Appendix 1 – Income and Expenditure Report for the period ending 31 March 2022

Featherston Community Board

Income & Expenditure for the Period Ended 31 March 2022

Personnel & Operating Costs

Budget

Members' salaries	26,680.00
Mileage reimbursements	1,000.00
Operating expenses	7,000.00
Total Personnel & Operating Costs Budget 2021-2022	34,680.00

Expenses

Personnel Costs

Members' Salaries	20,313.19
Mileage reimbursements	-
Total Personnel Costs to 31 March 2022	9,415.14

Operating Expenses

Honorarium payment to student rep (\$50 per meeting)	50.00
27/08/2021 Local Government NZ Community board levy 2021/22	275.00
23/12/2021 Business Cards Jayson Tahinurua	64.00
Total Operating Expenses to 31 March 2022	389.00

Committed funds

Resolution date		Original commitment	Spent to date	Remaining commitment
	Members' Salaries	26,680.00	20,313.19	6,366.81
	Mileage reimbursements	1,000.00	-	1,000.00
				-
Total Commitments				7,366.81

TOTAL OPERATING EXPENSE BUDGET AVAILABLE*

7,322.46

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

Grants

Income

Annual Plan 2020-21 grant allocation	4,500.00
Total Income for 2021-2022	4,500.00

LESS: Grants paid out

10/08/2021	Featherston Organic Week		500.00
2/03/2022	Mulled Wine Concert	Mulled Wine Concert	500.00
2/03/2022	Kai Atawhai	Community Covid 19 response	500.00

Total Grants paid out to 31 March 2022	1,500.00
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LESS: Committed Funds

Resolution date			Original commitment	Spent to date	Remaining commitment
19/05/2020	Wairarapa Citizens Advice Bureau	Day to day running costs	350.00	-	350.00
19/05/2020	Wairarapa Maths Association	Annual maths competition 2019-20	300.00	400.00	(100.00)
19/05/2020	Wairarapa Maths Association	Annual maths competition 2021-22	300.00	-	300.00
30/06/2020	Featherston Menz Shed	3-month wireless broadband	117.00	101.74	15.26
30/11/2021	Featherston Library	Home Health Kit	300.00		300.00
22/02/2022	Featherston School	Wai-Wheels Fundraiser	229.00		229.00
22/02/2022	Kai Atahai Featherston	Support Covid-19 response team	500.00	500.00	-
22/02/2022	Mulled Wine Concert	Support Mulled Wine Concert Featherston	500.00	500.00	-
Total Commitments					1,094.26

PLUS: Balance Carried forward from previous year

2,823.06

TOTAL GRANTS FUNDS AVAILABLE

4,728.80

Featherston Community Board

Beautification Fund for the Period Ended 31 March 2022

Income

Annual Plan 2021-2022 allocation	11,000.00
Total Income 2021-2022	11,000.00

Beautification grants - operating

1/07/2021	Flexilight	Lighting for Oak Tree NearFell locomotive Museum, Info Centre and Town Centre	895.65
28/10/2021	Climb and Cut	Lighting for Oak tree NearFell locomotive Museum	650.00
28/02/2022	Sourness Development	Flagtrax repair Featherston	2,855.00
2/03/2022	Featherston Skate Park	Assist Painting	500.00
Total Beautification grants - operating to 31 March 2022			4,900.65

Beautification grants - capital

Total Beautification grants - capital to 31 March 2022	-
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LESS: Committed Funds

Commitment Details			Original commitment	Spent to date	Remaining commitment
Resolution date					
15/12/2020	OneSource Ltd	Two sets of 15 street flags	2,610.00	2,304.00	306.00
15/06/2021	Flexilight	Lighting for Oak Tree NearFell locomotive Museum, Info Centre and Town Centre	5,000.00	1,545.65	3,454.35
30/11/2021	Phil Workman	Matariki Signs	354.78		354.78
30/11/2021	Fitzherbert St	Flag Trax Repair Fitzherbert st	3,070.00	2,855.00	215.00
22/02/2022	Featherston Skate Park	Materials to paint skate park	500.00	500.00	-
Total Commitments					4,330.13

PLUS: Balance Carried forward from previous year **21,513.05**

TOTAL BEAUTIFICATION FUNDS AVAILABLE **23,282.27**

Appendix 2 – Income and Expenditure Report for the period ending 31 May 2022

Featherston Community Board

Income & Expenditure for the Period Ended 31 May 2022

Personnel & Operating Costs

Budget

Members' salaries	26,680.00
Mileage reimbursements	1,000.00
Operating expenses	7,000.00
Total Personnel & Operating Costs Budget 2021-2022	34,680.00

Expenses

Personnel Costs

Members' Salaries	28,930.49
Mileage reimbursements	-
Total Personnel Costs to 31 May 2022	9,415.14

Operating Expenses

Honorarium payment to student rep (\$50 per meeting)	50.00
27/08/2021 Local Government NZ Community board levy 2021/22	275.00
23/12/2021 Business Cards Jayson Tahinurua	64.00
Total Operating Expenses to 31 May 2022	389.00

Committed funds

Resolution date	Original commitment	Spent to date	Remaining commitment
	Members' Salaries	28,930.49	(2,250.49)
	Mileage reimbursements	-	1,000.00
			-
Total Commitments			(1,250.49)

TOTAL OPERATING EXPENSE BUDGET AVAILABLE*

7,322.46

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

Grants

Income

Annual Plan 2020-21 grant allocation	4,500.00
Total Income for 2021-2022	4,500.00

LESS: Grants paid out

10/08/2021 Featherston Organic Week		500.00
2/03/2022 Mulled Wine Concert	Mulled Wine Concert	500.00
2/03/2022 Kai Atawhai	Community Covid 19 response	500.00
22/04/2022 Featherston Library	Home Health & Safety	280.64
Total Grants paid out to 31 May 2022		1,780.64

LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
19/05/2020 Wairarapa Citizens Advice Bureau	Day to day running costs	350.00	-	350.00
19/05/2020 Wairarapa Maths Association	Annual maths competition 2019-20	300.00	400.00	(100.00)
19/05/2020 Wairarapa Maths Association	Annual maths competition 2021-22	300.00	-	300.00
30/06/2020 Featherston Menz Shed	3-month wireless broadband	117.00	101.74	15.26
30/11/2021 Featherston Library	Home Health Kit	300.00		300.00
22/02/2022 Featherston School	Wai-Wheels Fundraiser	229.00		229.00
22/02/2022 Kai Atahai Featherston	Support Covid-19 response team	500.00	500.00	-
22/02/2022 Mulled Wine Concert	Support Mulled Wine Concert Featherston	500.00	500.00	-
Total Commitments				1,094.26

PLUS: Balance Carried forward from previous year

2,823.06

TOTAL GRANTS FUNDS AVAILABLE

4,448.16

Featherston Community Board

Beautification Fund for the Period Ended 31 May 2022

Income

Annual Plan 2021-2022 allocation	11,000.00
Total Income 2021-2022	11,000.00

Beautification grants - operating

1/07/2021	Flexilight	Lighting for Oak Tree NearFell locomotive Museum, Info Centre and Town Centre	895.65
28/10/2021	Climb and Cut	Lighting for Oak tree NearFell locomotive Museum	650.00
28/02/2022	Sourness Development	Flagtrax repair Featherston	2,855.00
2/03/2022	Featherston Skate Park	Assist Painting	500.00
Total Beautification grants - operating to 31 May 2022			4,900.65

Beautification grants - capital

Total Beautification grants - capital to 31 May 2022	-
---	----------

LESS: Committed Funds

Commitment Details			Original commitment	Spent to date	Remaining commitment
Resolution date					
15/12/2020	OneSource Ltd	Two sets of 15 street flags	2,610.00	2,304.00	306.00
15/06/2021	Flexilight	Lighting for Oak Tree NearFell locomotive Museum, Info Centre and Town Centre	5,000.00	1,545.65	3,454.35
30/11/2021	Phil Workman	Matariki Signs	354.78		354.78
30/11/2021	Fitzherbert St	Flag Trax Repair Fitzherbert st	3,070.00	2,855.00	215.00
22/02/2022	Featherston Skate Park	Materials to paint skate park	500.00	500.00	-
Total Commitments					4,330.13

PLUS: Balance Carried forward from previous year **21,513.05**

TOTAL BEAUTIFICATION FUNDS AVAILABLE **23,282.27**

AGENDA ITEM 11.1

CHAIRPERSON REPORT

Recommendations

The chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*
2. *Consider purchasing sand bags and sand for community use to protect property during flooding events, to be funded through the beautification fund.*

1. Meetings and Events

<i>Past meetings or events</i>
Annual plan Drop-in sessions
Berm mowing
Welcome to Featherston signs
Code of Conduct update
Emergency sand bags stocks
Waste water Community meeting

2. Annual plan Drop in sessions

Unfortunately, there weren't many people dropping in to either of the day sessions I attended at Martinborough or Featherston but did have some people expressing views or asking for clarification.

3. Un-mowed berms

We have hopefully found a positive solution to deal with the un-mowed berms around Featherston. Colin Olds, in conjunction with Featherston Own Charitable Trust, may have found a local person to mow those berms that cannot be mowed by the property owner. There is a possibility FOCT could fund this operation. An assessment of who qualifies to receive this service would also need to be carried out.

4. Welcome to Featherston signs

After meeting with Rhonda Jones from Featherston Beautification and Stefan Corbett from SWDC we have physically marked out and photographed where the signs would be placed. These photos have been sent to Waka Kotahi along with relevant measurements and descriptions of sign materials so we can hopefully get approval to have the signs replaced ASAP. Unfortunately, we still don't have confirmation on who is funding the replacement signs.

5. Code of Conduct update

All three Community Boards have held a workshop where we discussed what we would like to have in our Code of Conduct. The draft has been sent to Greytown and passed and is currently sitting with Martinborough Community Board to confirm their agreement. From there it will come back to Featherston Community Board before going back to SWDC for confirmation.

6. Emergency sand bags

After the latest heavy rain, I have been contacted asking where people could get sand bags to protect their properties from future flooding. After speaking with others in the community we have gathered quotes for empty sand bags along with sand and have agreed that filling, handling and distribution of the bags would be carried out by volunteers within Featherston. The bags could possibly be stored at Ā Mua in Boundary Road. **I would also like to make a recommendation that FCB fund this project from the beautification fund.** Quotes have been provided to view.

7. Waste water Community meeting

Unfortunately, this was called off at short notice and there are now conflicting messages on whether the meeting will go ahead at a later date or not. Many of the community that I have spoken definitely want the meeting to be rescheduled. I would also like it to be held.

Report compiled by Mark Shepherd
Chair
Featherston Community Board