



## **FEATHERSTON COMMUNITY BOARD**

### **Agenda**

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#### **NOTICE OF MEETING**

An ordinary meeting will be held on Tuesday, 5 October 2021 starting at 7:00pm.

Due to COVID-19 restrictions this meeting will be held via video conference. All members participating will count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting will be live-streamed and will be available to view on our [YouTube channel](#).

#### **MEMBERSHIP OF THE COMMUNITY BOARD**

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

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#### **PUBLIC BUSINESS**

**1. EXTRAORDINARY BUSINESS:**

**2. APOLOGIES:**

**3. CONFLICTS OF INTEREST:**

**4. ACKNOWLEDGMENTS AND TRIBUTES:**

**5. PUBLIC PARTICIPATION:**

5.1 None advised

**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 10 August 2021.

***Proposed Resolution:*** *That the minutes of the Featherston Community Board meeting held on 10 August 2021 be confirmed as a true and correct record.*

**8. CHIEF EXECUTIVE AND STAFF REPORTS:**

- |     |   |                    |
|-----|---|--------------------|
| 8.1 | Officers Report   | <b>Pages 5-41</b>  |
|     | <i>Jo Dean, Regional Zero Waste Advisor, to provide an update on Waste and Events</i> |                    |
| 8.2 | Action Items Report   | <b>Pages 42-47</b> |
| 8.3 | Income and Expenditure Report   | <b>Pages 48-51</b> |
| 8.4 | Financial Assistance Report   | <b>Pages 52-53</b> |

**9. NOTICES OF MOTION:**

- |     |                                   |                    |
|-----|-----------------------------------|--------------------|
| 9.1 | Claire Bleakley: Community Boards | <b>Pages 54-55</b> |
|-----|-----------------------------------|--------------------|

**10. CHAIRPERSON'S REPORT:**

- |      |                    |                    |
|------|--------------------|--------------------|
| 10.1 | Chairperson Report | <b>Pages 56-58</b> |
|------|--------------------|--------------------|

**11. ELECTED MEMBER REPORTS (INFORMATION):**

- |      |                                    |                    |
|------|------------------------------------|--------------------|
| 11.1 | Member Report from Claire Bleakley | <b>Pages 59-62</b> |
|------|------------------------------------|--------------------|

**12. REPORTS FROM YOUTH REPRESENTATIVES (INFORMATION):**

- |      |              |  |
|------|--------------|--|
| 12.1 | None advised |  |
|------|--------------|--|

**13. CORRESPONDENCE:**

- |      |              |  |
|------|--------------|--|
| 13.1 | None advised |  |
|------|--------------|--|



**Minutes – 10 August 2021**

**Present:** Mark Shepherd (Chair), Claire Bleakley, Jayson Tahinurua, Mike Gray, Councillor Garrick Emms, and youth representative Ana Souto.

**In Attendance:** Mayor Alex Beijen, Russell O’Leary (Group Manager Planning and Environment) and Steph Frischknecht (Committee Advisor).

**Conduct of Business:** The meeting was conducted in public in Kiwi Hall, 62 Bell Street, Featherston between 7:00pm and 8.47pm.

**1. MEMBER DECLARATION**

Elected Featherston Community Board member Mike Gray made his oral declaration.

**2. EXTRAORDINARY BUSINESS**

There was no extraordinary business.

**3. APOLOGIES**

*FCB RESOLVED (FCB 2021/29) to receive apologies from youth representative Isla Richardson.*

*(Moved Shepherd/Seconded Bleakley)*

Carried

**4. CONFLICTS OF INTEREST**

Ms Bleakley and Mr Shepherd declared a conflict of interest with the grant application for Featherston Organic Week.

**5. ACKNOWLEDGMENTS AND TRIBUTES**

Mrs Bleakley acknowledged Taralee Freeman who had been announced as a finalist in World of WearableArts (WOW) 2021.

**6. PUBLIC PARTICIPATION**

Josje Neerincx – Grant application for Featherston Organic Week 2021

Ms Neerincx spoke in support of the grant application for Featherston Organic Week and provided an overview of the events planned. Ms Neerincx responded to questions on event attendance and if the event would be extended regionally.

Heather Murphy – Featherston Dog Park

Ms Murphy, Chair of the Featherston Dog Park Group, updated members of improvements made to the park and activities the group had organised. Ms Murphy informed members of future plans to implement a ‘Pawfit’ circuit and to enter into the New Zealand Parks Awards.

**DISCLAIMER**

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

Raewyn Rota and Amy Hayes – Incentive to rejuvenate Featherston skatepark  
Ms Rota stated there were maintenance issues at the skatepark that needed addressing for safety reasons and considered the lighting needed improving. Ms Rota also spoke of an idea to rejuvenate the skatepark by involving youth in creating murals and outlined the benefits this would bring.

## **7. ACTIONS FROM PUBLIC PARTICIPATION**

The grant application for Featherston Organic Week would be considered under agenda item 9.4, the Financial Assistance Report. Mayor Beijen invited Ms Neerincx to discuss with him and the Deputy Mayor the possibility of applying to the Wellington Regional Events Fund.

Members informed Ms Rota and Ms Hayes of the Featherston Community Board grant fund available to support community projects and would raise the skatepark maintenance concerns with Council officers.

*FCB NOTED:*

Action 338: Request an update from Council on the maintenance schedule for Featherston Skatepark, H Wilson.

## **8. COMMUNITY BOARD MINUTES**

### **8.1 Featherston Community Board Minutes – 15 June 2021**

*FCB RESOLVED (FCB 2021/30)* that the minutes of the Featherston Community Board meeting held on 15 June 2021 be confirmed as a true and correct record.

*(Moved Bleakley/Seconded Cr Emms)*

Carried

## **9. CHIEF EXECUTIVE AND STAFF REPORTS**

### **9.1 Officers' Report**

Members discussed options being explored for the proposed Combined Council Dog Pound and the Johnston Street location, the status of the Featherston Peace Garden upgrade, the underspend on the water capex delivery programme, and timeframes for engaging with the community on the shortlist of options for a suitable wastewater solution for Featherston. Members were concerned about the capacity to deliver the three waters service through the proposed four entities and noted the importance of consultation and communication with the community.

Mrs Bleakley acknowledged Ā Mua, Featherston's community resource centre, for assisting with a reduction in rubbish dumping.

*FCB NOTED:*

1. Action 339: Provide an update on the status of the Featherston Peace Garden, H Wilson.
2. Action 340: Provide clarification on the reasons for the underspend of the water capex delivery programme, H Wilson.
3. Action 341: Provide members an email update on the timeframes for engaging with the community on the shortlist of options for a suitable wastewater solution for Featherston, H Wilson.

*FCB RESOLVED (FCB 2021/31)* to receive the Officers' Report.

*(Moved Shepherd/Seconded Tahinurua)*

Carried

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## **9.2 Action Items Report**

Mr Shepherd was awaiting contact from the Māori Standing Committee following a presentation given on the Featherston pou and naming proposal. Mr Shepherd would be progressing discussions on the Māori battalion flags.

Members discussed the time being taken to complete the Welcome to Featherston signs and requested a progress update.

*FCB RESOLVED (FCB 2021/32) to receive the Action Items Report.*

*(Moved Tahinurua/Seconded Bleakley)*

Carried

## **9.3 Income and Expenditure Report**

Members discussed lights purchased from the beautification fund and the underspend on street flags. Mr Shepherd would be seeking information on the costs to repair the FlagTrax system.

*FCB RESOLVED (FCB 2021/33) to receive the Income and Expenditure Statement for the period 1 July 2020 – 30 June 2021.*

*(Moved Tahinurua/Seconded Bleakley)*

Carried

## **9.4 Financial Assistance Report**

Members discussed the growth of Organic Week and the involvement of and benefits to the community.

*FCB RESOLVED (FCB 2021/34):*

1. To receive the Applications for Financial Assistance Report.

*(Moved Cr Emms/Seconded Shepherd)*

Carried

2. To approve funding Featherston Organics \$500 for Featherston Organic Week 2021.

*(Moved Cr Emms/Seconded Tahinurua)*

Carried

Mrs Bleakley and Mr Shepherd abstained

3. To note an ineligible grant application was received from Kidz Need Dadz Wellington requesting \$500 for a Father's Day Bowling event that was subsequently withdrawn.

4. To note that officers will update the Community Board grant form to reflect the new Grants Policy.

*(Moved Shepherd/Seconded Bleakley)*

Carried

## **10. NOTICES OF MOTION**

### **10.1 Notice of Motion: Conflict of Interest**

Mrs Bleakley and Mr Shepherd spoke to matters as outlined in the notice of motion. A request for clarification had been made.

Mr O'Leary advised the matter sits outside of the Board's role and outlined the process for officers to investigate the matter with the Chair. Members requested being notified of the outcome.

*FCB RESOLVED (FCB 2021/35) to receive the information.*

*(Moved Shepherd/Seconded Tahinurua)*

Carried

## **11. CHAIRPERSONS REPORT**

There was no chairpersons report.

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## 12. MEMBER REPORTS (INFORMATION)

### 12.1 Claire Bleakley:

Mrs Bleakley spoke to matters as outlined in her report and would be seeking a quote for the Featherston Christmas Parade Traffic Management Plan from a local company.

The flooding issue around the supermarket would need to be raised with Waka Kotahi NZ Transport Agency as it involves the State Highway. Members discussed the three water reforms and had concerns about the lack of information available for councils to make an informed decision about participation.

Members were seeking information from council officers about the completion of the Featherston Town Square.

*FCB NOTED:*

Action 342: Discuss going thirds with the other two community boards for home health assessment kits for the Featherston and Martinborough libraries, FCB.

*FCB RESOLVED (FCB 2021/36)* to receive the Member Report from Claire Bleakley.

*(Moved Tahinurua/Seconded Shepherd)*

Carried

## 13. CORRESPONDENCE

There was no correspondence.

The meeting closed at 8.47pm.

**Confirmed as a true and correct record**

.....Chairperson

.....Date

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# FEATHERSTON COMMUNITY BOARD

5 OCTOBER 2021

## AGENDA ITEM 8.1

### OFFICERS' REPORT

#### **Purpose of Report**

To report to the Community Board on general activities.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Officers' Report.*

### PLANNING AND ENVIRONMENT GROUP REPORT

This report was presented to the Planning and Regulatory Committee on 1 September 2021.

#### **1.1 Planning Services**

The team remains busy with new subdivision applications, land use consents, including ones for new dwellings. District Plan, pre application enquiries remain steady. By early August, we had received 135 resource consent applications for this year, many include subdivision of currently available land, it signals a steady level of development in our district. Subdivision certifications also being dealt with, including greenfield types with some complex aspects.

#### **1.2 Building Services**

Building consent application levels remain high for this year, however the careful and timely processing of our consents has continued with efficient decisions. We are continuing to undertake careful site inspections for the building applications. Due to the high numbers and demand we have recently needed to do more in-house processing of consent applications.

#### **1.3 Environmental Services**

The Animal Control team and others have worked well through this year's dog registrations, resulting in the high 95% of dogs registered in the district. The use of online payment and email notification for the first time resulted in many people registering early. Our EHO's have been busy inspecting grease traps around the towns, investigating

trade waste. The alcohol bylaw review has progressed well, and this has included the helpful community workshops.

#### **1.4 Proposed Legislative Change to the RMA**

The Government is delivering on its promised reform the Resource Management system based on the review July 2020. The RMA 1991 will be repealed and replaced by 3 new Acts:

- Natural and Built Environments Act (NBA) - for land use and environmental regulation (the primary replacement for the RMA). The draft has been 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 complex issues associated with managed retreat and funding and financing adaptation.

The NBA will have a mandatory set of national policies, standards to support the natural environmental limits, specified targets. These will feed into combined regional plans prepared by local, central government, mana whenua. The Strategic Planning Act will integrate functions of the RMA 1991, LGA 2002, Land Transport Management Act 2003, Climate Change Response Act 2002 for clear decisions, investment. New spatial strategies will help regions plan for future well-being, so infrastructure occurs in the right places, at the right times.

#### **1.5 South Wairarapa Spatial Plan**

From the 213 submissions, presentations and deliberations on the Plan and growth options, further investigation work is required. The review of the Mapping Our Future To 2050 Residential Growth Options will involve consideration of sites, matters raised alongside planning evaluation, growth area provision for our towns, feasibility, investigation work. The revision and further recommendations on the Spatial Plan will be reported back to Council in coming months for decision purposes. Future related work will also involve investigation study and the drafting of a masterplan for Featherston as it is a key growth node.

#### **1.6 District Plan Review**

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

#### **1.7 Proposed Combined Council Dog Pound SWDC/CDC**

As to potential design officers have made enquiries regarding the use of shipping containers as the new pound structure. The company has provided an indicative list of requirements their container design can meet. In terms of location the most viable is Johnston Street Featherston, site of our current facility. We have sought quotes from



the various suppliers concerning components for the facility, and we believe this is still our best option for a local cost effective, modern, and compliant solution.

Officers have nearly completed the acquisition of costings for the development of a pound at the Johnston Street, Featherston. We are seeking a second and third quote from two other suppliers for the development of Containers to house dogs. This is to ensure that we are receiving the most cost-effective price, as the initial supplier has modified their original costings. Please note that securing of supplier quotes is difficult given the current climate of materials supply, associated workforce, and the changing prices of steel.

Overall, we are only seeking two more suppliers to complete indicative costs of the whole facility. This is contingent on Council granting the area of the current refuse compound, consisting of a 30m x 34m compound in southwest corner nearest Johnston St.

## 2. Service Levels

### 2.1 Resource Management

*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.

### 2.2 Resource Management Act – Consents (Year to date 01/07/2020-30/06/2021)

*SERVICE LEVEL – All resource consents will be processed efficiently.*

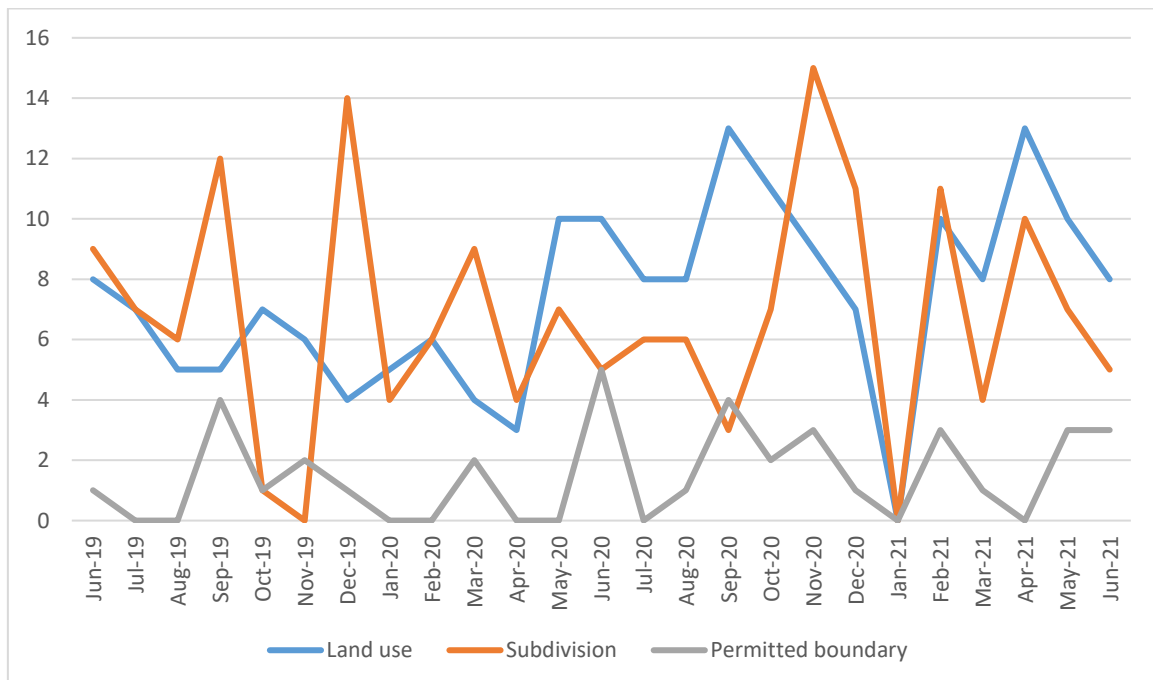
RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	<b>Total 211/211</b>
		100%	105/105 Land Use applications were completed within statutory timeframes. NCS
		100%	85/85 Subdivision applications were completed within statutory timeframes. NCS
		100%	21/21 permitted boundary activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	63/63 s223 certificates were certified within statutory timeframes. NCS.

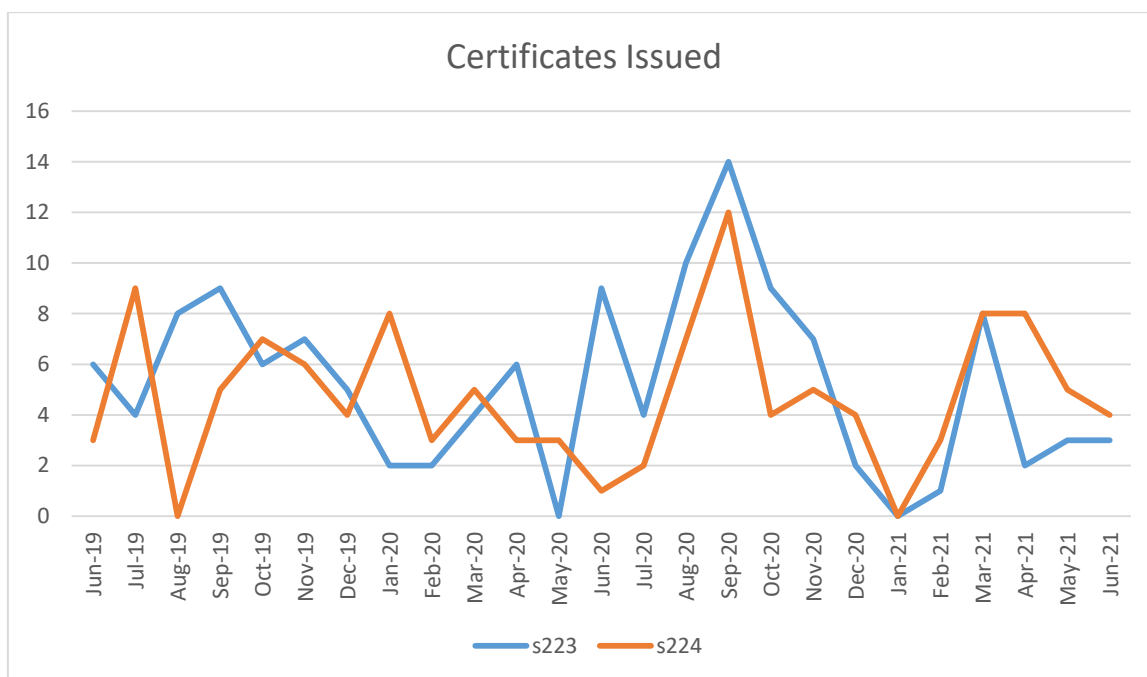
RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	62/62 s224 certificates were certified. NCS.

## 2.3 Reserves Act – Management Plans

*SERVICE LEVEL – Council has a reserve management plan programme.*

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





## 2.4 Local Government Act – LIM's

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%		G:\LIMs\LIMS PROCESSED 2020-2021
Standard LIMs are processed within 10 days	100%	93.6%	204/218 standard LIMs were completed
Urgent LIMs are processed within 5 days	100%	100%	95/95 urgent LIMs were completed

	YTD 1 <sup>ST</sup> JULY 2020 TO 30 <sup>TH</sup> JUNE 2021	PREVIOUS YTD 1 <sup>ST</sup> JULY 2019 TO 30 <sup>TH</sup> JUNE 2020	PERIOD 1 <sup>ST</sup> JUNE 2021 TO 30 <sup>TH</sup> JUNE 2021	PREVIOUS PERIOD 1 <sup>ST</sup> JUNE 2020 TO 30 <sup>TH</sup> JUNE 2020
Standard LIMs (Processed within 10 working days)	210	157	35	18
Urgent LIMs (Processed within 5 working)	88	71	12	4
<b>Totals</b>	<b>298</b>	<b>228</b>	<b>47</b>	<b>22</b>

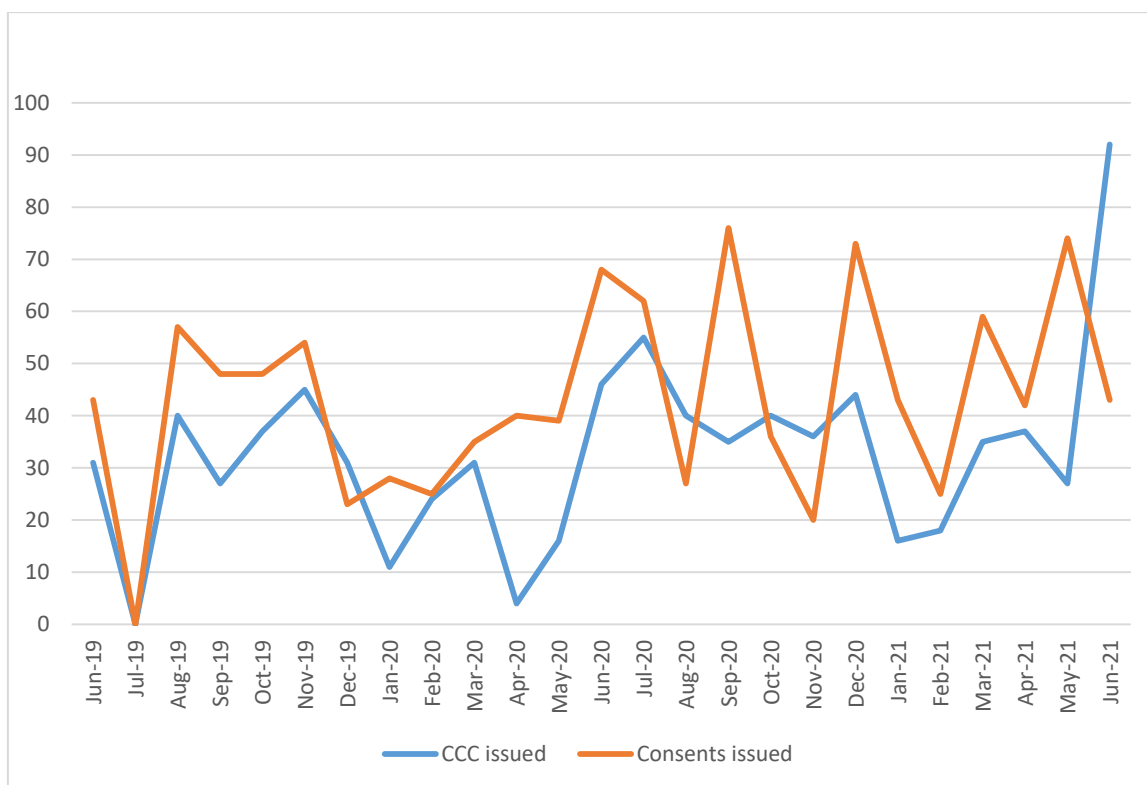
## 2.5 Building Act - Consents and Enforcement

*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%	98.6%	NCS – 422/428CCC's were issued within 20WD YTD – Human/technical error, process put in place to prevent this from happening in the future.
Building consent applications are processed within 20 working days	100%	97.45%	NCS –629 consents were issued within 20WD YTD 16 consents went over 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2022. Council was re-accredited in January 2020
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWO's and Swimming Pools	Yes	Yes	<b>Building Consents</b> Council inspects all new work to ensure compliance June 2021 - 467 inspections <b>BWO's –</b> <b>0 June</b> Total 189 average of 3 audits per month required,  <b>Swimming Pools –</b> Total 309– average of 7 audits per month required. 0 audits June
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

## 2.6 Building Consents Processed

TYPE – 1 JUNE 2021 TO 30 JUNE 2021	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	2	\$1,418,500
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	4	\$249,000
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	93	\$15,268,067
<b>Other</b> (public facilities - schools, toilets, halls, swimming pools)	4	\$78,000
<b>Totals</b>	<b>103</b>	<b>\$17,013,567</b>



## 2.7 Environmental Health and Public Protection

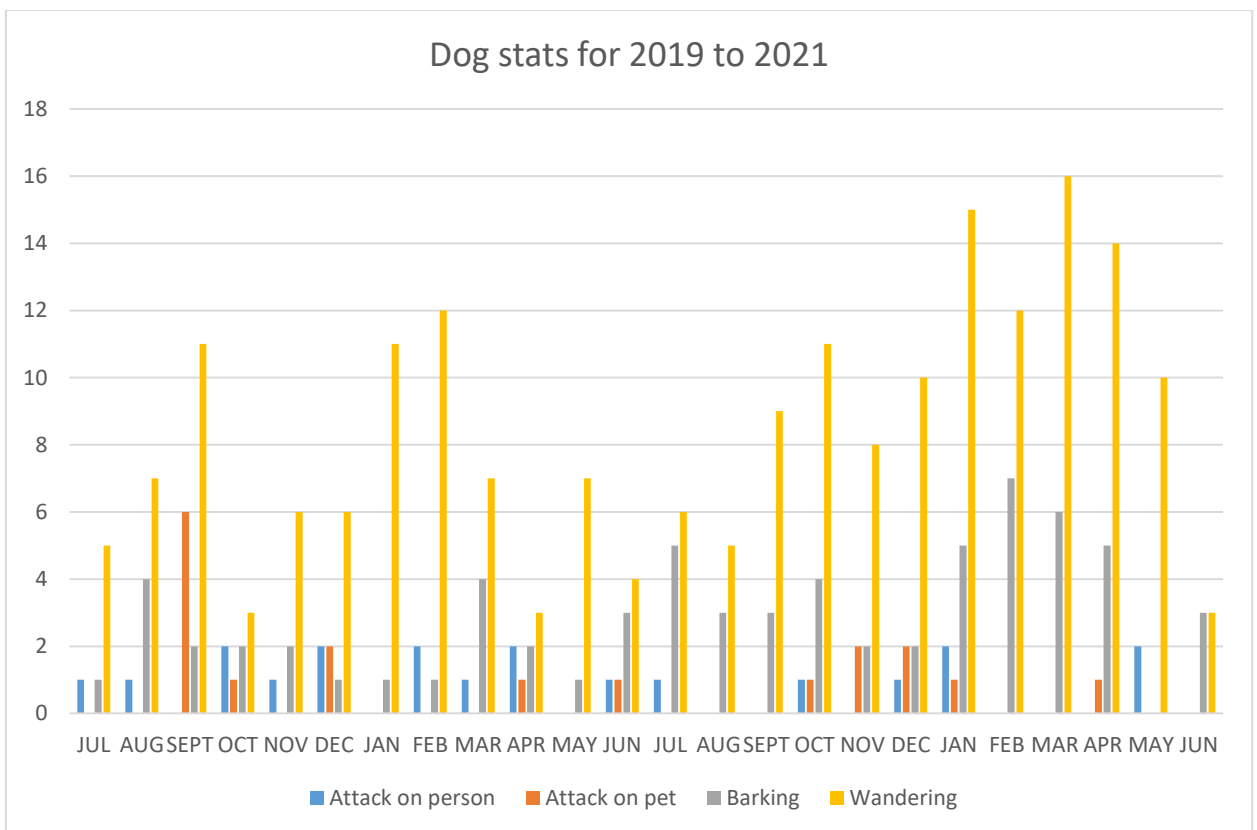
### 2.7.1. Dog Control Act – Registration and Enforcement

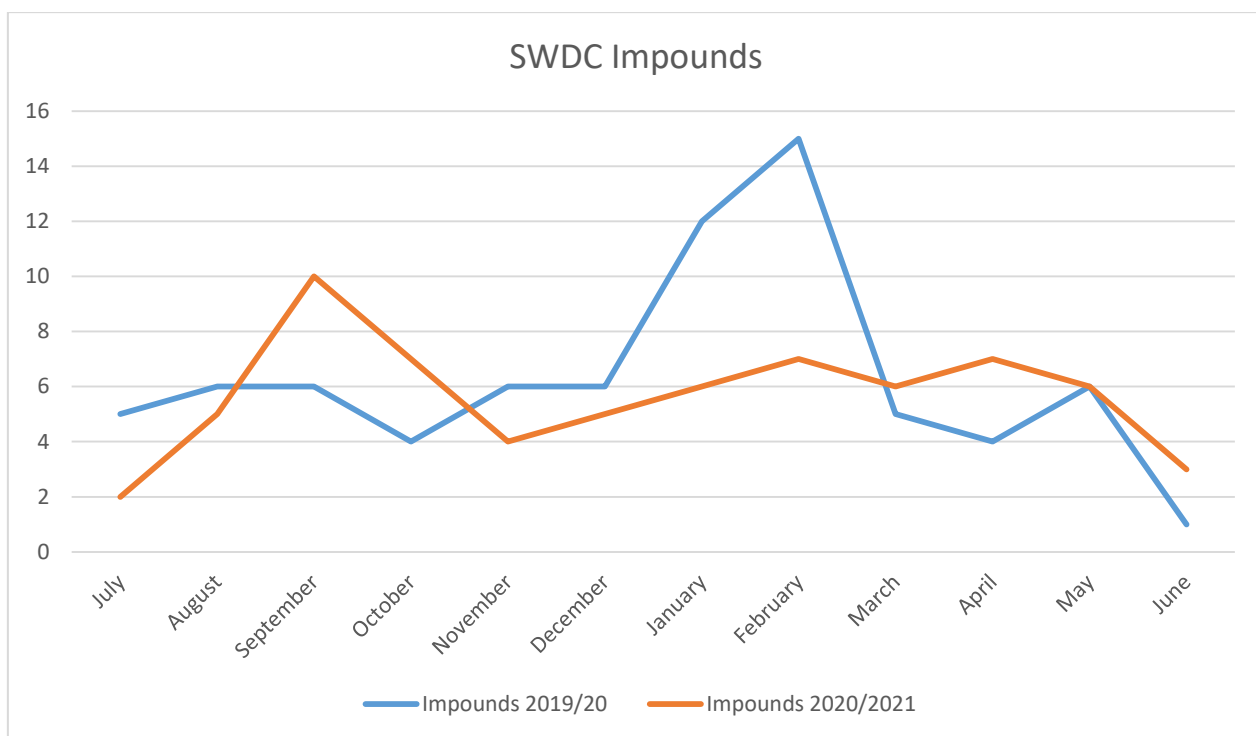
*SERVICE LEVEL – Dogs don't wander freely in the street or cause menace to humans or stock.*

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	3	1 at dog event in Featherston (Dogs in togs), 1 national organisation (Red Cross) 1 internal (meter readers)
Complaints about roaming and nuisance dogs are responded to within 1 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 216/216
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	22/22

INCIDENTS REPORTED FOR PERIOD 1 <sup>ST</sup> JUNE 2021 – 30 <sup>TH</sup> JUNE 2021	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	3	-	-

INCIDENTS REPORTED FOR PERIOD 1 <sup>ST</sup> JUNE 2021 – 30 <sup>TH</sup> JUNE 2021	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Person	1	-	1
Attack on Stock	1	-	-
Barking	2	1	3
Lost Dogs	2	-	3
Found Dogs	2	-	3
Rushing Aggressive	1	1	1
Wandering	9	5	10
Welfare	1	-	-
Fouling	-	1	-
Uncontrolled (walked off leash urban)	-	-	-





### 2.7.2. Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 27/27
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 14/14

INCIDENTS REPORTED	TOTAL FOR YTD PERIOD 1 JULY 2020 TO 30 JUNE 21
Stock	35

### 2.7.3. Bylaws

Between 1 July 2020 and 30 June 2021 there were:

## Trees & Hedges

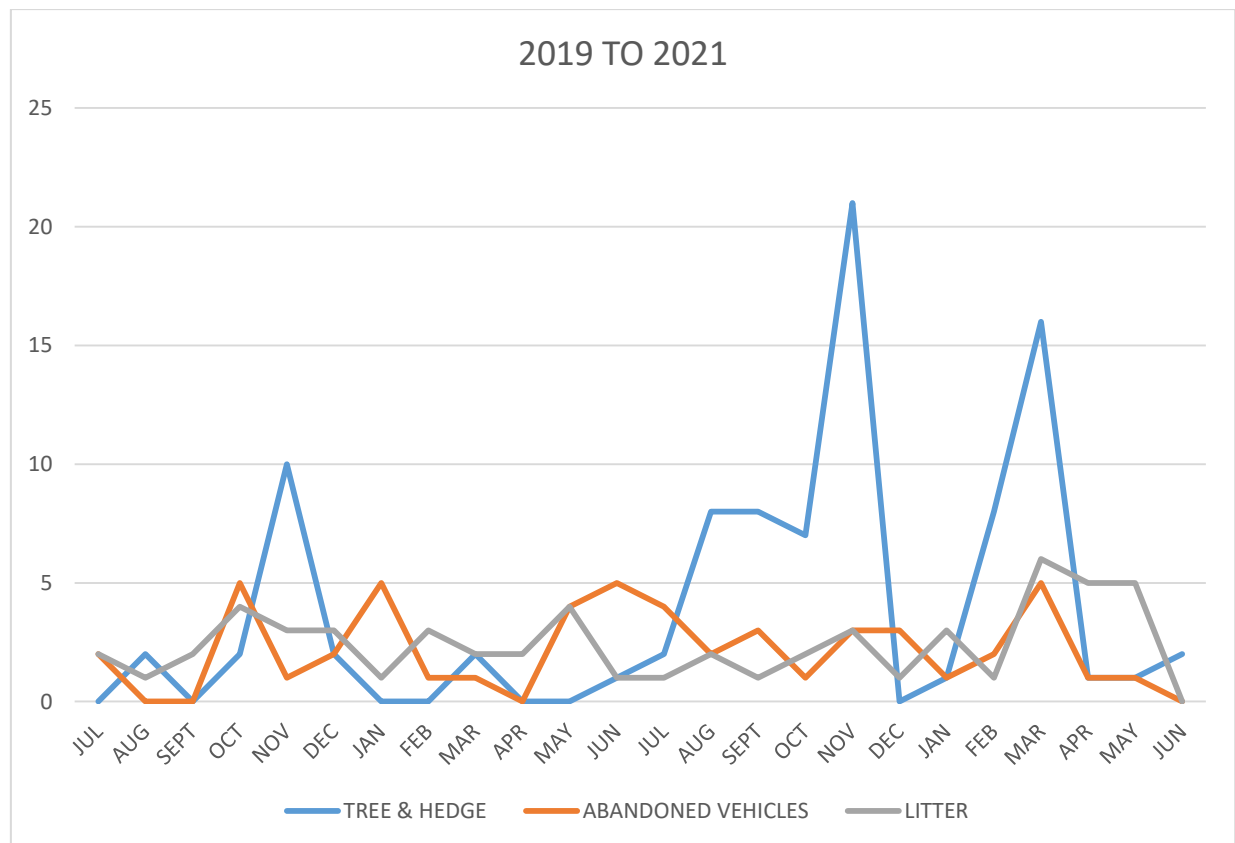
- 73 notices were sent by Council requesting the owner/occupier to remove the obstruction from the public space.

## Litter

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

## Abandoned vehicles

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



## 2.8 Resource Management Act – afterhours Noise Control

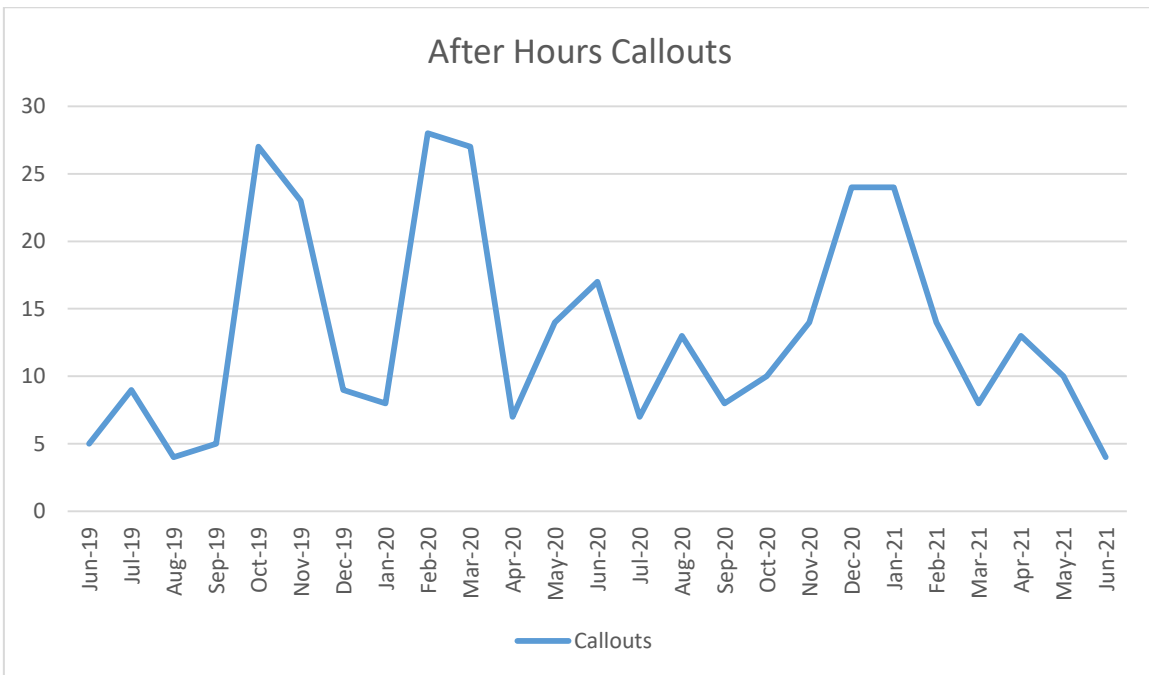
*SERVICE LEVEL – The Council will respond when I need some help with noise control.*

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	97.3%	<a href="K:\resource\Health\Resource Management\Noise Control Complaints">K:\resource\Health\Resource Management\Noise Control Complaints</a> 145/149 attended within timeframe YTD 4 callouts June 21



PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			4/4 attended to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 20 TO 30 JUNE 21	PREVIOUS YTD 1 JULY 19 TO 30 JUNE 20	PERIOD 1 JUNE 2021 TO 30 <sup>TH</sup> JUNE 2021	PREVIOUS PERIOD 1 JUNE 2020 TO 30 <sup>TH</sup> JUNE 2020
Total	149	162	4	17



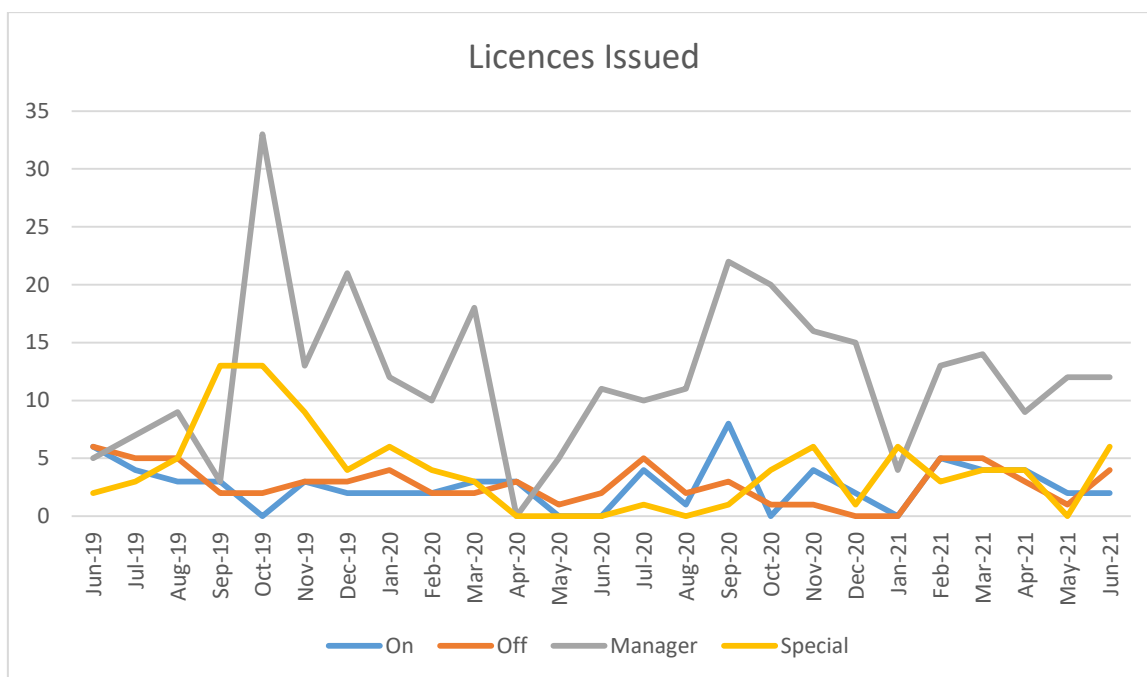
## 2.9 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
All premises licences issued have an inspection undertaken by the Inspector prior to issue to assess the licensee's understanding of their obligations and responsibilities under the Act	100%	100% YTD	<p><i>On NEW</i> June 21 0 14 YTD</p> <p><i>On RENEWAL</i> June 21 2 22 YTD</p> <p><i>Off NEW</i> June 21 2 13 YTD</p> <p><i>Off RENEWAL</i> June 21 2 17 YTD</p>

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			Club 0 5 YTD June 21 0 5 YTD Information source: Inspector records, MAGIQ data, Alcohol Spreadsheet K:\resource\Liquor\Alcohol Master Sheet.xls
Special Licences are issued			Special Licences – June 21 6 36 YTD Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquor\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			<i>DM NEW</i> June 21 7 66 YTD  <i>DM RENEWAL</i> June 21 5 92 YTD Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls
75% of all licenced premises identified as at 1 July of every year have a compliance visit undertaken by the Inspector before the 30 <sup>th</sup> of June the following year (i.e. within a 12 month period)	75%	33.06% YTD	Information source : Compliance inspection records K:\resource\Liquor\Compliance Visits 20_21 June –2 Compliance visits 40/121 total compliance YTD
Average working days to process an application from acceptance by SWDC	25WD	19.46WD	Information source: Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls

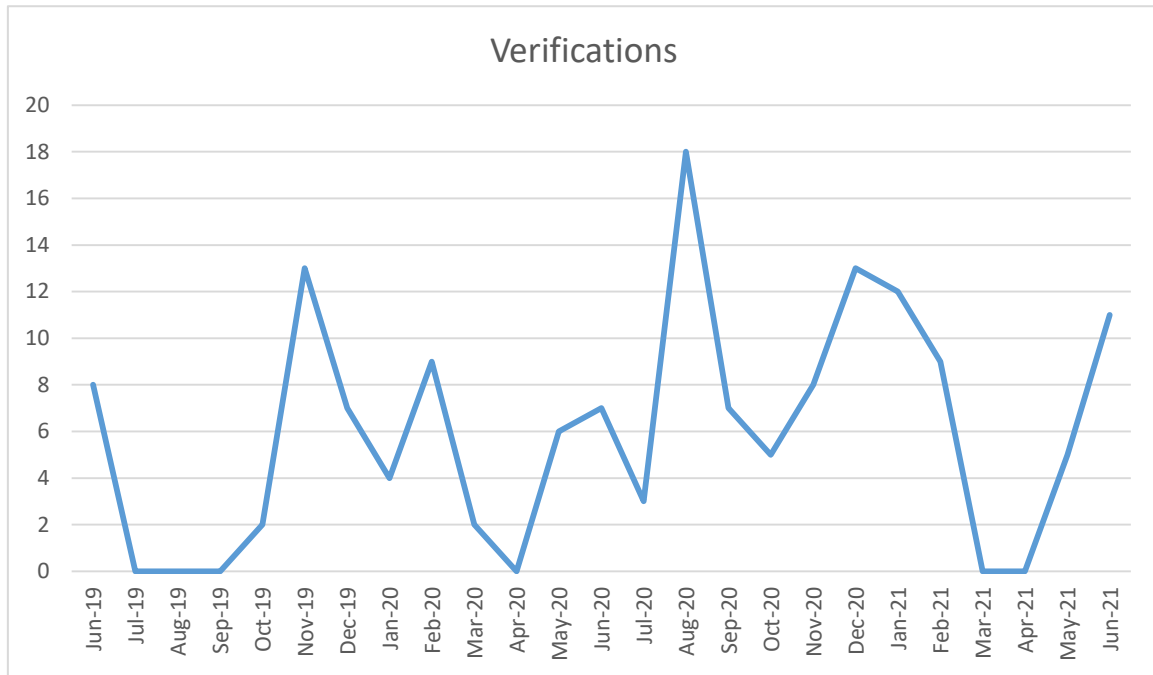
ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 20 TO 30 JUNE 21	PREVIOUS YTD 1 JULY 19 TO 30 JUNE 20	PERIOD 1 JUNE 21 TO 30 JUNE 21	PREVIOUS PERIOD 1 JUNE 20 TO 30 JUNE 20
On Licence	36	25	2	0
Off Licence	30	32	4	2
Club Licence	5	6	0	0
Manager's Certificate	158	138	12	11
Special Licence	36	43	6	0
Temporary Authority	3	2	0	0
<b>Total</b>	<b>268</b>	<b>246</b>	<b>24</b>	<b>13</b>



## 2.10 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) –96 NP –65 Total number of premises is subject to change month by month as new businesses open and existing premises close. 8 businesses have surrendered registration TYD 2 risk based measure changes
Premises are inspected in accord with regulatory requirements.	100%	100%	FCP verifications – 96/96  *Total number of premises is subject to change month by month as new businesses open and existing premises close. 11 verifications were undertaken in June 2021 We were able to finalise (close out) 9 premises in June 2021



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

## **PARTNERSHIPS AND OPERATIONS REPORT**

This report was presented to the Assets and Services Committee on 1 September 2021.

### **3. Water Manager Commentary**

Operations and maintenance of the 3 waters assets has continued to be carried out to largely meet service level outcomes. There are however significant cost increases forecast in the operational expenditure that will need to be managed.

The majority of the projects in the draft Capex delivery programme are underway and in various stages of delivery.

### **4. Wellington Water operational performance**

Performance against the service level agreement (KPI's) is measured on a quarterly basis and reported by dashboard. The Quarter 1 dashboard will be available at the next Assets & Services committee meeting for review. To date there are no major performance issues.

YE expenditure is forecast to significantly exceed budget and we are working with Wellington Water to manage the work programme and risk.

#### **4.1 Operational response events**

A significant wastewater overflow event occurred in Featherston from the 17<sup>th</sup> to 20<sup>th</sup> August. Heavy and consistent rainfall in Featherston caused wastewater overflows onto private property (grounds only) due to inflow and infiltration of rainwater into the wastewater network. As a result, the capacity of the network was overwhelmed including Donald St pump station.

Operational crews were out responding to the overflows. Sucker trucks were working around the clock and sandbags were brought in to prevent wastewater entering garages. Additional Wellington Water staff were on the ground, talking to the affected properties and organising portaloos whilst the crews waited for the flows to subside. Residents from 2 affected properties were provided with temporary accommodation over three nights until their properties were cleaned up and disinfected. Investigations are underway to try and identify any immediate network issues (blockages, cross connections with stormwater etc).



Figure 1 Sucker truck working at Fitzherbert St, Featherston



Figure 2 Map showing properties affected by wastewater overflows

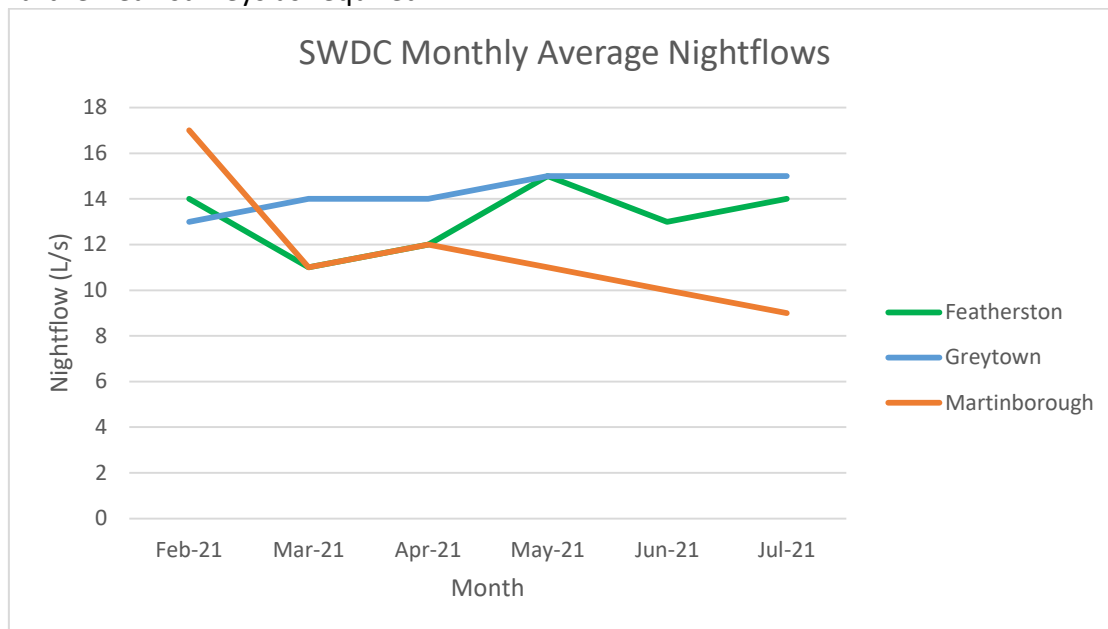
## 5. Reducing leakage across the South Wairarapa

Ongoing monitoring of the night flows in SWDC indicate that Greytown and Featherston leakage remains high. Proactive leak detection surveys have been carried out in Greytown and Featherston during July and early August, results below:

- Featherston: 12 public leaks and 1 private leak found
- Greytown: 18 public leaks and 4 private leaks found

The public leaks found have been passed to the field operations crews and have been prioritised for repair depending on their size. The property owners with private leaks are currently being notified and informed that they are required to have them repaired.

WWL continue to monitor the night flows across the SWDC area and will undertake further leak surveys as required.



## 6. Water Capex delivery programme

### 6.1 Executive Summary

The final draft capex delivery programme for 2021-22 financial year has been issued to SWDC for review and approval. The initial draft programme based on asset condition and risk to service delivery exceeded the LTP funding by \$3M. Wellington Water has reviewed the initial programme based on risk and prioritised the programme to meet the available LTP funding. The risk remains around the remaining projects which will be reprioritised in year 2 of the LTP. Asset condition assessments being undertaken will further identify additional risks and assets that will need remediation.

### 6.2 Waiohine water treatment plant upgrade

A recent flow strategy has been updated for the Waiohine and Memorial Park water treatment plants to understand the supply risks to Greytown in the context of the two project upgrades. Currently, Greytown is heavily reliant on the Memorial Park bore for daily supply, this means there is an elevated risk of supply shortage if Wellington Water proceed with the shutdowns and commissioning of the new bore pump and containerised treatment plant at Memorial Park.

To mitigate this risk, Wellington Water have installed and commissioned a fourth bore at Waiohine which provides an additional 60% supply capacity. In addition to this, Wellington Water are recommending to prioritise the commissioning of the Waiohine



treated water reservoir which will provide 10 times the supply storage resilience compared to current. This will allow increased supply to Greytown and longer shutdown periods for the Memorial Park commissioning works, far reducing the risk of potential supply shortages.

Additional senior resources have been brought in to deliver the Waiohine and Memorial Park water treatment plant upgrade projects. The primary focus for the enhanced project team on this project is to have the treated water reservoir commissioning completed prior to summer demand pressures on supply. It has been acknowledged that there are commissioning risks related to the condition of the liner, The commissioning work is to start shortly.



*Figure 3 Final touches to the outlet pipe before commissioning starts on the treated water reservoir bladder (white)*



*Figure 4 Picture of the newly completed 4th bore at Waiohine*



### 6.3 Memorial Park water treatment plant upgrade

Whilst the primary focus of the enhanced project team is on the Waiohine treated water reservoir commissioning investigations and preparation work will continue on this project in the interim. This will enable the team to investigate and plan for outstanding risks and issues prior to construction work starting onsite.

The phasing of the civil works onsite at Memorial Park is being looked at closely, where discussions have been had between Wellington Water and SWDC. There is an awareness that the Memorial Park swimming pool is very popular over the summer period therefore the project team are looking at how best to minimise the public access disruption.



*Figure 5 Temporary pH correction and UV treatment at Memorial Park bore*

### 6.4 Papawai Rd wastewater upgrade

Construction work continues onsite, where good progress has been made in the open trenching sections at the wastewater treatment plant end of the pipeline upgrade. Sediment controls have been effective in the section of pipeline next to Tilsons creek.

A successful minor change of design alignment along Pah Rd was initiated to avoid the need for specialist asbestos removal of the old pipeline. This alignment change is likely to be extended for the remainder of Pah Rd due to challenges in unfavourable ground conditions. A review of the cost implications is currently being undertaken.



*Figure 6 Sediment controls and gabion baskets next to Tilsons Creek*

### **6.5 Greytown smart meter trial**

The discovery survey has been carried out in July, which collected field information to identify which properties may be best suited to this trial. Of the 480 households surveyed, 380 were identified as potentially suitable participants for this trial. Planning for the on-boarding exercise is underway and due to start shortly.

Smart meter units (250) have been pre-ordered, and the project team are monitoring the current global supply chain in case of any delay issues. Wellington Water have been working with SWDC on updating the detailed communications plan.

Installation of the Smart meters is scheduled to commence in October.

### **6.6 Boar Bush and Tait's Creek water supplies**

Investigations to date have shown major safety risks and issues around the asset condition and treatment capability for these two backup water supplies. Current recommendations are to fully isolate both supplies from the Featherston treated water network to ensure no contamination risk to the public water supply with untreated water.

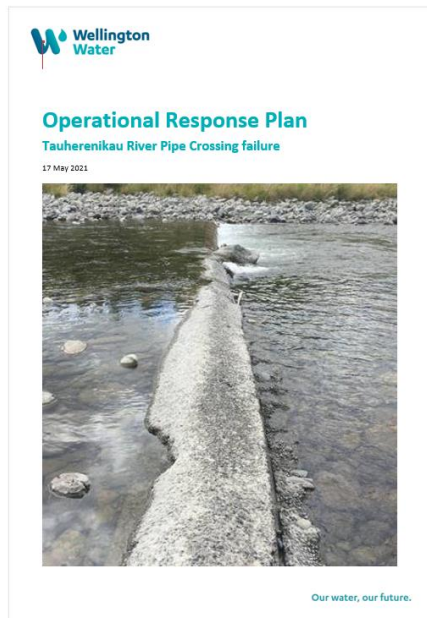
Additional assessment work is needed to investigate and evaluate the suitability of these two sources for emergency supply for the Featherston community or alternatively complete safe decommissioning of these assets. Emergency supply options would see the need for additional investment of new treatment systems which currently do not exist.

### **6.7 Tauherenikau pipeline crossing**

Wellington Water continue to undertake regular monitoring of the pipeline on a weekly basis and after rainfall events for any observed changes. The contingency plan is

receiving final reviews internally however is ready for deployment should the operations teams need to respond.

The long-term replacement of the exposed pipeline is currently going through project briefing stage before making a start in planning and site investigations. The project is currently programme for construction in the 2023-24 FY.



*Figure 7 Covering page to WWL Operational Response Plan*

## 7. Land Transport

### 7.1 Roading Maintenance - Ruamahanga Roads

July had three weather events that caused significant disruption to the programme and additional works (including slips, washouts, trees down, water table scouring, metal scouring, potholes and culvert blockages) were attended to. Asset inspections were put on hold as Network inspections were increased to identify damage and prioritise work.



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

- 215.7 km of roads were inspected and identified faults recorded in RAMM for future scheduling with 145.3 being sealed and 70.4 being unsealed.
- 10 bridges were visually inspected and found to be in an acceptable condition and are listed below



KAHUTARA RD  
 KAHUTARA RD  
 KAHUTARA RD  
 KAHUTARA RD  
 KAHUTARA RD  
 KAHUTARA RD  
 PONATAHI RD  
 PONATAHI RD  
 PONATAHI RD  
 PONATAHI RD

LOWER VALLEY BRIDGE  
 OPORUA SPILLWAY CULVERT  
 BELCHERS BRIDGE  
 ROTOPAI UNDERPASS  
 BIG DRAIN BRIDGE 1  
 KAHUTARA CULVERT  
 WOOLSHED CREEK CULVERT  
 LUGOOR CULVERT  
 PONATAHI CULVERT #106  
 HUANGARAU BRIDGE

- 110 rural culverts were inspected, RAMM data updated including condition rating.
- 173.9 km of unsealed roads were graded.
- 1005 m3 of maintenance aggregate supplied and place on unsealed road
- 42.8 km of mechanical street sweeping was completed.
- Footpath renewals have been programmed for:
  - Revans Street, Royal Hotel to Railway Crossing
  - Fox Street, Birdwood Street to Railway Crossing
  - Bell Street, #19 to Watt Street
- Pre-seal repairs for the 2021-2022 sealing season have continued and draft programmed identified and will be confirmed as final as soon as budgets approved.
- 2021/2022 reseal programmed outlined below

Road	Road Name	Start	End	Length	Existing Surface Material	Existing Function
	<b>PROPOSED CHIPSEAL</b>					
256	BATTERSEA LINE	1785	1912	127	Single Coat Seal	Reseal
256	BATTERSEA LINE	1912	2720	808	Two Coat Seal	1st Coat
256	BATTERSEA LINE	2720	2955	235	Single Coat Seal	Reseal
35	BETHUNE ST	0	216	216	Single Coat Seal	Reseal
136	BOAR BUSH GULLY RD	0	223	223	Single Coat Seal	Reseal
84	DANIEL ST (MARTINBOROUGH)	5	461	456	Single Coat Seal	Reseal
192	DRY RIVER NO. 1 RD	2478	2992	514	Single Coat Seal	Reseal
192	DRY RIVER NO. 1 RD	2992	4321	1329	Single Coat Seal	Reseal
192	DRY RIVER NO. 1 RD	4854	5466	612	Single Coat Seal	Reseal
85	DUBLIN ST	825	990	165	Single Coat Seal	Reseal
85	DUBLIN ST	990	1313	323	Single Coat Seal	2nd Coat
85	DUBLIN ST	1313	1724	411	Single Coat Seal	2nd Coat
202	LAKE FERRY RD	13553	14770	257	Two Coat Seal	1st Coat
202	LAKE FERRY RD	14770	15550	430	Two Coat Seal	1st Coat
202	LAKE FERRY RD	15550	16365	775	Two Coat Seal	1st Coat
202	LAKE FERRY RD	16365	16939	574	Two Coat Seal	1st Coat
202	LAKE FERRY RD	16939	17079	140	Racked in Seal	Reseal

202	LAKE FERRY RD	32490	32631	141	Single Coat Seal	Reseal
237	MOERAKI RD	2848	3096	248	Single Coat Seal	Reseal
59	MOORE ST	0	332	332	Single Coat Seal	Reseal
98	NEW YORK ST	1012	1728	716	Single Coat Seal	Reseal
100	OXFORD ST	444	1171	727	Single Coat Seal	Reseal
102	PRINCESS ST	425	1262	837	Single Coat Seal	Reseal
254	WARDS LINE	1230	1519	289	Single Coat Seal	Reseal
31	WEST ST	1755	2333	578	Single Coat Seal	Reseal
259	WESTERN LAKE RD	22042	23180	1138	Single Coat Seal	Reseal
259	WESTERN LAKE RD	23180	24420	1240	Single Coat Seal	Reseal
259	WESTERN LAKE RD	30939	31118	179	Single Coat Seal	Reseal
265	WHITE ROCK RD	15520	17724	2204	Single Coat Seal	Reseal
265	WHITE ROCK RD	22830	23580	750	Two Coat Seal	1st Coat
265	WHITE ROCK RD	26665	28309	1644	Single Coat Seal	1st Coat
265	WHITE ROCK RD	28309	28889	580	Single Coat Seal	Reseal
265	WHITE ROCK RD	28889	29450	561	Single Coat Seal	Reseal
304	MOROA ROAD	8	816	808	Two Coat Seal	1st Coat
304	MOROA ROAD	816	882	66	Two Coat Seal	1st Coat
	PROPOSED A/C					
25	PAPAWAI RD	0	125	125	Single Coat Seal	Reseal
	PROPOSED CHIPSEAL					
	CAPE PALLISER RD	11463	12139	676	Two Coat Seal	Reseal
	CAPE PALLISER RD	12139	12425	286	Two Coat Seal	Reseal
	CAPE PALLISER RD	7890	8918	1028	Single Coat Seal	Reseal
	CAPE PALLISER RD	19448	19759	311	Racked in Seal	Reseal
	CAPE PALLISER RD	19759	19859	100	Racked in Seal	Reseal

- Sealed pavement rehabilitation sites for 2021/2022 on Western Lake Road had test pits carried out and material will be Lab tested to determine final design.
- Emergency response to climatic events occurred throughout the month.

## 7.2 Further activities of note

- Roading infrastructure input has been supplied to all subdivision resource consents.
- Heavy vehicle Over Weight Permits, Traffic management Plans and Corridor Access requests have been actioned and approved.
- Current audits are being carried out to identify kerb channel and footpath requirements so funding can be allocated.
- Audits are also being done on the Pedestrian Crossings to identify deficiencies in the current standards. The audits will include signage, road-marking and lighting.
- One Network Framework Assigned to Road Categories throughout the network

Back in 2013, Roding Excellence Group (REG) led development of the One Network Road Classification (ONRC). It categorised New Zealand's roads into six different classes, creating a nationally consistent functional hierarchy used everywhere today. The ONRC is a foundation tool for road activity management and benchmarking investment in asset management.

Providing a nationally consistent framework has been a giant leap forward. The benefits of the ONRC are numerous, and it is embedded in a number of national policies and systems. The national application of the ONRC has been world leading and has meant it can be used as the basis for a wide range of decision-making.

Following on from these initial benefits, the evolution of the ONRC into the One Network Framework (ONF) ensures it is fit for purpose in more complex urban environments, where there are a number of competing demands on limited road and street space, and a range of modes to be accommodated. This work also brings together and embeds the success of the Network Operating Framework (NOF), which have been utilised in urban areas.

By evolving ONRC to account for extended needs, the framework is strengthened into something that can be used *across* transport and land use disciplines, increasing its relevance.

The ONF provides a common language that can assist in linking strategies and policies together and support better, more holistic, decision-making. This common language also offers a mechanism to translate local movement and place frameworks into a national framework for more aligned investment conversations.

### **7.3 Introduction**

The transport system is a complicated system with many competing demands and users. We need a smarter proactive approach to managing our transport network - one that reflects agreed strategic goals and one that helps resolve competing demands for the limited space that is available.

While there will always be a need to maintain quality roads and occasionally enhance capacity, there is increasingly the need to 'sweat the existing asset' (better use existing transport resources) and involve all types of network users to get the best from existing resources.

The network operating framework is an integrated process that helps us better manage and plan the use of the transport network and explicitly link transport to the adjacent land uses.

### **7.4 What it is**

The network operating framework is simply an agreed process that enables collaborative discussions and that links strategic intent with operational and planning decisions. It does this using four workshop-based steps and a common language for the stakeholders to use. Towards the end of the process, there is a tool that allows performance deficiencies to be identified and interventions tested and compared.

It is also a holistic vision of transport that focuses on:

- moving people and goods, not vehicles, and seeing this by time of day
- seeing transport as supporting broader community goals
- balancing the competing demands for limited road space
- thinking 'network' rather than sites or routes.

## **7.5 What does it do and what does it deliver?**

The framework is a collaborative process based on a common language. For the Network Operating Framework to work, partnerships are needed across all stakeholders and at all levels.

All road users will continue to have legitimate access to the entire transport network. However, by applying the framework, certain routes will be assigned priority to enable them to work better for designated modes at particular times of day. This attempts to provide an integrated approach to managing congestion, safety and competing demands for limited road space on these routes. It also supports future planning and development of transport and travel choices by establishing the future networks with modal priority attached that deliver strategic goals.

The process involves all relevant and major transport stakeholders agreeing on a collaborative view of strategic intent for a geographic area and how this is enabled and delivered by transport. This leads to a vision and language that embraces all modes across the entire network.

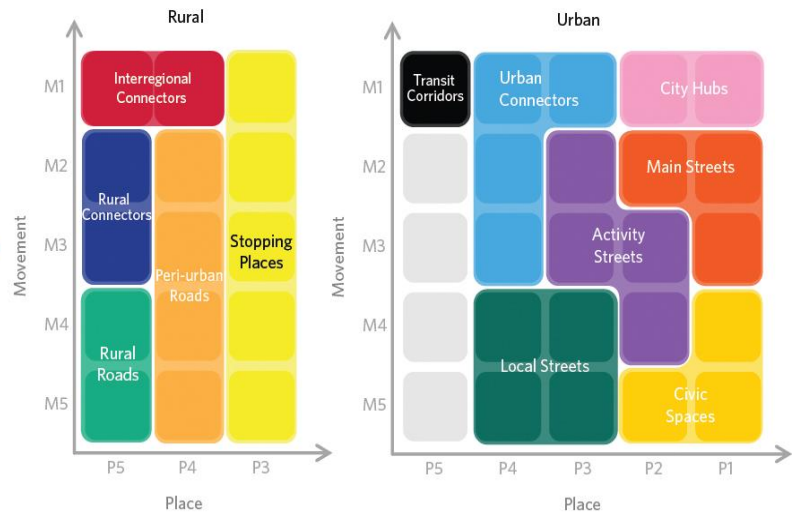
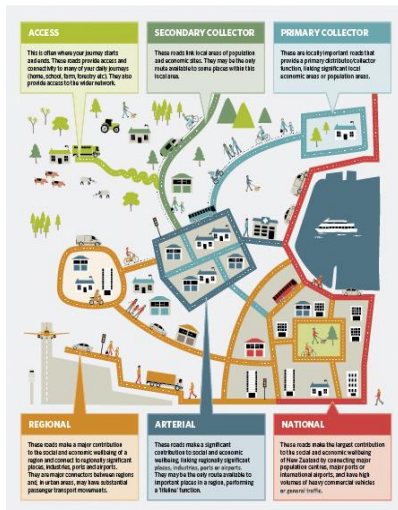
At all stages, stakeholders agree what is expected of transport, how and to whom priority is assigned and what the effects are of interventions on the network. The process is also an engagement and agreement framework, assisting clear and consistent informed decision making.

The framework has a tool that visually demonstrates overarching effect and any detailed trade-offs being made in order to deliver strategic goals that result from a given transport project or land use development. It informs decision making and helps establish agreements, partnerships and understanding of the network-wide effects of interventions as the basis for wider consultation and network or project development.

The framework has the potential to be a key planning and operational tool to inform decisions and to link those decisions to both strategic objectives and operational interventions. It also enables users to make informed travel decisions in relation to how they see the network developing and being operated.

The classification of roads and streets is being updated in CDC RAMM database by staff to reflect the roading network going forward.





## 7.6 Road to Zero – NZ’s road safety Strategy

Improving safety on New Zealand roads is a priority for Waka Kotahi. Road to Zero 2020-2030, New Zealand’s road safety strategy, tells us what New Zealand needs to do to make improvements in road safety. It sets us on a path to achieve Vision Zero, a New Zealand where no one is killed or seriously injured on our roads.



Road to Zero sets an initial target to reduce deaths and serious injuries on New Zealand’s roads, streets, cycleways and footpaths by 40 percent over the next 10 years. Reaching that target would mean reducing annual road deaths to 227 and serious injuries to 1,680 by 2030.

There are five key focus areas under Road to Zero:

1. Infrastructure improvements and speed management.
2. Vehicle safety.
3. Work-related road safety.
4. Road user choices.
5. System management.

Funding has been requested and to date the annual allocation has yet to be confirmed by Waka Kotahi

## **8. Amenities**

### **8.1 Housing for Seniors**

Two vacant units, one in Featherston and one in Greytown have been rented. Burling Flats new tenant arrives this weekend 14/08/2021 and Greytown Westhaven flats new tenant will be moved in by end August 2021.

Gardens in Burling Flats have been weeded and stones laid. Usual repairs, Oven repair, leaking taps, hedge trimming, curtain replacement.

Work has been completed at Cicely Martin Flat 12 with the shower relined, gib replaced and the bathroom painted.

### **8.2 Pain Farm and Cottage**

Both properties have had a building wash, which caused a power outage to the Homestead, this was repaired the day it was reported. Grounds are well maintained.

### **8.3 SWDC Playgrounds**

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

- Greytown playground is being refurbished with new paint
- Featherston playground general refresh is completed, new baby seat replaced due to existing being damaged.
- Still awaiting parts for replacement of netting for Greytown equipment, ordered replacement see-saw and spinning wheel due to age. Equipment ordered can take 3 months to arrive

### **8.4 Parks and Reserves**

Activity has been ongoing in maintaining our parks and reserves:

- SWDC completing Section 17a Procurement, Request for proposal and Tender documents for the Parks and Services Contract. Tenders received and evaluating.
- Tree management plan for all SWDC parks and reserves discussions near completion. High winds have been causing tree damage through the district.
- Lake Ferry native planting is completed. Photos to come.
- Bench seats have been donated one each for Featherston and Greytown
- 4 single rubbish bins have been ordered to replace damaged green bins in Featherston and Greytown

### **8.5 Cemeteries**

Cemetery Activity and Burials have been steady.

Purchases of burial plots/niches 01/05/2021 30/06/21

	Greytown	Featherston	Martinborough
Niche	1		
In-ground ashes Beam			1
Burial plot	2		
Services area			
<b>Total</b>	<b>3</b>		<b>1</b>

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

	Greytown	Featherston	Martinborough
Burial	5		4
Ashes in-ground	1		2
Ashes wall	1		
Services Area	1		
Disinterment			
<b>Total</b>	<b>8</b>		<b>6</b>

Two new concrete beams at Martinborough Cemetery are awaiting contractors to fill edges with topsoil and are then ready to start using. New planting in the Featherston Natural burial cemetery and new road has been installed in the Greytown cemetery extension. Fencing organised this week.



## 8.6 Swimming Pools:



Maintenance and retiling has begun at the Featherston Pool. Weather has held up the work a bit but they are chipping away at it as much as possible.

Martinborough Pool is next – and there will be renumbering of the lanes at Greytown Pool.

Three gas barbecue's have been purchased and will be placed in each pool for the coming season on a trial bases due to extended hours. If not being used will be moved into parks around the district.



## 8.7 Other Projects:

- Housing for Seniors – only a few extractor fans in bathrooms/kitchens have been installed to meet the healthy homes ventilation standard. Currently waiting for a date/cost from tradespeople who are extremely busy at present.
- Featherston Information Centre – new heat pump being installed on Thursday, 19 August 2021.
- SWDC office in Martinborough – continuing to work on improving the working spaces within the council building.
- Wash Rite Wairarapa have completed their list of low-pressure wash, gutter clean, flush downpipes of council owned properties: The Design Library, Hodder Farm Cottage, Pain Farm Homestead & Cottage, The Old Courthouse/Information Centre, Martinborough Men's Shed, SWDC Office,

Featherston Library. Burling Flats had their gutters cleaned, downpipes and concrete paths. Looking to paint Burling flats before April 2022.

- Health & Safety officer & Property Advisor attended a Worksafe NZ Conference 'Asbestos Management in Public Sector'

## **9. Waste Management**

### **9.1 Martinborough Transfer Station:**

- Upgrading of the entrance into Martinborough transfer station has been completed.
- Recycling glass bins have a new large concrete pad placed under them for health and safety cleaning up any broken glass.
- New road up to the clean fill has been completed and now you can drive right around
- Oil drums and covered shed has been ordered and await arrival, due now.



### **9.2 Greytown Transfer station:**

- Green waste will be removed on a monthly cycle from September the 1<sup>st</sup>.

### **9.3 Featherston Transfer Station:**

- Green waste mulched and removed June / July

Overall, the transfer stations are tidy.

### **9.4 Kerb side pick ups**

Contamination levels remain high and we need to do some general education around what is not ok to put in recycling wheelie bins. Stickers are improving the overall contamination.

### **9.5 MRF Upgrade Ongoing in Masterton**

One of our Major Projects over the last 12 months has been an upgrade to our MRF to assist in meeting the new requirements created by the China Sword policy, Revised Basel Convention and New NZ Government export requirements for Plastic.

This has seen an investment of over \$2 Million Dollars by Earthcare to improve the sorting capability to meet the new standards.



There were significant issues due to manufacturing and shipping delays and the difficulty in getting skilled engineers into New Zealand due to Covid. The upgrade doubles the equipment in the plant.

During March and April we completed the initial installation of the MRF Upgrade and initial commissioning.

New Equipment Includes:

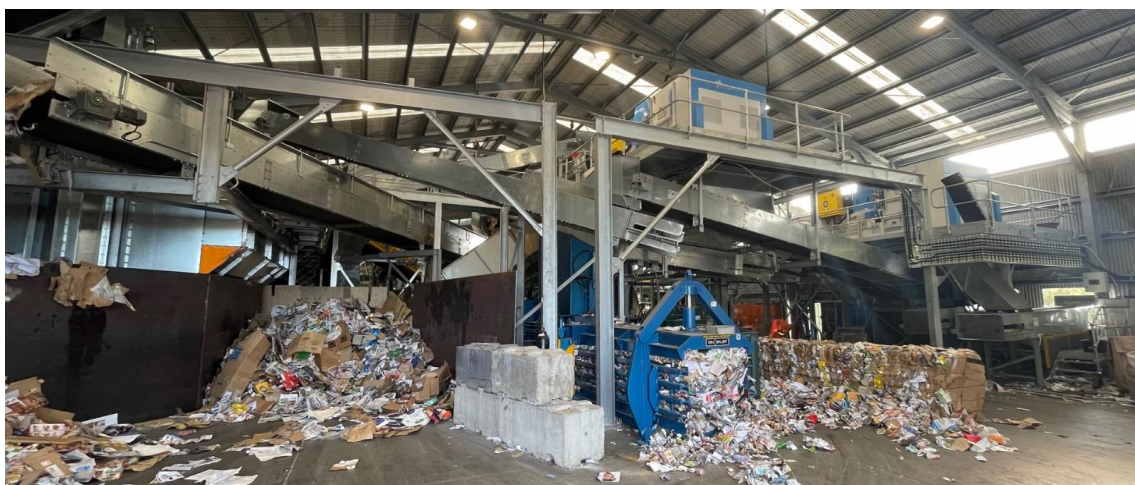
- Pellenc Optical Sorter – Paper
- Pellenc Optical Sorter – Plastic
- New Perforator
- New Plastic Baler – higher density bales
- New Paper Baler – higher density bales
- New Automated Plant Control System
- Waste Conveyor System
- Aluminium refeed conveyor
- New Perforator
- 15 Conveyors

In May and June, we will be installing a small number of items where shipping was delayed and completing the commissioning of the plant.

We closed the MRF down for 14 Days during the install and are working through the backlog of material accumulated during this period.

We have the most sophisticated MRF in New Zealand that matches best practice in European countries for sorting and classifying recycled kerbside material.

We are looking forward to shipping out our first full truckload of PET (40% of the plastic stream) and receiving the quality results from Flight plastics in Wellington Later this month.

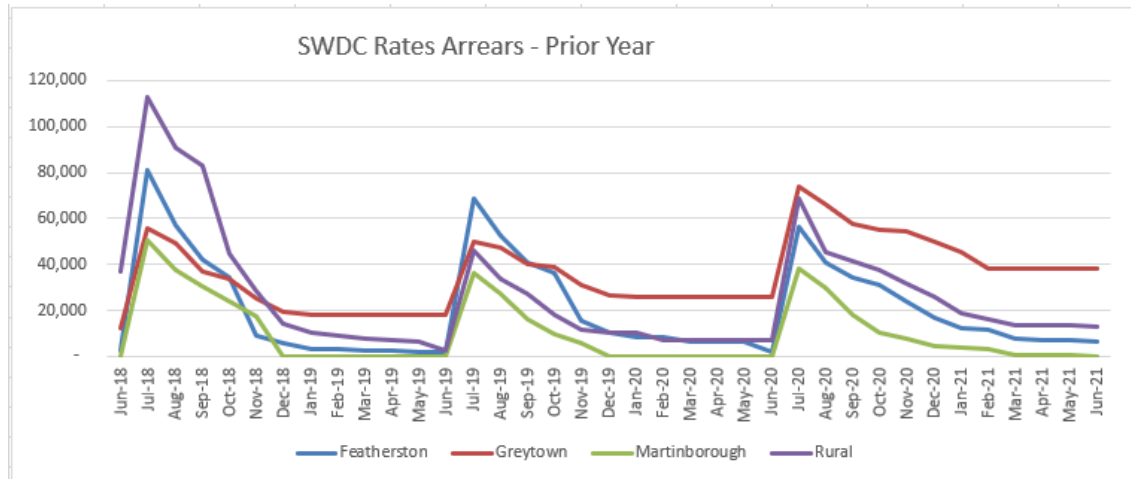


Contact Officer: Harry Wilson, Chief Executive Officer

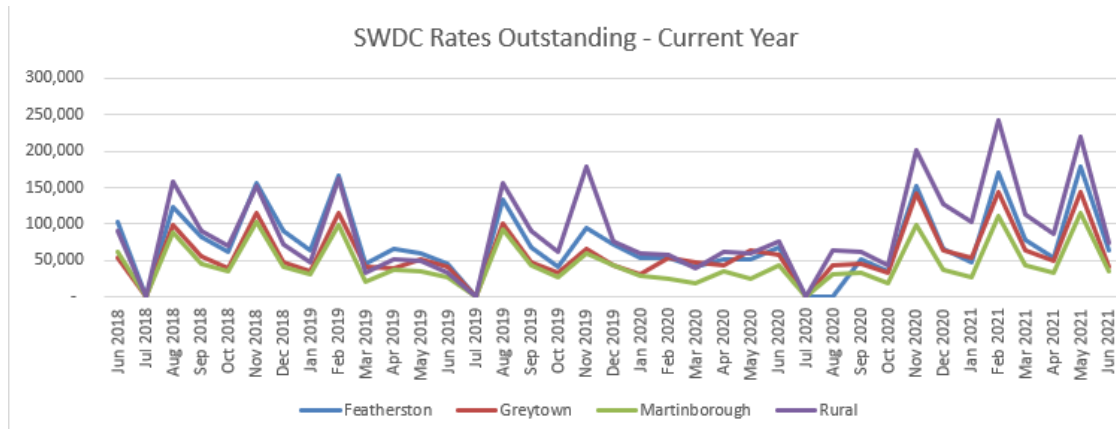
## 10. Rates Arrears

This report was presented to the Finance, Audit and Risk Committee on 11 August 2021.

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



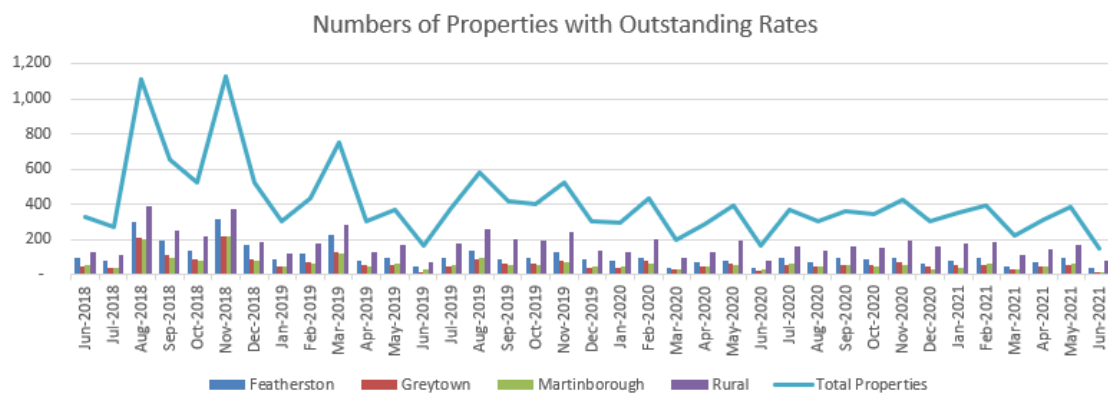
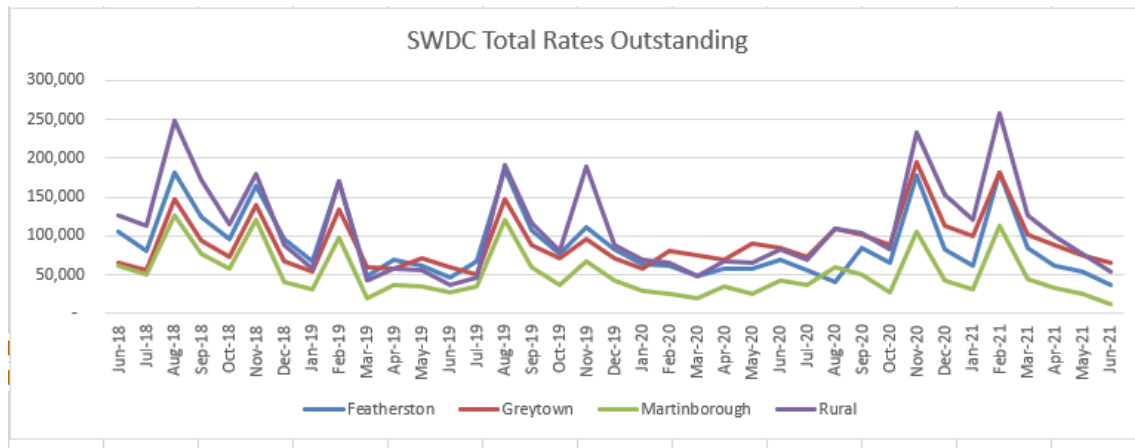
Prior years arrears have increased \$23k (65%) from the same time last year.



At the end of June 2021, the current years amount was \$214K, 7% higher than the same time last year.

Total rates outstanding have decreased by \$443k (67%) from the same month last year.

Outstanding rates were \$170k in June 2021 to \$280k June 2020.



The total number of properties with outstanding rates has decreased by 136 in June 2021 (152), a decrease in the number of properties in each sector (rural, Featherston, Greytown and Martinborough) although a slight increase \$1K in the total Greytown balance. We have received a \$17K payment towards the arrears for the Greytown property. This is currently on the market (by Tender) and it is expected this will be sold by the end of August with all overdue rates to be paid at settlement. There was also a rural property with \$5K rates arrears which sold 2/7/21 and payment has been received in full. These 2 properties were the oldest arrears on our books.

Contact Officer: Katrina Neems, Chief Financial Officer

## 11. Appendices

### Appendix 1 – Water Project Dashboard



# **Appendix 1 – SWDC Water Project Dashboard**

SWDC Assets and Services Committee		Programme	Water			
Meeting	1/09/2021	Period	Aug-21			
	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
<b>Overall Programme Status (RAG)</b>		↑				A small number of important projects sit on the capex delivery programme for the 2021-22 financial year. Off the back of last years delivery performance, key focus areas have been identified for improved project delivery. Additional senior resources have recently been brought in for the delivery of Waiohine and Memorial Park upgrade projects, where the PMO will be looking to ensure they have the support to ensure they are setup for success.
<b>Major Projects</b>						
Featherston WWTP	\$500k*	Jul 20 - Jun 2025				
Develop and implement a suitable wastewater solution for Featherston						Progress slowed during LTP consultation with the project team undertaking additional work and addressing questions raised by council. Planning is underway to begin the next stage of community engagement on the shortlisted options. Concerns were raised at the recent workshop with councillors around the affordability and consentability of the shortlisted options. Wellington Water are undertaking a peer review of the short listed options on consentability to provide further assurance. Once this work is resolved, we will work with WWL on finalising a communication plan before going out to community engagement. The current and forecasted pre-construction phases remain within budget.
<b>Upgrade/Renewal Projects</b>						
Papawai Road WW Upgrade	\$2.2m	May 2021 - Nov 2021				
Capacity issue - upgrade pipe	↑	↑	↑			Contractor has moved to the treatment plant end of the pipeline upgrade, making good progress in the open trenching sections. Ground conditions have been favourable and positive feedback has been received on the sediment management control next to Tilsons creek. A successful minor change of alignment was organised by the consultant, and is expected to be extended for the remainder of the project due to challenges in unfavourable ground conditions on Pah and Papawai Roads. A review of the cost implications is currently underway.
Waiohine Water Treatment Plant (WTP)	\$1.3m	Dec 2020 - June 2022				
b) Treated water storage commissioning		↑			↓	Construction work for new bypass pipework has been completed, as well as electrical upgrades and run-to-waste testing. Commissioning work to begin shortly with the current programme forecast for commissioning complete Q2. Commissioning risks remain due to unknown condition of storage bladder.
c) Chlorine dosing safety improvements		↑				Costs have been finalised for the civil construction and electrical upgrades required to ensure compliant system. Work to be programmed around commissioning works.
d) pH dosing system upgrade		↑				Temporary dosing system currently in place. Permanent dosing system construction and commissioning to follow treated water storage commissioning.
Memorial Park WTP upgrades	\$850k	Nov 2020 - 2022				
Stage 2: Replace bore pump, new housing container, additional pipework and run to waste		↑			↓	Offsite fabrication of containerised treatment plant due for completion Q1. Outstanding project items and risks are requiring close-out prior to final contract award for works to install the containerised plant on site.
Stage 3: Chemical dosing, electrical equipment, UV and filter upgrades		↑		↑		The project team has been modified to include more senior resources in key roles to deliver the Memorial Park upgrades project. A review of the project delivery and risks is being undertaken prior to final contract award and start. Stakeholder discussions with SWDC have been had, to review the phasing of the Memorial Park upgrades project around public impacts on summer activities, likely to see construction work start in the new calendar year.

SWDC-led Projects						
Water Race User Survey	n/a	Dec-20				
Survey Water Race users and related stakeholders on use		↑				Wellington Water have received a copy of the survey results and have been asked by SWDC to review in the context of providing some strategic guidance back to SWDC. Wellington Water workshops are scheduled in August.
Longwood Water Race Consent	n/a	Dec-20				
Gain consent for continued use of water race				↑		The final draft consent conditions have been received by GWRC and are currently being reviewed within Wellington Water. Additional flow and water quality monitoring is likely within the new consent where Wellington Water will need to consider how these additional conditions will be met. The short consent is to align the Longwood with the Moroa water race consent expiry.
<b>Status key:</b> <span></span> <i>On track/achieving</i> <span></span> <i>Some concern</i> <span></span> <i>Off Track/Major concern</i>						

# FEATHERSTON COMMUNITY BOARD

5 OCTOBER 2021

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## AGENDA ITEM 8.2

### ACTION ITEMS REPORT

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#### **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 27 September 2021

Appendix 2 - Stakeholder Letter on Featherston's Wastewater

Contact Officer: Steph Frischknecht, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

## **Appendix 1 – Action Items to 27 September 2021**

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.	Open	Signs removed 16th/17th March due to unresolved safety concerns. Meeting onsite on 23rd March with SWDC/NZTA/FCB/Featherston Beautification Group to agree location, materials and design of supports for the signs. 30/06/20: Progress is being made on a licence to occupy the proposed location of the signs. 30/07/20: This is still with NZTA for a licence to occupy. 15/10/20: Still working through the solution with NZTA. 8/12/20: Awaiting final drawings from FBG to proceed. 15/02/21: Progress made as per chairs report to FCB 23 Feb 21 16/04/21: SWDC to pay for reinstatement of signs. We also need to allow for ongoing maintenance in our plans. NZTA have been provided all the info and are asking us to agree an MOU rather than a licence to occupy. Awaiting draft from them, which we’ll share with the Beautification Group. Also now have approval we can reinstall the signs under the existing Resource Consent from the Planning team. 04/06/2021: Agreement reached with NZTA, awaiting counter signing it. Quotes being sought for reinstall through FBG. 15/06/21: Members requested an update of when the signs would be completed. 23/07/21: The agreement with NZTA has been counter signed. Featherston Beautification Group is still seeking quotes which is taking time due to the availability of tradesmen. 24/9/21: To be picked up by Stefan Corbett, new Group Manager Partnerships and Operations, once he starts 27/9/21.
276	30-Jun-20	Action	FCB	Present the proposal to have a Māori name for Featherston as Paetumokai and a pou (carving) to the Māori Standing Committee	Open	28/07/21: Fab Feathy attending 3-Aug-21 MSC meeting. 24/9/21: FCB awaiting feedback from MSC
384	11-Aug-20	Action	FCB	To clarify the process of undertaking a two-stage engagement approach to the naming of Featherston Town Square	Actioned	22/09/20: Members undertook to discuss this in a workshop. 11/08/21: Members agreed to close this action.
139	27-Apr-21	Action	FCB	Coordinate with the RSA and 28th Maori Battalion Association on flags for next year	Open	
FCB	10-Aug-21	Resolution	K Neems	FCB RESOLVED (FCB 2021/34): 1. To receive the Applications for Financial Assistance Report. (Moved Cr Emms/Seconded Shepherd) Carried 2. To approve funding Featherston Organics \$500 for Featherston Organic Week 2021. (Moved Cr Emms/Seconded Tahinurua) Carried Mrs Bleakley and Mr Shepherd abstained 3. To note an ineligible grant application was received from Kidz Need Dadz Wellington requesting \$500 for a Father’s Day Bowling event that was subsequently withdrawn. 4. To note that officers will update the Community Board grant form to reflect the new Grants Policy. (Moved Shepherd/Seconded Bleakley) Carried	Actioned	1 - No action required 2 - Applicant informed of outcome and commitment added to I&E 3 - Applicant informed of outcome 4 - New grant form published
FCB	10-Aug-21	Action	H Wilson	Request an update from Council on the maintenance schedule for Featherston Skatepark	Actioned	16/8/21: We are currently going through a Parks and Reserve contract tender and the appointed contractor will look at maintenance then. 23/9/21: Immediate issues looked at but with the last Covid lockdown this has delayed us and the budget is an issue also.
FCB	10-Aug-21	Action	H Wilson	Provide an update on the status of the Featherston Peace Garden	Actioned	16/8/21: The Peace Garden contract has been agreed with Heritage NZ and Civil contractor. Heritage NZ is working with the contractor and work will be started shortly.
FCB	10-Aug-21	Action	H Wilson	Provide clarification on the reasons for the underspend of the water capex delivery programme	Actioned	16/8/21: The underspend was largely due to delays in delivering the safe drinking water projects. Refer to Paper C2 presented to A&S on 7 July 2021 for a full explanation.
FCB	10-Aug-21	Action	H Wilson	Provide members an email update on the timeframes for engaging with the community on the shortlist of options for a suitable wastewater solution for Featherston	Actioned	24/9/21: Refer stakeholder letter attached in Appendix 2.
FCB	10-Aug-21	Action	FCB	Discuss going thirds with the other two community boards for home health assessment kits for the Featherston and Martinborough libraries	Open	

## **Appendix 2 – Stakeholder Letter on Featherston’s Wastewater**

8 September 2021

Regional Public Health, Ngāti Kahungunu, Rangitāne o Wairarapa, Fish & Game, Department of Conservation

**Update on planning improvements to the treatment and disposal of Featherston's wastewater**

Dear XXXX

Thank you for your input to date on the Featherston Wastewater Treatment Plant (WWTP) project, which is determining a preferred option for the treatment and disposal of Featherston's wastewater.

Since our last workshop in December 2020 we have been processing the feedback that you and other stakeholders have provided. In February 2021 we presented SWDC with the shortlisted options. Further information was requested including:

- further information about the long list/short list scoring
- the viability of a wetland option on existing land (size and constructability)
- information about the land assessment for land irrigation discharge
- case study information from other examples around New Zealand.

Further to this request the project was paused to allow for SWDC to undertake their LTP engagement, this was completed in July this year.

A timeline outlining the work completed to date is attached.

**Next steps**

We are now working with Council to confirm viable options. Once council has confirmed options we will revise the project programme and agree and approve the plan for completing this project.

Once we have a better understanding of the timeframe the team will be in touch to check on your availability and to confirm a date.

Please get in touch if you have any questions in the meantime,

Kind regards,

Linda Fairbrother  
**Project Lead**  
**Wellington Water**



**Attachment: Summary of work undertaken to date**

<b>Date</b>	<b>Activity</b>	<b>Comment</b>
September 2020	<b>Workshop 1</b>	<b>Define objectives and MCA criteria</b> Virtual Workshop held with key stakeholders Purpose of the workshop was to provide Project Overview, background and context, MCA Overview, outcomes and investment objectives
October 2020	Community drop-in day 1	Opportunity for the community to provide feedback on the MCA objectives and criteria
October 2020	<b>Workshop 2</b>	<b>Define Long List Options</b> In person workshop in Featherston with key stakeholders Review investment objectives and MCA assessment criteria Review current long list
November 2020	Community drop-in day 2	Opportunity for the community to provide feedback on the long list and the long list scoring
December 2020	<b>Workshop 3</b>	<b>MCA Long List to Short List</b> <b>Critically reviewing the evaluation and scoring of the long list of options</b> In person workshop in Featherston with key stakeholders Review preliminary scoring of long list by technical team Provide stakeholders opportunity to comment on scoring and score the long list.
January / February 2021	Meeting with Iwi nominated representatives	In person meetings with representatives from Ngāti Kahungunu and Rangitāne o Wairarapa to discuss long list options and investment objectives
March 2021	Workshop with SWDC and Councilors	Present work completed to date, options analysis and recommended shortlist, cost estimates of long list options, and confirm next steps.
August 2021	Workshop with SWDC and Councilors	Present shortlisted options, discussed site considerations/constraints and community engagement.

# FEATHERSTON COMMUNITY BOARD

5 OCTOBER 2021

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## AGENDA ITEM 8.3

### 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 Draft Income and Expenditure Statement for the period ending 31 August 2021*

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

The draft Income and Expenditure Statement for the period ending 31 August 2021 is attached in Appendix 1.

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 – Draft Income and Expenditure Statement for the period ending 31 August 2021

Contact Officer: Tania Fine, Assistant Accountant

Reviewed By: Charly Clarke, Finance Manager

# **Appendix 1 – Draft Income and Expenditure Report for the period ending 31 August 2021**

## Featherston Community Board

Income & Expenditure for the Period Ended 31 August 2021

### Personnel & Operating Costs

#### Budget

Members' salaries	11,459.96
Mileage reimbursements	500.00
Operating expenses	6,944.00
<b>Total Personnel &amp; Operating Costs Budget 2021 - 2022</b>	<b>18,903.96</b>

#### Expenses

##### Personnel Costs

Members' Salaries	4,259.71
Mileage reimbursements	-
Honorarium payment to student rep (\$50 per meeting)	400.00

**Total Personnel Costs to 31 August 2021** **4,659.71**

##### Operating Expenses

26-08-20 Local Government NZ	Community board levy 2020/21	216.66
23-02-21 One Community Board Member to attend 2021 CB Conference		2,152.46

**Total Operating Expenses to 31 August 2021** **2,369.12**

#### Committed funds

Resolution date		Original commitment	Spent to date	Remaining commitment
	Members' Salaries	11,459.96	4,259.71	7,200.25
	Mileage reimbursements	500.00	-	-
23-02-21	One Community Board Member to attend 2021 CB Conference	2,155.00	2,152.46	2.54
<b>Total Commitments</b>				<b>7,202.79</b>

#### TOTAL OPERATING EXPENSE BUDGET AVAILABLE\*

**4,672.34**

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

### Grants

#### Income

Annual Plan 2020-21 grant allocation	4,343.00
Other miscellaneous income	782.61
<b>Total Income for 2021 - 2022</b>	<b>5,125.61</b>

#### LESS: Grants paid out

08-07-20	Featherston Menz Shed	3-month wireless broadband		101.74
21-07-20	Kurunui College	First aid, safety equipment		500.00
14-08-20	Kidz Need Dadz	Father's Day Bowling		200.00
12-08-20	Pae tū Mōkai o Tauria	Contribution to upgrade of outbuildings		500.00
12-08-20	Wisdom & Wellbeing	Contribution to operating costs		500.00
03-09-20	Featherston Phoenix	Advertising for Organic Week		40.00
31-08-20	Lamb-Peters	Signs for Organic Week		170.00
12-08-20	C A Bleakley	Costs for Featherston Organic Week		216.33
25-09-20	Cross Creek Railway Society	New batteries for miniature train		500.00
25-09-20	Featherston Netball Club	Uniforms		500.00
28-09-20	Wharekaka Trust	Assistance with Meals on Wheels		500.00
30-10-20	REAP (Fab Feathy)	Sights of Significance documentary		400.00
23-12-20	South Wairarapa Neighbourhood Support	Promotional flag & collateral		200.00
07-12-20	Shepherd Traffic Management	Traffic management for Xmas Parade		1,475.00
23-02-21	Wairarapa Gateway Business	Webhosting FSTN Community Website	480.00	480.00
22-09-20	Featherston Xmas Parade	Traffic management	600.00	(92.39)
23-02-21	Featherston Xmas Parade	Traffic management	92.39	92.39
23-02-21	FSTN Information Centre	Running Costs	400.00	400.00
27-04-21	Featherston Booktown	Street Flags	500.00	500.00
19-05-20	Wairarapa Maths Association	Annual maths competition 2020-21	300.00	300.00
15-06-21	FSTN Community Centre	Replacing Vinyl Floor	500.00	500.00
10-08-21	Feathrston Organic Week		500.00	500.00
<b>Total Grants paid out to 31 August 2021</b>				<b>8,483.07</b>

#### LESS: Committed Funds

Resolution date			Original commitment	Spent to date	Remaining commitment
12-03-19	Featherston Junior FC	Equipment & coaching in schools	500.00		500.00
19-05-20	Wairarapa Citizens Advice Bureau	Day to day running costs	350.00	-	350.00
19-05-20	Wairarapa Maths Association	Annual maths competition 2019-20	300.00	400.00	(100.00)
19-05-20	Wairarapa Maths Association	Annual maths competition 2021-22	300.00	-	300.00
30-06-20	Featherston Menz Shed	3-month wireless broadband	117.00	101.74	15.26
11-08-20	Featherston Organics	Organic Week - contribution to costs	500.00	426.33	73.67
22-09-20	Featherston Xmas Parade	Running costs	300.00		300.00
15-06-21	FSTN Community Centre	Replacing Vinyl Floor	500.00	500.00	-
10-08-21	Feathrston Organic Week		500.00	500.00	-
<b>Total Commitments</b>					<b>1,438.93</b>

PLUS: Balance Carried forward from previous year

6,028.65

#### TOTAL GRANTS FUNDS AVAILABLE

**1,232.26**

## Featherston Community Board

### Beautification Fund for the Period Ended 31 August 2021

#### Income

Annual Plan 2021 - 2022 allocation	10,710.00
<b>Total Income 2021 - 2022</b>	<b>10,710.00</b>

#### Beautification grants - operating

22-10-20 St Teresa's School	Science table at Donald's Creek		1,000.00
14-12-20 OneSource Ltd	Two sets of 15 street flags		2,304.00
23-02-21	Roll down blinds for FSTN Town Square	2,225.00	2,225.00
<b>Total Beautification grants - operating to 31 August 2021</b>			<b>5,529.00</b>

#### Beautification grants - capital

<b>Total Beautification grants - capital to 31 August 2021</b>	<b>-</b>
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#### LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
15-12-20 OneSource Ltd	Two sets of 15 street flags	2,610.00	2,304.00	306.00
15-06-21 ?	Lighting for Oak Tree Near Fell Locomotive Museum, Info Centre and Town Centre	5,000.00	895.65	4,104.35
<b>Total Commitments</b>				<b>4,410.35</b>

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

**TOTAL BEAUTIFICATION FUNDS AVAILABLE** **17,909.65**

## AGENDA ITEM 8.4

### FINANCIAL ASSISTANCE REPORT

#### Purpose of Report

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

#### Recommendations

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Note an ineligible grant application was received from Digital Seniors as the applicant received funding from the SWDC Community and Youth Fund.*

#### 1. Background

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

The Board considers applications at its eight weekly meetings.

#### 2. Applications for Financial Assistance

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

Applicant	Amount Requested
Digital Seniors	\$500

#### 3. Eligibility Criteria

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

- Non-profit community organisations with a formed legal structure or a group of individuals who have come together for a common purpose but who do not have a legal structure may apply.
- The applicant does not need to be based in the South Wairarapa or the ward from where the funds are being sought but the applicant must be able to demonstrate that the activity benefits the ward where the funds are being sought.

- Applicants may not be in receipt of any other Council or Council-administered grant for the same activity in the same financial year.
- The Featherston Community Board has a maximum grant limit of \$500 unless special circumstances are considered to exist (GST will be added to grants approved for GST registered applicant).

The [Grants Policy](#) sets out further criteria.

### **3.1 Assessment against Eligibility Criteria**

#### **3.1.1. *Digital Seniors***

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

Digital Seniors received funding in the recent SWDC Community or Youth Grant funding round and therefore is ineligible for funding from the Featherston Community Board.

## **4. Conclusion**

The application received from Digital Seniors is ineligible as they received funding through the SWDC Community and Youth funding round. The applicant has been notified.

Contact Officer: Steph Frischknecht, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

# FEATHERSTON COMMUNITY BOARD

5 OCTOBER 2021

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## AGENDA ITEM 9.1

### NOTICE OF MOTION

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#### Motion

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

1. *Receive the information.*
2. *Host the Greytown and Martinbrough Community Boards for a meeting to discuss the Hammond-Robertson Report and the recommendation to develop community plans, look at the capability of community boards and adopt a community board charter.*

#### 1. Purpose

I ask the Board if the Featherston Community Board can host the Greytown and Martinborough Community Boards for a meeting.

#### 2. Background

Community Boards are the SWDC voice of their community. To empower community, they need to set out clear direction to voice the peoples concerns. It is important that the community boards work together on each of their different challenges that are specific in their communities.

In the last few months there has been little consultation between the SWDC council and community boards, this needs to be strengthened. This workshop bringing together the SWDC Community boards to work on specific points raised in the [Hammond-Robertson Community Boards Survey Report of 2018](#), is a way forward. This will empower community boards to be given the recognition and support capability so they can identify the challenges and benefits of their communities and find support for them.

The Hammond-Robertson Report of 2018 made specific recommendations, specifically recommendation # 3, 4, and 5 as outlined below.

Recommendation No 3 –  
Community Boards adopt Board Charters



Every Community Board have a formal Board Charter with their council which clarifies role, scope, delegations, how council and staff will relate to Boards, how Boards relate to council. This Charter be developed through a conversation of equals between Council and Boards in each area.

Recommendation No 4 –

Councils recognise and support capability of Community Boards

Council recognise that democracy and place-shaping is more resilient when they empower Boards to take local leadership of local affairs and decisions. Councils to actively build the capability of Boards in local place-shaping.

Recommendation No 5 –

Community Boards develop Community Plans

Community Boards each develop an inclusive and engaging Community Plan with a small number of priorities which drive the priorities of the Board itself. The role of a Board be re-shaped to delivering the priorities in the Community Plan. Boards not develop strategies and priorities which are not related to the priorities of their communities.'

Community boards, to empower community, they need to know what is going on. Responsibility of the Council to community boards. For this we need to develop a scope, role and accountability charter that sets out the role of the Community Boards.

Signed: *Claire Bleakley*

26.9.2021

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

## **CHAIRPERSON REPORT**

### **Recommendations**

The chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*
2. *Recommends to Council that it hold a public meeting on rates in Featherston.*
3. *Accepts the quote (to be tabled) to fund the replacement FlagTrax, to be funded from the beautification fund.*

### **1. Meetings and Events**

<b>Date</b>	<b>Past meetings or events</b>
4 <sup>th</sup> August	Rates meeting
12 <sup>th</sup> August	Onsite meeting with FlagTrax supplier to discuss repairs etc.
16 <sup>th</sup> August	Town walk around with Security camera supplier to discuss camera placings
8 <sup>th</sup> Sept	Three waters zoom meeting

### **2. Rates Meeting**

I attended this meeting and requested that it be recorded. This was declined. I also confirmed with Council that the Featherston Community wanted a face to face community meeting in Featherston with the CEO, Mayor and Councillors which I have requested of Harry Wilson on 2 occasions. I also expressed the FCB concerns for what our community is going through and how they are going to deal with it. Although the request for a public meeting was not formally passed at a FCB meeting, I will be putting forward a motion at the meeting of 8<sup>th</sup> October to pass this request formally.

### **3. FlagTrax Meeting**

I met with Chris Souness to discuss what is now needed to repair and maintain the FlagTrax we already have in Fitzherbert Street, which were not initially mounted correctly or have

since sustained damage through being hit by trucks. I am waiting for a replacement quote which I will bring to the meeting on 5<sup>th</sup> October.

#### **4. Security Cameras**

Jason (One Security) and I walked the town to assess where the best locations would be to locate security cameras, including plate recognition cameras. From this I will speak with the building owners to ask if they would be prepared to have the cameras on their buildings. Once we know exactly what cameras are needed and where they could go a definite quote can be given which I can present to get agreement from FCB, the community and any other parties (concerning privacy act etc) to confirm if we go ahead.

#### **5. Three Waters Zoom Meeting**

The presenter for this meeting was Dougal List, Project Director Wellington regional three waters reforms. The presentation included a huge amount of information which consisted of the Case for change, South Wairarapa challenges, a proposed reform model, Iwi/Maori rights and interests, Key benefits, and 4 options. My understanding is the next steps are to be carried out by Council before responding to Council. Further clarification should be sort from Council.

#### **6. Appendices**

Appendix 1 – Quote to repair the FlagTrax system

Report compiled by Mark Shepherd  
Chair  
Featherston Community Board

## **Appendix 1 - Quote to repair the FlagTrax system**

**MEMBER REPORT**  
**for**  
**Featherston Community Board Meeting**  
**5 October 2021**

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Member Name	Claire Bleakley
General	<p>These are some of the questions raised in our community since the last meeting.</p> <p>Due to COVID lockdown we have had to re schedule many of the <b>Organic Week</b> events. We have successfully arranged the same programme over the next two months. It is exciting to have such a vibrant Featherston Community. All members are invited to attend any of the events.</p> <p>There is still much concern over the <b>rates rise</b>. There are many vulnerable people in the community who are struggling to find the ability to live on the rise.</p> <p>The Christmas Parade is to be held on the 4 December at 12. We have had the brass band ask if they would like us to have them lead the parade and we need to confirm if it is going ahead.</p> <p>Regarding the <b>three waters</b> amalgamation. I attended the zoom meeting. However there is still no clear outline on the way forward.</p> <p>The <b>Featherston vacant space</b> brought by Fresh Choice had the monies tagged for Featherston. The space was to be developed in the two years after sale. The lot is still vacant.</p> <p>I have received some information under the LGIOMA regarding the <b>Mayoral Task Force</b> I would like to table for the interest of our community.</p> <p>Claire Bleakley 5.10.2021</p>

23 September 2021

C Bleakley  
[Claire.bleakley@swdc.govt.nz](mailto:Claire.bleakley@swdc.govt.nz)

Dear Claire,

**Official information Request: Mayoral Task Force**

I am writing to you in response to your request received 25 August 2021 for information regarding the Mayors Taskforce for Jobs. We have assessed your request under the Local Government Official Information and Meetings Act 1987. I have received information from Wairarapa Whanau Trust for the response to this request. Our answers are showing in blue:

*Who is on the MTF board?*

The MTFJ is a central government initiative and selected councils were asked to participate. In the beginning there were no governance structures in place. It was a quick initiative from Central Government as a response to Covid in the smaller council areas. We decided that we would set up a structure to oversee and provide direction and guidance and contract out to a local community organisation with very good links into the community to run the programme day to day. A contract was entered into and governance oversight is provided by a newly formed body. That body is made up of representatives from the following organisations:

- SWDC being the Mayor and Cr Plimmer
- Kuranui College
- Wairarapa Whanau Trust
- WINZ
- Police
- Youth Justice

That group meets as and when required.

*Who makes the decisions on who is placed in employment?*

The criteria for eligibility is quite specific, however there is a bit of flexibility. Initially it was open to anyone who lost their employment to COVID and youth being aged 16-24. After the successful trial it became a bit more formalised with focus being on youth not in employment or training. Specifically, we are focusing on those young people who may have “slipped through the cracks” of employment support.

The day to day work involves finding the individuals, assessing their needs and wants and trying to match them to willing employers. Once in employment the focus then changes to ongoing pastoral support to keep them in employment. The day to day operations are run on contract to the MTFJ by the Wairarapa Whanau Trust, a church based group domiciled mainly in Featherston. Thus the Whanau Trust is the facilitator matching unemployed and employers

*Is there a separate body set up to decide where to place employees?*

No

*If so who is on that board?*

Not applicable

*Regarding documents on the pilot scheme:*

*How many people were employed in the June to July 2020 pilot scheme?*

30 young people were employed.

*What is the scheme aims?*

The scheme aim is very simple. To get youth not employed in education or training into useful ongoing employment.

*Have they been achieved?*

We believe we have been very successful to date .

*How many employers took on employees?*

13 employers took on employees.

*What towns were the employers based?*

Employers have been across the Wairarapa from Masterton south.  
Greytown, Martinborough, Carterton and Masterton.

*How many youths employed lived in Featherston?* 5

Martinborough? 14

Greytown? 10

And other SW areas? 1

*Regarding documents on the roll out of the MTF youth employment scheme:*

*How many youths initially employed in the pilot scheme were also reconsidered as employed until 1.8.2021?*

There were 30 youth considered employed in the pilot scheme. They were not reconsidered as employed in the MTF employment scheme.

*How many businesses in Featherston employed youth from the MTF scheme?*

0

*How many youth were placed in employment in:*

Featherston? 0

Greytown? 21

Martinborough? 23

other areas?

10 including 2 placements located between Featherston and Martinborough



*How many youths are still in part time and full time employment as part of this scheme?*

As at 30 June 2021 12 youths are still in sustainable employment, 1 youth in part-time employment.  
These numbers were submitted in the final report to MTFJ

*In the time from July 2020 – 2021 how much funding has the MTF given to subsidise youth into jobs?*  
\$385,000

*How much of this funding has gone to Featherston employers?*  
0

*Has this subsidy come from the SWDC or Central government?*  
The funding of the MTFJ comes entirely from central government.

You have a right to request a review by the Ombudsman on this decision. Further information about this process can be found on <https://www.ombudsman.parliament.nz/what-ombudsman-can-help/complaints-about-government-agencies/how-make-complaint> or email [info@ombudsman.parliament.nz](mailto:info@ombudsman.parliament.nz)

If you require any further information, please let me know.

Kind Regards

Zoya Huxford  
Information Officer