



**SOUTH WAIRARAPA  
DISTRICT COUNCIL**  
*Kia Reretahi Tātau*

## **GREYTOWN COMMUNITY BOARD**

### **Agenda**

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#### **NOTICE OF MEETING**

An ordinary meeting will be held in the WBS Room, Greytown Town Centre, 89 Main Street, Greytown on Wednesday, 14 September 2022 at 6:00pm. Masks and physical distancing are recommended.

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

Ann Rainford (Chair), Simone Baker, Shelley Symes, Graeme Gray, Cr Alistair Plimmer and Cr Rebecca Fox

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#### **PUBLIC BUSINESS**

**1. EXTRAORDINARY BUSINESS:**

**2. APOLOGIES:**

**3. CONFLICTS OF INTEREST:**

**4. ACKNOWLEDGMENTS AND TRIBUTES:**

**5. PUBLIC PARTICIPATION:**

- 5.1 Andrew Bos – Road Naming Application
- 5.2 Brent Mortenson – Greytown RSA
- 5.3 Barry & Sarah Tapp – Helios Solar Farm
- 5.4 Frank Minehan – Greytown Community Developments
- 5.5 John Boon – Greytown Menz Shed Grant Application
- 5.6 Andrew Heaton - Wairarapa Rural Protect Group

**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: Greytown Community Board minutes of the meeting held on 3 August 2022. **Pages 1-5**

***Proposed Resolution:** That the minutes of the Greytown Community Board meetings held on 3 August 2022 be confirmed as a true and correct record.*

**8. CHAIRPERSONS' REPORT**

- 8.1 Chairpersons' Report **Page 6-8**

**9. DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF:**

- 9.1 Financial Assistance Report **Pages 9-13**  
9.2 Road Naming Report **Pages 14-19**

**10. INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF:**

- 10.1 Financial Assistance Accountability Report **Pages 20-22**  
10.2 Officers' Report **Pages 23-61**  
10.3 Income and Expenditure Report **Pages 62-65**  
10.4 Action Items Report **Pages 66-67**

**11. NOTICES OF MOTION:**

- 11.1 None advised

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

- 12.1 Shelley Symes Member Report **Pages 68-69**



- Present:** Ann Rainford (Chair), Simone Baker, Graeme Gray and Councillor Alistair Plimmer
- In Attendance:** Mayor Alex Beijen, Amanda Bradley (General Manager, Policy & Governance), James Whitham (Planning Manager), Steph Frischknecht (Policy & Governance Advisor) and Kaity Carmichael (Committee Advisor)
- Also In Attendance:** Jen Butler (Pukaha Mount Bruce) and Helen Meehan (Wharekaka Trust Board)
- Conduct of Business:** This meeting was conducted in public in the WBS Room, Greytown Town Centre between 6.00pm and 7.36pm.

**1. EXTRAORDINARY BUSINESS**

There was no extraordinary business.

**2. APOLOGIES**

*GCB RESOLVED (GCB 2022/38) to receive apologies from Councillor Fox and Shelley Symes.*

*(Moved Rainford/Seconded Cr Plimmer)*

Carried

**3. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**4. ACKNOWLEDGMENTS AND TRIBUTES**

There were no acknowledgements and tributes.

**5. PUBLIC PARTICIPATION**

Helen Meehan – Wharekaka Trust Board

Ms Meehan provided an update on the Boards plan for Wharekaka following the closing of residential care and noted that three streams of activity were being considered: Health Support and Advice; Social Support and Activity; and Accommodation. Ms Meehan requested feedback and suggestions from the community on the proposed plan and future opportunities.

Jen Butler – Pukaha Mount Bruce

Ms Butler spoke to the grant application for street flags on behalf of Pukaha Mount Bruce and thanked the board for their support of the project.

**6. ACTIONS FROM PUBLIC PARTICIPATION**

Members queried the financial sustainability of the proposed Wharekaka plan and Ms Meehan provided clarification.

Members noted that under the current grants policy funding the flags would make the organization ineligible for other Council funding. Ms Butler withdrew the funding application and members undertook purchasing a new set of street flags in support of the Pukaka Mount Bruce Garden Tour. Ms Rainford undertook following up on potential flag design.

**7. COMMUNITY BOARD MINUTES**

**7.1 Greytown Community Board Minutes – 22 June 2022**

*GCB RESOLVED (GCB 2022/39)* that the minutes of the Greytown Community Board meeting held on 22 June 2022 be confirmed as a true and correct records, pending the correction of Cr Fox being noted present.

*(Moved Cr Plimmer/Seconded Gray)*

Carried

**8. CHAIRPERSON REPORT**

**8.1 Chairperson Report**

*GCB RESOLVED (GCB 2022/40)* to:

1. Receive the Chairperson Report.

*(Moved Cr Plimmer/Seconded Baker)*

Carried

2. Grant up to \$300 for three cherry trees and grass seed in the Greytown dog park, to be funded through the beautification fund.

*(Moved Cr Plimmer/Second Gray)*

Carried

3. Pay \$216 + GST to Lamb Peters for the printing of the first sign for Papawai Marae.

*(Moved Cr Plimmer/Seconded Gray)*

Carried

4. Grant up to \$150 for paint to support the maintenance of the Bus Shelter in Greytown.

*(Moved Rainford/Seconded Cr Plimmer)*

Carried

5. Support the Puakaka Wairarapa Garden Tour by funding up to \$1,000 + GST for a set of Street Flags, to be owned by the community board, funded through the beautification fund.

*(Moved Rainford/Seconded Gray)*

Carried

Ms Rainford spoke to items outlined in the Chairperson Report.  
Ms Bradley provided clarification on the process of a speed review and changes of speed limits on public roads. Ms Bradley noted that the process was currently under review and undertook providing a timeline for this to the board.

*GCB NOTED:*

Action 363: Mayor Beijen to contact local law enforcement and request speed checks in the areas of Papawai Road, Wood Street and Fabian Road in Greytown.

Ms Rainford thanked those involved with the organization of Greytown Arbor Week 2022.

*GCB NOTED:*

Action 364: Request to access some soil from the Greytown cemetery for use in the Greytown Dog Park planting.

Members debated whether further funds should be spent on planting of the Main Street barrels and discussed the responsibility of maintenance of the barrels.

*GCB NOTED:*

Action 365: Mayor Beijen to explore the possibility of 500 tulip bulbs for planting in the Main Street barrels.

Action 366: Request the feasibility of Council taking on the responsibility and maintenance of the barrels.

Members debated the use of public money for use in future years and whether the bench seating will fit into the final design of the skate park. Ms Bradley undertook following up on the financial policies around this.

Members discussed the responsibility for maintenance and replacement of community bus shelters and noted approval for work would be needed. Members were supportive of the painting of the current shelter and noted that a replacement bus shelter from Greater Wellington may be possible.

Members discussed providing an increased donation to the Menz Shed for their ongoing work.

**9. DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF:**

**9.1 Road Naming Report**

*GCB RESOLVED (GCB 2022/41) to:*

1. Receive the Road Naming Report  
(*Moved Baker/Seconded Gray*) Carried
2. Approve the naming of “Kaitara Park Lane” for the proposed private road at 162 Wards Line, Greytown.  
(*Moved Cr Plimmer/Seconded Gray*) Carried

## 9.2 **Financial Assistance Report (item withdrawn)**

Application for financial assistance was withdrawn by the applicant.

## 10. **INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF**

### 10.1 **Revoking Policies Report**

*GCB RESOLVED (GCB 2022/42)* to:

1. Receive the Officers’ Report.  
(*Moved Cr Plimmer/Seconded Gray*) Carried
2. Note that Council will be asked to consider revoking the following policies: Committees and Working Parties (A100), Hire of Council Facilities (E200), Display of Artworks in the Greytown Town Centre (E700), Street Days, Appeals and Raffles (H600), and Street Banners and Flags (C700).  
(*Moved Baker/Seconded Gray*) Carried

Ms Frischknecht spoke to items outlined in the report and provided clarification on member queries.

### 10.2 **Officers’ Report**

*GCB RESOLVED (GCB 2022/43)* to receive the Officers’ Report.

(*Moved Gray/Seconded Baker*) Carried

Members discussed items outlined in the report, including the Tauherenikau Pipeline. Ms Brady and Cr Plimmer provided clarification on the upcoming Greytown and Martinborough Community Liaison Group for Water Treatment Plants.

Members noted the detail outlined in the report and requested an executive summary outlining areas important to the Greytown Community.

### 10.3 **Income and Expenditure Report**

*GCB RESOLVED (GCB 2022/44)* to receive the Income and Expenditure Report for the period ending 30 June 2022.

(*Moved Baker/Seconded Gray*) Carried

**10.4 Action Items Report**

*GCB RESOLVED (GCB 2022/45) to receive the Action Items Report  
(Moved Cr Plimmer/Seconded Gray) Carried*

Members discussed open action items and noted further updates.

**10.5 Peony Drive Road Naming Report**

*GCB RESOLVED (GCB 2022/46) to receive the Peony Drive Road Naming Report.  
(Moved Cr Plimmer/Seconded Gray) Carried*

Mr Whitham spoke to items outlined in the report. Members debated the necessity of changing the name and noted that a road naming change request would be necessary if residents wanted to pursue a change.

**11. NOTICES OF MOTION**

There were no notices of motion.

**12. MEMBER REPORTS (INFORMATION)**

There were no member reports.

The meeting closed at 7.36pm.

**Confirmed as a true and correct record**

.....Chairperson

.....Date

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**AGENDA ITEM 8.1**

**CHAIRPERSON REPORT**

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**Recommendations**

The Chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*
2. *Consider paying the Greytown Menz Shed \$1600 for their work on the Papawai Sign and the sign for the Urupa, from the beautification fund.*
3. *Consider funding \$7500 for the purchase and installation of two seats for Greytown, from the beautification fund.*
4. *Consider paying \$500 to the Menz Shed for their work on the Street flags, from the beautification fund.*
5. *Consider paying \$276 plus GST to Lamb Peters for costs for the sign for Papawai Urupa.*
6. *Consider paying \$400.00 to Grand Illusions for work on the lighting outside the town centre, from the beautification fund.*
7. *To return the \$300.00 donated by GCB to Frank Mineham, to purchase three cherry trees, to the beautification fund.*

**1. Update on the Greytown Dog Park**

The GCB has given money to Frank Minehan to fund the Arbor Day planting. Frank has worked with Richie to purchase three cherry trees to go into Greytown dog- park, as part of Arbor Day planting. The trees will be placed facing the entrance to the dog park. The \$300 donated for the cherry trees by GCB can therefore be returned to the Beautification fund.

**2. The sign for Papawai Marae and Urupa**

The Greytown Menz shed have completed their work on the sign for the marae. They have secured the sign outside the marae.



The work undertaken by the Menz Shed to prepare the surrounds and mount the sign at the Urupa will incur the same cost as the sign for the marae. The total cost for the work undertaken by Greytown Men's shed is \$1600. An invoice is to be forwarded to council for this amount.

### **3. The printed sign for the Urupa**

Lamb Peter's have worked on the sign for the Papawai Urupa. The cost of the printing for this sign is \$216.00 + GST for the sign and a further \$60.00 +GST for the set up and proofing costs. The sign is being printed and will then be forwarded to the Menz Shed to provide the surrounds.

### **4. Main Street Barrels**

Farmlands have agreed to provide potting mixture for the barrels, but we have heard nothing further from the mayor regarding a donation of bulbs. The crocus bulbs originally proposed by Alex could not be used. Many of the barrels do not require extra plants but some do. We are therefore waiting for a donation to allow this maintenance work to progress.

### **5. A donation of two seats in Greytown from the GCB**

This is the final meeting of the GCB, and I would suggest that the board agree to fund two seats, to be placed in Greytown, as part of the walking trail identified by Greytown Heritage. The seats will be the same as those already purchased and agreed by Greytown Heritage, and will be placed on the route already agreed with Greytown Heritage and GCB. The seats would be inscribed with a plaque stating 'Seats Donated by GCB 2022'. I propose a sum of \$7500, for the seats. Installation costs and the two plaques.

### **6. Mens Shed Donation**

Unfortunately this donation was not fully progressed at our last meeting, so to enable payment I am requesting that the board repeat this donation of \$500.00.

### **7. Update on 85-87 West Street**

In early 2022 officers informed the Chair and Deputy Chair of GCB that work on a survey to determine the future of West Street would commence in the last quarter of 2022. Could council officers please provide an update on this issue?

### **8. Invoice for installing and packing down the July festival decorations for the Town Hall**

In 2021 we approved a grant of \$400.00, for work on installing the lighting in the town centre, funded from the beautification fund. No new application was made but Craig Thornbury from Grand Illusions believed that this was an ongoing donation. We paid for this lighting, so to avoid further confusion do you wish to make this an ongoing yearly donation from the GCB.

#### **9. End of trimester for members of Greytown Community Board.**

As this is the final meeting of the GCB, and all elected members are standing down, I would like to thank members for all the work that they have undertaken for the Greytown Community during the last three years.

I would also like to thank Stephanie and Kaitlyn for their administrative work as council officers, supporting the Board.

AGENDA ITEM 9.1

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 that the application from South Wairarapa Community Covid Essential Survival Kits is only eligible for one Council administered grant under the current Grants Policy.*
3. *Note that the Community Board can still make a decision that does not align with Council policy if it considers there is good reason to not apply that policy.*
4. *Consider the application from South Wairarapa Community Covid Essential Survival Kits for \$1,000.*
5. *Consider the application from Greytown Rugby Football Club for \$500 to support their Greytown Sport & Leisure Society Subscription.*
6. *Consider the application from Greytown Menz Shed for \$1,000 to support the purchase of new equipment.*

**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](#).

**2. Applications for Financial Assistance**

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

Applicant	Amount Requested
South Wairarapa Community Covid Essential Survival Kits	\$1,000
Greytown Rugby Football Club	\$500 + GST
Greytown Menz Shed	\$1,000 + GST

### 3. Eligibility Criteria

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

The key eligibility criteria for Community Board grants are 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 Greytown Community Board has a maximum grant limit of \$1,000 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. Application from South Wairarapa Community Covid Essential Survival Kits**

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, however the committee can consider grants outside the Policy.

On 11 May 2022, Sandy Ngamoki & Teresa Dawson presented on the Covid-19 Home Care Kit initiative at the Greytown Community Board meeting. At this time, the board offered their full support of the application and invited Ms Ngamoki and Ms Dawson to apply for funding through the boards grant fund when funding for the project was required. The letter of support written on behalf of the board is attached in Appendix 1.

The current application meets the criteria for funding consideration through the Greytown Community Board, although it is noted that the applicant has applied to other Council administered funds for this project.

##### **3.1.2. Application from Greytown Rugby Football Club**

The application from Greytown Rugby Club has been assessed as meeting the criteria. There are no outstanding accountability forms from this applicant.

##### **3.1.3. Application from Greytown Menz Shed**

The application from Greytown Menz Shed has been assessed as meeting the criteria. There are no outstanding accountability forms from this applicant.

#### **4. Considerations**

If the Community Board decides to consider the applications outside the Council policy, there is a risk that it creates a precedent.

The policy is under review and includes changes that will offer more clarity on applications and decisions for activities that are proposing a district wide community benefit.

It is anticipated that the newly appointed community boards will develop community plans that could, for example, include their role in supporting a local emergency response.

Although the current wave of COVID-19 is dissipating, we could see further waves or other public health issues that could include a co-delivered council and community response in the future.

The applications will be provided to members in confidence.

#### **5. Appendix**

Appendix 1 – GCB Letter of Support

Contact Officer: Kaitlyn Carmichael, Committee Advisor

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

## **Appendix 1 – GCB Letter of Support**

**Greytown Community Board (GCB)**

Chair: Ann Rainford  
6 Horton Street  
Greytown 5712  
06 304 9960



**GREYTOWN  
COMMUNITY BOARD**  
*Kia Reretahi Tātau*

13 May 2022

Sandy Ngamoki  
[Sandy.ngamoki@gmail.com](mailto:Sandy.ngamoki@gmail.com)

Dear Sandy,

**COVID-19 HOME CARE KITS**

Thank you for coming to speak at our community board meeting on 11 May 2022. On behalf of the Greytown Community Board, we would like to express our support for the Covid-19 Home Care Kit initiative.

We appreciate your work to date on this project and believe this would be a valuable resource to support those in our local community.

Thank you for all your work to date and we wish you all the best with this initiative moving forward.

Yours sincerely,

Ann Rainford  
Greytown Community Board Chair

# GREYTOWN COMMUNITY BOARD

14 SEPTEMBER 2022

## AGENDA ITEM 9.2

### PROPOSED NAMING OF MULTIPLE PRIVATE ROADS, AT 67 READING STREET, IN GREYTOWN

#### Purpose of Report

To seek the Greytown Community Board's consideration and approval of 14 proposed names for 14 internal private roads to access the Greytown Orchards Retirement Village by *The Orchard Limited Partnership*.

#### Recommendations

Officers recommend that the Greytown Community Board:

1. Receive the Proposed Naming of New Private Roads, at 67 Reading Street, in Greytown Report.
2. Consider the Proposed Naming of 14 private roads at 67 Reading Street, Greytown.

#### 1. Background

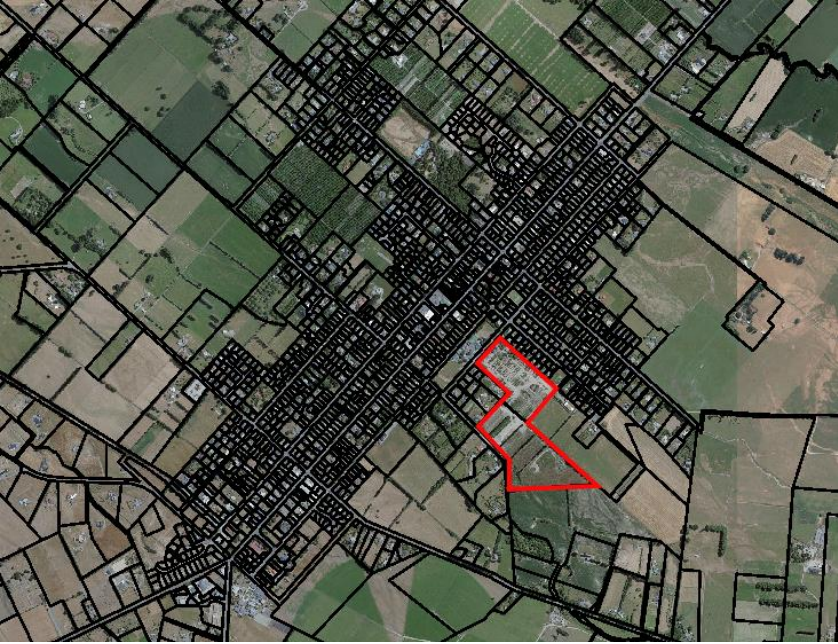
*The Orchards Limited Partnership* (Andrew Bos - Manager) seek to name 14 Private Roads which are part of the Greytown Orchards Retirement Village, consented under RM190034 and Plan Change 11, at 67 Reading Street, Greytown (see appended plan in Appendix 1).

Council has authority to accept or reject suggested names of roads/rights of way in the South Wairarapa District pursuant to Section 319(1)(j) of the Local Government Act 1974.

There is a current pre-approved list from the Greytown Community Board for new roads in the Greytown area, but the applicant has opted to use different names than this list. The selected names are in relation to the historical use of the site being an orchard. There are 14 internal roads the applicant wishes to name with this application despite the development being staged. The applicant has only provided one name per road given the number of roads and desired naming convention relating to orchard fruits. The applicant has listed a preferred suffix for each name. Council has delegated to community boards the authority to approve road names. This report is required to give the Greytown Community Board an opportunity to review and approve the proposed road name.



Subdivision location & roading plan:



MAP 1



## **2. Discussion**

### **2.1 Legal situation**

Under Council's guidelines (Clause 4.2) for road naming, owners are requested to suggest at least three possible road names.

The names are to be listed in order of preference with a brief statement of their significance.

The applicant has only supplied one name option for each road given the number of roads requiring naming and desired naming convention relating to the historical orchard use of the site. A plan is attached to this report showing the road layout with each proposed name. The applicant has requested that the following names are considered for approval;

1. Garden Way
2. Omega Way
3. Walnut Lane
4. Peach Lane
5. Berry Grove
6. Plum Lane
7. Wood Grove
8. The Avenue
9. Ambrosia Lane
10. Jazz Grove
11. Gala Way
12. Queen Way
13. Braeburn Lane
14. Greengage Grove

Each of the above proposed roads will be utilised to address individual dwelling units with the exception of 'The Avenue' which is a roadway with no dwellings accessed from the road rather a walking area with trees either side of the road.

### **2.2 Assessment of Councils Policy**

Council's criteria for Naming of Public Roads, Private Roads and Rights-of-Way (the Policy), includes the following;

4.3.1 *There must not be another road with the same name in the South Wairarapa District emergency services area; this includes the same road names with a different suffix. However, existing roads with the same names as of the date of adoption of this Policy are allowed.*

The original application requested 'Murphy's Way' as one of the core roads however it is noted there is an existing Murphy's Line within the South Wairarapa District therefore this proposed name would not meet the policy. An alternate name 'Garden Way' has been submitted to replace this name, with another proposed name Garden Grove changed to Berry Grove. All names comply with this standard now.

4.3.2 *Identical names with different spellings will not be accepted (e.g. Beach, Beech).*

No issue identified.

4.3.3 *The name should have significant local content or meaning.*

The application has set out why the preferred names have been selected. The following information has been copied from the road name application.

*The 34-acre site now owned by Greytown Orchards Retirement Village was previously called Murphy's Orchard. The site is over 100 years old and originally formed part of Greytown's history of orcharding that started in 1906 with the arrival of James Kidd.*

*James Kidd came up with the Gala apple variety which has proven to be one Greytown's and worlds most famous eating apples.*

*The Murphy family purchased the current site in 1979. Prior to this time the orchard had been growing berries and before that the site was a market garden. When Heather & Andrew Murphy took over, they converted the land into a stone fruit orchard.*

*The Murphy's continued to run the site as an operational orchard until 2018.*

*Greytown Orchards have retained over 700 trees on site and have committed to ensuring the legacy of the former site is recognised. Part of this is ensuring that the internal street names reflect the site's history as an orchard.*

4.3.4 *Names are to be selected in proportion to the length of the road. Long names on short cul-de-sac's can be difficult to display on the map*

All proposed names are able to be displayed sufficiently on the maps.

4.3.5 *The end name for the roadway should be one that most accurately reflects the type of roadway that it is.*

All proposed names are considered consistent with the policy, preferred suffixes are appropriate for the type of road and majority have the suffix Lane or Way as suggested for private roads.

4.3.6 *All private roads and rights-of-ways serving more than four lots are to have the suffix "Lane" or "Way".*

Technically the site is one lot, as each unit/dwelling has not been separated/subdivided for single ownership. Therefore this standard does not apply as there are no more than 4 lots, however the majority of road name include the Way or Lane suffix, others utilising Grove as a suffix. It is therefore considered all proposed names are consistent with the policy.

4.3.7 *Where the road is continuation of an existing named road, or will in the future link to an existing named road, then the current road name will automatically apply.*

Not applicable.

### **2.3 Procedure for Naming Roads of the Naming of Public Roads, Private Roads and Rights-of-Way Policy Review**

Section 4.2 will be reviewed and aligned with the community board delegation to name roads when it is next reviewed.

## **3. Conclusion**

The proposed names are consistent with the guideline criteria in the road naming policy with identified conflicts with other names being resolved as part of the application process. The applicant has only submitted one name per road for 14 proposed roads. All proposed names reflect the history of the site being an orchard which the Retirement Village wishes to retain the history of the site through the internal roads. The Greytown Community Board has delegation to approve road names.

## **4. Appendices**

Appendix 1 – Site plan with road names

Prepared by/Contact Officer: Harriet Barber, Planner

Reviewed by: Russell O’Leary, Group Manager Planning and Environment

# Appendix 1 – Site plan

MAP 1





# GREYTOWN COMMUNITY BOARD

14 SEPTEMBER 2022

## AGENDA ITEM 10.1

### FINANCIAL ASSISTANCE ACCOUNTABILITY REPORT

#### **Purpose of Report**

To update the Greytown Community Board on the status of grants and provide a report back on accountability forms received from recipients.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Financial Assistance Accountability Report.*

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

The Greytown Community Board considers applications for financial assistance twice yearly.

All applicants that receive a grant are required to submit an accountability form within three months of the grant being expended and are reminded of this requirement if a return hasn't been lodged.

A summary of grants approved and their status is provided in Appendix 1. All applicants that had a grant approved and haven't yet returned an accountability form have been contacted prior to this report being prepared, excluding three recipients who have been contacted on more than one occasion and are no longer being followed up.

Accountability forms that have been received are provided to the members in confidence.

#### **2. Appendix**

Appendix 1 – Grants Summary

Contact Officer: Kaitlyn Carmichael, Committee Advisor

Reviewed by: Amanda Bradley, Policy and Governance Manager

## **Appendix 1 – Grants Summary**

Organisation Name	Brief Project Description	Amount Requested	Amount Allocated	Date Approved	Accountability Form Received	Date Accountability Form Received	Project Status	Followed Up
Wairarapa Balloon Society	To bring 2015 events to the Greytown area	\$500	\$500	18/02/2015	No		In Progress	No longer being followed up but retained for records
The Anglican Parish of St Lukes Greytown	To assist with the costs associated with designing a cable bracing system for the St Luke's protected gum tree	\$750	\$750 \$2000	31/01/2018 21/11/2018	No		In Progress	No longer being followed up but retained for records
Royal NZ Plunket Trust	To help cover the costs associated with running a Children's Day event in March 2019	\$250	\$200	30/01/2019	No		In Progress	No longer being followed up but retained for records
Greytown Tree Advisory Group	To help fund a structural brace for the St Luke's Gum Tree	\$2,000	\$2,000	13/05/2020	No		In Progress	Followed up on 19/01/2020 – Applicant advised project not yet complete Followed up on 23/06/2021 Followed up on 16/12/2021 Followed up 06/07/2022
Pae tū Mōkai o Taurira	To contribute towards establishing a Native Tree and Plant nursery in Featherston	\$1,000	\$500 + \$500 in exchange for plants	28/10/2020	No		In Progress	Followed up on 21/01/2021 Followed up on 23/06/2021 Followed up on 21/12/2021 Followed up on 06/07/2022  Note: Offer of \$500 in exchange for plants was to be funded from the beautification budget
Rosa Hassell	To contribute towards the costs of attending a special Outward Bound course at the centre	\$500	Up to \$500	28/10/2020	Yes	08/07/2022	Complete	
Greytown Football Club	To replace football goals	\$1,000	\$1,000	17/02/2022	Yes	31/05/2022	Complete	
Greytown Swim Club	To purchase new starter equipment	\$765	\$765	24/11/2021	Yes	08/08/2022	Complete	
Cobblestones Trust	To fund community entertainment to mark Cobblestones 50 <sup>th</sup> anniversary	\$1,000	\$1,000	24/11/2021	No		In Progress	06/07/2022: Event delayed due to Covid-19. Rescheduled for December 2022.
Greytown Senior Football Club	To fund a coaching course for the Greytown Senior Football Team	\$1,000	\$1,000	16/02/2022	No		In Progress	Followed up 06/07/2022
Friends of O'Connors Bush	To plant trees in the Greytown Dog Park for Arbor Day	\$1,000	\$1,000	11/05/2022	No		In Progress	Accountability form not yet due



## GREYTWON COMMUNITY BOARD

14 SEPTEMBER 2022

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### AGENDA ITEM 10.2

## OFFICERS' REPORT

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### **Purpose of Report**

To report to the board on general activities.

### **Recommendations**

Officers recommend that the committee:

1. *Receive the Officers' Report.*

## PLANNING AND ENVIRONMENT GROUP REPORT

This report was presented to the Planning and Regulatory Committee on 24 August 2022.

### **1. Planning and Environment Group Summary**

#### **1.1 Planning Services**

Resource consent volumes continue to be steady, but often more complex. Subdivision certification volumes are very high, also with high complexity. Quality of certification applications has dropped noticeably with staff needing to request large amounts of information that should have been provided in the applications. Similarly, there are examples where basic mistakes are being made in Land Online by applicants. Advice work also steady, WCDP review work is busy, as is engagement work on Featherston Masterplan.

#### **1.2 Building Services**

There has been a small reduction in the number of new building consent applications, which brings our numbers back to those we were seeing in 2020. However, due to the very high number of applications received in 2021 the Building Team are kept busy with inspections, enquiries and everything that goes with being an accredited BCA. Despite illness and annual leave in July, number of building inspections done remains consistent with previous years.

Our Compliance Officer has been busy getting through swimming pool audits, with the requirement for us to inspect the districts 500+ swimming pools at least once every 3 years. This is not easy when the homeowners do not want you there, majority of owners have accepted the requirements.

### **1.3 Environmental Services**

Overall, the team remains busy in the various licensing, regulatory work throughout the district. The dog registration period for 2022/23 year has run relatively smoothly through staff efforts. COVID and illness has still had an impact on staff recently.

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

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

- Natural and Built Environments Act (NBA) - for land use/environmental regulation (the primary replacement for the RMA). The draft was released for submissions
- Strategic Planning Act (SPA) - to integrate with other legislation relevant to development, and require long-term regional spatial strategies
- Climate Change Adaptation Act (CAA) - address issues managed retreat, adaptation.

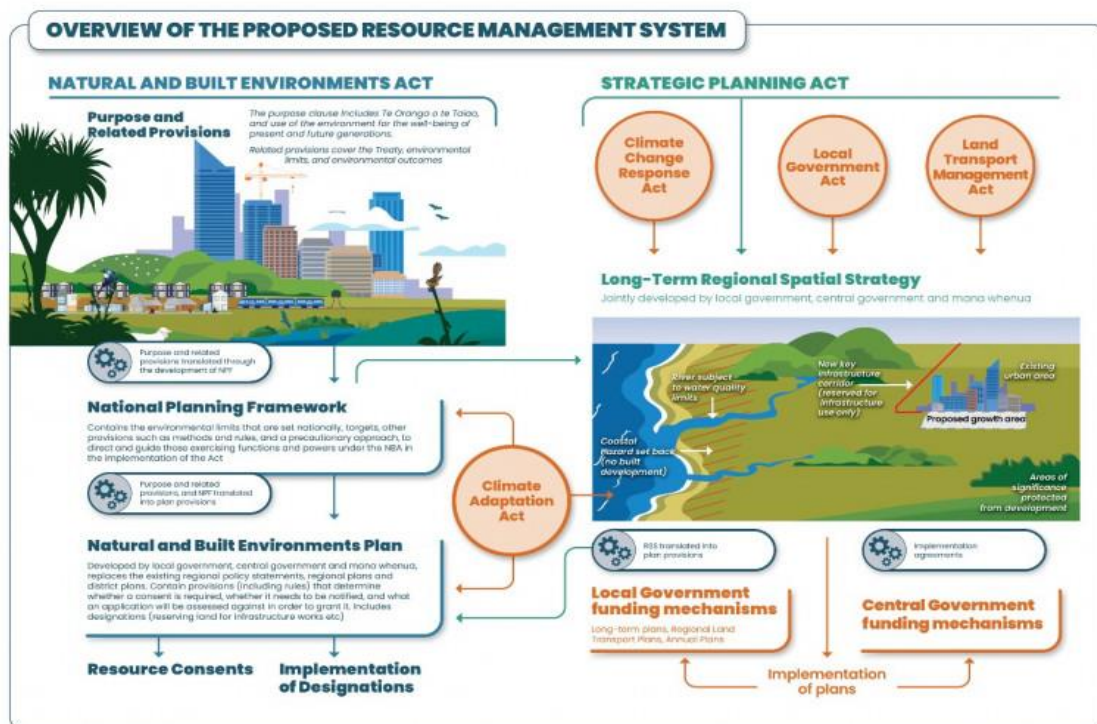
On the changes MFE information also advises that:

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

In terms of the objective of the reforms, together this suite of legislation will:

- protect and restore the environment and its capacity to provide for the wellbeing of present and future generations
- better enable development within natural environmental limits
- give proper recognition to the principles of Te Tiriti of Waitangi and provide greater recognition of te ao Māori including mātauranga Māori
- better prepare for adapting to climate change and risks from natural hazards, and better mitigate emissions contributing to climate change
- improve system efficiency and effectiveness, reduce complexity while retaining appropriate local democratic input.

Underlying themes in the reform include new regional level planning documents, more cohesive planning, stronger future spatial planning, and use of natural environment limits. We await further update by government.



## 1.5 South Wairarapa Spatial Plan / The Featherston Masterplan

The Council prioritised and approved the development of a Featherston Masterplan following the adoption of the District Spatial Plan in 2021. Masterplan work in 2022 involves engagement with agencies, community engagement, options considerations, integrated planning, infrastructure assessment, foundation discussion document, reporting, a draft masterplan, consultation and feedback, refinement work and compilation of final masterplan.

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

Further Engagement Undertaken for the Masterplan has included the following:

- Engagement with representatives of Pae tū Mokai o Tauria. This included meetings in person and online. It also included a Pae tū Mokai o Tauria representative engaging directly with Māori residents to seek their views on future of Featherston.

- Discussion Featherston Knitting Group - 29 April
- Discussion with Booktown representative - 23 May
- Discussion with Fareham House Creative Space -26 May
- Meeting with Five Trails Trust - 26 May
- Discussion with Powerco - 31 May
- DIA/Fab Feathy meeting - 1 June
- Meeting with Wairarapa Moana Trail - 7 June
- Meeting with Government Agency reps - 15 June
- Discussion with Powerco - 17 June 2022

A report and Draft Featherston Masterplan Foundation Discussion Document presented for consideration at the Council Meeting of 14 July 2022. Community engagement work in August has involved five drop-in sessions, two of these being evening meetings. There has been a high level of interest and attendance at these sessions. As at the 17 August, there were 120 submissions received on the Masterplan. The informal consultation period closed on Friday 19<sup>th</sup> August.

A Council workshop on 1<sup>st</sup> September is to provide summary engagement feedback on the Foundation Document and discuss the two concept options for Featherston. Officers will hold a second design charette with government agency representatives on 5<sup>th</sup> October.

#### **1.5.1. Next steps**

- Compilation of a Draft Masterplan
- Further engagement/formal consultation under Local Government Act 2002
- Finalize the Masterplan
- Use this to help inform the new District Plan, the Long-Term Plan and projects including projects with central government.

### **1.6 Featherston Master Plan - included within Complex Development Opportunities for Wellington Regional Growth**

Featherston has been included within a key list of growth area projects for the wider Wellington region. The Featherston Master Plan was recently placed 7<sup>th</sup> on the list of the 7 key CDO's Complex Development Opportunities for growth within the region. The seven CDO's are understandably representative of important growth locations and area initiatives for the whole of Wellington. The seven identified CDO areas of growth focus are:

- Riverlink – HCC
- Waterloo Station – GW
- Trentham – UHCC
- Otaki – KCDC
- Porirua North – PCC

- Let's Get Wellington Moving, Courtney Place – WCC
- Featherston - SWDC

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

### **1.7 District Plan Review**

District Plan Review Committee continues to consider extent of change needed for chapters, alongside the national planning standards, national direction. The review is across 2021-2023, with appeals work in 2024. Release of Draft District Plan provisions for informal consultation is scheduled for late October. Work has continued on Plan topics so that the project and Draft Plan is timely and meets National Planning Standards timeline in 2024.

The advisory group and combined WCDP Review Committee continue to examine the draft chapters and issues. Both groups are meeting more regularly through until the completion of drafting in August, and preparation for informal consultation on the draft in October.

The district plan review has shifted to approving largely final drafts at numerous and closely spaced workshops. Final drafts provided to the Joint committee included:

Strategic Direction

Natural Hazards

General Rural Zone

Future Urban Zone

Opens Space/Natural Open Space/Sport and Active Recreation Zones

Notable Trees

Historic Heritage

Network utilities

Further drafts to come or be approved by Committee include the following:

Tangata Whenua, Sites of Significance to Maori chapters

Town Centre, Mixed Use, and Industrial chapters

Contaminated land, Transport

Noise, Subdivision

Further work is being undertaken to confirm approaches to initial consultation on the non-statutory drafts in mid to late October. A paper will go to the September Council meeting to confirm the continuation of the Joint District Plan Review Committee. Future workshops for WCDP Review Committee will be on 31<sup>st</sup> August, and 15<sup>th</sup> September 2022.

### **1.8 Proposed Council Dog Pound**

Officers have identified an area of 1800m<sup>2</sup> located at 23 Viles Road, Featherston (the former golf course). There has been engagement with the necessary stakeholders regarding the land and officers are progressing the necessary variation to lease arrangements. Staff undertook the procurement process for the container build. Three parties formally expressed interest, it dropped to 2 at the Request for Proposal (RFP) stage, and finally a preferred supplier selected.

Entered a contractual arrangement to design/build container, supplier quotes obtained for remaining aspects for the pound.

Requirements around the power source, septic, and water requirements were challenging. The quote pricing has been updated due to the shifting construction costs. Please note that the quotes are time restricted and on expiry expect continual increases. SWDC officers are mindful as to other council interests that may want to engage with SWDC, be open for options that do not take away from SW plan.

Council resolved to approve additional funding for dog pound facility at Council meeting 10 August 2022. The new pound facility to be located at the revised site, south of old golf course clubrooms, encompassing a 40 x 60m compound area. Officers are now confirming the quotes received and are also implementing aspects to build stage.

Updated Map of location below.



## 2. Service Levels

*SERVICE LEVEL – Council has a Combined District Plan that proves certainty of land-use/environmental outcomes at the local and district levels.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents' image of the closest town centre ranked "satisfied"	80%	89%	NRB 3 Yearly Survey October 2018 (2016: 87%)

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	Consultants have established data to be recorded and stored to enable effective reporting against AER's in WCDP. A final monitoring strategy is still to be completed.

## 2.1 Resource Management

### 2.1.1. Resource Management Act – Consents (Year to date 01/07/2021-30/06/2022)

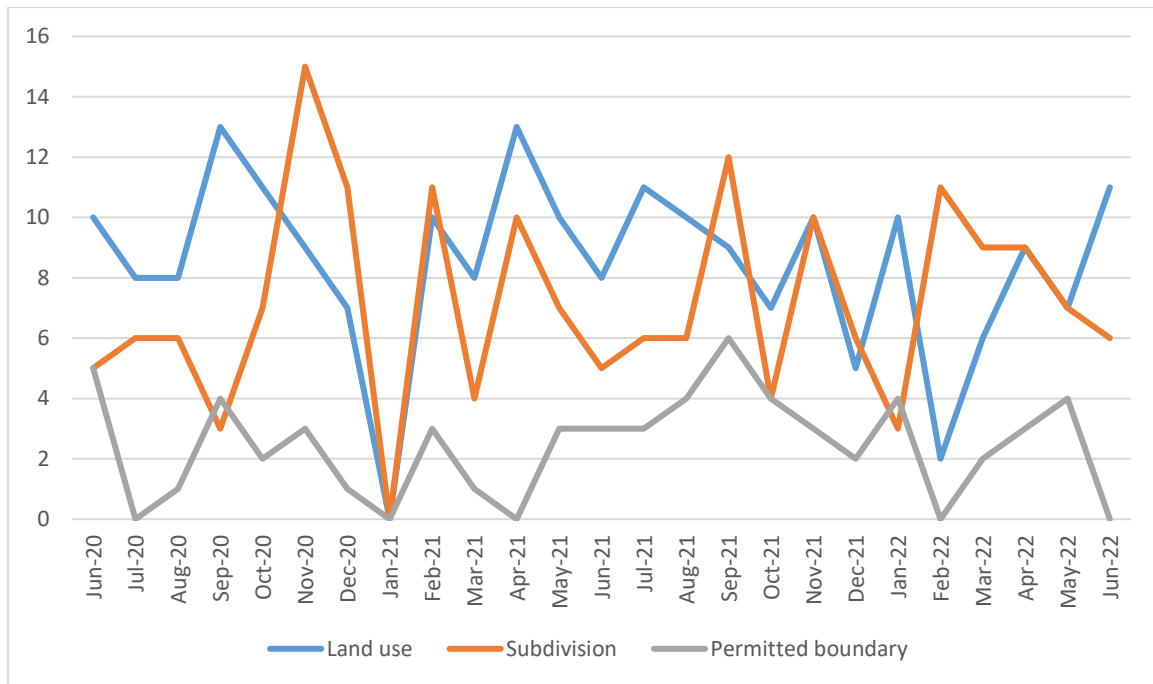
*SERVICE LEVEL – All resource consents will be processed efficiently.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	<b>Total 214/214</b>
		100%	90/90 Land Use applications were completed within statutory timeframes. NCS
		100%	90/90 Subdivision applications were completed within statutory timeframes. NCS
		100%	34/34 permitted boundary/marginal activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	65/65 s223 certificates were certified within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	59/59 s224 certificates were certified. NCS.

### 2.1.2. Reserves Act – Management Plans

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

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

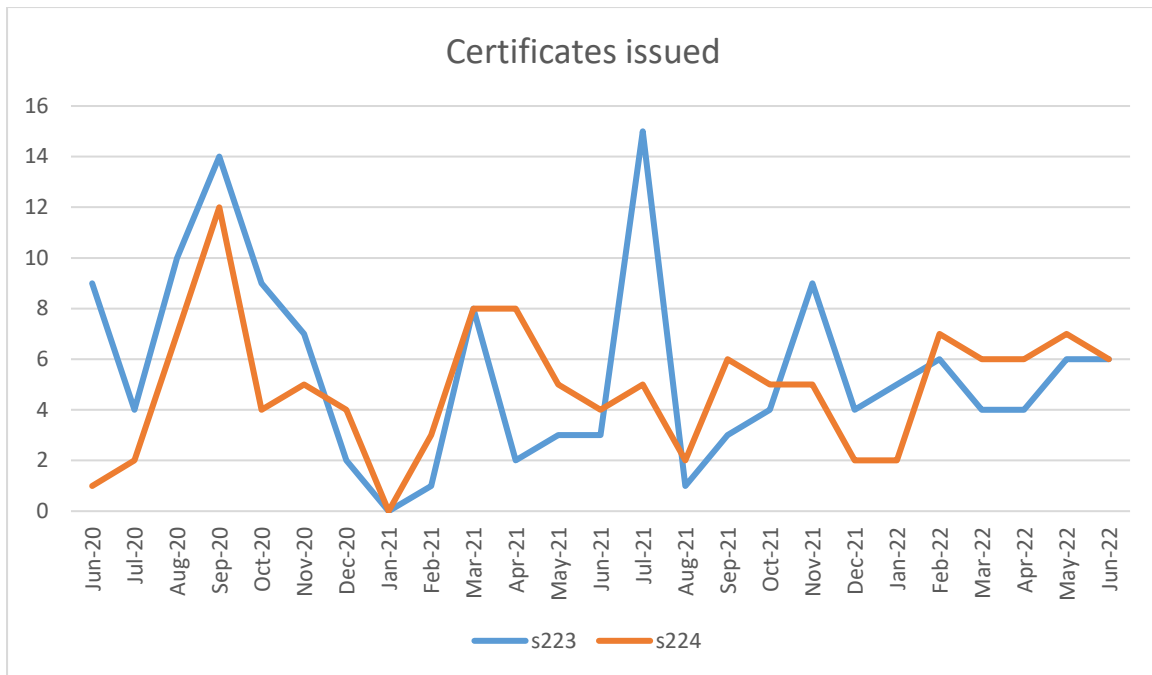


Land Use	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	5	6	4	3	10	10	8	8	13	11	9	7
2021	0	10	8	13	10	8	11	10	9	7	10	5
2022	10	2	6	9	7	11						

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

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





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

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

### 2.1.3. Local Government Act – LIMs

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%		G:\LIMs\LIMS PROCESSED 2021-2022
Standard LIMs are processed within 10 days	100%	98.41%	186/189 standard LIMs were completed in time frame
Urgent LIMs are processed within 5 days	100%	100%	59/59 urgent LIMs were completed

	YTD 1 <sup>ST</sup> JULY 2021 TO 30 <sup>TH</sup> JUNE 2022	PREVIOUS YTD 1 <sup>ST</sup> JULY 2020 TO 30 <sup>TH</sup> JUNE 2021	PERIOD 1 <sup>ST</sup> JUNE 2022 TO 30 <sup>TH</sup> JUNE 2022	PREVIOUS PERIOD 1 <sup>ST</sup> JUNE 2021 TO 30 <sup>TH</sup> JUNE 2021
Standard LIMs (Processed within 10 working days)	189	218	8	8
Urgent LIMs (Processed within 5 working)	59	95	4	7
<b>Totals</b>	<b>248</b>	<b>313</b>	<b>12</b>	<b>15</b>

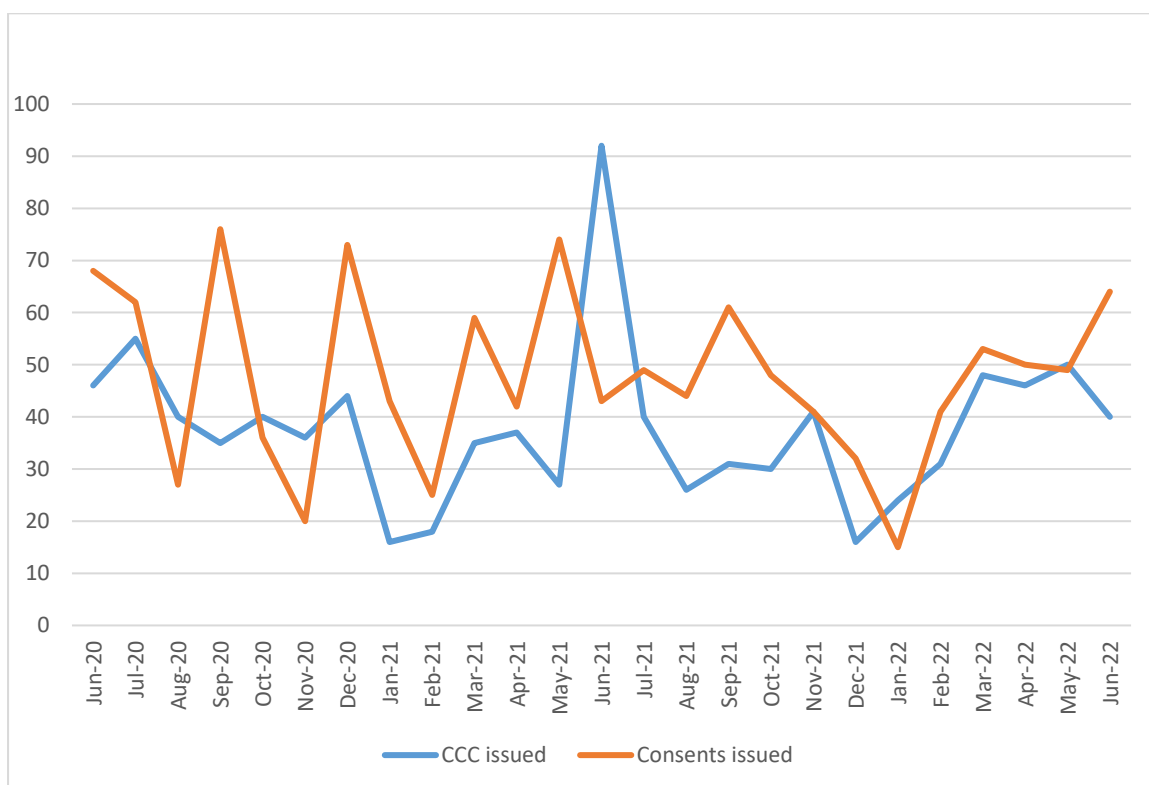
## 2.2 Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	97.38%	NCS – 409/423 CCC's were issued within 20WD YTD
Building consent applications are processed within 20 working days	100%	97.49%	NCS –598 consents were issued within 20WD YTD 15consents went over 20WD
Council maintains its processes so that it meets BCA accreditation	Yes	Yes	Next accreditation review due January 2023.
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOF's and Swimming Pools	Yes	Yes	<b>Building Consents</b> Council inspects all new work to ensure compliance June 22 - 378 inspections <b>BWOF's –</b> <b>0</b> Total 205 average of 4 audits per month required,  <b>Swimming Pools –</b> Total 408 – average of 12 audits per month required. June 22 – 9 audits
Earthquake prone buildings reports received	100%	N/A	Of the remaining buildings: 17 – Current buildings with Earthquake-prone building notices issued. 2 of these buildings have consent to carry out strengthening work. 3- Requested extension to provide engineers report

### 2.2.1. Building Consents Applications

TYPE – 1 JUNE 2022 TO 30 JUNE 2022	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	1	\$130,000
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	2	\$91,000
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	30	\$8,287,800
<b>Other</b> (public facilities - schools, toilets, halls, swimming pools)	2	\$4,000
<b>Totals</b>	<b>35</b>	<b>\$8,512,800</b>



CCC issued	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	11	24	31	4	16	46	55	40	35	40	36	44
2021	16	18	35	37	27	92	40	26	31	30	41	16
2022	24	31	48	46	50	40						

Consents issued	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	28	25	35	40	39	68	62	27	76	36	20	73
2021	43	25	59	42	74	43	49	44	61	48	41	32
2022	15	41	53	50	49	64						

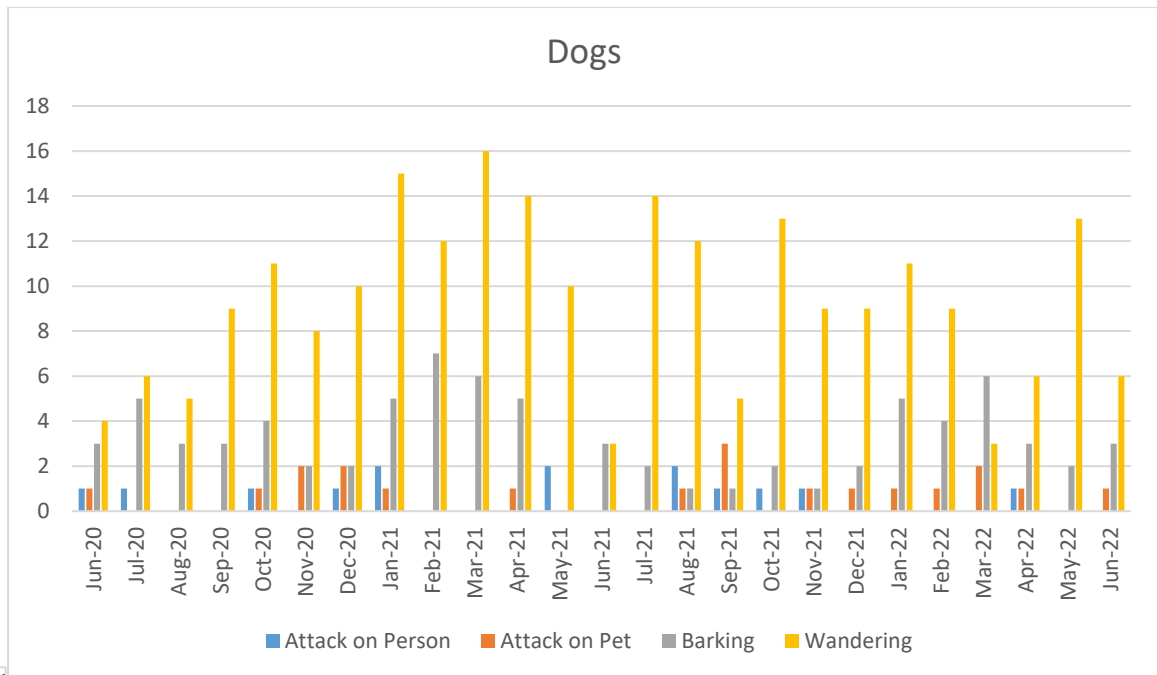
## 2.3 Environmental Health and Public Protection

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

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	1	Due to Covid 19 level restrictions this activity is not being able to be undertaken. Dogs n Togs event held in Featherston 2022
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 198/198
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	19/19

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



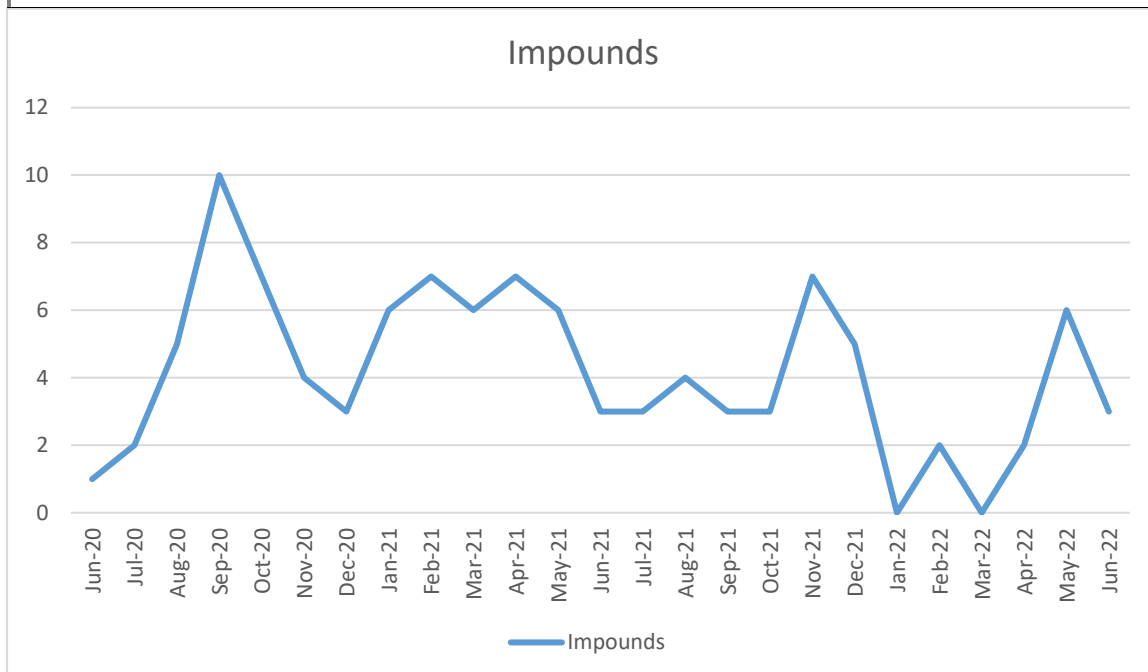
Attack on Person	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
2020	0	2	1	2	0	1	1	0	0	1	0	1
2021	2	0	0	0	2	0	0	2	1	1	1	0
2022	0	0	0	1	0	0						

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

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

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

DOG IMPOUNDS FOR PERIOD 1 <sup>ST</sup> JUNE 2022 – 30 <sup>TH</sup> JUNE 2022	JUNE 2022		
Impounds	3		



Impounds	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	12	15	5	4	6	1	2	5	10	7	4	3
2021	6	7	6	7	6	3	3	4	3	3	7	5
2022	0	2	0	2	6	3						

## 2.4 Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 34/34
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 20/20

INCIDENTS REPORTED	TOTAL FOR YTD PERIOD
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	1 JULY 2021 TO 30 JUNE 22
Stock	40

### 2.4.1. Bylaws

In June 2022 there were:

#### Trees & Hedges

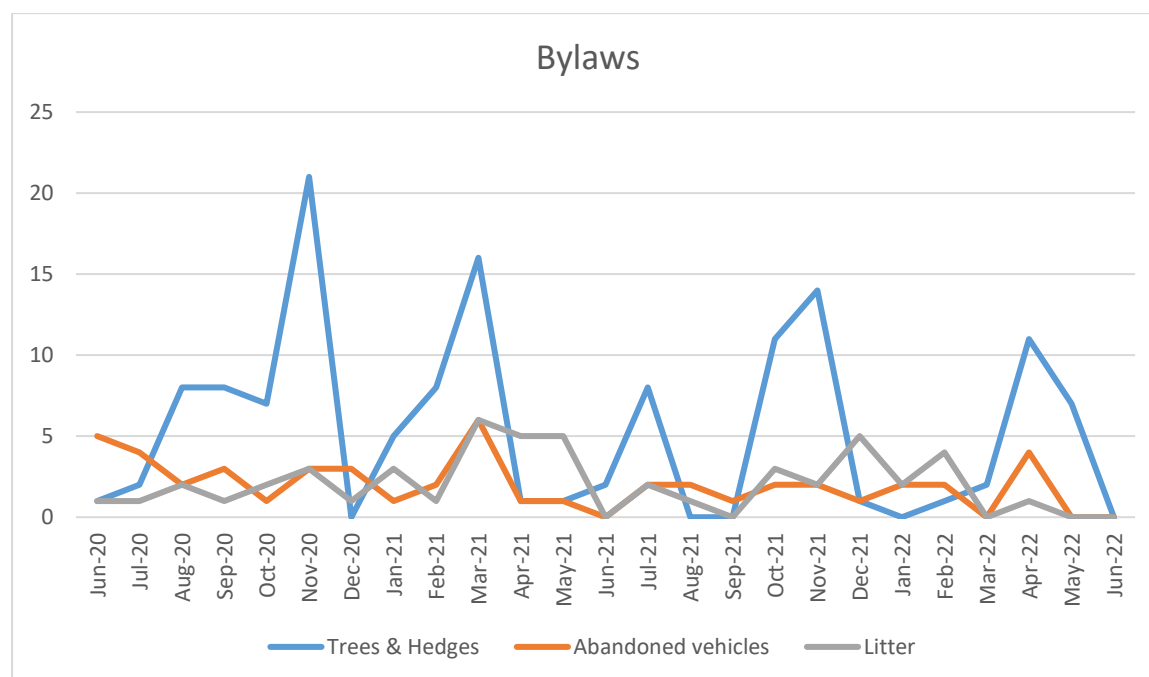
There were 0 first notices sent by Council requesting the owner/occupier to remove the obstruction from the public space. Following this there are 0 second follow up letters being sent within this period. 0 address has had contractors engaged to remove overgrown vegetation in Greytown.

#### Litter

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

#### Abandoned vehicles

There were 0 total vehicle related calls in the SWDC area, of which 0 were abandoned/unlawfully parked vehicles. 0 were removed by their owners and the remaining 0 incident remains open to be resolved.



Trees & Hedges	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	0	0	2	0	0	1	2	8	8	7	21	0

2021	5	8	16	1	1	2	8	0	0	11	14	1
2022	0	1	2	11	7	0						

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

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

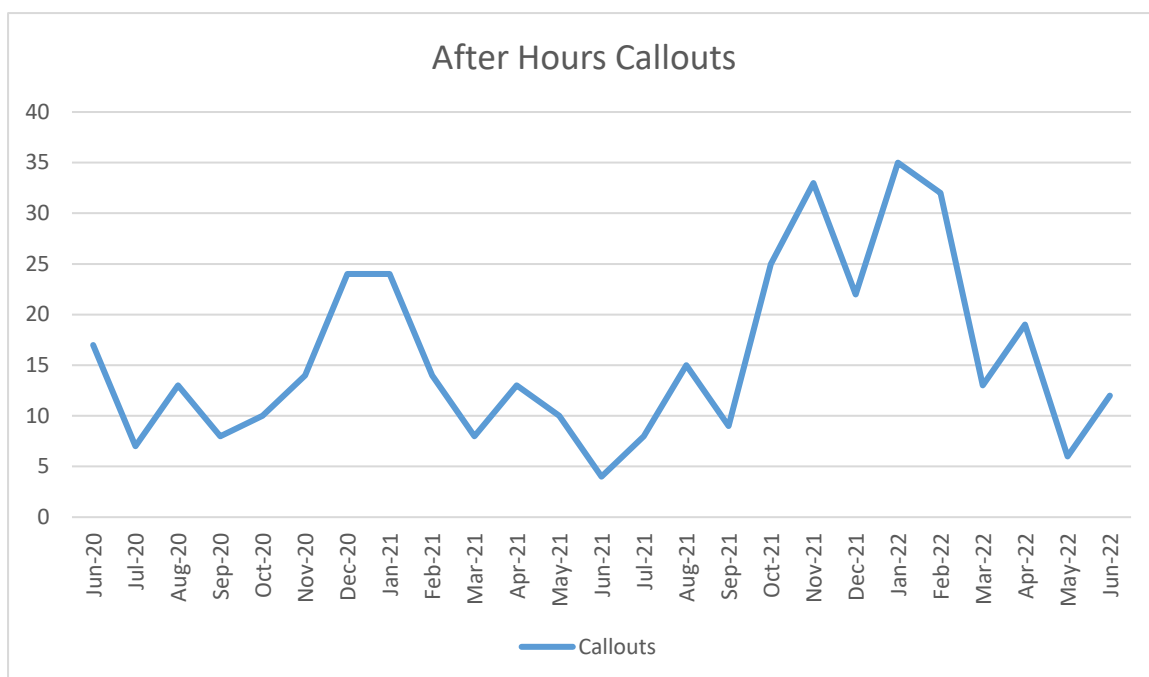
#### 2.4.2. Resource Management Act – afterhours Noise Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	97.8%	<a href="K:\resource\Health\Resource Management\Noise Control Complaints">K:\resource\Health\Resource Management\Noise Control Complaints</a> 224/229 attended within timeframe YTD 12 callouts June 2022 12/12 responded to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 21 TO 30 JUNE 22	PREVIOUS YTD 1 JULY 20 TO 30 JUNE 21	PERIOD 1 JUNE 2022 TO 30 <sup>TH</sup> JUNE 2022	PREVIOUS PERIOD 1 JUNE 2021 TO 30 <sup>TH</sup> JUNE 2021
Total	229	149	12	4





Callouts	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	8	28	27	7	14	17	7	13	8	10	14	24
2021	24	14	8	13	10	4	8	15	9	25	33	22
2022	35	32	13	19	6	12						

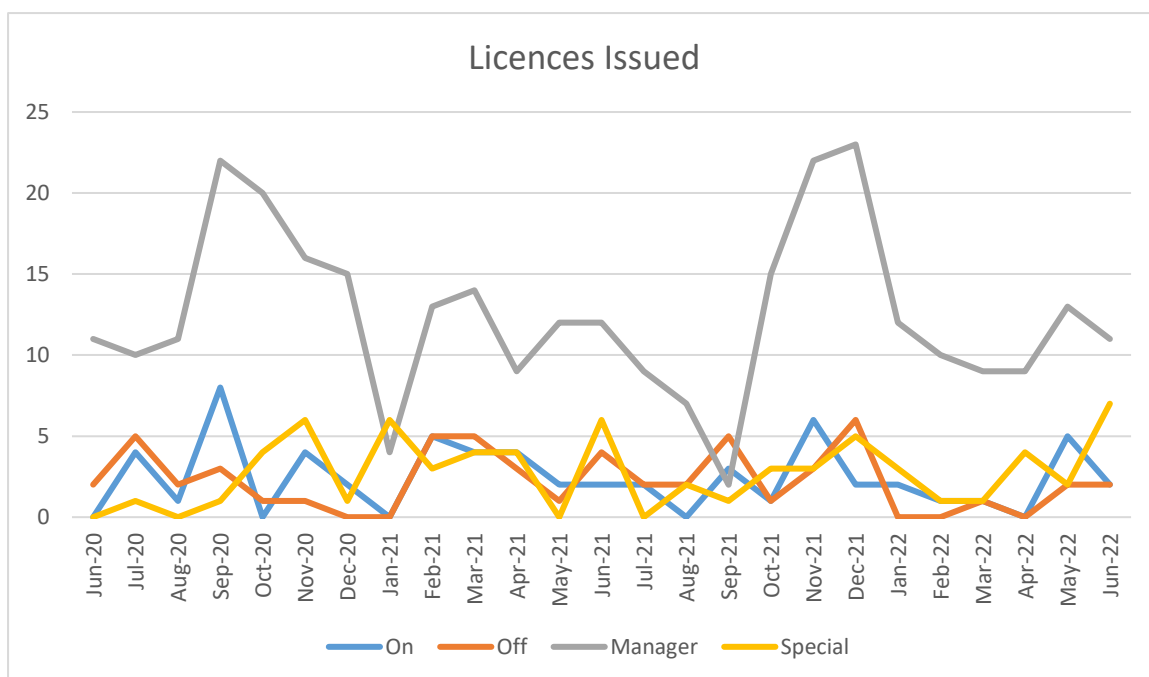
## 2.5 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET		
All premises licences issued have an inspection undertaken by the Inspector prior to issue to assess the licensees understanding of their obligations and responsibilities under the Act	100%	100% YTD	JUNE 2022		
			LICENCES	PERIOD	YTD
			On licence NEW	0	8
			On Licence RENEWAL	2	17
			Off Licence NEW	0	9
			Off Licence RENEWAL	2	13
			Club RENEWAL	0	4
Special Licences are issued			TOTAL		51
			Information source: Inspector records, MAGIQ data, Alcohol Spreadsheet K:\resource\Liquor\Alcohol Master Sheet.xls		
			JUNE 2022		
			LICENCES	PERIOD	YTD

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET												
			Special732 TOTAL32 Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquot\Alcohol Master Sheet.xls												
All Duty Manager’s (DM) certificate holders undertake an interview with the Inspector prior to certificate being issued to assess the manager’s level of understanding with the Duty Manager’s role			JUNE 2022 <table><tr><td>LICENCES</td><td>PERIOD</td><td>YTD</td></tr><tr><td>Duty Manager NEW</td><td>4</td><td>54</td></tr><tr><td>Duty Manager RENEWAL</td><td>7</td><td>88</td></tr><tr><td>TOTAL</td><td></td><td>142</td></tr></table> Each Duty Managers certificate includes interview with Inspector.  These average approximately 1 hour  Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquot\Alcohol Master Sheet.xls	LICENCES	PERIOD	YTD	Duty Manager NEW	4	54	Duty Manager RENEWAL	7	88	TOTAL		142
LICENCES	PERIOD	YTD													
Duty Manager NEW	4	54													
Duty Manager RENEWAL	7	88													
TOTAL		142													
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%	32.8%  YTD	Due to COVID 19 this activity is not being undertaken. COMPLIANCE VISITS June 22 – 0YTD 41/125  Information source: Compliance inspection records K:\resource\Liquor\Compliance Visits 21-22												
Average working days to process an application from acceptance by SWDC	25WD	22 WD	Information source: Alcohol Master Sheet K:\resource\Liquot\Alcohol Master Sheet.xls												

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 21 TO 30 JUNE 22	PREVIOUS YTD 1 JULY 20 TO 30 JUNE 21	PERIOD 1 JUNE 22 TO 30 JUNE 22	PREVIOUS PERIOD 1 JUNE 21 TO 30 JUNE 21
On Licence	25	34	2	2
Off Licence	22	30	2	4
Club Licence	4	5	0	0
Manager's Certificate	142	158	11	12
Special Licence	32	36	7	6
Temporary Authority	13	4	1	0
<b>Total</b>	<b>238</b>	<b>267</b>	<b>23</b>	<b>24</b>



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

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

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

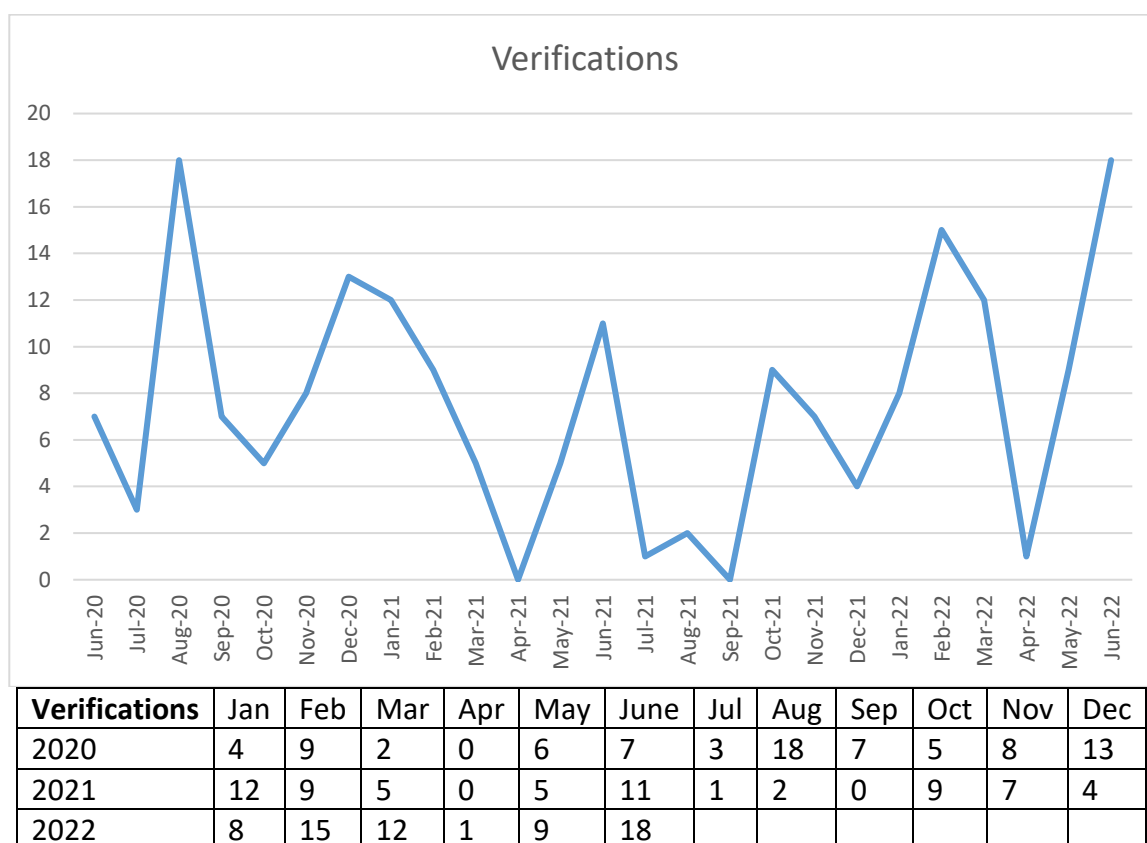
Special	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	6	4	3	0	0	0	1	0	1	4	6	1
2021	6	3	4	4	0	6	0	2	1	3	3	5
2022	3	1	1	4	2	7						

## 2.6 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	100%	100%	FCP (Food Act) –88 NP –68

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
standards set out in the Plan.			Total number of premises is subject to change month by month as new businesses open and existing premises close. risk based measure changes
Premises are inspected in accord with regulatory requirements.	100%	97.27%	FCP verifications – 86/88 Covid 19 had an impact. We also had 9 premises close/or transfer to National Programmes this financial year so far. Verifications are booked depending on their outcome status this could be 18 /12/6 months. They do not have a consistent number each month. Verifications undertaken in June 22 18



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

Reviewed by: Harry Wilson, Chief Executive Officer

## **WATER OFFICERS REPORT**

This report was presented to the Assets and Services Committee on 24 August 2022.

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

This month the Water Team have had a series of engagements with GWRC, mana whenua and the community. We expect this to continue as we launch the communications plan for the FWWTP and participate in a hui and a marae visit with mana whenua next month.

The FWWTP consent project is progressing as technical and environmental teams have started work and discussions have been held with GWRC and mana whenua.

Frequent and unusually high rainfall events have created some operational issues and short-term effects. WWL have been managing these events as well as possible considering their constraints related to winter illness and the covid resurgence.

Members of the Water Race subcommittee agreed that the evolving regulatory environment and the Three Waters Reform program presents an opportunity to consider how best the water races should be owned, governed, operated and maintained for all stakeholders. The members of the subcommittee agreed that bringing the water races back under council control should not be excluded as an option, but not done immediately.

Finally, the business of the Three Waters Transition continues with several guidelines being released from the National Transition Unit and a roadshow set for late August / early September that will deliver to Councils a roadmap to Day 1 being 1<sup>st</sup> of July 2024.

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

The month of July has seen higher than average rainfall for the region, which has continued the trend of high numbers of stormwater service requests. The continued wet weather has seen the need for further callouts to Fitzherbert Street, Featherston to manage the stormwater infiltration into the wastewater network. Local residents have expressed their gratitude to the crew on the ground as they work around the clock with sucker trucks to avoid wastewater overflowing from the public main. Investigations into potential contributing sources are ongoing however challenging in winter whilst pipes are full of water.

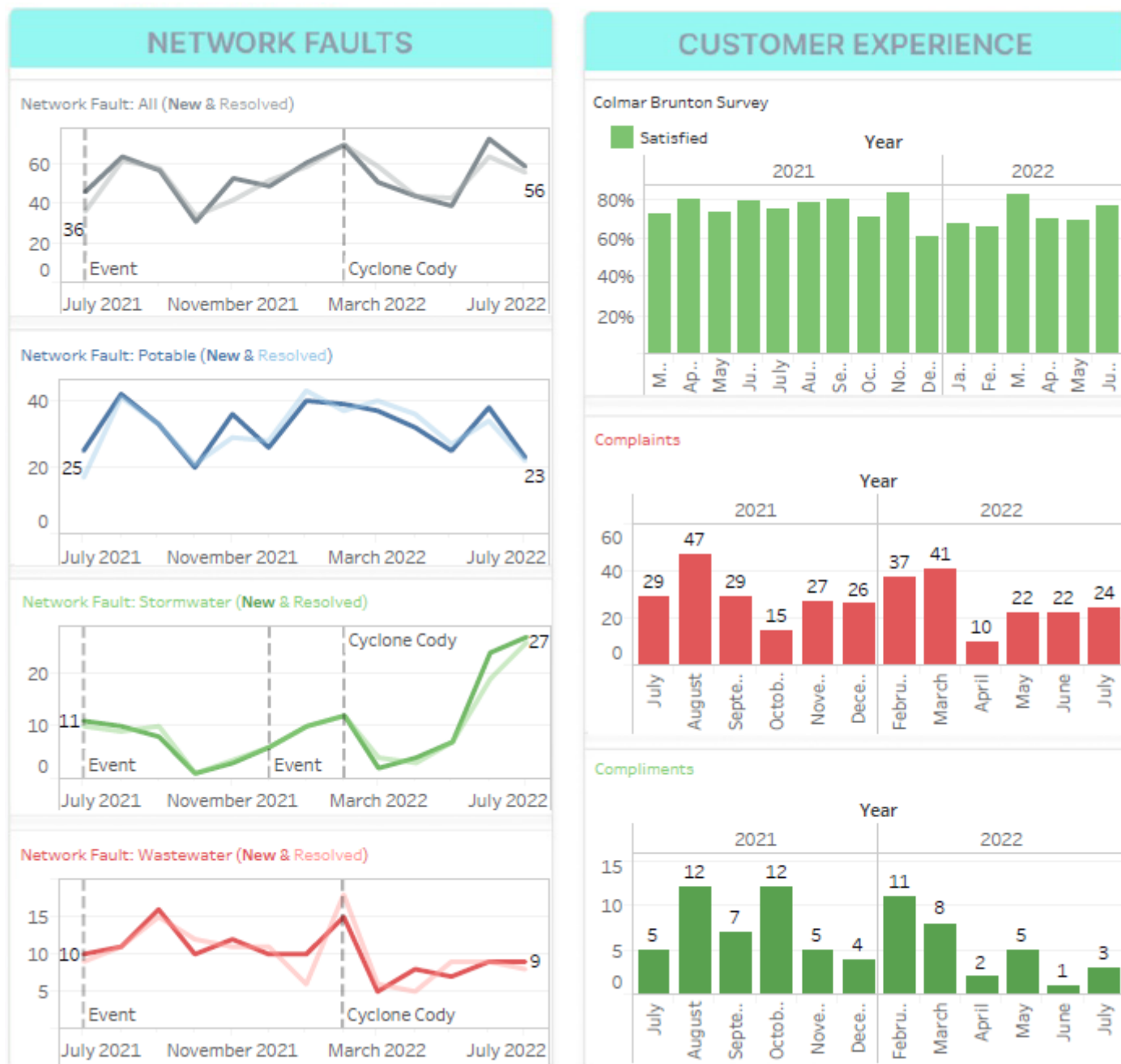


Figure 1. SWDC Customer service request dashboards, July 2022

#### 4.1 Operational response events and Community Interaction

##### 4.1.1. Wastewater Treatment Plants Community Liaison Group

On Tuesday 9<sup>th</sup> of August, the first joint Community Liaison Group (CLG) for the Martinborough and Greytown Wastewater Treatment Plants was run by WWL, facilitated by Independent Chair Andrew Freeman. The CLG is one of the conditions of the resource consent for these plants, also providing an important opportunity to engage with the community and mana whenua.

Attendees included representatives from local and regional council, residents, community representatives, Pāpāwai marae trustee, Māori Standing Committee members, as well as Te Whatu Ora (Health New Zealand), and the New Zealand Fish and Game Council representatives.

The agenda included an explanation of the purpose of the CLG, an introduction to wastewater treatment plant operations, project updates, operational discussions, the role of GWRC, the role of SWDC and an opportunity to ask questions and provide feedback.

In future forums the attendees requested more information on where expansion of land disposal was proposed to occur, the impacts of that disposal on nearby dwellings and marae, the use of data collected, what cultural monitoring is being performed, timelines for upgrades and how land is selected as a disposal site.

Participants were uniformly positive about the CLG, and it was agreed the CLG would continue to meet quarterly.

#### **4.2 Featherston Inflow and Infiltration**

Officers need to bring to the attention of the Council the risk associated with increasing Inflow and Infiltration (I & I) impacts being seen in Featherston. The inflow and infiltration of stormwater and groundwater into the wastewater system is causing considerable stress on the assets, both public and private. Hence the need to employ sucker trucks to relieve the pressure on the wastewater system at Fitzherbert Street, Featherston.

Addressing the I & I issue before final engineering the design and procurement of other components in the system such as the Donald Street pump station and the FWWTP would be best practice if practicable.

Officers have asked WWL to consider prioritising existing opex funding to continue the modelling and investigation of the possible root causes of the increasing I & I started last year, over the coming spring and summer months when weather will permit the use of investigation equipment such as CCTV and leak detection. This should ideally dovetail into the pre-procurement design phase for the Donald Street Pump Station and the design of the FWWTP (yet to be started).

#### **4.3 Pirinoa Boil Water Notice**

On the 21<sup>st</sup> of July, Wellington Water issued a precautionary boil water notice to the residents of Pirinoa due to flooding at the Pirinoa Water Treatment Plant.

- Flooding at the plant was due to heavy rainfall causing the Tauanui River to overflow its banks.
- The precautionary boil water notice was in response to the potential impact of the raw water quality on treatment.
- Social media posts as well as door to door drop-offs of bottled water were undertaken to the affected residents.

The flooding did not impact the function of the treatment plant, and the boil water notice was lifted on the 25<sup>th</sup> of July following three days of water quality sampling.

#### **4.4 Martinborough WTP Abatement Notice**

WWL have informed us that we are to be issued an Abatement Notice by GWRC for the performance of the Martinborough wastewater treatment plant. An abatement notice is a legal document that typically prescribes an expectation of improvement of performance by a certain date. At the time of writing this report we have not received the notice, but we understand that SWDC is being given until August 2023 to conform with consent conditions pertaining to discharge of effluent to land and some other conditions. GWRC have offered to work closely with Council as we consider options to re-establish compliance.

### **5. Water Capex delivery programme**

The council delivery programme spend is expected to be slow to begin the new financial year, as no capex projects are currently in construction. The full programme has a baseline budget of \$5.3 and will be phased appropriately. Contracts for projects that are scheduled to begin construction in FY22-23 have been awarded (Memorial Park and Waiohine WTP Stage 2 completion). The delivery of the Memorial Park WTP upgrade project remains a key project this financial year as the focus remains on safe and compliant drinking water. Winter illness and the recent covid-19 resurgence remains an ongoing issue on resourcing across the board on programme delivery.

Wellington Water monthly capex dashboards are next due early September.

#### **5.1 Mana Whenua Consultation**

Officers are supporting WWL to have an integrated approach to discussions with mana whenua on the various initiatives and projects underway so that we can fully recognise and discuss the impacts on water and give effect to Te Mana o Te Wai.

This last month the outcomes following discussions on the Featherston Wastewater Treatment Plant Consent Project, the Tauherenikau Pipe Replacement or Repair Project, and the Community Liaison Group for the Martinborough and Greytown waste treatment plants have been:

- MSC representation on the FWWTP consent project governance group,
- The addition of a monitoring point to the environmental monitoring plan at FWWTP at the request of Ngāti Kahungunu,
- An agreement to hold an assumptions workshop on a co-design of wetlands at FWWTP including both iwi and MSC,
- A sharing of information on the Tauherenikau pipe options to appreciate cultural considerations although an AEE is not currently a requirement, and
- Agreement to hold a Māori Standing Committee Hui at Pāpāwai marae to discuss water matters.

#### **5.2 Featherston wastewater treatment plant consent project**

The teams associated with the FWWTP project are working towards the delivery of key milestones.



In the last month the following tasks have been delivered:

- Terms of Reference and membership of governance and steering groups confirmed and implemented
- Draft communications plan prepared and distributed for review internally
- MBBR trial completed
- On-site discussions with iwi and environmental monitoring team held
- Pre-application meeting with GWRC held
- Draft consenting strategy prepared and reviewed by legal
- Technical specialists engaged
- Environmental monitoring commenced (partial)

Looking forward it is expected the following tasks will be delivered in the next month:

- MBBR trial report received to inform design workstream
- Further meetings with GWRC
- Finalise consenting strategy
- Prepare for wetland co-design workshop with iwi and MSC
- Finalise and implement Communications Plan with meetings and collateral (web site, story boards, FAQs, customer hubs prepared, media release)
- Continue environmental surveys, monitoring and testing

The team have reviewed and updated the programme schedule. Although we are behind on some tasks most particularly in the Communications workstream, we expect that to accelerate once the plan is finalised after review by all relevant stakeholders. In the environmental and design workstreams we are confident we will be able to ramp up quickly now that the field works have started.

In terms of budget there have been some small contingency spends not expected to impact on the overall budget approved at this time.

## **6. Others**

### **6.1 Water Races**

The evolving environmental landscape represented by the NPS for Freshwater Essentials and resulting environmental standards, plus the proposed Natural Resource Plan rules under Greater Wellington have created a future where the traditional view of our water races is changing in terms of functionality, operability, maintainability and responsibility.

This, coupled with the Three Waters Reform program that currently seems to suggest our water race assets (with the prime purpose of stock water supply) would remain with Council, presents an appropriate time to assess the opportunity to design the best outcome for all stakeholders. The members of the subcommittee agreed that bringing the water races back under council control should not be excluded as an option but wanted to take the time to ensure robust decisions were made, including the future role of the subcommittee itself.

Symptomatic of the consequences of new environmental rules and regulations is a request from a rate payer to close a section of race that traverses their land to avoid the cost of fencing and cleaning. Viv and Kambell Barham have made application to the subcommittee to close a section of race located on their property at 412 Kahutara Road (located at the end of the race network). WWL is in the process of assessing the application for its effects on the rest of the water race and on the environment before giving us a report to attach to an Officer's recommendation. With some of these new regulations and rules starting to come into effect we may see more of these requests which supports the timeliness of a redesign exercise for the future of the water race assets.

## **6.2 Aerial Water Survey**

A report on the progress of the Provincial Growth funded SkyTEM aerial survey project is attached as Appendix 1.

It is currently anticipated to fly the aerial survey this coming summer, starting late Jan 2023 noting that it is expected to take 6-8 weeks to fly the survey, mainly depending on the weather, and then, following the aerial survey, it will take 2 years approx. for the outputs (3D mapping) to be produced. That is, sometime in mid-2025.

## **6.3 Three Waters Reform**

The National Transition Unit (NTU) this month has released its transition funding guidelines for councils, its staff transition guidelines, a new public facing web site: <https://www.threewaters.govt.nz/> and more detail on the proposed Asset Management Plan process.

In late August / early September (TBC) there is to be a series of 'roadshows' outlining the roadmap to the 'go live' of 1<sup>st</sup> of July 2024. Included in this should be an explanation of what the Day 1 model will look like.

Verbal submissions on the WSE Bill began the 10<sup>th</sup> of August and SWDC is scheduled to present on the 24<sup>th</sup> of August. Although it was expected that some policy advice related to the second Bill would have been available by now this has not occurred.

SWDC continues to work with the other WWL Shareholding Councils on the most efficient and effective way to prepare for the transition whilst being cognizant that the timings and deliverables are still being built making decisions about resource requirements and commitments quite difficult.

In the coming months we expect to be participating in a Request for Information regarding debt and commercial and legal.

## **7. Appendices**

### Appendix 1 – Greater Wellington Regional Council Project Update – SkyTEM Aerial Survey

Contact Officer: Robyn Wells Principal Advisor Water Transition

Reviewed by: Stefan Corbett Group Manager Partnerships and Operations

# **Appendix 1 – Greater Wellington Regional Council Project Update – SkyTEM Aerial Survey**

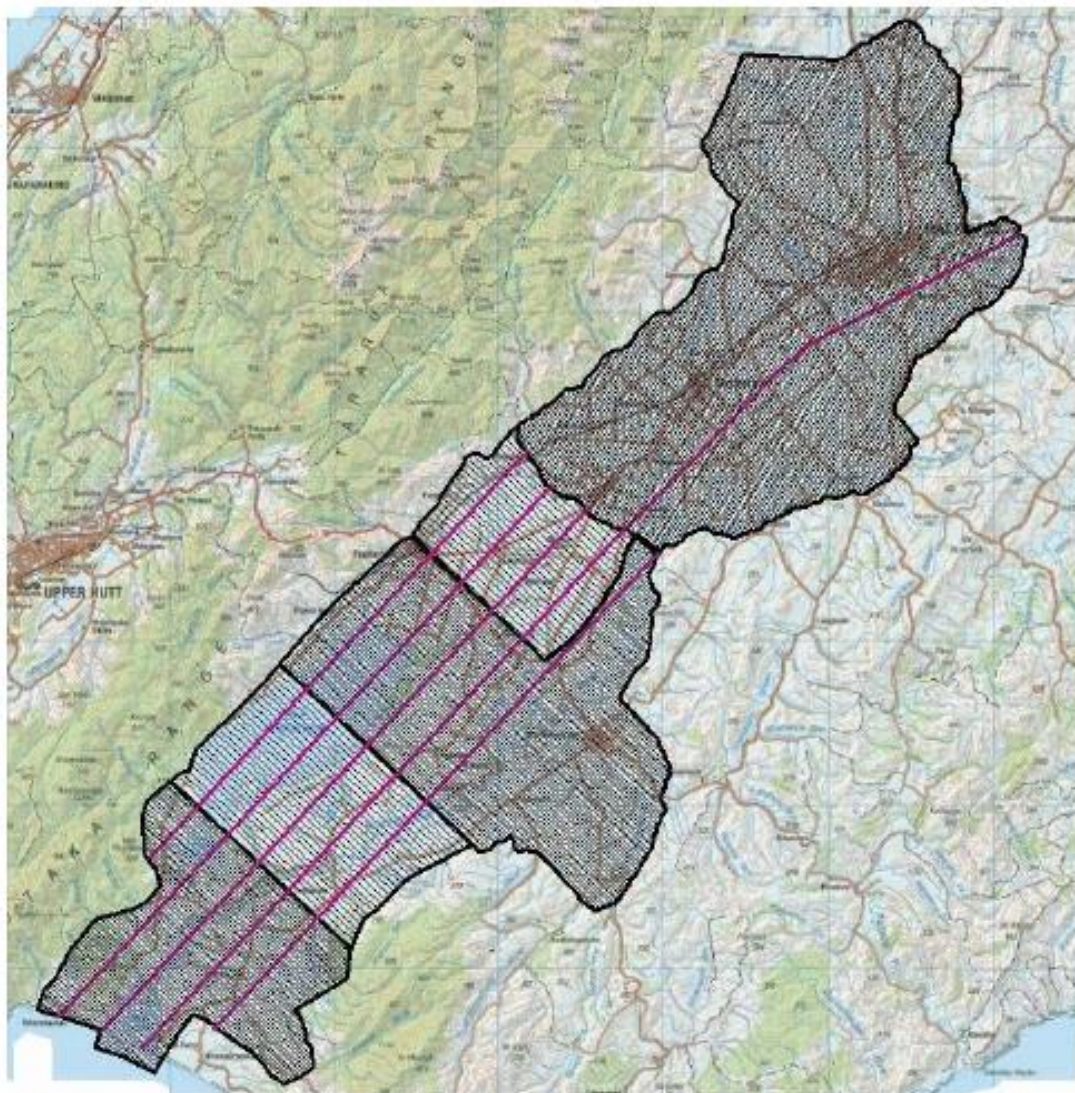
We are hoping to fly the aerial survey this coming summer, starting late Jan 2023; because of NZ's border restrictions we haven't been able to bring the SkyTEM scientists and their equipment in from Perth for the last 2 summers.

Once the data is collected, quality controlled, processed and interpreted, the outputs will provide a picture the hydrogeology down to a depth of several 100 metres, including where we could expect aquifers to exist. It's expected to take 6-8 weeks to fly the survey, mainly depending on the weather. Following the aerial survey, it will then take 2 years approx. for the outputs (3D mapping) to come from that. Altogether, approximately 5,800km of survey lines will be flown across the valley floor.

The density at which the flight lines are flown is a balance of many factors such as aerial survey costs including fuel, data processing and interpretation costs, flying time, number of turning circles (at the end of each flight run), flight velocities, altitude, variability and nature of the geology, depth of interest, weather suitability/variability, the presence of buildings, power lines, railway tracks etc that interfere with the signal ('noise'), required resolution, the nature of the terrain and other obstacles, limiting the number of survey equipment exchanges, tie-in with other flight lines etc.

In case of the Ruamāhanga valley floor, flight line spacings of 200m or 400m have been adopted by GNS's geoscientists, SkyTEM science technicians and GWRC's hydrologists. All the above matters have been considered when selecting the survey system equipment, the flight line density and the flight path orientations. In respect of the latter, the flight orientations as much as possible run perpendicular to the main geological, topographical and hydrological features. The attached map shows the distribution of the agreed flight lines densities.

The SkyTEM 312 system should be ideal to conduct the survey over the entire valley as per the attached map. This system can finely discriminate near-surface data while retaining the ability to detect weak conductors at depth. Despite this, the suitability of this system will be double-checked at the outset of the aerial survey when we fly the tie line (purple lines on the map) from Onoke in the south to Te Ore Ore in the north. Importantly, this provides us with another reference at 90° to the main flight paths. It also ensures that from the outset of the flying we are using the correct survey system for this and other areas.



*Proposed flight path orientations and spacings*

## ROADING AND AMENITIES OFFICERS' REPORT

This report was presented to the Assets and Services Committee on 24 August 2022.

### 8. Group Manager Commentary

Emergency works continue to be our primary focus, following yet another heavy rain event. Our teams have successfully cleared several primary rural roads that have been completely blocked – allowing at least passenger cars a way in/out. Several communities were cut off for a few days in the most recent weather. FH crews have assessed the network and are programming emergency repairs. There was significant and widespread damage to roads, bridges, culverts, and footpaths. We expect the earth to keep moving over the next couple of weeks, and there is a high likelihood that we will have more slips, even if it doesn't rain heavily again. One more major rain event and we will see many roads fail in places again. The reality is that due to a combination of COVID disruptions, rising costs, climate change impact, and unusually heavy winter weather, we are barely getting to planned programmed work.

### 9. SWDC Roading Report

#### 9.1 Hinekura Road

Following the landslide in June, initial response was initiated on Moeraki, Ngakonui and Wainuioru Roads, works included:

- Maintenance metaling
- Vegetation control
- Daylighting for visibility improvements

An initial funding request has been approved by Waka Kotahi for emergency works for \$200,000 (\$100,000 for both 2021/22 and 2022/23 years). This funding has allowed for initial response to the landslide and for ongoing investigation and testing for the proposed realignment.

##### 9.1.1. *Broader issues update*

Applications to the Hinekura Road Relief Fund (the Fund) have been light thus far. We have granted a couple of applications – for internet to be connected to the Hinekura Hall, and to pay for extra travel time for service providers, who otherwise wouldn't have travelled that far out to quote important work. We are working with East Coast Rural Trust to encourage more people to utilise the Fund.

Sarah Donaldson from ECRST has been hoping to secure assistance from WINZ via the flexi wage programme, which would help a lot of Hinekura residents, and I understand that application has gone all the way to their CE. We are not sure yet if it's going to be successful.

We are working with community leaders on an application for DIA funding to refurbish the Hinekura Hall so it can be used as a social, logistic and emergency hub.

Council has fast tracked funding for the engineered design plans to be completed by WSP. \$500,000 has been approved and WSP is due to issue an update soon. Their lead engineer has had COVID recently which has slowed things down a bit. Engineered plans will allow us to apply for consents and legal permissions, and then to tender for the build.

Council has approved a capital grant to Don McCreary for him to construct a farm track across his property to rejoin the Hinekura community with the road on the Martinborough side. Don has started work and we expect to have his first tranche of invoices submitted for payment this month.

We have had multiple crews on the alternative route to Hinekura via Admiral Hill maintaining the road for all traffic. We have enlarged corners, laid metal, widened pinch points, put up stock warning signs, and road edge signs etc. In this recent weather event, we have cleared fallen trees and slips. Our ability to maintain the Admiral Hill route may be constrained for the next couple of weeks, but we will keep it open.

## **9.2 Emergency Works**

Carry over of budget allocation s for the three events of 2021/22 have been finalized.

Rain event of February 2022 has a carryover of \$177,902 which none was spent throughout July 2022.

Coastal swell event for April 2022 has a carryover of \$773,718 with \$15,780 spent in July 2022.

Coastal swell event for May 2022 has a carryover of \$340,245 with \$280 spent in July 2022.

Officers are current working on an emergency work application for the rain event of 8,9th of August 2022, initial financial workings are predicting an application more than \$1,000,000.

## **9.3 Outputs**

The report covers the period of works completed up to the end of July 2022, being the first month of the 2022/23 financial year. The percentages shown below are based on works completed to date on Waka Kotahi financially assisted annual budget. Works in several maintenance categories are seasonal so the spend will reflect this variance. A brief commentary describing key achievements during July 2022 noting key completed works are noted under each work category below.

## **9.4 OPEX**

- Sealed Road Pavement Maintenance spend is 4% on Local Roads and 5% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- 232.55km of sealed roads inspected and faults loaded into RAMM.
- 59 sealed potholes were filled many of these are due to the wet weather.



- Unsealed Road Pavement Maintenance spend is 7% on Local Roads and 38% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- 79.72 km of unsealed roads inspected, and faults loaded into RAMM.
- 136.136km of unsealed roads graded.
- Drainage Maintenance spend is 2% on Local Roads and 2% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- 126 culverts were inspected.
- 38.84km of streets mechanically swept.
- Structural Maintenance spend is 2% on Local Roads and 1.5% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- 12 bridges were inspected.
- Rip Rap rock is currently being delivered to Cape Palliser Road for strengthening of existing rock revetments.
- Environmental Maintenance spend is 5% on Local Roads and 2% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- Minor Events spend is 106% on Local Roads and 16% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- Expenditure is due to response to weather events in July. If further budget is required, it will be reallocated from other Maintenance cost codes.
- Traffic Services spend is 3% on Local Roads and 2% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- Sign and signpost vandalism is increasing.
- Cycle Path Maintenance spend is 0% on Local Roads in relation to Waka Kotahi annual budgets allocation.
- Footpath Maintenance spend is 4% on Local Roads in relation to Waka Kotahi annual budgets allocation.
- Minor patching and potholes following ratepayer requests.
- Rail Level Crossing Warning Device Maintenance spend is 0% on Local Roads in relation to Waka Kotahi annual budgets allocation.
- Kiwi Rail invoice quarterly.
- Network and asset management spend is 8% on Local Roads and 5% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- 4 traffic counters were installed, and count data added to RAMM.

## **9.5 CAPEX**

- Unsealed Road Metaling spend is 13% on Local Roads and 8% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- 1081 m3 of maintenance metal applied
- Sealed Road Resurfacing spend is 0% on Local Roads and 0% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- Reseal sites have been identified and are currently undergoing design to confirm treatment and budget alignment

- Drainage Renewals spend is 2% on Local Roads and 5% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- Pavement Rehabilitation spend is 12% on Local Roads in relation to Waka Kotahi annual budgets allocation.
- Traffic Service spend is 16% on Local Roads and 0% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation.
- Structural components renewals spend is 0% on Local Roads and 0% on Special Purpose Road in relation to Waka Kotahi annual budgets allocation. Work is being carried out with last year inspections to determine required works.
- Footpath Renewals spend is 1% on Local Roads in relation to Waka Kotahi annual budgets allocation. Programme is being finalised to match budgets.

#### **9.5.1. *Footpath and Kerb and Channel extensions***

Works are carrying on with the extension of kerb and Channel and footpaths along Regent Street Martinborough from Esther Street to Dublin Street extending the network from the Pinot Grove extension and recently constructed Esther Street Footpath.

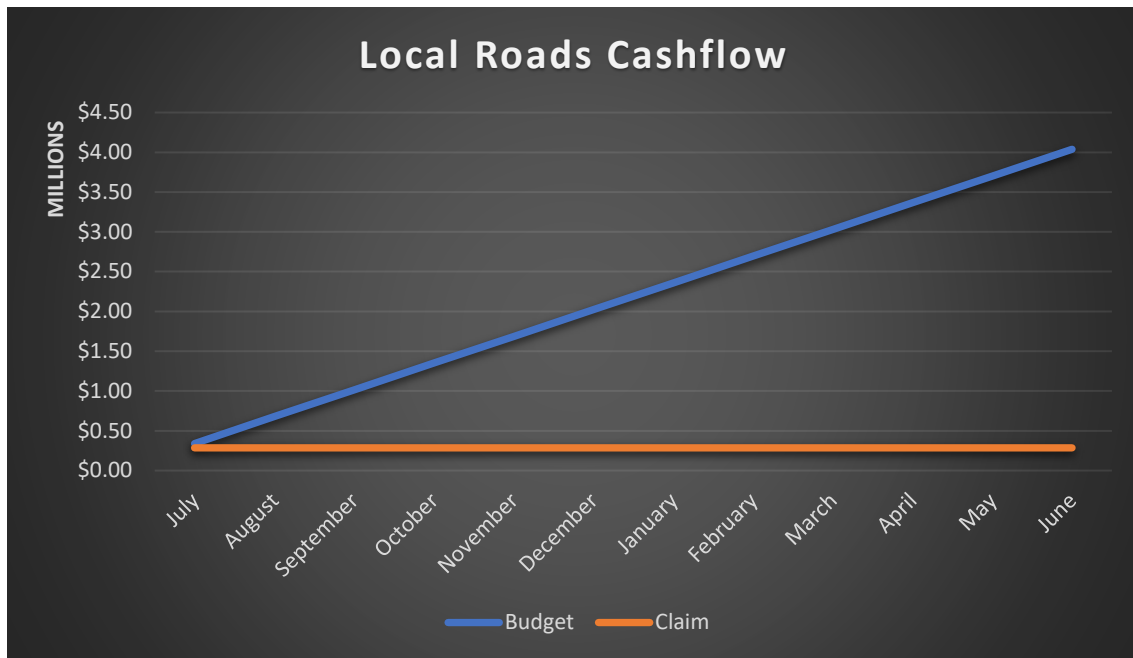
Identified works are:

- North Street Greytown Main Street to East Street.
- Wallace Street Featherston, Mckerrow Place to Brandon Street
- Texas Street Martinborough Cork Street to behind the Waihinga Centre

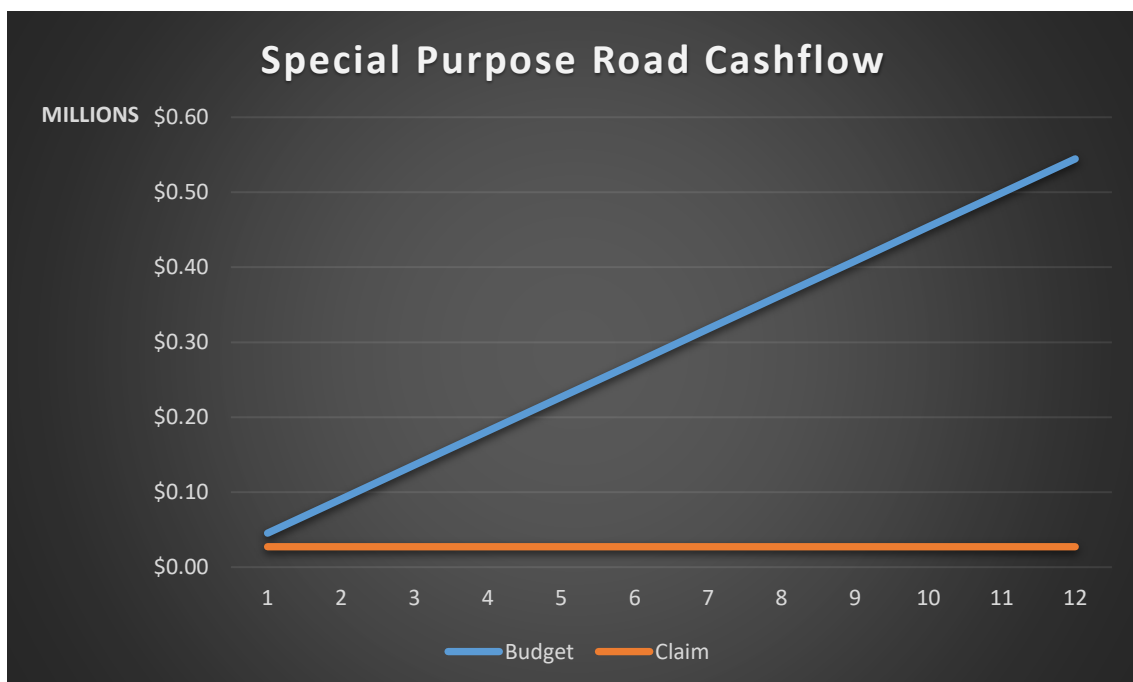
Bidwills Cutting Footpath extension is underway, with the college side of the road completed and other works are currently on hold due to adverse weather.

#### **9.6 Tracking summary of OPEX and CAPEX to 30 June, 2022**

Approved Waka Kotahi Budget \$4,032,000 year to date spend \$4,010,432 =**99.5%**

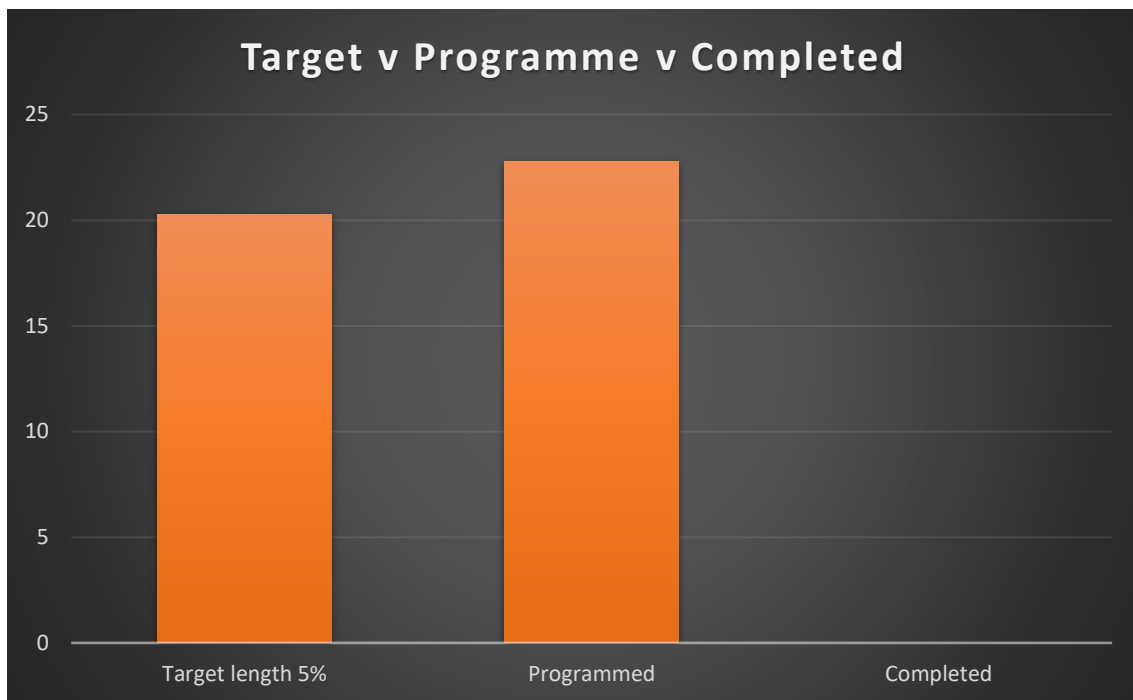


Approved Waka Kotahi Budget \$544,500 year to date spend \$526,582 =**96.7%**

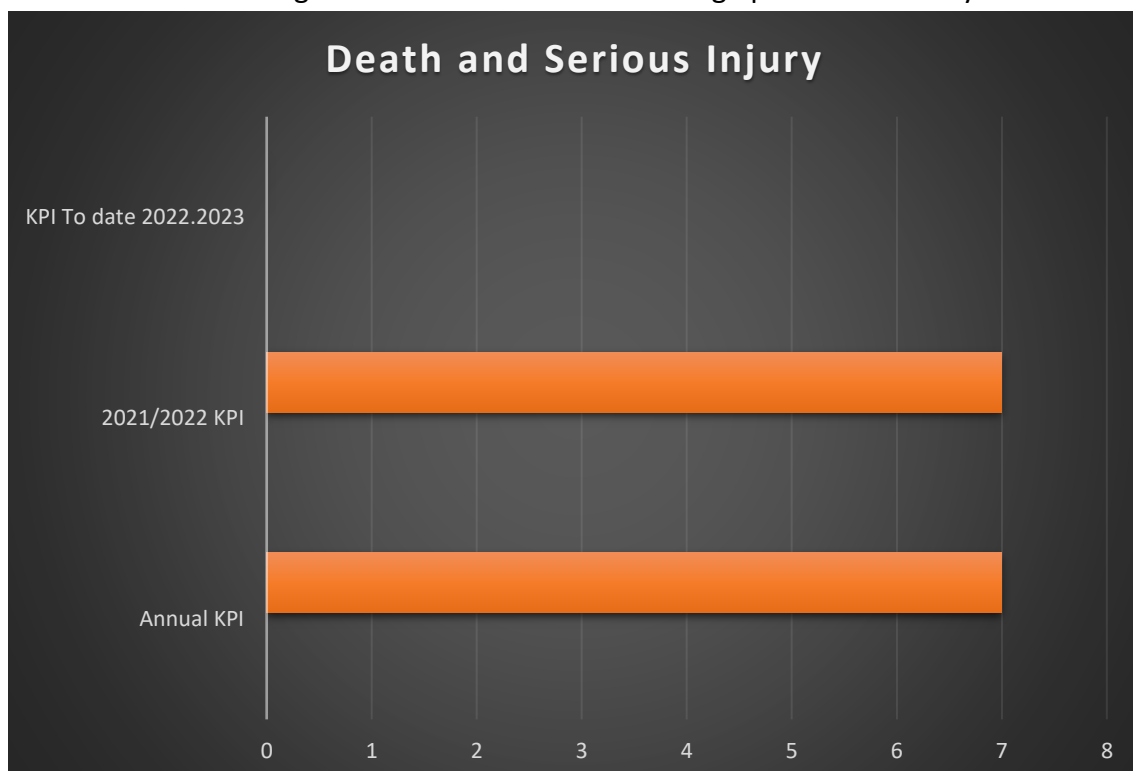


#### 9.7 Key Performance Indicators (Year to date reporting)

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



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



### 9.8.1. Achievement Dashboar



## **10. Amenities**

Reporting from the amenities team for this period is abbreviated due to staff absences/vacancies.

### **10.1 Housing for seniors**

All flats have been scheduled for a routine inspection on 17<sup>th</sup> August 2022. Heat pumps were all serviced on 15<sup>th</sup> August 2022 nil concerns raised. \$10 rental increase to be rolled out across the tenants. Date to be confirmed.

### **10.2 Pain Farm and Cottage**

Agapanthus has been removed from the driveway. See picture below



*Figure 1. Driveway cleared*

Chris Rofe advised that he will be ending his tenancy with SWDC in the coming weeks. Will arrange an open house inspection for future tenants to apply once a date has been confirmed. Property will be listed on trade me property.

### **10.3 SWDC Playgrounds**

There is a frame located at SWDC shed that is awaiting to be installed at Soldiers memorial park.

### **10.4 Parks and Reserves**

Parks and reserves are being maintained by city care. No issues to report

### **10.5 Swimming Pools**

CLM contract expired in March 2022. A tender will need to be put in place for renewal. James and Kelly will be meeting with CLM representative on 19<sup>th</sup> August 2022 to discuss pre-season maintenance and review any issues from the previous season.

## 10.6 Cemetery

Cemetery activity and Burials from the beginning of May to mid-August, are as follows:  
Purchases (Reserved) of burial plots/niches 01/05/2022 to 15/08/2022

	Greytown	Featherston	Martinborough
Niche	3	3	
In-ground ashes Beam	1		1
Burial plot	3	2	1
Services area			
<b>Total</b>	<b>7</b>	<b>5</b>	<b>2</b>

Ashes interments/burials 01/05/2022 to 15/08/2022

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

All cemetery requests are now being processed using Plotbox and the public can search for plots locations on Plotbox via the SWDC website.

Contact Officer: Stefan Corbett, Group Manager Partnerships and Operations  
Reviewed by: Russell O'Leary, Group Manager Planning and Regulations

## GREYTOWN COMMUNITY BOARD

14 SEPTEMBER 2022

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### AGENDA ITEM 10.3

## INCOME AND EXPENDITURE REPORT

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### **Purpose of Report**

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

### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period ending 31 July 22.*

### **1. Executive Summary**

An Income and Expenditure Statement for the period ending 31 July 22 in Appendix 1.

### **2. Appendices**

Appendix 1 – Income and Expenditure Statement for the period ending 31 July 22.

Prepared By: Hayley McDonald, Assistant Accountant

Reviewed By: Charly Clarke, Finance Manager



**Appendix 1 – Income and Expenditure  
Statement for Period Ending 31 July  
2022**

**Greytown Community Board**  
Income & Expenditure for the Period Ended 31 Jul 2022

**Personnel & Operating Costs**

**Budget**

Members' salaries	28,043.00
Mileage reimbursements	1,000.00
Operating expenses	7,400.00
<b>Total Personnel &amp; Operating Costs Budget 2022-2023</b>	<b>36,443.00</b>

**Expenses**

**Personnel Costs**

Members' Salaries	2,614.99
Mileage reimbursements	-
<b>Total Personnel Costs to 31 Jul 2022</b>	<b>2,614.99</b>

**Operating Expenses**

Honorarium payment to student rep (\$50 per meeting)

**Total Operating Expenses to 31 Jul 2022**

**Committed funds**

Resolution  
date

	Original commitment	Spent to date	Remaining commitment
Members' Salaries	28,043.00	2,614.99	25,428.01
Mileage reimbursements	1,000.00	-	1,000.00
Honorarium payment to student rep (\$50 per meeting)	400.00	-	400.00
			-
<b>Total Commitments</b>			<b>26,828.01</b>

**TOTAL OPERATING EXPENSE BUDGET AVAILABLE\***

**7,000.00**

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

**Grants**

**Income**

Annual Plan 2022-23 grant allocation	4,700.00
Other miscellaneous income	-
<b>Total Income for 2022-2023</b>	<b>4,700.00</b>

**LESS: Grants paid out**

**Total Grants paid out to 31 Jul 2022**

**LESS: Committed Funds**

Resolution  
date

	Original commitment	Spent to date	Remaining commitment
22/11/2017 Promotion and support of the hub and civil defence initiatives	1,000.00	93.24	906.76
19/02/2020 Greytown Info Centre Admin costs	50.00		50.00
04/08/2021 G Jones - Catalyst Shortfall for Flag Artwork	60.00		60.00
04/08/2021 Grand Illusions	400.00		400.00
03/08/2022 Bus Shelter Greytown Painting of Bus Shelter	150.00		150.00
			-
			-
			-
<b>Total Commitments</b>			<b>1,566.76</b>

**PLUS: Balance Carried forward from previous year**

**10,197.02**

**TOTAL GRANTS FUNDS AVAILABLE**

**13,330.26**

**Greytown Community Board**  
**Beautification Fund for the Period Ended 31 Jul 2022**

Income

Annual Plan 2022-2023 allocation	11,500.00
<b>Total Income 2022-2023</b>	<b>11,500.00</b>

Beautification grants - operating

<b>Total Beautification grants - operating to 31 Jul 2022</b>	<b>-</b>
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Beautification grants - capital

<b>Total Beautification grants - capital to 31 Jul 2022</b>	<b>-</b>
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**LESS: Committed Funds**

Resolution date			Original commitment	Spent to date	Remaining commitment
28/08/2019	Papawai Marae/Papawai Cemetery	Design, printing & installation signs at	4,000.00	300.00	3,700.00
17/02/2020	Greytown Menz Shed	Donation for erecting and taking down flags	300.00		300.00
24/11/2021		Two new dog bins in Greytown	3,000.00	1,773.61	1,226.39
16/02/2022	Urupa and Papawai Marae	additional cost for Signage	5,000.00	1,050.00	3,950.00
16/02/2022	Stella Bull Park	Recycling Bins	5,500.00	5,322.00	178.00
30/03/2022	Greytown Pool	Second set of three Murals	2,000.00		2,000.00
30/03/2022	Soldier Memorial Park	Lions to Paint Polls	200.00		200.00
30/03/2022	Main St Barrels	Replace One tree	80.00		80.00
22/06/2022	Corner of Jellicoe & Massey st	Dog poo bin replacement	1,500.00		1,500.00
03/08/2022	Greytown Dog Park	Three Cherry trees in Dog park	300.00		300.00
03/08/2022	Lamb Peters	Printing of sign for Papawai Marae	216.00		216.00
03/08/2022	Puakaka Wairarapa Garden Tour	Set of Street Flags	1,000.00		1,000.00
					-
Total Commitments					14,650.39

**PLUS: Balance Carried forward from previous year**

<b>TOTAL BEAUTIFICATION FUNDS AVAILABLE</b>	<b>17,402.16</b>
	<b>14,251.77</b>

# GREYTOWN COMMUNITY BOARD

14 SEPTEMBER 2022

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## AGENDA ITEM 10.4

### 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 be remain in a master register but no longer reported on.

#### **2. Appendices**

Appendix 1 – Action Items to 7 September 2022

Contact Officer: Kaitlyn Carmichael, Committee Advisor

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

## **Appendix 1 – Action Items to 7 September 2022**

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
537	28-Oct-20	Action	GCB	Reconsider the design of new Welcome to Greytown signs following consultation on the 2021-2031 Long Term Plan	Parked	9/6/21: To remain parked until the Long Term Plan is adopted as the LTP may include budget for place assessment of the three towns, including entrances. 4/8/21: To remain parked as the Board would be collaborating on signs to consolidate branding across the district.
173	11-May-22	Action	Mayor Beijen	To investigate light bulbs for use on Main Street lights, that are dark sky compatible and maintain the original heritage image, Mayor Beijen.	Actioned	3/08/22: Globe light bulbs located overseas. Quite costly.
278	22-June-22	Action	S Corbett	Request an update on the removal of the two flags in central Greytown which are not on the flag track system.	Actioned	28/06/22: These flags belong to the previous Greytown Community Board - they paid for and had them installed, so it is their responsibility to remove them. TMP is about 2,000\$ as it is the main highway and hiab required.
363	3-Aug-22	Action	Mayor Beijen	Mayor Beijen to contact local law enforcement and request speed checks in the areas of Papawai Road, Wood Street and Fabian Road in Greytown.	Actioned	
364	3-Aug-22	Action	S Corbett	Request to access some soil from the Greytown cemetery for use in the Greytown Dog Park planting.	Actioned	08/08/22: Regarding the GCB request to use soil from the cemetery for planting in the Greytown Dog Park – Rob from CityCare has advised that it would be OK for them to use some soil from the cemetery but they need to be aware it is very stoney and would probably need to be ‘screened’ to be of good use to them. They would need to organise and finance (if required) this themselves.
365	3-Aug-22	Action	Mayor Beijen	Mayor Beijen to explore the possibility of 500 tulip bulbs for planting in the Main Street barrels.	Open	06/09/22: Bulbs unavailable, discussing alternative plantings
366	3-Aug-22	Action	S Corbett	Request the feasibility of Council taking on the responsibility and maintenance of the barrels.	Actioned	06/09/22: Council is unable to take on the responsibility/maintenance of the barrels.

**MEMBER REPORT**  
for  
**Greytown Community Board Meeting**  
**Date 14 September 2022**

<b>Member Name</b>	Shelley Symes
<b>Group Name</b>	WREMO/Civil Defence Liaison Portfolio
<b>Meeting Date</b>	14 September 2022
<b>Key issues from meeting</b>	<p>Greytown Community Emergency Hub</p> <ul style="list-style-type: none"> <li>• Civil Defence Open Day</li> <li>• General Issues</li> </ul>
<b>Specific item/s for Community Board consideration</b>	<p>To note Greytown Community Board assistance to WREMO in planning another emergency response awareness building event for Greytown residents.</p> <ul style="list-style-type: none"> <li>• Jane Mills, WREMO Representative decided to postpone plans for the Emergency Response Awareness event originally discussed for 17 September.</li> <li>• Due to the uncertainty surrounding Covid and winter illnesses, she decided to postpone until a later date as a precaution.</li> <li>• At the time of writing a new date has not been suggested. Availability of the Town Hall on a Saturday morning also needs to be factored in to future planning.</li> </ul>
<b>General</b>	<ul style="list-style-type: none"> <li>• The Emergency Hub kit has been transferred to the WBS Room storage area downstairs.</li> <li>• Emergency radio access remains the same.</li> <li>• Monthly radio testing regime of Channels 1 and 3 is ensured through Jane Mills and Masterton counterpart.</li> <li>• The rationale for official acknowledgement of local, licensed amateur radio operators to be involved as a complementary assistance to WREMO and AREC during an emergency, remains open for further discussion.</li> </ul>