



Infrastructure and Community Services Committee Minutes from 25 July 2023

- Present:** Councillor Aidan Ellims (Chair) Deputy Mayor Melissa Sadler-Futter (Deputy Chair), Mayor Martin Connelly, Councillors Pip Maynard, Alistair Plimmer, Martin Bosley, Aaron Woodcock and Rebecca Gray.
- Apologies:** Councillor Pip Maynard.
- In attendance:** Councillor Colin Olds.
- Also in Attendance:** Paul Gardner (Interim Chief Executive), Stefan Corbett (Group Manager, Partnerships & Operations), James O'Connor (Partnerships and Operations Manager), Robyn Wells (Principal Advisor-Water Transition), Sheil Priest (General Manager Communications), Amanda Bradley (General Manager Policy and Governance), Russell O'Leary (Group Manager Planning and Environment), Karon Ashforth (General Manager Finance), Annette Beattie (Library Services Manager), Siv Fjaerestad (Community Development Co-ordinator), Tim Langley (Roading Manager), and Amy Andersen (Committee Advisor).
- Wellington Water: Adam Mattsen (Programme Delivery Lead South Wairarapa), Laurence Edwards (Chief Advisor Drinking Water) and Charles Barker (Director of Regulatory Services).
- Kara Atkinson (NZ Street Lighting).
- Conduct of Business:** This meeting was held in public in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference from 10.00am to 12:35pm. This meeting was live-streamed is available to view on our YouTube channel.
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Open Section

Cr Gray arrived at 10:02am.

A1. Karakia Timatanga - Opening

Cr Ellims opened the meeting.

A2. Apologies

INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/17) to accept apologies from Cr Maynard.

(Moved Cr Ellims/Seconded Cr Gray)

Carried

A3. Conflicts of Interest

There were no conflicts of interest.

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

A4. Public Participation

There was no public participation.

A5. Actions from public participation

There was no public participation

A6. Extraordinary Business

There was no extraordinary business.

A7. Minutes For Confirmation

INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/18) that the minutes of the Infrastructure and Community Services meeting held on 1 June 2023 are a true and correct record.

(Moved Mayor Connelly/Seconded Deputy Mayor Sadler-Futter)

Carried

A8. Matters arising from previous minutes

There were no matters arising.

B Decision Reports from Chief Executive and Staff

B1. Recommendations from the Hearings Committee

Mr Corbett, with support from Mr Barker, spoke to the report, and acknowledged the lack of analysis of options and consultation with the public on the proposed water bore and pump at the Greytown Soldiers' Memorial Park.

Members noted that there must be alternative options to the Memorial Park as they had heard strongly from the community who had submitted during consultation that they reject the proposal, and queried wider strategy for Greytown water supplies in future.

Mr Corbett and Mr Barker responded to queries from members including: the operational bores at Waiohine and whether they have enough capacity to service Greytown and Featherston (maintaining pressure/hydraulics required); ways to bring Council together with officers, the community and residents who are knowledgeable about the local water supply/needs to explore options for the future and develop a clear strategy for the district; temporary location of the bore and pump in the Memorial Park with a view remove once a long-term solution in different location is in place; the original project scope and any contradictions with previous Council resolutions.

Mayor Connelly raised a point of order – Committee Members to be given opportunity to speak before Council Officers.

INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/19) to:

1. Receive the *Recommendations from the Hearings Committee Report*.
2. Agree not to progress the proposed recommendation in the report for the Soldiers' Memorial Park – New Bore and Pump.

(Moved Cr Woodcock/Seconded Cr Gray)

Carried

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3. Delegate to the Chair and the Interim CE to make proposals related to the next steps on a workshop for water services strategy for South Wairarapa including engagement with community and options for the Greytown water supply moving forward.

(Moved Mayor Connelly/Seconded Cr Plimmer)

Carried

The meeting was adjourned at 10:54am.

The meeting was reconvened at 11:04am.

Councillor Ellims vacated the Chair.

Deputy Mayor Sadler-Futter assumed the Chair.

B2. Libraries: Operating Model and Opening Hours

Mr Corbett spoke to matters in the report and apologised for the confusion and frustration the decision on library closures has caused elected members and the community. Mr Corbett noted that the current business model is based on having a full complement of staff across all libraries, and that there were hours for back-office tasks and activities that were not .

Deputy Mayor Sadler-Futter noted she was disappointed with the report in terms of the surface level view of the library service, options presented and understanding of the impact of CDC's choice on service.

Mr Corbett, supported by Mr Gardner, responded to members queries including: the impact of shared service with other Councils – understanding of funding decisions and not being given same opportunities to mitigate risks during the Annual Plan process; options presented in the roster; the current funding model and the budget for the service; previous funding from New Zealand Libraries Partnership Programme (NZLPP); managing health and safety; bolstering support in libraries with volunteers; potential relocation of staff to the libraries; data on libraries usage; rostering and how this is done (staff hours and calculations); whether a temporary closure of one library to support full servicing of two could be considered; financial support for Officers to conduct the review; expectations of libraries and types of activities/services.

Mr Gardner provided background to previous Council run volunteer programmes, staffing levels, expectations of the community for services, financial management – operating budget, need to review library service business model.

Cr Woodcock left the meeting at 12:19pm.

Cr Woodcock returned at 12:21pm.

INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/20) to:

1. Receive the 'Libraries: Operating Model and Opening hours' Report.
(Moved Cr Ellims/Seconded Mayor Connelly) Carried
2. Recommend that Council adopt a monthly roster that sees all libraries open on some weekends and on as many days as feasible during the week. A recommended roster is listed in **appendix one**, coded blue.

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(Moved Cr Ellims/Seconded Cr Gray)

Not Carried

Against: All Members.

- 3. Recommend to Council to delegate to the Chair, Deputy Chair of ICS, and CE the adoption of an interim roster for the period of 12 weeks.
- 4. Recommend to Council for the CE to conduct a thorough review of library services, management and shared services, with a report back to the Infrastructure and Community Services committee by 15 November 2023.

[Items 3&4 read together]

(Moved Cr Plimmer/Seconded Cr Bosley)

Carried

- 5. Recommend to Council to delegate to the CE to approve spend from the remuneration budget for the period of the review of library services, if needed.

(Moved Cr Gray/Seconded Cr Bosley)

Carried

Against: Mayor Connelly

INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/21) to adjourn the meeting and reconvene another time (date to be confirmed by the Chair and Interim CE).

(Moved Mayor Connelly/Seconded Cr Plimmer)

Carried

Note: Remaining items from the agenda to be discussed at the next meeting of the Committee:

- C1. Update from the Partnerships and Operations Group Report;
- C2. Action Items Report;
- D1. Chairperson’s Report from Councillor Ellims; and
- E1. Member’s Report from Councillor Woodcock.

The meeting closed at 12:35pm.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

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Outstanding Items from ICS Meeting held on 25 July 2023



Update from the Partnerships and Operations Group

1. Purpose

To provide Councillors with an update on activity in the Partnerships and Operations Group (the Group).

2. Recommendations

Officers recommend that the Committee:

1. Receive the *'Update from the Partnerships and Operations Group'* Report.

3. Executive Summary

Wellington Water Limited (WWL) is making good progress on the Donald Street Pumpstation and rising main project. Capital spend continues to track under forecast for FY22/23 with a carryover expected. We are working successfully with Greater Wellington Regional Council (GWRC) on advancing the Featherston Wastewater Treatment Plant consent project. Planning for desludging the Martinborough and Greytown plant is advancing, including confirming the Better Off funding that will be used for the projects from the Department of Internal Affairs.

In roading, we are still negotiating the terms under which the Council will undertake a risk assessment and geotechnical investigation to assess the feasibility of the shortlisted alignment option through the Hinekura Road slip zone. At present we are trying to reduce costs while still receiving the level of assessment required to advance to final engineered plans. As soon as we have final written estimates, we will share, and seek any financial approvals. We await a response from Waka Kotahi on the terms and conditions under which the Cape Palliser Road will return to normal funding assistance rates. We summarise in this report the anticipated CAPEX programme for roading for the FY23/24.

In amenities, we are pleased to report that the sale of assets on the Lake Ferry Campground site have been completed and a 1-year contract entered with a supplier who will be working on significantly improving the asset. Once the site can be legally certified and improvements made the Council will run a public process for a long-term lease.

4. Background

Delivery across the Group is steady, and our main concern continues to be the capacity of our roading services team. Increased costs are a factor and are eroding the

performance of the BAU roading programme. Emergency work, programmed work, and special/urgent work regularly exceeds our ability to respond, forcing the team to make hard choices. We are experiencing very long waits for materials and components which is slowing us down – the most recent example of this is the anticipated minimum 6 month wait for lights for the Martinborough Pedestrian Lighting Project. Contractors are hard to come by and are passing increased costs on to customers which is putting additional pressure on our bottom line. The resignation of a Manager on the Carterton side is a recent challenge, and the gap will need cover from within the team while we recruit. Without any administrative or project management support in the structure from the SWDC side, our roading staff are frequently behind computers working on business cases, chasing contractors, assessing technical reports, dealing with information requests, media inquiries, reporting, compliance activities, processing public inquiries, attending Council meetings etc – instead of where they need to be - out on the network monitoring and inspecting issues on our roads.

4.1 Tangata whenua considerations

Engagement considered not required in this case.

4.2 Long Term Plan alignment

Activity reporting aligns with the strategic objectives assigned to the Partnerships and Operations Group in the Long-Term Plan.

5. Discussion

5.1 Water - Capital Programme

5.1.1. Financial

At the end of May, the capital programme continues to track below the capital range of \$4m to \$9m. Year to date actuals are coming in at \$3.2m against a budget of \$4.7m. This variance of \$1.5m is primarily driven by the Memorial Park WTP Stage 3 project. The construction start date has been deferred because of the Reserves Management Plan consent approval process for the new bore. Construction will hopefully commence in early FY23/24, subject to the outcome of the hearing process scheduled for 19 July 2023. At a programme level we are forecasting \$3.8m for the full year against a budget of \$5.3m. Our level of confidence in achieving this is high with one month of this financial year remaining. There is work progressing on several fronts including the Featherston Wastewater Treatment Plant (WWTP) Consent and the Donald Street Pump Station renewal along with minor works at some of the WWTP sites. Please refer to the WWL Capital Programme dashboard (**Appendix One**) for more detailed information.

WWL is in the process of finalising the spend on capital investment for FY2022/23 and the quantum of the carry-over from the approved budget of \$5.34m into FY2023/2024 and this will be provided in our next report.

5.1.2. Delivery

Featherston WWTP Consent Project

We have received a section 92 request for further information related to application WAR230290 for the Featherston WWTP and the regional council has temporarily put our application on hold until the issues listed in the request have been satisfied. The relationship with GWRC on resolving these issues has been positive and collaborative.

The project team submitted a memo to GWRC on the flow discrepancy issue we notified in our previous report. The key assumption in the memo is that council will upgrade the size of the wastewater plant to accommodate the increased flows. However, we have also received a report from Mott McDonald on the Infiltration and Ingress issues experienced in Featherston and possible options to address the increasing flows that are being seen. This advice is helping us analyse the costs of increasing the size of the plant, and/or further investing in the network to manage the increase volume of flows. These issues are fully canvassed in our monthly reporting to Councillors and those reports continue to be published to the project website.

Donald St Wastewater Pump Station Renewal

The project is progressing well and has recently been the subject of a media release prepared by WWL and copied below that was picked up in a 9 June article by the Times Age. Updates can be seen at [our project site](#).



Our Programme Lead Adam Mattsen (and local Featherston resident!) is dwarfed by the massive pipes about to be installed as part of the Donald Street Pump Station upgrade

Seeing our Programme Lead Adam Mattsen stand against the huge wastewater pipes about to be installed in Featherston gives a sense of the scale of the Donald Street Wastewater Pump Station upgrade, which recently kicked off.

A line of brand new pipes are sitting in line, next to a crane at the corner of Donald Street and State Highway 53, ready to be installed. The upgrade to the pump station, and the rising main (basically a pressurised wastewater pipe transporting wastewater from the pump station on its way to treatment facilities) will add capacity and resilience to this part of the network, which serves the eastern part of Featherston.

Project Lead Francois Basson describes the benefits of the project:

“This upgrade offers three key benefits. Firstly, it gives an extra boost to the wastewater network, enabling the pump station to process wastewater for an area spanning about 46 hectares, transporting water at a rate of around 22 litres per second towards the treatment facilities.

“It’s expected that the upgrade will significantly reduce the occurrence of wastewater overflows in the surrounding area.

“Secondly, it’ll build more resilience into the network. The upgraded pump station replaces the current one, which is ageing and at risk of failure. We’ll also be installing an underground storage tank, that’ll store wastewater in the event of a power outage, or other major event (for example: an earthquake). This tank can hold 6 hours of peak wastewater flow. This provides additional time to make alternative arrangements, or set up an emergency water network.”

“Finally, moving the location of the pump station from under State Highway 53 to the berm along Donald Street will improve safety on the site for operators completing maintenance and for the public too.”

www.age.co.nz Friday, June 9, 2023

LOCAL NEWS 5



The Wairarapa Times-Age wrote an article on the upgrade on their 9 June paper – here’s a snippet

Memorial Park Water Treatment Plant upgrade

As previously reported, the formal consultation period on the proposed new bore at Soldiers Memorial Park closed on 18 May and hearings were rescheduled for 19 July. We have received 4 submissions (all against) with two requests to speak to submissions. This is a strategically important drinking water supply, that will provide resilience and future proof the Greytown's drinking water supply that was originally approved by council in May 2021. The hearing is exclusively for the purpose of approving the installation of a new bore, a requirement of the management plan for the park.

5.2 Water - Operational programme

5.2.1. Financial

Full year forecast for the OPEX programme, excluding Water Races, is an overspend of 0.3% (\$10k) after Unexpected Events expenditure of \$240k is separated into its own category.

5.2.2. Delivery

Detailed information is provided in the WWL OPEX dashboard (**Appendix Two**). Faults and response across the network are as expected.

5.2.3. Other issues

Unexpected Events procedure – a draft has been circulated between WWL and council with a view to jointly signing off on the procedure imminently.

Joint Review on the Martinborough Wastewater Treatment Plant – a terms of reference has been signed off by Chief Executives and the review is underway. Recommendations are to be presented at the 2 August full Council meeting.

Martinborough Wastewater Treatment Plant

A Compliance Delivery Plan and supplementary information relating to contingency if the plan is not delivering to expectations has been submitted to GW. A follow-up meeting is being scheduled for early August. There is an agreed plan to cancel the current Abatement Notice, and re-issue as a "To Do" Abatement Notice before 15 August 2023 (the original date requiring "compliance"). The new notice will incorporate the Compliance Delivery Plan, as well as the supplementary information we have provided. Next steps for the project are to start the site geotechnical investigations and resource consent application processes, both of which are critical in gaining the necessary approvals for the Geobag desludging.

Featherston flooding at Daniel Street/SH2 corner

Agencies have recently met to find a way forward to make repairs to the two culverts causing the flooding issues. Kiwi Rail have offered their contractors to do the job at the same time they work on the changes to the level crossing. Waka Kotahi is looking into what financial assistance they may offer. We will confirm an approach and estimates, and report in full to Council as soon as we can. This project is not currently funded and if Council budget is required will be an out of cycle request for additional

funding. We are following up on central government funding for the project that was recently announced.

5.3 Roothing

Please refer to the project summary template (**Appendix Three**) for a full account of activity.

5.3.1. Financial

The 2022/2023 end of financial year operational spend within roading budgets showed a spend as outlined below:

- Emergency Works. \$3,218,453
- OPEX (Local Roads). \$2,343,967
- CAPEX (local Roads). \$1,483,690
- OPEX (SPR). \$404,626
- CAPEX (SPR). \$285,634
- Low-Cost Low Risk. \$128,309
- Low-Cost Low Risk (SPR). \$371,460

The Waka Kotahi financial assistance rate on local roads was 52%, Special purpose Roads 100% and Emergency Works was an average of 86.2%. There was an underspend on CAPEX and OPEX due the relocation of resource to respond to and complete Emergency works.

5.4 Achievements

Our teams have been busy in this reporting period with:

- Ongoing response to emergency works in the East coast region.
- Completion of spraying of rural drains and around signs, markers, and bridge ends.
- Metalling of various unsealed roads.
- Heavy maintenance along Hinekura Road and the temporary track.
- Completion and submission of the Resource Consent report to Greater Wellington regarding the condition of retaining structures along Cape Palliser Road.
- Annual Achievement Report has been submitted to Waka Kotahi.
- Speed Review Plan has been issued for community consultation.
- The footpath renewal programme was completed in June with the completion of Greenaway Place, sections of Jellicoe, Princess, and Regent Street in Martinborough and a section of Revan's Street in Featherston.

5.5 CAPEX 23/24

The programme has been firmed up and confirmed within budgets and is broken down as follows.

5.5.1. Footpaths

- Fitzherbert Street (Boundary Rd to Donald's Creek)
- Lyons Street (Fitzherbert Street to Revan's Street)

- Watt Street (Wallace Street to Fitzherbert Street)

5.5.2. Reseals

Road ID	Start	End	Length	Start Name	End Name	Urban
BOUNDARY RD (F)	721	1739	1018	HARRISON ST EAST	SEAL JOIN	RURAL
COTTER ST	0	366	366	HUMPHRIES ST	END OF SEAL	URBAN
KAHUTARA RD	1179	2512	1333			RURAL
GREY ST	0	437	437	JELlicoe ST	ROAD NARROWS	URBAN
HARDIE GR	0	175	175	WAITE ST	ECDS	URBAN
HARRISON ST WEST	0	222	222	JOHNSON ST	WAKEFIELD STREET	URBAN
HARRISON ST WEST	222	443	221	WAKEFIELD STREET	WATT ST	URBAN
HAYWOOD ST	0	219	219	HICKSON ST	BIRDWOOD ST	URBAN
HICKSON ST	177	289	112	BELL ST	HAYWOOD STREET	URBAN
HICKSON ST	289	398	109	HAYWOOD STREET	HARRISON ST WEST	URBAN
HIKINUI RD	1067	1546	479	SEAL JOIN	END OF SEAL	RURAL
LAKE FERRY RD	12025	12427	402			RURAL
LAKE FERRY RD	11465	12025	560			RURAL
LONGWOOD RD EAST	0	880	880	SOUTH FEATHERSTON	SEAL JOIN	RURAL
MAHUPUKA ST	0	340	340	EAST ST	MASSEY	URBAN
MOLE ST	0	206	206	TAWHITI ST	SEAL JOINT	URBAN
MOLE ST	206	612	406	SEAL JOIN	WOOD ST	URBAN
WEST ST	0	276	276	SOUTH ST		URBAN
WHITE ROCK RD	9444	10900	1456	1ST ABUT HAUTOTARA BRIDGE		RURAL
WHITE ROCK RD	3616	4402	786			RURAL
WHITE ROCK RD	2860	3616	756	FRATERS RD	HARRIS RD NTH	RURAL
PA RD	0	825	825	SEAL JOIN	GATE	RURAL
WHITE ROCK RD	2560	2860	300			RURAL
BETHUNE ST	216	225	9	BRANDON STREET		URBAN
BETHUNE ST	225	438	213	BRANDON STREET	WOODWARD ST	URBAN
BIDWILLS CUTTING ROAD (2)	3600	4100	500			RURAL
FOX ST	964	1183	219	WAKEFIELD STREET	WATT ST	URBAN
HUMPHRIES ST	0	5	5	SH2		URBAN
HUMPHRIES ST	5	116	111	SH2	WEST ST	URBAN
READING ST	0	3	3	NORTH ST		URBAN
READING ST	3	529	526	NORTH ST	CLARA ANNA GROVE	URBAN
READING ST	529	609	80	CLARA ANNA GROVE	JELlicoe ST	URBAN
WALLACE ST	0	45	45	FOX STREET		URBAN
WALLACE ST	45	266	221	FOX STREET	SH 53	URBAN
WALLACE ST	266	355	89	SH 53	WILLIAM BENTON ST	URBAN
CAPE PALLISER RD	19859	21221	1362			RURAL
CAPE PALLISER RD	21221	22045	824		SEAL JOIN	RURAL

1. Sealed Road rehabilitations
 - 2 sections of Wards Line
 - 1 section of Western Lake Road south of Barton's Road

2. Drainage Renewals
 - a) Kerb and channel renewal
 - Jellicoe Street (Grey Street to Weld Street)
 - Fox Street (a section to Watt Street)
 - b) Culvert renewals on a need basis
 - c) Sump Renewal on a need basis

5.5.3. Hinekura Road

We are negotiating the scope and methodology for the revised proposed alignment, and this includes:

- Review and update of remote monitoring network
- Update Survey monitoring of landslide
- Site walkover and Engineering Geological mapping.
- Geophysical Investigation
- Borehole drilling investigations
- Laboratory testing and supplementary Geotechnical Investigations
- Geotechnical Risk assessment Report

5.6 Amenities

A summary of project activity is provided in (**Appendix three**). All LTP projects are on track. In addition to the project activity report the below are some of the other activities we have underway:

Greytown Wheels Park

We have agreed and signed a contract with the supplier. They are developing a project plan, including a stakeholder engagement plan to give clarity on how the project will be delivered. The first stage is the park design which will collate historic and current ideas to be developed into a detailed design that specifies the subsequent build phase.

Martinborough Square Reserve Lighting

Further to the last report we are still seeking additional quotes from suppliers as per our Procurement Policy. As highlighted in the past, right across the Amenities portfolio we continue to experience challenges liaising with trade suppliers due to the sheer volume of work in the industry. Once we have these quotes and have selected a supplier, we will update on timelines to install replacement lights.

Green Space in Greytown

Officers have had good discussions with the Greytown Trust Lands Trust and the Greytown Rugby Club regarding green space options in Greytown. Over the next few weeks Officers are looking to reach an agreement with the Rugby Club about how the facilities and grounds are best used by multiple sporting codes. Following this a peppercorn lease will be entered between Council and the Trust. Land is scarce and expensive, so this lease option is more viable to help increase capacity of green space in Greytown.

Wellington Region Waste Management and Minimisation Plan (WMMP)

The WMMP is progressing well with collaborative work happening across the Greater Wellington Region, and within the Wairarapa. The eight Councils in the Wellington Region are planning to consult on the draft WMMP from 31 July - 1 Sept 2023 and are each responsible for consultation. The three Wairarapa Councils will be sharing resources for a joined-up consultation approach. The Joint Committee will adopt the draft WMMP for consultation; hear submissions; and undertake the deliberation process. The final WMMP will then be adopted by each Council in December 2023. The

draft Wairarapa “local action plan” was highlighted by Beca and other Wellington Councils as being a great document.

Lake Ferry Slip Drainage

The final recommendation from an engineer’s report to install a drainage solution was completed on 6 July atop the escarpment at Lake Ferry (above 64 Lake Ferry Road). This is where a slip had come down 12 months ago. The drainage will enable free draining of this section of the escarpment (a low point) to reduce the risk of slippage. Officers are in regular contact with the affected residents as we monitor the solution to determine its performance and if further work is needed.



Property Leases

- Design Library (Greytown) – received five applications in response, who have been informed Council is currently determining in conjunction with the MCB if it requires the building for public/community purposes.
- Old Courthouse (Featherston) – received only one application from Featherston Community Centre (FCC) proposing a variety of uses and activities. FCC meeting with Officers to discuss further.
- Pain Farm has a new farm lessee who is well respected in the community and farms locally.
- Council has purchased the building and underground assets at Lake Ferry Holiday Park and the lease to M & M Tipoki has been surrendered. KiwiCamp has taken over the operation of the park under a 1-year license with the goal of returning the park to compliance.

Parks and Reserves

- Officers have had good discussions regarding maintenance and development of the Barr-Brown Reserve with the developer who gave the reserve to Council some 50 years ago and the Barr-Brown family.
- Officers met with residents last week in Featherston regarding tree maintenance in the “One Tree Hill” reserve. A large block of well-established trees (macrocarpa and gum) is significantly shading out residents. This is a longstanding issue that is being assessed further.
- Building/maintaining good relationships with various user groups including: Considine Park, Card Reserve, Soldiers Memorial Park, and Coronation Park.

- As mentioned in the project activity report we are working closely with City Care to achieve improved outcomes, these are being noticed. We have worked with them and developed a dashboard report to show contracted works vs. activity.

Property Tenancy

- All properties are tenanted apart from one unit at Westhaven senior housing due to required underground works that has been noted previously
- Senior Housings waitlists remain high as follows:
 - Cicely Martin Martinborough (12 units) – 20 waiting
 - Matthews Flats Featherston (6 units) – 11 waiting
 - Burling Flats Featherston (8 units) – 12 waiting
 - Westhaven Greytown (6 units) – 15 waiting

Cleaning of Buildings

- We have reviewed the requirements for the cleaning of our buildings to ensure service provision is fit for purpose and cost effective.
- The cleaning of library spaces will be reviewed again once opening hours have been firmed up.
- Currently our cleaning is split between two providers, and we will be looking to tender cleaning services and are also investigating the all of government (AoG) cleaning contract led by NZ Police.

Cemeteries

- There has been increased focus on tidying up plots in all three cemeteries over the past 6 weeks, primarily aimed at topping up sunken plots where needed.
- New burial beams have been completed at Featherston Cemetery.
- Work has begun on the border between the existing Greytown Cemetery and its extension. New ashes beams are planned to be installed over the next 2 months.
- A new area for ashes plots is to be developed in Martinborough Cemetery in the coming months.
- Through professional development, expert support from funeral directors, and utilising Plotbox we are gaining more insights into how our cemeteries operate and planning for the future
- Data in Plotbox continues to be worked on to correct inaccuracies of historic records with Greytown and Martinborough almost finished and good progress being made in Featherston.

Venues

- Venue bookings are steady with most venues close to being booked to capacity, particularly the Greytown Town Centre over July with the Festival of Christmas events.
- Bookings for events in the Waihinga Centre are a little quiet over the winter months but there are several major events booked in from spring onwards, including the annual jazz festival, the Martinborough Music Festival, and the P&K 150th birthday celebrations.
- ANZAC and Kiwi Halls continue to host regular community bookings for groups such as yoga, dance, and the WORN Cloth Collective.

- Overall, for the 2022/23 financial year, there has been a 7% increase in use of venues across all three towns.

Public Toilets

- The majority of reactive work is due to blockages.
- The Arbor reserve toilet has been a target for vandalism resulting in approx. \$8,000 repairs over 6 months. This was discussed with the Greytown Community Board Chair who has been raising the issue within the community. During the next LTP we will investigate what improvements can be made to mitigate vandalism.
- The condition of Featherston toilets has been raised several times from the community. This is another item we have put on the LTP ideas list for capital investment.

Refuse and Recycling

- Letters sent to Tora residents asking if they want to be considered for refuse/recycling collection. Officers following up with residents as minimal responses to date.
- Investigating metal skip bins to collect metal for recycling rather than just allowing huge piles to collect at the Martinborough Transfer station. This will help us better monitor the amount collected and enable more efficient collection. The cost of these skips is \$30,000 each and likely to be funded via waste levy funding.
- Investigating tetra pak container collections.

5.7 Community Development

Youth development funding and recruitment

Following the adoption of Te Rautaki Rangatahi o Wairarapa – Wairarapa Youth Strategy (the Strategy) Community Development has negotiated an agreement with Te Whatu Ora to deliver a programme of Youth Coordination and Support activities for the Strategy for the FY 2023/24. The Programme has received one off funding of \$50,000.00 (gst excl) towards resource and activities. Council has also received a donation of \$8,696 towards activities supporting the development of a South Wairarapa Youth Council.

This resource will enable Council to implement the Strategy by actively supporting and capturing youth voice and hau ora (wellbeing) for youth in the South Wairarapa. The resource will work to ensure activity alignment with strategic documents and the ongoing transitioning of the Strategy into LTP process and planning.

Youth development and implementation

An implementation plan is being shaped up to set out the work that we will be doing, with a concentration on the next 24 months. The plan identifies a range of work, including;

- areas of ongoing work that Councils already undertake and deliver to rangatahi.

- new projects or initiatives to be developed and implemented. Some of these projects may need further consultation or consideration by council. Where required these will be included within Long-Term Plan or Annual Plan planning cycles.
- areas where the Councils will look to partner with others to deliver on the priorities.

As part of our commitment to the Strategy and the future implementation we expect to facilitate planning conversations or workshops with key stakeholders (youth community and youth services) Elected Members, and the Masterton and Carterton District Councils to ensure activities are strategically and sustainably aligned with long term strategic plans and regional efforts.

General update

Community Development is currently working across several teams internally and across agencies and community to support a range of work including Cultural Competency, Wairarapa Moana (Governance Group and Annual Work Plan), Hinakura Community Hall Upgrade, and the Regional Food Systems Strategy and Kai Network.

6. Consultation

No consultation or communications plan is required as this is an information only report. Where needed we have comms and consultation plans attached to projects.

7. Financial Considerations

There is no financial impact.

8. Climate Change Considerations

There are no positive or negative effects on climate change from this decision.

9. Health and Safety Considerations

There are no health and safety considerations.

10. Appendices

Appendix 1 – WWL Capital Programme dashboard

Appendix 2 – WWL OPEX dashboard

Appendix 3 – Roading and Amenities project updates

Contact Officer: Stefan Corbett, General Manager Partnerships and Operations

Reviewed by: Paul Gardner, Interim Chief Executive Officer

Appendix 1 – WWL Capital Programme dashboard

Across the region as we progress to the end of the financial year, there are 10 major projects in construction phase, with several due to start in the next few months.

PROJECT	Cost Estimate			2020		2021				2022				2023				2024				2025			
	Project budget	Project Spend to date	Forecast	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Featherston WWTP Upgrade	17m	\$1.28m	\$17m			Concept				Design & Consent				Procure	Construct phase 1										

Project	Objectives	Commentary	H,S,Q,E	Stake.h.	Risk	Finance	Prog.	Rating
Featherston WWTP Upgrade *Priority Ranking 6	<ol style="list-style-type: none"> To obtain consent approval for upgrading the Featherston wastewater treatment plant (WWTP) to improve effects on the existing receiving environment, and To determine the suitability of a transition to a land-based wastewater disposal system in the future. 	<p>Summary: Works have progressed to understand flows coming into the treatment plant and the impact on the proposal. An update will be shared with the project steering and governance groups in June before being provided to GWRC</p> <p>Financial The project is forecasting a small overspend this FY, this has reduced from previous forecasts.</p> <p>Programme Since achieving the lodgment milestone we have developed a draft timeline for how the consenting process may unfold, although this is directed by the regulator (GWRC). Our current estimates are that the application could be notified in Q2 23/24 with a hearing possible in Q3 and decision in Q4.</p> <p>Stakeholders: The communication strategy has been updated and is being finalised in conjunction with SWDC. No further engagement has been undertaken with key stakeholders in May.</p> <p>Risks / Issues Increased flows to the WWTP may result in additional time and cost to increase the capacity of the treatment upgrades, we will know more about impact of this issue in June.</p> <p>Health, Safety & Environment: No issues to report.</p>	🟢	🟢	🟡	🟢	🟢	🟢

Purpose: Articulation to Councils risks that Wellington Water are not resourced to control and the alignment to Wellington Water overarching risks.

Item	Issue	Circumstances	Overarching Risk	Overarching Risk Context
1	Drinking water treatment plants' ability to comply with Water Services Act and Drinking Water Quality Assurance Rules.	<p>The lack of resiliency in the backbone systems (power and communications) to provide validated safe drinking water in accordance with Water Services Act.</p> <p>There is a lack of redundancy in critical systems (source, treatment, network) to provide safe drinking water in accordance with Water Services Act.</p> <p>The OPEX funding provided by SWDC does not include adequate allowance to compensate for the lack of resilience nor redundancy.</p> <p>WWL has prioritised Safe Drinking Water CAPEX improvements. SWDC has funded a number of CAPEX improvements to mitigate the immediate risks.</p> <p>Catchment risk assessment revisions indicate upgrade of Martinborough WTP to 4Log treatment (currently 3Log) is required due to Carterton and Masterton wastewater plants discharging to river upstream of WTP. Further work required to confirm extent of work and costs to implement (not currently identified in LTP). Further source water sampling is required to manage risk in meantime.</p> <p>Catchment risk assessment revisions indicate upgrade of Waiohine WTP to 4Log treatment may be required (currently 3Log) subject to outcome of further source water monitoring.</p>	Compliance with Regulations	<p>Insufficient OPEX to maintain current levels of service which may fail with little to no notice.</p> <p>Risk of potential non-compliance with regulations.</p> <p>WWL budgets in compliance with the LTP highlight insufficient funding to meet Water Services Act requirements.</p> <p>Known issues with the treatment plants are unable to be rectified due to funding constraints.</p> <p>WWL budgets in compliance with the LTP highlight insufficient funding to maintain the assets.</p> <p>The public will lose trust in our ability to provide safe and healthy drinking water.</p>
2	<p>Featherston / Greytown / Martinborough water system resiliency is compromised due to poor condition of assets.</p> <p>Tauherenikau River Crossing Martinborough reservoirs / timber tanks Greytown reservoir Waiohine timber tank Featherston watermain Martinborough WTP soda ash system (pH) control Uncapped test bores near extraction locations Martinborough water supply trunk main condition Martinborough WTP UV system</p>	<p>The limited budget available means that no works can be scheduled beyond those which are required to facilitate safe drinking water, continue work on the Featherston WWTP compliance project, and reactive capital budgets.</p> <p>Lack of investment in asset renewals program leading to reducing levels of service as the condition of the water assets degrade at a rate exceeding the renewal rate leading to an increase in required operational interventions (and cost) to fix asset failures and other resulting asset issues.</p> <p>Martinborough WTP UV & resiliency - The system has no ability to run to waste on pump startup & no dedicated supply main to reservoirs this results in low water turnover and water quality risks in reservoir.</p>	Unplanned critical three waters asset failure	<p>Council will incur significant unbudgeted cost when these assets fail.</p> <p>There is no funding in the LTP for these assets.</p> <p>Council will fail in their duty of care to provide sufficient drinking water under the Water Services Act and are vulnerable to prosecution.</p> <p>Parts of the network fail with no notice causing loss of safe drinking water supply.</p>
3	<p>Condition and resiliency of the Martinborough / Featherston wastewater networks.</p> <p>Donald St Pump Station - Current pump condition prevents maintenance and is at risk of failure.</p> <p>Fitzherbert Street – mobilising sucker trucks to prevent habitable floor flooding with untreated wastewater.</p> <p>Featherston wastewater network has very high inflow of groundwater during winter and in wet weather due to surface water ingress.</p>	<p>Due to underspend in FY22/23, there has been an opportunity to bring forward construction on the Donald St WWPS renewal. Construction forecast to begin in Q4.</p> <p>Current operational condition of the Pump Station is high risk.</p> <p>Donald St - Contingency planning to maintain level of service is estimated to cost in the order of \$600,000 (establish and operate (on State Highway 53) until replaced).</p> <p>There is limited CAPEX to renew the Featherston network to a watertight standard to prevent the groundwater inflow.</p> <p>Insufficient funding to address preventative maintenance.</p>		<p>Parts of the network fail with no notice causing loss of service and public health risk.</p> <p>Insufficient OPEX to maintain current levels of service.</p> <p>SWDC have agreed that Donald St WWPS is a top priority and Programme Delivery working to bring construction forward within existing annual budgets.</p> <p>WWL budgets in compliance with the LTP highlight insufficient OPEX funding to maintain the assets.</p> <p>Achievement of the PNRP goal of wastewater disposal to land at Featherston is hindered due to the high levels of groundwater infiltration.</p>
4	<p>Boar Bush Gulley road and Boar Bush reservoir and inlet/outlet pipe scour damage</p> <p>- on-going erosion and slips impacting access to the site and exposing the inlet and outlet pipes.</p>	<p>Creek side of Boar Bush Road continues to erode. The inlet and outlet pipes are in this road and have been exposed. There are two risks; maintaining the access to the reservoir(to enable operation and maintenance) and damage to the water pipes (impacting supply to Featherston)</p> <p>WWL are relying on SWDC roading to respond to the risk as this is a Council road. SWDC roading are aware of the risk and are prioritising within their budgets. Council are in the process of taking steps to implement slip stabilization measures (trucking in boulders).</p> <p>WWL response focusses on managing the risk to staff safety and ensuring that the water supply to Featherston is not compromised. WWL is looking at options to protect the exposed pipe.</p>		<p>SWDC roading are aware of the risk and are prioritising within their budgets.</p> <p>WWL continue to raise this with SWDC - there is no funding allocated as this is a roading issue and is not within the responsibility of Wellington Water.</p> <p>WWL is looking at options to protect the exposed pipe. Additional funding or re-prioritisation of existing budgets will be required.</p>

Purpose: Articulation to Councils risks that Wellington Water are not resourced to control and the alignment to Wellington Water overarching risks.

Item	Issue	Circumstances	Overarching Risk	Overarching Risk Context
5	Wastewater treatment plants' ability to comply with resource consents (Martinborough / Greytown)	<p>The lack of resiliency in the backbone systems (power and communications) to provide validated compliance in accordance with Resource consents.</p> <p>There is a lack of redundancy and safety standards in critical systems (collection, treatment, disposal) to meet compliance in accordance with resource consents and duty of care requirements.</p> <p>The CAPEX / OPEX funding provided by SWDC does not include adequate allowance to compensate for the lack of resilience nor redundancy.</p> <p>Treatment plants are at capacity and may constrain future growth.</p> <p>Occasional trade waste non-compliances impacting plant operation - causing odour issues.</p> <p>Martinborough - insufficient funding to remove sludge levels in the oxidation pond to achieve consent compliance.</p> <p>High likelihood of enforcement action from GWRC. Martinborough - abatement notice received, WWL responded conjunction with SWDC and GWRC did not accept the proposal.</p> <p>GWRC have initiated their own study of Martinborough which covers the impacts of continued non-compliance.</p> <p>WWL proceeding with developing 10-year plans for the WWTP.</p>	Treatment of wastewater	<p>Insufficient OPEX to maintain current /compliant levels of service.</p> <p>WWL budgets in compliance with the LTP highlight insufficient funding to meet resource consent requirements.</p> <p>Known issues with the resource consents are unable to be rectified due to funding constraints and historical non-compliance.</p> <p>WWL budgets in compliance with the LTP highlight insufficient funding to maintain the assets.</p> <p>Increasing likelihood of enforcement actions by regulator and significant compliance costs.</p>
6	Featherston Wastewater treatment plant consent has expired.	<p>SWDC has requested a change of scope for short term consent within the LTP budget of \$16m.</p> <p>There is a risk that this will be insufficient to obtain even a short-term consent.</p> <p>The timeline set out by GWRC is tight however an extension was granted in December 2022 which can now be met.</p>		<p>WWL are operating with an out-of-date resource consent and are constrained in achieving the treatment outcomes for the site.</p> <p>Political factors unduly influence the process delivering a non-optimal outcome.</p> <p>Historical lack of progress with the consenting of this site has lowered the regulators tolerance and willingness to work towards an optimal solution.</p> <p>Level of funding insufficient to achieve a medium to long term solution that would meet the new regulatory and environmental requirements.</p>
7	LTP compliant operational budgets provide insufficient funding for preventative maintenance of network assets and proactive condition assessment.	<p>There are a number of known network assets that are operating at or near capacity. When adverse weather occurs network overflows are causing contamination of property.</p> <p>Budgets have increased but this still will not cover planned maintenance and will not cover planned nor unexpected events.</p> <p>WWL response focusses on responding to customer impact rather than reducing the impact on the customer through investigations and preventative actions.</p>	Operational funding	<p>Insufficient OPEX to maintain current levels of service.</p> <p>WWL budgets in compliance with the LTP highlight insufficient funding to carry our preventative maintenance on the networks.</p> <p>Known defects in the network cause customer impact at several locations.</p> <p>Communication to customers on the reduced level of service is unknown.</p>
8	Dam safety inspections and maintenance - Boar Bush raw water dam	<p>Regulations came into force May 2022. Funding was requested in the LTP for the potential impact classification and was not successful.</p> <p>Without an appropriate assessment of the potential impact classification of the dam WWL and SWDC do not understand what level of monitoring and maintenance and investment is appropriate.</p> <p>Funding may be required to remediate any issues identified from the assessment.</p> <p>Potential impacts Boar Bush Gully Road, reservoir and Featherston.</p>		<p>Dam failure could cause damage to Council assets, private assets and potential loss of life.</p> <p>Roles and responsibilities are unclear.</p> <p>Insufficient OPEX funding to manage risk and comply with regulation. No CAPEX allocated for potential remediation.</p> <p>Likely to lead to non-compliance with regulations.</p>
9	This risk will be redacted in any public facing documents - operational security sensitivity. Insufficient security controls to protect against successful cyber attack.	<p>Cyber risk is growing globally and as a critical infrastructure organisation the right level of investment must be made to protect against cyber attack.</p> <p>Cyber security requires a number of controls that must be kept current and therefore ongoing investment is required in security to ensure up to date protection.</p>	Cyber security breach	<p>Successful cyber attack has the potential to impact services to customers.</p> <p>Cyber risk is growing globally and as a critical infrastructure organisation the right level of investment must be made to protect against cyber attack.</p> <p>There is no specific funding for cyber capability in the LTP.</p>
10	The current LTP Capex is limiting the capacity for delivering further capital projects to SWDC.	<p>Condition of the water, wastewater and stormwater assets degrades at a rate exceeding the renewal rate leading to an increase in required operational interventions (and cost) to fix asset failures and other resulting asset issues.</p> <p>Prioritization of safe drinking water and reactive renewals means that there are projects as well the network renewals program on hold.</p>	Delivery of the capital programme into the future	<p>Annual capex budgets only allow for a small number of top priority projects to be progressed, causing a lack of a steady stream of projects being briefed & designed. Should one project experience delivery issues, there are no side-line projects ready to turn-on or bring forward which can cause a significant gap in budget spent.</p>

CAPEX Dashboard
As at 31 May 2023

Legend	Description
🔴	↓ Overspend more than 10%
🟡	↔ Overspend but less than 10%
🟢	↔ Underspend more than 20%
🟠	↑ Within budget and ≤20% underspend

Water		May 2023				Year To Date				Full Year			
Asset Type		Actual \$	Budget \$	Variance \$	%	Actual \$	Budget \$	Variance \$	%	Forecast \$	Budget \$	Variance \$	%
Drinking Water	All	277,972	536,175	258,202	48%	676,734	2,701,942	2,025,208	75%	871,144	3,235,000	2,363,856	73%
	Network	44,823	17,149	-27,674	(-161%)	193,731	179,225	-14,506	(-8%)	193,848	195,000	1,153	1%
	Storage	93,483	0	-93,483		208,581	24,899	-183,682	(-738%)	121,892	35,000	-86,892	(-248%)
	Control Systems	14,212	5,703	-8,509	(-149%)	40,199	80,492	40,293	50%	36,157	95,000	58,843	62%
	Treatment Plant	125,455	513,322	387,868	76%	234,224	2,417,327	2,183,103	90%	519,248	2,910,000	2,390,752	82%
Stormwater	All	(1,461)	10,035	11,496	115%	34,768	110,286	75,518	68%	51,338	120,000	68,661	57%
	Planning	(1,544)	4,892	6,437	132%	12,306	55,319	43,012	78%	16,940	60,000	43,060	72%
	Network	83	5,143	5,060	98%	22,462	54,968	32,506	59%	34,398	60,000	25,601	43%
Wastewater	All	843,287	91,016	-752,271	(-827%)	2,447,682	1,850,885	-596,797	(-32%)	2,877,517	1,985,000	-892,517	(-45%)
	Network	93,430	17,241	-76,189	(-442%)	200,094	183,215	-16,879	(-9%)	211,371	199,999	-11,371	(-6%)
	Pump Stations	565,372	7,624	-557,748	(-7,316%)	902,233	82,491	-819,741	(-994%)	1,231,469	90,000	-1,141,469	(-1,268%)
	Control Systems	13,719	9,471	-4,248	(-45%)	36,082	101,180	65,098	64%	32,909	110,001	77,091	70%
	Treatment Plant	170,766	56,680	-114,086	(-201%)	1,309,274	1,483,999	174,726	12%	1,401,768	1,585,000	183,232	12%
Total		1,119,798	637,226	(482,572)	(-76%)	3,159,185	4,663,114	1,503,929	32%	3,800,000	5,340,000	1,540,000	29%

Key Projects		May 2023				Year To Date				Full Year			
		Actual \$	Budget \$	Variance \$	%	Actual \$	Budget \$	Variance \$	%	Forecast \$	Budget \$	Variance \$	%
SWDC-CPX-FSTN WWTP Upgrades & Consent		156,281	10,203	(-146,078)	(-1,432%)	1,285,965	1,222,877	(-63,089)	(-5%)	1,329,685	1,300,000	(-29,685)	(-2%)
SWDC-CPX-GTN Memorial Park WTP Up -Stg3		113,254	1,995,660	1,882,406	94%	144,352	1,995,660	1,851,308	93%	318,397	2,450,000	2,131,603	87%
SWDC-CPX-FSTN-Donald St PS Renewal		562,420	0	(-562,420)		842,403	0	(-842,403)		1,165,612	0	(-1,165,612)	
SWDC-CPX-MTB-WWTP Compliance Upgrades		0	45,833	45,833	100%	0	45,833	45,833	100%	21,644	50,000	28,356	57%

Work Type		May 2023				Year To Date				Full Year			
		Actual \$000	Budget \$000	Variance \$000	%	Actual \$000	Budget \$000	Variance \$000	%	Forecast \$000	Budget \$000	Variance \$000	%
Renewals		740,945	68,382	(-672,563)	(-984%)	1,273,670	749,080	(-524,590)	(-70%)	1,634,721	824,999	(-809,722)	(-98%)
Upgrades - Level of Service		383,068	558,590	175,521	31%	1,791,750	3,803,427	2,011,677	53%	2,046,014	4,395,001	2,348,987	53%
Upgrades - Growth		(4,215)	10,254	14,469	141%	93,764	110,606	16,842	15%	119,265	120,000	735	1%
Total		1,119,798	637,226	(482,572)	(-76%)	3,159,185	4,663,114	1,503,929	32%	3,800,000	5,340,000	1,540,000	29%

Monthly Commentary (CAPEX)

Summary:

At the end of May, the capital programme continues to track below the capital range (for SWDC this is \$4m to \$9m).

Year to date actuals are coming in at \$3.2m against a budget of \$4.7m. This variance of \$1.5m is primarily driven by the Memorial Park WTP Stage 3 project. The construction start date has been deferred because of the Reserves Management Plan consent approval process for the new bore. It is expected that construction will commence in the new financial year.

At a programme level we are forecasting \$3.8m for the full year against a budget of \$5.3m. Our level of confidence in achieving this is high. Based on the May result, our forecast is at the low end and there is a possibility that we will exceed this.

As we enter the final month of this financial year, work is taking place on a number of fronts including Donald Street Pump Station and the Featherston WWTP Consenting project along with minor works at some of the WWTP sites.

Context:

We are approaching the end of year two of this three-year programme and are continuing the sustained delivery uplift of capital works across the region.

Updated advice regarding the capital delivery plan on financial years 2023/24 and 2024/25 was provided during May.

Year To Date Summary:

Capex spend for the year to date is \$3.2m, with \$1.3m of this being associated with the Featherston WWTP Upgrades & Consenting project. This is a key project, with the consent now having been lodged. The project is showing a small overspend this financial year, however this is dependent on post lodgement requests.

For the remainder of the programme:

- The Memorial Park WTP Stage 3 project has been deferred with construction now expected to commence next financial year. This is the primary driver of the drinking water treatment plant variance.
- The Donald Street Pump Station project started in May and will continue into next financial year. This project has been brought forward to start this financial year and is the main reason for the variance showing against the wastewater pump station line.

Full Year Forecast:

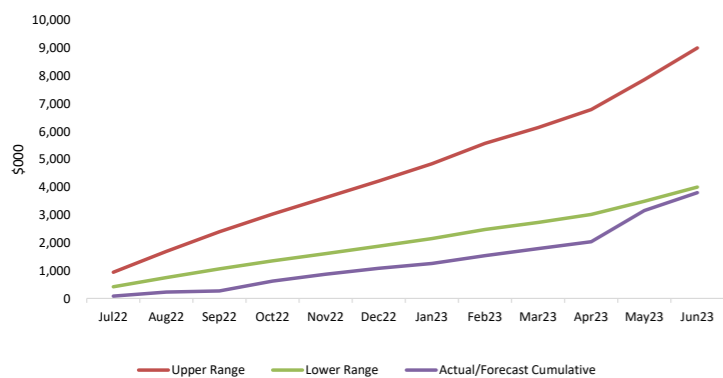
Looking out towards the end of the financial year, at a programme level, we are forecasting \$3.8m, against a budget of \$5.3m.

Work is progressing on the Featherston WWTP Upgrades & Consenting project. There remains risk in this forecast, as costs incurred are dependent on requests from the resource consenting process.

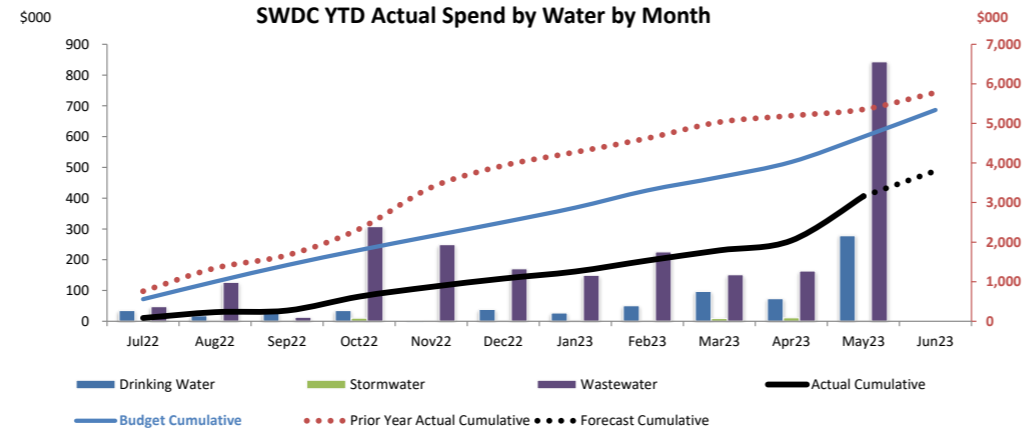
As mentioned in the summary, due to the deferral of the Memorial Park WTP Stage 3 project, the Donald Street Pump Station project started in May.

Further details on projects, including associated risks, issues, and mitigation/comments, can be found on the PMO Programme Dashboard and the Major Projects Monthly Report, which will be provided separately.

SWDC Capital Range for 2022-23



SWDC YTD Actual Spend by Water by Month



Appendix 2 – WWL OPEX dashboard

OPEX Dashboard
As at 31 May 2023

Legend	Description
🔴	Overspend more than 10%
🟡	Overspend but less than 10%
🟢	Underspend more than 20%
🟠	Within budget and ≤20% underspend

Water	Activity	May 2023				YTD				Full Year			
		Actual \$	Budget \$	Variance \$	Variance %	Actual \$	Budget \$	Variance \$	Variance %	Forecast \$	Budget \$	Variance \$	Variance %
Drinking Water	All	272,715	191,760	-80,955	(-42%)	2,165,901	2,109,359	-56,542	(-3%)	2,282,663	2,301,099	18,435	1%
	Network	110,054	59,001	-51,053	(-87%)	819,248	649,011	-170,237	(-26%)	808,946	708,015	-100,931	(-14%)
	Treatment Plant	74,962	54,084	-20,878	(-39%)	724,839	594,924	-129,915	(-22%)	790,102	649,021	-141,081	(-22%)
	Monitoring	55,205	36,192	-19,013	(-53%)	310,469	398,112	87,643	22%	341,067	434,302	93,235	21%
	Investigations	12,587	19,753	7,166	36%	97,412	217,283	119,871	55%	99,957	237,027	137,069	58%
	Control Systems	11,039	9,744	-1,295	(-13%)	116,703	107,184	-9,519	(-9%)	128,148	116,922	-11,226	(-10%)
	Storage	1,077	2,909	1,832	63%	9,192	31,999	22,807	71%	14,823	34,905	20,082	58%
	Pump Stations	0	1,896	1,896	100%	78	20,856	20,778	100%	3,868	22,740	18,872	83%
	Utilities	0	390	390	100%	2,260	4,290	2,030	47%	2,260	4,676	2,416	52%
	Management & Advisory Services	7,791	7,791	0	0%	85,700	85,700	0	0%	93,491	93,491	0	0%
Stormwater	All	28,764	17,528	-11,237	(-64%)	189,521	192,803	3,282	2%	246,661	210,325	-36,336	(-17%)
	Network	18,921	8,296	-10,625	(-128%)	118,565	91,256	-27,309	(-30%)	128,245	99,552	-28,693	(-29%)
	Investigations	5,163	4,690	-473	(-10%)	17,909	51,590	33,681	65%	60,482	56,277	-4,205	(-7%)
	Control Systems	784	646	-138	(-21%)	10,196	7,106	-3,090	(-43%)	11,188	7,750	-3,438	(-44%)
	Contingency	0	0	0	0%	0	0	0	0%	0	0	0	0%
Management & Advisory Services	3,896	3,896	0	0%	42,851	42,851	0	0%	46,746	46,746	0	0%	
Wastewater	All	119,141	116,221	-2,919	(-3%)	1,259,866	1,278,435	18,569	1%	1,386,680	1,394,624	7,943	1%
	Treatment Plant	30,812	43,171	12,359	29%	454,761	474,881	20,120	4%	495,307	518,040	22,733	4%
	Network	30,359	28,838	-1,521	(-5%)	293,638	317,218	23,580	7%	316,772	346,041	29,269	8%
	Investigations	17,036	12,893	-4,143	(-32%)	103,339	141,823	38,484	27%	129,212	154,715	25,502	16%
	Monitoring	13,554	9,997	-3,557	(-36%)	180,328	109,967	-70,361	(-64%)	195,865	119,968	-75,897	(-63%)
	Pump Stations	9,845	4,302	-5,543	(-129%)	37,067	47,322	10,255	22%	42,646	51,621	8,975	17%
	Control Systems	3,251	2,737	-514	(-19%)	33,615	30,107	-3,508	(-12%)	35,479	32,839	-2,640	(-8%)
	Management & Advisory Services	14,283	14,283	0	0%	157,117	157,117	0	0%	171,400	171,400	0	0%
	Total Opex, excluding Water Races and Unexpected Events	420,619	325,509	-95,111	(-29%)	3,615,288	3,580,596	-34,691	(-1%)	3,916,004	3,906,047	-9,957	(-%)
Total Opex Programme, excluding Unexpected Events		394,650	299,539	-95,111	(-32%)	3,329,621	3,294,929	-34,691	(-1%)	3,604,367	3,594,410	-9,957	(-%)
Total Management & Advisory Services		25,970	25,970	0	0%	285,667	285,667	0	0%	311,637	311,637	0	0%
Unexpected events		0	0	0	0%	240,026	240,000	-26	(-%)	240,026	240,000	-26	(-%)
Fitzherbert Street Wastewater overflow		0	0	0	0%	240,026	240,000	-26	(-%)	240,026	240,000	-26	(-%)
Water Races	Longwood	-315	9,427	9,742	103%	36,276	57,860	21,584	37%	48,361	113,124	64,763	57%
	Moroa	5,126	6,797	1,671	25%	44,585	120,604	76,019	63%	55,102	81,556	26,454	32%
Total Opex	425,430	341,733	-83,697	(-24%)	3,936,174	3,999,060	62,886	2%	4,259,493	4,340,727	81,234	2%	

Investment Category	Activity	May 2023				YTD				Full Year			
		Actual \$	Budget \$	Variance \$	Variance %	Actual \$	Budget \$	Variance \$	Variance %	Forecast \$	Budget \$	Variance \$	Variance %
Drinking Water	All	272,715	191,760	-80,955	(-42%)	2,165,901	2,109,359	-56,542	(-3%)	2,282,663	2,301,099	18,435	1%
	Monitoring and Investigations	12,587	20,170	7,583	38%	97,412	221,870	124,458	56%	100,958	242,027	141,069	58%
	Maintenance (Planned)	13,727	2,655	-11,072	(-417%)	55,086	29,205	-25,881	(-89%)	254,577	31,860	-222,717	(-699%)
	Maintenance (Reactive)	97,404	61,124	-36,280	(-59%)	775,693	672,364	-103,329	(-15%)	772,618	733,476	-39,142	(-5%)
	Operations	65,928	45,936	-19,992	(-44%)	422,734	505,296	82,562	16%	465,094	551,224	86,130	16%
	Treatment Plant	75,278	54,084	-21,194	(-39%)	729,276	594,924	-134,352	(-23%)	595,926	649,021	53,095	8%
	Management & Advisory Services	7,791	7,791	0	0%	85,700	85,700	0	0%	93,491	93,491	0	0%
Stormwater	All	33,575	33,752	177	1%	270,382	371,267	100,885	27%	350,124	405,005	54,881	14%
	Monitoring and Investigations	4,372	12,736	8,364	66%	56,755	140,096	83,341	59%	107,879	152,828	44,949	29%
	Maintenance (Planned)	135	306	171	56%	3,439	3,366	-73	(-2%)	4,327	3,683	-644	(-17%)
	Maintenance (Reactive)	24,389	16,168	-8,221	(-51%)	157,140	177,848	20,708	12%	179,984	193,998	14,014	7%
	Operations	784	646	-138	(-21%)	10,196	7,106	-3,090	(-43%)	11,188	7,750	-3,438	(-44%)
Management & Advisory Services	3,896	3,896	0	0%	42,851	42,851	0	0%	46,746	46,746	0	0%	
Wastewater	All	119,141	116,221	-2,919	(-3%)	1,499,891	1,278,435	-221,457	(-17%)	1,626,706	1,394,624	-232,082	(-17%)
	Monitoring and Investigations	30,590	22,890	-7,700	(-34%)	283,667	251,790	-31,877	(-13%)	325,077	274,683	-50,394	(-18%)
	Maintenance (Planned)	135	3,415	3,280	96%	18,659	37,565	18,906	50%	180,899	40,962	-139,937	(-342%)
	Maintenance (Reactive)	40,069	29,725	-10,344	(-35%)	552,072	326,975	-225,097	(-69%)	579,146	356,700	-222,446	(-62%)
	Operations	2,619	2,737	118	4%	31,499	30,107	-1,392	(-5%)	33,995	32,839	-1,156	(-4%)
	Treatment Plant	31,443	43,171	11,728	27%	456,878	474,881	18,003	4%	336,190	518,040	181,851	35%
Management & Advisory Services	14,283	14,283	0	0%	157,117	157,117	0	0%	171,400	171,400	0	0%	
Total Opex	425,430	341,733	-83,697	(-24%)	3,936,174	3,759,060	-177,114	(-5%)	4,259,493	4,100,727	-158,766	(-4%)	

Unexpected Event Reserve Commentary:
In years that SWDC actual costs finish below budget, the funds are retained for the Unexpected Event Reserve (capped at 5% of the opex charge for the current financial year). Wellington Water is able to utilise these funds for costs arising from unexpected events in subsequent years. The funds are ring-fenced for the council in which the savings were achieved. The opening balance for this financial year is nil.

Unexpected Event Reserve	\$000s
Opening Balance	0
Events:	
Closing Balance	0

Monthly Commentary (OPEX)

Summary

Full year forecast for the bau opex programme, excluding Water Races, is overspend 0.3% (\$10k). This forecast excludes the emergency event network costs for the Fitzherbert Street sewer overflow (\$240k); these costs are now separated out and reported under Unexpected events after the opex bau result. Also, please note that the forecast does not include costs for the Donald Street pump station failure. Our request for Council funding for the forecast overspend, \$304k, was declined, however the Council agreed that the Fitzherbert Street sewer overflow costs are an unexpected event that they will separately fund. We are actively looking at opportunities to mitigate the remaining \$10k of unapproved overspend.

The change to the forecast on last month for the bau opex programme was a reduction to the forecast overspend 2% (\$70k) mainly because costs for the UV maintenance of the treatment plants previously forecast for May could be removed as the parts were delivered in April. Water Races forecast underspend increased to 13% (\$16k).

Year to date spend for the opex programme excluding Water Races is 1% (\$35k) over budget.

Network

- Drinking Water 26% (\$170k) over budget YTD and forecasting 14% (\$101k) full year overspend.
- Stormwater 30% (\$27k) over budget YTD and forecasting 29% (\$29k) full year overspend, mainly attributed to Featherston St events (\$10k YTD) and Harrison St culvert maintenance (\$21k YTD).
- Wastewater 7% (\$24k) under budget YTD and forecasting to be 8% (\$29k) under budget. This excludes the costs for sewer overflows in Fitzherbert Street, which is shown separately under Unexpected events after the bau opex programme.

Water Races

55% (\$98k) under budget YTD and forecasting 47% (\$91k) full year underspend. Council has advised that Water Races budgets are separately rated and therefore cannot be used to offset overspends on other budgets.

Treatment Plant

- Drinking Water 22% (\$130k) over budget YTD and forecasting 22% (\$141k) full year overspend, mainly attributed to a global increase in chemical prices as well as plant maintenance, including \$23k for lightning repairs.
- Wastewater 4% (\$20k) under budget YTD and forecasting 4% (\$23k) full year underspend; we have the parts for the planned UV Maintenance work forecast for treatment plants, which is due to be carried out early next year.

Monitoring

- Drinking Water 22% (\$88k) under budget YTD and forecasting 21% (\$93k) full year underspend.
- Wastewater 64% (\$70k) over budget YTD and forecasting 63% (\$76k) full year overspend, mainly attributed to wastewater treatment plant consent fees.

Investigations

47% (\$192k) YTD under budget, and forecasting 35% (\$158k) underspend across all three waters attributed to the planned Ruamahunga Whaitua policy programme not going ahead this year (\$80k) and \$25k forecast underspend for growth planning.

Control Systems

11% (\$16k) YTD over budget, and forecasting 11% (\$17k) overspend across all three waters attributed to backfilling of permanent resources with contractors on hourly rates. This is an industry trend largely driven by skills shortages in a tight labour market. We are monitoring these expenses and making savings where possible.

Unexpected events

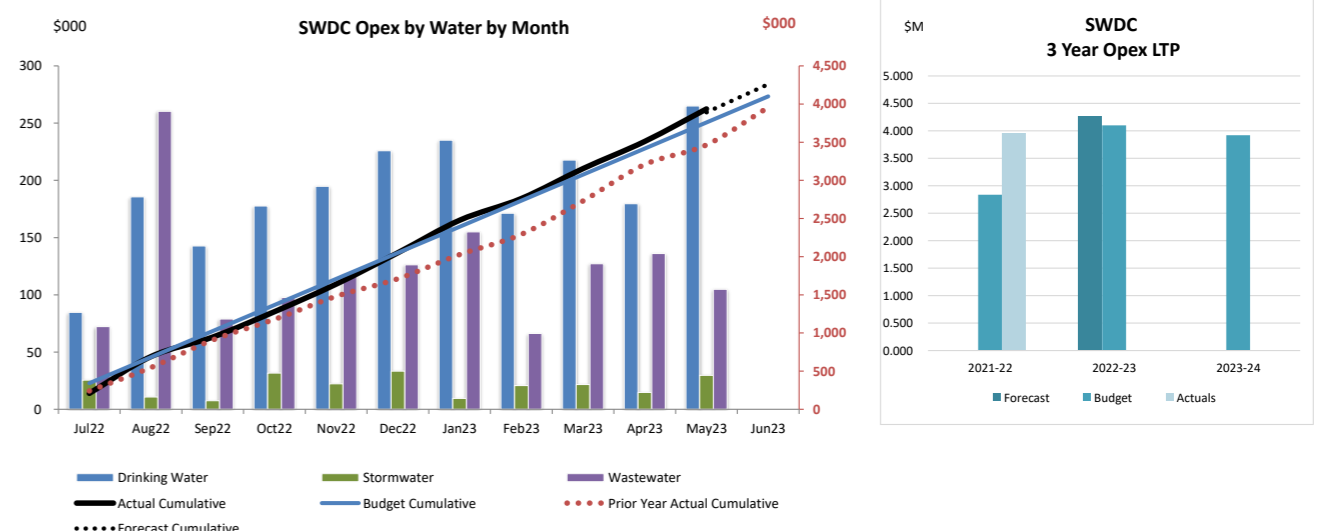
We have separated the costs for the Fitzherbert out of the full year overspend, mainly attributed to heavy rain events that have required an operational response to mitigate the impact of a reported sewer overflow in Fitzherbert St; YTD costs are \$240k. This is an ongoing issue every time we have a wet weather event and the costs for this maintenance have been ringfenced

Notes on our approach for reporting:

Wellington Water invoices Council a monthly fixed charge in advance for the opex programme and management & advisory services.

The opex programme is made up of the following:

- Controllable costs incurred by Wellington Water in delivering the programme, such as charges for repairs and maintenance, costs of consumables, consultants, and contractors' charges
 - Costs of labour and plant which are charged to specific jobs. This is for Wellington Water employees within our Customer Operations, Network Management and Network Engineering groups i.e. those working directly on opex jobs.
- Management & Advisory Services is made up of staff costs that cannot be directly attributed to Council opex or capex programmes and overheads such as insurance, rent, IT costs, etc. We're a council-controlled organisation jointly owned by six client councils; the management charge is agreed on an annual basis and proportionately allocated to each of these councils.



Appendix 3 – Roading and Amenities project updates

Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Programme on track overall. Some resource constraints remain but works progressing well.
Current Projects						
Bidwills Cutting RD Pedestrian Upgrade	\$306k	March 22-June 22				
Five Rivers Hospital development						Completed November 2022
Reading Street Upgrade		July 22- Dec 23				
Upgrade Street, kerb and channel, carparking drainage as part of Resource Consent.						work has commenced by Higgins contractors
Sealed Road Pavement Rehab	\$250K	March 22 - May 22				
Western Lake Rd Area Wide , Wards Line overlay						Western Lake Rd Completed March 2023 Wards Line not completed
Sealed Road Resurfacing Local Roads	\$700.0k	Oct 22 - March23				
Scheduled programme of works comprising 13kms of resurfacing on: STREET RP'S OXFORD ST 1105 -1190 HECKLERS RD 3-40 GEORGES RD 0-370 LAKE FERRY RD 12427-13520 POUAWHA RD 0-66 POUAWHA RD 838-1003 RANGE RD 0 -210 TORA FARM SETT RD 1430-1630 TODDS RD 0-909 TE MUNA RD 2810-4706 SHOOTING BUTTS RD 400-1200 WESTERN LAKE RD 10852-10969 WESTERN LAKE RD 13369-14941 PONATAHI RD 7333- 9474 HINEKURA RD 1020- 2216 WHITE ROCK RD 2560-2860 WHITE ROCK RD 10900-11250 GOVERNORS GREEN 0-705 MASSEY ST 3 -191 PAPA WAI RD 1984-2841						Completed February 2023, KPI of 5% networks resealed not met
Sealed Road Resurfacing Cape Palliser Rd	\$102K	Oct 22 - Dec22				
Scheduled programme of works comprising 2.5kms CAPE PALLISER ROAD 16495 18219 CAPE PALLISER ROAD 26267 27025						Sites Complete
FootPath Renewals	\$530K	Feb 22 - Jun 23				
Streets-Regent Street, Jellicoe street ,Venice Street , Revans St , Greenaway Pl ,						Sites Complete
Low Cost Low Risk Local Roads	268K	Jun 22 - Jun 23				
Identified Projects as approved by Waka Kotahi: Longbush Road seal widening and visibility improvements, Ponatahi Road safety improvements, Seal widening and safety improvements on Western Lake Road. Bidwills Cutting Road signage improvements. Cattle underpass contributions. Te Awaiti Rd stability investigations at the Gluepot						Seal widening on Western Lake was completed on March 2023 and the stock underpass construction on Lake Ferry was completed on September 2022. The traffic safety audit on Ponatahi Road is progressing. Gluepot brush wall installation was completed. Guard rail terminal ends are being upgraded to current standards. Signage and delineation audits carried out on Ponatahi and Lake Ferry Roads
Low Cost low Rick Special Purpose Rd	\$696K	Jan 22 - Jun 23				

Identified projects as approved by Waka Kotahi; Signage upgrade, Bridge scour protection, CPR resilience study and investigation, Rock revetment protection works, Johnson Hill slumping investigation and modeling, Ecoreef installation						Geotechnical investigation on Johnsons Hill including borehole drilling and movement measuring and rainfall gauge. Rip Rap rock has been ordered along with signage and delineation audit.
Road to Zero	333K	Jan 22 - Jun 23				
Consult re speed review and impliment programme over 3 years						Consultation in progress
Other projects	300k					
Boar Bush Gully road reinstatement and river realignment to prevent future						Completed
	120k					
Annual Bridge inspections						Annual inspections completed
	200k					
Installing safe, compliant cost-effective light options to provide safe passage						Delivery is affected by supply chain issues and market demands on contractors

Status key:

On track/achieving

Some concern

Off Track/Major concern

SWDC Infrastructure and Community Services Committee		Programme Amenities				
Meeting	25/07/2023	Period	Jul-23			
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Service Contracts						
City Care \$977k						
Parks and Reserves						Working closely with City Care to achieve improved outcomes which are being noticed - in particular with mowing. Have developed a monthly reporting dashboard with City Care to be used for operational management, some key points for June: - all rounds were completed, just under half sites mowed due to wet conditions and slowed growth - horticulture are focussing on weeding and spraying - no major issues found after playground inspections - shop and household rubbish is an ongoing problem with street bins
Earthcare \$1.7 million						
Solid Waste Management Joint contract between CDC, MDC and SWDC (led by MDC)						Working well Regular operational meetings with Earthcare and the three Councils Contract has been extended to 30 June 2025, during this time a "section 17A review" as per the Local Government Act 2002 will be carried out Fee increases as per the Annual Plan have been implemented A few key points: - Greytown transfer station has had metal delivered and filling holes is in progress but needs fine weather - Martinborough transfer station has had lime and metal delivered to fill up the dip in the green waste area - Scrap metal removal has been delayed due to weather and getting the steel press machine onsite, looking at bin options to avoid build up - Transfer stations are looking tidy with most items up-to-date for transfer
CLM (Swimming pools) \$265k						
Greytown Martinborough Featherston						Contract term ended and re-tendered RFP in the market and closing 31 July Council paper aiming for September meeting to obtain CEO delegation approval to sign new contract as life of contact will be outside CEO delegation Expected contract start date 1 October Expected pools opening 25 November
Current LTP Projects						
Greytown Wheels Park \$1 million						
						Supplier agreement negotiated and signed Supplier developing stakeholder engagement plan Looking to hold a promotional event to kick the project off User group to be established Community group to be re-established
Tauherenikau bridge \$100k						
Contingency for bridge build						Project being managed by Greytown Trails Trust (GTT) Physical bridge build is complete and funded via MBIE GTT have received the engineers report to allow "final completion". This means we can apply for the final tranche of funding and progress the formal "sale" of the bridge from GTT to SWDC.
Featherston skate park repairs \$21k						
						Completed November 2022
Carkeek Observatory \$93k						
Conservation options						Options report completed by external expert Met with Dark Skies to map out way ahead - confirming key stakeholders as per the report - circulate report and convene initial stakeholder meeting to discuss options in the report Carkeek has been nominated for the Combined District Plan heritage schedule to align with it's category 1 heritage status
Considine Park toilet block \$103k						
To complement the pump track once built						Contingent on pump track build which is being funded by the community Applied for 50% co-finding via the MBIE Tourism Infrastructure Fund (TIF)
Painting of swimming pools interior \$103k						
One pool complex per year						Martinborough pool is the focus for this season Investigating providers, and cost estimates to help determine procurement approach Timing of works will require warm/fine weather so likely carried out in September prior to pools opening
Exterior paint of senior housing \$61k						
One senior housing site per year						Building wash has uncovered R&M issues at Burling Flats in Featherston which are being investigated Painting will now occur at Cecily Martin Flats in Martinborough during November 2023

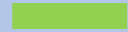
Land purchase for new open spaces - sports field for Greytown		\$3.1 million					
						Planning underway to ensure we keep informed about real estate options Discussions underway with Greytown Trust Lands Trust regarding the Rugby grounds and Bowling grounds Discussions underway with the Rugby Club about how grounds and facilities could be shared. Once agreed the Trust will negotiate a peppercorn long-term lease for the grounds with SWDC. Land is scarce and expensive so this lease option is more viable.	
Greytown cemetery extension		\$155k					
						Continuation of planning and works Contractors are clearing the hedge area between the existing and new cemetery areas Planning is underway for new burial beams to be installed	
Featherston Natural Burials extension		\$75k					
						Continuation of planning and works Discussions are underway with contractors for completion of the driveway into the extension and any required re-shaping and levelling of the proposed burials area. Availability of contractors to do the work is a challenge.	
ANZAC Hall exterior repaint		\$156k					
						Planning underway Reviewed quotes and work will be tendered Looking to start work mid January 2024	
Featherston Stadium paint, and vinyl of foyer and ablutions		\$50k					
						Completed November 2022	
Greytown sports facility - upgrade ablutions, changing rooms.		\$180k					
Upgrade to the swimming pool ablutions to allow winter sports code access during and after Pavilion rebuild						Planning underway Working with sports codes to develop a tender These works will occur prior to the Pavilion works in order for sports codes to have access to facilities	
Greytown sports facility - demolish and rebuild Pavilion		\$1 million					
						Planning underway Working with sports codes to develop a tender Investigation of one possible solution would reduce earlier anticipated expenditure from clubs making it more viable One solution can make use of the current roof to retain the character of the building	
ANZAC Hall - fix leaking top windows		\$91k					
						Planning underway Reviewed quotes and will tender the work Works to take approx. 6 weeks and will take place prior to painting	
Greytown Hall - repair rotten foundations		\$154k					
						Planning underway Engineers report completed 2021 Awaiting site visit / inspection from builder to inform a tender process	
Gateway to the Wairarapa - consultation		\$113k					
Public consultation for a feature at the entry into the Wairarapa towns						Yet to start	
Other Significant Projects							
Wellington Region Waste Minimisation Management Plan (WMMP)							
						The 8 Councils in the Wellington Region are planning to consult on the draft WMMP from 31 July - 1 Sept 2023 and are each responsible for consultation The 3 Wairarapa Councils will be sharing resources for a joined up consultation The Joint Committee will adopt the draft WMMP for consultation; hear submissions; undertake the deliberation process The final WMMP will then be adopted by each Council in December 2023	
Lake Ferry Slip Drainage		\$19k					
						Completed July 2023	
Welcome to Featherston Signs							

Providing support to the community group for the re-install of the signs that were removed a few years ago						<p>Southern site fence has been moved back into the reserve to accommodate the build</p> <p>Davis Sawmilling have been paid for the posts</p> <p>New resource consent has been lodged with the Planning Team who will liaise with Waka Kotahi</p> <p>Discussions with engineer on frangibility options for the northern sign to then advise Waka Kotahi</p> <p>Once resource consent has been provided the community group will project manage the build</p>
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Martinborough Square Lights		\$47k				
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Remedy the non-functioning lights inside the reserve NB - this does not include pedestrian lights						<p>Electrical assessment has been carried out to determine faults to remedy - mostly light fittings to be replaced, plus some underground cabling</p> <p>Electrical quote and trenching quote received total \$44,027+GST</p> <p>Costs for resource consent and associated tree report estimated at \$2,500+GST</p> <p>As per procurement policy seeking additional quotes</p> <p>This work has approval as per Council resolution in conjunction with the pedestrian lighting project</p>
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Status key:



On track/achieving



Some concern



Off Track/Major concern



Infrastructure and Community Services Committee

25 July 2023
Agenda Item: C2

Action Items

1. Purpose

To present the Committee with updates on actions and resolutions.

2. Executive Summary

Action items from recent meetings are presented to the Committee for information. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will remain in a master register but no longer reported on. Procedural resolutions are not reported on.

3. Appendices

Appendix 1 – Action Items to 25 July 2023

Contact Officer: Amy Andersen, Committee Advisor

Reviewed By: Paul Gardner, Interim Chief Executive Officer

Appendix 1 – Action Items to 25 July 2023

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
516	27 Oct 21	S Corbett	Work on a health and safety action plan with the Wairarapa Trails Action Group to ensure network safety of the proposed trails and continue discussions on cyclist safety on Underhill Road leading to the Tauherenikau Cycle Bridge.	Open	<p>8/11/21: WTAG chairman Greg Lang, Carterton Mayor is having discussions with SWDC Mayor on a way forward to resolve this problem on both sides of Underhill Road</p> <p>20/12/21: Bridge construction delayed 12-14 weeks (subject to weather).</p> <p>27/1/22: Underhill Road will be included as part of the speed review, other initiatives will be investigated prior to the bridge opening in September.</p> <p>9/3/21: Action amended to include advance changing of speed limit on Underhill Road.</p> <p>20/4/22: Amended - action above deleted.</p> <p>06/05/2022: Officers working to make Underhill Road safe before opening of bridge. Funding applied for. Request to close action.</p> <p>Check with Stefan</p> <p>11/01/22: Action reassigned from A&S to ICS following implementation of new committee structure.</p> <p>25/01/23: Committee Chair requested update required on project, costs for work to be completed, (quote from Pope and Gray), how will this be funded; PGF/Ratepayers or other funding source.</p> <p>1/02/23: Ongoing work to be completed– remains open.</p> <p>18/07/23: The share the road with cyclists signs have been put in on Underhill Road (Greytown and Featherston sides). The Underhill Road road edges have been flattened to allow cyclists to more easily get off the road if needed.</p>
398	8 Aug 22	S Corbett/ K Ashcroft	To provide further information and costings on the options to manage the water race networks in future and prepare a water race next steps plan for moving forward following the survey results	Open	<p>12/09/2022: On hold until future of water races as stock water supply assets under proposed Natural Resources Plan and NPS confirmed with GWRC</p> <p>11/01/22: Action reassigned from WRS to ICS following implementation of new committee structure.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
					25/01/23: Committee Chair requested update on now that Water races are to remain in Council control and not 3 Waters, should this be combined with numbers 268, 267 and 25 above to resolve issues. 01/2/23: Action combined with 267.
117	13 Apr 23	S Corbett	To request a report from officers on the process of requesting Waka Kotahi to terminate SH53 at the entrance to Martinborough.	Open	
123	13 Apr 23	S Corbett/S Priest	To request a 'lessons learned' report from officers following the two Cyclones to hit the district in 2023.	Actioned	11/07/23: Information sent to committee and ELT via email. Reports have referred to the next meeting of Climate Change and Environment Committee.
209	1 Jun 23	S Corbett	To schedule a workshop to outline conditions of contract and alternatives on the future of Ruamāhanga Roads.	Actioned	18/07/23: A roading workshop has been set for 26 July 2023.
210	1 Jun 23	S Corbett	To request officers provide cost/benefit analysis relating to the SH53 proposal (with Martinborough Business Association), and the Hinekura Road realignment (economic impact on community).	Open	
215	1 Jun 23	A Bradley	To request officers organise a tour for Council members on key facilities to support knowledge and understanding of infrastructure and assets.	Open	19/06/23: Email sent to A Bradley for further updates/planning.



Chairperson's Report

1. Purpose

To update the Infrastructure and Community Services Committee on activities and issues that have occurred since the last meeting.

2. Recommendations

The Chairperson recommends that the Infrastructure and Community Services Committee:

1. Receive the Chairperson's Report.

3. Discussion

3.1 Cape Palliser Road

Firstly, the Cape Palliser Road is due to lose its Special Purpose Funding Status from Waka Kotahi in July 2024 and while our Interim CEO has written to the Waka Kotahi Board asking them to reconsider their decision, I believe it would be beneficial if Councillor's draft and jointly sign our own letter to Waka Kotahi adding weight and supporting the letter sent by our Interim CEO.

We all know how crucial the Cape Palliser Road is to both residents and visitors of South Wairarapa and I am sure that we all want to see this part of our district continue to grow and thrive. Without a viable road in place, our district will suffer socially and economically.

3.2 Water Services Reform

With work constantly occurring around the [Water Services Reform](#) (previously known as Three Waters Reform) , our Council staff are regularly being asked by the Department of Internal Affairs and National Transition Unit to provide information required for the planning and commencement of Entity G, of which SWDC will be a part of on 1st October 2024.

The work that our Finance staff are required to complete for DIA/NTU takes them away from essential SWDC work and is not currently being funded by central Government. This work is currently being funded by SWDC ratepayers and SWDC or our ratepayers should not be funding this.

I would like to suggest that Council write a letter, signed by all Councillor's to our local Member of Parliament and central Government, including both the

Department of Internal Affairs and the National Transition Unit requesting that SWDC be provided with adequate funding for staff to complete the work so that the burden is not carried by our ratepayers.

Our ratepayers are facing rates increases and other cost pressures. They should not be paying for Council staff to carry out central Government mandated work.

Prepared By: Councillor Aidan Ellims – Chairperson, Infrastructure and Community Services

Member Report – Contractors and Services

1. Purpose

The purpose of this report is to highlight concerns that ratepayers and Councillors have regarding the procurement of contractors/services by both Council/Wellington Water (WWL) for work within the South Wairarapa District.

2. Recommendation

It is recommended that ICS Committee either approve or recommend to the full Council that SWDC;

- a. Hold a workshop with Councillors to review the SWDC Procurement and Tendering Policy.
- b. Including in that workshop;
 1. Discuss how to encourage local contractors to tender for SWDC/Wellington Water contracts.
 2. Work with Wellington Water to ensure that local contractors become WWL approved contractors.
 3. Discussions on monitoring the performance of Wellington Water and the mechanisms to ensure that they are accountable to SWDC and their ratepayers for the funds they receive from SWDC ratepayers.
- c. This workshop can coincide with the upcoming 2024 Long Term Plan discussions.

3. Discussion

Over the last nine months it has been apparent that a large amount of infrastructure work in the South Wairarapa District is being carried out by contractors who are based outside of the Wairarapa.

Examples of this include:

- a. Kerb and channeling project Reading Street, Greytown, behind Greytown Primary School
- b. Martinborough Town Water Supply reservoir upgrade where WWL bought cranes in from Palmerston North
- c. WWL which contracts a Porirua company to transport a forklift to Greytown to offload bulk chemical to the Woodside Water Supply plant.

The benefits of utilising local contractors are that; local youth are employed locally, skills/knowledge are built up and retained locally, local knowledge of past work/ground conditions etc. are retained, local knowledge of our current water and roading infrastructure is built up locally, and finally the money spent by SWDC remains within our District, for the benefit of our District.

Prepared by: Councillor Aaron Woodcock



Joint Review – Martinborough Wastewater Treatment Plant

1. Purpose

To inform councillors of the findings of a joint review by Council and Wellington Water as to why the suspension of connections at the Martinborough Wastewater Treatment Plant in May 2023 were a surprise, and to make recommendations and observations designed to minimise future occurrences at other Council assets.

2. Executive Summary

As a result of the suspension of connections to the Martinborough Wastewater Treatment Plant in May 2023, the infrastructure and community services committee asked management to commence a joint review at a CE level between SWDC and WWL into the circumstances under which the plant had new connections suspended.

The report recommendations focus on lessons learnt through this review that may minimise future occurrences. These include:

Recommendation 1

WWL review key historical communications to ensure:

- a. Risks to the strategic drivers of SWDC's Long Term Plan posed by any of the three water services are shown on risk products.
- b. Communications more clearly reference previous communication to allow new staff and elected officials to build awareness and easily trace history.
- c. Induction packs for elected officials outline the long-term/strategic challenges to the SWDC plans before moving to the operational matters.

Recommendation 2

SWDC review its risk register to ensure:

- a. Key water service risks are included in the register.
- b. The WWL quarterly active risk register is utilised as an input to the SWDC register.

Recommendation 3

SWDC and WWL will review the connection process to ensure:

- a. The capacity of water service infrastructure is considered.
- b. Capacity for growth is tracked and communicated appropriately.
- c. Delineation of responsibilities in approving new developments is clear.

Recommendation 4

SWDC and WWL complete a workshop to build a deeper understanding of the perspective and challenges each face and how that can be supported by the other party.

Observation 1

A potential recommendation was that WWL provides a memorandum of the regions WWTPs ability to sustain growth to its shareholders, but this has been achieved by WWL's recent provision of:

- a. Regional Wastewater Treatment Plant Capacity Discussion - Wellington Water Committee workshop dated 24 July 2023.
- b. Capacity of SWDC WWTPs to support growth – Memo from WWL to SWDC dated 29 May 2023

Observation 2

The corporate knowledge of SWDC water infrastructure resides within WWL. It is therefore important that WWL is routinely invited to participate in the creation of council planning documents and briefings in a full and frank manner to elected members.

Observation 3

A significant number of reports from WWL are received by SWDC at various levels of the organisation. It would be useful to review all the correspondence and ensure it is unambiguous, of value, and is directed to the appropriate SWDC recipients.

Observation 4

SWDC systems of record are incomplete and inefficient which means that corporate knowledge is not well retained. To aid finding and organising our information we need to have a clear and common understanding of what we have and where it currently is, as well as why it's stored where it is. A project is already underway to address this issue being led by the Lead Advisor – Information Management.

3. Recommendations

Officers recommend that the Committee:

1. Receive the South Wairarapa District Council and Wellington Water Joint Review Report.
2. Accept recommendations 1 – 4 listed in the report.
3. Endorse observations 1 – 4 in the report.
4. Note that observation 1 in the report has been achieved.
5. Note that observation 4 is underway; and
6. Note that recommendation 3, review of the connection process, has been initiated with the SWDC and WWL Planning and Land Development Groups.

4. Background

On 21 April 2023, to support the sustainable compliant growth of the Martinborough area, Wellington Water Limited (WWL) recommended South Wairarapa District Council (SWDC):

- a. Prioritises the return of the Martinborough Wastewater Treatment Plant (WTP) to full operational functionality and consent compliance to support the current population. The first step of this for SWDC, WWL and Greater Wellington Regional Council (GWRC) is to urgently confirm the proposed

programme of works to address the present compliance issues with the Martinborough WWTP (including funding).

- b. Prioritises the completion of the Martinborough growth assessment study (currently planned for 23/24) to inform what additional plant upgrades are required.
- c. Not approve additional connections to the Martinborough wastewater network until the Martinborough WWTP is compliant and there is a plan in place to provide sufficient treatment capacity.

On 11 May 2023, SWDC announced that applications for new wastewater connections in Martinborough are being put on pause, with immediate effect. The recommendation from WWL took Council by surprise as it was apparent that there was not a common understanding between Wellington water and Council of the compliance and capacity of the plant.

As a result, the infrastructure and community services committee asked management to commence a joint review at a CE level between SWDC and WWL into the circumstances under which the plant had new connections suspended.

The Joint Review report provides recommendations that focus on lessons learnt that may minimise future occurrences.

This executive summary will also be provided to:

- Māori Standing Committee
- Featherston Community Board
- Greytown Community Board
- Martinborough Community Board
- [NAME] Committee

5. Prioritisation

5.1 Te Tiriti obligations

Engagement considered not required in this case.

5.2 Long Term Plan alignment

How does this align with strategic outcomes?

- Spatial Plan
- Long Term Plan
- Annual Plan

6. Discussion

Please refer to the full report findings detailed in Appendix 1 and the timeline of events in Appendix 2.

7. Options

Not applicable.

8. Strategic Drivers and Legislative Requirements

8.1 Significant risk register

- Relationship with iwi, hapū, Māori
- Climate Change
- Emergency Management
- IT architecture, information system, information management, and security
- Financial management, sustainability, fraud, and corruption
- Legislative and regulative reforms
- Social licence to operate and reputation
- Asset management
- Economic conditions
- Health and Safety

8.2 Policy implications

Not applicable.

9. Consultation

9.1 Communications and engagement

The persons who are affected by or interested in this matter are the ratepayers of Martinborough and the developers and tradespeople working on projects that may need connection to council owned wastewater infrastructure.

As such, a communications plan will be prepared jointly with Wellington water prior to public release of this report as it is anticipated there will be media interest in the findings.

9.2 Partnerships

Have you completed a communications plan for the work described/project to engage/communicate with partners/key stakeholders e.g. Waka Kotahi, Kainga Ora, community groups, particular individuals etc?

Yes No

If no, is a communications plan required?

Yes No

10. Financial Considerations

The recommendations and observations in the Joint Review Report do not have financial implications to be considered in the LTP/AP.

There is no financial impact.

11. Climate Change Considerations

There are no positive or negative effects on climate change from this decision.

12. Health and Safety Considerations

There are no health and safety considerations.

13. Appendices

Appendix 1 – South Wairarapa District Council and Wellington Water – Joint Review of the circumstances that led to a common understanding of the compliance and capacity of the Martinborough WWTP to support growth not being held, prior to connections being suspended – full report

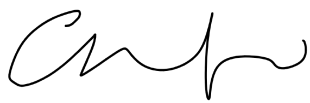

Appendix 2 – Martinborough Timeline of Events

Contact Officer: Robyn Wells, Principal Advisor – Water Transition

Reviewed By: Stefan Corbett – Group Manager Partnership and Operations

**Appendix 1 – Signed Report – SWDC
and Wellington Water Joint Review
Martinborough Waste Water
Treatment Plant**

**South Wairarapa District
Council and Wellington Water
Report – Joint review of the
circumstances that led to a
common understanding of the
compliance and capacity of the
Martinborough WWTP to
support growth not being held
between WWL and SWDC, prior
to connections being
suspended.**

Prepared By		
Charles Barker	 Signed	Date 13.09.23
Director Regulatory Services, Wellington Water		
Robyn Wells	 Signed	Date
Principal Advisor - Water, South Wairarapa District Council		

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Executive Summary

On 21 April 2023, to support the sustainable compliant growth of the Martinborough area, Wellington Water Limited (WWL) recommended South Wairarapa District Council (SWDC):

- a. Prioritises the return of the Martinborough Wastewater Treatment Plant (WWTP) to full operational functionality and consent compliance to support the current population. The first step of this for SWDC, WWL and Greater Wellington Regional Council (GWRC) is to urgently confirm the proposed programme of works to address the present compliance issues with the Martinborough WWTP (including funding).
- b. Prioritises the completion of the Martinborough growth assessment study (currently planned for 23/24) to inform what additional plant upgrades are required.
- c. Not approve additional connections to the Martinborough wastewater network until the Martinborough WWTP is compliant and there is a plan in place to provide sufficient treatment capacity.

On 11 May 2023, SWDC announced that applications for new wastewater connections in Martinborough are being put on pause, with immediate effect.

The report recommendations focus on lessons learnt through this review that may minimise future occurrences. These include:

Recommendation 1

WWL review key historical communications to ensure:

- a. Risks to the strategic drivers of SWDC's Long Term Plan posed by any of the three water services are shown on risk products.
- b. Communications more clearly reference previous communication to allow new staff and elected officials to build awareness and easily trace history.
- c. Induction packs for elected officials outline the long-term/strategic challenges to the SWDC plans before moving to the operational matters.

Recommendation 2

SWDC review its risk register to ensure:

- a. Key water service risks are included in the register.
- b. The WWL quarterly active risk register is utilised as an input to the SWDC register.

Recommendation 3

SWDC and WWL will review the connection process to ensure:

- a. The capacity of water service infrastructure is considered.
- b. Capacity for growth is tracked and communicated appropriately.
- c. Delineation of responsibilities in approving new developments is clear.

Recommendation 4

SWDC and WWL complete a workshop to build a deeper understanding of the perspective and challenges each face and how that can be supported by the other party.

Observation 1

A potential recommendation was that WWL provides a memorandum of the regions WWTPs ability to sustain growth to its shareholders, but this has been achieved by WWL's recent provision of:

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A significant number of reports from WWL are received by SWDC at various levels of the organisation. It would be useful to review all the correspondence and ensure it is unambiguous, of value, and is directed to the appropriate SWDC recipients.

Observation 4

SWDC systems of record are incomplete and inefficient which means that corporate knowledge is not well retained. To aid finding and organising our information we need to have a clear and common understanding of what we have and where it currently is, as well as why it's stored where it is. A project is already underway to address this issue being led by the Lead Advisor – Information Management.

Scope and Objective

As set out in the attached terms of reference, the purpose of this review is to inquire into and report upon the following:

The purpose of this review is to inquire into and report upon the following:

The circumstances that led to a common understanding of the compliance and capacity of the Martinborough WWTP to support growth not being held between WWL and SWDC, prior to connections being suspended.

In considering this question, the reviewers have created a timeline summarising the actions of SWDC and WWL from 2012 to 2023.

The scope of the review includes reviewing the following documents and sources of information:

- Correspondence between WWL and SWDC relating to Martinborough WWTP (WWL)
- Historical communication relating to Martinborough WWTP provided to SWDC (WWL)
- Actions taken by SWDC officers to brief elected officials on matters relating to Martinborough WWTP (SWDC)
- Actions taken by both parties to communicate within their organisations relating to Martinborough WWTP – cross functionally (SWDC and WWL)
- How/when decisions were made and approved (WWL and SWDC)
- Any other relevant communications relating to Martinborough WWTP (SWDC and WWL)
- Any other material within the scope of the review (SWDC and WWL)

Issues out of Scope

The review will not ascribe blame or liability to any party or person, cannot be used in any disciplinary processes with any workers involved, and will not pre-empt or duplicate any other inquiry into any incidents that come within the scope of this review. The review is not to inquire into, determine or report in an interim or final way or otherwise prejudice any questions of liability.

Sequence of events

Background and Impact

On the 12 May 2023 SWDC announced that applications for new wastewater connections in Martinborough were paused in Martinborough for the time being because the town's wastewater plant had failed to meet performance and compliance standards, the plant had also reached its design capacity as population growth, and annual connections have exceeded expectations.

This decision was based on the specialist advice from Council's water services provider, WWL, that additional connections would further compromise the plant's performance, increasing the risk to the environment, public health and safety, and risk more severe enforcement action from GWRC.

SWDC was therefore obliged to pause applications for new connections to the Martinborough WWTP.

As the SWDC and WWL did not share a common understanding of the compliance and capacity of the plant prior to the 12 May 2023, the pausing of new connections was unexpected to the community of Martinborough.

Events Overview

The sequence of events as represented below has been compiled with the best of endeavours and is sourced from a combination of documented information and personal accounts. It summarises only the key communications and publications relating to the Martinborough WWTP within SWDC and WWL, and between the two entities.

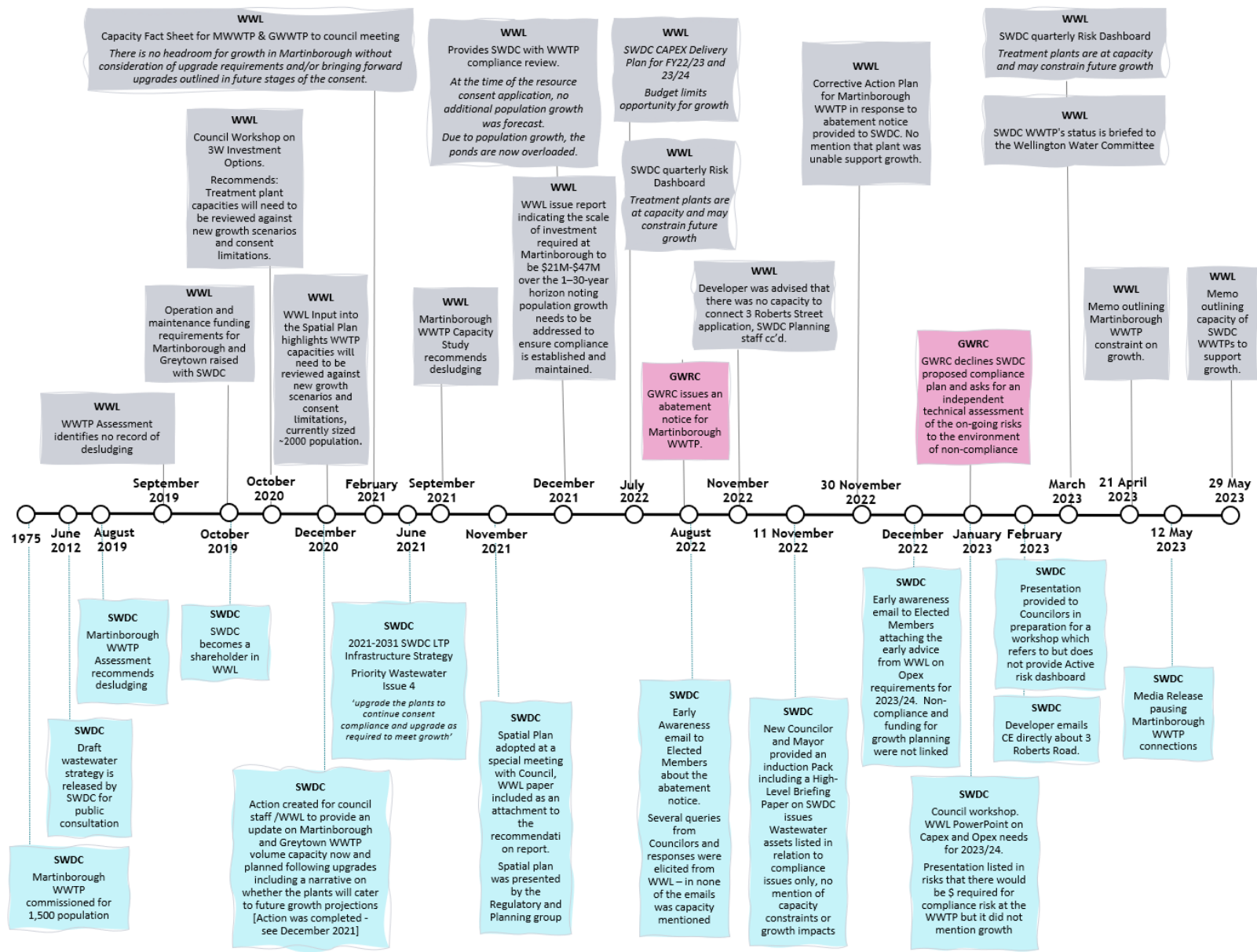
WWL took responsibility for the operation of SWDC water networks in October 2019 which included four WWTPs and four Drinking Water Treatment Plants. By October 2020 WWL had indicated that the capacity of the WWTPs needed to be reviewed against growth scenarios but indicated that with the limited funding available the immediate focus should remain to bring the plants to compliance within their current consents.

WWL provided input into SWDC Spatial Plan in February 2021 which highlighted the limited capacity of Martinborough WWTP and the significant investment that was required. In July 2022, the Capital Expenditure (CAPEX) report to SWDC indicated that the CAPEX budget limits the opportunity for capital to be spent on growth infrastructure. In July 2022 WWL commenced providing SWDC with a quarterly risk dashboard which indicated that 'Treatment Plants are at capacity and may constrain future growth'. In November 2022 WWL advised SWDC there was no capacity to connect the '3 Roberts Street' application and in April 2023 provided SWDC a memo outlining Martinborough WWTP was at capacity and could not support growth.

While the timeline indicates regular advisement of the risk to growth posed by the WWTPs the context was one of a constrained budget where the daily operational focus was bringing the SWDC treatment plants into compliance. The bulk of all communications focused on improving compliance and avoiding regulatory action, with future growth being a secondary priority for funding and resourcing and reflected accordingly in correspondence. SWDC has a small officer staff that has had significant turnover along with newly elected officials taking office in late 2022, WWL is in effect the corporate memory for SWDC in water matters. The briefings of new officers and officials did not recognise that wider responsibility and focused primarily on bringing new staff and officials up to speed on the immediate compliance issues of the WWTPs and pending regulatory actions.

This led to a diverging understanding of the plant's capacity and compliance between WWL and SWDC; resulting in SWDC holding the erroneous impression that returning the WWTPs to compliance would free up some capacity in the plant for future growth.

Supporting this view that the immediate focus needed to be on compliance rather than an imminent risk to capacity, was a flawed connection approval process. This process assumed that one or other of the parties was calculating how much capacity was available before approval, when in fact, it was only when a very large connection request for 3 Roberts Street came across the desk that the capacity risk emerged. The fact that approvals from SWDC were being granted gave contributed to a false comfort within SWDC that the plant was not nearing its limits.



Analysis and Findings

Correspondence between WWL and SWDC

WWL's goal is to be regarded as a trusted advisor to SWDC and a rich and effective suite of communications are essential to establish that trust. A key outcome of that communication being that SWDC have enough time and information to make critical decisions. Wellington Water communicates with council officers using a diverse range of channels, tools, and products, along with informal communication between officers.

Communications between WWL and SWDC fall into four main categories: finance; performance; risk; and compliance. Each of these categories involves specialist officers and communications products, supported by scheduled meetings and informal exchanges.

Finance communications

The main method for routinely informing SWDC of current financial performance in capital works, operations and major projects is through monthly finance dashboards.

The development of future budgets and associated levels of service is completed through a series of officer level meetings which is formalised through memorandum to the council which provides the formal advice to assist council in setting the next FY budget.

Risk communications

WWL provides SWDC with a quarterly risk assessment (since July 2022). This classifies risks relating to the provision of three waters services from the perspective of an asset owner and is provided to SWDC officers ahead of the Chief Executives' quarterly meeting.

Compliance

WWL provides a monthly dashboard which illustrates the level of compliance of all Council-owned drinking and wastewater plants, including an indication of the risk to supply and consent compliance. It is provided to the Mayor and Chief Executive and posted on our website.

Performance

Every quarter WWL prepare and share a Council Performance Dashboard. This documents performance against national measures (created by the Department of Internal Affairs) and Council-specific measures (set in Council's current long-term plan). Metrics and targets in the dashboard cover Wellington Water's and the networks' performance in achieving customer outcomes, including safe and reliable drinking water, wastewater, and stormwater management; customer responsiveness and environmental management.

Correspondence relating to Martinborough WWTP Capacity to support Growth

WWL became the operator of the Martinborough WWTP in October 2019 when SWDC became a shareholder in WWL. The initial correspondence with SWDC in 2019 focused on the immediate compliance issue of bringing the Martinborough WWTP into compliance with its consent, which was for a population of 1500.

In preparation for the SWDC Spatial plan WWL indicated in late 2020 and early 2021 that the capacity of the treatment plan needed to be reviewed against the new growth scenarios and consent limitations. There is a balance between informal correspondence that supports a common operating picture and more formal products, where clear company issues are formalised. In December 2021 WWL provided SWDC with a WWTP compliance review that outlined that the plants were not built to accommodate growth in Martinborough. In July 2022, the SWDC quarterly risk dashboards were indicating that the treatment plants are at capacity and may constrain growth.

At Capacity

In response to a developer's inquiry asking for confirmation that existing services could support the proposed development at 3 Roberts Street, and in light of the abatement notice received in August 2022, WWL advised the developer and SWDC staff by email in November 2022 that there was no capacity to connect the 3 Roberts Street development and expected further engagement with the developer.

The strategic significance of a large development not being able to progress was not recognised internally within WWL and was not therefore immediately raised with SWDC. On 21 April 2023 WWL formalised the recommendation that no additional connections should be made to the Martinborough WWTP until it has capacity to support them in response to a query from SWDC CE about 3 Roberts Road on 24 February 2023.

WWL Understanding of the Martinborough WWTP

Two issues about the Martinborough WWTP were being communicated by WWL to SWDC that were related but essential separate. The first being the current level of compliance of the Martinborough WWTP and its capacity to support the current population, the second the inability of the plant to sustain the growth projected for the region as it was for all purposes already at capacity.

The inability of the plant to support growth was self-evident from a WWL perspective as the consent never allowed for growth. There was a perception within WWL that SWDC must know this from having owned/operated the plant since 1975, and it being raised by WWL on occasion. WWL may not have appreciated that in reality only limited knowledge of the plant resided within SWDC of the plant, its history, and its capacity. While the lack of capacity to support growth was expressed on occasion by WWL the immediate compliance requirements consumed most of the attention and was the focus of most correspondence. In the language used by WWL to council regarding the immediate compliance issue phrases such as 'return to compliance' and 'improve capacity' were often used. This contributed to the lack of a common understanding existing of the fundamental fact that returning the Martinborough WWTP to compliance and restoring it to its design capacity was never going to provide capacity for growth in the Martinborough region.

Recommendation 1

WWL review key historical communication to ensure:

- a. Risks to the strategic drivers of SWDC's Long Term Plan posed by any of the three water services are shown on risk products.
- b. Communications more clearly reference previous communication to allow new staff and elected officials to build awareness and easily trace history.
- c. Induction packs for elected officials outline the long-term/strategic challenges to the SWDC plans before moving to the operational matters.

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A potential recommendation was that WWL provides a memorandum of the regions WWTPs ability to sustain growth to its shareholders, but this has been achieved by WWL's recent provision of:

- a. Regional Wastewater Treatment Plant Capacity Discussion - Wellington Water Committee workshop dated 24 July 2023.
- b. Capacity of SWDC WWTPs to support growth – Memo from WWL to SWDC dated 29 May 2023

SWDC Internal Communication / Processes

Context

In order for WWL to provide water management services for SWDC resources previously engaged by Council directly SWDC became a shareholder in WWL in 2019. Internal SWDC resources were either transferred to WWL or disestablished. As a result, SWDC retains very few resources that dedicate any time to the provision of water services. The responsibility for managing the relationship with WWL sits under the Partnership and Operations Group (P&O). WWL provides a Wellington Water Delivery Manager who spends part of their time in the SWDC offices and was appointed at the behest of Council to improve communications and mitigate risk between the parties in April 2021; however, their focus is on major project delivery.

Communications

There are multiple points of communications between WWL and SWDC; involving the Mayor, Councillors, CE, GM P&O and other council staff. There is also a relationship between the WWL Land Development Group and the SWDC Planning and Regulatory Group, and SWDC admin staff and specialists within the Land Development Group.

Some communications from WWL go out directly to elected members. Some communications go to the mayor as the representative sitting on the Wellington Water Committee. New communications are introduced and there is a bedding in of the suitability and form of the advice, as experienced when the quarterly risk assessment was first introduced in July 2022 (not finalised until April 2023).

Since the new council was formed in October 2022, the GM P&O has taken an approach of giving early warning of significant issues or risks to the elected members with the support of WWL. In addition, the induction process was expanded and enhanced with WWL input to provide a series of communications that explained the form, role, and function of WWL as our CCO (Council Controlled Organisation) partner.

Much of the communications received from WWL are shared with elected members either directly by email (WWL or SWDC) or through council and committee agenda packs such as the financial dashboards for the Infrastructure and Community Services committee. Sometimes, the same information goes to two committees, or in two separate report formats to two separate recipients.

Risk

SWDC maintains their own Significant Risk Register. Up until October 2021, staff provided both a strategic and an operational risk register to elected members in the Finance and Audit Risk Committee. The operational risk register, which noted growth constraints posed by water services as being a risk, was presented in publicly excluded business. In February 2022 council staff were asked to overhaul the approach to risk and the two registers were combined into a single Significant Risk Register owned at the ELT level, during this process the risk relating to constraints on growth was dropped. The Significant Risk Register remains an agenda item in the Assurance and Risk Committee but sits at a higher level than the previous operational risk register (see attachment J).

Process

An important interaction between WWL and SWDC relates to the process of approving new connections to the wastewater (or any water) infrastructure (see attachment K). On appointment of WWL the SWDC responsibility for managing the process of connection requests fell to the administration department of SWDC. The administration function is required to elicit approvals from both WWL and SWDC staff before communicating to the requestor that their connection can go ahead. The administration department has

no technical skills and relies on the specialist groups of WWL and SWDC to provide accurate and complete advice.

At Capacity

Elected members were aware that Council needed a plan to address capacity at both the Greytown and Martinborough WWTP as early as December 2020. An action was noted in the Assets and Services committee minutes for staff to provide '*an update on Martinborough and Greytown WWTP volume capacity now and planned following upgrades including a narrative on whether plants will cater to future growth projections*'. WWL prepared capacity fact sheets for both Greytown and Martinborough that were presented to the Assets and Services committee in March 2021 (attachment L). By December 2021 the action had been removed from the register as being complete with the receipt of the WWL advice.

WWL had provided an attachment on infrastructure constraints for the Spatial Plan, but were not present, when the report was presented to the council recommending the adoption of the spatial plan in November 2021. The recommendation approved by the council in adopting the Spatial Plan was to proceed with Master Planning and Structural Planning to implement the Spatial Plan. Elected members would naturally have assumed that advice from WWL would be part of that further planning carried out by staff and WWL.

Growth and capacity were certainly mentioned in many of the communications received by elected members, but often disconnected from the immediate focus which tended to be on compliance. A good example being the High-Level Briefing received from the CE of WWL in November 2022 that focused exclusively on compliance rather than capacity for growth.

SWDC Understanding of the Martinborough WWTP

In all the correspondence the council elected in 2022 has received from SWDC and WWL staff there was no information highlighted for elected members to readily see that the SWDC WWTPs posed a significant risk to growth. Although this had been communicated in March 2021 via the capacity fact sheets, over the intervening period of staff and elected member turn-over the information had been lost / overlooked for significance. The issuing of the abatement notice by GWRC for the Martinborough WWTP in August 2022 had focused WWL and SWDC on compliance and consumed the focus of all parties at the expense of strategic issues such as growth.

Internal SWDC Processes for approving connection requests had become procedural due to the impact of the restructure of council, the consequential loss of institutional knowledge, and the absolute reliance on WWL advice regarding water infrastructure. The result being a fundamental lack of appreciation within SWDC of the precarious capacity situation at the plant and therefore the formalised recommendation that no additional connections should be made, was unexpected.

Recommendation 2

SWDC review its risk register to ensure:

- a. Key water service risks are included in the register.
- b. The WWL quarterly active risk register is utilised as an input.

Recommendation 3

SWDC and WWL will review the connection process to ensure:

- a. The capacity of water service infrastructure is considered.
- b. Capacity for growth is tracked and communicated appropriately.
- c. Delineation of responsibilities in approving new developments is clear.

Observation 2

The corporate knowledge of SWDC water infrastructure resides within WWL. It is therefore important that WWL is routinely invited to participate in the creation of council planning documents and briefings in a full and frank manner to elected members.

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A significant number of reports from WWL are received by SWDC at various levels of the organisation. It would be useful to review all the correspondence and ensure it is unambiguous, of value, and is directed to the appropriate SWDC recipients.

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SWDC systems of record are incomplete and inefficient which means that corporate knowledge is not well retained. To aid finding and organising our information we need to have a clear and common understanding of what we have and where it currently is, as well as why it's stored where it is. A project is already underway to address this issue being led by the Lead Advisor – Information Management.

WWL and SWDC Relationship

An understanding of the nature of the relationship between WWL and SWDC is not well shared between the respective parties and generates mistrust. SWDC is a unique shareholder of WWL in that it is small and rural which SWDC perceives WWL does not appreciate sufficiently. Similarly, WWL perceive that SWDC treats WWL as a contractor rather than a CCO owned by SWDC.

Underpinning the communication issues outline in the review is a deeper cultural issue that requires attention to ensure that both parties appreciate the issues each respectively face and are working to achieve the best outcomes for South Wairarapa.

Recommendation 4

SWDC and WWL complete a workshop to build a deeper understanding of the perspective and challenges each face and how that can be supported by the other party.

Conclusions and Recommendations

A common understanding of the compliance and capacity of the Martinborough WWTP to support growth was not held between WWL and SWDC, prior to connections being suspended due to the primary focus of WWL and SWDC staff on the immediate compliance of the plant and regulatory action, the lack of corporate knowledge of SWDC water infrastructure within SWDC, and a wastewater new connection process with unclear responsibilities and accountabilities for factoring in capacity.

The following recommendations are provided to minimise the potential occurrences:

Recommendations

Recommendation 1

WWL review key historical communications to ensure:

- a. Risks to the strategic drivers of SWDC's Long Term Plan posed by any of the three water services are shown on risk products.
- b. Communications more clearly reference previous communication to allow new staff and elected officials to build awareness and easily trace history.
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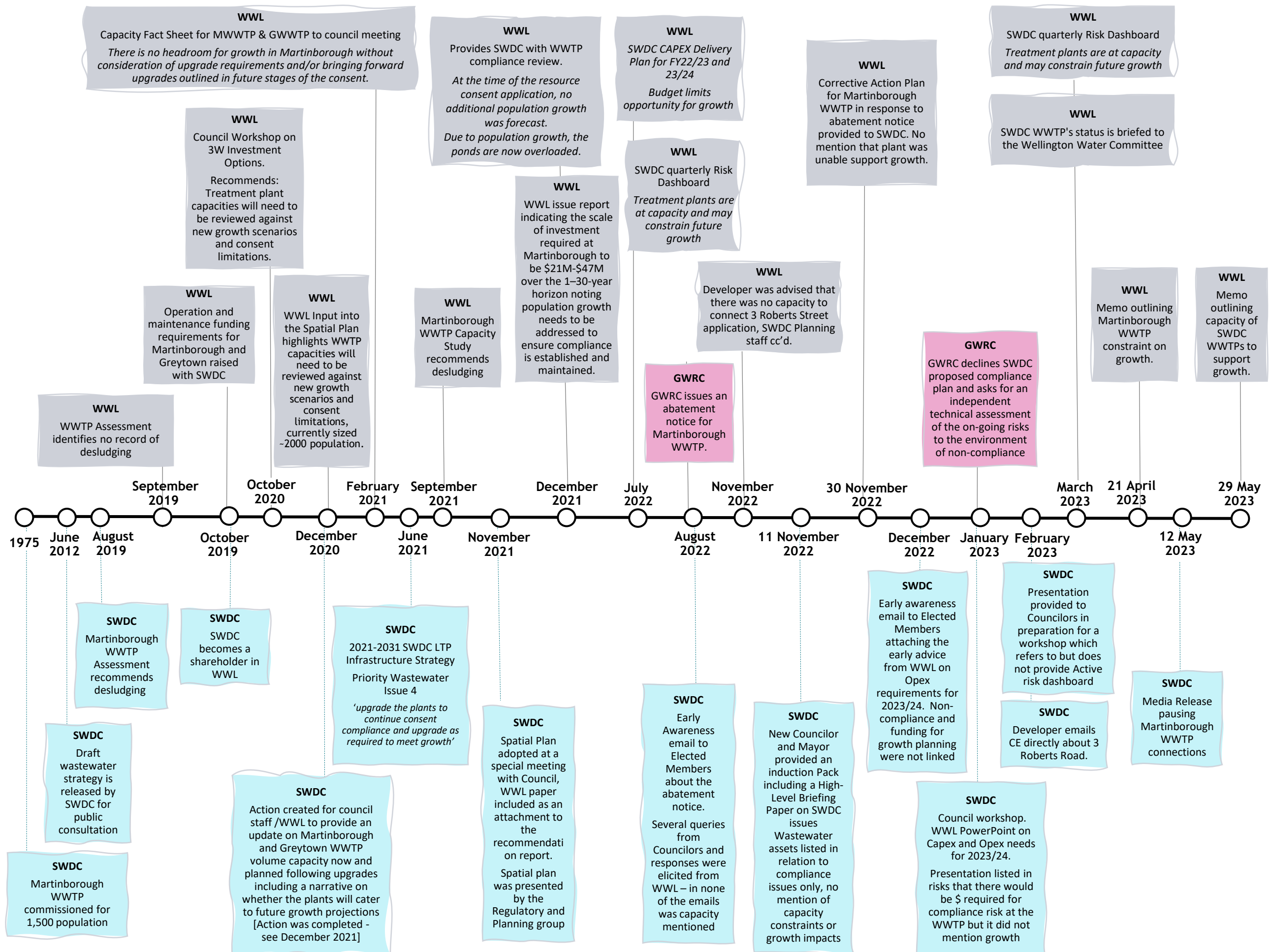
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Appendix 2 –Martinborough Timeline of Events





Footpath for the Northern Side of Farley Avenue to West Street, Greytown

1. Purpose

To inform councillors of the background regarding footpath provisioning for the northern side of Farley Avenue Greytown, including related background, concerns of the property owner of 100 West Street and potential location of footpath siting to the edge of Farley Avenue.

2. Executive Summary

Farley Avenue is an urban street within Greytown, being part of the Greytown Development Area for the town. Within the accompanying structure plan for the area Farley Avenue was identified as the spine road for the area's future development. Footpaths were identified as being provided for pedestrians and connection through to West Street. Currently there is one footpath on the southern side of Farley Avenue. The owner of 100 West Street has several large trees on their property and has raised concern that formation of a footpath will impact the health of the trees on site.

There is potential for the footpath for the northern side Farley Avenue to be installed but positioned beside the road edge so as not to impact the private trees yet provide a pedestrian link to West Street, Greytown. Recent advice from a qualified arborist has confirmed that they held no concerns as to the trees and future footpath installation.

3. Recommendations

Officers recommend that the Infrastructure and Community Services Committee:

1. Receive the *Footpath for the Northern Side of Farley Avenue to West Street, Greytown* Report.
2. Agree to install a 1.8m wide footpath adjoining the edge of the road on the northern side of Farley Avenue to provide pedestrian access to and from West Street, so as not to impact the private trees.

4. Background

As part of the layout for the Greytown Development Area, the related Structure Plan for the future urban area indicated that Farley Avenue would have footpaths on both sides of the road so as to provide pedestrian pathway through to Wood Street.

In terms of background on the Structure Plan for the Greytown Development Area, this involved several components during the term of the last council. Firstly, the Council

initiated a Plan Change Process and Notification occurred in November 2017, followed by the independent Commissioners decision on the area of 10 May 2018. The Council gave formal approval on 8 August 2018. This then resulted in the Structure Plan making it into the Wairarapa Combined District Plan in 2019. Information in the two appendices to this report cover the decision notification for Greytown Development Area including a designation of road, and diagrams of the Structure Plan for the area.

The majority of the installation of the road and footpath were at the cost of the area's developer Westec Property Developments Limited. However, the developer did not install the first 100m of footpath for the northern side as at the time the land had not been vested from the adjoining property owners. In terms of the land area just for the footpath, it involves an area of around 100m length by 1.8m in width.

The width of 1.8m (as opposed to 2.0m indicated in the structure plan) would have less impact to adjoining the root system of adjoining trees on private land, particularly so where the footpath is sited directly beside the edge of the road.

There were two private garages in very close proximity to the road edge. As a part of the subdivision consent decision in April 2022, the previous garage sited there has been removed from 2 Farley Avenue. However, a single garage located partly on the berm and at 100 West Street remains in location.

5. Prioritisation

5.1 Te Tiriti obligations

Not applicable.

5.2 Long Term Plan alignment

The portion of footpath for the north side of Farley Avenue is roading related expenditure that is allocated within current budgets.

- Spatial Plan
- Long Term Plan
- Annual Plan

6. Discussion

In terms of the future footpath and immediately adjoining landowners on the northern side of Farley Avenue the following liaison matters are of relevance.

The owner of the corner property of 100 West St made inquiry and met with a planning officer in 2021 indicating that she was seeking to sell the property and wanted to sort the road widening matter out. There were previous valuations requested and obtained by planning officer Lou Brown. Around the same time, the previous owner of 2 Farley Ave passed away and was purchased for development.

The subdivision for 2 Farley Avenue is nearing final completion and the road widening and associated aspects are being attended to via Tim Langley Roding Manager. At the time of issue of the new titles the road widening fronting 2 Farley Avenue will become legal road.

As a result of discussion, it was decided that Council officers needed to obtain updated valuations, these were presented to finance and both property owners in June 2022. In presenting the 100 West St valuation the owner Council staff were unsure whether the valuations included the loss of two trees which would have remained within the 100 West St property but could be affected by the footpath (roots and overhanging branches) to the extent they would need to be removed.

The owner was upset that the trees might have to be removed. Tim Langley was asked whether there were options that could allow the trees to be retained – for example: purchasing the land, but not constructing the footpath (then discuss with future owners) or alternatives to standard footpath that might not conflict with the trees.

The owner of 100 West Street has raised concern as to the ongoing health and retention of the large trees on her property and the ability to sell her land in the future. Roding Manager Tim Langley as part of work in resolving this infrastructure matter has sought advice input from a qualified arborist. Arborist Mr Richie Hill has advised that regarding footpath installation that as there are various treatments available, he held no concerns for the nearby trees.

There are two option considerations for the Committee that relate to the subject infrastructure matter. Council can either install the portion of remaining footpath alongside the northern side of Farley Avenue with the associated cost, as in line with the Structure Plan for the area. Alternatively, in the case of the non-installment of the final portion of footpath through to West Street this would see Council not being in accord with components of the relevant Structure Plan. The Greytown Development Area and associated structure plan was a Council initiated Plan Change providing for the future urban development in the heart of Greytown.

If the land is not purchased now as an owner and Council agreement, Council will have to designate the piece of land in the District Plan for future purchase. It is simpler to purchase the land now than to go through the designation and compulsory land purchase process.

7. Strategic Drivers and Legislative Requirements

7.1 Significant risk register

Not applicable.

7.2 Policy implications

The structure plan for the subject area is now captured as part of the current Wairarapa Combined District Plan.

8. Consultation

Not applicable.

8.1 Partnerships

Not applicable

9. Financial Considerations

With regards to the implementation of the footpath and indicative costs the following advice has been provided by Roading Manager Tim Langley. In terms of the footpath, it involves an area of around 100m length by 1.8m width. The footpath area of 180m² has an associated cost of approximately \$25,000.

Roading operations budgets are available for installing the footpath this financial year. The associated footpath cost is allocated within current budgets. The other related cost is that of the actual land purchase for a portion of 100 West Street.

10. Climate Change Considerations

Not applicable.

11. Health and Safety Considerations

Provision of a permanent footpath on the northern side of Farley Avenue will provide for safe and long-term pedestrian movement between Farley Avenue to West Street.

12. Appendices

Appendix 1 – Decision Notification of Council. Plan Change 9 Structure Plan for the Greytown Development Area including a Designation of Road.

Appendix 2 – Greytown Development Area Structure Plan Diagrams.

Contact Officer: Russell OLeary Group Manager Planning and Environment

Reviewed By: Paul Gardner Interim CEO

Appendix 1 – Decision Notification of Council. Plan Change 9 Structure Plan for the Greytown Development Area including a Designation of Road.



SOUTH WAIRARAPA DISTRICT COUNCIL MEETING MINUTES EXCERPT – DECISION NOTIFICATION

8 August 2018

- Present:** Deputy Mayor Brian Jephson (Chair), Councillors Lee Carter, Margaret Craig, Pam Colenso, Colin Olds, Ross Vickery (until 2:28pm), Colin Wright and Paora Ammunson (from 10:38am).
- In Attendance:** Paul Crimp (Chief Executive Officer) and Suzanne Clark (Committee Secretary) and for part only Mark Allingham (Group Manager Infrastructure and Services), Jennie Mitchell (Group Manager Corporate Support) and Russell O’Leary (Group Manager Planning and Environment).
- Conduct of Business:** The meeting was held in the WBS Room, Greytown Town Centre, Main Street Greytown and was conducted in public between 9:00am and 3:10pm except where expressly noted.

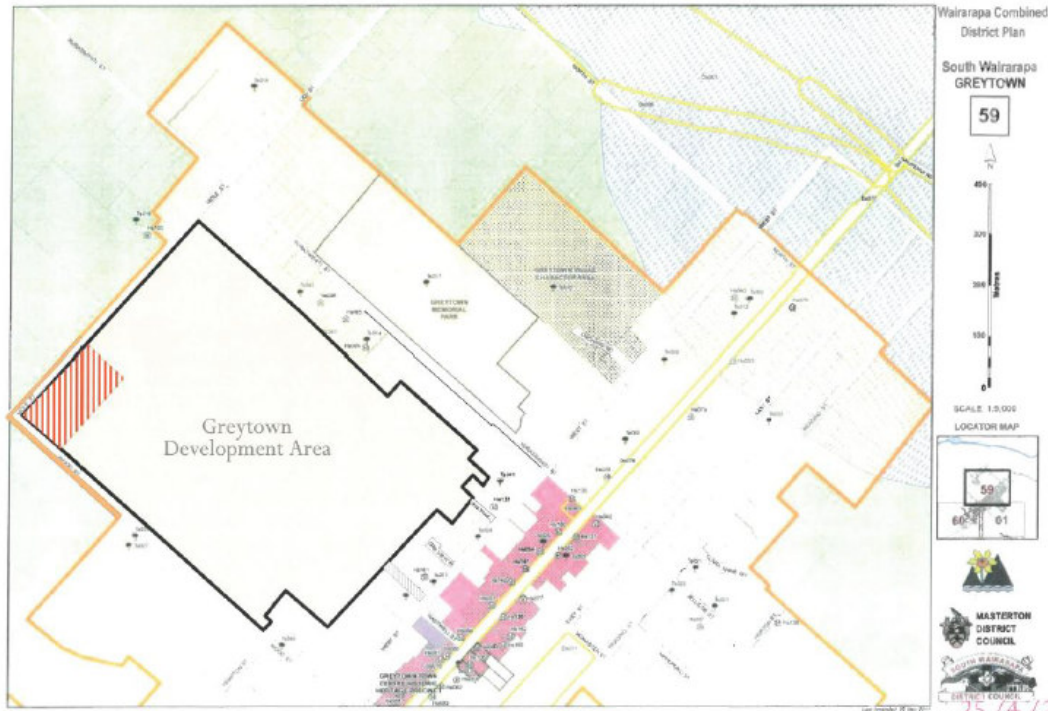
C2. Plan Change 9: Structure Plan for the Greytown Development Area Including a Designation of Road

COUNCIL RESOLVED (DC2018/104):

1. To receive the Plan Change 9: Structure Plan for the Greytown Development Area Including a Designation of Road.
(Moved Cr Wright/Seconded Cr Colenso) Carried
2. To note that the amended roading contribution wording of Appendix 5 of the recommendation has been approved by Commissioner Rob van Voorthuysen and that Council has made the change under clause 16 (2) of the First Schedule of the Resource Management Act.
3. To adopt Option 1 for the amended roading contribution wording of clause d) and the explanation of the clause of Appendix 5 of the recommendation.
4. To receive the recommendation of the Independent Hearings Commissioner on Plan Change 9 (including a notice of requirement to designate a road to provide access to the Greytown Development Area from West Street).
5. To adopt the recommendation of the Independent Hearings Commissioner as a Council decision and direct officers to notify the decision in accordance with the First Schedule of the Resource Management Act 1991.

Greytown Development Area Structure Plan

Amendment to Planning Map 59



17m wide Designated Road

25/4/2018

Appendix 2 – Greytown Development Area Structure Plan Diagrams.

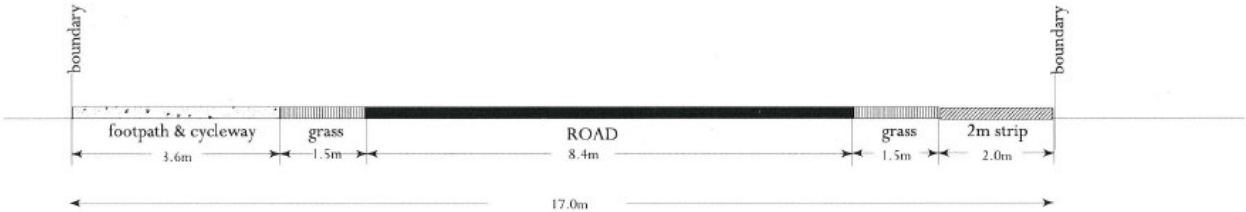
Greytown Development Area Structure Plan

Layout Plan

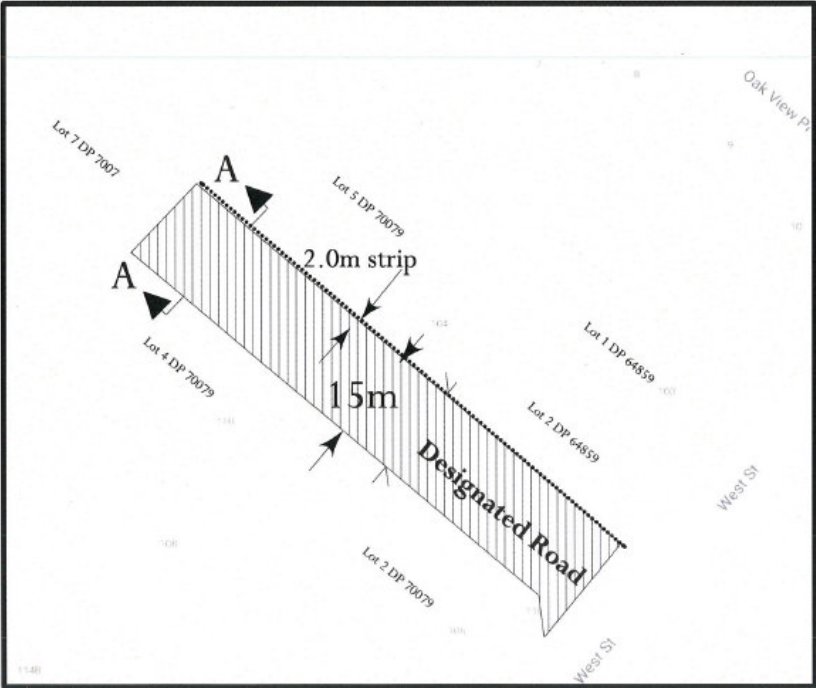


Greytown Development Area Structure Plan

Designated Road



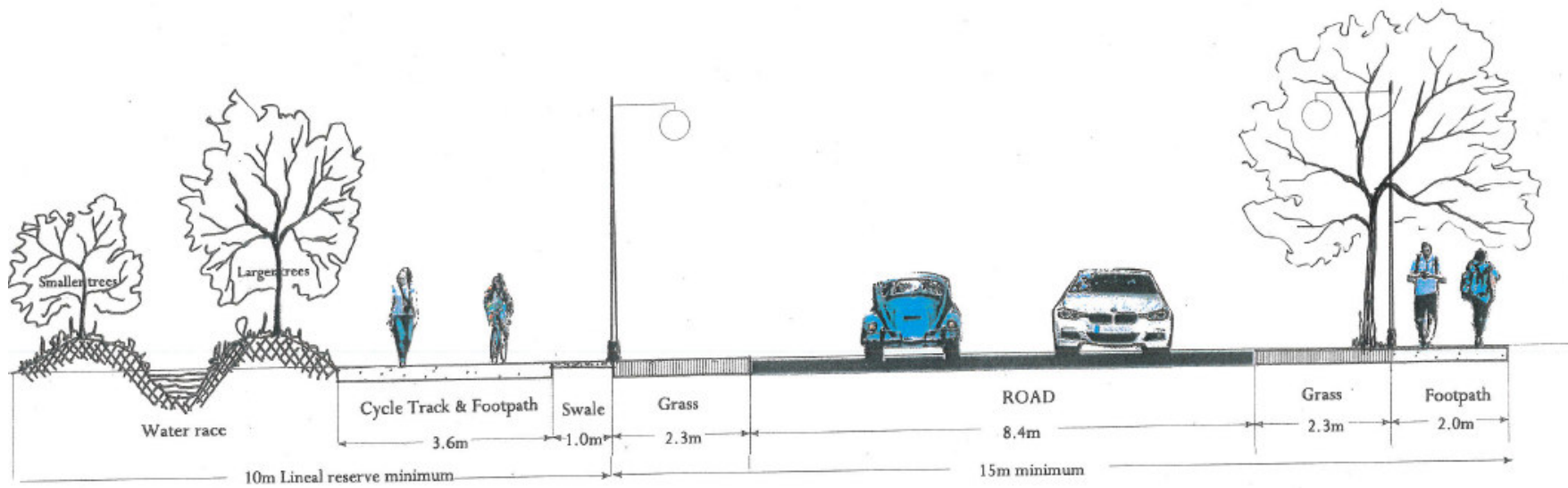
Cross Section A A



16 10 2017

Greytown Development Area Structure Plan

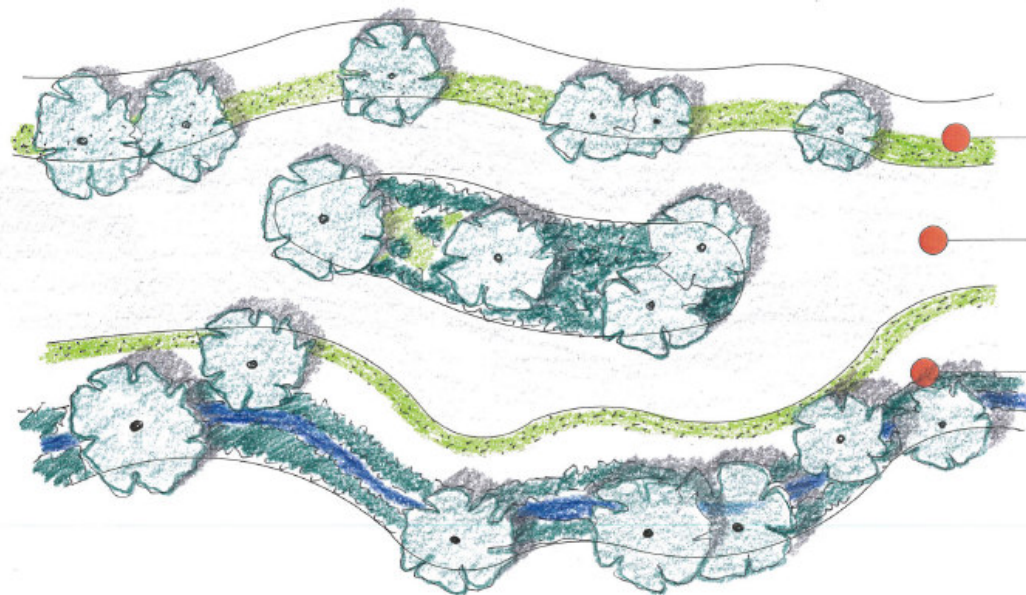
Cross Section 1 Spine (Collector) Road



Cross Section 1
Spine (Collector) Road

Greytown Development Area Structure Plan

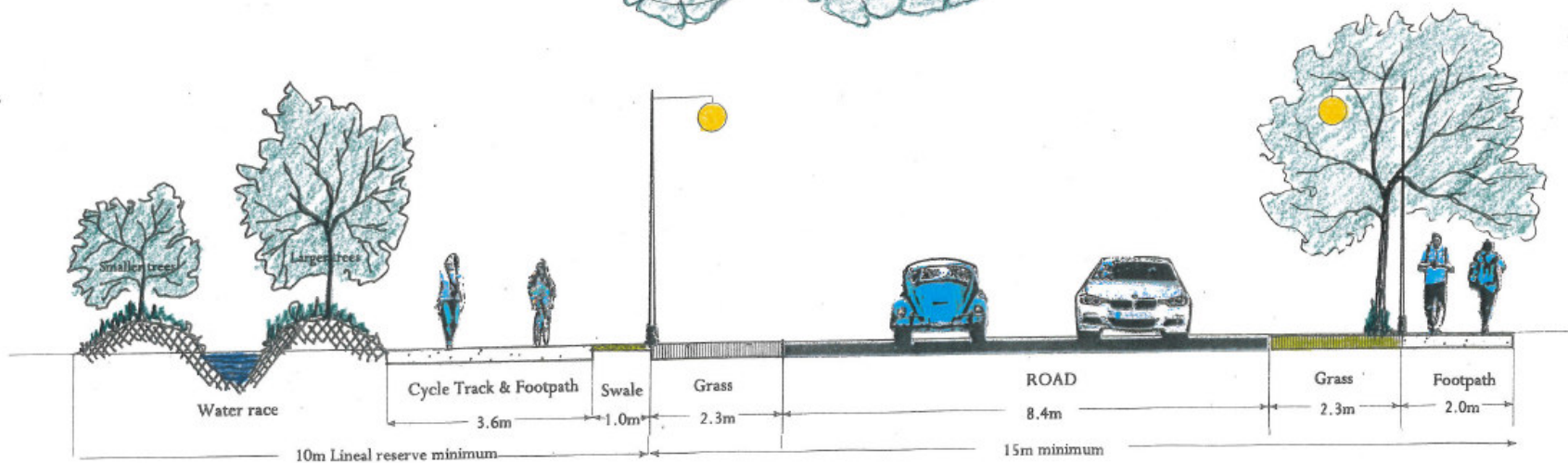
Indicative layout including temporary turn around (s)



4.0m pedestrian & grass verge

8.4m spine collector road

Trees, water race, cycle & pedestrian foot path



Greytown Development Area Structure Plan

Landscape Perspective Plan



banks to water race also provides detention dam

water race

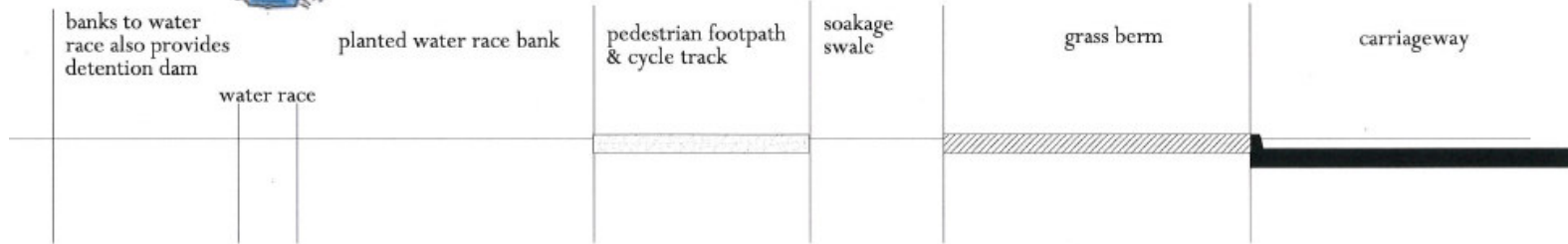
planted water race bank

pedestrian footpath & cycle track

soakage swale

grass berm

carriageway



Update from the Partnerships and Operations Group

1. Purpose

To provide Councillors with an update on activity in the Partnerships and Operations Group (the Group).

2. Recommendations

Officers recommend that the Committee:

1. Receive the *'Update from the Partnerships and Operations Group'* Report.

3. Executive Summary

In water, regarding the Martinborough Wastewater Treatment Plant, we are pleased to see the "Cease" abatement notices lifted and replaced with "To do" abatement notices – this is important progress towards building our relationship with Greater Wellington Regional Council compliance. In Featherston, we are on track to bring the Donald Street Pump Station online by October now the wastewater pumpstation and storage tank have been installed. The rising main has also been installed and all works are proceeding on budget and on time.

In roading, improved weather will mean our teams will be taking a more proactive as opposed to reactive approach to operational works over the next 3 months.

LTP planning in the Group is progressing well. WWL are preparing a preliminary investment plan based on an Asset Management Plan and agreed priorities to inform the LTP process. A series of engagements with Elected Members over the next few weeks are planned to test options and better understand priorities. In Roading Services, work on a revised Asset Management Plan, an investment plan, and our Low-Cost Low-Risk activity bids has begun, to support the 24/27 Land Transport Plan. An uplift in investment from the previous Land Transport Plan is anticipated.

4. Background

This is a shorter report, reflecting the Committee is yet to consider the full content of the previous Partnership and Operations Group update.

4.1 Tangata whenua considerations

Engagement considered not required in this case.

4.2 Long Term Plan alignment

Activity reporting aligns with the strategic objectives assigned to the Partnerships and Operations Group in the Long-Term Plan.

5. Discussion

5.1 Water

5.1.1. Martinborough WWTP Compliance

Greater Wellington Regional Council (GWRC) have now formally cancelled the 'Cease' Abatement Notice for Martinborough WWTP and replaced with three 'To Do' Abatement Notices. These new notices relate to implementing the approved Compliance Delivery Plan to investigate, optimise and undertake desludging activities over the next 12-18 months. This is a great achievement and step in the right direction for SWDC in generating trust with GWRC. The project team are continuing to work through the investigations and planning activities for the resource consenting process and procurement strategy for the desludging. The scheduling of the desludging is being assessed to provide sufficient time to construct the dewatering laydown area and phasing the desludging within the optimal season. This will be critical in preventing destabilisation of the treatment plant operation, due to the sensitivity of the micro-organisms living within the wastewater ponds.

5.1.2. Greytown WWTP Compliance

Early planning activities are underway for the long-term programme of upgrades required at the treatment plant. An opportunity is being assessed to undertake desludging of the Greytown ponds at the same time as Martinborough. There is a risk however that the resource consenting pathway is not straight forward, due to the lack of specific designations adjacent to the treatment plant. Further work is required to understand the desludging delivery timeline.

5.1.3. Donald Street Wastewater pumpstation renewal

The prefabricated wastewater pumpstation and storage tank have now been installed, and back filling activities are underway. The mechanical and electrical components are currently being installed and the contractor is working through the final planning work for the commissioning and handover to Wellington Water operations. Site works are forecast to start winding down from October as the pump station is brought online and the old pumpstation decommissioned.

5.1.4. Memorial Park WTP upgrade

The treatment plant upgrade project remains on-hold whilst Wellington Water work to present back to Council the wider supply strategy. The Greytown drinking supply cannot be considered in isolation from Featherston as the two drinking water sources are connected. The purpose of the presentation is to provide background and context to the existing supplies, the current supply strategy for South Wairarapa and the critical importance of the Memorial Park drinking water treatment plant. There

remains an ongoing risk of failure of the existing bore due to the asset condition, which if eventuates would cause a drop in network supply pressure, loss of water to a small number of properties and significant drop in firefighting supply.

5.2 Amenities

A summary of project activity is provided in **Appendix one**. All LTP projects are on track. Capacity continues to be a factor as the team is short two staff members due to resignation. In advance of the upcoming LTP we are compiling a list of possible ideas for capital investment that are being gathered from discussions with various groups in the community, along with ideas the Team has based on management of amenities assets.

In addition to the project activity report the below are some of the other activities we have underway.

5.2.1. Greytown Wheels Park

We have agreed and signed a contract with the supplier. They are developing a project plan, including a stakeholder engagement plan to give clarity on how the project will be delivered. The first stage is the park design which will collate historic ideas and gather current ideas to be developed into a detailed design that informs the subsequent build phase.

5.2.2. Green Space in Greytown

Officers have had good discussions with the Greytown Trust Lands Trust and the Greytown Rugby Club regarding green space options in Greytown. An options paper is going to Council regarding leasing the Rugby grounds.

5.2.3. Wellington Region Waste Management and Minimisation Plan (WMMP)

The WMMP is progressing well with collaborative work happening across the Greater Wellington Region, and within the Wairarapa. The eight Councils in the Wellington Region have consulted on the draft WMMP from 31 July - 1 Sept 2023 and are each responsible for consultation. The three Wairarapa Councils are sharing resources in a joined-up consultation approach. The Joint Committee will adopt the draft WMMP for consultation; hear submissions; and undertake the deliberation process. The final WMMP will then be adopted by each Council in December 2023 or early in the New Year depending on advice from the Ministry for the Environment. The draft Wairarapa "local action plan" was highlighted by Beca and other Wellington Councils as being a great document.

5.3 Roding

5.3.1. Hinekura Rd

We appreciate the project has been proceeding slowly and this is frustrating. Currently the Council is trying to procure a robust geotechnical evaluation that will let us better understand the level of risk in rebuilding the road through the slip zone.

WSP have submitted their updated proposal for a geotechnical risk assessment, along with indicative estimates for project set up costs. We are weighing up the costs and time involved.

There are other options, including assessing risk as we undertake the build. We are taking advice from Waka Kotahi on whether that meets their needs, and early conversations indicate that it may.

Waka Kotahi is very kindly offering us peer review and alternative optioneering utilising their expertise in this field. We met with a senior geotechnical engineer this week to receive advice on contracting and procuring in this type of situation.

Ultimately, whatever we do, the risk of failure from ongoing movement will rest with the Council. Any road design would have to be completed on the understanding that the design life is less than normal, and that the road could be compromised by movement of the land slide at any time.

Maintenance works are still happening on the alternative route under normal maintenance activities. In the previous month, we have successfully finished road repairs on Admiral Road. Currently, we are working to fix the dropouts on Clifton Grove Road, with the primary goal of enhancing the stability of the soft pavement sections. Last month contractors also applied AP65 aggregate to reinforce the road resilience. Looking ahead, we have scheduled maintenance works for Wainuioru Road, Ngakonui Road, and Moeraki Road in the upcoming months. It's worth noting that these roads underwent a thorough inspection by Fulton Hogan last month.

5.3.2. Interim Speed Management Plan

Submissions have closed and Hearings have been heard by both South Wairarapa and Carterton District Councils. Discussions will be held between both councils to ensure consistency is achieved especially along cross boundary routes. Final recommendations will be tabled at the Council meeting at the end of September to enable the development and submission of the Interim Speed Management Plan.

5.3.3. Martinborough Square Lighting project

Following receipt of estimates from the Project Manager the overall cost of the project has risen dramatically from an estimated \$200,000 to \$500,000. Our view is that given this, we are obliged to mitigate the cost to ratepayers if we can by applying the Waka Kotahi subsidy, as if applied that would save \$250,000. We intend to bring a paper to the next ICSC meeting resetting timelines and applying for new budget for the project. We are already dealing with a 20-week delay for procuring lights, which means the project will already be close to commencing in the first year of the LTP.

5.3.4. Operation Works

A more proactive as opposed to reactive approach to operational works is now planned over the next 3 months now that there is a more settled weather pattern. Works are behind due to the need to resource emergency works over the past 18

months. The main primary focus is on completing pre-seal repairs to enable resealing of the sealed roads to commence in a timely manner. Works will continue of sealed, unsealed pavements, drainage, bridges, and vegetation control as well as signage and guardrail improvements.

5.3.5. Capital Works

Our reseal programme has been approved and design and estimates have been accepted. The Key Performance Indicator of 5% sealing on the sealed network will not be met due to budgetary constraints. Sealed pavement rehabilitation is programmed on sections of Wards Line and Western Lake Road. Kerb and Channel replacement is programmed on Jellicoe and Fox Streets. Footpath renewals are now programmed on sections of Fitzherbert, Lyon, and Hickson Streets in Featherston. Bridge deck work is programmed on Tora Farm Settlement Road Bridge. Addition curve signage and delineation is programmed along Ponatahi, Lake Ferry and Cape Palliser Roads over the next 6 months.

5.3.6. Emergency Works

Works are programmed along the East Coast hill country and Cape Palliser Road. The land is still moving and slumping, and pre-approved budgets are having to be managed in line with initial Waka Kotahi approvals.

5.3.7. Asset Management Plan

The Roding Asset Management Plan is being redrafted to support the South Wairarapa District Council funding request for the 2024-2027 Long Term Plan, Waka Kotahi LTP funding cycle and inclusion in the Regional Land Transport Plan (RLTP). With the Government policy Statement just been released and out for submissions additional works will be required once the final plan is in place.

5.3.8. Resource Consents

Works have been done under Greater Wellington Regional Council resource consents and this works includes gravel extraction from various rivers and work on the boulder revetments along Cape Palliser Road.

6. Appendices

Appendix 1 – Project template for roading and amenities (August)

Contact Officer: Stefan Corbett, GM Partnerships and Operations

Appendix 1 – Project template for roading and amenities (August)

SWDC Infrastructure and Community Services Committee		Programme		Amenities		
Meeting 20/09/2023		Period		Sep-23		
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Service Contracts						
City Care \$977k						
Parks and Reserves						Working closely with City Care to achieve improved outcomes which are being noticed - in particular with mowing. Have developed a monthly reporting dashboard with City Care to be used for operational management, some key points for July: - all rounds were completed, just under half of sites mowed due to wet conditions and slowed growth, July was well above average rainfall - focus on edging, weeding, spraying, and gardening - playground fall-soft top-ups underway - shop and household rubbish is an ongoing problem with street bins with July being the highest since February
Earthcare \$1.7 million						
Solid Waste Management Joint contract between CDC, MDC and SWDC (led by MDC)						Working well Regular operational meetings with Earthcare and the three Councils Contract has been extended to 30 June 2025, during this time a "section 17A review" as per the Local Government Act 2002 will be carried out A few key points: - Greytown transfer station has had metal delivered and filling holes is in progress but needs fine weather - Martinborough transfer station has had lime and metal delivered to fill up the dip in the green waste area but needs fine weather - e-waste has slowed down and with price increases customers are putting e-waste over the tip face - Transfer stations are looking tidy with most items up-to-date for transfer
CLM (Swimming pools) \$265k						
Greytown Martinborough Featherston						Contract term ended and re-tendered RFP in the market closed with a preferred provider selected Council paper for September meeting to obtain CEO delegation approval to sign new contract as life of contract will be outside CEO delegation Expected contract start date 1 October Expected pools opening 25 November
Current LTP Projects						
Greytown Wheels Park \$1 million						
						Introductory meeting held with the Māori Standing Committee Supplier in Greytown for a week long of stakeholder engagement activities mid September Community group to be re-established Build pencilled in for November 2024
Tauherenikau bridge \$100k						
Contingency for bridge build						Project being managed by Greytown Trails Trust (GTT) Physical bridge build is complete and funded via MBIE GTT have received the engineers report to allow "final completion". This means we can apply for the final tranche of funding and progress the formal "sale" of the bridge from GTT to SWDC. Secured additional funding from MBIE to cover bridge strengthening costs, plus development of a 2km trail on Underhill Road (Featherston)
Featherston skate park repairs \$21k						
						Completed November 2022
Carkeek Observatory \$93k						
Conservation options						Options report completed by external expert Met with Dark Skies to map out way ahead - confirming key stakeholders as per the report - circulate report and convene initial stakeholder meeting to discuss options in the report Carkeek has been nominated for the Combined District Plan heritage schedule to align with its category 1 heritage status
Considine Park toilet block \$103k						
To complement the pump track once built						Contingent on pump track build which is being funded by the community Unsuccessful application for 50% co-funding via the MBIE Tourism Infrastructure Fund (TIF), will explore other funding or scale back build
Painting of swimming pools interior \$103k						
One pool complex per year						Martinborough pool is the focus for this season Reviewing quotes and soon to engage providers ahead of the swimming season Timing of works will require warm/fine weather
Exterior paint of senior housing \$61k						
One senior housing site per year						Building wash has uncovered R&M issues at Burling Flats in Featherston which are being investigated Painting will now occur at Cecily Martin Flats in Martinborough during November 2023
Land purchase for new open spaces - sports field for Greytown \$3.1 million						
						Discussions underway with Greytown Trust Lands Trust regarding the Rugby grounds and Bowling grounds. Discussions underway with the Rugby Club about how grounds and facilities could be shared. An options paper is going to the September Council meeting regarding leasing the Rugby grounds Land is scarce and expensive so a lease option is more viable.
Greytown cemetery extension \$155k						
						Continuation of planning and works Contractors are clearing the hedge area between the existing and new cemetery areas Planning is underway for new burial beams to be installed
Featherston Natural Burials extension \$75k						
						Continuation of planning and works Discussions are underway with contractors for completion of the driveway into the extension and any required re-shaping and levelling of the proposed burials area. Availability of contractors to do the work is a challenge.
ANZAC Hall exterior repaint \$156k						
						RFP in the market Looking to start work mid January 2024
Featherston Stadium paint, and vinyl of foyer and ablutions \$50k						
						Completed November 2022
Greytown sports facility - upgrade ablutions, changing rooms. \$180k						
Upgrade to the swimming pool ablutions to allow winter sports code access during and after Pavilion rebuild						Working with sports codes RFP in the market closing mid-September
Greytown sports facility - demolish and rebuild Pavilion \$1 million						
						Working with sports codes RFP in the market closing mid-September Council paper for September meeting to obtain CEO delegation approval to sign new contract as life of contract will be outside CEO delegation
ANZAC Hall - fix leaking top windows \$91k						
						Planning underway Reviewed quotes and will consider tendering the work Works to take approx. 6 weeks and will take place prior to painting
Greytown Hall - repair rotten foundations \$154k						
						Planning underway Engineers report completed 2021 Awaiting site visit / inspection from builder to inform a tender process
Gateway to the Wairarapa - consultation \$113k						
Public consultation for a feature at the entry into the Wairarapa towns						Yet to start
Other Significant Projects						
Wellington Region Waste Minimisation Management Plan (WMMP)						
						The 8 Councils in the Wellington Region are planning to consult on the draft WMMP from 31 July - 1 Sept 2023 and are each responsible for consultation The 3 Wairarapa Councils are sharing resources for a joined up consultation The Joint Committee will adopt the draft WMMP for consultation; hear submissions; undertake the deliberation process The final WMMP will then be adopted by each Council in December 2023 or early in the New Year, depend on advice from Ministry for the Environment
Lake Ferry Slip Drainage \$19k						
						Completed July 2023
Welcome to Featherston Signs						
Providing support to the community group for the re-install of the signs that were removed a few years ago						Southern site fence has been moved back into the reserve to accommodate the build Davis Sawmilling have been paid for the posts New resource consent has been lodged with the Planning Team who will liaise with Waka Kotahi Discussions with engineer on frangibility options for the northern sign to then advise Waka Kotahi Once resource consent has been provided the community group will project manage the build
Martinborough Square Lights \$47k						
Remedy the non-functioning lights inside the reserve NB - this does not include pedestrian lights						Electrical assessment has been carried out to determine faults to remedy - mostly light fittings to be replaced, plus some underground cabling Electrical quote and trenching quote received total \$44,027+GST Costs for resource consent and associated tree report estimated at \$2,500+GST As per procurement policy seeking additional quotes This work has approval as per Council resolution in conjunction with the pedestrian lighting project

Status key:

■ On track/achieving

■ Some concern

■ Off Track/Major concern

Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Reading Street Upgrade \$1.2 million						
Upgrade Street, kerb and channel, carparking drainage as part of Resource Consent.						Completion due Mid October
Sealed Road Resurfacing \$804K						
Chip seal treatment						KPI of 5% of sealed network will not be met due to financial restraints
FootPath Renewals \$340K						
Fitzherbert, Lyon and Hickson Street						Fitzherbert and Lyon Street will be concrete replacement and Hickson Street will be hotmix. All Streets in Featherston
Low Cost Low Risk \$760K						
Various low cost safety improvements within the district						Signage and guard rails to be installed on Ponatahi, Lake ferry and Cape Palliser Roads Flood warning gates will be installed on Ponatahi, Pukio West and Pahautea Roads, Underpass subsidy. Various reslince activities on Cape Palliser Road
Road to Zero \$450K						
Community engagement and signage						Speed management review
Bridge Inspections \$60K						
General inspections every 2 years and engineering every 6 years						WSP engineers to complete



Update on Implementation of Te Rautaki Rangatahi o Wairarapa – Wairarapa Youth Strategy

1. Purpose

To provide the Committee with an update on regional implementation of Te Rautaki Rangatahi o Wairarapa – Wairarapa Youth Strategy.

2. Recommendations

Officers recommend that the Committee:

1. Receive the 'Update on Implementation of Te Rautaki Rangatahi o Wairarapa – Wairarapa Youth Strategy' Report.
2. Note that recruitment of a Youth Development Coordinator is underway, utilizing external funding from Te Whatu Ora.
3. Note that Masterton, Carterton and South Wairarapa District Councils (the Wairarapa District Councils) have agreed Year 1 Regional Flagship Initiatives.
4. Note that the Implementation of Te Rautaki Rangatahi o Wairarapa – Wairarapa Youth Strategy (the Strategy) is on track to commence in Financial Year 2023/24.

3. Background

Te piko o te māhuri, tērā te tupu o te rākau - The way in which the young sapling is nurtured, determines how the tree will grow.

Rangatahi (youth 12–24-year-olds) are valued members of the community and the Wairarapa Councils are committed to ensuring that they have opportunities to positively participate in Council and community affairs and are supported to reach their full potential.

Young people make up 12% of the South Wairarapa population, 14% of the Wairarapa wide population, and 100% of our future population. They are the region's main agents of change; how we work together with and support them as a new generation will be pivotal to how we attract and generate resources to ensure the sustainable economic development and progress of our shared future.

In April and May 2023 the Wairarapa District Councils adopted the Strategy. This is the first time that the three Councils have come together to develop a common vision for rangatahi in our region. The purpose of the Strategy is to promote the wellbeing of rangatahi, recognise the needs of rangatahi and encourage youth development through the provision of services, facilities, and activities delivered by the Wairarapa District Councils. The joint Strategy enables the Wairarapa District Councils to take a co-ordinated approach in the work we do to support rangatahi and collaborate on making the Wairarapa a great place for rangatahi to grow and thrive over the next five years.

On 5 April South Wairarapa District Council resolved (DC2023/30) to:

6. Adopt the Wairarapa Youth Strategy: Te Rautaki Rangatahi o Wairarapa; And

7. Note a detailed implementation plan will be drawn up and circulated to Councillors for comment in the coming months. In the meantime, we will ensure any new policies or major initiatives will include consideration of the Wairarapa Rangatahi Strategy principles as appropriate.

(Moved Cr Bosley/Seconded Cr Gray) Carried

4. Issues for Consideration

Main developments for your consideration are:

4.1 Youth Development Coordinator in each Council

Following the adoption of the Strategy, South Wairarapa District Council (SWDC) has received funding of \$50,000.00 (gst excl) from Te Whatu Ora to deliver a programme of Youth Coordination and Support activities for FY 2023/24. Council has also received a donation of \$8,696 (gst incl) towards activities supporting the development of a Youth Council or related activities.

The development of a Youth Development Coordinator role has been identified as the most effective model for delivering the implementation plan of the Strategy. Recruitment for the role is underway.

The Youth Development Coordinator role will enable SWDC to:

- implement the Strategy and activities that meaningfully and actively support and capture youth voice and hau ora (wellbeing) for youth in the South Wairarapa.
- ensure Strategy alignment with strategic documents and the transitioning of the Strategy into LTP process and planning.
- together with Youth Development Coordinator staff at Carterton and Masterton District Councils, ensure that Strategy and implementation is connected and aligned across the three Councils.

The funding received from Te Whatu Ora for a SWDC Youth Development Coordinator role and implementation is one off funding. The 12 months resource will be carefully applied to capture learnings from implementation activities and ensure that future implementation of the Strategy is sustainably aligned with strategic documents and LTP processes. We are in close conversation with Te Whatu Ora and support quarterly reports to mitigate any issues that may arise.

4.2 Regional Initiatives

Through our shared commitment to deliver on the vision and priorities of the Strategy, the three Wairarapa District Councils have developed five regional initiatives to be included into the three district implementation plans. The delivery of Regional Initiatives enables the three Councils to weave our shared knowledge of the youth community and sector in the Wairarapa and deliver carefully coordinated activities and outcomes suited to needs and circumstances.

Regional Initiatives have been assigned district specific leads and resourcing where appropriate.

There are no additional budget requests attached to implementation of activities.

4.3 Regional Initiatives Overview

Regional Initiative	Detail	Timeframe	Lead Council
Inform and upskill Council staff of the Strategy, its intent and key priorities.	Each Council leads informing and onboarding of own staff.	1 quarter of 2023/24 FY, then as needed	Lead shared between three Councils
Share rangatahi voice (Strategy engagement data) with relevant sectors and community groups. Part 1 - bringing data together Part 2 – presenting and sharing data	Publish and present data by February 2024. Three Youth Coordinators undertake this work together, with support from Policy and Comms.	Bringing data together by December 2023. Publish and present data by February 2024	Lead shared between three Councils
Develop measurement and monitoring tools for the Strategy outcomes to facilitate regional conversation and reporting.	Monitoring and evaluation tools measure the progress of the implementation of the Strategy.	6-monthly cycle of review.	CDC
Support Youth Week activities. Regional approach and coordination with each Council supporting youth to deliver the activity in their district.	Supporting rangatahi/youth from the three districts to work together to identify and deliver activity across the region.	Youth Week May 2024 – supported by preparation from February onwards.	MDC supported by district specific leads/activities
Become an active member of Ara Taiohi and facilitate collaboration on training opportunities. Mana Taiohi prioritised for 2023/24.	Training may include different modules dep on availability/need/ Costs. Youth agencies/staff to be identified for each district. Councils take turns hosting in following FY.	Dates 2023/24 tbc	SWDC

Plans are reviewed on annual basis to consider changes in community needs. Items that have been identified as potential regional initiatives for outyears include:

- Engagement with 18-24 year olds
- Ongoing research with our rangatahi/youth
- Explore resourcing needs to support ongoing commitment to meaningful rangatahi engagement

4.4 Flexible model for resourcing Regional Initiatives

A collaborative approach to the delivery of Regional Initiatives has been developed to enable the Councils to plan and resource the regional activities without any impact on baseline funding.

The model developed for resourcing Regional Initiatives enables each Council to lead and resource one initiative, while allowing for two regional activities to be split across the three Councils.

The model enables us to deliver a series of regional initiatives through agile coordination and by optimising staff resource and strengths across the region.

The benefits of the model include:

- Resourcing of Implementation and Regional Initiatives are provided through allocated staff resource and budget for each year.
- Individual teams inform and onboard locally, while developing a high level of insight of rangatahi needs and aspirations both local and across the region.
- Delivery of district specific activities are effectively coupled with agile coordination of youth development outcomes across the region.
- Any administrative costs connected to traditional models of shared services are absorbed.

4.5 Flagship Project for South Wairarapa – Mana Taiohi training

In 2023-24 SWDC will lead the delivery of Mana Taiohi training to support the wider Wairarapa youth development sector. The training will be delivered in the South Wairarapa, and as such is an opportunity to provide high quality professional development to the district and regional youth development sector while drawing specific attention to rangatahi needs and services in the South Wairarapa.

The training will strengthen the relationships and networks between youth development workers across the region and grow a supportive ecosystem for rangatahi to develop and thrive over the next five years.

Informed by te Ao Māori, youth development evidence, and extensive consultation with young people and those who work with them, [Mana Taiohi](#) is a principles-based framework for effective and ethical responses to young people in Aotearoa. The framework recognises that young people thrive when they are put at the centre of the decisions that affect their lives, when they are supported in the context of their whakapapa and connections, and when their mana is upheld.

Mana Taiohi training can be complemented by the [Code of Ethics Youth Development](#). This is an agreed set of guidelines for Youth Work in Aotearoa to ensure that youth work is carried out in a safe, skilled, ethical manner. Ara Taiohi, the peak body for youth development in Aotearoa, is currently experiencing unprecedented demand for Mana Taiohi and Code of Ethics training across the motu.

4.6 Implementation Plans

The Strategy sets out seven rangatahi-centred priorities and what Council can do to respond to and support the core needs and aspirations for rangatahi in the Wairarapa. The three Wairarapa Councils recognise that in delivering these priorities it will be essential to work with rangatahi, community groups and agencies.

Implementation activities have been developed to specifically address gaps in how we work for and with rangatahi in the South Wairarapa, such as opportunities to work in partnership with rangatahi to advocate for improvements and changes, and to provide meaningful and accessible opportunities for youth participation and representation.

The Strategy is supported by implementation plans for each council and identifies a range of work in alignment with the priorities, including;

- areas of ongoing work that Councils already undertake and deliver to rangatahi.
- New projects or initiatives to be developed and implemented. Some of these projects are regional initiatives. Some of these projects may need further consultation or consideration by council. Where required these will be included within Long-Term Plan or Annual Plan planning cycles.
- Areas where the Councils will look to partner with others to deliver on the priorities.

Implementation Plan for Year 1 (2023/24) is provided in appendix.

As part of our commitment to the Strategy the Community Development teams across the three Wairarapa Councils expect to facilitate planning conversations or workshops with key stakeholders (youth, youth community and youth services) Elected Members to ensure Yr 2 and future activities are strategically and sustainably aligned with long term strategic plans and regional efforts.

5. Summary of Considerations

The implementation and resourcing of the Strategy provides South Wairarapa community with the following benefits, including:

- Increased levels of service, specifically through the resourcing of a Youth Development Coordinator role in the South Wairarapa, supporting and advocating for the needs and aspirations of 12-24 year olds.
- Access to meaningful and sustained opportunities for youth participation, voice and leadership.
- Opportunities for targeted engagement with rangatahi on specific matters that are important to them, and that affect them.
- Five Regional Initiatives which have been developed by the Councils to deliver on the vision and priorities of the Strategy.
- An SWDC flagship project that will provide access to high quality training for local and regional youth development sector with subsequent improved experiences for rangatahi who are involved in services or participating in their communities.
- Youth voice and participation is supported and seen to be valued by Council and actively supported to be equally reflected across the Wairarapa.

6. Treaty of Waitangi / Implications for Tangata Whenua

A Wairarapa Youth Strategy includes all rangatahi. The Wairarapa Councils will seek feedback on Initiatives and activities from rangatahi Māori, mana whenua and Māori Standing Committee.

7. Legal Implications

There are no legal implications.

8. Financial Considerations

The projects or initiatives identified for year 1 (2023/24) are within current financial baselines and planned work.

7 Appendices





Appendix 1 – Implementation Plan Year 1

Contact Officer: Siv Fjærestad, Community Development Coordinator

Reviewed By: Stefan Corbett, Group Manager, Partnerships & Operations

Appendix 1 – Implementation Plan Year 1


South Wairarapa District Council Implementation Plan

Priorities	Initiative	Description	Time-frame	Lead (L) and Partners	Yr 1 Tasks 2023/24 FY	Budget and Resourcing
	Explore ongoing support of the TUIA Mentorship Programme	TUIA Mayoral Mentorship programme: The Tuia kaupapa is an intentional long-term, intergenerational approach to develop and enhance the way rangatahi contribute to communities throughout Aotearoa New Zealand, and to develop the leadership capacity of young Māori in our communities.	Underway (2022-23) Reviewed annually	Policy & Governance Team (L) Community Development The Mayor Māori Standing Committee TUIA Programme	Work with partners to record benefits of the Tuia programme (2022/23) for continued delivery in 2024. Provide advice and options to the Mayor regarding the programme. Support recruitment of SW Tuia mentees and delivery of Tuia programme for 2024.	Included as part of the Policy & Governance and Community Development work programme and existing budgets.
	Explore opportunity for youth-led initiatives and placemaking	Where possible, support opportunities for youth led initiatives and participation connected to LTP projects or projects connected to existing assets that involve or affect youth.	Underway	Community Development (L) Amenities Communication & Engagement	Where upcoming projects have a rangatahi related component to the outcome, rangatahi are given opportunity to provide input. Walk alongside rangatahi to build Council and community understanding of their aspirations.	Included as part of the Community Development work programme and existing budget.
	Explore support for rangatahi to attend 2024 Festival for the Future FFTF (Annual National leadership and innovation summit) for youth	FFTF provides opportunities for rangatahi to participate in Aotearoa’s biggest summit on leadership and innovation for impact. FFTF features a line up of 1,400+ current and future leaders from across the nation, future-focused panels and workshops to build ideas and skills for a more inclusive and sustainable Aotearoa.	Underway	Community Development (L) Youth Focus Group Inspiring Stories	Investigate outcomes and costs for rangatahi that have already participated (Masterton Youth Council via MDC, Carterton Youth Council via CDC) Where possible, develop opportunity and process. Where possible, support three youth from South Wairarapa to attend through an application process. Successful applicants then fundraise for costs beyond the ticket.	Included as part of the Community Development work programme and existing budget.
	Explore opportunities for Rangatahi to hold Youth Advisory roles on the three Community Boards.	Community Development and Policy & Governance teams work with Community Boards, Māori Standing Committee (MSC) and rangatahi to review Youth Advisory Roles.	Underway	Community Development (L) Policy & Governance (L) Community Boards MSC Youth reps / Youth Focus Group	Identify what worked and what has not worked in the past. Explore best practice youth participation models. Workshop with Community Boards on Youth Participation and Te Rautaki Rangatahi o Wairarapa Explore collaboration with Youth Focus Group. Provide recommendations for development of role to support youth participation	Included as part of the Community Development and Policy & Governance work programme and existing budget.
	Rangatahi are consulted on relevant plans, policies and strategies.	We are committed to seeking rangatahi feedback through consultation process on our Policies, Strategies and Plans that have particular relevance to them.	Underway	Policy and Governance (L) Community Development Focus Group Communications & Engagement	Encourage rangatahi input during consultation on our key strategic documents. Where possible, provide Youth Focus Group and Youth Advisory roles with a list of upcoming policies, strategies and plans which will be going out for consultation. Where possible lead teams will workshop or present their policy/ plan/ strategy to the Youth Focus Group for feedback, as a part of consultation or pre-engagement processes	Included as part of the Policy & Governance work programme and existing budget.
	Access to free swimming pools	All swimming pools in South Wairarapa Districts are free entry.	Underway	Amenities (L) Community Development Local swim groups & Pool Contractors	Investigate data to build a picture of numbers of youth using the service and outcomes for youth. Where possible collaborate to identify and support opportunities for events for youth and whānau at pools	Included as part of the Amenities and Community Development work programme and existing budgets.

	<p>Facilitate a Youth Focus group where rangatahi have opportunity to participate, feel safe and lead initiatives that are important to youth or represent youth voice.</p>	<p>Provide youth-friendly opportunities to improve access, support facilitation and implementation of rangatahi voice. Support youth to connect with long term Council planning processes and the collection of relevant data.</p>	Underway	<p>Community Development (L)</p> <p>Te Whatu Ora</p> <p>Youth and Community organisations</p>	<p>Promote Youth Focus Group to rangatahi.</p> <p>Provide regular opportunities for Youth Focus group members to connect.</p> <p>Develop relevant resources to support Youth Focus group.</p> <p>Work with key groups/networks/services providers to explore the development of a SW Leadership group for youth development.</p> <p>Walk alongside Youth Focus Group and Youth Advisory Roles to support youth aspirations and opportunities.</p> <p>Where possible support opportunities for regional rangatahi networking and collaboration.</p> <p>Collate data and information relevant to youth and youth development to align with business case, strategic documents and processes</p>	<p>Included as part of the Community Development work programme and existing budget.</p>
	<p>Support youth through administration of grants funding</p>	<p>Grants funding relevant to youth is advertised and administered to support youth development outcomes and recognise rangatahi need.</p>	Underway/ Annual	<p>Policy & Governance (L)</p> <p>Governing Body of Grants</p> <p>Sport NZ</p> <p>Community Development</p>	<p>Develop reporting framework to capture outcomes for and by youth achieved through grants and grants processes.</p> <p>Promoting grants actively with young people</p> <p>SportNZ Rural Travel fund is advertised and administered to support teams and clubs of young people who require assistance with transport to local competitions.</p>	<p>Included as part of the Community Development, Policy & Governance, and Community & Grants and Sport NZ Rural Travel Fund work programme and existing budgets.</p>
	<p>Support ongoing youth development outcomes and Strategy Priorities through 0.5-1.0 Youth Development staff resource</p>	<p>Develop business case for LTP purposes to promote rangatahi wellbeing and enable sustainable youth-led agency and voice in our council</p>	Underway	<p>Community Development (L)</p> <p>Policy & Governance</p>	<p>Investigate learning and outcomes connected to Youth Focus Group, Youth Advisory Roles, youth initiatives.</p> <p>Investigate opportunities, outcomes and risks from neighbouring youth councils and youth development resourcing.</p> <p>Develop business case in alignment with LTP process</p>	<p>Included as part of the Community Development work programme and existing budget.</p>
	<p>Explore opportunities for rangatahi-led climate change or environmental initiatives</p>	<p>Council connects with local schools to explore ways that rangatahi can be actively involved in improving our environment through partnerships and kaitiakitanga</p>	Underway	<p>Community Development (L)</p> <p>Climate Change Advisor (L)</p> <p>Amenities</p>	<p>Explore opportunities for local schools/college to connect with kaitiakitanga / guardianship opportunities.</p> <p>Support schools/college in applying for funding or connect with organisations/funding to support planting or similar events</p>	<p>Included as part of the Community Development work programme and existing budget.</p>
	<p>Enviroschools programmes</p>	<p>Enviroschools is an environmental action-based programme where young people are empowered to design and lead sustainability projects in their schools, neighbourhoods and country.</p>	Underway/ ongoing	<p>Enviroschools Co-ordinator</p> <p>Greater Wellington Regional Council</p> <p>Community Development</p>	<p>Delivery of Enviroschools Programme to schools as per the MOU.</p>	<p>2022/23 SWDC funding was \$17,323.60. Funding amount is adjusted annually for inflation.</p>

The Year 1 Wairarapa Youth Strategy Implementation Plan for South Wairarapa District Council sets out a number of activities that connect to the rangatahi-centred priorities of Te Rautaki Rangatahi o Wairarapa – Wairarapa Youth Strategy (the Strategy). Community Development recognises that in delivering to the priorities, our resources are limited and the Strategy and Implementation Plan provides an opportunity to work with and learn from rangatahi/youth, community groups and agencies in making the Wairarapa a great place to live for rangatahi/youth. Activities highlighted in blue have therefore been identified as core activities for Community and Youth Development. These core activities will enable youth-led agency and voice, draw attention to the needs and aspiration of rangatahi/youth and provide guidance for prioritisation and future implementation of activities.

Regional Initiatives Implementation Plan

Priorities	Regional Initiative	Description	Time-frame	Lead (L) and Partners	Yr 1 Tasks 2023/24 FY	Budget and Resourcing
	Develop measurement and monitoring tools for the Strategy outcomes	Monitoring and measurement tools and developed and actively used to facilitate regional conversation and reporting.	Underway	Community Development teams of CDC (L), MDC and SWDC	Develop a monitoring template. Coordinate regular monitoring of activities against Strategy goals together with partnering agencies. Review and update process as needed.	Included as part of the Community Development work programme and existing budget.
	Facilitate training and opportunities to ensure best practice youth development services	Facilitate the delivery of Mana Taiohi training for youth workers/relevant staff/agencies to ensure best practice youth development services for rangatahi	Underway	Community Development teams of SWDC (L), MDC and CDC Partnering agencies & community stakeholders	Identify course opportunities and partnerships according to need. Promote to staff, SW and Wairarapa agencies, community. Coordinate event and review outcomes.	Included as part of the Community Development work programme and existing budget.
	Share rangatahi voice	Strategy engagement data is shared with relevant sectors and community groups.	Underway	Community Development teams of MDC, CDC and SWDC Youth Development Coordinators of MDC, CDC and SWDC	Part 1 - bringing data together Part 2 – presenting and sharing data	Included as part of the Community Development work programme and existing budget.
	Inform and upskill Council and Community on Strategy	We are committed to promoting rangatahi wellbeing and to apply the Strategy as a lens across all the work that we do when delivering to or working with rangatahi.	Underway	Community Development teams of CDC, MDC and SWDC	Provide opportunities for staff, Elected Members and community to learn about the Strategy. Facilitate conversations with stakeholders to ensure youth voice is reflected in future implementation and activities are aligned with long term strategic plans and regional efforts.	Included as part of the Community Development work programme and existing budget.
	Support youth led activities for Youth Week	Youth Week is a nationwide festival of events organised by young New Zealanders to celebrate talent, passion and success of local young people. The week recognises the youth workers, youth service providers and others working with and for young people.	Underway	Community Development teams of MDC (L), CDC and SWDC Youth Councils Youth Focus Group	Support Youth Councils (MDC, CDC) and Youth Focus Group (SWDC) to identify or design events. Support regional initiatives or opportunities to collaborate where possible. Walk alongside youth to obtain funding, coordinate, promote and deliver the events.	Included as part of the Community Development work programme and existing budget.

The Community Development teams of Masterton, Carterton and South Wairarapa District Councils will collectively coordinate and plan timeline and finer details of activities as well as liaise and engage with other council departments as needed.



Infrastructure and Community Services Committee

20 September 2023

Agenda Item: D3

Action Items

1. Purpose

To present the Committee with updates on actions and resolutions.

2. Executive Summary

Action items from recent meetings are presented to the Committee for information. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will remain in a master register but no longer reported on. Procedural resolutions are not reported on.

3. Appendices

Appendix 1 – Action Items to 20 September 2023

Contact Officer: Amy Andersen, Committee Advisor

Reviewed By: Paul Gardner, Interim Chief Executive Officer

Appendix 1 – Action Items to 20 September 2023

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
516	27 Oct 21	S Corbett	Work on a health and safety action plan with the Wairarapa Trails Action Group to ensure network safety of the proposed trails and continue discussions on cyclist safety on Underhill Road leading to the Tauherenikau Cycle Bridge.	Open	<p>8/11/21: WTAG chairman Greg Lang, Carterton Mayor is having discussions with SWDC Mayor on a way forward to resolve this problem on both sides of Underhill Road</p> <p>20/12/21: Bridge construction delayed 12-14 weeks (subject to weather).</p> <p>27/1/22: Underhill Road will be included as part of the speed review, other initiatives will be investigated prior to the bridge opening in September.</p> <p>9/3/21: Action amended to include advance changing of speed limit on Underhill Road.</p> <p>20/4/22: Amended - action above deleted.</p> <p>06/05/2022: Officers working to make Underhill Road safe before opening of bridge. Funding applied for. Request to close action.</p> <p>Check with Stefan</p> <p>11/01/22: Action reassigned from A&S to ICS following implementation of new committee structure.</p> <p>25/01/23: Committee Chair requested update required on project, costs for work to be completed, (quote from Pope and Gray), how will this be funded; PGF/Ratepayers or other funding source.</p> <p>1/02/23: Ongoing work to be completed– remains open.</p> <p>18/07/23: The share the road with cyclists signs have been put in on Underhill Road (Greytown and Featherston sides). The Underhill Road road edges have been flattened to allow cyclists to more easily get off the road if needed.</p>
398	8 Aug 22	S Corbett/ K Ashcroft	To provide further information and costings on the options to manage the water race networks in future and prepare a water race next steps plan for moving forward following the survey results	Open	<p>12/09/2022: On hold until future of water races as stock water supply assets under proposed Natural Resources Plan and NPS confirmed with GWRC</p> <p>11/01/22: Action reassigned from WRS to ICS following implementation of new committee structure.</p> <p>25/01/23: Committee Chair requested update on now that Water races are to remain in Council control and not 3 Waters, should this be combined with numbers 268, 267 and 25 above to resolve issues.</p> <p>01/2/23: Action combined with 267.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
117	13 Apr 23	S Corbett	To request a report from officers on the process of requesting Waka Kotahi to terminate SH53 at the entrance to Martinborough.	Open	
210	1 Jun 23	S Corbett	To request officers provide cost/benefit analysis relating to the SH53 proposal (with Martinborough Business Association), and the Hinekura Road realignment (economic impact on community).	Open	5/09/23: This will be reported on at the meeting scheduled for 23 November 2023. As a note there is no operational benefits, and costs include depreciation, pavement, surfacing, Kerb and Channel, streetlight renewals, operational costs, e.g. inspections, streetlight maintenance including power costs, road marking, street sweeping pavement repairs, signage etc.
214	1 Jun 23	S Corbett	<p>INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/14) to:</p> <p>1.Approve that management commence a joint review at a CE level between SWDC and WWL into the circumstances under which the plant had new connections suspended.</p> <p>2.Approve that management extend the review to recommend improvements to project management, governance and reporting to reduce the likelihood of a similar event happening in the future.</p> <p>Items 1-2 read together (Moved Mayor Connelly/Seconded Cr Plimmer) Carried</p> <p>3.Note an urgent health check of our other wastewater treatment plants is underway by Wellington Water with a report back date of 31 May 2023.</p> <p>4.Note that urgent work is underway to confirm a compliance plan to bring the plant into consent as fast as possible.</p> <p>Items 3-4 read together (Moved Cr Sadler Futter / Seconded Cr Woodcock) Carried</p>	Actioned	14/09/23: Report to ICS meeting 20 September.
215	1 Jun 23	A Bradley	To request officers organise a tour for Council members on key facilities to support knowledge and understanding of infrastructure and assets.	Open	19/06/23: Email sent to A Bradley for further updates/planning.

Member Report – Drainage at the corner of Daniell Street and Fitzherbert Street in Featherston

1. Purpose

The purpose of this report is to highlight concerns of the Featherston Community Board with regard to the ongoing issue with the drainage at the corner of Daniell Street and Fitzherbert Street in Featherston.

2. Recommendation

It is recommended that ICS Committee:

1. Receive the Member's Report on the Drainage at the corner of Daniell Street and Fitzherbert Street in Featherston.

3. Discussion

The FCB requests that the damaged infrastructure that causes recurrent flooding is repaired as a matter of urgency. It is a health and safety risk, as well as an aesthetic problem. Most visitors to the Wairarapa region are obligated to travel into and through Featherston, and we believe that it not only harms the tourism activity of the town and therefore the economic potential of local businesses, but also the scenic reputation of the entire region.

It is unacceptable that this has been an ongoing issue for so many years, given that it is on the main street of Featherston and affects both pedestrians and vehicles. We regard the fact that this has been allowed to remain in a state of disrepair for such an extreme length of time to be a failure by the SWDC.

The FCB have been informed by SWDC that as the damaged infrastructure is under a state highway any repairs are the responsibility of Waka Kotahi. The last information that was shared by SWDC with FCB was that any plans to initiate repair were awaiting finalisation of flood modelling from Wellington Water, and it is our understanding that this work has now been completed.

The FCB request that vigorous advocacy be applied by SWDC to Waka Kotahi on behalf of Featherston to prioritise and expedite the repairs needed. This advocacy should be publicly available so that both the FCB and the people of Featherston are able to see that the SWDC officers are taking these concerns seriously. We also request that there is an

appropriate timeframe advised in which to anticipate repairs to be completed, and that this timeframe is publicly communicated.

Finally, the FCB request that, if Waka Kotahi are unable or unwilling to complete the repairs, the SWDC progresses with a project plan to undertake the work themselves. It is no longer acceptable to burden the residents of Featherston with broken, dangerous and unsightly infrastructure on the main street in the middle of our town, and we encourage SWDC to take proactive steps towards ensuring an expeditious repair.

Prepared by: Councillor Rebecca Gray on behalf of the Featherston Community Board.