



Infrastructure and Community Services Committee Meeting Agenda 25 July 2023

NOTICE OF MEETING

This meeting will be held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 10.00am. The meeting will be held in public and will be live-streamed and will be available to view on our [YouTube channel](#).

Committee Membership: Councillor Aidan Ellims (Chair), Mayor Martin Connelly, Deputy Mayor Melissa Sadler-Futter (Deputy Chair), Councillors Rebecca Gray, Martin Bosley, Aaron Woodcock, Alistair Plimmer and Pip Maynard.

Open Section

A1. Mihi / Karakia Timatanga - Opening

A2. Apologies

A3. Conflicts of interest

A4. Public participation

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

A5. Actions from public participation

A6. Extraordinary business

A7. Confirmation of minutes

Pages 1-5

Proposed resolution: *That the minutes of the Infrastructure and Community Services meeting held on 1 June 2023 are a true and correct record.*

A8. Matters arising from previous minutes

B Decision Reports from Chief Executive and Staff

B1. Recommendations from the Hearings Committee

Pages 6-48

B2. Libraries: Operating Model and Opening Hours

Pages 49-70

C Information Reports from Chief Executive and Staff

C1. Update from the Partnerships and Operations Group

Pages 71-95

C2. Action Items

Pages 96-99

| | | |
|-----------|---------------------------------------|---------------|
| D | Chairperson's Report | |
| | D1. Report from Councillor Ellims | Pages 100-101 |
| E | Member's Reports | |
| | E1. Report from Councillor Woodcock | Pages 102-103 |
| F. | Karakia Whakamutunga - Closing | |



Infrastructure and Community Services Committee Minutes from 1 June 2023

- Present:** Councillor Aidan Ellims (Chair) Deputy Mayor Melissa Sadler-Futter, Mayor Martin Connelly, Councillors Pip Maynard (via Zoom), Alistair Plimmer, Martin Bosley (in person, then via Zoom from 12:18pm), Aaron Woodcock and Rebecca Gray (via Zoom; until 1:39pm).
- 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) and Amy Andersen (Committee Advisor). Adam Mattson (Programme Delivery Lead South Wairarapa) Fariz Rahman and Alexei Murashev (WSP Consultants), Kara Atkinson (Street Lighting), Charles Barker (Wellington Water)
- Public Forum:** Allan Hogg, Charlotte Harding, Don McCreary and Grant Muir.
- 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 2:13pm. This meeting was live-streamed is available to view on our YouTube channel.
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Open Section

A1. Karakia Timatanga - Opening

Mayor Connelly opened the meeting.

A2. Apologies

There were no apologies.

A3. Conflicts of Interest

There were no conflicts of interest.

A4. Public Participation

Allan Hogg and Charlotte Harding – Martinborough Business Association

Mr Hogg, supported by Ms Harding, spoke in support of the SH53 proposal and noted the preference of local businesses was have local control of the road. Challenges to event management and road closures. Mr Hogg and Ms Harding responded to queries from members, including: whether Waka Kotahi had ever declined an application or activity refused, clarification of a previous proposal pedestrianisation (Princes Street), whether rural

businesses are included in supporting this proposal (costs to rural ratepayers), the current costs to businesses, percentages of businesses in Martinborough supporting this proposal. Cr Ellims made note of Action 117 – that a report has been requested.

Ngahuia Barrs and Mark Guscott – Martinborough Primary School

Ms Barrs and Mr Guscott spoke in support of the SH53 proposal, which they said would alleviate issues relating to safety, time and money in relation to event management (*Round the Vines*). Ms Barrs and Mr Guscott responded to queries from members, including: whether they talked to Council about current issues in relation to traffic management and Waka Kotahi’s application process for traffic management.

Don McCreary – Hinekura resident

Mr McCreary spoke in support of Hinekura Road realignment including the current state of the road, temporary track access, the proposed construction and testing yet to occur, issues regarding slumps and water drainage, and needs of the Hinekura community. Mr McCreary responded to queries from members including further slips and if the road close to Mr McCreary’s residence is continuing to drop.

Grant Muir – Hinekura resident

Mr Muir spoke in support of the Hinekura Road realignment and commented on the maintenance of the road over the past 5-10 years, issues relating to flooding and culverts, and the ongoing impact on businesses and events, and water tables. Members queried maintenance of water tables.

A5. Actions from public participation

Action 209: To schedule a workshop to outline conditions of contract and alternatives on the future of Ruamāhanga Roads.

Action 210: 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).

Cr Plimmer left at 11:02am.

Cr Plimmer returned at 11:04am

Noted: the Hinekura Road realignment would be discussed as part of item B1 and the SH53 proposal would be discussed in item E3.

A6. Extraordinary Business

INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/11) resolved to seek clarification from S Corbett about funding for remediation of flooding at Supa Value, Featherston as reported in the Wairarapa Times Age on 20 May 2023.

This item cannot be delayed until the next committee meeting due to high level of public interest within Featherston; this is the first opportunity for the committee to discuss the issue. The extraordinary business will be added to agenda item B1.

(Moved Cr Plimmer/Seconded Cr Woodcock)

Carried

A7. Minutes For Confirmation

INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/12) that the minutes of the Infrastructure and Community Services meeting held on 13 April 2023 are a true and correct record.

(Moved Cr Sadler Futter/Seconded Cr Plimmer)

Carried

A8. Matters arising from previous minutes

There were no matters raised from the previous minutes.

B Decision Reports from Chief Executive and Staff

B1. Update from the Partnerships and Operations Group

Mr Corbett spoke to matters in the report. Mr Corbett responded to member's queries relating to Hinekura Road realignment options (preferred option from officers, which option is more at risk of slippage, estimated costs, the quickest solution to support the community, issues relating to water tables and movement of the terrain, do the locals have information to assess risks for themselves, risk assessments prior to construction, provision of updates to Council).

The meeting was adjourned at 12:02pm.

Cr Bosley left during the break.

The meeting was reconvened at 12:12pm.

Cr Bosely returned via Zoom at 12:18pm.

Mr Corbett responded to member's queries relating to the project for lighting in the Martinborough Square, Featherston Wastewater Treatment Plant I&I issues and processing of wastewater.

Extraordinary business item: Mr Corbett provided clarification that the funding for remediation of flooding at Supa Value, Featherston as reported in the Wairarapa Times Age on 20 May 2023 would be applied to study and investigate the flooding, not repairs.

INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/13) to:

1. Recommend to Council to advance Hinekura Road option 3 to risk assessment and preliminary engineering design and plans with a more sophisticated estimate of costs.

(Moved Cr Plimmer/Seconded Mayor Connelly)

Carried

2. Note the early warning of an issue that we are dealing with in the Featherston WWTP Consent Project. The issue relates to increased infiltration rates for the plant.

3. Note the Martinborough Pedestrian Lighting project is on track to commence in Financial Year 2023/24 as planned, and a costed business case is in draft.

[Items 2-3 read together]

(Moved Cr Plimmer/Seconded Cr Sadler Futter)

Carried

B2. Martinborough Wastewater Treatment Plant Compliance and Capacity Issues

Mr Corbett spoke to matters in the report, supported by Ms Wells, Mr Mattson and Mr Barker. Members queried funding to support operational costs, and timeframe for the review (next committee meeting).

Cr Gray left the meeting at 12:40pm.

Cr Gray returned at 12:56pm.

INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/14) to:

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.

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.

Items 1-2 read together

(Moved Mayor Connelly/Seconded Cr Plimmer)

Carried

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.
4. Note that urgent work is underway to confirm a compliance plan to bring the plant into consent as fast as possible.

Items 3-4 read together

(Moved Cr Sadler Futter / Seconded Cr Woodcock)

Carried

B3. Better Off Funding – Project Substitution Decision

Mr Corbett spoke to matters included in the report. Members queried possible recommendations to Council, priorities at other sites, and alternative sources of funding for the project, timeframes and constraints for use of the funds.

Cr Plimmer left the meeting at 1:04pm

Cr Plimmer returned to the meeting at 1:05pm

Members discussed the need for further strategic planning sessions and workshops to support work going forward. Mr Gardner noted several workshops are being planned in July/August 2023, including water and RMA reform.

Action 215: To request Council Officers organise a tour for Council members on key facilities to support knowledge and understanding of infrastructure and assets.

INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/15) to:

1. Receives the *Better Off Funding – Project Substitution Report*.

(Moved Mayor Connelly / Seconded Cr Maynard)

Carried

2. Request Council Officers provide a full report on *Better Off Funding* to Council meeting on 7 June, including options for debt funding; to be included as an extraordinary business item.

(Moved Cr Plimmer/ Seconded Cr Woodcock)

Carried

C Information Reports from Chief Executive and Staff

C1. Action Items

There were no comments or updates on the action items.

Cr Gray left the meeting 1:39pm.

D Chairperson's Report

D1. Report from Councillor Ellims, Infrastructure and Community Services Committee Chair

Members commented on the Council facilities in Greytown (accessibility and current usage) and Mr Corbett stated the process to lease the First Masonic Hall has been paused.

Regarding customer satisfaction, Mr Gardner spoke to the lessons learned review and current customer reporting channels.

INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/16) to receive the Chairperson's Report.

(Moved Cr Ellims/Seconded Cr Plimmer)

Carried

E Member's Report

E1. Report from Mayor Connelly – SH53 Proposal

Mayor Connelly spoke to matters included in the report. Members queried costs and a previous request for report on SH53 termination, traffic management for civic events and commercial events.

Action 117 reworded: To request a report from officers on the process, costs/benefit and ongoing liability of requesting Waka Kotahi to terminate SH53 at the entrance to Martinborough for the ICS meeting scheduled on 23 November 2023.

Mayor Connelly withdrew the report.

F Karakia Whakamutunga – Closing

Cr Sadler-Futter closed the meeting.

The meeting closed at 2:13pm.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

Recommendations from the Hearings Committee

1. Purpose

To provide an opportunity for members to consider recommendations received from the Hearings Committee.

2. Recommendations

Officers recommend that the *Committee*:

1. Receive the *Recommendations from the Hearings Committee Report*.
2. Consider the following recommendations made by the Hearings Committee:

| Recommendations from the Hearings Committee | Resolution Number |
|--|-------------------|
| <p>2) To recommend to the Infrastructure and Community Services Committee not to progress the proposed recommendation in the report for the Soldiers' Memorial Park – New Bore and Pump.</p> <p><i>(Moved Mayor Connelly /Seconded Cr Plimmer)</i></p> <p><u>Carried</u></p> | <p>HC2023/02</p> |

3. Background

The reports to the Hearings Committee meeting relating to the recommendations in this report can be found here: <https://swdc.govt.nz/wp-content/uploads/HCAgendaPack-19July23.pdf>

The report relating to recommendations (HC2023/02), was considered by the Hearings Committee at their meeting on the 19 July as item 5.

Noted, Mayor Connelly will speak to this report to provide background and details relating to the decision of the Hearings Committee.

4. Appendices

Appendix 1 – Greytown Memorial Park Bore Hole Submissions Summary Report

Contact Officer: Stefan Corbett, Partnerships and Operations

Reviewed By: Paul Gardner, Interim Chief Executive

**Appendix 1 – Greytown Memorial Park
Bore Hole Submissions Summary
Report**

Greytown Memorial Park Water Bore Hole Submissions Summary Report

1. Purpose

To provide advice to the Hearings Committee in relation to the Greytown Soldiers' Memorial Park – New Bore and Pump proposal as attached to this report.

2. Executive Summary

Wellington Water, on behalf of South Wairarapa District Council (SWDC), is upgrading the water treatment facilities at Soldiers' Memorial Park on Kuratawhiti Street to increase the resilience of the Greytown Kuratawhiti drinking water supply.

The treatment plant upgrade includes drilling a new bore which requires consent under the Reserves Management Plan, which the Hearings Committee must hear and determine.

3. Recommendations

Officers recommend that the Hearings Committee:

1. Note that 4 submissions were received as part of the community consultation process on the proposed Soldiers' Memorial Park – New Bore and Pump.
2. Agree to progress the proposed New Bore and Pump at Soldiers' Memorial Park as detailed in the Statement of Proposal.
3. Note that the final recommendation for the Soldiers' Memorial Park – New Bore and Pump will be presented to the Infrastructure and Community Services Committee or Council for approval at their next scheduled meeting.

OR

4. Agree **not** to progress the proposed recommendation in the report for the Soldiers' Memorial Park – New Bore and Pump.

4. Appendices

Appendix 1 – Soldiers' Memorial Park New Bore and Pump; Reserve Management Plan Submissions Summary

Appendix 2 – Presentation: Ensuring a reliable supply of safe and healthy drinking water to Greytown

Contact Officers: Stefan Corbett, General Manager Partnerships and Operations
Laurence Edwards Chief Advisor – Drinking Water, Wellington
Water

Reviewed By: Amanda Bradley, Acting Interim Chief Executive Officer

**Appendix 1 – Soldiers’ Memorial Park
New Bore and Pump; Reserve
Management Plan Submissions
Summary**

Soldiers Memorial Park – New Bore and Pump

Reserve Management Plan Submissions Summary

Purpose

This report summarises the submissions received during the public consultation on the proposed new abstraction bore and pump at Soldiers Memorial Park, Greytown. This summary of submissions identifies the key themes from submissions received, with full submissions included as Appendix A to this report.

Background

Proposed Works

The Memorial Park Water Treatment Plant (WTP) is owned by South Wairarapa District Council (SWDC) and operated by Wellington Water Limited (WWL). The existing bore, pumping and treatment facilities are located within Soldier's Memorial Park Reserve in Greytown.

The current bore and treatment facilities supply drinking water to Greytown and during high demand periods this bore is relied on to maintain pressure and flow for domestic and firefighting use. The existing treatment plant does not meet drinking water standards and requires upgrading. The existing bore pump and bore is aging and in poor condition and is at increasing risk of failure at any time resulting in a loss of suitable network pressure, particularly during high demand periods. Upgrading of the treatment facilities to meet drinking water standards would require the existing bore to be offline for 2-3 months while the new treatment plant is commissioned, resulting in low water pressure throughout the town.

WWL are undertaking a project of upgrades to the water treatment facilities to safeguard the delivery of potable water to Greytown and increase the resilience of the town's drinking water supply. The treatment plant upgrade consists of two stages:

1. Installing a new bore to ensure continuity and resilience of the water supply in the long term; and
2. Installing the new water treatment plant (a containerised system), which involves connecting the plant to the bore and the wider drinking water network.

Reserve Management Plan

Soldiers Memorial Park is classified under the Reserves Act 1977 as a recreation reserve and heritage reserve. The part of Soldiers Memorial Park containing native bush (referred to as O'Connor's Bush) is classified Historic Reserve under Section 18 of the Reserves Act 1977. The remainder of the Soldiers Memorial Park is classified Recreation Reserve under section 17 of the Reserves Act 1977.

Soldiers Memorial Park Reserve Management Plan (RMP) was adopted by SWDC in 2007 and approved by the Department of Conservation in 2008. The RMP, prepared in accordance with section 41 of the Reserves Act 1997, provides for the use, enjoyment, maintenance, protection, preservation, and development of the reserve.

The RMP provides specific direction on network utilities through policies 38-44. Specifically, policies 43 and 44 provide direction for water extraction utilities. Under Policy 43, new pumping facilities or modifications to the existing pump facilities require Council approval after public consultation.

WWL as the applicant are now seeking formal approval from SWDC under policy 43 of the Memorial Park RMP for the new bore and pump.

The applicant has discussed the requirements for approval under the RMP with SWDC and has undertaken engagement with relevant stakeholders prior to public consultation. Engagement undertaken is detailed in the Statement of Proposal, included as Appendix B to this report.

Public Consultation

Consultation has been undertaken in accordance with the Special Consultative Procedure under section 83 of the Local Government Act 2002. Soldiers Memorial Park RMP requires that all consultation required by the RMP shall be undertaken in accordance with the Special Consultative Procedure.

The Statement of Proposal for the project was adopted by the SWDC Infrastructure and Community Services Committee on 13th April 2023.

The proposal was publicly notified on the 19th April 2023 in the Wairarapa Times Age newspaper and the Wairarapa Midweek newspaper. Submissions were open until the 17th May 2023.

Submissions could be made via an online feedback form available on the WWL website, or via paper feedback which were available from SWDC offices and the local library. Paper submissions could be emailed or posted.

The feedback form asked submitters whether they supported the proposal to install a new bore at Soldiers Memorial Park, and whether they supported the proposed location of the new bore. Submitters were able to provide supporting comments to their answers, as well as any other comments or observations they wished to make.

Submissions

Submissions Received

In total, four submissions were received on the proposal. All submissions received were submitted via the online feedback form available on the WWL website. Submissions were received from:

- William Sloan
- Mark Alexander
- Louise Brown – Greytown Community Board (email confirmation in Appendix C confirming this submission is on the behalf of the Greytown Community Board)
- Jo Woodcock

Zero submissions supported the proposal to install a new bore, with all submitters opposing the proposal. Zero submitters supported the location of the bore, with all submitters opposing the location of the bore within the swimming pool complex.

A summary of the themes made by submitters follows.

Submission Themes

Alternative Options

Greytown Community Board states that the existing production bores at Waiohine could provide for the water supply of Greytown by undertaking second drillings at the site, stating that the existing older bores have been drilled to insufficient depth, and that alternative bores would provide sufficient water capacity through increased flows. The Community Board also states that the Memorial Park bore was only ever identified as a backup, not a primary water supply, and that the focus should be on improving the efficiency of the Waiohine bores.

Submitters William Sloan and Mark Alexander opposed the proposal on the basis that alternative options should be assessed for meeting the needs of Greytown. Both submitters seek that Woodside Plant (local name for the Waiohine Plant) be used to provide potable water to Greytown. Mark Alexander also suggests that the potable water supply for Featherston could be supplied by Boar Bush.

Jo Woodcock seeks that other options are assessed for the proposed bore.

Cost

Submitter William Sloan submits that the proposal is a duplication of infrastructure due to the option of using the Woodside Plant to supply Greytown, and therefore the proposal represents an unnecessary cost.

William Sloan also seeks that a comparative whole of life costs between the proposed new bore and an upgrade of the Woodside Plant be provided, and that an upgrade to Woodside Plant would be a reduction in operating costs and rates to the community through eliminating the need for the new bore.

Impact on Memorial Park Function and Values

Submitter Jo Woodcock opposes the proposal, and states that due to the commemorative value of the Memorial Baths, which was built in memory of fallen soldiers from WWI and WWII, it is not appropriate to construct a new bore in this location. Jo Woodcock also opposed the location of the bore due to the loss of 18m² off grassed area within the pool complex.

Greytown Community Board states that the current bore and the proposed bore are not in keeping with the memorial values of the park, and that the location within the pool complex is not justified on the basis that it is the least invasive option, identifying that the Memorial Park pool area holds value to the Greytown Community. The Community Board submit that the culture and heritage of Greytown would be maintained by pursuing the alternative option of Waiohine.

Containerised Treatment Unit

Greytown Community Board submit that the new containerised treatment unit, which has already been consented and approved, could be connected to the existing bore, allowing the current treatment plant to be removed and the Memorial Baths car park returned to the users.

Appendix A

View results

1. Your full name *

William Sloan

2. Your email *

[Redacted]

3. Your phone number *

[Redacted]

4. Do you support the proposal to install a new bore at Soldiers' Memorial Park on Kuratawhiti Street to increase the resilience of the Greytown drinking water supply? *

Yes

No

5. If you'd like, please provide more detail as to why you support/don't support the proposal

The Woodside Plant with a compliance and capacity upgrade potentially can meet the needs of GYTN and FSTN for the foreseeable future. In addition the feed to GYTN will be by way of gravity (about 65m pressure head). Expansion of this source therefore eliminates the need for new pumping and bore infrastructure at Kuratawhiti Street hence a reduction in operating costs and rates to the community.

I see no reference to this option in the proposal documentation.

More

6. Do you support the proposed location of the new bore? (inside the Greytown swimming pool complex on the grassed area, beside the toddler pool) *

Yes

No

7. If it's a no, if you're happy to, please provide a reason as to why you don't support the proposed location and any alternative options you'd like considered

Unnecessary duplication of infrastructure resulting in unnecessary extra costs to the water rates paying community into the future

8. Please provide any other comments or observations about the proposed upgrade

Council should visit the Woodside upgrade option and develop comparative whole of life costs (capital and operating) with the new bore proposal.

The Woodside source is already available to the GYTN community and has been used as a backup to the existing bore

9. If there is a hearing on this application, would you be interested in making an oral submission? *

Yes

No

View results

1. Your full name *

Mark Alexander

2. Your email *

[Redacted]

3. Your phone number *

[Redacted]

4. Do you support the proposal to install a new bore at Soldiers' Memorial Park on Kuratāwhiti Street to increase the resilience of the Greytown drinking water supply? *

Yes

No

5. If you'd like, please provide more detail as to why you support/don't support the proposal

As voted and paid for by Greytown residents the water supply from wood side should be returned to Greytown. I would suggest Boar Bush for Featherston be reinstated

More

6. Do you support the proposed location of the new bore? (inside the Greytown swimming pool complex on the grassed area, beside the toddler pool) *

Yes

No

7. If it's a no, if you're happy to, please provide a reason as to why you don't support the proposed location and any alternative options you'd like considered

As number 5

8. Please provide any other comments or observations about the proposed upgrade

Suggest you start by fixing the 100,s of millions of litres of water lost every year through bad network provision and with Kuratawhiti st in Greytown prone for flooding in bad weather the aquifers Would be at a greater risk of contamination than damned or river water

9. If there is a hearing on this application, would you be interested in making an oral submission? *

Yes

No

View results

1. Your full name *

Louise Brown- Greytown Community Board

2. Your email *

louise.brown@swdc.govt.nz

3. Your phone number *

[REDACTED]

4. Do you support the proposal to install a new bore at Soldiers' Memorial Park on Kuratāwhiti Street to increase the resilience of the Greytown drinking water supply? *

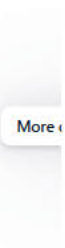
Yes

No

5. If you'd like, please provide more detail as to why you support/don't support the proposal

The proposal to drill for a new bore at Soldier's Memorial Park is presented as if there is no alternative. It is presented as if the only way to increase the resilience of the Greytown drinking water is by drilling a new bore at Soldier's Memorial Park. It fails to recognise that the Waiohine bores could in fact increase the water flow required by second drillings at the sites where the older bores being 1 and 2 have been drilled to an inefficient depth. The success of the flow at bore 4 with a different depth dig and greater flow confirms that simply drilling again next to the other locations would in fact increase the water supply sufficiently without having to create greater damage and loss to the aesthetics of Soldiers Memorial Park. The likely increase of water flow by doing alternative digs at the Waiohine bores was confirmed by staff of Wellington Water.

Furthermore, this proposal suggests that the bores at Soldiers Memorial Park are intended to be the primary water supply when in fact the bore at Memorial Park was never intended to be more than a backup. The current bore let alone a second bore at Soldiers Memorial Park are simply eyesores and desecration of the park which is intended to be a Memorial to Soldiers fallen.



6. Do you support the proposed location of the new bore? (inside the Greytown swimming pool complex on the grassed area, beside the toddler pool) *

Yes

No

7. If it's a no, if you're happy to, please provide a reason as to why you don't support the proposed location and any alternative options you'd like considered

The baths or pool is intended to be a Memorial to the Fallen Soldiers from WWII. The Monument outside at the entrance to the pool so confirms. The park is intended to be a place of reflection, remembrance and rejuvenation. It is why it holds special meaning to the families of Greytown and the Wairarapa. The concept of cutting off a portion of something that is meant to be a memorial should not happen simply or because it seems the least invasive. The pools and the area that encompasses the pool is as important to the Greytown Community as are the Memorial Trees, the playing fields, the pavilion, the bush and the park.

The Greytown Community Board thinks that alternative bore digs at Waiohine offer a far better solution with less disruption and with a possible greater outcome of even increased flow amounts. With the additional bonus of maintaining the culture and heritage of Greytown

8. Please provide any other comments or observations about the proposed upgrade

If,

"The second element of the upgrade, the installation of the containerised water treatment plant, has already been consented via a process that took place during April and May 2021. Therefore, it is not included in this proposal."

Is correct then there is nothing to date suggested that the new container plant cannot be utilised to maintain testing and treatment of the existing bore at Soldiers Memorial Park and perhaps with its new location some of the negative impact of the the current container location can be improved by removal of the container and fencing from the entrance to the Soldiers Memorial. The focus should be on returning the existing bore back to its intended use as a back-up bore and the focus being put on make the bores at Waiohine more efficient.

9. If there is a hearing on this application, would you be interested in making an oral submission? *

Yes

No

View results

1. Your full name *

jo woodcock - resident

2. Your email *

[Redacted]

3. Your phone number *

[Redacted]

4. Do you support the proposal to install a new bore at Soldiers' Memorial Park on Kuratāwhiti Street to increase the resilience of the Greytown drinking water supply? *

Yes

No

5. If you'd like, please provide more detail as to why you support/don't support the proposal

memorial baths - built for soldiers who have died it is not appropriate for a bore to be in the pool complex and then fenced off.

More >

6. Do you support the proposed location of the new bore? (inside the Greytown swimming pool complex on the grassed area, beside the toddler pool) *

Yes

No

7. If it's a no, if you're happy to, please provide a reason as to why you don't support the proposed location and any alternative options you'd like considered

the memorial baths lose 18m2 of grass. There is no other grass area in the pool complex. Our town is increasing so why would you reduce the pool complex space.
Schools use the pools for teaching and need the grass area for kids to sit on.

8. Please provide any other comments or observations about the proposed upgrade

look at another option in town where we have a aquifer to support a bore

9. If there is a hearing on this application, would you be interested in making an oral submission? *

Yes

No

Appendix B



Soldiers' Memorial Park New Water Bore *Statement of Proposal*

1. Context

Wellington Water, on behalf of South Wairarapa District Council (SWDC), is upgrading the water treatment facilities at Soldiers' Memorial Park on Kuratāwhiti Street to increase the resilience of the Greytown Kuratāwhiti drinking water supply.

The treatment plant upgrade consists of two elements:

1. Installing a new bore to ensure continuity of water supply in the long term; and
2. Installing the new water treatment plant (a containerised system), which involves connecting the plant to the bore and the wider drinking water network.

Drilling a new bore requires consent under the Reserves Management Plan. To inform this process we are seeking feedback from those with an interest in the bore in Soldiers' Memorial Park, so we can look for ways to mitigate any concerns through engagement and/or construction methodology.

The second element of the upgrade, the installation of the containerised water treatment plant, has already been consented via a process that took place during April and May 2021. Therefore, it is not included in this proposal.

2. Our proposal

The Council is proposing to install a new bore at the Soldiers' Memorial Park water treatment facilities as part of a larger project to improve the treatment of the town's water supply. The preferred location for the new bore is inside the Greytown Kuratāwhiti swimming pool complex on the grassed area, between the BBQ area and the shaded grassed area. This location avoids putting a bore down in the playing fields area and is away from significant historic trees, the current pavilion area, the proposed pavilion expansion and the campground.

A new bore will occupy a space of approximately 3m by 6m within the unshaded grassed area within the swimming pool complex. It is proposed to fence off the bore so it will not be accessible or visible from the swimming pool complex. The bore pump will be below ground and is expected to be very quiet during operation.

This statement of proposal was adopted by the South Wairarapa District Council on 13 April 2023.

3. Reasons for the proposal

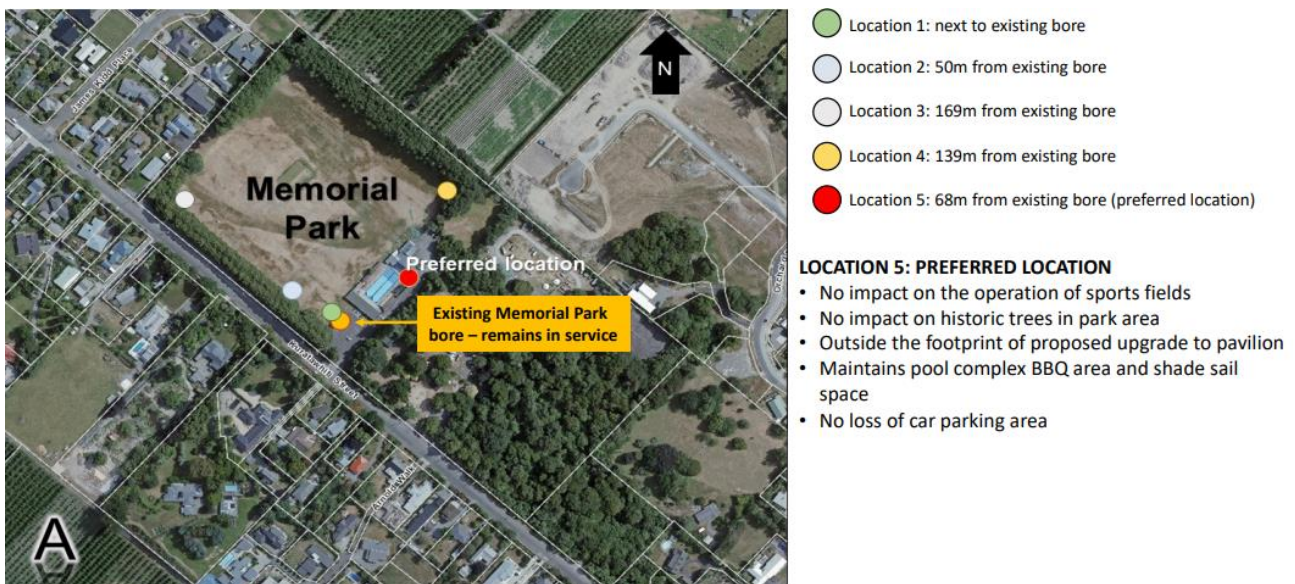
Wellington Water has determined the existing Memorial Park bore is at the end of its useful life, is difficult to maintain and at risk of failure. Therefore, they have proposed the installation of a new bore to ensure Greytown Kuratāwhiti continues to receive a reliable supply of safe, healthy drinking water. The upgrade also provides extra water supply resilience to help respond to climate change challenges.

Currently it is not possible to undertake maintenance of the pump or bore without running the risk of disrupting water supply for several months to both residents of Featherston and Greytown Kuratāwhiti. Without regular maintenance the bore is at an increased risk of failure. Through the construction of a new bore this will allow maintenance to occur consistently and new pumping technology to be installed. This will ensure continuity of supply for the long term, and during the commissioning stage of the new treatment plant, minimise any disruption to supply for Greytown Kuratāwhiti residents.

The proposed bore, which will be installed at a greater depth than the existing bore will provide a greater level of protection against future climate change impacts, particularly relating to decreased groundwater levels during summer.

4. Options considered

Wellington Water identified five locations for the new bore which were assessed and discussed at length with the Council as part of the design process. After this assessment was completed, location five was selected by the Council as the preferred option (see location below).



Recommended preferred option

The preferred location for the new bore is within the swimming pool complex. This location:

- has minimal impact on the swimming complex;
- does not impact on the protected Memorial Trees;
- retains all grassed sports fields so the community does not lose recreational space for sporting activities; and

- is close to the consented location of the treatment plant, therefore reducing construction costs, when compared to the other possible locations.

A more detailed rationale for this preferred location is outlined in the table below.

| Description | Advantages | Disadvantages |
|---|--|---|
| 1 Location 1: next to existing bore | <ul style="list-style-type: none"> • Nearest location to existing water infrastructure reducing costs associated with construction. • The location is likely above a productive aquifer. | <ul style="list-style-type: none"> • Significant potential to interfere with current bore during drilling, risking impacting water quality for users during construction and commissioning of bore (potentially over a period of weeks/months). |
| 2 Location 2: 50m from the existing bore along the southern edge of Memorial Park | <ul style="list-style-type: none"> • It is less likely (compared to Location 1) that there will be water quality issues in the Memorial Park bore during drilling and installation of the new bore. • Closer to existing water infrastructure than Location 3, Location 4, and preferred location making construction costs lower. • The location is likely above a productive aquifer. | <p>A high likelihood that the bore would:</p> <ul style="list-style-type: none"> • be located within root ball of historically significant trees which would likely cause significant damage to the trees; or • reduce the size of sports fields to be unusable for local sports clubs. <p>RMP policy restricts earthworks in the root zone of Memorial trees, so construction in this area would not be possible.</p> |
| 3 Location 3: ~170m from the existing bore in the western corner of Memorial Park | <ul style="list-style-type: none"> • The furthest location from the existing Memorial Park bore will have the least interference compared to the other locations. • Least likely (compared to the other locations) to cause water quality issues in the Memorial Park bore during drilling and installation of the new bore. • The location is likely above a productive aquifer. | <ul style="list-style-type: none"> • Distance to the treatment plant means significant extra pipework and electrical/control cabling would be needed to connect the bore to the plant, adding significant cost to the project. <p>A high likelihood that the bore would either:</p> <ul style="list-style-type: none"> • be located within root ball of the historically significant trees which would likely cause significant damage to the trees; or • reduce the size of sports fields to be unusable for local sports clubs. <p>RMP policy restricts earthworks in the root zone of Memorial trees, so construction in this area would not be possible.</p> |
| 4 Location 4: ~140m from the existing bore in the eastern corner of Memorial Park. | <ul style="list-style-type: none"> • Less likely (compared locations 1 and 2) to cause water quality issues in the Memorial Park bore during drilling and installation of the new bore. • Furthest away from the wastewater (~65 m to the lateral) and stormwater networks (175 m), of the locations tested. • The location is likely above a productive aquifer. | <ul style="list-style-type: none"> • The location is within a flood sensitive area, potentially causing contaminated water to pool around the bore headworks. Due to this risk Greater Wellington Regional Council would be less likely to approve a consent for the bore and the Water regulator is likely to refuse compliance of the water source. • Closest location to an orchard which is noted as a contaminated site. <p>A high likelihood that the bore would either:</p> <ul style="list-style-type: none"> • be located within the root ball of the historically significant trees which would likely cause significant damage to the trees; or • reduce the size of sports fields to be unusable for local sports clubs. <p>RMP policy restricts earthworks in the root zone of Memorial trees, meaning construction in this area would not be possible.</p> <p>So, this location is seen as the least preferred of all those considered.</p> |

| Description | Advantages | Disadvantages |
|--|--|--|
| <p>5 Preferred option Location 5: ~70m from the existing bore in the swimming pool complex.</p> | <p>This location:</p> <ul style="list-style-type: none"> • Will not interfere with the operation of the sports field. • It does not impact any notable trees in the park. • Construction can be completed during the period when the swimming pool is closed to the public (March to October). • The bore and associated above ground pipework will take up a space approximately 3m wide by 6m long. This area will be fully fenced off from the swimming pool, so you will not be able to see or access the bore from the pool complex. • The shaded grassed seating and BBQ area will continue to be fully accessible from the pool complex. • Location is likely above a productive aquifer. • Close proximity to the treatment plant, meaning costs for pipe connections to the plant from the bore are low compared to all other options. | <ul style="list-style-type: none"> • Up to 18m² of the swimming pool complex will be permanently removed from the complex for the bore headworks. • Access to the swimming pool car park will be restricted to the construction team to ensure we keep residents safe during the construction period. • Vehicle access to the pavilion will have some restrictions during periods of construction, however, access will be retained via traffic management for the majority of the construction to local user groups as needed. • There will be some construction noise during working hours (7 am – 6 pm). Under normal operating conditions no noise is generated from the underground pump. • Traffic management on Kuratāwhiti Street will be required at times to enable movement of vehicles into and out of the construction site with deliveries. • Access to the playing fields will be moved from the current pavilion access to a temporary access point via the swimming pool car park during construction. |

Impacts on tāngata whenua and te ao Māori

Wellington Water, alongside its project delivery partner GHD, have proactively engaged with local Iwi Ngati Kahungunu ki Wairarapa and Rangitāne o Wairarapa as well as presented at the Māori Standing Committee meeting to discuss the planned project and to understand the thoughts and feedback of Iwi. (See appendix for SWDC Māori Standing Committee information sheet)

The key topics discussed included cultural considerations, community impact and technical aspects of the project. The project team followed up by answering questions, and an offer has been made to also present to the local Papawai Marae. The feedback from Iwi was favourable, with the representatives on the Māori Standing Committee supportive of the proposal as it will improve the water quality within the town. They did not raise any concerns that the project would impact on the Te Ao Māori.

5. How you can have your say

The Council encourages any person or organisation affected by, or having an interest in, the proposed location of the new Memorial Park bore to present their views to the Council by making a submission. Submissions can be made before the 17 May via:

- filling out the online feedback form on the WWL’s website: <https://bit.ly/3MPY4cE>
- emailing your submission to cristo.umanzor@ghd.com; or
- posting your submission to: GHD Centre Level 3, 27 Napier Street, Freemans Bay, Auckland 1011, for the attention of Cristo Umanzor.

Please include your name and email address if you want to speak in support of your submission at the Council hearing so we can contact you to arrange a time for you to present at a date to be confirmed in late May 2023.

Privacy statement

Any submissions that are made on this proposal become part of the public consultation process. As such, all submissions, any summaries of submissions, and any documents provided with your submission, are made available to the Council's governing body as well as the public. Your name and feedback will be in public documents. All other personal details will remain private.

The Privacy Act 2020 applies when we collect personal details. Any details that are collected will only be used for the purposes stated. You have the right to access and correct any personal information we hold.

Appendix 1 - SWDC Māori Standing Committee information sheet

Memorial Park Water Treatment Plant

New Water Abstraction Bore

What is the project purpose?

Wellington Water, on behalf of South Wairarapa District Council (SWDC), is upgrading the water treatment facilities at Soldiers' Memorial Park on Kuratāwhiti Street to increase the resilience of the Greytown Kuratāwhiti drinking water supply.

Why an upgrade is required and what's involved

The current bore and treatment facilities exclusively supply 100% of the Greytown Kuratāwhiti drinking water needs. The current bore still meets demand, however:

- the current pump and treatment facilities are ageing and in need of replacement; and
- we cannot switch off the existing pump and treatment facilities to allow maintenance to take place without compromising water supply.

The treatment plant upgrade consists of two elements:

- Installing a new bore to ensure continuity of water supply in the long term.
- Installing the new water treatment plant (a containerised system), which involves connecting the plant to the bore and the wider drinking water network.

We are currently in the process of applying for reserve management consent for the new bore, the treatment plant was consented via an engagement process during April and May 2021.

Benefits

- Ongoing supply of safe, healthy drinking water to the Greytown Kuratāwhiti community.
- Ensure compliance with current national water standards required by Taumata Arowai, New Zealand's water regulator
- Increased resilience: the new bore will enable Wellington Water to carry out maintenance with minimal impact to the Greytown Kuratāwhiti community.

When is this happening?

Construction will be commencing in mid-2023 and is programmed to be completed before the swimming pool is due to reopen in November.

What can I help with?

We are engaging with the local community and mana whenua to seek to understand any issues and concerns you may have regarding the project so we can put in place, where possible, processes to mitigate these concerns during construction. Please email Cristo, our Project Manager (Cristo.Umanzor@ghd.com) by 31 March 2023 with any comments/queries you may have.

Project Detail

Where is the existing bore located?

The preferred location for the new bore is inside the Greytown Kuratāwhiti swimming pool complex on the grassed area beside the toddler pool. It is shown in the white outlined box in Figure 2.

Which locations were considered for the new bore?

Five locations (shown in Figure 1) were assessed and discussed at length with SWDC as part of the design process:

1. Location 1, immediately next to the bore. This was ruled out because it had the potential to interfere with the current bore during drilling, risking impacting the water quality for users during construction.
2. Location 2, 50m from the existing bore along the southern edge of Memorial Park.
3. Location 3, ~170m from the existing bore in the western corner of Memorial Park.
4. Location 4, ~140m from the existing bore in the eastern corner of Memorial Park.
5. **Location 5, ~70m from the existing bore in the swimming pool complex. (preferred option)**

Locations 2-4 were ruled out due to the potential impact to operation of the sports field and the proximity to the notable trees bordering the grassed area.



Figure 1: Bore Locations considered

Where is the preferred location for the new bore?

The preferred location for the new bore is inside the Greytown swimming pool complex on the grassed area beside the toddler pool. It is shown in the white outlined box in Figure 2

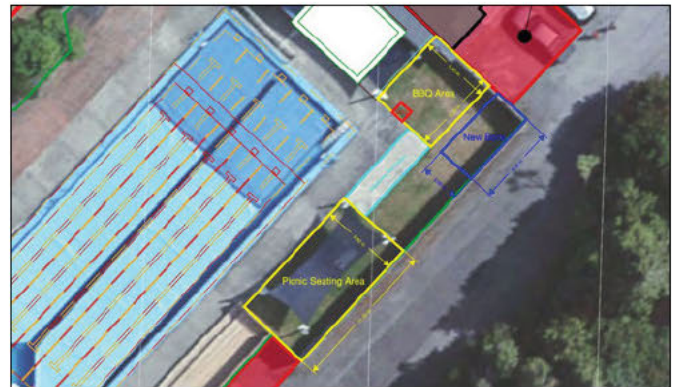


Figure 2: Preferred Bore Location

How much impact will this have on the swimming pool complex?

As construction will not start until after the completion of the busy summer swimming period, and are programmed to be completed before the start of the 2024 summer season. We anticipate that the impact on day-to-day pool operations will be minimal. The bore and associated above ground pipework will take up a space approximately 3m wide by 6m long. This area will be fully fenced off from the swimming pool, so you will not be able to see or access the bore from the pool complex.

The shaded grassed seating and BBQ area will continue to be fully accessible from the pool complex.

What other impacts can we expect during construction?

Access to the swimming pool car park will be restricted to the construction team to ensure we keep residents safe. There will be limited vehicle access to the clubrooms, which will be arranged with local user groups as needed.

There will be some construction noise during working hours (7 am – 6 pm) and traffic management on Kuratāwhiti Street at times to enable movement of vehicles into and out of the construction site with deliveries.

Project timing

March 2023 – Engagement with Mana Whenua, park user representative groups and others

April 2023 – Compile feedback to inform construction methodology

Mid-2023 – Construction begins

We anticipate that construction will commence in April/May 2023 with the consented treatment plant and the bore installed mid-2023. Works are expected to be completed by late 2023. This includes a period of time when the treatment plant operations will be tested to ensure they work as designed before the plant is handed to Wellington Water to operate.

Iwi and Community Engagement

Drilling a new bore requires consent under the Reserves Management Plan. To inform this process we are seeking feedback from those with an interest in Memorial Park on the bore, so we can look for ways to mitigate any concerns through engagement and/or construction methodology.

The proposal outlined in this information sheet has been developed with collaboration with Wellington Water and SWDC, while taking into account the current consent requirements for the treatment plant.

Wellington Water has begun engaging with the local community about this project. This engagement includes:

- Engagement with Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa.
- Presentation to the Greytown Community Board, which took place on 28 February.
- Meeting with the Māori Standing Committee (14 March).
- Engaging directly with park stakeholder groups (i.e. swimming pool operations, cricket club, camp ground etc.).
- Engaging with all park user groups through email correspondence.

What do we want to achieve from this engagement?

The purpose of this engagement is to seek feedback to inform final construction methodology, and understand any issues and concerns so we can put in place, where possible, processes to mitigate these concerns.

Background Information

Ongoing access to Memorial Park clubrooms

During normal operation of the new water treatment plant and bore, no issues regarding driveway access are expected. There will be some minor disruption when chemical deliveries occur (likely to be approximately once a month) when the delivery truck will need to park in front of the treatment container. This is expected to be for no more than about an hour each time.

Location of treatment plant will minimise disruption

The location of the containerised plant and borehole (off the pavilion driveway in the alcove area, shown in Figure 3 below) was specifically chosen to minimise public disruption. Wellington Water staff may, at times, need to park their vehicles near the plant, but given its location, public access to the clubrooms and parking will not be impacted.

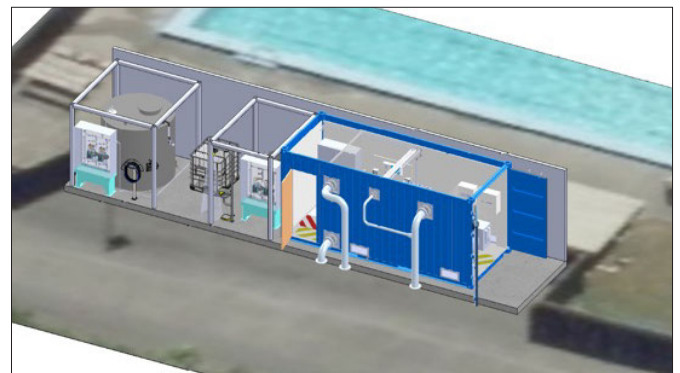


Figure 3: Schematic of the Memorial Park Water Treatment Location in relation to the pool and current driveway

Existing bore details

The current Memorial Park bore is 11 m deep and draws water in from between 9 to 11 m below ground level. The aquifer at this location is shallow and unconfined. In Greytown Kuratāwhiti, bores (which want to be installed above the base of the aquifer to ensure they can produce the yield necessary) are typically less than 15m deep, though deeper aquifers are likely present 5km to the east, near Parkvale. The underlying strata below Greytown Kuratāwhiti has not proved to be particularly productive for the most part, which creates a risk that if we drill to deeper depths, the bore will not provide the yield required to supply the network.

The current bore was pump tested in the early 2000s and showed the aquifer was very permeable with rates up to 46 L/s achieved. The Memorial Park bore is consented to abstract a maximum of 60 L/s (to a maximum daily volume dependent on the time of year), which meets the 30 L/s at peak demand for Greytown Kuratāwhiti.

Proposed bore details

The proposed bore is intended to be slightly deeper than the current bore and screened below 10 m to offer some additional protection from contaminants.

Risk of contamination in shallow bores

Shallow bores tend to be more at risk from contamination emanating from the land surface, as such Taumata Arowai (water services regulator) has put in place regulations for these types of bores which include:

- standard of treatment;
- assessing risks in the source water and mitigating them to acceptable levels when identified;
- monitoring water quality at source and within the network;
- contingency/emergency plans; and
- improvement schedules to drive continuous improvement in the network.

The Memorial Park treatment plant, and the bore which feeds the plant, have been designed to meet these requirements and ensure safe water supply for the town.

Possibility of contamination of the bore from the pool

The upgraded bore and plant will increase the level of treatment the water receives, so the risk of contamination from the nearby swimming pool is considered low. This will ensure water supplied to the Greytown Kuratāwhiti community remains healthy, and safe to drink.

Hydrogeology

Most bores near Greytown Kuratāwhiti have been installed into the highly permeable Holocene aged¹ gravel (Q1 in Figure 4 below). This gravel is fed from rainfall and water lost from the Waiohine River and provides the flow for the Papawai - Tilsons springs downgradient. Few wells have been installed into the deeper gravels (Q2 to Q5+), which suggests they are less productive than the Holocene gravels. The existing geological mapping available for Greytown Kuratāwhiti does not show any faults within the vicinity of the town.

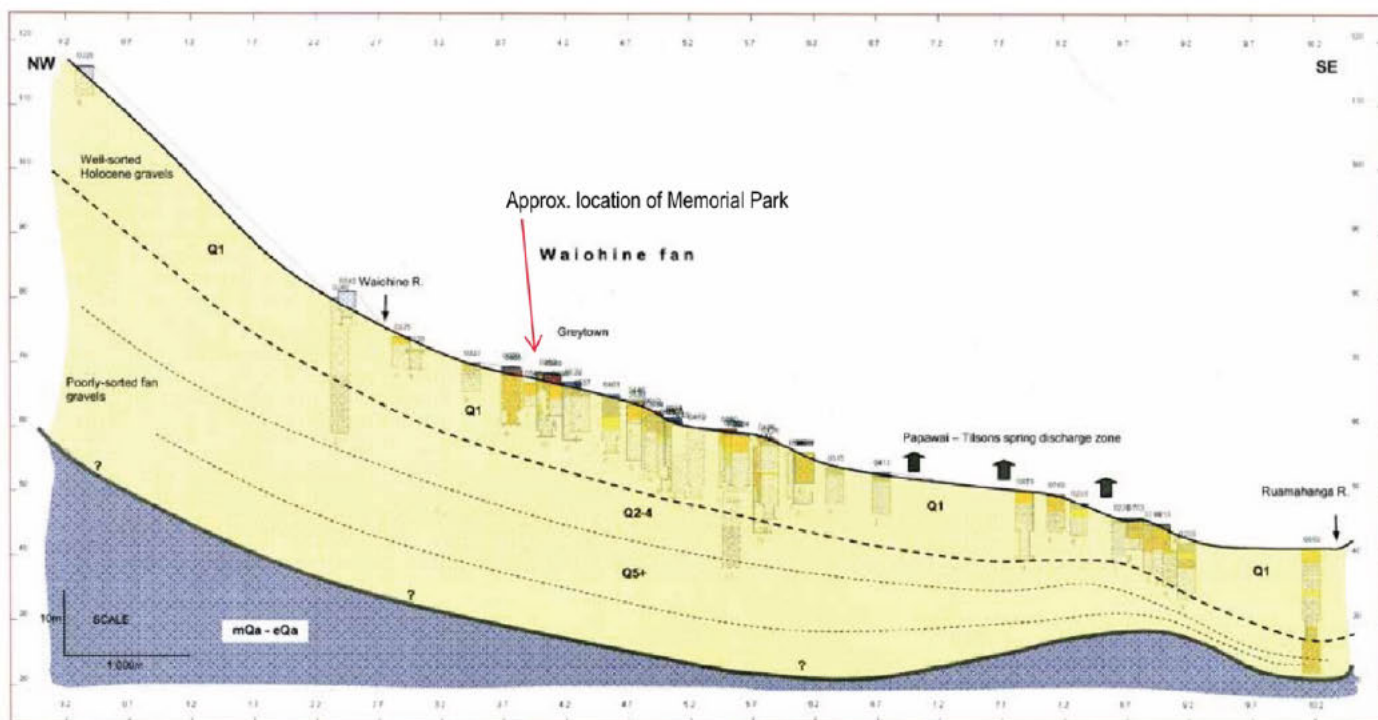


Figure 4: Greytown-Waiohine geological cross section showing fault lines and aquifer (source: Gyopari and McAlister (2010), Wairarapa Valley groundwater resource investigation: Middle Valley catchment hydrogeology and modelling. Greater Wellington Regional Council, Technical Publication No GW/EMI-T-10/73)

¹Holocene is the current geological epoch, spanning from approximately 12,000 years ago to present day.

Appendix C

From: GCB-Louise brown <Louise.Brown@swdc.govt.nz>

Sent: Thursday, May 18, 2023 10:30 AM

To: Amanda Bradley- General Manager, Policy & Governance <amanda.bradley@swdc.govt.nz>; Nicki Ansell- Lead Advisor - community Governance <nicki.ansell@swdc.govt.nz>; Amy Andersen Committee Advisor <amy.andersen@swdc.govt.nz>

Subject: Speaking to Submissions on Soldiers Memorial Bore

Hi

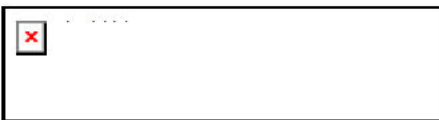
I have filed submissions on behalf of the Greytown Community Board with majority confirmation of the filed submissions and 5 out of 6 confirming to file submissions in the first place with one no comment.

I do wish to speak to my submissions and if possible would appreciate an afternoon slot on Thursday 25 May 2023.

Ngā mihi,

Louise Brown

Greytown Community Board Chair



South Wairarapa District Council

PO Box 6 Martinborough 5741

19 Kitchener Street Martinborough 5711

www.swdc.govt.nz

Appendix 2 – Presentation: Ensuring a reliable supply of safe and healthy drinking water to Greytown



**Ensuring a
reliable supply
of safe and
healthy
drinking water
to Greytown**



Our water, our future.

Background

- Safe and healthy drinking water is our number one priority.
- The Soldiers' Memorial Park treatment plant does not meet the drinking water standards.
- The current bore and treatment facilities were constructed in 2005, and supply Greytown only.
- Originally envisaged as supplemental to the Waiohine water treatment plant, however due to growth and system hydraulic constraints is now Greytown's primary supply.
- Without it, Greytown's supply pressure and flow capacity for domestic and firefighting use is compromised.

Why is a new bore needed?

- Temporary UV treatment arrangement installed in 2019 to protect against protozoa such as Giardia and Cryptosporium.
- Additional treatment barrier (filtration) required to meet standards.
- Daytime demand is such that it cannot be supplied solely from the Waiohine Water Treatment Plant without compromising system pressure.
- Existing facilities are very old, in poor condition, are difficult to maintain, and are at increasing risk of failure.
- Cannot commission the new treatment facilities using the existing bore without significant impact to the community's water supply.
- The proposed bore will allow the new plant to be commissioned 'offline' without impacting supply and will significantly increase the overall resilience and reliability of Greytown's drinking water supply.



The existing bore pump at Memorial Park

What alternatives have been considered?

- **Supply from other treatment plants**

Due to network hydraulic constraints Greytown cannot be supplied from the Waiohine WTP without compromising supply pressure and firefighting use.

- **Upgrading the network to remove hydraulic constraints and supply from the Waiohine WTP**

This requires the replacement and upsizing of many watermains throughout Greytown and will take many years to complete. It would provide no additional resilience if the Waiohine WTP supply is disrupted.

- **Why Memorial Park and not somewhere else?**

Finding a reliable source would very time consuming and costly, with no guarantee of finding a suitable alternative location.

- **Installing the bore at other locations nearby (next slide)**

Bore site and location investigations



How will this impact the park and baths?



- Bore/above ground pipework take up about 3m x 6m.
- Pool carpark closed during construction, reduced/limited vehicle access to clubroom car park at times
- Minimal impact on pool day-to-day operations
- Shaded grassed seating BBQ fully accessible from pool
- Pedestrian access to clubrooms/bowls club/sports field maintained

What will it look like?

Treatment plant and bore screened off and discretely located to side of baths

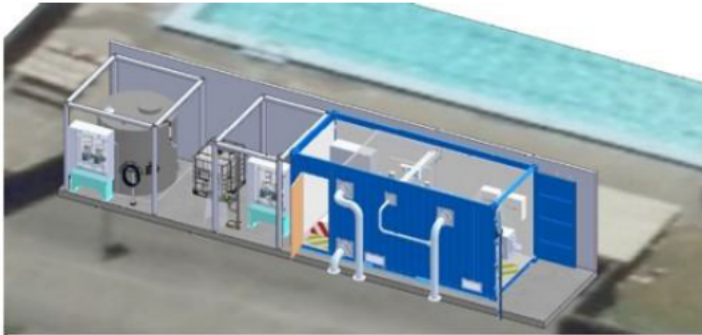


Figure 1



Figure 2

Viewed from outside pool with screening options



Benefits

- Reliable supply of safe and healthy drinking water to the Greytown Kuratāwhiti community.
- Compliance with drinking water standards.
- Increased resilience:
 - Essential routine maintenance without impacting supply
 - Continued supply to Greytown if Waiohine WTP supply is lost (damage to supply mains, power cuts, lightning strikes etc.)
- Removing existing poor condition chemical storage room and equipment from within the pool building
- Removal of temporary containers and structures from the car park area

What if the bore doesn't go ahead?



- Existing treatment plant will continue to be non-compliant until upgraded, current temporary arrangement will continue in meantime.
- Not able to be commission the new treatment plant without impacting Greytown's domestic and firefighting supply (long duration expected).
- Council must accept the impact on the community water supply for the new treatment plant to be commissioned using the only available bore.
- No backup if the single bore supply fails, with disruption for an extended period until fixed/replaced.

Questions?



Libraries: operating model and opening hours

1. Purpose

To report on public feedback regarding recent decisions to amend library opening hours and to recommend some options for the future operation of our libraries.

2. Recommendations

Officers recommend that the Committee:

1. Receive the *'Libraries: operating model and opening hours'* Report.
2. Recommend that Council instruct Officers 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.
3. Recommend to Council that an additional \$50,000 is approved from Council's operating budgets for casual staff, primarily to support further opening hours on weekends.

3. Executive Summary

The Wairarapa Library Service (WLS) operates across four venues in Carterton, Featherston, Greytown and Martinborough. South Wairarapa District Council's (SWDC) contribution to staff numbers is 6.75 Full Time Equivalent (FTE) and Carterton District Council's is 3.4 FTE. Prior to decisions made in the Annual Plan 23/24 our level of service was to be open to the public 6 days a week across 4 sites. Each branch requires a minimum of two staff on site throughout opening hours to operate properly and for health and safety reasons.

Our libraries are the SWDC's largest public-facing service and the only part of council which people voluntarily join and use – 42% (4,474 people) of SWDC's population are active members. Since the inception of the WLS in 2000 our libraries have enjoyed consistently positive feedback from the community. They are a powerful tool for building trust and relationships with the community. However, WLS has historically been understaffed and struggled to maintain consistent rosters. Previous practice has been to cover gaps using casual staff and meet additional costs as an unbudgeted expense. SWDC management has unsuccessfully attempted to add full time FTE to the structure over the past 2-3 years. External funding from the NZLPP provided a temporary solution for 18 months until it ceased in June 2022.

In the Annual Plan 23/24 we explored the public's willingness to agree to funding of \$165,000 to cover casual staff costs when permanent staff were unavailable. During the Council deliberations process, this was declined and as a result CDC decided to retain their 3.4 FTE in the Carterton Library to ensure their level of service was maintained. This was an understandable decision by CDC to avoid a drop in their level of service – something they had not consulted on in their Annual Plan 23/24. This meant that SWDC was left with only 6.75 FTE to be rostered across its 3 venues. No provision is made within the current FTE count for annual or other leave, time for professional development, backfill in the case of a vacancy, lunch or other breaks, and a variety of pre-opening tasks. If we include anticipated levels of leave and other absences the actual FTE available for rosters is 5.75 FTE.

The subsequent publication of modified opening hours sparked significant public comment and we report on what we discovered. We then explored the pros and cons of some different options for opening hours for discussion.

This report will also be provided to the Māori Standing Committee and all three Community Boards.

4. Background

SWDC libraries operate three branches open to the public for 41 hours per week¹ each (i.e., total = 123 hours per week). Each branch requires a minimum of two staff on site throughout opening hours. The reasons are twofold:

1. Health and safety related: Featherston is a standalone site; Greytown is a three-story site; Martinborough has the banking hub; **and**
2. Proper operation: In any one day a branch can be servicing customers wanting items issued, help to find material, digital help, class visits, delivering a programme, returning borrowed items, shelving, managing council service centre activities etc.

Staff need to be on site 30 minutes prior to opening² to get pre-open tasks (e.g., reserve lists) completed. This means each site needs at least 88 hours of staff resource per site per week (i.e., total = 264 hours per week per site). Currently SWDC has 6.75 FTE or 2.25 FTE per branch³. This equates to a total of 252.75 hours staff per week⁴. This represents an 11.25hr per week shortfall.

Libraries need staff to work both front desk and behind-the-scenes work:

- Circulation desk work is subject to constant interruptions, is detail oriented but short interactions in the main. Desk work involves customer interactions, digital and technology assistance and support, resource logistics and daily operational tasks. All libraries require two staff for this task during opening hours.

¹ 9.30am-5pm Mon Fri, 9.30am-1pm Sat

² 9am-5pm Mon-Fr, 9am-1pm Sat

³ (Comparatively, Carterton, with one branch, has 3.4 FTE).

⁴ 6.74FTE x 37.5hrs

- Behind-the-scenes (off desk) work is focus and detail heavy, and technical. It includes accessioning of stock, database edits, social media post creation, programme development, class visits, specific stakeholder engagement. Behind-the-scenes work is not possible when on the front desk. Tasks take longer to do, mistakes are more likely, and they have a ripple effect through the operation, the breadth of tasks that need to happen in a library to maintain a service and to ensure a foundation is in place for changed needs or growth, just don't get done and the overall quality is lessened. In other words, the service standard declines and slides backwards.

Up until August 2020 many of the tasks which are standard practice in a library had not been undertaken or were not happening. This was a contributing factor to creating an integrated service with Carterton and the improvements that allowed.

Staff rosters juggle circulation desk and off-desk work. For some portfolios, it's feasible to work off-desk and be interrupted for short stints on the circulation desk. For others, "off-desk" requires blocks of uninterrupted time (e.g., accessioning new resources into the database, catalogue changes) or they may need to be off site (e.g., stakeholder visits or meetings, digital sessions).

Following the removal of the external funding received from NZLPP our rosters have come under pressure again, including for the following reasons:

1. Terms and conditions in the collective employment contract
2. Recent changes to WLS staffs' contractual terms and conditions
3. Personal circumstances of team members
4. Impact of Covid and flu/cold-like viruses
5. Increased customer demand

The result was significant weekly disruption to planned rosters. Ad hoc closures became a necessity in response to no staff resource. This is an unsustainable and stressful way of operating a network of libraries. A decision was taken in 2022/23 to employ casuals to allow consistent operation. Casuals were immediately all employed regularly just to keep the libraries operating.

5. Prioritisation

5.1 Tangata whenua considerations

Engagement considered not required in this case.

5.2 Long Term Plan alignment

Libraries link closely to the social, economic, and cultural wellbeing outcomes we are seeking for our communities.

6. Discussion

Results of public feedback

A full analysis of public feedback is supplied in the attached memorandum and includes the feedback provided on the Annual Plan consultation regarding the resourcing of libraries.

Analysis of this feedback resulted in the following themes:

1. **Community Wellbeing** - the importance of accessibility to library services for the wellbeing of our communities. Libraries provide community hubs that offer more than just books and are an important space for all ages.
2. **Equitable Access** - the need for equitable levels of service between the three wards, with particular mention of the importance of Saturday accessibility.
3. **Lack of Consultation** – disappointment and frustration at the lack of community consultation on permanent service level reduction.
4. **Innovation & Creativity** – the need to explore alternative solutions for maintaining library service levels.
5. **Return to Full Levels of Service** – the request to return to full levels of service.

Additionally, there were four submissions that supported the reduction of funding and library hours, as agreed by Council to keep the increased rates impact down.

There was considerable feedback on the requirement for Council to look at innovative solutions including more flexible hours and days, pausing other activities to put more money into libraries, a full review of budgets, and the use of volunteers. Most of these solutions require time and funding to investigate, set up, and potentially trial.

Volunteers (supported through community feedback)

We are considering the use of volunteers in the future. Volunteering has considerable community well-being benefits. It has shown to improve your sense of purpose and belonging in the community and increase levels of life satisfaction. Volunteers are not suitable to replace the need for qualified and skilled employees, however, with high-quality support and systems and processes, they can lift the value of service delivery. A Council volunteer programme could benefit from a wider remit, not just in library services, but activities like planting days and supporting other community events and activities.

Establishing and running a volunteer programme well, is not without costs and further work would need to be put into assessing the feasibility. There are risks that need to be considered and mitigated including:

- volunteer management resourcing
- mapping appropriate volunteer activities
- development of appropriate policies and processes including health and safety and working with children checks

- volunteer agreements outlining roles and responsibilities
- training and ongoing support for volunteers

Volunteering New Zealand would be a good place to start and provides best practice guides on how to:

- engage and recruit volunteers
- welcome and onboard volunteers
- volunteer support, leadership, and management
- training and growing volunteers
- feedback and recognition of volunteers
- celebrating volunteer impact
- exiting volunteers

Development of a volunteer programme could be examined as part of the Long-Term Plan or additional external sources could be explored that would provide the resources to explore options in the shorter term.

7. Immediately deliverable options for the future operation of our libraries

Some short-term options (to get us through the current financial year) are listed below. Longer term options (ie rationalisation, volunteers) are more suited to be considered in the forthcoming Long-term Plan process.

Option 1: Keep the status quo (not supported through community feedback)

This has the advantage of pairing the available staff resource with achievable rosters across the 3 venues. It takes account of the removal of the CDC staff from general rotation. Rosters are based on management's awareness of staff's individual circumstances, contract constraints, and usage levels/type for each venue. Every attempt is made to create a system that provides the least inconvenience to library users. Due note must be taken of the service centre function that some libraries serve for customers.

The main disadvantage is that the restricted opening hours will impact customers including school children, community groups, participants in library programmes, and weekend users.

There is no financial impact for this option.

Option 2: Alternative rosters using the same staffing level of 6.75 FTE (some support through community feedback)

For the purposes of discussion, we have included some different roster options at **Appendix one**. The Blue option in the appendix is recommended, as it aims to have all libraries open on some weekends per month and attempts to limit the disruption to weekday opening as much as possible.

We note we have considered shorter opening hours on weekdays to accommodate more hours open in the weekends. However, this is very difficult due to collective contract constraints.

We are going through a process of also considering how we utilise customer services resources to support the operation of libraries, recognising that two of our libraries operate as service centres.

Option 3: Provide further resources to shore up weekend rosters (some support through community feedback)

Even a small amount of additional funding would potentially make a difference in accessing casual staff to fill gaps. Any roster we adopt will be immediately undermined by staff absences of any duration, as we are only working with 6.75 FTE over 3 sites. We recommend that an additional \$50,000 be added to libraries' operating budgets for FY 23/24, to support primarily weekend opening. We will attempt to meet these costs from our existing remuneration budgets. An additional \$50k staff funding means approximately an additional 34 hours per week at library assistant rate. If approved this will mean all libraries can be open every Mon, Tue, Fri and Saturday, subject to overall staff availability, including casual roles.

8. Risks & Mitigations

8.1 Risk Register

Social Licence to Operate and Reputation:

This risk involves ongoing failure to effectively communicate or engage with the community on strategic, governance or operational matters, and includes risks associated with an ineffective media relationship. This may impact the ability to meet community outcomes and strategic goals, loss of trust and confidence, council reputation and operational delivery. Significant and ongoing failure may undermine Council's purpose and impact participation in, or effective conduct of, local democracy. This risk involves a failure to implement council's strategic direction; to monitor Council's performance against community outcomes; and to work effectively and cohesively at a governance level resulting in poor decision-making and failure to meet strategic goals. It also includes working effectively with Community Boards. This may impact Council reputation, trust and confidence and the ability to deliver strategic goals or meet service levels.

The change in library opening hours has impacted the trust and confidence our communities have in us to work effectively and implement council's operational delivery. To address this, community feedback has been facilitated to ensure their views are heard and understood. To not take into consideration their views as part of decision making would further undermine our reputation.

Any decisions or outcomes from their feedback needs to be communicated clearly back to the community as quickly as possible to ensure the loop is closed. For those who have provided contact details, we can ensure we respond. Additionally, information can be put on our website and communicated via our social media pages.

9. Consultation

9.1 Significance and engagement

Not applicable.

9.2 Communications

Outcomes will be the subject of careful communication to the public, checked in advance by Councillors. Consideration will be given to not only the key messages but also the tone and the way it is communicated.

10. Financial Considerations

GM Finance supports use of an additional \$50,000 to be allocated to libraries operating budgets to support further weekend opening hours. This is an unbudgeted expense to be drawn from remuneration budgets during the 23/24 Financial Year.

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 – Alternative roster options

Appendix 2 – Results of public feedback

Contact Officer: Stefan Corbett, General Manager Partnerships and Operations

Reviewed By: Paul Gardner, Interim Chief Executive

Appendix 1 – Alternative roster options

Current roster

| | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun |
|------------|------|------|------|------|------|------|-----|------|------|------|------|------|-----|-----|------|------|------|------|------|------|------|------|------|------|------|------|-----|-----|
| GTP | | open | open | | open | Open | | | open | open | | Open | | | | Open | Open | | Open | Open | | | Open | Open | | Open | | |
| FTP | open | open | | open | open | | | Open | Open | | Open | Open | | | Open | Open | | Open | Open | | | Open | Open | | Open | Open | | |
| MTP | open | | open | open | | open | | open | | open | open | | | | Open | | Open | Open | | | open | | Open | | Open | Open | | |

Option 1 - FTN and GTP open Sat

| | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun |
|------------|------|------|------|------|------|------|-----|------|------|------|------|------|-----|-----|------|------|------|------|------|------|-----|------|------|------|------|------|-----|-----|
| GTP | | open | open | | open | Open | | | open | open | | Open | | | | Open | Open | | Open | Open | | | Open | Open | | Open | | |
| FTP | open | open | | open | open | Open | | Open | Open | | Open | Open | | | Open | Open | | Open | Open | Open | | Open | Open | | Open | Open | | |
| MTP | open | | open | open | | | | open | | open | open | | | | Open | | Open | Open | | | | Open | | Open | Open | | | |

Option 2 – FTN and MTP open Sat

| | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun |
|------------|------|------|------|------|------|------|-----|------|------|------|------|------|-----|-----|------|------|------|------|------|------|-----|------|------|------|------|------|-----|-----|
| GTP | | open | open | | open | | | | Open | open | | Open | | | | Open | Open | | Open | | | | Open | Open | | Open | | |
| FTP | open | open | | open | open | Open | | Open | Open | | Open | Open | | | Open | Open | | Open | Open | Open | | Open | Open | | Open | Open | | |
| MTP | open | | open | open | | open | | open | | open | open | | | | Open | | Open | Open | | Open | | Open | | Open | Open | | | |

Option 3 – Rotation (FTP and GTN one Sat, FTP and MTP another Sat) (RECOMMENDED)

| | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun |
|------------|------|------|------|------|------|------|-----|------|------|------|------|------|-----|-----|------|------|------|------|------|------|-----|------|------|------|------|------|-----|-----|
| GTP | | open | open | | open | Open | | | Open | open | | Open | | | | Open | Open | | Open | | | | Open | Open | | Open | | |
| FTP | open | open | | open | open | Open | | Open | Open | | Open | Open | | | Open | Open | | Open | Open | Open | | Open | Open | | Open | Open | | |
| MTP | open | | open | open | | | | open | | open | open | | | | Open | | Open | Open | | Open | | Open | | Open | Open | | | |

Option 4 – FTP open every Sat

| | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun |
|------------|------|------|------|------|------|------|-----|------|------|------|------|------|------|-----|------|------|------|------|------|------|-----|------|------|------|------|------|------|-----|
| GTP | | open | open | | open | | | | Open | open | | Open | | | | Open | Open | | Open | | | | Open | Open | | Open | | |
| FTP | open | open | | open | open | Open | | Open | Open | | Open | Open | open | | Open | Open | | Open | Open | Open | | Open | Open | | Open | Open | open | |
| MTP | open | | open | open | | | | open | | open | open | | | | Open | | Open | Open | | | | Open | | Open | Open | | | |

Notes – Based on 6.75FTE over three sites. Does not include leave or possibility of absences, which if accounted for reduce available FTE to approximately 5.75FTE. This means any significant absence will mean further ad-hoc closures are unavoidable.

Appendix 2 – Results of Public Feedback



Memorandum

From: Amanda Bradley, General Manager, Policy & Governance

Date: 3 July 2023

Subject: Library hours for the 2023/2024 financial year

Background

The Annual Plan process provides an opportunity to review what was planned for the year in the relevant Long-Term Plan taking into consideration any new information and/or changing circumstances. Having considered work programmes and budgets for the year, Council agreed to consult on the following four topics for the Annual Plan 2023/24:

1. Keep the LTP Year-3 water budget of \$3.541 million (including inflation) or increase the budget to reduce legal, health and safety, and plant failure risks.
2. Keep the current \$300,000 annual Rural Road Reserve contributions or increase it to provide a buffer during times of urgent need.
3. Include a budget of \$165,000 for a pool of casual Library staff or remove the use of a pool of casual staff that will result in libraries being closed more often.
4. Keep or remove the community and youth grants scheme.

152 submitters responded to the question on casual library staff. Of these submitters:

- 50.00% indicated support for Keeping the budget of \$165,000 for the cost of casual staff (included in the proposed budget).
- 50.00% Remove the budget for the cost of casual library staff and risk continued library closures on some days of the week.

Overall, comments highlighted the importance of libraries in our community.

“Libraries are one of the most important facilities for our community.”

“I support \$165,000 being budgeted for a library staff casual pool. Some of our most needy citizens rely on libraries for a wide range of services.”

“Libraries provide a vital service to the community. They are a place of connection, provide education, advice and resources Staff are entitles to annual leave and the service should not be affected. All South Wairarapa libraries are well utilised throughout the District.”

“I appreciate the need to be seen to be cost cutting but this cost saving is minimal for the service it provides.”

"I am sure there are plenty of other council operations that could be cut or reduced rather than threatening to take away this community service."

Comments also recognised the need for Council to prioritise spend.

"\$165,000 for library staff is absolutely absurd when we have failing infrastructure."

"Water is more important than libraries. If you can't afford water, you can't afford librarians."

"Libraries can provide a useful service, but it would not be acceptable to prioritise discretionary expenditure on library services while not prioritising expenditure to ensure safe water for the community."

A number of comments also noted that Council should explore opportunities to delivery library services in more innovative and efficient ways.

"Share library spaces with other council access: transparency with services provided and shared services. ie. Call the Library a Library/Service Centre."

"We must seek community involvement through volunteer work to bolster our staff but this program needs to stay."

"Have other Council staff re deployed to these facilities when the staff are sick or away, the Library budget is quite excessive so is the budget for these also covering the whole building as in Martinborough and Greytown's town halls."

"Why not put it out to the community for say a pool of volunteers to cover when staff are not available. I'm sure there are lots of avid book readers who would love to volunteer at a library."

"Use volunteer or council staff when only one staff member available to ensure Libraries can be kept open without increasing spend. Could reduce library costs by creative use of options. Libraries are amazing facility but reducing hours by small amount across three libraries might be a necessary saving message."

On 9 June 2023, Council resolved (DC2023/87) to exclude the extra \$165,000 for a pool of casual Library staff in the Annual Plan FY 23/24.

(Moved Cr Plimmer/Seconded Cr Bosley)

Carried

Against: Cr Gray, Cr Olds

Community Feedback

Since the library hours for the 2023/2024 financial year were released publicly, we heard robust debate from the community on the decision to change library opening days, and in particular the decision to not open Featherston library on Saturdays. Based on this, and with support from elected members, we have made the call to review the library scheduling sooner than planned. Between 3 July and 16 July 2023, we received feedback from the community in the following forms:

- 144 emails or written feedback from the community.
- 119 comments on South Wairarapa District Councils Facebook page, across two posts.
- 48 comments on the Wairarapa Library Services Facebook page

In addition, there was a large amount of feedback provided on several community facebook pages in the district.

Of the feedback Council has received, 103 individuals have consented to making their feedback public, provided their personal information is redacted.

Analysis of this feedback resulted in the following themes:

1. **Community Wellbeing** - importance of accessibility to library services for the wellbeing of our communities. Libraries provide community hubs that offer more than just books and are an important space for all ages.
2. **Equitable Access** - the need for equitable levels of service between the three wards, with particular mention of the importance of Saturday accessibility.
3. **Lack of Consultation** – disappointment and frustration at the lack of community consultation on permanent service level reduction.
4. **Innovation & Creativity** – the need to explore alternative solutions for maintaining library service levels.
5. **Return to Full Levels of Service** – the request to return to full levels of service.

Additionally, there were four submissions that supported the reduction of funding and library hours, as agreed by Council to keep the increased rates impact down.

Community Wellbeing.

“This move is also going to remove my refuge for when the water or power is (frequently) cut at home, and my access to resources that are useful to me in my work. It is also going to stop me from being able to access the extremely valuable information and advice that your skilled library staff are able to provide - including about how to access other Council services.”

“The library is a really valuable service for our community. It provides shelter, education, friendship and entertainment. It helps kids learn to read, teenagers find graphic novels, old people get online, and commuters find books to read on the train.”

“Libraries have always been a big part of my life - as a child I wasn't part of a well-off family and the weekly library visit was a highlight.... The library is a really valuable service for our community. I now use it with my family, and to keep up on the reading for my book club. However, as a lonely mother of a small child it was a safe haven. A place where people were kind and Miss Penny would dish out great parenting advice (just add water) and where I met friends who have become my community.”

“Libraries are not just a place to get books. They're a space for our community, a community that YOU are supposed to represent, to meet, to talk, to work, to stay warm, to have someone to talk

to, to do their homework in safe and quiet environment, to use the wifi, to get help with technology, to print out a bus timetable...the list goes on. The space is used by the entire spectrum of our society from babies right through to the elderly. It's one of the first places people go when they are new to town. People with disabilities use libraries regularly. The library is a safe space for so many people. How is our community supposed to thrive without proper daily access to this space? You are dragging us backwards."

"The library plays an important role in many people's lives. I always see young people going in after school to use the computers and to read in a calm, peaceful space. Not all youth have computers or a space to chill out and read in their homes. The library should be homely, accessible and OPEN! Libraries are an essential service, we really can't compromise on this without having negative repercussions in the community down the line. I think many of us would see the library as the heart of the community."

"Please reverse these reduced services in our library. I need support to bring these two boys up well. A positive place to visit offering a sense of community, routine and that we can walk to is essential."

"In addition to the reduction of library hours letting our rangatahi down, access to resources and computers is essential to support the community and literacy in particular. It must be remembered that the library is more than a place to borrow books. It provides a safe place for children, a place for elderly to read the newspaper, ongoing holiday activities, copying and printing facilities and access to computers to name a few. The Council cannot assume that all children, students and residents have access to computers at home. As you know we do not have any Government agencies, Post Office or Bank where those without computers can access some help. Once again, the most vulnerable of our community with so little voice are affected. The library is their only option and in Martinborough their access has now been reduced by more than 30%."

"As a resident of Featherston and mother of two primary school aged children I am shocked at reading that the library will be closed on Wednesdays! Not only do we lose access to reading material, council services and resources on that day, but also the children lose a safe space to go to after school that is shelter for many. What a shame! Investing in libraries and ensuring staff is supported is investing in our children and our future!"

"I'm very upset by this. It is extremely shortsighted. Higher literacy rates are shown to be associated with less crime, higher earnings, and higher employment rates, and it improves the development of the wider community. Multiple studies show this. It's also a well known fact that libraries make a huge contribution to a fostering a literate community. Reducing library hours does not increase literacy – it does quite the opposite. Reducing library hours harms communities."

"Just as a refresher for the crucial role libraries offer in the community:

- 1. Access to Information: Libraries serve as information hubs, offering a wide range of resources, including books, magazines, newspapers, digital media, and online databases.*

For small communities with limited access to other educational and informational resources, libraries bridge the digital divide and provide a space where individuals can access information they might not have otherwise.

- 2. Lifelong Learning: Libraries promote lifelong learning by offering educational programs, workshops, and classes for people of all ages. They support formal education by providing resources for students and educators, but they also encourage informal learning and personal growth by offering materials on various topics and organizing community events.*
- 3. Community Gathering Place: Libraries act as community centers, providing a physical space where people can gather, interact, and engage in social activities. They often host events, book clubs, discussion groups, and workshops that foster a sense of community and facilitate connections between individuals from diverse backgrounds.*
- 4. Cultural Preservation: Libraries preserve and promote local history, culture, and heritage. They collect and archive important documents, records, photographs, and other materials that are of historical significance to the community. By preserving and making these resources accessible, libraries contribute to the community's identity and help future generations understand their roots.*
- 5. Support for Literacy and Education: Libraries play a critical role in promoting literacy and education within small communities. They offer reading programs for children, provide homework assistance, and support adult literacy initiatives. By nurturing a love for reading and providing resources for learning, libraries contribute to the educational development and overall well-being of community members.*
- 6. Digital Inclusion: In today's digital age, libraries help bridge the digital divide by providing public access to computers, the internet, and digital tools. This is especially important for small communities that may have limited internet access or for individuals who cannot afford personal devices or internet subscriptions. Libraries offer a space where people can access digital resources, learn digital skills, and participate in online activities.*
- 7. Economic and Career Support: Libraries support economic growth within small communities by offering resources and services that aid job seekers, entrepreneurs, and small businesses. They provide access to job search databases, resume-building tools, business resources, and workshops on topics like entrepreneurship and financial literacy. By supporting individuals in their career endeavors, libraries contribute to the overall economic vitality of the community.*

Overall, libraries serve as community pillars, providing equal access to information, promoting education and literacy, fostering social connections, preserving culture, and supporting economic development. They enhance the quality of life in small communities by empowering individuals and creating a sense of belonging and engagement.

This is worth so much more than the amount of money you are saving by partially closing the South Wairarapa Libraries!"

Equitable Access.

"Each library to be open each weekend for at least 2 hours. Every alternate weekend is confusing and no weekend hours for Featherston is not acceptable."

The new library hours are not appropriate for our town. We use the library regularly, I often reserve books online and recently was unable to pick up on time as the library was closed the

times that I was in town during the day. Saturday opening for the library is essential, especially for commuters. But also for children, for something to do on a Saturday."

"All the libraries must be open on weekends and preferably every weekday afternoon with some morning sessions each week. Our towns are full of commuters who work away and have limited time to access. Our tamariki and rangitahi need access after school to support their literacy and learning. Our elderly come and read the papers daily and need to have time when they can access the library in peace and our parents need their groups. I would recommend a couple of mornings a week when the libraries don't open till one for each library (with the exception of Saturday's when the libraries all need to be open). But the libraries need to continue to be open every day on reduced hours 2-3 days per week."

"Featherston Library needs to be open on a Saturday for all those who are at work all week. The Council must acknowledge this essential service and fund it sufficiently. The current new schedule has each library closing at least two days each week and three days on each alternate week including always closed in Featherston on Saturdays. This is ridiculous and deceitful - and the explanation that it seemed better to plan closures is just plainly underhand."

"The change in library opening hours shows huge short sightedness on the part of the South Wairarapa District Council."

"It is even more bizarre that Featherstone Library should be closed on Saturdays, given the tremendous success of Booktown with the result that Featherston, gateway to the Wairarapa, is on the map for very positive reasons (as opposed to petty crime and abuse of children). Libraries are fundamental to each of our towns community. These closures are disappointing on so many levels and haven't been well thought through."

I am not personally dependent on the library being open on Saturdays, but I feel compelled to speak on behalf of those who are - people who may be under-represented in submissions due to their limited time and resources. It was apparent how out-of-touch our councillors are when one suggested that Featherston residents simply drive to Greytown or Martinborough to use the libraries there - given the cost of petrol, the fact many library users do not have a car, and the environmental impact, this is a disappointing take. Saturday is Featherston's busiest day, when many residents visit the fruit and vegetable market and those working Monday to Friday have the opportunity to shop."

"The opening hours across the District should be equitable."

"My family and I would like to see Featherston Library open again on Wednesday and Saturdays or at least on a rotating schedule with other South Wairarapa libraries."

"I live in Featherston, and was concerned to see Library hours reduced, especially with weekend opening being removed from Featherston Library completely (notably being kept at both Martinborough and Greytown- two communities obviously already wealthier and more privileged than Featherston)."

Lack of Consultation.

"The scope of consultation to date

In the annual plan submitters were asked to submit on a choice between:

- Keep a budget of \$165,000 for the cost of casual staff to keep libraries open when permanent staff are on leave.*
- Remove the budget for the cost of casual library staff and risk continued library closures on some days of the week.*

On 9 June the outcome of removing the budget for the pool of casual staff was reported by council to me "that some libraries may be closed on some days due to a lack of sufficient staffing numbers, estimated as 4 days per month" All the wording implied that the impact of not having this budget available was ad hoc closures at reasonable levels. What was not consulted on was a permanent and significant reduction in the hours of service across all libraries. Specifically, a 41% decrease in the hours of service at Martinborough and Greytown and a 27% decrease in Featherston (but made worse by no weekend hours).

Consultation requirements

The change that has been made is outside what was consulted on and given its significance that is in breach of the Local Government Act and SWDC's Significance and Engagement Policy. The degree of significance of the decision is high because the decision involves a large reduction in a level of service, has a moderate impact on a high proportion of the population and is inconsistent with community outcomes. Accordingly, to lawfully make this decision SWDC needs to meet the requirements of consultation under the LGA as summarised by council here:

<https://swdc.govt.nz/consultation/consultation-process/> That involves an options analysis, making the information as widely available as possible, and a month-long submission period. The information provided in the Annual Plan and the current two-week submission period via email is insufficient."

"I am very disappointed in the way this has been carried out and to spring the closures on all of us including, it seems, on our elected councillors I consider is disingenuous, as this was not what was consulted on in the Annual Plan process. I am very disappointed at the lack of transparency and the lack of management."

"Come on SWDC, do some homework before you make decisions and at least work together. After your poorly worded Long Term Plan, reading submissions and allowing this decision to be made, then The Mayor and Councillors say the changes are unacceptable, doesn't sound like a constructive working council and give ratepayers any confidence at all."

"Within my sphere of the community it would seem there is no support for the councils majority vote to remove the budget for casual librarians within the South Wairarapa. Lets be clear this is a council decision and not a public decision following a consultation process, which perhaps some media comments may suggest."

"I have concerns about the consultation and deliberations process, particularly in relation to how the information was presented. After reading the consultation document, much is made of increasing budget for water and roading, however the only options provided for budget cuts were casual librarians and community grants. The tone seemed to be increase budget for these vital options and reduce budget for less vital options. The general public could be misled to view this as a "one or the other" situation or rank in importance. When you read the public feedback from the deliberation report, a number of comments mention that water is more important than the library which supports this idea. (See deliberations report on council website)

I'm unsure whether the council was presented with the deliberations report as part of the voting process. If so the 4 options are all skewed against the casual librarian budget. Options 2, 3 and 4 in the document site significant community support for those options. All options had the librarian casual budget removed.

Significant community support is a stretch of epic proportions. 152 submissions were received on the casual librarian budget option. 50% voted to keep it in the 23/24 budget. 50% voted to have it removed, bearing in mind my previous comments. The SWDC notes that less than 2% of ratepayers responded to the public consultation. Perhaps the council is disconnected and needs more information to make these decisions. I would presume the community boards who represent and advocate for the community would have their fingers on the pulse of community sentiment. The decision to reduce hours in Featherston is embarrassing given that Featherston is positioning itself as "NZs only Booktown".

"I object to the Council's decision to cut the hours of opening of its libraries. The original consultation with the public on this matter indicated 50% of people making submissions wanted to keep the \$165,000 budgeted to cover staff on leave. The Council indicated that removing this amount from the budget would mean that libraries would be closed four days a month. In fact, the Martinborough library is now being closed the equivalent of ten days a month which is far more than the Council had previously suggested."

"Furthermore I did not see any consultation available with the community to discuss library hours? Did I miss this opportunity or was it not undertaken? I am beginning to lose confidence in the SWDC and seriously questioning whether I should consider relocating to a district better equipped to deal with its finances, collection and spending. And providing more appropriate communication along the way."

The 2023 AP consultation asked for comments to: "Include a budget of \$165k for a pool of casual Library staff to cover leave or remove the use of a pool of casual staff that will result in libraries being closed more often."

On June 28th councillors determined to not fund a pool of casual staff. The SWDC media statement on the same day stated: "Not fund a casual pool of library staff to provide backfill as needed so that libraries may remain open six days a week. This has saved \$165k, however, libraries will be closed at least one day a week."

Suddenly the proposal has changed from covering leave and sickness and "being closed more often" to "being closed at least one day a week". All but three Councillors voted for this still, there was no discussion of permanent days closed.

On the 29th June, the very next day, SWDC reported that libraries will close two days a week and some Saturdays. This decision was made in less than 24 hours after the casual funding was not approved. Surely to make such a decision, receive a recommendation report, review the data, analyse the options, clarify any facts, maybe bounce the idea around with others, and agreed a totally new, very reduced schedule of opening hours takes more than 24hours. Or was a fast decision, with no structured analysis, rushed through as a reaction to the decision to not fund casual staff. The AP shows a requested increase in library funding of \$535k so libraries still received \$370k more this year to provide the same service as with no special projects highlighted.

“Firstly I was not aware there had been consultation with the community - I’ve asked around and I’m not the only one. If you did a consultation I’d love to know who was involved because they got it really wrong.”

“I do not believe that the outcome of drastically cutting the opening hours of the libraries has been communicated in good faith. Your own website (<https://swdc.govt.nz/news/councilpasses-four-resolutions-that-give-direction-to-the-2023-24-annual-plan/>) states Remove the \$165,000 for a casual pool of library staff on an ‘as needed’ basis to cover scheduled and unscheduled leave, such as sickness. This means that some libraries may be closed on some days due to a lack of sufficient staffing numbers, estimated as 4 days per month. (9 June 2023)

The above statement is quite different to the outcome we know find ourselves with, 7 days less access per week across the three libraries. I have read the previous submissions published on your website (https://swdc.govt.nz/other/council-to-review-library-opening-hours/?fbclid=IwAR3DagFUuKiVRsvUzUCZQuqgJdSq3TZs_5hGSr_SHZs41xMG9kDNBwuiuo) and it is clear to me that I am not the only one who did not understand the severity of the decision not to fund the additional casual library staff. I believe this highlights a failure of council to communicate the true impact of this funding decision. I would ask that you do what you are able to to increase the opening hours to be more in line with what was consulted on.”

“Umm ... This is NOT what was discussed during consultation – Consultation was on funding for a pool of staff to cover absences, not the everyday operation.”

Innovation and Creativity.

“...To see a full review of the libraries budget to identify where cost savings can be made without reducing opening hours.”

“... The requirement that a library cannot open without at least two staff to be reviewed. With changes like self-check-out and current library attendance it is not clear to me that two staff is always necessary.”

“With this in mind, SWDC’s first-best option is to consider:

- *opening at least a full day Saturday - if not both Saturday and Sunday (with staggering across the three townships)*
- *to reduce or change weekday hours or weekday availability in compensate - for example, opening at 10am or in the afternoon.*

- *To the extent it hasn't already, the SWDC could look at what hours other councils offer - there will be many smaller districts in NZ with similar challenges. From a quick review, it is clear that most councils offer a combination of later morning open hours (e.g. 10am) and evening hours (e.g. 6pm to 8pm), and opening on Saturday and/or Sunday."*

"SWDC may also like to use this opportunity to progress the Councillor's decision to explore opportunities of service delivery with community - for example, use of volunteers."

Some suggestions I have to help the situation are possibly making opening times during the week at all three libraries later to free up some paid hours that could be used to keep the Featherston library open on rotating Saturdays too. If two of the three libraries were open each Saturday at least people with transport options could avail themselves of a library nearer to them. My final suggestion is to bring back vetted and trained volunteers. I thoroughly enjoyed volunteering for seven years at the library until volunteers were phased out about two years ago.

As a first point of call I think having at least an alternate Saturday would be important for Featherston's working and commuting population. \$165,000 seems pretty small-fry in the context of council budgets – would it be possible to use funding from say other areas like new acquisitions or other areas of council to supplement libraries? Taking funding from other projects by extending their timeline for completion?

Could the libraries be open every day but with reduced hours?

In the AP submissions a number of people suggested interesting and innovative ways to support library staff during sickness and vacation. These included; returning to using volunteers for adhoc sick days, reassigning council staff from desks at the Council offices or from "working at home" to the Library so that library staff are not working alone. Collaborating with I-site staff. Brainstorm, get creative. Many other ideas need to be fully considered before we are held hostage to relitigating annual plan decisions days after being made.

Return to Full Service Levels

I disagree with the decision to reduce the opening hours of South Wairarapa Libraries by such a significant amount. I would like:

- *To see the libraries return to full opening hours and close on an ad-hoc basis as required due to staff leave.*

"I think that the library should be back to normal. I have three very good reasons for the library to stay in business:

1. *me and my sister both love reading and if the library is only open on some days of the week then it makes it quiet for us to get out books.*

2. If the library is only open on the days that it is right now then think of all the people that don't know if they want to go to the library and they live very far away like me and when they get to the library and it's closed they won't know what's going on.

3. I love doing puzzles and if the library is closed then i can't get out a puzzle.so i would be bored because i can't get out a puzzle thank you

I would like to see the libraries returned to full operating hours.

I would ideally like the 3 South Wairarapa branches to have no reduction of hours at all. The library and the accessibility to its collections and services is vitally important to all of us. The list of benefits to our communities and our wellbeing is well established and proven, please make sure that we all continue to have equitable access.

Open every Saturday for ALL branches should be standard, it allows those who work, commute and are otherwise unable to get to the library during the week, access. Regular weekend access is a must, at the minimum.



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.</p> <p>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. | [REDACTED] | [REDACTED] | [REDACTED] |
| 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 renewal 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 |
|---------------|-------------------|-----------------------------------|
| Red square | Red arrow down | Overspend more than 10% |
| Orange square | Orange arrow down | Overspend but less than 10% |
| Yellow square | Yellow arrow down | Underspend more than 20% |
| Green square | Green arrow up | Within budget and ≤20% underspend |

| Water | Asset Type | May 2023 | | | | Year To Date | | | | Full Year | | | |
|----------------|-----------------|------------------|----------------|------------------|---------------|------------------|------------------|------------------|------------|------------------|------------------|------------------|------------|
| | | 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:

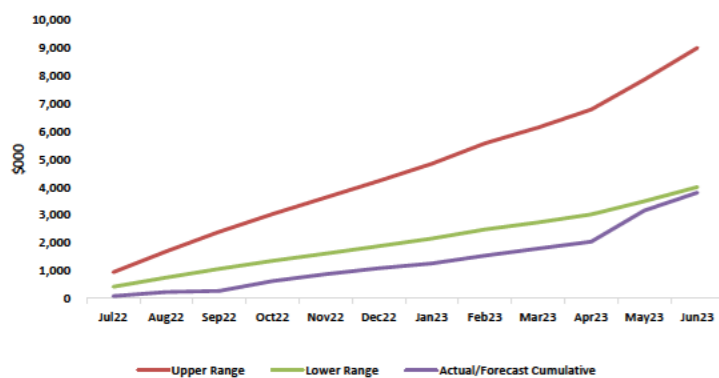
Looking out towards the end of the financial year, at a programme level, we are forecasting \$3.8m, against a budget of \$5.3m.

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.

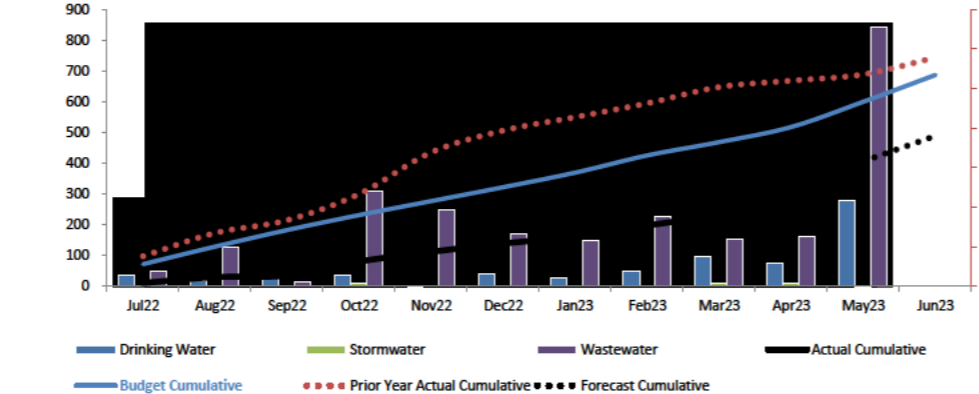
As mentioned in the summary, due to the deferral of the Memorial Park WTP Stage 3 project, the Donald Street Pump Station project started in May.

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

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 | | | | | | |
| PAPAWAI RD 1984-2841 | | | | | | |
| Sealed Road Resurfacing Cape Palliser Rd | \$102K | Oct 22 - Dec22 | | | | |
| Scheduled programme of works comprising 2.5kms | | | | | | |
| CAPE PALLISER ROAD 16495 18219 | | | | | | Sites Complete |
| CAPE PALLISER ROAD 26267 27025 | | | | | | |
| 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

| 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 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 | | | | | | |
| | | | | | | 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-funding 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

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| | | | | | | | 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. |
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Greytown cemetery extension

\$155k

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| | | | | | | | 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 |
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Featherston Natural Burials extension

\$75k

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| | | | | | | | 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. |
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ANZAC Hall exterior repaint

\$156k

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| | | | | | | | Planning underway Reviewed quotes and work will be tendered Looking to start work mid January 2024 |
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Featherston Stadium paint, and vinyl of foyer and ablutions

\$50k

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| | | | | | | | Completed November 2022 |
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Greytown sports facility - upgrade ablutions, changing rooms.

\$180k

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| 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

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| | | | | | | | 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 |
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ANZAC Hall - fix leaking top windows

\$91k

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| | | | | | | | Planning underway Reviewed quotes and will tender the work Works to take approx. 6 weeks and will take place prior to painting |
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Greytown Hall - repair rotten foundations

\$154k

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| | | | | | | | Planning underway Engineers report completed 2021 Awaiting site visit / inspection from builder to inform a tender process |
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Gateway to the Wairarapa - consultation

\$113k

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| Public consultation for a feature at the entry into the Wairarapa towns | | | | | | | Yet to start |
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Other Significant Projects

Wellington Region Waste Minimisation Management Plan (WMMP)

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| | | | | | | | 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 |
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Lake Ferry Slip Drainage

\$19k

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| | | | | | | | Completed July 2023 |
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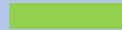
Welcome to Featherston Signs

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| 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 |
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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 | | | | | | 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 |
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Status key:



On track/achieving



Some concern



Off Track/Major concern



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