

MARTINBOROUGH COMMUNITY BOARD

Agenda

NOTICE OF MEETING

An ordinary meeting will be held in the Supper Room, Waihinga Centre, Martinborough on Thursday, 22 September 2022 starting at 6:30pm. Masks and physical distancing are recommended.

MEMBERSHIP OF THE COMMITTEE

Mel Maynard (Chair), Aidan Ellims, Nathan Fenwick, Michael Honey, Cr Pam Colenso, Cr Pip Maynard and Alex Mason (youth representative).

PUBLIC BUSINESS

1. EXTRAORDINARY BUSINESS:

2. APOLOGIES:

3. CONFLICTS OF INTEREST:

4. ACKNOWLEDGEMENTS AND TRIBUTES:

5. PUBLIC PARTICIPATION:

5.1 None advised

6. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

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

7. COMMUNITY BOARD MINUTES:

7.1 Minutes for Approval: Minutes of the Martinborough Community Board meeting held on 11 August 2022.

Pages 1-4

Proposed Resolution: *That the minutes of the Martinborough Community Board meeting held on 11 August 2022 be confirmed as a true and correct record.*

8.	DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF:	
8.1	Financial Assistance Report	Pages 5-9
9.	INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF:	
9.1	Financial Assistance Accountability Report	Pages 10-13
9.2	Emissions Trading Scheme Report	Pages 14-16
9.3	Income and Expenditure Report	Pages 17-23
9.4	Action Items Report	Pages 24-27
9.5	Officers' Report	Pages 28-66
10.	NOTICES OF MOTION:	
10.1	None advised	
11.	CHAIRPERSON'S REPORT:	
11.1	Chairperson Report	Pages 67-68
12.	ELECTED MEMBER REPORTS (INFORMATION):	
12.1	Aiden Ellims Member Report	Pages 69-71
12.2	Nathan Fenwick Member Report	Pages 72-73



Minutes – 11 August 2022

Present:	Mel Maynard (Chair), Aidan Ellims, Nathan Fenwick, Councillor Pam Colenso and Councillor Pip Maynard
In Attendance:	Mayor Beijen, Stefan Corbett (Group Manager, Partnership and Operations), Steph Frischknecht (Policy & Governance Advisor) and Kaitlyn Carmichael (Committee Advisor)
Public Participation	Joy Cooper (Wharekaka Board Trust)
Conduct of Business:	This meeting was conducted in public in the Supper Room, Martinborough Town Hall, Texas Street, Martinborough between 6.30pm and 8.33pm and was live streamed on the Council's YouTube Channel. All members participating via video conference counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.

1. EXTRAORDINARY BUSINESS

There was no extraordinary business.

2. APOLOGIES

MCB RESOLVED (MCB 2022/26) to receive apologies from Michael Honey.

(Moved Maynard/Seconded Ellims)

Carried

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

Mr Ellims acknowledged the work of Council contractors and staff during the recent severe weather events.

Ms Maynard acknowledged the passing of Judith Donaldson and Murray Johns and extended condolences to their families.

5. PUBLIC PARTICIPATION

Joy Cooper – Wharekaka Trust Board

Ms Cooper provided an update on the Boards proposal for Wharekaka following the closing of residential care and discussed the community consultation process. Ms Cooper requested a submission from the board on the proposed plan and future opportunities.

6. ACTIONS FROM PUBLIC PARTICIPATION

Members acknowledged the significance of Wharekaka in the community and discussed potential options for future use.

Mr Ellims undertook advertising the upcoming consultation sessions on the Martinborough Community Board Facebook page.

7. MARTINBOROUGH COMMUNITY BOARD MINUTES

7.1 Martinborough Community Board Minutes – 30 June 2022

MCB RESOLVED (MCB 2022/27) that the minutes of the Martinborough Community Board meeting held on 30 June 2022 be confirmed as a true and correct record, pending the correction of the meeting date.

(Moved Cr Maynard/Seconded Cr Colenso)

Carried

7.2 Martinborough Community Board Minutes – 30 June 2022

MCB RESOLVED (MCB 2022/28) that the public excluded minutes of the Martinborough Community Board meeting held on 30 June 2022 be confirmed as a true and correct record.

(Moved Cr Colenso/Seconded Fenwick)

Carried

8. DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

8.1 Street Flag Application Report

MCB RESOLVED (MCB 2022/29):

1. To receive the Street Flag Application Report.

(Moved Ellims/Seconded Fenwick)

Carried

2. To approve the Martinborough Music Festival Trusts request for the installation of 13 street flags in Martinborough from 5 September to 30 September 2022, for the Martinborough Music Festival.

(Moved Cr Maynard/Seconded Cr Colenso)

Carried

Members discussed the necessity of organisations requesting street flag installation on an annual basis and discussed the application process.

8.2 Financial Assistance Report

MCB RESOLVED (MCB 2022/30):

1. To receive the Financial Assistance Report

(Moved Cr Maynard/Seconded Fenwick)

Carried

2. To fund \$1,000 to the Martinborough Business Association for Christmas garland decorations to be used in public spaces, to be funded through the beautification fund.

(Moved Ellims/Seconded Fenwick)

Carried

3. To fund \$500 to the Martinborough Youth Trust to support the 2022 community fireworks event.

(Moved Ellims/Seconded Fenwick)

Carried

Cr Colenso abstained

Members queried the placement of garlands in the community and requested confirmation from the applicant on where the garlands will be located.
Members queried the location of the fireworks display in Martinborough.

9. INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

9.1 Revoking Policies Report

MCB RESOLVED (MCB 2022/31):

1. To receive the Revoking Policies Report
(*Moved Cr Maynard/Seconded Ellims*) Carried
2. To note that Council will be asked to consider revoking the following policies: Committees and Working Parties (A100), Hire of Council Facilities (E200), Display of Artworks in the Greytown Town Centre (E700), Street Days, Appeals and Raffles (H600), and Street Banners and Flags (C700).
(*Moved Cr Colenso/Seconded Fenwick*) Carried

Ms Frischknecht spoke to items outlined in the report and responded to members queries on revoking the Committees and Working Parties (A100) and the Street Banners and Flags (C700) policies.

Members noted that the Greytown Community Board would be appropriately positioned to provide feedback on the Display of Artworks in the Greytown Town Centre (E200).

9.2 Income and Expenditure Report

MCB RESOLVED (MCB 2022/32) to receive the Income and Expenditure Statement for the period ending 30 June 2022.

(*Moved Cr Colenso/Seconded Ellims*) Carried

Members noted that the funds for the Martinborough Community Garden have been committed for several years and requested that the \$1,000 for the funding of the water tank be returned to the grant fund. Ms Carmichael undertook following up with Martinborough Community Garden on the status of the committed grant for \$800.

9.3 Action Items Report

MCB RESOLVED (MCB 2022/33) to receive the Action Items Report.

(*Moved Cr Maynard/Seconded Ellims*) Carried

Members discussed open action items and noted further updates.
Members queried the progress on scoping of potential sites for the Martinborough Community Garden and discussed potential options. Mayor Beijen undertook liaising with Mr Corbett and a representative from Martinborough Community Garden to provide a list of potential locations to the next meeting.

9.4 Officers' Report

MCB RESOLVED (MCB 2022/34) to receive the Officers' Report.

(*Moved Cr Colenso/Seconded Fenwick*) Carried

Mr Corbett spoke to items outlined in the report and responded to member queries on the current status of the roading program of work and the Greytown Smart Meters program trial. Mr Corbett confirmed that Council had not yet been updated on the trial and no decisions to extend the trial have been made. Members queried the scheduled maintenance program of culverts in the ward. Mayor Beijen provided clarification and invited Mr Ellims to speak on the issue at the upcoming Assets and Services meeting. Mr Corbett undertook providing a further update on the process.

10. NOTICES OF MOTION

There were no notices of motion.

11. CHAIRPERSON REPORT

11.1 Chairperson Report

MCB RESOLVED (MCB 2022/35) to receive the Chairperson Report.

(Moved Cr Colenso/Seconded Fenwick)

Carried

Ms Maynard spoke to items outlined in the Chairperson Report noted recent participation in the Greytown and Martinborough Community Liaison Group for Water Treatment Plants. Ms Maynard undertook providing updates on the meetings to the board.

Mr Corbett provided an update on the Hinekura Road Relief Fund and the program of work. Mr Corbett noted that there are remaining funds available for use by the community use and requested the board take the opportunity to encourage residents apply.

Cr Maynard acknowledged the work of Ms Ngamoki and Ms Dawson in the creation and distribution of Covid-19 Home Care kits in the district,

MCB NOTED:

Action 426: Write a letter on behalf of the board acknowledging the work of Ms Ngamoki and Ms Dawson on the covid home care kits.

12. MEMBER REPORTS

There were no member reports.

The meeting closed at 8.33pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

AGENDA ITEM 8.1

FINANCIAL ASSISTANCE REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Note that the application from South Wairarapa Community Covid Essential Survival Kits is only eligible for one Council administered grant under the current Grants Policy.*
3. *Note that the Community Board can still make a decision that does not align with Council policy if it considers there is good reason to not apply that policy.*
4. *Consider the application from South Wairarapa Community Covid Essential Survival Kits for \$1,000.*
5. *Consider the application from Martinborough School for \$1,260 + GST to support the Get Set Go and Run Jump Throw program.*
6. *Consider the application from Martinborough Squash for \$8,050.*
7. *Consider the application from Martinborough Rugby Club for \$750.*

1. Background

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

2. Applications for Financial Assistance

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

Applicant	Amount Requested
South Wairarapa Community Covid Essential Survival Kits	\$1,000
Martinborough School	\$1,260 + GST

Martinborough Squash	\$8,050
Martinborough Rugby Club	\$750

3. Eligibility Criteria

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

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

- Non-profit community organisations with a formed legal structure or a group of individuals who have come together for a common purpose but who do not have a legal structure may apply.
- The applicant does not need to be based in the South Wairarapa or the ward from where the funds are being sought but the applicant must be able to demonstrate that the activity benefits the ward where the funds are being sought.
- Applicants may not be in receipt of any other Council or Council-administered grant for the same activity in the same financial year.
- The Martinborough Community Board considers grants twice a year in August and February and the maximum grant available in each round is equal to half the available grant pool. Any remaining funds from the August round will be rolled over to the February round and GST will be added to grants approved for GST registered applicant.

The Grants Policy sets out further criteria.

3.1 Assessment against Eligibility Criteria

3.1.1. *Application from South Wairarapa Community Covid Essential Survival Kits*

Under the Grants Policy, applicants may not be in receipt of any other Council or Council-administered grant given for the same activity in the same financial year, however the committee can consider grants outside the Policy.

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

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

The application will be provided to members in confidence.

3.1.2. Application from Martinborough School

The application from Martinborough School meets the criteria for funding consideration through the Martinborough Community Board. The organisation has no outstanding grant accountability forms.

The application will be provided to members in confidence

3.1.3. Application from Martinborough Squash

The application from Martinborough Squash exceeds the funding available, but the board is able to consider partial funding. The organisation has no outstanding grant accountability forms.

The application will be provided to members in confidence

3.1.4. Application from Martinborough Rugby Club

The application from Martinborough Rugby Club was considered at the Grants Subcommittee meeting on 7 and 8 September 2022. It was requested by the committee that this application be deferred to the Martinborough Community Board for consideration, as it meets the criteria for funding consideration through the board. The organisation has no outstanding grant accountability forms.

The application will be provided to members in confidence

4. Considerations

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

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

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

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

5. Appendix

Appendix 1 – MCB Letter of Support

Contact Officer: Kaitlyn Carmichael, Committee Advisor

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

Appendix 1 – MCB Letter of Support



19 August 2022

Sandy Ngamoki & Teresa Dawson

Sandy.ngamoki@gmail.com

Dear Sandy & Teresa,

COVID-19 HOME CARE KITS INITIATIVE

On behalf of the Martinborough Community Board, we would like to acknowledge the work you have put into the creation and distribution of Covid-19 Home Care kits within the local community.

The Martinborough Community Board recognizes the magnitude of this project and certainly appreciates you taking the time to raise awareness and bring support to this district in this way.

Yours sincerely,

Mel Maynard

Martinborough Community Board Chair

Mel.Maynard@swdc.govt.nz

MARTINBOROUGH COMMUNITY BOARD

22 SEPTEMBER 2022

AGENDA ITEM 9.1

FINANCIAL ASSISTANCE ACCOUNTABILITY REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Financial Assistance Accountability Report.*

1. Executive Summary

The Martinborough Community Board considers applications for financial assistance twice annually.

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

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

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

2. Appendix

Appendix 1 – Grants Summary

Contact Officer: Kaitlyn Carmichael, Committee Advisor

Reviewed By: Amanda Bradley, Policy and Governance Manager

Appendix 1 – Grants Summary

Organisation Name	Brief Project Description	Amount Requested	Amount Allocated	Allocation Status	Date Approved	Accountability Form Received	Date Accountability Form Received	Project Status In progress (accountability not returned) Complete (accountability returned)	Followed Up
Lake Ferry Anzac Club	To undertake maintenance of the flag pole and flag pole area at Lake Ferry	\$1,000	\$1,000	Approved	11/05/2015	No		In progress	4/09/2015 & 1/4/16 No longer being followed up but retained for records
Friends of Martinborough Library	Towards the costs associated with running an outdoor movie evening for Martinborough to raise money for the children's library area furnishings in the Waihinga Centre	\$500	\$500	Approved	4/09/2017	No		In Progress	1/10/2018 15/07/2020 No longer being followed up but retained for records
Martinborough Squash Club	To assist with the costs associated with installing a leaf protection system in the gutters of the Squash Club building	\$1,000	\$1,000	Approved	27/08/2018	No		In Progress	25/06/2019 (applicant advised it hadn't been completed with expected completion in August 2019 13/02/2020 16/07/2020 No longer being followed up but retained for records
Anglican Parish of South Wairarapa	To assist with the food costs of the St Andrews Breakfast and Homework Clubs over the 2020 school year	\$600	\$600	Approved	27/02/2020	No		In Progress	Followed up 09/10/2020 Followed up 21/01/2021 Followed up 23/06/2021 Followed up 16/12/2021 Followed up 06/07/22 No longer being followed up by retained for records
MADCAPS	To contribute to the Traffic Management Plan costs for the 2020 Martinborough Christmas Parade	\$2,000	Invoiced amount up to maximum of \$2,000 subject to receiving invoice	Approved	17/12/2020	No		In Progress	Followed up 23/06/2021 Followed up 16/12/2021 Followed up 06/07/22
Kahutara Hall Society	To fund a high tea and evening ball in celebration of Kahutara Hall's 100th year in Kahutara	\$850	\$850	Approved	16/08/2021	No		In Progress	Followed up 16/12/21 Event deferred to March 2022 22/04/22: March even postponed due to RED traffic light setting, new date being set Followed up 06/07/22
Martinborough Youth Trust	Community fireworks event for 2021	\$500	\$500	Approved	16/08/2021	No		Cancelled	Followed up 8/11/2021 Event cancelled due to COVID-19 Funds returned to MCB

Organisation Name	Brief Project Description	Amount Requested	Amount Allocated	Allocation Status	Date Approved	Accountability Form Received	Date Accountability Form Received	Project Status In progress (accountability not returned) Complete (accountability returned)	Followed Up
Swim With Sophie	To fund swim safety lessons at Martinborough School	\$4,820	\$2,410	Approved	24/02/22	Yes	1/08/22	Complete	
Martinborough Youth Trust	Community fireworks event for 2022	\$500	\$500	Approved	11/08/2022	No		In progress	Accountability for not yet due
Martinborough Business Association	To purchase Christmas garlands for the town	\$1,000	\$1,000	Approved	11/08/2022	No		In progress	Accountability for not yet due

AGENDA ITEM 9.2

EMISSIONS TRADING SCHEME REPORT

Purpose of Report

To present the board with information on the Emissions Trading Scheme and Carbon Tax Credits.

Recommendations

Officers recommend that the board:

1. *Receive the Emissions Trading Report.*

1. Executive Summary

This report presents information on the Emissions Trading Scheme (ETS) and the potential to obtain carbon credits for newly planted land at Pain Farm.

2. Background

On 19 May 2022, the Martinborough Community Board requested a report on the Carbon Tax Refund options for waterway tree planting at Pain Farm (*Action 241*). The purpose of the New Zealand ETS is to assist the country in meeting its international obligations under the Paris Agreement and to help New Zealand to meet its 2050 target and emissions budgets. The ETS provides a way for owners of newer forests to be rewarded for the carbon dioxide absorbed by their forests as they grow.

South Wairarapa District Council currently have some forest registered under the ETS.

3. Eligibility Criteria

For a forest to be eligible to gain carbon credits, South Wairarapa District Council must own the property and some criteria apply:

- The land wasn't forest land on 31st December 1989, OR
- The land was forest land on 31st December 1989 and deforested before 1st January 2008, OR
- The land was forest land pre-1990, but was deforested on or after 1st January 2008, and the ETS liability has been paid.

The forest must meet all the following:

- Have at least 1 ha of forest species, AND

- Have or is likely to have an average width of tree crown cover of at least 30 meters, AND
- Have trees capable of reaching at least 5 meters in height, AND
- Have or is likely to have over 30% crown cover per hectare

The forest land can't be:

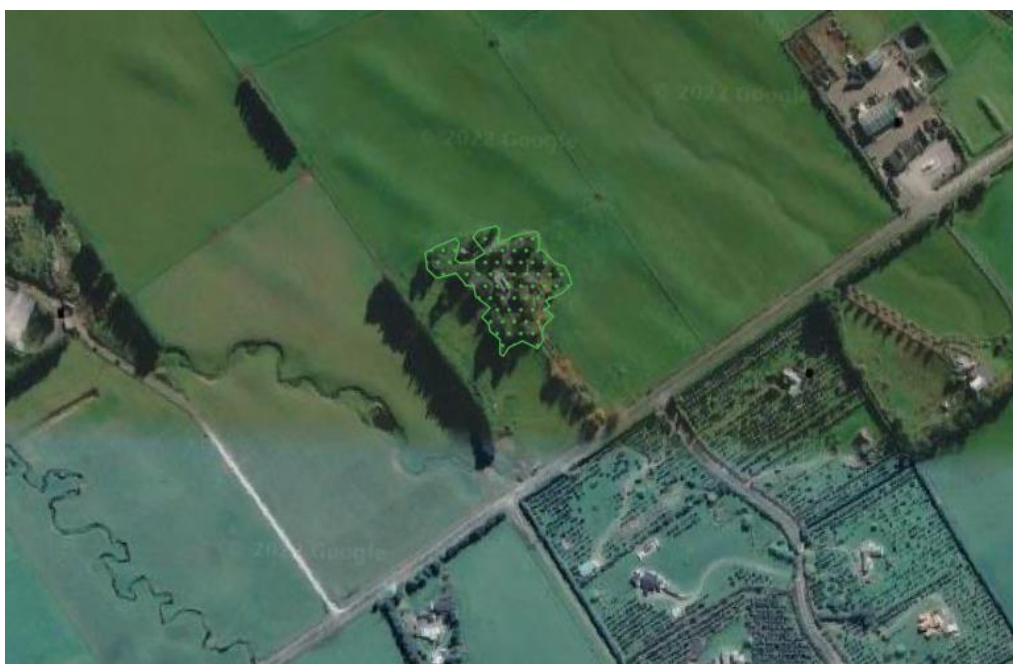
- Grassland
- Narrow shelterbelt
- Trees grown primarily for fruit or nut crop
- Gorse or broom (unless acting as a nurse crop, where there is sufficient forest species stock also present that meets the above criteria)
- Scattered forest species unlikely to ever meet 30% crown cover under existing management
- Wilding forest (unless the risk of spread is low)

4. Pain Farm

The total area of Pain Farm owned by South Wairarapa District Council is about 74 hectares.



Currently, 1.1 hectares of this is registered under the ETS.



4.1 Considerations for Planting Pain Farm

Up to 74 ha of forest on the property may be available for planting (we must keep the transfer station clear). That would provide around 590 NZUs (carbon credits)/year if we plant native trees and around 2,630 NZUs/year if we plant exotic trees. Currently, each Carbon Credit is worth approximately 1NZU \$76 although this price fluctuates.

Currently, planting costs around \$10,000 to \$20,000 per ha. This estimate does not include maintenance. Alternative experimental planting options, including the use of drone seed pod, may reduce this cost.

It is noted that registering a forest under 10 ha may not be financially desirable due to administrative fees and associated costs of the programme. This would mean, that planting the waterways exclusively, would not generate a significant income for Pain Farm. For this to be financially viable, a larger area would likely need to be planted. This would have great ecological benefit; however consideration needs to be given to the current use of the land and the potential loss of lease income if this was pursued as an alternative.

5. Conclusion

The current Long-Term Plan has not accounted for the transfer of any part of Pain Farm from grazing land to ETS forest, nor has a full cost/benefit analysis been carried out. This proposal would be suited for consideration through consultation in the next Long-Term Plan.

Contact Officer: Amanda Bradley, General Manager, Policy & Governance

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

MARTINBOROUGH COMMUNITY BOARD

22 SEPTEMBER 2022

AGENDA ITEM 9.3

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period ending 31 July 2022.*
2. *Receive the Pain Farm Income and Expenditure Statement for the period ending 30 June 2022.*

1. Executive Summary

The draft Income and Expenditure Statement for the period ending 31 July 2022 is attached in Appendix 1.

The draft Pain Farm Income and Expenditure Statement for the period ending 30 June 2022 is attached in Appendix 2.

The Chair may ask Council officers for comment and all members may ask the Council officers for clarification and information through the Chair.

2. Appendices

Appendix 1 – Draft Income and Expenditure Statement for period ending 31 July 2022

Appendix 2 – Draft Pain Farm Income and Expenditure Statement for period ending 30 June 2022

Prepared By: Hayley McDonald, Assistant Accountant

Reviewed By: Charly Clarke, Finance Manager

**Appendix 1 – Draft Income and
Expenditure Statement for period
ending 31 July 2022**

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

Personnel & Operating Costs

Budget

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

Expenses

Personnel Costs

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

Operating Expenses

Total Operating Expenses to 31 Jul 2022

-

Committed funds

Resolution date

	Original commitment	Spent to date	Remaining commitment
Members' Salaries	28,043.00	2,614.99	25,428.01
Mileage reimbursements	1,000.00	-	1,000.00
Honorarium payment to student rep (\$50 per meeting)	200.00	-	200.00

Total Commitments

26,628.01

TOTAL OPERATING EXPENSE BUDGET AVAILABLE*

7,200.00

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

Grants

Income

Annual Plan 2020-21 grant allocation	4,700.00
Other miscellaneous income	-
Total Income for 2022-2023	4,700.00

LESS: Grants paid out

Total Grants paid out to 31 Jul 2022

-

LESS: Committed Funds

Resolution date

	Original commitment	Spent to date	Remaining commitment
13/08/2020 Martinborough Community Contribution to ongoing costs	800.00	-	800.00
11/08/2022 Martinborough Youth Trust 2022 Community fireworks Events	500.00	-	500.00
			-
			-
			-
			-

Total Commitments

1,300.00

PLUS: Balance Carried forward from previous year*

4,919.23

* excludes Swimming Pool funds

TOTAL GRANTS FUNDS AVAILABLE

8,319.23

Martinborough Community Board
Beautification Fund for the Period Ended 31 Jul 2022

Income

Annual Plan 2022-2023 allocation

11,500.00

Total Income 2022-2023

11,500.00

Beautification grants - operating

Total Beautification grants - operating to 31 Jul 2022

-

Beautification grants - capital

Total Beautification grants - capital to 31 Jul 2022

-

LESS: Committed Funds

Resolution
date

Original
commitment
1,000.00

Spent to date

Remaining
commitment
1,000.00

11/08/2022 Martinborough Business Association Christmas Garland decorations

Total Commitments

1,000.00

PLUS: Balance Carried forward from previous year

13,429.57

TOTAL BEAUTIFICATION FUNDS AVAILABLE

23,929.57

* An adjustment was made to record this spend in the final accounts of June 2020 after the August report had already been completed.

** There are further fountain invoices to be accounted for but will need to manually collate these in the year end process.

Martinborough Community Board
Swimming Pools Fund for the Period Ended 31 Jul 2022

Income			
	Funds from Martinborough Swimming Club		15,268.80
			<u>15,268.80</u>
Expenditure			
			-
	Total Expenditure		<u>-</u>
Net Surplus/(Deficit) Year to Date			15,268.80
LESS: Committed Funds			
	Resolution date	Original commitment	Spent to date
			Remaining commitment
			-
	Total Commitments		<u>-</u>
TOTAL FUNDS AVAILABLE			<u><u>15,268.80</u></u>

Appendix 2 – Draft Pain Farm Income and Expenditure Statement for period ending 30 June 2022

Pain Farm - Statement of Financial Performance

For the Period Ended 30 June 2022

Income

Rent received*	116,050.00
Interest income	15,674.29
Total Income 2021-22 to date	<u>131,724.29</u>

Expenditure

Consultants	2,574.04
General expenses	-
Interest expense	-
Legal expenses	-
Repairs & maintenance (other)	16,505.00
Grounds maintenance	7,833.72
Repairs & maintenance (Buildings)	1,610.00
Insurance	2,600.50
Overhead allocation	26,076.84
Rent & rates payable	10,732.22
Personnel costs	22,748.22
Total Expenditure 2021-22 to date	<u>90,680.54</u>

Net Surplus/(Deficit) Year to Date	<u>41,043.75</u>
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Pain Farm - Statement of Accumulated Funds

As at 30 June 2022

Opening balance 1 July 2021	114,937.74
Total surplus/(deficit) year to date	41,043.75
Transfers from reserves (capital spend)	27,490.75
Wairarapa Fencing 50% Deposit	27,490.75
Closing balance 30 June 2022	<u>128,490.74</u>
Less committed funds	3,000.00
Heatpump for bathroom in cottage (resolved by Council 2/7/2020, just the bathroom in cottage remaining).	3,000.00
Total funds available	<u>125,490.74</u>

** Total shown as information is sensitive to the tenants. Could be included in a publicly excluded report if requested.*

MARTINBOROUGH COMMUNITY BOARD

22 SEPTEMBER 2022

AGENDA ITEM 9.4

ACTION ITEMS REPORT

Purpose of Report

To present the Community Board with updates on actions and resolutions.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Community Board for information in Appendix 1. The Chair may ask Council officers for comment and all members may ask Council officers for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will be remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 15 September 2022

Contact Officer: Kaitlyn Carmichael, Committee Advisor

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

Appendix 1 – Action Items to 15 September 2022

Number	Raised Date	Responsible Manager	Action or Task details	Status	Notes
176	19-Sep-19	4 & 5 – K Neems	<p>MCB RESOLVED (MCB 2019/70) that:</p> <p>1b. Officers report to the next full Community Board with a maintenance schedule for the homestead, cottage and surrounding land. (Moved Cr Maynard/Seconded Roy) Carried</p> <p>1c. Whilst work is being undertaken on the house and cottage, that officers report to the Board at each meeting (6 weekly) on the progress of maintenance until the work is completed, and Thereafter, officers report 6 monthly on the condition of the homestead, cottage, surrounding land, and farm. (Moved Cr Colenso/Seconded Beattie) Carried</p> <p>2. The repairs and maintenance work to bring the homestead and cottage up to an acceptable standard for rental purposes be undertaken as a matter of priority. (Moved Cr Colenso/Seconded Beattie) Carried</p> <p>3. The exterior painting of the homestead be undertaken as the next priority and that the Board recommends Council approves up to \$30,000 for this work. (Moved Cornelissen/Seconded Cr Colenso) Carried</p> <p>4. That Council review the overhead cost allocation model for the Pain Farm.</p> <p>5. That following this review, that Council consider whether any overhead allocations for the last three years should be credited back to the Pain Farm account. (Moved Read/Seconded Cornelissen) Carried</p>	Open	<p>Review of the overhead cost allocation model to be done as part of the Long-Term Plan.</p> <p>05/11/20: Members discussed timeframes of the cost allocation model review, scope of original request and sought an update to clarify the connection between the overhead cost allocation model and crediting of funds back to the Pain Farm account.</p> <p>08/12/20:—It is considered efficient to look at the review of the costs at the same time as the allocation model is reviewed for the LTP. Due to resourcing constraints this has been pushed to early next year. As mentioned in a previous report it is unlikely any Corporate Support costs will be credited as they cover governance and secretarial duties, financial accounts, debt collection, internal administrative time etc for the residential accommodation, refuse station, and farm. The portion of the Professional Services which covers property management for these three income streams will form the basis of the review. The time taken for Officers to project manage the entire property including the recent upgrade to the house and farm fencing will also be taken into account.</p> <p>29/4/21: Awaiting confirmation of LTP.</p> <p>29/6/21: Report to be presented to FAR for discussion 11/08/21.</p> <p>09/8/21: Due to resourcing constraints report is to be presented to the next FAR meeting 27/10/21.</p> <p>25/11/21: Update requested by MCB.</p> <p>24/02/22: Update requested by MCB.</p> <p>28/03/22: Officers will factor this review into be completed by 30 June 2022.</p> <p>6/5/22: Update from Finance Manager. Waiting for new General Manager, Finance to start and this will be taken up in the near future with her.</p> <p>16/06/22: The Pain Farm Policy will be reviewed in the next policy review and will include a process for setting overhead costs.</p>
95	27-Feb-20	M Honey (MCB)	Investigate forming a Martinborough Tree Group with representatives from the community and the Martinborough Community Board.	Open	<p>02/7/20: Mayor Beijen and Michael Honey have started the process of establishing a Martinborough Tree Group.</p> <p>14/8/20: Four representatives identified but group not yet established.</p> <p>24/9/20: Still in progress of forming group.</p> <p>17/12/20: Mayor Beijen updated members progress has been made and invitations would be sent within the coming weeks.</p> <p>29/4/21: Work in progress.</p> <p>25/11/21: Michael Honey undertook continuing this project.</p> <p>24/02/22: M Honey progressing with this project.</p>
429	13-Aug-20	MCB	Investigate entering into a funding partnership agreement with Martinborough Community Garden for the remainder of the triennium.	Open	<p>24/8/20: Funding partnership offered through correspondence on grant. Martinborough Community Garden has requested to meet with MCB first and this request has been forwarded to the Chair.</p> <p>27/10/20: Chair of MCB met with Martinborough Community Garden who has requested relocation options first be considered (refer to action 489).</p> <p>27/10/20: A potential site behind the Cecily Martin Housing for Seniors area on the corner of Venice and Regent Street has been identified.</p> <p>05/11/20: Members discussed the proposed location for the Martinborough Community Garden at the Cecily Martin Housing for Seniors area on the corner of Venice and Regent Street and sought clarification on the land available before members discussed the proposed location with the Martinborough Community Garden (refer Action 617)</p> <p>8/12/20: The land area is approximately 1270m2 and maps of the area were provided in Appendix 3 of the Action Items Report to the meeting on 17/12/20. It is suggested if the Board wants to explore this that a community board representatives works with the Martinborough Community Garden to present a proposal to officers for consideration.</p> <p>07/04/22: Action re-opened at request of MCB. Report requested outlining potential sites for the Community Garden.</p> <p>20/05/22: Email sent to MCB on behalf of officers - very little council owned land available; alternative suggestions made</p>
497	24-Sep-20	MCB	To continuing working with mana whenua on a Martinborough town sign entrance	Open	19/05/22: MCB undertook holding a workshop to progress this.

Number	Raised Date	Responsible Manager	Action or Task details	Status	Notes
731	17-Dec-20	N Fenwick /MCB	Investigate who originally designed the historical information sign at Bidwill's Cutting	Open	29/4/21: Still work in progress 08/7/21: Local graphic designer, Andy Shaw, expressed interest in designing the Bidwill's Cutting sign. Martinborough Automotive Ltd would fund the design drafting costs which would then be presented to the Board. 25/11/21: Ongoing 24/02/22: Project undertaken by N Fenwick 7/04/22: Mr Fenwick provided an update on the Bidwill's Cutting sign and undertook presenting the draft to the Māori Standing Committee.
127	29-Apr-21	MCB	Investigate the process for submitting an application to South Wairarapa Rotary Club for funding of new FlagTrax in Martinborough subject to confirmation that the Martinborough Community Board is able to apply for external funding	Open	27/5/21: The Board is able to apply externally for funds. Cr Colenso updated members an application would be presented to the next MCB meeting for consideration. 25/11/21: Cr Colenso drafting application
317	8-July-21	S Corbett	Liaise with Council officers to investigate purchasing suitable BBQ options for coastal reserves	Open	26/7/21: The costs of a single gas operated BBQ for the public is \$10,000 + GST plus concrete pad. There are also ongoing cleaning and maintenance costs. 13/06/22: Travel and cleaning time is a key cost on the BBQ, Officers biggest concern is vandalism and theft. Summer period from Labour Weekend till Easter being the busy period <div> <div>26 weeks x 3 times a week possibly conservative x 120km round trip \$9,500.00</div> <div>26 weeks x 2 times a week x 120km \$6,500.00</div> <div>Cleaning time and material \$6,500.00</div> <div>Total \$22,500.00</div> <div>BBQ \$10,000.00</div> <div>Concrete \$600.00.00 plus travel to install</div> <div>Overall total approx. \$ 33,100.00</div> </div> <p>This does not take into account gas bottle swaps. We find that the Waihinga playground BBQ requires cleaning twice a week now since the weather has been so good. This is done on the weekly playground equipment checks Monday and Friday. We currently have a cleaner based at Ngawi but he is well passed retirement age so there is an opportunity to utilise him in the short term which will reduce travel, we only clean the toilets twice a week and daily over the centre of the Xmas period. Even cutting out some travel approx. cost of \$ 20,000.00 with yearly costs of \$10,000. As you can see great to have it but expensive having them so far away at a cost that this council currently cannot cover. 30/06/22: Ms Maynard undertook following up with Tora residents on this update.</p>
241	19-May-22	S Corbett	To request from Council a report on the carbon tax refund and options/costs for waterway tree planting at Pain Farm.	Actioned	27/7/22: Fencing is not due to be completed until October. As a 2-wire fence is planned for one of the waterways to withhold cattle but not sheep, no planting could be undertaken along that stream until a decision is made to upgrade this length of fencing to an 8-wire fence. A report will be prepared following the 8-wire fence installation along the back waterway. 12/08/22: Email sent to board with some information on carbon tax credits. Report to 22 September 22 meeting.
426	11-Aug-22	A Bradley	Write a letter on behalf of the board acknowledging the work of Ms Ngamoki and Ms Dawson on the covid home care kits.	Actioned	19/08/22: letter sent on behalf of the board.

MARTINBOROUGH COMMUNITY BOARD

22 SEPTEMBER 2022

AGENDA ITEM 9.5

OFFICERS' REPORT

Purpose of Report

To report to the board on general activities.

Recommendations

Officers recommend that the committee:

1. *Receive the Officers' Report.*

PLANNING AND ENVIRONMENT GROUP REPORT

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

1. Planning and Environment Group Summary

1.1 Planning Services

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

1.2 Building Services

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

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

1.3 Environmental Services

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

1.4 Proposed Legislative Change to the RMA

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

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

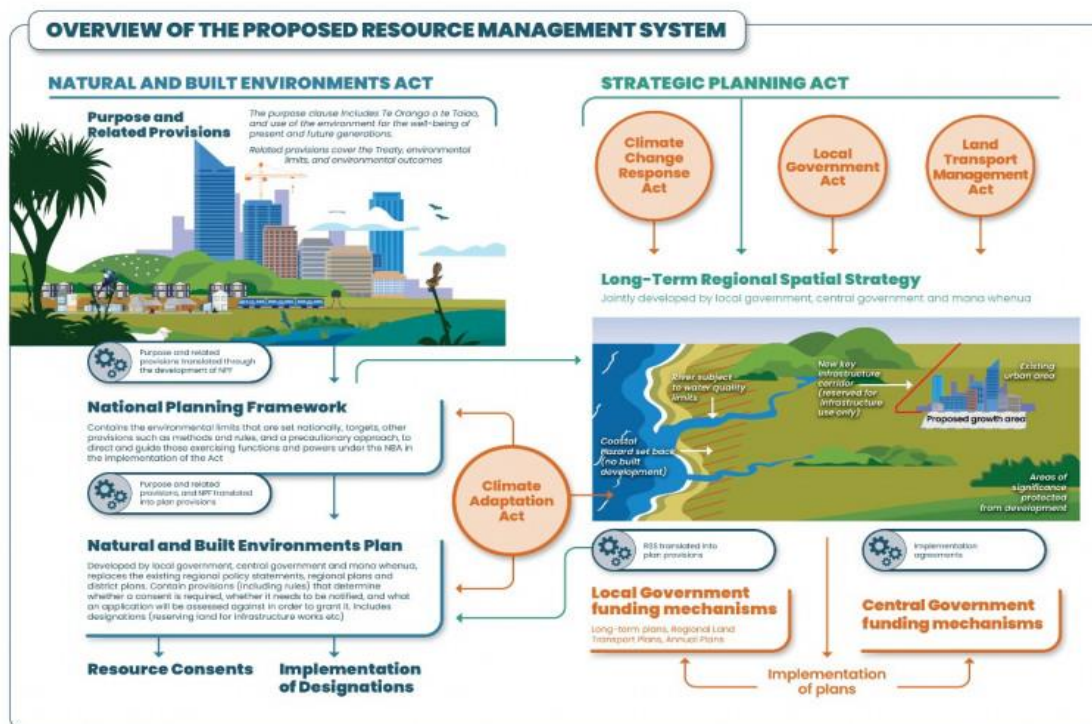
On the changes MFE information also advises that:

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

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

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

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



1.5 South Wairarapa Spatial Plan / The Featherston Masterplan

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

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

Further Engagement Undertaken for the Masterplan has included the following:

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

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

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

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

1.5.1. Next steps

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

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

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

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

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

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

1.7 District Plan Review

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

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

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

Strategic Direction

Natural Hazards

General Rural Zone

Future Urban Zone

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

Notable Trees

Historic Heritage

Network utilities

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

Tangata Whenua, Sites of Significance to Maori chapters

Town Centre, Mixed Use, and Industrial chapters

Contaminated land, Transport

Noise, Subdivision

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

1.8 Proposed Council Dog Pound

Officers have identified an area of 1800m² located at 23 Viles Road, Featherston (the former golf course). There has been engagement with the necessary stakeholders regarding the land and officers are progressing the necessary variation to lease arrangements. Staff undertook the procurement process for the container build. Three parties formally expressed interest, it dropped to 2 at the Request for Proposal (RFP) stage, and finally a preferred supplier selected.

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

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

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

Updated Map of location below.



2. Service Levels

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

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

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

2.1 Resource Management

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

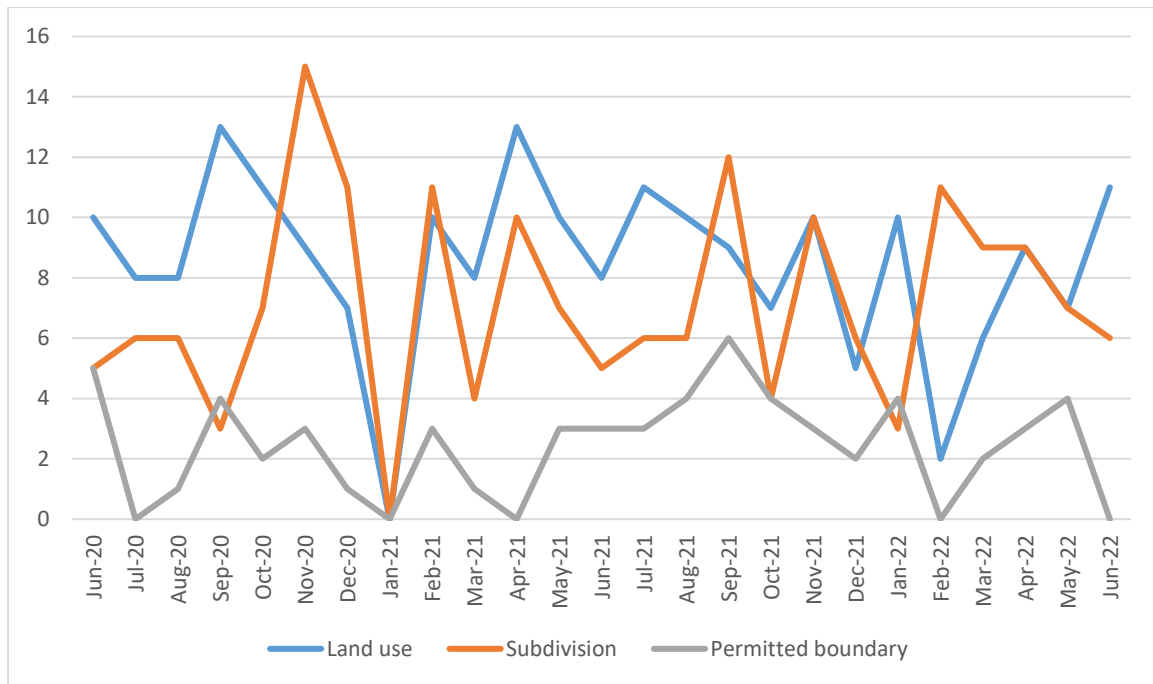
SERVICE LEVEL – All resource consents will be processed efficiently.

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

2.1.2. Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

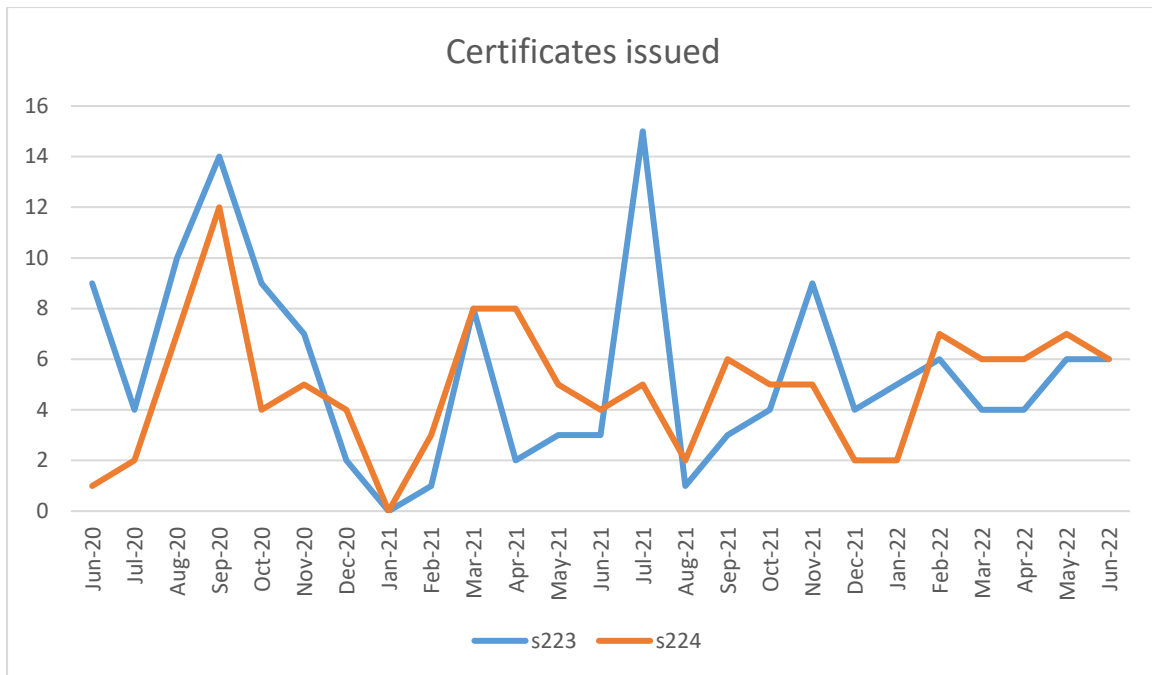
RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains, and updates reserve management plans as required.	Yes	Yes	RMP's are generally current and appropriate. It is therefore not anticipated that any updates will be undertaken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



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

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

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



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

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

2.1.3. Local Government Act – LIMs

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

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

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

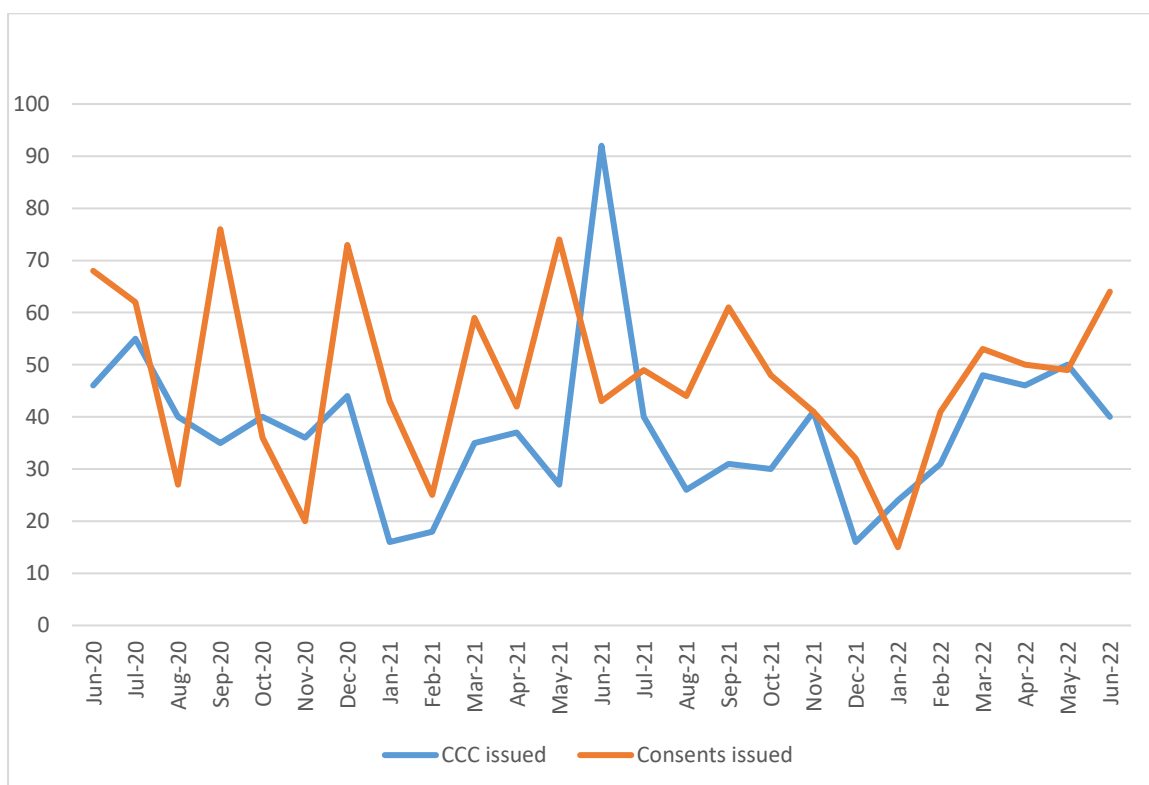
2.2 Building Act - Consents and Enforcement

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

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

2.2.1. Building Consents Applications

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



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

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

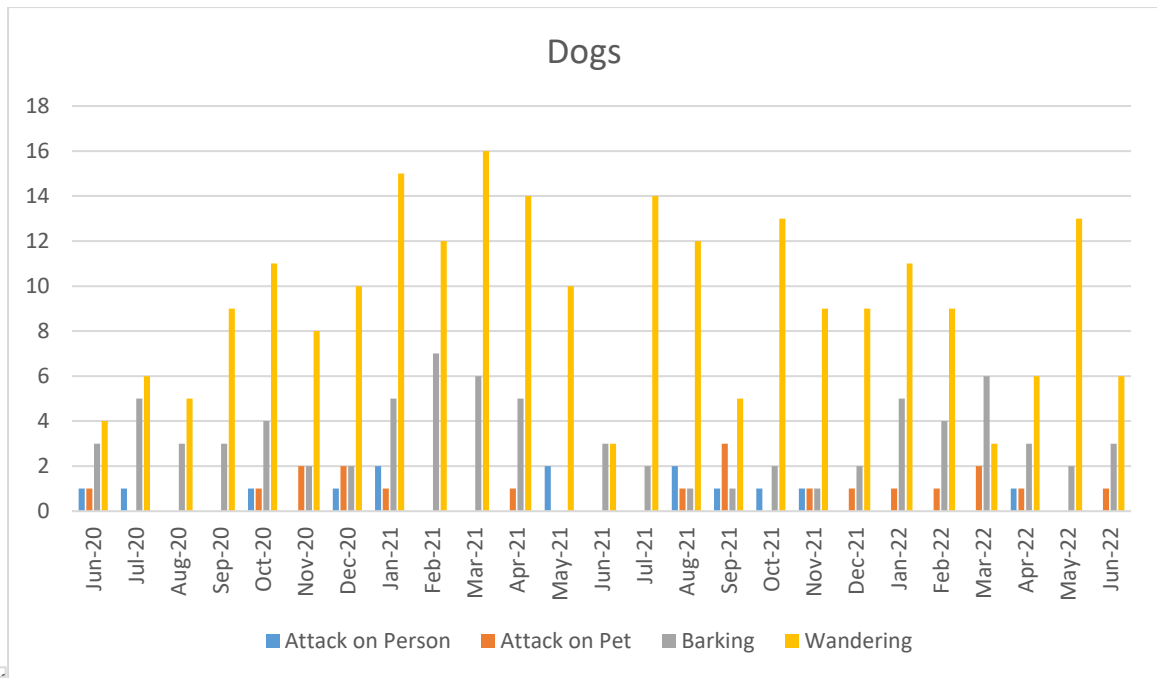
2.3 Environmental Health and Public Protection

2.3.1. Dog Control Act – Registration and Enforcement

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

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

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



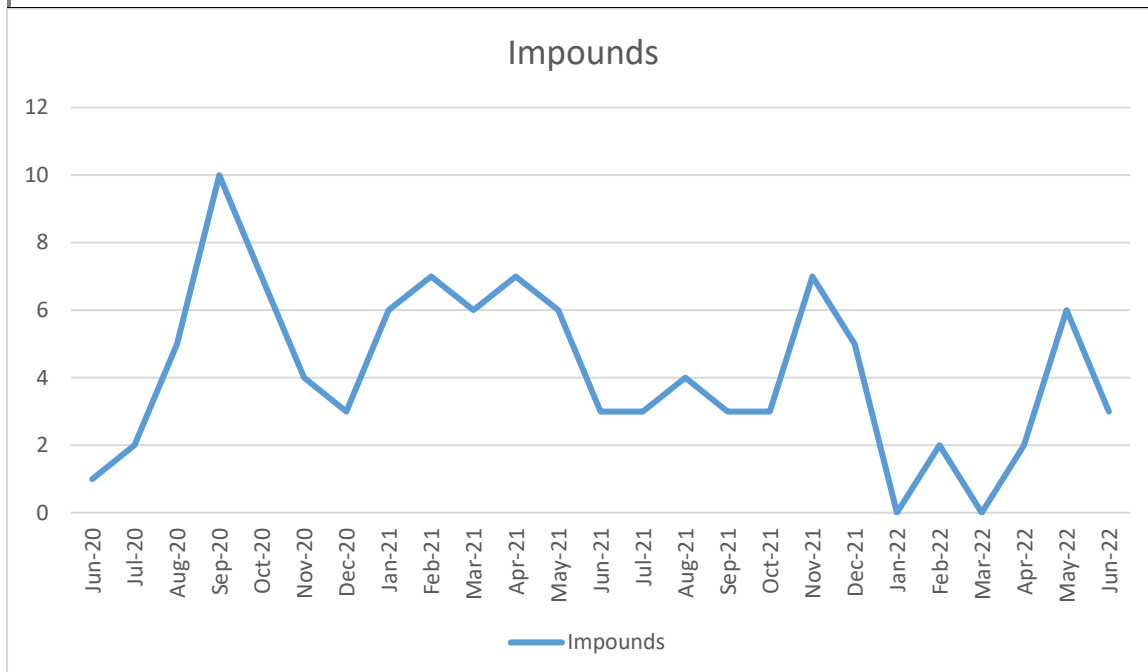
Attack on Person	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
2020	0	2	1	2	0	1	1	0	0	1	0	1
2021	2	0	0	0	2	0	0	2	1	1	1	0
2022	0	0	0	1	0	0						

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

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

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

DOG IMPOUNDS FOR PERIOD 1 ST JUNE 2022 – 30 TH JUNE 2022	JUNE 2022		
Impounds	3		



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

2.4 Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 34/34
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 20/20

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

2.4.1. Bylaws

In June 2022 there were:

Trees & Hedges

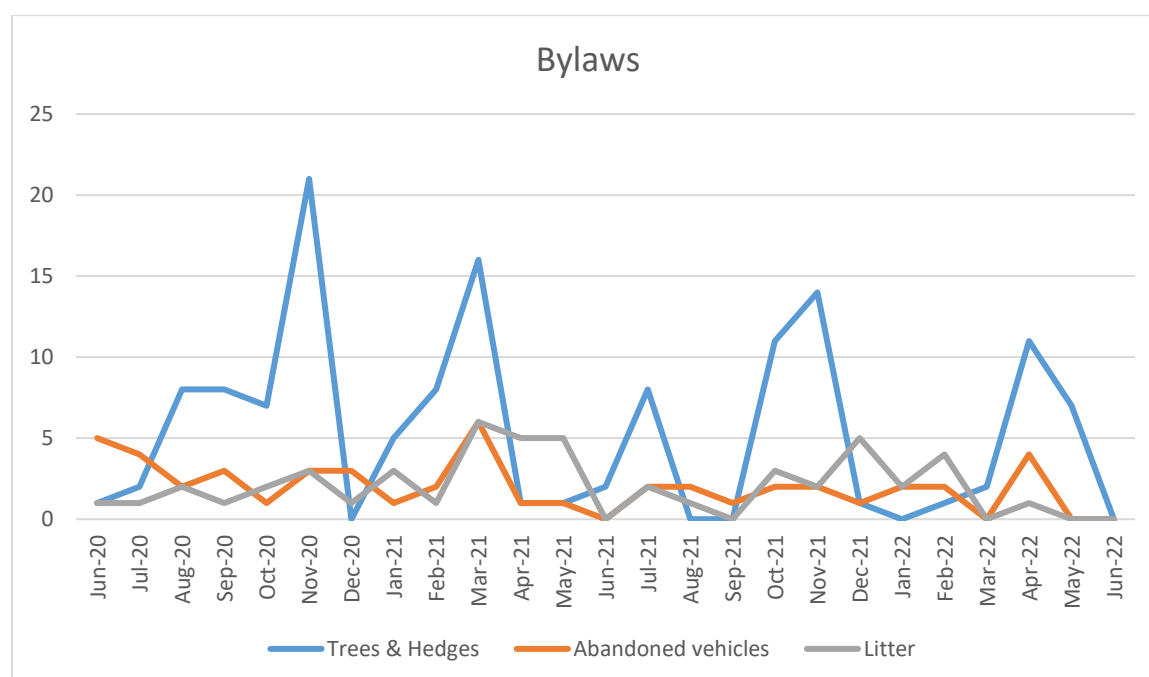
There were 0 first notices sent by Council requesting the owner/occupier to remove the obstruction from the public space. Following this there are 0 second follow up letters being sent within this period. 0 address has had contractors engaged to remove overgrown vegetation in Greytown.

Litter

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

Abandoned vehicles

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



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

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

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

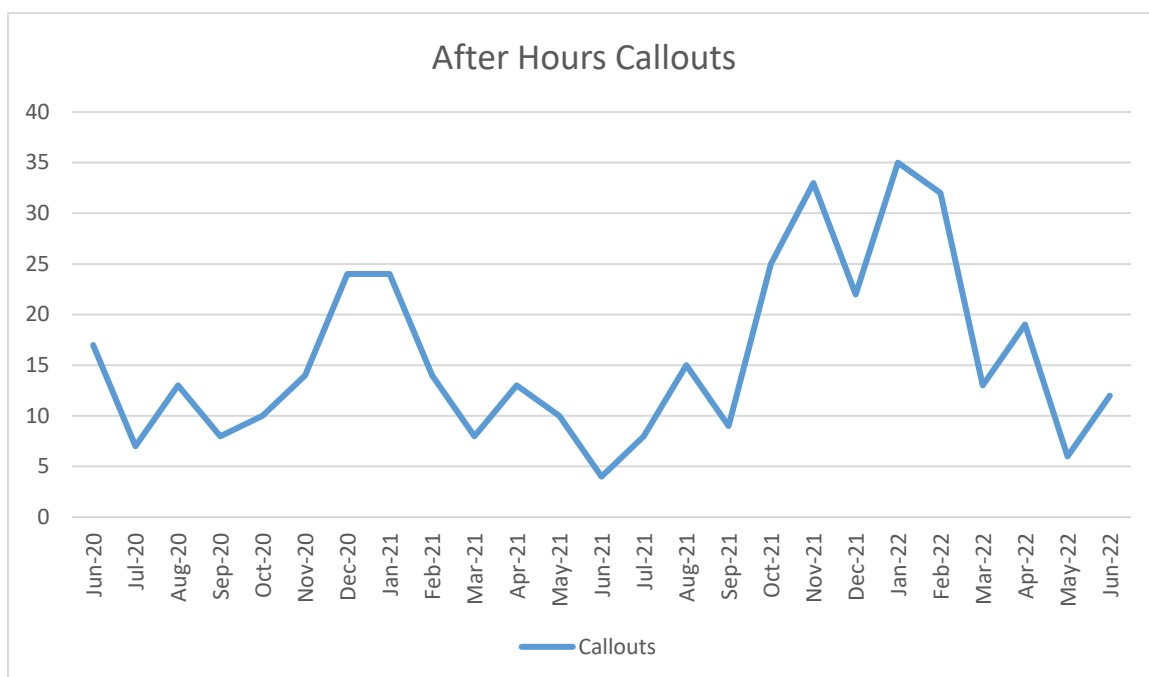
Litter	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	1	3	2	2	4	1	1	2	1	2	3	1
2021	3	1	6	5	5	0	2	1	0	3	2	5
2022	2	4	0	1	0	0						

2.4.2. Resource Management Act – afterhours Noise Control

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

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

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



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

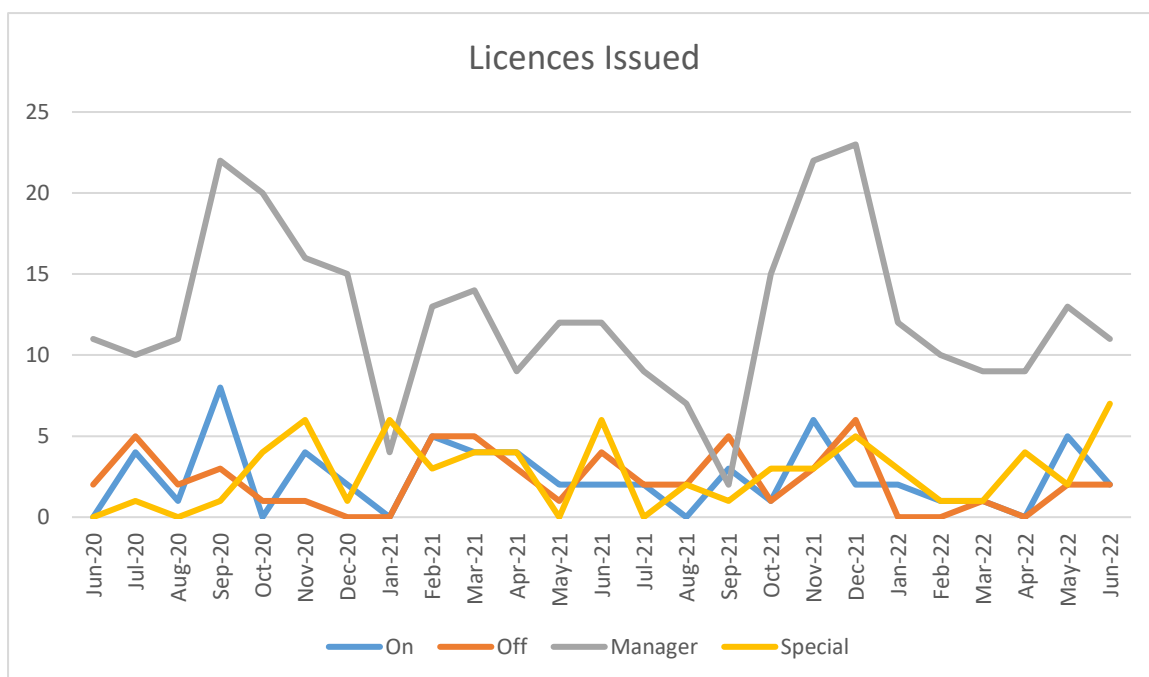
2.5 Sale and Supply of Alcohol Act - Licensing

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

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			Special 7 32 TOTAL 32 Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls
All Duty Manager's (DM) certificate holders undertake an interview with the Inspector prior to certificate being issued to assess the manager's level of understanding with the Duty Manager's role			JUNE 2022 LICENCES PERIOD YTD Duty Manager NEW 4 54 Duty Manager RENEWAL 7 88 TOTAL 142 Each Duty Managers certificate includes interview with Inspector. These average approximately 1 hour Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls
75% of all licenced premises identified as at 1 July of every year have a compliance visit undertaken by the Inspector before the 30 th of June the following year (i.e. within a 12 month period)	75%	32.8% YTD	Due to COVID 19 this activity is not being undertaken. COMPLIANCE VISITS June 22 – 0 YTD 41/125 Information source: Compliance inspection records K:\resource\Liquor\Compliance Visits 21-22
Average working days to process an application from acceptance by SWDC	25WD	22 WD	Information source: Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls

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



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

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

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

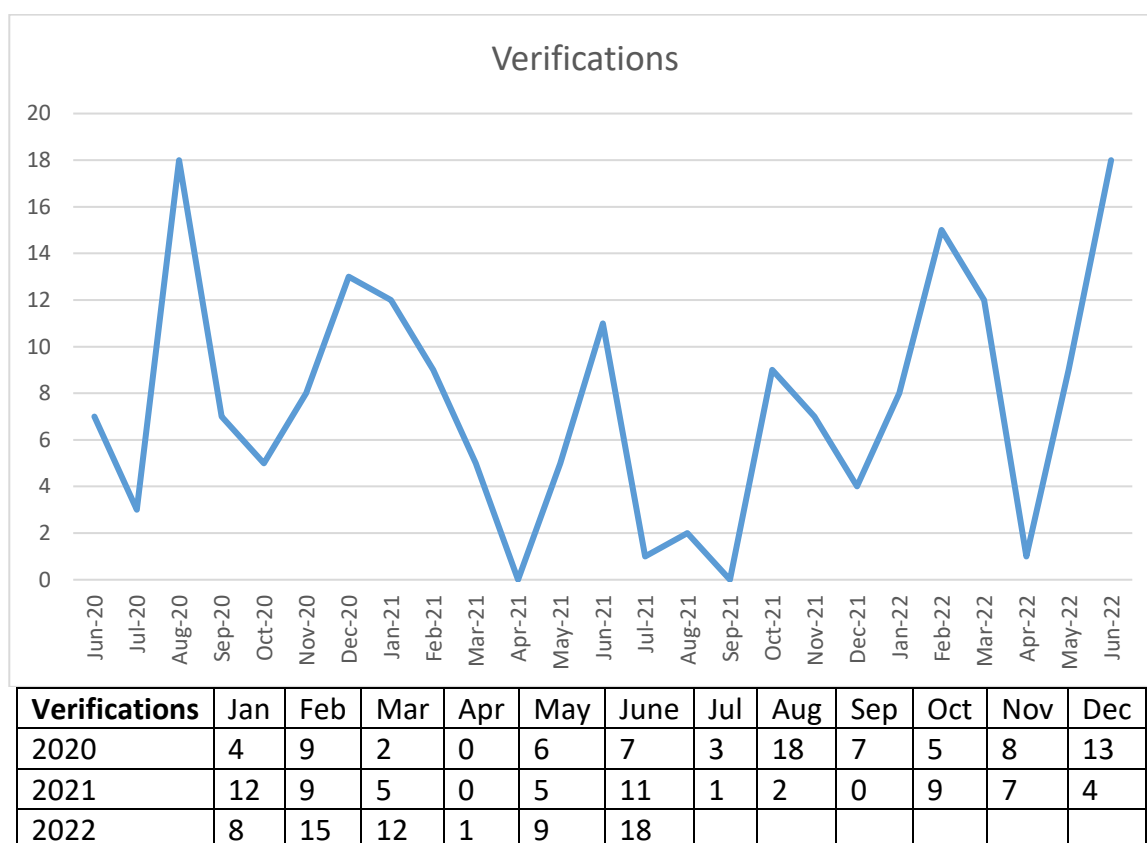
Special	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	6	4	3	0	0	0	1	0	1	4	6	1
2021	6	3	4	4	0	6	0	2	1	3	3	5
2022	3	1	1	4	2	7						

2.6 Health Act - Safe Food

SERVICE LEVEL – Food services used by the public are safe.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based	100%	100%	FCP (Food Act) –88 NP –68

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



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

Reviewed by: Harry Wilson, Chief Executive Officer

WATER OFFICERS REPORT

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

3. Water Manager Commentary

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

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

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

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

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

4. Wellington Water operational performance

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

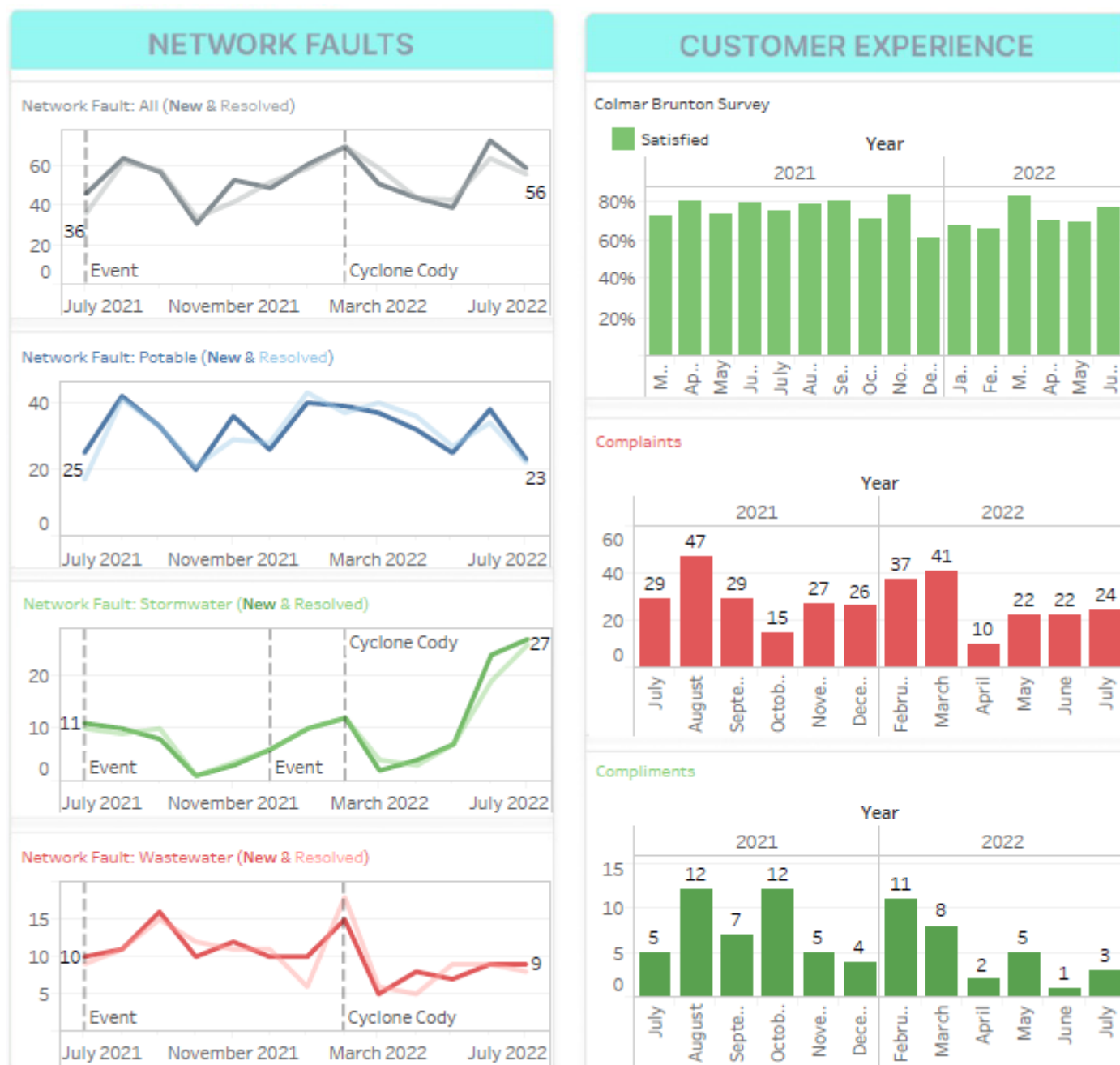


Figure 1. SWDC Customer service request dashboards, July 2022

4.1 Operational response events and Community Interaction

4.1.1. Wastewater Treatment Plants Community Liaison Group

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

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

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

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

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

4.2 Featherston Inflow and Infiltration

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

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

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

4.3 Pirinoa Boil Water Notice

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

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

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

4.4 Martinborough WTP Abatement Notice

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

5. Water Capex delivery programme

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

Wellington Water monthly capex dashboards are next due early September.

5.1 Mana Whenua Consultation

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

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

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

5.2 Featherston wastewater treatment plant consent project

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

In the last month the following tasks have been delivered:

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

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

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

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

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

6. Others

6.1 Water Races

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

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

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

6.2 Aerial Water Survey

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

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

6.3 Three Waters Reform

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

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

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

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

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

7. Appendices

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

Contact Officer: Robyn Wells Principal Advisor Water Transition

Reviewed by: Stefan Corbett Group Manager Partnerships and Operations

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

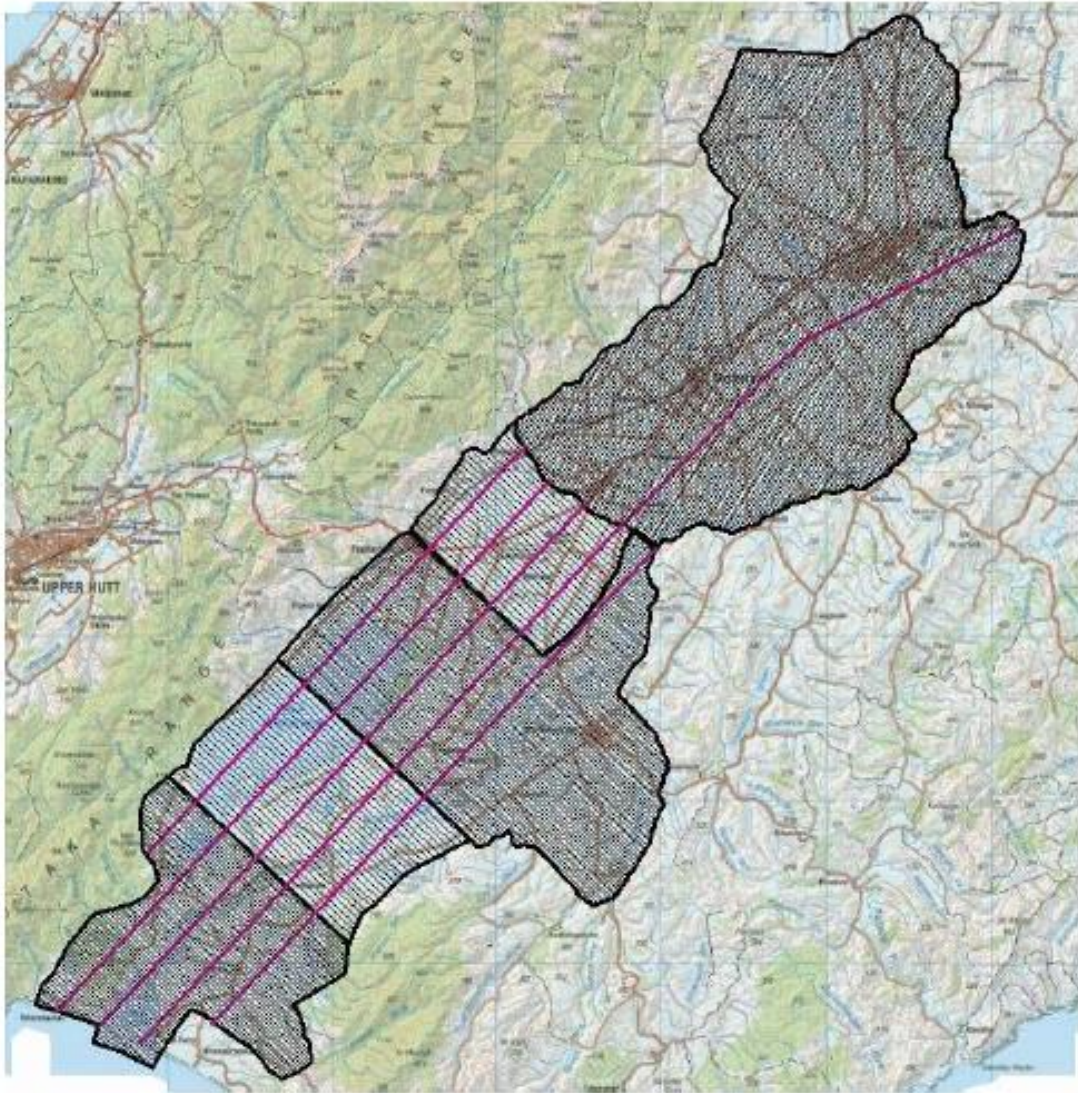
We are hoping to fly the aerial survey this coming summer, starting late Jan 2023; because of NZ's border restrictions we haven't been able to bring the SkyTEM scientists and their equipment in from Perth for the last 2 summers.

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

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

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

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



Proposed flight path orientations and spacings

ROADING AND AMENITIES OFFICERS' REPORT

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

8. Group Manager Commentary

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

9. SWDC Roading Report

9.1 Hinekura Road

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

- Maintenance metaling
- Vegetation control
- Daylighting for visibility improvements

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

9.1.1. *Broader issues update*

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

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

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

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

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

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

9.2 Emergency Works

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

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

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

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

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

9.3 Outputs

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

9.4 OPEX

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

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

9.5 CAPEX

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

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

9.5.1. *Footpath and Kerb and Channel extensions*

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

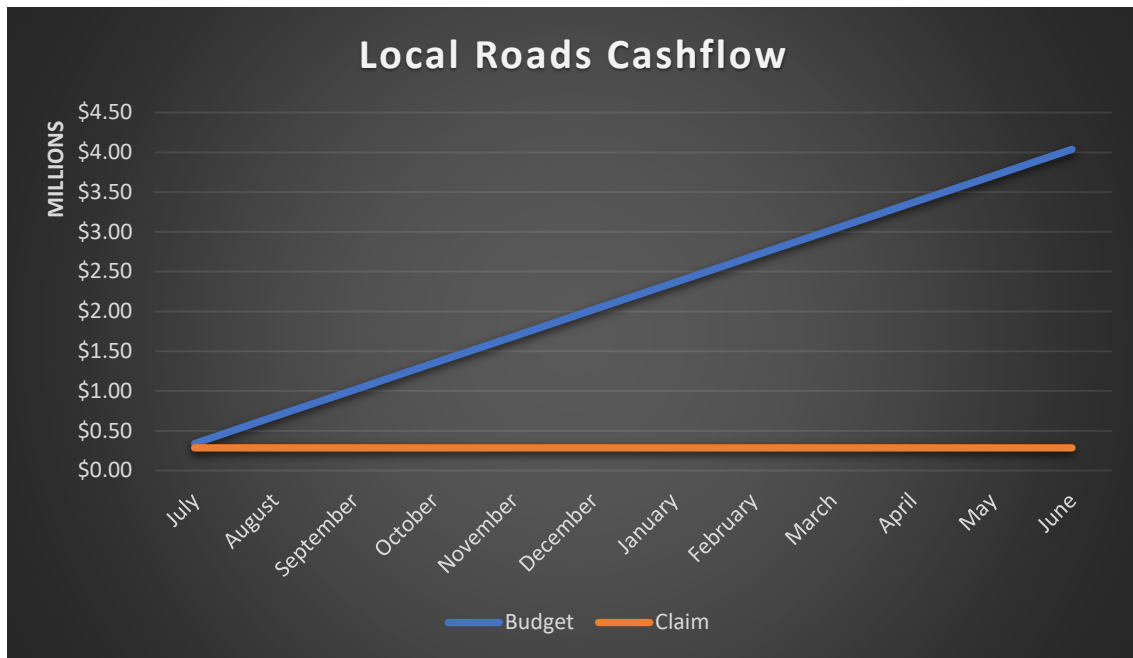
Identified works are:

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

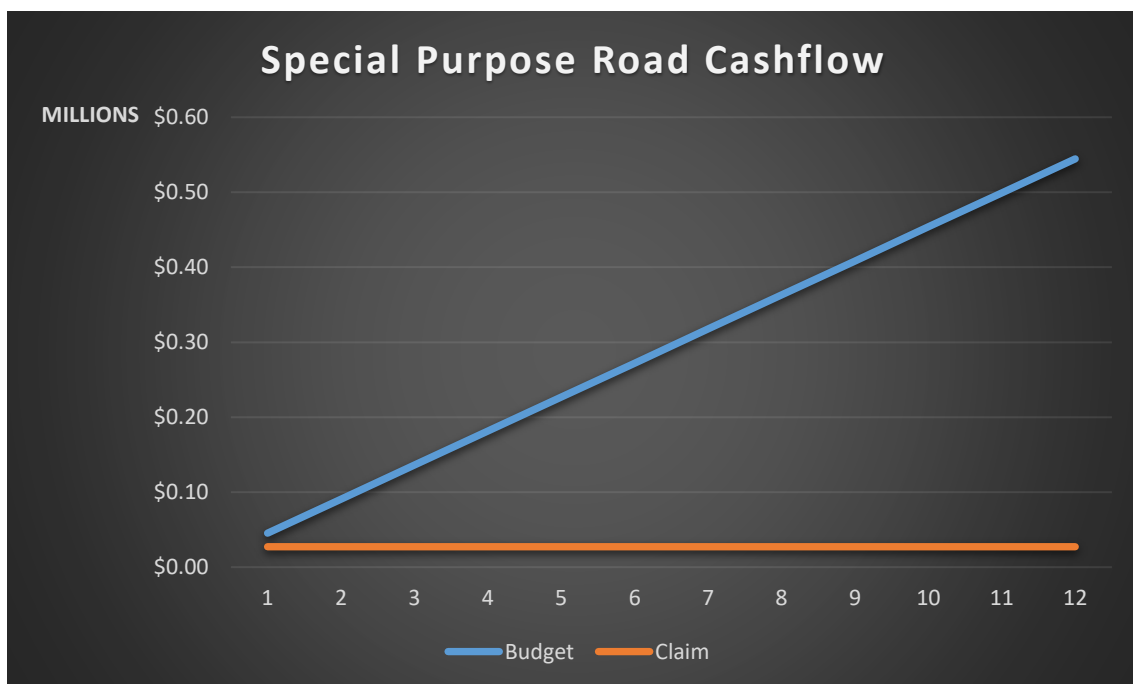
Bidwills Cutting Footpath extension is underway, with the college side of the road completed and other works are currently on hold due to adverse weather.

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

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

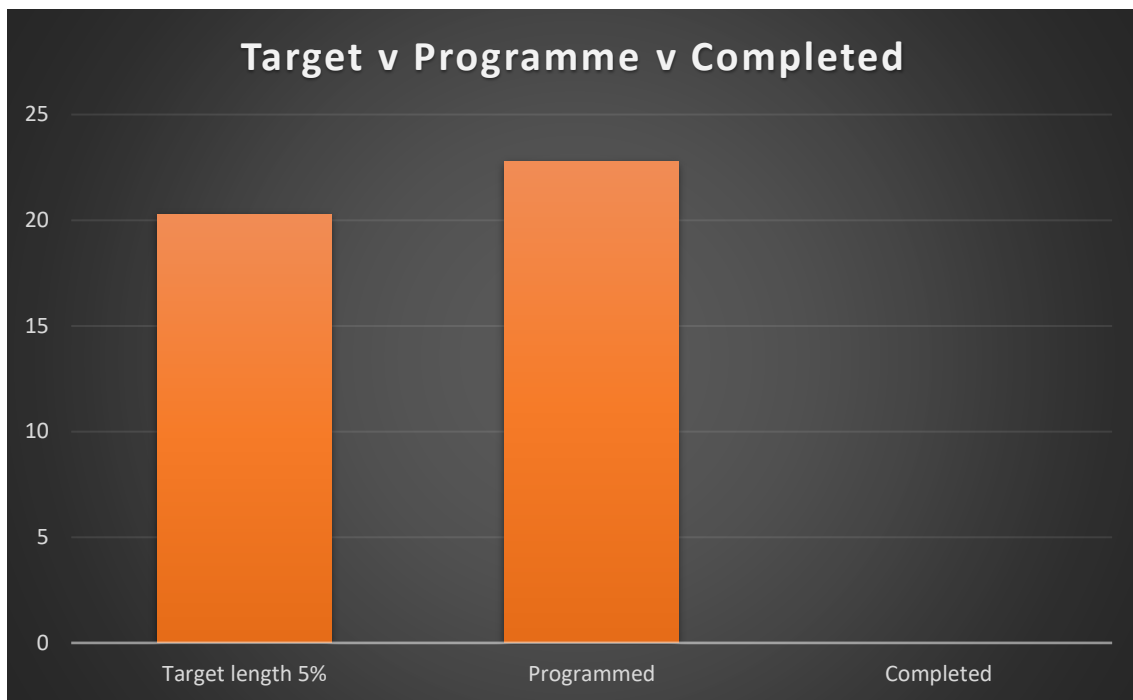


Approved Waka Kotahi Budget \$544,500 year to date spend \$526,582 =**96.7%**

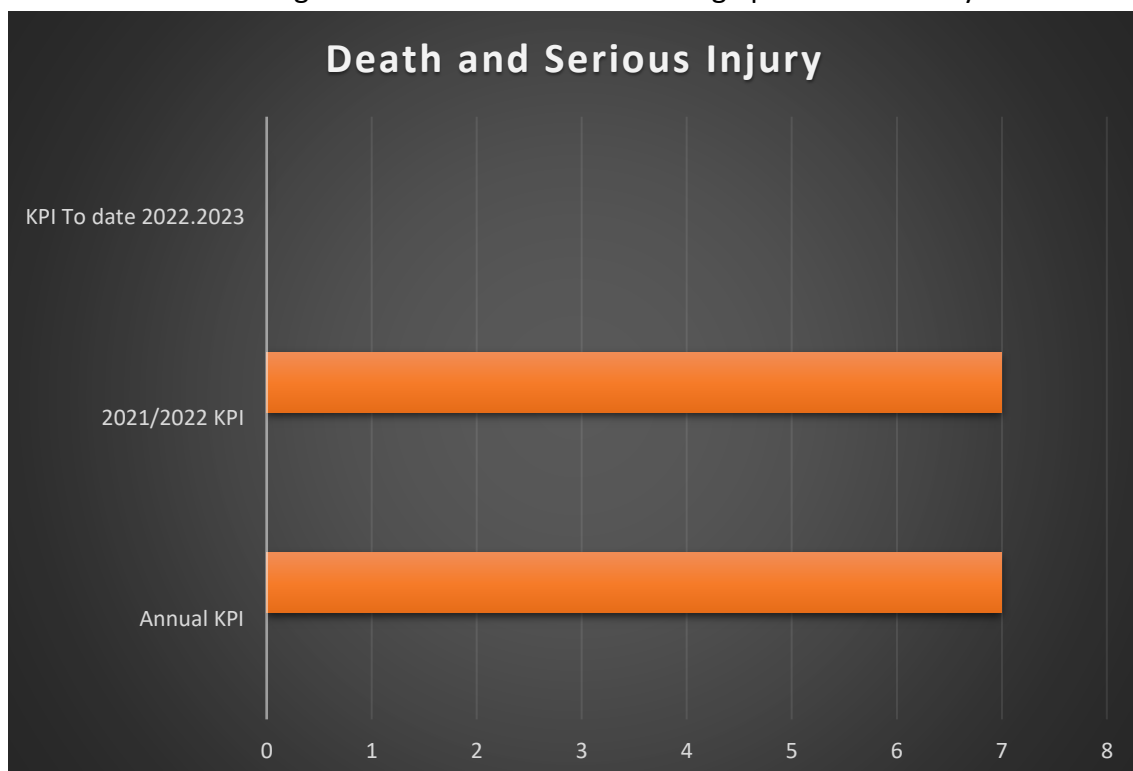


9.7 Key Performance Indicators (Year to date reporting)

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



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



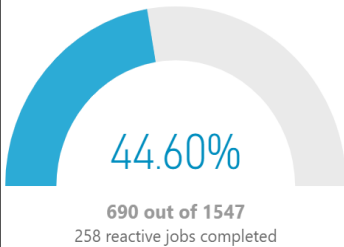
9.8 Fulton Hogan Monthly reporting on Ruamahunga Roads Contract

9.8.1. Achievement Dashboard

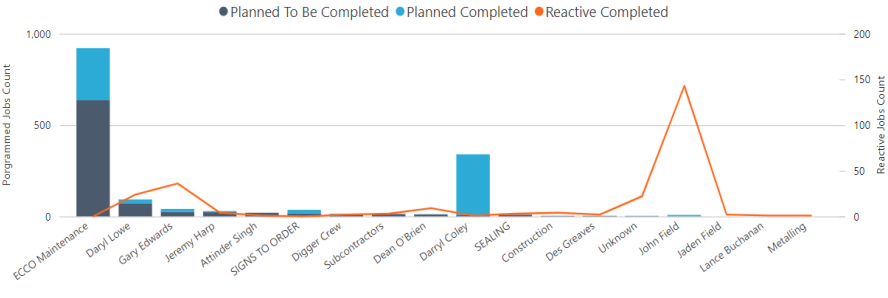
Monthly Programme - Ruamahunga Roads SWDC (2019-2029)

01/07/2022 to 31/07/2022

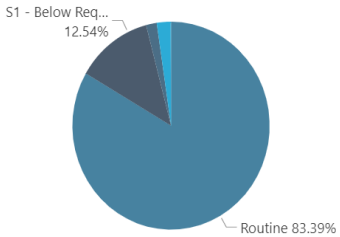
Programme Achievement



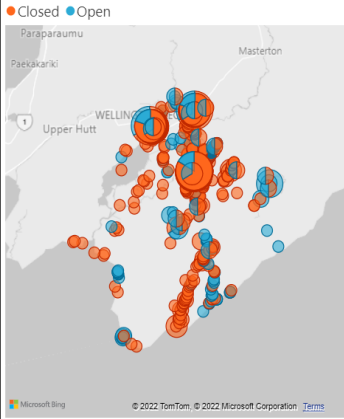
Current Jobs By Staff



Priority Breakdown



Programmed Jobs



Programmed Last Month

Fault Description	Jobs	Qty	Units
Sump Blocked - Mechanical Clean	585	586	each
K&C - Sweep	336	44,421	m
Drainage Inspection	124	124	each
Sign Inspection	101	101	each
Carriageway Inspection	71	234,5...	m
Edge Marker - Replace	53	53	each
Grading	42	95,744	m
Unsealed Inspection	32	79,253	m
Sign - Replace	30	30	each
ServiceCover - Uneven	22	0	
Edge break	18	413	m
Post - Paint	16	19	each
Bridge Inspection	12	12	each
Resheeting - Maintenance	11	1,025	m3
ServiceCover - Uneven	11	11	each

Reactive Completed

Fault Description	Jobs	Qty	Units
Sealed Pothole	64	64	each
Grading	49	77,533	m
Sump Blocked - Clean (Including Grate)	26	26	each
Spillage	9	4,680	m2
Dumping/Debris/Detritus	7	25,672	m
Tree Removal	7	11	each
Fallen Tree On Rd (Emergency)	6	7	each
Flooding	6	13	each
Flooding	6	365	m
Sign and/or Post - New Installation	6	6	each
Sign - Accident (Repair/Replace)	4	4	each
Sign - Hanging (Reattach)	4	4	each
Spillage	4	390	m
Traffic Count Data Collection	4	4	each
Dropout - Repair (Non Emergency)	3	540	m3

Programme Categories

Job Details

Dispatch ID	Road	Dispatch Status
12718	PONATAHI RD	Open
16269	WHITE ROCK RD	Closed
16280	WHITE ROCK RD	Closed
16283	TORA RD	Open
16540	WAINUIORU RD	Closed
16541	WAINUIORU RD	Open



10. Amenities

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

10.1 Housing for seniors

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

10.2 Pain Farm and Cottage

Agapanthus has been removed from the driveway. See picture below



Figure 1. Driveway cleared

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

10.3 SWDC Playgrounds

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

10.4 Parks and Reserves

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

10.5 Swimming Pools

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

10.6 Cemetery

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

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

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

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

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

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

CHAIRPERSON REPORT

Recommendations

The chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*
2. *Recommend to Council that the rural roading network be a priority within the next triennium.*
3. *Recommend to Council that lighting at Soldiers Memorial Square and on all Martinborough pedestrian Crossings be a Council priority.*

Topic 1 – Rural Roads, Martinborough

The last six weeks have seen Martinborough's rural roads take a major battering. At different times over storms at the end of August, we saw nearly every one of our communities lose access to Martinborough for different reasons, for different periods of time.

Blocked culverts flooded Dyerville Road, mere minutes from town.

All were reconnected as quickly as possible and I'd like to thank Council and Ruamahanga Roothing for their swift reaction.

This clearly shows the vulnerability of all our rural residents and ratepayers, with the existing programming of works taking place on rural roads.

Blocked culverts caused a number of the flooding and slips and the clearing/cleaning of these should be a key priority in the future. This would save Council huge emergency unbudgeted costs on reactive work in times of crisis.

Martinborough Community Board would like to see the rural roading network become a top priority for the next Council to be elected in October 2022.

Recommend that Council make a recommendation for the new Council in 2022 to make the rural roading network a priority within the next triennium.

Topic 2 – Road Safety – Pedestrian Crossings

As we move into longer daylight hours, I have received a number of calls from people who have had close calls and near misses on the pedestrian crossings around town. They have all cited lack of lighting and visual of pedestrians as the main cause.

Nearly every member of the Martinborough Community Board has advised of residents with similar scary, near miss stories.

In our last meeting Mr Corbett had said that we were getting monies spent on the Hinekura Road and needed to decide what the focus for the limited amount of money available to roading needed to be.

The lighting at the Square and at/on the towns pedestrian crossings definitely still need to be a Council priority, as well as the rural roading network. We do not believe it should be a trade off.

We are a small community and know one another really well. If someone is hurt on the crossings, the likelihood of knowing that person, and/or the driver is very high. The trauma of an event like this would affect and ripple throughout the whole community.

Martinborough Community Board as safety advocates for the people in our ward want to do everything we can to keep our tamariki, kaumatua and our entire community safe.

Recommend that lighting at Soldiers Memorial Square and on all Martinborough pedestrian Crossings be a Council priority in the next triennium.

As this is my last Chair Report for this triennium, I'd personally like to thank all members of the Martinborough Community Board for their hard work and support of the last 3 years. It was a very difficult triennium for everyone and I want to acknowledge the extra time and hours you have spent, ensuring our Community stayed informed and supported. Nga mihi nui ki a koutou.

I make a special note of thanks to our wonderful community board member, Cr Pam Colenso, who leaves a long career of service as an elected member for the Martinborough Ward. You have embodied kindness in action throughout all the good work that you have done and continue to do. Your time and commitment to the Martinborough Community Board and the Martinborough Community is noted and appreciated. I also acknowledge your husband Ted for his support of you and whatever endeavour you are undertaking.

Ehara taki toa I te toa takitahi, engari he toa takitini

My strength is not that of an individual, but that of the collective.

Nga mihi nui ki a koutou.

Report compiled by Mel Maynard
Chair
Martinborough Community Board

MEMBER REPORT
for
Martinborough Community Board Meeting
22 September 2022

Member Name	Aidan Ellims
Group Name	Martinborough Community Board
Meeting Date	22 September 2022
Key issues from meeting	<ul style="list-style-type: none"> • Action Item 176 • Rural Roding
Specific item/s for Community Board consideration	<ul style="list-style-type: none"> • Action Item 176 - Request an updated timeline for this action to be completed. • Rural Roding - Can MCB and Council staff work with rural businesses/ratepayers and residents to collate information which will help with Waka Kotahi funding applications for our essential rural roding projects.
General	<ul style="list-style-type: none"> • Action Item 176 - During the final meeting of the Martinborough Community Board in the 2016-2019 triennium, Deputy Chair Vicky Read moved (seconded by Chair Lisa Cornelissen) an Action item 176 regarding Pain Estate. Para's 1-3 have been addressed during this triennium, however, Para 4/5 which asked SWDC to review the cost allocation model and following the review that Council consider whether the overhead allocations for the last three years be credited back to the Pain Farm account. Throughout this last triennium, Martinborough Community Board has asked for this review to occur and originally we were told that it would be part of the 2021 LTP. Since the LTP, we have asked a number of times when this review would occur and the latest update is that the Pain Farm Policy will be reviewed during the next Policy review round. Three years after this Action was first moved by the previous Martinborough Community Board, can we please have a definite timeline on when this review will occur.

- Rural Roding - I have recently travelled over the Admiral Hill Road to visit Hinakura residents and the amount of work that Council and their contractors have carried out on that road has been substantial and no doubt improved access in and out for those residents. Thank you for those efforts.
However, each week there are still reports of stock trucks getting stuck and slips occurring creating temporary closures until contractors or locals with tractors can reopen the road. It is evident that continued maintenance will be required long term to ensure that this road remains open for businesses/farms in the district to move stock/feed/hives etc in and out until the new Hinakura hill road is constructed.
We are all aware of the state of our rural roads and the photos below show firstly an incident which occurred last month with a truck in the Tora Gorge carting in excess of \$4000 dollars of baleage tipping up in the water table as they travelled left to avoid the slip into the Awhea River.




Since this incident, a stock truck/trailer has travelled out to a coastal farm to uplift cattle to be shipped for the freezing works and the driver told that farmer that he would not be travelling on the Tora Road until the road was fixed. The transport company involved is going to be writing to Council to make them aware of their concerns.

The following photos show a contractors truck tipped over in the watertable at the Gluepot on the Te Awaiti Road earlier this year. Again this occurred as the driver was moving to the left to avoid slumping which was occurring on the downhill side of the road.



	<p>Earlier this year, Martinborough Community Board met with Stefan and Tim Langley to discuss road safety issues. During that discussion, we learnt that a large number of roading projects within South Wairarapa are dependent on Waka Kotahi funding. Council have applied for funding for a number of projects and upgrades such as the Gluepot, however, they do not take place due to funding not being allocated by Waka Kotahi.</p> <p>The rural roading issues that our District and ratepayers face are significant, with farm businesses facing large risks if they cannot move stock or feed into or out of their properties, let alone getting staff and supplies on farm.</p> <p>Moving forward, can Martinborough Community Board/Council work with staff to gather information from rural businesses/ratepayers and residents which could be added to Waka Kotahi funding applications for the various rural roading projects; ie Hinakura hill, The Gluepot and Tora Gorge.</p>
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MEMBER REPORT
for
Martinborough Community Board Meeting
22 September 2022

Member Name	Nathan Fenwick
Group Name	Martinborough Community Board
Meeting Date	22 September 2022
Key issues from meeting	Roading/Rubbish Collection
Specific item/s for Board/Committee consideration	<ul style="list-style-type: none"> • Martins Hill Slip. • Rubbish collection on Tora Settlement Road
General	<ul style="list-style-type: none"> • Martins Hill Slip - This Slip has become major now. 2 years ago, I emailed Tim Langley informing him of the movement of the hill face and water running over the road and not through the culvert. As a result, now 2 years later we have a huge issue. The road has moved and down to one lane. When are we going to see a proactive approach to these issues? Deal to them before we have another Hinekura Hill situation. 



- Tora Settlement Road residents not getting rubbish collection. Please explain