



Agenda

Notice of Meeting

An ordinary meeting will be held in the Supper Room, Waihinga Centre, Texas Street, Martinborough on Thursday 27 April 2023 starting at 6.00pm. This meeting will be live-streamed and will be available to view on our [YouTube channel](#).

Membership of the Community Board

Andrea Rutene (Chairperson), Karen Mikaera (Deputy Chairperson), Narida Hooper, Violet Edwards-Hina, Gillies Baker, Herewini Ammunson, JD Smith, Lola Kiel, Dorothy Whittaker, Mayor Martin Connelly and Councillor Pip Maynard

Karakia Tīmatanga

*Tukua te wairua kia rere ki ngā taumata
Hai ārahi i ā tātou mahi
Me tā tātou whai i ngā tikanga a rātou mā
Kia mau kia ita
Kia kore ai e ngaro
Kia pupuri
Kia whakamaua
Kia tina! TINA! Hui e! TĀIKI E!*

- 1. Extraordinary Business**
- 2. Apologies**
- 3. Conflicts of Interest**
- 4. Acknowledgments and Tributes**
- 5. Public Participation**
 - 6.1 Viv Napier & Charlotte Harding – Dark Sky Reserve
 - 6.2 Charlotte Harding – Matariki Events
- 6. Actions from Public Participation**

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

7. Māori Standing Committee Minutes

- 7.1 Minutes for Approval: Māori Standing Committee Minutes of 31 January 2023 Pages 1-4

Proposed Resolution: That the minutes of the Māori Standing Committee meeting held on 31 January 2023 be confirmed as a true and correct record.

8. Chairperson Report

- 8.1 Chairperson Report Pages 5-7

9. Reports from Chief Executive and Staff

- 9.1 Pou Māori April 2023 Report Pages 8-35
- 9.2 Introduction to Welcoming Communities Program Pages 36-42
- 9.3 Update to 2022 Featherston Masterplan Report Pages 43-45
- 9.4 Introduction to Information Management Report Pages 46-55
- 9.5 Income & Expenditure Report Pages 56-60
- 9.6 Financial Assistance Report Pages 61-63
- 9.7 Action Items Report Pages 64-66

10. Member Reports

- 10.1 None advised

Karakia Whakamutunga

*Unuhia Unuhia
Unuhia ki te uru tapu nui
kia wāteā, kia māmā
te ngākau, te tinana, te wairua
i te ara takatū
Koia rā e Rongo
Whakairia ake ki runga
Tūturu whakamaua kia tina. Tina!
Hui e! Tāiki e!*



MĀORI STANDING COMMITTEE

Minutes from 31 January 2023

Present:	Andrea Rutene (Chair), Karen Mikaera, Narida Hooper, Violet Edwards-Hina, Gillies Baker, Mayor Martin Connelly and Councillor Pip Maynard
In Attendance:	Harry Wilson (Chief Executive), Russell O’Leary (Group Manager, Planning & Environment), Sheil Priest (General Manager, Communications & Engagement), Leanne Karauna (Principal Advisor Māori), James Witham (Planning Manager), Hamish Wesley (Senior Planner, Boffa Miskell Consultants), Sky Halford (Climate Change Advisor) and Kaity Carmichael (Committee Advisor)
Conduct of Business:	This meeting was conducted in public in the Supper Room, Martinborough Town Hall, Texas Street, Martinborough between 6.18pm and 8.01pm and was live streamed on the Council’s YouTube Channel.

PUBLIC BUSINESS

Members opened with a karakia.

1. EXTRAORDINARY BUSINESS (YouTube streaming 2.48)

MSC RESOLVED (MSC 2023/01) to:

1. Add the Sites and Areas of Significance to Māori Report to the agenda as an extraordinary item under 9.2. It was not included in the agenda as it was requested by the committee and not received prior to agenda release. This item cannot be delayed as it contains time sensitive material for discussion.
2. Add the Papakainga Report is added to the agenda as an extraordinary item under 9.7. It was not included in the agenda as it was requested by the committee and not received prior to agenda release. This item cannot be delayed as it contains time sensitive material for discussion.

(Moved Rutene/Seconded Cr Maynard)

Carried

2. APOLOGIES (YouTube streaming 4.00)

MSC RESOLVED (MSC 2023/02) to receive apologies from Herewini Ammunson.

(Moved Rutene/Seconded Mikaera)

Carried

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

There were no acknowledgements and tributes.

5. PUBLIC PARTICIPATION

There was no public participation.

6. ACTIONS FROM PUBLIC PARTICIPATION

There were no actions from public participation.

7. MINUTES FOR CONFIRMATION (YouTube streaming 5.26)

7.1 Māori Standing Committee – 24 November 2022

MSC RESOLVED (MSC 2023/03) that the minutes of the Māori Standing Committee meeting held on 24 November 2022 be confirmed as a true and correct record.

(Moved Edwards-Hina/Seconded Mikaera)

Carried

8. CHAIRPERSON REPORT

8.1 Chairperson Report (YouTube streaming 6.39)

MSC RESOLVED (MSC 2023/04) to receive the Chairperson Report

(Moved Mayor Connelly/Seconded Cr Maynard)

Carried

Ms Rutene spoke to items outlined in the report.

Ms Edwards-Hina noted the appointment of a second committee representative from Kohunui Marae, to be formally ratified at the next Council meeting.

9. REPORTS FROM CHIEF EXECUTIVE AND STAFF

9.1 Pou Māori January 2023 Report (YouTube streaming 11.46)

MSC RESOLVED (MSC 2023/05) to receive the Pou Māori January 2023 Report.

(Moved Hooper/Seconded Edwards-Hina)

Carried

Ms Karauna welcomed Sky Halford, Climate Change advisor to council and spoke to items outlined in the report.

Ms Karauna noted the importance of having full representation through committee membership and the development of a Māori Standing Committee Induction Package for members.

Ms Karauna acknowledged the Waihinga Centre sculpture ceremony and the recent citizenship ceremony, in which the committee was involved.

Ms Karauna requested feedback on the best way to engage with the committee on upcoming pieces of work.

9.2 Sites and Areas of Significance to Māori Report (YouTube streaming 20.37)

MSC RESOLVED (MSC 2023/06) to:

1. Receive the Sites and Areas of Significance to Māori Report.

(Moved Mayor Connolly/Seconded Baker)

Carried

2. Direct Council Officers to contact Haami Te Whaiti and Horipo Rimene to

identify sites of significance to be listed in the Combined District Plan.
(Mover Rutene/Seconded Edwards-Hina) Carried

Mr O’Leary and Mr Wesley spoke to items outlined in the report and responded to member queries around timelines and notification for the Combined District Plan review. Members discussed the inclusion of South Wairarapa sites and areas of significance in the Combined District Plan and Mr Wesley provided clarification on the process. The committee noted that process and levels of protection would to be included for discussion at upcoming hui.

9.3 Appointments to Committees Report (YouTube streaming 41.45)
MSC RESOLVED (MSC 2023/07) to receive the Appointments to Committees Report.
(Moved Mikaera/Seconded Cr Maynard) Carried

Mayor Connelly spoke to items outlined in the report and members noted the importance of having representation on committees with voting rights. Members undertook discussing membership, committee appointments and budget to be ratified at an upcoming meeting.

9.4 Featherston Masterplan Report (YouTube streaming 53.00)
MSC RESOLVED (MSC 2023/08) to receive the Featherston Master Plan Report.
(Moved Mikaera/Seconded Hooper) Carried

Mr O’Leary spoke to items outlined in the report and noted that a workshop with the Māori Standing Committee is proposed for February 2023 to enable discussion options for further Māori engagement. Members discussed the most suitable avenues for engagement with Māori and Ms Rutene undertook organising a date for the hui.

9.5 Income and Expenditure Report (YouTube streaming 1.04.46)
MSC RESOLVED (MSC 2023/09) to receive the Income & Expenditure Report for the period ending 31 December 2022.
(Moved Edwards-Hina/Seconded Smith) Carried

Cr Maynard queried the possibility of entering into a multi-year funding agreement with Rangiora o Wairarapa Kapahaka. Ms Carmichael undertook providing clarification on grant funds which have not been uplifted. Members noted an upcoming hui, where a committee work plan will be established and will include opportunities for funding.

9.6 Action Items Report (YouTube streaming 1.13.30)
MSC RESOLVED (MSC 2023/10) to receive the Action Items Report.
(Moved Edwards-Hina/Seconded Mikaera) Carried

Members discussed open actions and noted further updates.

- Action 246: Officers to investigate status of the programme and update website accordingly.

- Action 358 – Request report for next meeting.
- Action 359 – Look at potential of rescheduling water hui following receipt of report.
- Action 548 – Request for update via email.

9.7 Papakainga Report *(YouTube streaming 1.22.13)*
MSC RESOLVED (MSC 2023/11) to receive the Papakainga Report.
(Moved Edwards-Hina/Seconded Smith) Carried

Mr O’Leary and Mr Wesley spoke to items outlined in the report and responded to member queries around zoning and engagement opportunities. Mr Wensey undertook providing the committee with a map outlining draft zones.

10. MEMBER REPORTS

10.1 Mayor Connelly Member Report *(YouTube streaming 1.35.50)*
MSC RESOLVED (MSC 2023/12) to receive Mayor Connelly Member Report.
(Moved Edwards-Hina/Seconded Baker) Carried

Mayor Connolly spoke to items outlined in the report. Members noted the importance of this work and agreed to further discuss at their upcoming hui.

Members closed with a Karakia.

The meeting closed at 8.01pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

Chairperson Report

1. Purpose

To provide the Māori Standing Committee with a brief update on key pieces of work for this period.

2. Recommendations

Officers recommend that the committee:

1. *Receive the Chairperson Report.*
2. *Appoint Andrea Rutene to the Community & Infrastructure Committee; Karen Mikaera to the Assurance & Risk Committee; Narida Hooper to the Finance Committee; and Violet Edwards to the Climate Change & Environment Committee.*
3. *Consider delegating a committee member to make a submission to the Annual Plan on behalf of the Māori Standing Committee.*

3. Executive Summary

This report provides an up-to-date summary of work undertaken by the committee chairperson for the previous period. In addition, it highlights important current or future activities for the committee to be aware of.

4. Topics

4.1 Māori Standing Committee Representation

At the March Māori Standing Committee Forum, consideration was made by committee members for the following appointments to be made to council committees:

- Andrea Rutene – Community & Infrastructure
- Karen Mikaera – Assurance & Risk
- Narida Hooper – Finance
- Violet Edwards – Climate Change & Environment.

4.2 Tuia Programme

The Tuia programme develops leadership in young Māori people aged 18 to 25 through cultural development and regular mentorship from their local mayor. The

relationship is intended to be two-way, giving both parties a chance to share insights about the cultural and intergenerational issues they face.

We are pleased to announce our support of Herewini Ammunson, a current Papawai Marae representative on the Māori Standing Committee, as this year's Tuia programme recipient. Herewini, will be a great advocate for other young Māori who wish to take up this opportunity in the future.

We look forward to hearing from Herewini of his experiences and the community project he will be involved in.

4.3 Annual Plan 2023-24

With our aspiration to: -

“See our marae flourishing, to see our people reaffirming themselves on the whenua of their tipuna. To embrace Māori economic development in our communities through kaitiakitanga of our resources, through manaakitanga of our Māori and non-Māori communities, and through our whakapapa and the teachings of our tipuna. To elevate mana of our people and the mauri of our places through matauranga Māori – and the autonomy to be Māori in a modern world.”

With this in mind, the following recommendations have been identified to be submitted on behalf of the Committee to the 2023-24 Annual Plan.

1. the council include our south Wairarapa urupa at Kohunui Marae, Whakatomotomo and Pāpāwai Marae in the maintenance schedule that is currently in place for Featherston, Greytown and Martinborough Cemeteries.
2. the council work with the Significant Sites group to investigate reinstating the paper road access that leads to Owhanga Landing Reserve, on the Western side of Wairarapa Moana.
3. the council secures funding to commission a carver to do a series of pou in each town including Pirinoa.

5. Key items to note

5.1 Wellington Water Ltd

Having been part of a process that has taken longer than 12 months the following notification is for noting:

**APPOINTMENT OF NGĀTI KAHUNGUNU KI WAIRARAPA TAMAKI NUI A RUA
TREATY SETTLEMENT TRUST AS A MANA WHENUA PARTNER ENTITY FOR
WELLINGTON WATER LIMITED**

Report No. WWC2023/1/51 by the Chief Executive, Porirua City Council

The Chief Executive, PCC elaborated on the report. She noted Andrea Rutene currently held observer status on the Committee. She said for future meetings Andrea Rutene would be a full member subject to agreement from Greater Wellington Regional Council.

“That the Committee:

(1) receives the report; and

(2) notes that, subject to Greater Wellington Regional Council approval on 30 March 2023, Ngāti Kahungunu ki Wairarapa Tamaki nui a rua Trust will be appointed a Mana Whenua Partner Entity for Wellington Water Limited.”

RESOLVED: (Mayor Guppy/Mayor Baker)

Minute No. WWC 23109

5.2 Wairarapa Dark Sky Reserve

It was my pleasure to be able to attend a small celebration with those that have driven the process of Wairarapa becoming an accredited Dark Sky Reserve. I would again like to congratulate the project committee for their tireless efforts to achieve such status.

The Māori Standing Committee looks forward to continuing the support of the Association as they look at configuring new structures and plans to progress such developments.

5.3 Māori Standing Committee Priorities

From the March Committee Forum, the following priorities (but not limited to) have been identified: -

- Participate in the Annual Planning process.
- Ensure that Māori sites of significance for South Wairarapa are included in the review of the Wairarapa Combined District Plan.
- Participate in the representation review process – Members requested a clear outline on including how the committee can provide feedback and engage.
- Gauge appropriate involvement in operational activities for example MSC involvement in council funding applications.
- Involvement in the development and review of policies such as, the Māori Policy, Street/Naming Policy and the development of a Partnership Policy.
- Involvement in Council Sub-Committees.
- Invest in building Māori capacity and capability within local government.

Written by: Andrea Rutene, Māori Standing Committee Chairperson

Pou Māori Advisor April 2023 Report

1. Purpose

To provide the Māori Standing Committee with a brief update on the program of work and key focus areas for 2023.

2. Recommendations

Officers recommend that the committee:

1. *Receive the Pou Māori Advisor April 2023 Report.*
2. *Provide guidance on ways in which the Pou Māori Advisor can best work with the committee to input into key areas.*
3. *Consider potential discussion points below and provide feedback.*

3. Executive Summary

This report provides the April 2023 update on key areas of focus for the Pou Māori Advisor.

4. Discussion

4.1 Key Focus Areas

Key focus areas for the Pou Māori Advisor since the January 2023 committee meeting have included:

- Continued relationship development between Council, mana whenua and tangata whenua.
- Collaboration with other Councils on major projects i.e. Climate Change; Waste Minimisation and Water and the Combined District Plan. Includes hui with District Planners and representatives from both Iwi to develop a process to recognise the sites of significance to be protected in the District Plan.
- Cultural competency training for staff is currently in progress and discussions are occurring to implement for this Committee. Karakia and pronunciation with staff is being supported and encouraged every Monday.

- Representation, Māori Policy and Partnership reviews. There have been changes that push out the timeline for the Representation Review, due to the recent cyclone.
- Members information packs – Provisions were made for the new members.
- Māori Standing Committee representation for new members was approved at the most recent meeting of Council.
- Support to the MSC Chairperson with regular meetings and implementation of MSC workplan as in development.
- Tuia 2023 Mayors Mentoring Programme- Support candidate to attend the Waikato wananga held in March.
Attend on behalf of Mayor the online Tuia mentoring workshop.
- Cyclone Gabriel – Updating and sharing communications and liaising with Mana Whenua.
- Emergency Management – Input into the Māori Integration Role and development of a future regional Pou Māori and Councils obligations.
- Support the inaugural March MSC forum.
- Appointments of MSC representation to Committees of Council
- Support Mayor and SWDC representatives to attend the apology by the Crown to Ngati Kahungunu ki Wairarapa Tamaki nui-a-Rua Settlement held in Masterton on the 25th March.
- Coordination on behalf of Council with Mana Whenua for the Citizens Ceremony.



4.2 Potential Discussion Points

I am seeking guidance on the ways in which I can best work with the committee to provide input into these key areas.

- Consideration of a District-wide plan for South Wairarapa Marae – with an aim of confirming the three marae as emergency civil defence centres for the district.
- Martinborough Overflow Incident. Wellington Water are required to “work with Iwi on utu or appropriate restorative justice”.
- Names: Waihinga Bridge vs Waihenga Bridge.
- Road Naming Policy and process to consult on names

4.3 Action Points

- Engage with Lisa Mathews on Hōkai Nuku – The Wairarapa Positive Ageing Strategy
- To support Hau Ariki Marae with a letter reconfirming Hau Ariki as a recognised Civil Defence Centre
- To draft a submission to the Annual Plan

4.4 Workshop

The workshop held in March had the following presentations:

- The Soldiers Memorial Upgrade – Wellington Water presentation and Q & A
- The Featherston Masterplan – Presentation and clarification on consultation with tangata whenua not mana whenua.

Workshop minutes are attached in Appendix 1.

4.5 Wairarapa Moana

Briefing on Wairarapa Moana Statutory Board:

- Attend Wairarapa Moana Governance Board meeting at Kohunui
- Support preparation of information in support of transition to the new Wairarapa Moana Statutory Board from South Wairarapa District Council
- Attend Wairarapa Moana Governance Board meeting at Kohunui in February

- Work with Greater Wellington and other Councils to prepare for new Board and Committees. Information to come.
- Additional information is attached in the Partnership section of Appendix 2.

5. Appendices

Appendix 1 - Minutes from MSC Workshop held on 14 March 2023.

Appendix 2 – CE Report from 5 April 2023 Council Meeting.

Mihi Whakatau

Nau mai haere mai ki a korua ko Dottie korua ko Leonie ki tēnei roopu.
Ko Dottie te kaiwhakarite nō Rangitane o Wairarapa, Ko Leonie tetahi o ngā kaiwhakarite nō Kohunui.

Ngā mihi whakawhetai ki a korua mō tōu tautoko ki tēnei roopū

He mahi tahi tātou. Nō reira tēnā koutou, tēnā koutou, tēnā koutou katoa

Nāku noa iti

Leanne Erina Hinetauira Karauna

Ngati Kahungunu ki Wairarapa, Ngati Rangitane, Ngai Tahu

Contact Officer: Leanne Karauna , Committee Advisor

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

Appendix 1 - Minutes from MSC Workshop held on 14 March 2023

MĀORI STANDING COMMITTEE

Hui Minutes

Tuesday 14 March 2023

5.00pm – 8.00pm

Pūtahi Room, Martinborough Office

In Attendance: JD Smith, Narida Hooper, Karen Mikaera, Gillies Baker, Violet Edwards-Hina, Dorothy Whittaker, Leonie Edwards, Mayor Martin Connelly, Leanne Karauna (Pou Māori Advisor), Amanda Bradley (General Manager, Policy & Governance), Kaity Carmichael (Committee Advisor)

- Wellington Water Engagement on Soldiers Memorial Park Treatment Plant
 - Adam Mattson, Justine Jones & Paul Clarke (Wellington Water) spoke about the provided engagement document and responded to member queries.
 - Members queried the use of the name Hūpēnui in the engagement document and Andrea undertook following up regarding use.

- Featherston Masterplan
 - Russell O’Leary (Group Manager, Planning and Environment) & Kendyll Hammond (Senior Planner) provided an update on the Featherston Masterplan and responded to member queries.
 - Members queried input of mana whenua and tangata whenua in the design aspect of the Featherston Masterplan and Leanne/Russell undertook scheduling a hui to allow for this.
 - Members queried the inclusion of Wairarapa Moana in the Masterplan and how the plan incorporates increased accessibility to the lake. Members noted the importance of this to be considered in the plan in variety of ways.
 - Members noted the importance of incorporating Māori culture into the design of the Masterplan.

- Annual Plan, Long-Term Plan and Work Priorities
 - Amanda Bradley spoke about the Annual Plan process and timelines.
 - Amanda/Leanne undertook working with the committee on the submission process and engagement/consultation opportunities.
 - Amanda spoke about the representation review and discussed the importance of the process in working towards Māori representation in Council.

- Māori Standing Committee Priorities
 - Members noted the committee will be making a submission on the Annual Plan
 - Members requested a clear outline on the representation review process – including how the committee can provide feedback and engage.
 - Members queried the use of the Better Off Funding and Andrea undertook having a conversation with Stefan/Robyn.
 - Members indicated Interest in involvement with the review of the Māori Policy, Street/Naming Policy and the development of the Partnership Policy.

- Members noted the following interest in Committees to be ratified at the next MSC formal meeting:
 - Andrea – Community & Infrastructure;
 - Violet – Climate Change & Environment
 - Narida – Finance
 - Karen - Assurance & Risk
- Members noted that the above nominees would provide a Member Report for each to feed back to committee through formal meetings.
- Members discussed the development of a process for the committee members to feed back to representing bodies following meetings.
- Members discussed training/personal development opportunities and Andrea undertook sending out opportunities via email.
- Andrea requested feedback from members of future forum planning.
- Annual plan submission will be done between 5 April 2023 and the next meeting.

Appendix 2 – CE Report from 5 April 2023 Council Meeting.

ITEM C1

CHIEF EXECUTIVE'S REPORT

5 April 2023



**SOUTH WAIRARAPA
DISTRICT COUNCIL**

Kia Reretahi Tātau

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Statement from the Chief Executive

Kia ora koutou

I'd like to start by extending a warm welcome to Neil Morison who has successfully contested for the vacancy on the Greytown Community Board. He has joined a great group of people with a common goal to advocate on behalf of Greytown residents. We look forward to working with Neil and the Board.

They say lightning does not strike twice in the same place, however, cyclones didn't get that memo. Almost a year to the day after Cyclone Dovi struck on 12 February 2022, Cyclone Gabrielle decided to visit the Wairarapa on 13 February 2023.

Following Cyclone Hale a month earlier, Gabrielle's impact was severe as the ground was already saturated and some of the repairs were ongoing work-in-progress. In our district, many of the rural roads were made impassable and Huangarua and Ruamāhanga rivers exceeded their maximum and both bridges were closed for a couple of days. Alternative routes in and out of Martinborough were marginal and travellers had to exercise extreme caution.

Flooding and road subsidence caused most of the damage. The roading and communications teams were kept busy, with the roading team up very early throughout that period managing multiple crews working to clear up the roads, restore culverts and bring the roads to a state where at least 4-wheeldrives could pass. The Council's staff and the Fulton Hogan roading crew are to be commended for their impressive efforts.

A regional emergency management office (EOC) was also stood up as Masterton's Tinui/Castlepoint communities were cut-off by extreme flooding. Tinui residents experienced a lot of damage with flood waters entering people's homes and businesses. The three councils, ably supported by all the emergency services, government agencies, East Coast Rural Support Trust and the Army, worked well to manage the needs of our communities during their time of need.

Following the event, A Mayoral Relief Fund was set up and the Wairarapa Councils shifted into recovery mode to provide welfare to those impacted by the event. The [Wairarapa Recovery](#) website has been set up and anyone impacted may apply for funding and support.

Cape Palliser Road would have been a major casualty but for the two Ecoreef installations. Council funded the second installation at Turner's Bay from Waka Kotahi's emergency funding, which was completed on 9 February, just before Cyclone Gabrielle hit. The earlier installation at Whatarangī Bluff has proven to be a success, withstanding huge wave swells from this treacherous coastline.

Parts of the upper North Island suffered considerably more damage and in support, Mayor Connelly agreed to 'adopt a community' to help with their fundraising. The scheme run by LGNZ has been popular and our community is Whangarei. We have promoted their mayoral relief fund details in a media release, on our website and through social media post, however, there may be more fund-raising opportunities that we could support as time allows.

The 80th anniversary of the Featherston Incident was commemorated with a fitting ceremony at the Messines Layby and around 100 people in attendance comprising of staff, the Japanese Ambassador, the Australian High Commissioner, the head of the

Defence Force, other government officials, RSA representatives, and members of the public, including mana whenua, in attendance. Feedback from the public suggested it was very well planned and delivered.

In the water space, considerable effort has been exerted to get reported leaks numbers up so that we may escalate those to Wellington Water and have as many fixed as possible. The campaign is working as we have jumped from 36 leaks repaired in December 2022 to 53 fixed in February. Year to date, or since 1 July 2022, 259 leaks have been repaired in South Wairarapa. There are 29 leaks still active, awaiting repair work.

Still on the water theme, new treatment facilities are being installed at Soldiers Memorial Park in Greytown. This important piece of work will increase the resilience of Greytown's drinking water supply and includes the installation of a new bore, pump and a containerised treatment plant. This is essential work as the current pump and treatment facilities are ageing and in need of replacement. The delivery of these two items will be sequenced over the construction period (approx. 4-6 months) with the containerised plant and pipe work being done first. Wellington Water advise they have had a constructive meeting with the Greytown Community Board, as well as engagement with local Iwi, the Māori Standing Committee and park user group representatives to discuss project impacts and to answer questions.

Yes, it has been a very busy month, and what's ahead suggests it is unlikely to ease off. The Annual Plan consultation planning, Annual Report finalisation (subject to Audit NZ's audit completion), Rating Review, Hinekura Road project, Featherston Masterplanning are a few examples of what is keeping the team busy. Should you wish to know more then please come through me. I remain the first point of call for all elected members and committees.

Ngā mihi



Harry Wilson
CHIEF EXECUTIVE

Reforms and central government updates

Cyclone Gabrielle Recovery Taskforce

Government established the [Cyclone Gabrielle Taskforce](#) which aims to coordinate a locally-led recovery of affected regions. The Taskforce will advise ministers on the prioritisation and sequencing of needs for each region. The Terms of Reference are available [here](#).

Roading

[Funding update](#)

A \$250 million interim emergency relief package has been announced by the Government. This funding is available through to 30 June 2023 for local roads, rail infrastructure and state highways damaged in the January flooding events or Cyclone Gabrielle. The Waka Kotahi Board has approved, a one-off special funding assistance rate (FAR) of normal FAR plus 40% for immediate response activities only. There is also the option for Waka Kotahi to consider financial hardship through a bespoke FAR adjustment up to 100%. The intention of the policy is to alleviate financial stress in the short-term.

As the full costs for the immediate response are not yet known, Waka Kotahi can't predict with any certainty what call there will be on this funding and how quickly it might be used up and will be monitoring progress and maintaining an ongoing dialogue with the Government.

[Response and recovery update](#)

Crews have been working hard in challenging conditions to get the last three critical networks open – SH5, SH2 Napier to Wairoa, SH25A. This has been a priority response because of the importance of reconnecting people and restoring access to support freight. Interim solutions will see lower levels of service for some time. Waka Kotahi is focussed on

improving networks to a reasonable level of service while design and planning underway for long-term resilient solutions.

The Northland and Waikato recovery approach will use NOC contracts and establish separate recovery contracts, with separate recovery contracts for SH25A and the Brynderwyns.

Waka Kotahi is still determining the scope of the East Coast region recovery alliance model, and are still determining scope of areas it includes and are in the process developing the design of the model now. Waka Kotahi met with industry experts, KiwiRail and council infrastructure managers in March and further engagement, including with iwi to come. They have noted that collaboration will be really important throughout the recovery and alliance model needs to include state highways and make allowances for local roads if local authorities want to be part of the alliance. Waka Kotahi see it expanding and contracting over time through sub-alliances. The intention to have interim alliance agreement in place over the next few weeks and this will allow assessments to begin and planning to get underway to improve levels of service of reopened corridors. Work is underway on procurement strategy for the full alliance with one of our key outcomes being the creation of a healthy market, with a pipeline of work across the consultant industry and all tiers of suppliers – not just those in Tier 1. Waka Kotahi are thinking about how they can build back smarter, safer and add resilience into design.

[Government Policy Reprioritisation](#)

On 13 March, the Government announced the second tranche of its policy reprioritisation. This announcement has implications for the Transport portfolio and Waka Kotahi. In summary, the Government agreed to:

Speed management on state highways

- Narrow the focus of the Speed Management Programme to the most dangerous one percent of state highways, and make targeted changes to

speeds around schools, marae and in townships that state highways transit.

- Delegate to the Minister of Transport the authority to make changes to the relevant Land Transport Rules, if necessary, to effect the previous recommendation.
- Invite the Minister of Transport to instruct Waka Kotahi to improve its consultation practices in setting and resetting of speed limits on state highways, including by responding more directly to feedback from affected communities, and demonstrating how that feedback has been addressed.

Social leasing

- Stop work on the existing Social Leasing Scheme trials.
- Invite the Minister of Transport to undertake further work on options to ensure a more equitable transition to a low-emissions vehicle fleet, with a particular focus on supporting the extension of existing community-run schemes.

Clean Car Upgrade

- Stop the Clean Car Upgrade Scheme

VKT reduction

- Focus the target for reducing light vehicle transport use to Tier 1 urban centres (Auckland, Hamilton, Tauranga, Wellington and Christchurch) initially.
- Note that if any Tier 2 urban areas wish to proceed with targets on a faster track, the Ministry of Transport will support them to.

The announcement also confirmed that transport projects in Auckland will be rolled out in stages, with work on Auckland Light Rail (ALR) to continue alongside other city-shaping investments like a second Waitemata Harbour Crossing, more rapid busways, and better connections to growth areas like the North-West. ALR will be delivered in stages, with the first stage expected to be confirmed by the middle of

2023. The Prime Minister's full press release is available [here](#).

Waka Kotahi is responding to these new changes and will provide more information but for now, this is what is important to note:

Speed reviews on state highways

- In response to this announcement, Waka Kotahi will review the state highway speed management plan to ensure that the highest risk state highways are prioritised, alongside targeted changes to speeds around schools, marae and in townships which state highways transit. Waka Kotahi will await guidance from the Ministry of Transport on specific amendments to Land Transport Rules.
- We welcome the opportunity to have meaningful conversations with communities about reducing speed on the highest risk areas of the state highway network.
- Engagement with those communities will be reviewed to ensure it is in line with this direction for genuine engagement and enable us to respond more directly to feedback received and to clearly show how that feedback will be addressed.

Clean Car Upgrade (scrappage and social leasing)

- Waka Kotahi will work to implement the Government's direction to close out these programmes in the coming weeks, in association with our partners and stakeholders.
- Waka Kotahi note that this announcement does not affect their other 'Clean Car' schemes: the Clean Car [Discount](#) and [Standard](#).

Reducing light vehicle kilometres travelled in main urban centres

- Reducing the amount of travel by light vehicles continues to be an important element of our efforts to reduce emissions.
- Cities identified as Tier 1 (Auckland, Hamilton, Tauranga, Wellington and Christchurch) are expected to make the most significant

contribution to achieving the national VKT reduction target, which is the why the Government is focused on progressing VKT reduction planning for these areas.

- We will be working with the Ministry and the Minister to clarify expectations for Tier 2 centres.

Three Waters

The Minister of Local Government, Minister McAnulty presented at the LGNZ organised Rural and Provincial sector meeting on Friday, 3 March. Water Services Reform was a key focus of conversation and questions. The key points taken from his presentation:

- The Minister confirmed that Water Reform was his priority and he wanted to address the current uncertainty around reform.
- The Minister confirmed he is seeking to put forward a proposal which seeks the right balance between economic and financial sustainability and strengthens the links between local communities and their water services. His proposal will look to address the concerns of regional and rural communities, in particular the local link to the entities.
- He spoke also of the importance of Te Tiriti and that mana whenua must have a role in the system and that he would be considering how that would be managed.
- He indicated that once he has spoken to colleagues, he intends to consult with the local government sector and iwi before taking a proposal to Cabinet. His intention is for this to take weeks rather than months.

While he did not reveal any specifics around his proposal, it was helpful for us to understand his general focus areas and his thoughts on timing.

Following the impact of Cyclone Gabrielle, we anticipate that changes to the National Transition Unit (NTU) programme (such as the rollout of roadshows to councils).

Resource Management Reform

Following the events of Cyclone Gabrielle, the Ministry for the Environment (MfE) is currently assisting with the broader government response in a number of ways, including options for support in the immediate and longer term to assist the recovery.

They have signalled they have work underway across their programmes to look at what they need to do to support the recovery.

One specific thing now is emergency legislation to support the longer-term recovery. MfE experience with the recovery phase following other significant hazard events is that legislative amendments are often needed to assist the recovery. MfE have identified likely amendments needed to the RMA and the Waste Minimisation Act and will be looking to test these with council staff in the future.

The recent extreme weather events have underscored the importance of effective resource management, climate adaptation and infrastructure planning. Recently published information sets out the key components of the new resource management system as proposed in the Bills - Our Future Resource Management System: Overview.

MfE will be exploring how changes to the resource management system can be enduring by reducing risks and enabling responses to future similar weather events and other natural hazards.

'Our Future Resource Management System' provides an overview of the proposed new resource management system that will replace the Resource Management Act 1991 with three new Acts. The document aims to support an understanding of what is being proposed and to encourage all interested parties to make a submission on the Natural and Built Environment Bill and the Spatial Planning Bill, introduced to Parliament in November 2022.

Work that the Ministry has underway and the engagement planned in the resource management space includes:

- National Planning Framework (NPF) including environmental limits and targets

- regional implementation including the work around scoping the first tranche of regions to transition to the new system
- the current legislative programme including the transition of Treaty Settlements to the new system.
- the climate adaptation work and managed retreat.

MfE will follow up with councils separately on the specifics of when engagements will take place and as they are confirmed.

Cyclone Gabrielle: Ministerial inquiry into forest slash

The Government has announced a ministerial inquiry into forest slash following damage it created across Tairāwhiti during Cyclone Gabrielle, Cyclone Hale and other previous weather events.

The inquiry will occur over a two-month period and will be chaired by Hekia Parata, a former National Party minister and Gisborne resident, who is already involved in the Royal Commission of Inquiry into the COVID-19 response.

Forestry slash, which is waste or debris from industry practices, was pushed down rivers during the most recent cyclone, blocking waterways, covering beaches, and contributing to the damage.

The inquiry would present a set of recommendations about the practice to improve land use, and will investigate past and current practices, the storm damage, its causes, current practices and regulatory and policy settings.

Those in the affected communities and the wider public will be able to provide feedback.

Resource management and environmental management consultant Bill Bayfield and Matthew McCloy, director at Forest Engineering New Zealand Ltd, are also on the inquiry panel.

It is noted that decisions on prosecutions are a matter for local councils under the Resource Management Act.

The Government has moved to increase maximum available fines for environmental offences and introduce new tools to assist enforcement. That's part of the Resource Management reforms. This will increase the maximum fines from the current \$300,000 to \$1 million for natural persons and from \$600,000 to \$10 million for companies. It is also proposed insurance is no longer able to be used to pay infringement or prosecution fines.

Legislative Updates

Progress of relevant bills currently in the house

Bills are proposals to make a new law or to change an existing one. Only Parliament can pass a bill. Each bill goes through several stages, giving MPs and the public the chance to have their say.

[Water Services Legislation Bill](#)

This omnibus bill is the second bill in a suite of legislation to reform water services delivery in New Zealand. The single broad policy for this bill is to establish and empower water services entities by setting out their functions, powers, obligations, and oversight arrangements.

[Water Services Economic Efficiency and Consumer Protection Bill](#)

The purpose of this bill is to provide for the regulation of the price and quality of water infrastructure services, and consumer protection for water infrastructure services.

[Natural and Built Environment Bill](#)

First of two Bills giving effect to RMA reform. This focuses the setting of environmental limits, environmental and land use planning, and the governance of those activities.

[Spatial Planning Bill](#)

The second of two Bills giving effect to RMA reforms. This one focuses on regional spatial strategies and the governance of these activities.

[Local Government Official Information Act Amendment Bill](#)

This bill makes changes to law governing disclosure of information about natural hazards on LIMS.

[Sale and Supply of Alcohol \(Community Participation\) Amendment Bill](#)

This bill aims to improve communities' ability to influence alcohol regulation in their area by making targeted changes to the alcohol licensing process provided for in the Sale and Supply of Alcohol Act 2012.

For the full list of bills currently in progress, please visit: <https://www.parliament.nz/en/pb/bills-and-laws/bills-proposed-laws/>

Bills on the horizon

[Land Transport Management \(Regulation of Public Transport\) Amendment Bill](#)

This bill establishes the Sustainable Public Transport Framework for the planning, procurement, and delivery of public transport services, which addresses systemic issues affecting the sector. This new framework will replace the Public Transport Operating Model.

[Sale and Supply of Alcohol \(Harm Minimisation\) Amendment Bill](#)

This Bill abolishes appeals on local alcohol policies in order to provide proper local control over alcohol regulation. It also implements a number of the recommendations of the 2014 Ministerial Forum on Alcohol Advertising and Sponsorship.

[Sale and Supply of Alcohol \(Cellar Door Tasting\) Amendment Bill](#)

This Bill allows winery cellar doors to charge visitors for the samples of their own wine and adds an off-licence category for wineries holding an on-licence.

Note - this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.

Current central government consultations

The following relevant Government initiatives (related to the local government sector) are currently open for public submissions.

Submissions can be written by anyone, and help select committees understand what the public think about a particular issue.

[Improving New Zealand's economic resilience](#)

Agency engaging: Productivity Commission

Due date: Submissions due 17 April 2023

Description: The Government wants to identify the policies and interventions that can enhance the resilience of New Zealand's economy and living standards to persistent medium-term supply chain disruptions. This short paper pulls together the current evidence on economic resilience as the first step in the inquiry.

https://www.productivity.govt.nz/assets/Inquiries/resilience/Resilience_Issues_Paper_Final_17-Feb-2023.pdf

Planned action: TBC

[Strengthening the 'tree regulations' to improve the resilience of the electricity supply \(NEW – added 17 March\)](#)

Agency engaging: Ministry of Business, Innovation and Employment (MBIE)

Due date: Submissions due 19 April 2023

Description: It is estimated that around half of the 225,000 people who lost electricity during Cyclone Gabrielle experienced an outage due to trees falling onto or hitting power lines. The Ministry of Business, Innovation and Employment (MBIE) is proposing new rules to provide greater resilience

as the climate changes. This would be achieved by giving lines companies greater powers to trim trees on private land.

<https://www.mbie.govt.nz/have-your-say/tree-regulations/>

Planned action: TBC

Land Transport Management (Regulation of Public Transport) Amendment Bill

Agency engaging: TBC

Due date: Awaiting first reading

Description: This Government bill establishes the Sustainable Public Transport Framework for the planning, procurement, and delivery of public transport services, which addresses systemic issues affecting the sector. This new framework will replace the Public Transport Operating Model.

<https://www.legislation.govt.nz/bill/government/2023/0237/17.0/versions.aspx>

Planned action: TBC

Upcoming: Second Emissions Reduction Plan

Agency engaging: Climate Change Commission

Key dates: To open 26 April and close 20 June

Description: The [second emissions budget \(for 2026-3030\)](#) has been set, but the Government needs a plan to deliver on it. He Pou a Rangi Climate Change Commission's role is to provide independent, evidence-based advice on the direction of policy, taking a systems-wide view. It last provided advice like this in its 2021 report, *Ināia tonu nei*.

Planned action: TBC

For a full list of initiatives, please contact:
governance@swdc.govt.nz

Regional strategic updates

Wairarapa Library Service

All libraries have been very busy since the start of the year. This financial year has seen a 30% increase in issues and returns of print collection items compared to 2020/21. Currently libraries are averaging 22,689 items per month. Electronic collections are also reflecting a steep increase in use. Library membership currently stands at 11,188 – a 29.5% increase since Sept 2021. Staff are busier than ever while also coping with continued understaffing.

Public are noticing the lack of staff even when sites are open and are regularly commenting. A lack of staff has meant closures at Martinborough (1.5 days), Featherston (1.5 days) Greytown (1 day), and Carterton (1 day). Cyclone Gabrielle impacted all sites and saw libraries close at midday on Tuesday, reopening the next day. Four library closures are currently scheduled in March due to staff shortage. At a minimum, branches require two staff present.

Wairarapa Library Services has been partnering with long-established WaiWord to host authors and deliver writer's workshops. The partnership works to foster a writing and reading ecosystem in the region. We were especially proud to host NZ Poet Laureate, Chris Tse's first performance and reading outside a city. The event was strongly attended and complemented by a fully booked writer's workshop.

Regular school class visits and under 5-year-old story time continues to be increasing in popularity and the evening bookclub has a strong following.

In mid-March libraries will be undertaking the first full collection stock-take since 2020. The project will enable the collection to be accurately revalued as part of the BAU of both councils.

Library Customer Service and Collection Development and Maintenance policies have been recently updated and can be found on both council's websites and the WLS website.

Further north, libraries in Hawkes Bay, Napier and Gisborne are reporting the impact of Cyclone

Gabrielle on staff and operations. Napier Library van has been out in the community distributing information, access to supplies, power and phone charging and internet and printing access. Some libraries have been operating as civil defence centres and Hasting Library has reopened for limited hours. Staff have been helping with emergency operations including attending public meetings.

Positive Ageing Strategy

The first Wairarapa Community Network Hui for Kaumātua/Kuia hui was held on March 14 at the Carterton Events Centre. This was an opportunity for a range of different organisations that work with older persons to come together and highlight issues that they are seeing. The results of this hui will influence the workplan for the Positive Ageing Strategy Co-ordinator. Issues identified included lack of mobility parking and incorrect mobility parks, need for greater emergency planning, better engagement with Māori and Pacifica, need for greater digital support for older people amongst other things. highlight issues. This meeting is held quarterly and Te Whatu Ora's representative from planning and funding for older persons will speak at the next meeting.

Councillor McAulay was in attendance at the Ageing with Attitude Expo on March 17th alongside the Carterton District Council Mayor and Masterton District Council Mayor. They hosted a Meet the Mayor session alongside the Positive Ageing Strategy Co-ordinator who shared information about the Positive Ageing Strategy. It was a very busy day with a large number of stalls present and attendees galore.

The inaugural Senior Regional Games organised by Nuku Ora are being held on the 30 March at the Trusthouse Recreation Centre. MDC Community Development Staff will be volunteering.

Both the Senior Regional Games and Ageing with Attitude Expo were supported by South Wairarapa District Council through the Positive Ageing Strategy.

SeniorNet Wairarapa has just announced that it is closing at the end of March. The Digital Collaboration Group that formed last year (Digital Seniors, Masterton Library, Wairarapa Library Services, REAP and SeniorNet) have their quarterly meeting in early April and this will be an opportunity to look at the

closure of SeniorNet and whether there are gaps in service that need to be addressed.

Destination Wairarapa

Destination Wairarapa's [Q2 2022/2023 reports](#) have been received.

For more information about Destination Wairarapa, please visit: <https://wairarapanz.com/home>

Partnerships

We now have full mana whenua representation on the Māori Standing Committee as Rangitane o Wairarapa have put forward Ms Dorothy Whittaker. A big welcome to Dorothy as well as Ms Leonie Edwards who also joins the committee for Kohunui Marae.

There are a number of areas that Council is working hard to improve in our relationships with mana whenua. Most importantly in identifying areas that require initial and further engagement to enable mana whenua to have active participation as guided by the Local Government Act, the Resource Management Act and Te Tiriti o Waitangi, including:

- The Featherston Masterplan
- Wellington Water upgrade plans
- The Wairarapa combined District Plan – Recording Sites of Significance, Maori Purpose Zoning
- WREMO and Wellington Waste Management

These are but a few of the areas that local and regional government must engage and consult with mana whenua.

We are excited about the progression of the role of our Māori Standing committee and the committees that they will have representation on as a voting member. As a committee of council this now makes allowance for their members to be actively involved in council decision making.

This is new and is a small step in the right direction to allow mana whenua participation.

Treaty Settlement

The Crown apology to Ngati Kahungunu ki Wairarapa will take place on the 25th March 2023. Council alongside both the Regional and Central government

representatives will be in attendance in support this very important event. The apology marks a point in time that will hopefully progress a positive partnership in this part of country between Tangata Tiriti and Tangata Whenua.

Statutory Obligations

The SWDC are tasked with specific statutory obligations under the bills for both the Ngāti Kahungunu ki Wairarapa Tamaki Nui- a- Rua Settlement and the Te Rohe o Rongokako Joint Redress Acts (Includes both NKKWTNaR and Rangitane).

We have recently received instruction from the Crown on name changes:

- Ngāti Kahungunu ki Wairarapa Tamaki nui- a-Rua Claims Settlement Act 2022-30 new and altered official place names and four discontinued Crown protected Area names
- Te Rohe o Rongokako Join Redress Act 2022 – one South Wairarapa discontinued Crown Protected Area names.

In promoting a transparent and positive relationship with mana whenua, Council will actively engage in supporting the soon to be formed Wairarapa Moana Statutory Board. The WMSB will consist of the following members and be led by mana whenua:

Membership of Statutory Board

(1) The Statutory Board comprises—

(a) 4 members appointed by the trustees of the Ngāti Kahungunu ki Wairarapa Tāmaki nui-a-Rua Settlement Trust, including—

(i) 1 member representing the hapū of Papawai Marae; and

(ii) 1 member representing the hapū of Kohunui Marae; and

(b) 1 member appointed by the trustees of the Rangitāne Tū Mai Rā Trust; and

(c) 2 members appointed by the Minister of Conservation; and

(d) 2 members appointed by Wellington Regional Council; and

(e) 1 member appointed by South Wairarapa District Council.

(2) A member is appointed only if the appointer gives written notice with the following details to the other appointers:

(a) the full name, address, and other contact details of the member; and

(b) the date on which the appointment takes effect, which must be no earlier than the date on which all of the other appointers will have received the notice.

(3) An appointment ends after 3 years or earlier when the member resigns or is discharged.

(4) A member may be appointed, reappointed, or discharged at the discretion of the appointer.

Qualifications of members

In appointing a member, the appointer—

(a) must be satisfied that the member has the skills, knowledge, and experience—

(i) to participate effectively in the Statutory Board; and

(ii) to contribute to achieving the purpose of the Statutory Board; and

(b) must have regard to any other members of the Statutory Board to ensure that the membership collectively reflects a balanced mix of skills, knowledge, and experience in relation to Wairarapa Moana.

Significant Engagement with Māori

On Saturday 25 February, Council members including the Mayor attended alongside mana whenua the 80th memorial for the Featherston incident that happened at the prison of war camp. This was a solemn occasion that we appreciate mana whenua leading as it marked a great tragedy in the history of Wairarapa.

On Friday 17th March, the new Citizens Ceremony was held at the Waihinga Centre for 20 new citizens of Aotearoa. The ceremony began with a whakataua led by mana whenua who were present alongside

the Mayor and Council Staff. Once again it is appreciated that mana whenua were there to welcome manuhiri into our community.



Strategy/Policy updates

The following governance policy instruments are currently under-going review:

- Revenue and Financing Policy (Rating Review)
- Grants Policy
- Wairarapa Local Alcohol Policy (research phase)
- Wairarapa Smoke and Vape Free Policy (seeking adoption)
- Psychoactive Substances Local Approved products Policy
- Local Easter Sunday Shop Trading Policy
- Dangerous and Insanitary Buildings Policy
- Control of Dogs Policy and Bylaw
- Noted that the Privacy Policy (organisational policy) has been approved by ELT and has been uploaded to the [SWDC website](#)

Upcoming engagement and consultation

South Wairarapa District Council is preparing for engagement and consultation on the following initiatives:

- Featherston Masterplan
- Featherston Wastewater Project
- Representation Review
- Annual Plan 2023/24
- Revenue and Financing Policy (Rating Review)
- Control of Dogs Policy and Bylaw
- Local Easter Sunday Trading Bylaw
- Wairarapa Class 4 Gambling and Standalone TAB Venues Policy

Significant projects

Governance

Representation Review

Summary: No change from December 2022 report - Determines the optimal number of councillors, the way they are elected and the geographical ward boundaries.

Next immediate milestones: Community engagement.

PROJECT STATUS:



Finance

Rating Review

Summary: Rating review workshops continuing - timetable for project as follows

Step	Dates	
	Start	Finish
1. New Council to confirm the step one assessment	31-Oct-22	28-Nov-22
2. Model & assess the initial rates impact on the funding needs analysis (Step 1)	1-Feb-23	28-Feb-23
3. Modify and update the funding needs analysis based on the step two principles	1-Mar-23	31-Mar-23
4. Consider the use of remission and or postponement policies	1-Apr-23	30-Apr-23
5. Model and confirm the preferred rates allocation option	1-Apr-23	30-Apr-23
6. Draft Revenue & financing policy and supporting rating policies	1-Apr-23	31-May-23
7. Draft the proposal and supporting information for consultation	1-Jun-23	30-Jun-23
8. Carry out community consultation	1-Jul-23	1-Aug-23
9. Hear submissions	15-Aug-23	31-Aug-23
10. Update rates and amend policies after considering submissions	1-Sep-23	30-Sep-23
11. Adopt new policies	1-Oct-23	30-Oct-23
12. Set the rates	1-Jun-24	30-Jun-24
13. Implement new rating system	1-Jul-24	

Next immediate milestones: Stage 2 Workshop on modelling held February 2.

PROJECT STATUS:



Corporate Services

IT architecture, disaster recovery and security

Summary: Historical levels of under investment in our IT systems architecture and information management, a reliance on maintaining hard copy documents and a lack of strategic long-term planning that reflects our evolving and complex technology needs; has left Council with inefficient ways of managing information and workflows, a reliance on increased exposure to cyber-attacks and a much-reduced ability to recover essential information after a crisis.

Next immediate milestones: The Finance

Committee has been fully briefed on the issues and risks that Council faces. Work on our server patching has been completed on time and budget, which means that version control is now being fully adhered to. The continued investment into the resilience of our IT architecture against cyber-attack, has been fully factored into the FY 23/24 annual plan. Meanwhile for this current FY22/23, the final services to be transitioned from our previous suppliers (our telephony) is being planned and is expected to occur on schedule.

PROJECT STATUS:



Planning and Regulatory Services

Combined District Plan Review

Summary: The review, led through the advisory groups and WCDP Review Committee, considers the extent of change needed for chapters, alongside the national planning standards, national direction. The project extends from 2021-2023 with appeals work in 2024.

Final drafts provided to the committee include:

- Strategic Direction
- Natural Hazards
- General Rural Zone/Rural Lifestyle Zone
- General residential zone/Settlement zone
- Future Urban Zone
- Open Spaces/Natural Open Space/Sport and Active Recreation Zones/Activities on the surface of water
- Natural environment chapters – SNA's/indigenous biodiversity
- Natural Features and landscapes
- Natural Character
- Public access
- Energy
- Network utilities
- Notable Trees
- Historic Heritage
-

Further drafts to come include:

- Tangata Whenua, Sites of Significance to Māori/Māori Purpose Zone
- Town Centre, Mixed Use and Industrial
- Contaminated land, Transport
- Noise, Subdivision.
- Subdivision design guides and updated Heritage Precinct design guides.
- Designations
- Climate change
- Financial contributions.

Next immediate milestones: Next meeting 23rd March. Release of draft plan for engagement occurred in late October. The draft plan has been sent out for informal feedback, the feedback will be considered to inform the proposed District Plan. Still continue to consult on certain matters including Martinborough soils overlay, all chapters of significance to Māori.

The website – www.wairarapaplan.co.nz – will continue to provide information relating to the development of the Proposed District Plan.

PROJECT STATUS: 

Spatial Plan and Featherston Masterplan

No change as of February 2023 report

Summary: Council approved the development of a Featherston Masterplan following adoption of the Spatial Plan in 2021. The project involves engagement, foundation discussion document, reporting a draft plan, consultation and feedback, refinement work and compilation of a final plan. The final plan will help inform the new District Plan, the Long-Term Plan and Council and central government projects.

Next immediate milestones: Compilation of a draft, further engagement/formal consultation, finalisation of the plan, which will also include an implementation plan.

PROJECT STATUS: 

Dog Pound

Summary: Recently the project has not been immune from some delays caused by the recent weather events and personnel shortages. However, most of the infrastructure is now in place, such as site access, power, water, fencing, CCTV. We are now in the final stage and applying finishing touches on site.

Next immediate milestones: Opening of the dog pound.

PROJECT STATUS: 

Three Waters

Featherston Wastewater Treatment Plant Consent Project

No change from February 2023 report

Summary: Council is working with Wellington Water Limited (WWL) to seek a new consent for Featherston wastewater treatment plant. The proposed consent will incorporate upgrades to improve the performance of the plant. It will allow time to trial and implement innovative treatment systems and supporting the transition to land-based treatment overtime. Council is working with WWL and mana whenua to refine the proposal ahead of lodging a consent application in January 2023.

Next immediate milestones: Environmental monitoring is being used to further inform design work, pre-application meetings continue with GWRC and their technical advisors, Assessment of Environmental Effects (AEE) report being drafted.

PROJECT STATUS: 

Project expenditure is tracking in line with planned spend, with earlier delays now recovered. Additional costs have been approved to undertake an odour assessment to inform the application. There remains a significant amount of work to

complete to meet the deadline for consent application and the project team are focussed on producing the most appropriate and complete application incorporating feedback from stakeholders.

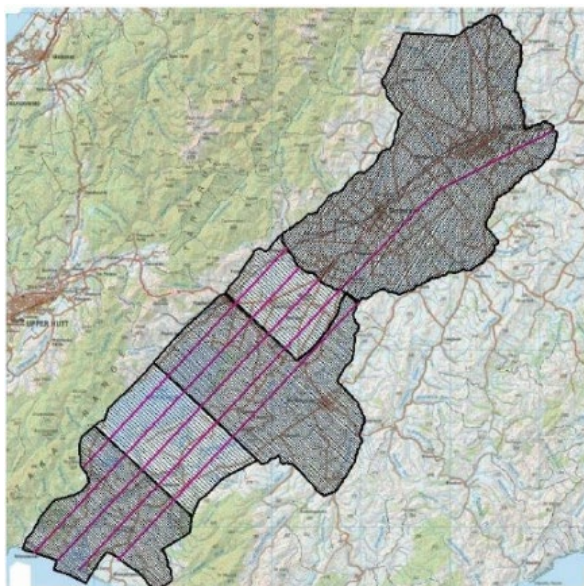
Provincial Growth Funded SkyTEM Aerial Water Survey Project

No change from February 2023 report

Summary: The Provincial Growth Fund invested funds to conduct the Ruamāhanga Groundwater Aerial Electromagnetic Survey to gain a clearer picture of the region’s water resources. It aims to create a clearer picture of how the entire system interacts.

Next immediate milestones: Flying the aerial survey over summer, starting late January 2023, noting it is expected to take 6-8 weeks to fly (weather dependent). Following the aerial survey outputs (3D mapping) are expected in mid-2025.

Proposed flight path orientations and spacings:



PROJECT STATUS:



Community Development

Welcoming Communities Programme

No change from February 2023 report

Summary: Welcoming Communities is a new programme for SWDC, giving us an opportunity to identify and address how welcoming, inclusive and accessible our communities are for our new community members. The funding agreement with Immigration NZ was signed on 1 July 2022, however the programme officially started with the commencement of the Welcoming Communities Coordinator, Michaela Lloyd, on 17 October 2022.

Q4 of 2022 was spent:

- getting up to speed with the programme
- building relationships with council staff, our newly elected Council members, Community Boards, external stakeholders and the Welcoming Communities national network
- developing a draft project plan

Next immediate milestones: Q1 of 2023 represents the start of the “stock-take” phase where we will seek input and feedback from a range of internal and external sources to assess how welcoming, inclusive and accessible our communities are. To achieve this several back-end processes are required, such as creating: a webpage on the SWDC website, a newcomer survey, an email list for interested parties and a socializing pamphlet and posters. As 2023 progresses a core working group/ advisory group will be established to create the Welcoming Plan.

PROJECT STATUS:



Roading Summary

Hinekura Road - Investigation and economic and route analysis is ongoing.

ECOREEF - Project on Cape Palliser Road is now complete.



Coastal damage before.



During Construction

Cyclone Hale and Gabrielle – Extensive damage to the network and Emergency Works funding applications have been submitted to Waka Kotahi for approval. Waka Kotahi Investment Manager has visited the impacted areas to verify the applications.

Ponatahi Road dropout – Works have been completed.

Pavement Reseal – KPI of 5% of network will not be met due to market rate increases.

Sealed Pavement Rehabilitation – A short section of Western Lake Road has been completed.

Kerb, Channel and Footpath extension – Works are continuing along William Benton Street, Featherston and once completed installation will happen in North street Greytown.

Reading Street Greytown upgrade – All plans have been approved and work is about to commence.

Partnerships and Operations (Amenities) Updates

Tauherenikau Bridge

The Greytown Trails Trust are awaiting the completion of an engineers report for the bridge. However, this completion requires strong winds in order to carry out in-situ testing of the bridge. Once this is satisfactorily completed a transfer of ownership to Council will occur and there will be an official opening of the bridge at a date yet to be determined.

Greytown Wheels Park

Council have approved the Chief Executive to have delegation to enter a contract with the suppliers. Officers are working with suppliers on engagement documentation, planning, and establishing a user group. The original Community Group is being re-invigorated to coordinate the community funding aspect of the project.

Welcome to Featherston Signs

Officers are working with community project leads to help coordinate the reinstatement of the Welcome to Featherston signs that were removed a few years back due to safety concerns. We are working with Waka Kotahi, along with amending consents, and moving a fence. Once we have these items clarified we can then engage contractors and provide a timeline for completion.

Soldiers Memorial Park – Pavilion Rebuild and Swimming Pool Ablutions Upgrade

As part of the LTP there are two distinct build projects in the planning stages for Soldiers Memorial Park. These are the pavilion demolition and rebuild, and prior to that the swimming pool abluion facility upgrade. The pavilion rebuild will see an improved and fit for purpose facility to accommodate the expanding size and needs of clubs. The swimming pool abluion upgrade is long overdue and will provide facilities for sports clubs while the pavilion build occurs. These facilities will be fenced off from the swimming pool to remove any health and safety concerns.

Senior Housing

We have halted our senior housing exterior painting programme as an initial wash at Burling Flats has exposed significant wear and tear to the units. Officers are investigating R&M requirements for Burling Flats and all other senior housing. This will help us provide an overall picture of senior housing investment required and how best to proceed.

Recreation Trails

The Western Lake Road limestone recreation trail has had a revised maintenance plan agreed which will see a lift in trail conditions. This section of trail has been submitted to MBIE by the Remutaka Cycle Trail (RCT) Steering Group to formally become part of this trail. The RCT is one of the 23 Great Rides in New Zealand that attract central government funding. If successful, this section of trail would formally link the RCT to Featherston and the 5 Towns Trail development.

Financial update

Anticipated total revenue 2022/23 (all income streams)	\$30.0m
Revenue year to date as at end of Feb 2023 (all income streams)	\$23.8m
Anticipated total operating expenditure 2022/23	\$27.0m
Operational spend year to date as at end of Feb 2023	\$21.9m
Anticipated total capital expenditure 2022/23	\$15.8m
Capital spend year to date as at end of Feb 2023	\$4.9m

**Note: These figures are subject to change. Final financial figures will be presented in the Annual Report.*

People and Capability

Council continues to have a low attrition rate when compared to like sized organisation across the sector. Since the last report, we have had one employee leave our employ. We have three vacancies currently with a further two on hold temporarily.

When vacancies arise, a full review of role and team requirements is conducted with thew Manager to ensure the ongoing need is confirmed.

March saw the launch of the new Cultural Competency training for all staff. The training and our competency framework launched in July last year and is based on central governments cultural competency framework.

A pilot wellbeing programme is being scoped at Council with the aim of ensuring the ongoing psychological and physical wellbeing of Council Officers. When reviewed, it is intended for the programme to expanded further across all areas of Council operations, and factor in issues such as career growth, working in isolation, remote working and anything else that teams should feel is important and would enhance their employee experience.

Crisis and Emergency Management

With the welcome exit of Cyclone Gabrielle, the regions recovery efforts are now underway. Recovery Officers from each of the Wairarapa Councils have come together to develop a combined recovery plan with governance oversight from the three respective Mayors. Whilst it is important for the three councils to work alongside one another, having a local context applied to our own district is paramount. Therefore, after the regional plan has been ratified by the governing oversight committee, our own recovery efforts will be consolidated and reflected in a SWDC specific plan.

Since the last report, workshops have been held with our Community Board members on the development of Community resilience plans. These plans are intended to start a discussion at a community level of what resources are required when a civil emergency occurs.

In support of this work, a health check has been conducted of all Community Hubs, and there has been increased media visibility on the subject of emergency management, by way of an advertorial in the Wairarapa Times Age Mid-Week newspaper.

A workshop will be held in late March with members of the Climate Change and Environment Committee and Assurance and Risk Committee on our Districts levels of preparedness and risks.

LGOIMA Requests

March 2023		Comment
Requests received year to date	54	
Requests received in last calendar month	5	
Responses completed in last calendar month	3	
Responses within statutory timeframe	3	
Extensions requested in last calendar month	0	
Percentage of requests where charging is proposed	0%	
Percentage of responses where:		Information withheld per sections:
• Information released in full	2/3	7 (2)(c) to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide
• Information partially released	1/3	
• Request refused in full	0	

March 2023		Comment
		under the authority of any enactment, where the making available of the information— (i) would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or (ii) would be likely otherwise to damage the public interest.
Active Ombudsman investigations	1	
Ombudsman determinations	0	
Themes		Consents, financial statements, rates, leases and expenditure.

**WHAKAPĀ MAI
CONTACT US**

Address:

19 Kitchener Street, Martinborough 5711
PO Box 6, Martinborough 5741
New Zealand

Telephone: 06 306 9611

Email: enquiries@swdc.govt.nz

Media enquiries: media@swdc.govt.nz

Our customer service is available to help with any enquiry.

Open: 9:00am – 4:00pm Monday to Friday

SERVICE REQUESTS AND FEEDBACK

Our [Get It Sorted](#) online form can be used to report issues to Council.

Urgent matters should be phoned straight away to Council on (06) 306 9611.

Council's [compliments and complaint policy](#) is located on our website – feedback is welcome and can be provided using the online [form](#).

Introduction to the Welcoming Communities Programme (Te Waharoa ki ngā Hapori)

1. Purpose

To introduce the Welcoming Communities programme/ Te Waharoa ki ngā Hapori to the Māori Standing Committee.

2. Recommendations

Officers recommend that the Māori Standing Committee:

1. *Receives the Introduction to the Welcoming Communities Programme Report (Te Waharoa ki ngā Hapori).*
2. *Considers how the Committee wishes to be involved in, and inform the direction of, the Welcoming Communities programme over the next three years.*

3. Executive Summary

This report introduces the Welcoming Communities programme and will discuss what the programme is, what it aims to achieve and how you can shape or inform the outcomes of the programme.

4. Background

South Wairarapa District Council have joined Welcoming Communities; a three-year programme led, and largely funded, by Ministry of Business, Innovation and Employment in partnership with Immigration New Zealand, the Ministry for Ethnic Communities and the NZ Human Rights Commission.

Welcoming Communities is an initiative that aims to help new community members live, work and thrive in our communities. It aims to increase inclusion, accessibility and belonging for new members of the community – from former refugees and migrants, to international student and relocating citizens.

At the heart of it, it is about bringing the community (and communities) together, celebrating who we are and where we come from, and creating a community that everyone feels safe and happy to belong in. The values that guide the programme are Manaakitanga and Whanaungatanga.

In terms of what a welcoming community looks like, in the context of this programme it looks like having:

1. Inclusive leadership and leadership opportunities
2. Welcoming and inclusive communications
3. Equitable access for all community members
4. Connected and inclusive communities
5. Inclusive engagement and participation in civic processes
6. Equitable access to business and employment opportunities
7. Welcoming and inclusive public spaces
8. Different cultures and identities celebrated and supported

A more detailed description of each is included in the Appendix.

The programme is currently in its stock-take and engagement phase, with research being done to understand the experience of new community members and what is currently available to support their integration.

Once we understand how welcoming and inclusive South Wairarapa is for new community members, and what the challenges and opportunities are, a Welcoming Plan will be developed in the latter half of 2023 (being implemented and reviewed from 2024 onwards) aiming to enhance the well-being of our new, and current, community members.

5. Discussion

Welcoming Communities gives us an opportunity to consider how we want to ‘induct’ new people into our communities – from the information we share, to the stories we tell, and the experiences we facilitate.

The newcomers we’ve spoken to want to learn more about the history, tikanga and whakapapa of their new home; with many feeling culturally connected to Te Ao Māori values and ideals, and wishing to know more.

Through our Welcoming Plan, we intend to create information, events and procedures that newcomers and locals alike can benefit from, and we would greatly value your input and advice as to what this could look like.

Your advice is sought on:

1. How do you believe we should be welcoming new people into our communities?
2. Where do you see your role in welcoming new people into our communities?
3. How can this programme support you and the mahi you’re doing?
4. Are there any individuals or groups I should be speaking to or working with?
5. If our new (or returning) community members are Māori, how would you like them to be welcomed (or welcomed back) into the community?
6. If I create welcoming information for new community members, what would you like them to know about the whakapapa of Wairarapa?
7. If new community members want to learn more about local Māori culture and its history, what is the best way for them to do so?
8. To what extent would you like to be involved in the programme?

6. Appendices

Appendix 1 – Welcoming Communities (Te waharoa ki ngā hapori) Standard for New Zealand

Contact Officer: Michaela Lloyd, Welcoming Communities Coordinator

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

The Welcoming Communities Standard for New Zealand



1. Inclusive Leadership

Overarching outcome statement – what success looks like

Local government, tangata whenua and other community leaders work together to create, advocate for and continue to foster a welcoming and inclusive community. They lead a shared plan to increase connections between newcomers and existing residents.

Outcomes – what ‘Inclusive Leadership’ looks like on the ground

- 1.1 As the indigenous peoples of Aotearoa New Zealand, Māori – represented by tangata whenua, mana whenua, iwi and hapū and/or other hapori Māori – have a prominent role in Welcoming Plan activities.
- 1.2 Leaders – both designated and unofficial – reflect the diversity in the local community, as does the council workforce.
- 1.3 Leaders model the principles of inclusiveness, openness, tolerance, respect and acceptance of all cultures in the community.
- 1.4 There are clear roles, responsibilities and ownership within council and in the wider community for the Welcoming Communities programme.
- 1.5 Council internal and external policies, services, programmes and activities recognise and address cultural diversity.
- 1.6 A range of leadership opportunities in the council and the wider community are available to and taken up by newcomers.



2. Welcoming Communications

Overarching outcome statement – what success looks like

People of all cultures and backgrounds feel included, listened to and well informed through a range of ways that take into account their different communication needs.

Outcomes – what ‘Welcoming Communications’ looks like on the ground

- 2.1 The community is well informed about the local benefits of immigration and the Welcoming Communities programme, including success stories.
- 2.2 The council is well informed about newcomers to their region and pro-actively seeks data about newcomers from relevant sources.
- 2.3 The council’s engagement with all residents is two-way, culturally appropriate and fit for purpose.
- 2.4 Council communication materials and messages are inclusive and reflect the diversity of the local community. Council encourages other agencies, businesses and organisations to follow this model.



3. Equitable Access

Overarching outcome statement – what success looks like

Opportunities to access services and activities and to participate in the community are available to all, including newcomers.

Outcomes – what ‘Equitable Access’ looks like on the ground

- 3.1 Council partners with local businesses, organisations and sectors to identify and address barriers for newcomers to accessing services and participating in the community.
- 3.2 Council and other organisations in the community research, design and deliver services that take account of the different circumstances (for example rural/urban) and cultural backgrounds of all service users, including newcomers.
- 3.3 All community members are well informed about the services available in the community. Newcomers are made aware of, and are using these services.



4. Connected and Inclusive Communities

Overarching outcome statement – what success looks like

People feel safe in their identity and that they are connected with and belong in the community. There are high levels of trust and understanding between members of the receiving community and newcomers.

Outcomes – what ‘Connected and Inclusive Communities’ looks like on the ground

- 4.1 Coordinated, comprehensive and appropriate initial welcoming support services are available from council, other agencies and community organisations.
- 4.2 The receiving community is well equipped and supported to welcome and interact with newcomers.
- 4.3 Members of the receiving community and newcomers build relationships and are at ease with connecting and learning about and from each other.
- 4.4 Different cultures are celebrated and people are supported to express their cultural beliefs and customs, including language and religious practices.



5. Economic Development, Business and Employment

Overarching outcome statement – what success looks like

Communities maximise and harness the economic development opportunities that newcomers can offer. Councils work with business associations to promote the contribution that newcomer business owners and skilled migrants make to the region’s economy.

Outcomes – what ‘Economic Development, Business and Employment’ looks like on the ground

- 5.1 Newcomers, including international students, are supported to access local employment information, services and networks.
- 5.2 Newcomers, including international students, are supported with the local knowledge and skills to ensure they can operate successfully in the New Zealand work environment, either as a business owner or an employee.
- 5.3 The receiving community recognises the value of diversity in the workplace, of newcomers’ contribution to the region’s growth and of the resulting wider economic benefits.
- 5.4 Local employers and workforces develop their intercultural competency.
- 5.5 Mutually beneficial connections and initiatives are set up with migrant business people by local business community and professional networks.



6. Civic Engagement and Participation

Overarching outcome statement – what success looks like

Newcomers feel welcome to fully participate in the community. Newcomers are active in all forms of civic participation.

Outcomes – what ‘Civic Engagement and Participation’ looks like on the ground

- 6.1 The council’s elected members and staff effectively communicate with newcomers to promote their engagement in local government processes.
- 6.2 Newcomers are encouraged and enabled to get involved in local government and civil society.
- 6.3 Newcomers’ efforts and achievements in civic participation and community life are acknowledged and celebrated.



7. Welcoming Public Spaces

Overarching outcome statement – what success looks like

Newcomers and receiving communities feel welcome in and comfortable using public spaces.

Outcomes – what ‘Welcoming Public Spaces’ looks like on the ground

- 7.1 The design and operation of public spaces and facilities are culturally appropriate and reflect the diversity of the community.
- 7.2 Welcoming public spaces provide opportunities to build trust and relationships between newcomers and members of the receiving community.
- 7.3 Public spaces and buildings create a sense of community ownership and inclusion for all, including newcomers.



8. Culture and Identity

Overarching outcome statement – what success looks like

There is a shared sense of pride in being part of a culturally rich and vibrant community. People feel their culture is respected and valued by other members of the community. There are opportunities to learn about each other’s cultures.

Outcomes – what ‘Culture and Identity’ looks like on the ground

- 8.1 Receiving communities and newcomers share and celebrate their cultures with each other, facilitated by the council and others in the community.
- 8.2 Newcomers and the receiving community understand what values they each hold dear.

Update to September 2022 Featherston Masterplan Report

1. Purpose

The purpose of this report is to update the committee on the changes made to Section 2.2 – Māori Engagement and the Featherston Masterplan Foundation Document within the Featherston Masterplan Report presented to Council in September 2022.

2. Recommendations

Officers recommend that the Māori Standing Committee:

- 1. Receive the Update to September 2022 Featherston Masterplan Report.*
- 2. Note that the Featherston Masterplan Report presented to Council in September 2022 has been updated to reflect these changes.*

3. Background

On 21 September 2022 a report on the Featherston Master Plan – Concept Option, Masterplan Development and Detailed Design was presented at Council. This report contained a section on Māori Engagement and the Featherston Masterplan Foundation Discussion Document.

Section 2.2 of the September report did not accurately capture engagement with iwi representatives. These inaccuracies have been corrected.

4. Discussion

The following reflects the changes made to section 2.2 of the Featherston Master Plan – Concept Option, Masterplan Development and Detailed Design Report.

2.2 Māori Engagement and the Featherston Masterplan Foundation Discussion Document

At the elected members workshop on 1 September 2022 a question was raised about the engagement the Featherston Masterplan team has had with Māori.

Council's consultant adviser Ree Anderson has been ensuring appropriate engagement throughout this process. This started with an initial conversation with the Chair of the Māori Standing Committee in February 2022. Following this conversation, the option to report and discuss engagement with the Māori Standing Committee was canvassed. However, the masterplanning team was advised to work through Pae tū Mōkai o Taurira

and its representatives.

Ree duly did this and met both in person and online on various occasions with Pae tū Mōkai o Tauria representatives Narida Hooper (Secretary), Karen Mikaera (Treasurer and mana whenua) and Riki Hiemer (Chair).

The Chair, Riki Hiemer kindly, in a voluntary capacity, emailed, texted and left voicemail messages with whanau, as she had prepared a set of questions to assist with feedback. The questions asked of whanau were as follows:

- What are some of the highlights about living/being in Featherston?
- What are some of the lowlights about living/being in Featherston?
- Thinking about the infrastructure (e.g roads, drainage, wastewater, power supply, buildings, parks - incl sports fields, walkways, camping areas etc..) what are the things that are working well in Featherston?
- Thinking about the infrastructure (e.g roads, drainage, wastewater, power supply, buildings, parks - incl sports fields, walkways, camping areas etc..) what are the things that are NOT working well in Featherston?
- What (do you believe) is the most important thing for you (your whanau) right now?
- What (if anything) is getting in the way of achieving that?
- What can be done to help achieve that?

Eleven responses were received, of these, one person was mana whenua and a resident, nine were Māori residents and one was not resident.

The responses to the questionnaire were reviewed and the paragraph 2.1 Tangata Whenua was drafted for the Featherston Masterplan Foundation Discussion Document. This paragraph was reviewed by Narida Hooper and Riki Hiemer and they were both comfortable that it captured the key themes from the feedback received.

It is also noted that Warren Maxwell (Ngāti Kahungunu) and a long-time resident of Featherston is involved in commenting on the masterplan through his involvement with Fab Feathy.

Kim Kelly – Programme Director of the Wellington Leadership Committee requested that contact be made with Darrin Apanui who is GM of Rangitāne Tū Mai Rā Trust and a member of the Wellington Regional Leadership Committee. At this point in time, the Masterplan team has not had an individual meeting with Darren Apanui in his role at Tū Mai Rā Trust. Wellington Regional Leadership Committee receives updates as part of its programme. It is recognised that the updates provided are informative only and no engagement or consultation has yet taken place. It is noted that the Wellington Regional Committee does not yet have full Wairarapa representation with the current vacancy of a Ngati Kahungunu representative. The next update to the Wellington Regional Leadership Committee will be held on 13 June 2023.

Nevertheless, it will be important going forward to ensure that there is capacity for Māori to be actively involved in the development of the masterplan. This is in keeping with Part 2 and 6 of the Local Government Act 2002 which “provide principles and requirements for councils that are intended to facilitate participation by Māori in local

government decision-making processes”.¹

To this end, two representatives from Pae tū Mōkai o Taurira have been invited to join the Design Charette with government agencies and council staff and advisers in October 2022.

5. Conclusion

As previously noted, this report will be updated to reflect the above changes.

Contact Officer: Kendyll Hammond, Intermediate Planner
Reviewed By: Russell O’Leary, Group Manager, Planning & Environment

¹ Localcouncils.govt.nz see https://www.localcouncils.govt.nz/lqip.nsf/wpg_URL/About-Local-Government-Māori-Participation-in-Local-Government-What-does-the-Local-Government-Act-say-about-The-Treaty

Introduction to Information Management

1. Purpose

To introduce the Information Management Advisor and draft Information Management Policy, and discuss the development of information management processes for South Wairarapa District Council (SWDC)

2. Recommendations

Officers recommend that the Māori Standing Committee:

- 1. Receives the Introduction to the Introduction to Information Management Report*
- 2. Considers how the Committee wishes to inform the direction of, the development and implementation of the Information Management policy and processes .*

3. Executive Summary

This report introduces the work to date regarding the development of SWDC Information Management policy and procedural documents and will discuss how SWDC and tangata whenua can work together to ensure information that is important to Māori is identified and managed appropriately within the SWDC.

4. Background

SWDC creates, stores, uses and archives a significant amount of information annually. As a local government agency they are required to meet several pieces of legislation, in particular the Public Records Act 2005, regarding the management of this information. It is also important to ensure SWDC meets obligations under Te Tiriti o Waitangi. To meet these requirements SWDC needs to have clear policies and information management procedures and tools in place.

It is important those policies and procedures provide guidance to SWDC people for identifying information that is important to, or effects tangata whenua. It is also important SWDC records the significance of such information and any specific requirements regarding access to and retention of this information to ensure all SWDC staff can be aware of how that information is to be managed.

The draft Information Policy is a high-level document that does not specify the mechanisms by which information is treated but refers to the requirement to meet obligations under Te Tiriti o Waitangi.

The guidelines or procedures for identification of information of significance needs to be developed and included in the Records Management Plan.

Another key document is the Information Asset Register. This will be a list of the information held by SWDC (listed at a folder level) that records all the information pertinent to managing that information throughout its lifecycle until disposal (typically destruction or archiving). This stays recorded against that information, if archived, to assist with appropriate archival management. In this register we need to record information that has been identified as taonga, the significance of that information, impact of loss and access considerations.

5. Discussion

At present SWDC is developing the legislatively required policies, procedural documents and tools, which creates an opportunity for SWDC to ensure our obligations to tangata whenua with regards to information management are built into processes from the outset.

Your advice is sought on:

1. The wording of the proposed Information Management Policy regarding Te Tiriti o Waitangi.
2. Guidelines for how information that may be taonga is identified, to be specified in Records Management Plan.
3. When information is identified as being taonga, what special considerations the SWDC need to apply regarding access and use of the information. This is to be recorded against information assets in the Information Asset Register and applied.
4. What criteria do we need in the Information Asset Register to ensure information is managed appropriately?

6. Appendices

Appendix 1 – Draft Information Management Policy

Appendix 2 – Draft Information Asset Register criteria pertaining to identification of taonga, significance and access.

Contact Officer: Chris Hyman, Lead Advisor Information Management

Reviewed by: Paul Gardner General Manager – HR and Corporate

Appendix 1: Draft Information Management Policy

Information Policy

1. Relevant Legislation

- » [Local Government Official Information and Meetings Act 1987](#)
- » [Privacy Act 2020](#)
- » [Public Records Act 2005 and the associated mandatory standards and documents, including](#)
 - [Information and Records Management Standards](#)
 - [Physical storage and preservation of protected information and records](#)
- » [Copyright Act 1994](#)
- » [Contract and Commercial Law Act 2017](#)
- » [Local Government Act 2022](#)
- » [State Sector Act 1988](#)

2. Purpose

This policy guides how South Wairarapa District Council (SWDC) operates while supporting the management of information, records and archives.

3. Scope

This policy applies to all Council permanent and temporary employees, elected representatives and contractors who create, use or store information belonging to SWDC.

4. Principles

SWDC acknowledges that all information is a key asset to the organisation and helps to support operations of Council. Information, records and archives are used to improve the quality of current services, inform decision making, allow for innovation and to reduce organisational risks.

SWDCs information supports the organization to:

2. make up the corporate memory of the organisation
3. provide the foundation for effective service internally and externally
4. support decision making
5. enable collaboration and communication
6. detail responsibility
7. preserve public knowledge.

In order for information to be a key asset all information must be recorded and managed effectively. All employees have a responsibility to comply with records, archives and information management legislation, standards, policies and procedures to ensure all information they create or use is findable, accessible and usable, whilst stored securely and appropriately.

All Council information, records and archives will be managed in accordance with obligations under Te Tiriti o Waitangi and in acknowledgement of the right of Māori to access use and reuse records that are considered taonga. Māori

standing committee members will be consulted regarding storage and access of information pertaining to local iwi.

4.1. Ownership of information

Information created or received by Council employees in the course of their work during their employment is owned by South Wairarapa District Council and is to be treated subject to its control.

Information that is created and received by organisations working on behalf of SWDC in the course of work that relates to SWDC is owned by SWDC and is treated subject to its control.

4.2. Accuracy of information

Information and records must be accurate and trustworthy so they can be effectively used now and in the future.

4.3. Information is well-managed, stored, retained and accessed in accordance with current relevant legislation

All employees and people working on behalf of SWDC are responsible for information management in accordance with:

- » Current information management related legislation, including the Public Records Act 2005.
- » Other legislation relevant to Council core services
- » South Wairarapa District Council Records Management, Information Management and Archives Management Plans and procedures.

Information and records held by the council must be appropriately classified, stored and managed over its life cycle and be compliant with:

- » Current information management related legislation, including the Public Records Act 2005.
- » Other legislation relevant to Council core services
- » South Wairarapa District Council Records Management, Information Management and Archives Management Plans and procedures.

Information must be stored in the correct and appropriate Council system and not stored on a personal device, removal drive, desktop or individual device storage.

SWDC will comply with information and records standards as directed by the Chief Archivist.

All SWDC information, records and archives will be stored securely and according to storage standards to prevent loss, damage or security breaches.

4.4. Council information is accessible

Information needs to be identified and protected in accordance with the Public Records Act 2005 and the Privacy Act 2020.

All information required by council staff to support their work must be readily findable and accessible.

Where possible, information will be openly accessible to the public unless that information has been identified and specified as being Restricted Access.

All information can be requested as part of a request for information under the Local Government Official Information and Meetings Act 1987 (LGOIMA), and the Public Records Act 2005 unless good reason exists for withholding that information as detailed in the LGOIMA.

All archived information can be requested in accordance with the Public Records Act 2005.

All personal information must be cared for in accordance with the Privacy Act 2020 and SWDC Privacy Policy.

4.5. Oversight of information and records

Every employee or third party organisation working on behalf of SWDC is responsible for managing information from its creation or receipt through to its disposal. Senior SWDC people are responsible for ensuring information and records are managed as assets within their teams.

SWDC has a job position that includes the role of Executive Sponsor of Information Management in accordance with the Information and Records Management Standards 2016. This role is responsible for the oversight of information and records management.

SWDC will ensure it has access to professional skills in relation to information, records and archives management to ensure compliancy with the Public Records Act 2005 and the Information and Records Management Standards.

Internal audits and monitoring schedules in the Records and Archives Management Plans will be conducted to identify any gaps with compliance with the standards for information, records and archives management.

4.6. SWDC Archives

SWDC Archive facilities are dedicated for acquiring and archiving non-current SWDC (and SWDC predecessor authorities) records requiring, or considered suitable for, permanent preservation.

The SWDC Archives purpose is to preserve and provide information on council (and any predecessor authorities) operations, decisions and working and to ensure the SWDC meets obligations under the Public Records Act 2005 and the Local Government Official Information and Meetings Act 1987. These obligations include the creation, maintenance and access management of local authority records that are deemed to be worth permanent retention in accordance with the List of Protected Records for Local Authorities, Information and Records Management Standard 2016, and other applicable New Zealand legislation.

5. Non-compliance

If a SWDC employee fails to comply with this policy it may lead to disciplinary action being taken in accordance with the Staff Code of Conduct.

If an elected or appointed member fails to comply with this policy it may constitute a breach under the Elected Member Code of Conduct and will be managed in accordance with the Code.

If a company acting on behalf of the SWDC fails to comply with this policy it may constitute a breach under the Contract and Commercial Law Act 2017 and action may be taken accordingly.

6. Definitions

Archives are information and records that are no longer considered current records or information and have been identified as suitable for permanent storage.

Information are facts and knowledge that is created or learned. Information encompasses records and archival material. It is not restricted to information that is stored in physical, or digital formats. It includes knowledge held by individuals.

Notifiable privacy breach is a breach that it is reasonable to believe has caused serious harm to an affected individual or individuals or is likely to do so.

Personal Information is any Official Information which could be used to identify a person including name, date of birth, address etc. This information does not include any information which is required by law to be disclosed; for example, in LIM reports or building files which are referred to as public records.

Records is a record or class of records in any form, in whole or in part, created or received (whether before or after the commencement of the Public Records Act) by a local authority in the conduct of its affairs. It includes all information, irrespective of format, that is created by SWDC, its members, employees and third party contractors during their business for SWDC that:

- Was created or received in the conduct of business for SWDC
- Documents or facilitates a function of SWDC
- Documents and action taken or decision made
- Has financial or legal implications
- Is required for the operation or administration of normal business functions
- Documents approval by or reporting to another body, or
- Sets a precedent

Third Parties are any organisation or person who is not South Wairarapa District Council.

Appendix 2: Information Asset Register

Proposed attributes recorded for information assets to include concepts:

- Information considered to be important to Māori - taonga (pull down list of responses indicating if significant).
- Consumer of information - external
- Geographic range of information asset
- Value/significance of asset to NZ (high, medium, low, not assessed)
- Value/significance of asset to community and tangata whenua (high, medium, low, not assessed)
- Impact of loss of information asset to NZ or community
- Restrictions or special circumstances regarding the release and reuse of the information.

The Draft Information Asset Register can be viewed [here](#).



Income & Expenditure Report

1. Purpose

To present the Māori Standing Committee with the most recent Income and Expenditure Statements.

2. Recommendations

Officers recommend that the Committee:

1. *Receive the Income & Expenditure Report for the period ending 31 March 2023.*

3. Executive Summary

The Income and Expenditure Statement for the period ending 31 March 2023 is attached in Appendix 1.

4. Appendices

Appendix 1 – Income & Expenditure Statement for the period ending 31 March 2023

Contact Officer: Hayley McDonald, Assistant Accountant

Reviewed By: Karon Ashford, General Manager, Finance

**Appendix 1 – Income and Expenditure
Report for the Period Ending 31 March
2023**

Te Whare o Māori Standing Committee

Financial summary for the period ended 31 Mar 2023

Operations Budget allocated 1 Aug 20 \$ 38,080

Marae Dev. Budget allocated 1 Aug 20 \$ 27,000

Tautoko	Allocation	Spend 2020-21	Spend 2021-22	Spend 2022-23	Committed Spend	Remaining Allocation
Support through:						
Grant funds	\$ 4,000	\$ 2,200	\$ 1,000	\$ 1,000	\$ -	-\$ 200
2 x \$1,000						
4 x \$500						
Community and Youth Fund	\$ 5,000					\$ 5,000
Sponsorship						
Rangiura o Wairarapa	\$ 1,500	\$ 1,500	\$ -	\$ 3,000	\$ -	-\$ 3,000
Kāpāhaka						
Wairarapa Māori Sports	\$ 1,500	\$ -	\$ 500		\$ -	\$ 1,000
Awards						
Koha	\$ 1,000	\$ 782	\$ 157	\$ 287	\$ -	-\$ 226
New members Induction Pack project	\$ 500	\$ -	\$ -		\$ -	\$ 500
Restorative Justice Process project	\$ 500	\$ -	\$ -		\$ -	\$ 500
Toi Māori Art project	\$ 2,000	\$ -	\$ -		\$ -	\$ 2,000
Training	\$ 2,000	\$ -	\$ 87	\$ 355	\$ -	\$ 1,913
Totals	\$ 18,000	\$ 4,482	\$ 1,743	\$ 4,642	\$ -	\$ 7,487

Whakapapa	Allocation	Spend 2020-21	Spend 2021-22	Spend 2022-23	Committed Spend	Remaining Allocation
Support:						
Significant Sites group expenses	\$ 1,500	\$ -	\$ -		\$ -	\$ 1,500
Pūrākau project (NH to submit proposal to MSC)	\$ 8,000	\$ -	\$ -		\$ -	\$ 8,000
Training on Resource Management Act Specifically sections pertaining to tangata whenua	\$ 3,000	\$ -	\$ -		\$ -	\$ 3,000
RMA Process project	\$ 300	\$ -	\$ -		\$ -	\$ 300
Totals	\$ 12,800	\$ -	\$ -		\$ -	\$ 12,800

Te Taiao	Allocation	Spend 2020-21	Spend 2021-22	Spend 2022-23	Committed Spend	Remaining Allocation
Create opportunities:						
To support Marae and Pae tū Mōkai o Tauria with Cultural Monitoring programs i.e equipment	\$ 8,000	\$ 1,467	\$ 1,064		\$ -	\$ 5,470
For training and wānanga with stakeholders eg. GW, DoC, Mountains to Sea	\$ 2,000	\$ -	\$ -		\$ -	\$ 2,000
To engage with communities and schools i.e planting and cultural monitoring projects	\$ 2,000	\$ -	\$ 900		\$ -	\$ 1,100
To document all projects	\$ 280	\$ -	\$ -		\$ -	\$ 280
Totals	\$ 12,280	\$ 1,467	\$ 1,964		\$ -	\$ 8,850

Marae Wawata	Allocation	Spend 2020-21	Spend 2021-22	Spend 2022-23	Committed Spend	Remaining Allocation
Assist Marae to:						
Secure funding and to process funding applications from Marae Development Fund	\$ 27,000	\$ 15,948	\$ 9,000		\$ -	\$ 2,052
Build relationships through collaborative projects						
Communicate with committee the aspirations of their marae through their representatives						
Totals	\$ 27,000	\$ 15,948	\$ 9,000		\$ -	\$ 2,052

Maori Standing Committee : Te Māngai O Ngā Hapori Māori

Expenditure detail for the period ended 31 Mar 2023

Tautoko

Resolution date	Organisation/Group	Description	Amount
4-Aug-20	Pae tū Mōkai o Tauira	Native tree & plant nursery at Te Whare Whakapapa Raranga	1,000.00
28-Oct-20	Rangiura o Wairarapa	Sponsorship	1,500.00
28-Oct-20	28th Maori Battalion Assoc.	Grant for function to honour descendants of the 28th Maori Battalion	500.00
16-Feb-21	Koha	For the family of Godwell Mahowa	200.00
2-Mar-21	Featherston Rugby Club	New Uniforms and Equipment	1,000.00
20-May-21	Professor Rangi Matamua	Dark Skies Dinner (+ members in attendance)	282.38
21-Jul-21	Whaiora Whanui Trust	Wairarapa Māori Sports Awards	500.00
3-Aug-21	He Putiputi Ltd	Suzanne Murphy Flowers	69.57
10-Nov-21	He Putiputi Ltd	Flowers for Maynard family	86.96
23-Dec-21	Kristina Perry	Waitangi Day event at Cobblestones Museum	1,000.00
10-May-22	Pain & Kershaw	Catering for Workshop	126.09
2-Sep-22	He Putiputi Ltd	Flowers for T Aporo's Tangi	86.96
2-Nov-22	Koha	Koha for T Aporo's Tangi	200.00
27-Sep-22	Reap Grant	Reap Grant	1,000.00
31-Oct-22	SW Summerfield	MSC Workshop	355.00
16-Feb-23	Rangiura o Wairarapa	Sponsorship	3,000.00
Total			10,906.96

Whakapapa

Resolution date	Organisation/Group	Description	Amount
Total			-

Te Taiao

Resolution date	Organisation/Group	Description	Amount
13-Apr-21	Kohunui Marae/Pae tu Mokai	Minnow Traps	333.91
14-May-21	Kohunui Marae/Pae tu Mokai	Cultural Monitoring Projects	1,133.05
3-Aug-21	Kohunui Marae/Pae tu Mokai	Fyke Nets - cultural monitoring projects	1,063.50
16-May-22	Kohunui Marae/Pae tu Mokai	Featherston Matariki Day Events	900.00
Total			3,430.46

Marae Wawata

Resolution date	Organisation/Group	Description	Amount
10-Aug-20	Hau Ariki Marae	Furniture	7,826.09
7-Aug-20	Kohunui Marae	Native plant nursery, Kāuta storage, cooking vessels	8,122.00
19-Jul-21	Papawai Marae	Kitchen Equipment	9,000.00
Total			24,948.09

Maori Standing Committee : Te Māngai O Ngā Hapori Māori

Terms of Reference Review for the Period Ended 31 Mar 2023

Budget

Balance carried forward from 2021-22

15,919.82

Total Budget

15,919.82

Expenditure

Total Expenditure Current Financial Year

-

Total Expenditure

-

LESS: Committed Funds

Resolution
date

Original
commitment

Spent to date

Remaining
commitment

Total Commitments

-

-

REMAINING BUDGET TO BE CARRIED FORWARD

15,919.82

Financial Assistance Report

1. Purpose

To present the Māori Standing Committee with applications received requesting financial assistance.

2. Recommendations

Officers recommend that the Committee:

1. *Receive the Financial Assistance Report.*
2. *Consider the application from Pirihiira Kingi for \$3,300 to support tuition fees for Māori Immersion.*
3. *Consider the application from Roisin Hooper for \$500 to support further education.*
4. *Consider the application from Pae tū Mōkai o Taurira for \$1000 to support the development of a 'turning bay' for the Nursery.*

3. Executive Summary

The Māori Standing Committee has received three funding applications for consideration.

4. Background

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

The Committee is allocated funding for grants through the Long Term Plan/ Annual Plan. The current funding amount is available on the Income & Expenditure Statement.

5. Prioritisation

5.1 Te Tiriti obligations

Engagement considered not required in this case.

5.2 Strategic alignment

How does this align with strategic outcomes?

Spatial Plan

Long Term Plan

Annual Plan

Allocation for Grant funding is approved through the Annual Plan/Long Term Plan and supports the social, environmental, economic, and cultural outcomes.

6. Discussion

Under the current [Grants Policy](#) the key eligibility criteria for Māori Standing Committee grants are as follows:

1. A successful organisation will be required to spend the grant received within 6 months of receipt. Should an extension of time be required, a written request is to be made to the Māori Standing Committee (MSC) chairperson.
2. An MSC Accountability form together with evidence of the expenditure is required within 3 months of a grant being spent (*provide all invoices & receipts*).
3. All questions must be completed.
4. Applications to a maximum value of \$1000 will be considered (GST will be added to grants approved for GST registered applicants).
5. All grants will be considered on a case by case basis and are required to be submitted for consideration at least 10 days prior to the MSC meetings.
6. An organisation is eligible for one grant per year from the MSC Grants fund.
7. Applicants will be invited back to present to the MSC after completing the activity to share their experience.

The Grants Policy sets out further criteria.

6.1.1. Application from Pirihira Kingi

The application from Pirihira Kingi meets the criteria for funding, although the amount exceeds the typical grant limit of \$1000. The application will be provided to members in confidence.

6.1.2. Application from Roisin Hooper

The application from Roisin Hooper meets the criteria for funding. The application will be provided to members in confidence.

6.1.3. Application from Pae tū Mōkai o Taurira

The application from Pae tū Mōkai o Taurira meets the criteria for funding. The application will be provided to members in confidence

7. Strategic Drivers and Legislative Requirements

7.1 Significant risk register

There are no significant risks identified.

7.2 Policy implications

Allocation decisions are made in accordance with Councils [Grants Policy](#).

7.3 Communications and engagement

The decisions are considered as low significance as determined by the Councils Significance and Engagement Policy.

7.4 Partnerships

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

Yes No

If no, is a communications plan required?

Yes No

8. Financial Considerations

The available funding amounts are provided in the Income & Expenditure Report. In accordance with the Financial Delegations Policy, a resolution is required to allocate this fund.

Contact Officer: Kaity Carmichael, Lead Policy Advisor

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

Action Items Report

1. Purpose

To present the Committee with updates on actions and resolutions.

2. Recommendations

Officers recommend that the Committee:

1. *Receive the Action Items Report.*

3. Executive Summary

Action items from recent meetings are presented to the Māori Standing Committee for information. The Chair may ask Council officers for comment and all members may ask Council officers for clarification and information through the Chair.

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

4. Appendices

Appendix 1 – Action Items to 18 April 2023

Contact Officer: Kaity Carmichael, Committee Advisor

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

Appendix 1 – Action Items to 18 April 2023

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
246	8-Jun-21	Action	S Priest	Add information about the Aorangi Bound programme to the Council website.	Actioned	23/07/21: The programme has been put on hold indefinitely given the impacts of COVID-19. To be revisited if the programme resumes. 31/01/22: request for officers to determine if the program is in operation and update website accordingly. 2/02/23: Program on hold indefinitely - email sent to committee.
189	10-May-22	Action	MSC	Following the Strategy Noho, the committee will meet with trustees and stakeholders at each Marae to discuss the direction of the committee.	Open	6/10/22: Strategy Noho held on 28 September and 6 October 2022
358	2-Aug-22	Action	S Corbett	To request the current Wellington Water budget and a report outlining the critical issues and risks including, but not limited to: safe drinking water and waste water management.	Open	26/08/22: MSC Water Hui scheduled for 1 September 22 cancelled 31/02/23 - request for report to be circulated as soon as possible. 6/3/23: These issues are to be addressed at a water hui that has been requested by officers - date TBC
359	2-Aug-22	Action	S Corbett	To schedule a half day Water Wananga with Māori, hapū, marae, iwi, Wellington Water and council officers.	Open	26/08/22: MSC Water Hui scheduled for 1 September 22 with Wellington Water and Council officers cancelled. 31/01/23: MSC to consider request following receipt of report (action 358) 6/3/23: As above. To be combined with 359.
548	24-Nov22	Action	A Bradley	To request clarification on the 2022-2023 operating budget for the Māori Standing committee, as adopted through the Long-Term Plan.	Open	18/4/23: On 20 Feb 23 a meeting held in Masterton to assess the sites of significance. Since then, Haami and Horipo have confirmed the scope of work for the topic with consultants Boffa Miskell. Further discussions to take place about site identification work.