



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

MĀORI STANDING COMMITTEE

Agenda

NOTICE OF MEETING

Notice of a meeting of the Māori Standing Committee of the South Wairarapa District Council to be held in the Supper Room, Waihinga Centre, Texas Street, Martinborough on Tuesday 8 June 2021 at 6.00pm.

MEMBERSHIP OF THE COMMITTEE

Narida Hooper (Chair), Andrea Rutene (Deputy Chair), Suzanne Murphy, Teresa Aporo, Karen Mikaera, Toni Kerr, Gillies Baker, Michele Elliott, Mayor Alex Beijen, Cr Pip Maynard, Cr Brian Jephson and Cr Garrick Emms.

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. APOLOGIES:**
- 2. CONFLICTS OF INTEREST:**
- 3. ACKNOWLEDGEMENTS AND TRIBUTES:**
- 4. PUBLIC PARTICIPATION:**

4.1 None advised

ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

As per standing order 14.7 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

5. MĀORI STANDING COMMITTEE MINUTES:

- 5.1 Minutes for Approval: Māori Standing Committee Minutes of 13 April 2021 and 4 May 2021 **Pages 1-6**

***Proposed Resolution:** That the minutes of the Māori Standing Committee meetings held on 13 April 2021 and 4 May 2021 be confirmed as a true and correct record.*

6. OPERATIONAL REPORTS – COUNCIL OFFICERS:

- 6.1 Officers' Report **Pages 7-44**
6.2 Action Items Report **Pages 45-48**
6.3 Income and Expenditure Report **Pages 49-53**
6.4 Financial Assistance Report **Pages 54-55**
6.5 Māori Standing Committee Terms of Reference Report (to be tabled)

7. CHAIRPERSON REPORT

- 7.1 Chairperson Report **Pages 56-82**

8. MEMBERS REPORT

- 9.1 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 whakamaui kia tina. Tina!
Hui e! Tāiki e!*



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

MĀORI STANDING COMMITTEE Minutes from 13 April 2021

Present:	Narida Hooper (Chair), Suzanne Murphy, Toni Kerr (to 7.24pm), Andrea Rutene, Michele Elliott, Gillies Baker, Councillor Garrick Emms (from 6.21pm), Councillor Pip Maynard and Councillor Brian Jephson.
In Attendance:	Harry Wilson (Chief Executive) to 7.24pm, Siv Fjaerestad (Community Development Coordinator) and Steph Frischknecht (Committee Advisor)
Conduct of Business:	The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough. The meeting was conducted in public between 6:01pm and 8.10pm.

PUBLIC BUSINESS

Members opened with a karakia.

Ms Hooper welcomed Pāpāwai Marae representatives Michele Elliott and Gillies Baker.

EXTRAORDINARY BUSINESS

Ms Hooper explained that funding of cultural installation and events would be discussed as a minor item under agenda item 8.1, the Chairperson Report.

1. APOLOGIES

MSC RESOLVED (MSC 2021/12) to receive apologies from Mayor Alex Beijen, Karen Mikaera, Teresa Aporo, Carlene Te Tau, and lateness apologies from Councillor Emms.

(Moved Hooper/Seconded Cr Jephson)

Carried

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. ACKNOWLEDGMENTS AND TRIBUTES

Councillor Maynard paid tribute to Lola Kiel, a longstanding member of Hau Ariki Marae, who had recently passed away.

4. PUBLIC PARTICIPATION

There was no public participation.

5. OFFICER INTRODUCTIONS

5.1 Siv Fjaerestad – Community Development Coordinator, South Wairarapa District Council

Ms Fjaerestad provided an overview of her role as the Community Development Coordinator and involvement in supporting the Mayors Taskforce for Jobs. Ms Fjaerestad sought support from the committee to come to them for advice on engaging with tangata whenua and Māori on community development and in supporting rangitahi into employment. Ms Kerr undertook to forward correspondence she had received on pest control employment in Wairarapa to Ms Fjaerestad.

Councillor Emms joined the meeting at 6.21pm.

5.2 Pekaira Jude Rei – Cultural Advisor, Wellington Water Ltd

There was no introduction from Pekaira Jude Rei.

6. MINUTES FOR CONFIRMATION

6.1 Māori Standing Committee – 16 February 2021

MSC RESOLVED (MSC 2021/13) that the minutes of the Māori Standing Committee meeting held on 16 February 2021 be confirmed as a true and correct record.

(Moved Murphy/Seconded Rutene)

Carried

7. OPERATIONAL REPORTS – COUNCIL OFFICERS

7.1 Election of Māori Standing Committee Deputy Chairperson Report

MSC RESOLVED (MSC 2021/14) to receive the Election of Māori Standing Committee Deputy Chairperson Report.

(Moved Cr Jephson/ Seconded Cr Maynard).

Ms Hooper called for nominations to the position of Māori Standing Committee Deputy Chairperson.

MSC RESOLVED (MSC 2021/15) that Andrea Rutene be nominated as Māori Standing Committee Deputy Chairperson.

(Moved Elliott/Seconded Murphy)

Carried

There being no further nominations Ms Hooper declared Andrea Rutene as Māori Standing Committee Deputy Chairperson.

7.2 Officers' Report

Mr Wilson spoke to matters as outlined in the report and updated members of improvements to Featherston's wastewater treatment incorporated into the Long Term Plan, the Three Waters Reform and the establishment of Taumata Arowai as the Water Services Regulator.

Mr Wilson responded to questions on the recycling bin hub trial and the Three Waters Reform in relation to funding, participation, and equity considerations for remote areas.

Members discussed obtaining Council support for maintenance of marae urupā and undertook to include a request for support via their Long Term Plan submission. Members discussed difficulties finding burial sites at the Featherston cemetery and Ms Elliott undertook to email Mr Wilson with her request for this to be rectified.

MSC RESOLVED (MSC 2021/16) to receive the Officer's Report.

(Moved Murphy/Seconded Kerr)

Carried

7.3 Action Items Report

Members discussed updates to open action items and undertook to include a request to open access to Owhanga Landing Reserve via their Long Term Plan submission.

Ms Kerr provided an update on changes to Hau Arika Marae's governance structure and would raise Martinborough Community Board's request for a nominee to represent the interests of tangata whenua on the Considine Park User Group at an upcoming marae meeting.

Ms Hooper informed members the workshop on the Wakamoekau Community Water Storage Scheme needed to be rescheduled and undertook to find an alternative date.

MSC RESOLVED (MSC 2021/17) to:

1. Receive the Action Items Report.

(Moved Rutene/Seconded Kerr)

Carried

2. Agree that Narida Hooper will remain as Māori Standing Committee Chair to the end of the 2019-2022 triennium.

(Moved Kerr/Seconded Baker)

Carried

Harry Wilson and Toni Kerr left the meeting at 7.24pm.

7.4 Income and Expenditure Report

MSC RESOLVED (MSC 2021/18) to receive the Income and Expenditure Statement for the period 1 July 2020 – 28 February 2021.

(Moved Cr Maynard/Seconded Baker)

Carried

8. **CHAIRPERSON REPORT**

8.1 Chairperson Report

Members discussed equipment for cultural monitoring programmes and an upcoming talk by Dr Rangī Matamua on Dark Skies.

Members discussed support for enhanced Māori liaison and how this could be achieved. Ms Hooper undertook to draft a submission to the Long Term Plan, requested input into the draft submission via email, and asked members to encourage their marae/iwi to make their own submission.

Councillor Emms informed members of the Te Tahua Whakahaumaru CARE Fund open to support cultural installations and events and encouraged members to consider ideas.

MSC RESOLVED (MSC 2021/19):

1. To receive the Chairperson Report.
(Moved Cr Jephson/Seconded Cr Emms) Carried
2. To approve \$384 for Gminnow traps used for cultural monitoring programmes at Kohunui Marae and Pae tu Mokai O Tauria; to be funded from the Te Taiao pou of the operating budget.
(Moved Rutene/Seconded Murphy) Carried
3. To delegate to Māori Standing Committee Chair the ability to draft submissions to the 2021/31 Long Term Plan and Spatial Plan and hold a meeting at 6.00pm on Tuesday 4 May 2021 to approve the submission.
(Moved Cr Maynard/Seconded Baker) Carried

9. MEMBER REPORT

There were no member reports.

Ms Rutene shared a personal whakapapa and members closed with a karakia.

The meeting closed at 8.10pm.

Confirmed as a true and correct record

.....Chairperson

.....Date



MĀORI STANDING COMMITTEE

Minutes from 4 May 2021

Present:	Narida Hooper (Chair), Karen Mikaera (via audio-link), Toni Kerr (via audio-link), Andrea Rutene, Michele Elliott, Carlene Te Tau and Teresa Aporo.
In Attendance:	Harry Wilson (Chief Executive) and Steph Frischknecht (Committee Advisor)
Also In Attendance:	Tiraumaera Te Tau (Chair of Rangitāne o Wairarapa)
Conduct of Business:	The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough. The meeting was conducted in public between 6:06pm and 6.25pm.

EXTRAORDINARY BUSINESS

Ms Hooper explained that an update on the Wakamoekau Community Water Storage Scheme and emergency planning would be discussed as minor items under agenda item 6.1, the Chairperson Report.

1. APOLOGIES

MSC RESOLVED (MSC 2021/20) to receive apologies from Suzanne Murphy, Mayor Alex Beijen, Councillor Emms and Councillor Maynard.

(Moved Rutene/Seconded Aporo)

Carried

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. ACKNOWLEDGMENTS AND TRIBUTES

Ms Hooper acknowledged Warren Maxwell for completing his Master's degree and Anne Hynes, committee member of Pae tū Mōkai o Tauira, who has been undertaking research for the Royal Commission of Inquiry into abuse in State care. Ms Rutene acknowledged the passing of well-known community member Toby Hawea.

Ms Elliott thanked Mr Wilson for his help in identifying burial sites at the Featherston cemetery.

4. PUBLIC PARTICIPATION

There was no public participation.

5. ACTIONS FROM PUBLIC PARTICIPATION

There were no actions from public participation.

6. CHAIRPERSON REPORT

6.1 Chairperson Report

Ms Hooper encouraged members to attend a hui to discuss the Wakamoekau Community Water Storage Scheme on 26 May 2021 and a WREMO Emergency Planning workshop for marae on 29 May 2021.

MSC RESOLVED (MSC 2021/21):

1. To receive the Chairperson Report.
(Moved Rutene/Seconded Elliott) Carried
2. To approve the Māori Standing Committee submission to the 2021/31 SWDC Long Term Plan subject to the amendment of the first bullet point under items from further discussion to "Paper Road from Palliser lighthouse to stonewall, managing vehicle and recreational access and improved restoration of a significant site."
(Moved Kerr/Seconded Aporo) Carried

The meeting closed at 6.25pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

MĀORI STANDING COMMITTEE

8 JUNE 2021

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To report to the committee on general activities.

Recommendations

Officers recommend that the committee:

1. *Receive the Officers' Report.*

PLANNING AND ENVIRONMENT GROUP REPORT

This report was presented to the Planning and Regulatory Committee on 12 May 2021.

1.1 Planning Services

For land uses and subdivisions robust and timely decision making has continued. We are still currently advertising and seeking to fill the vacant planning manager position. The team continues to be busy, including many queries regarding subdivisions, new dwellings, tiny homes. Staff have been giving helpful advice with some appreciative feedback provided. A few big projects have come to a close e.g. Plan Change 10 Notable Tree Register and some larger subdivisions are nearly finished, eg Pinot Grove. The community were excited and quite involved in the Spatial Plan topic. We had good Spatial Plan engagement meetings in each of the towns with positive feedback comments about a good transparent process, and the explanative information given.

1.2 Building Services

The level of building consent applications has continued to remain quite high. Timely processing has continued together with ongoing site inspections services. The team is experiencing an increase in consent applications (currently 66 more than the first 4 months last year) and requests for inspections. Currently there is around a one week wait for inspections. The contractors we use for processing consents are also experiencing high demand from the Councils they serve. This means we need to pick up more in-house, some processing times may be impacted. A staff member will be returning part time from maternity leave, which will help for our busy work volumes.

2. Environmental Services

Decisions and helpful advice in the areas of food safety, alcohol, bylaws work, and dog control has continued. From continued inspections work and we are ahead of premise's verifications benchmark. District dog registrations are at 98%. Environmental Health Officers chaired the Wellington EHO regional cluster group in late April, which was a big success. Our alcohol inspector has been doing compliance checks with various operators, to ensure good practice continues. Bylaws/Animal Control have been busy in the proactive education realm, including attending at the Dogs N Togs event in March. The team appreciated the previous praise conveyed by elected members.

3. Proposed Legislative Change to the RMA

The Government is delivering on its promise to reform the Resource Management system based on the comprehensive review led by former Appeal Court Judge Tony Randerson, published July 2020. The Resource Management Act 1991 (RMA) will be repealed and replaced with three new Acts:

- Natural and Built Environments Act (NBA) - to provide for land use and environmental regulation (this would be the primary replacement for the RMA)
- Strategic Planning Act (SPA) - to integrate with other legislation relevant to development, and require long-term regional spatial strategies.
- Climate Change Adaptation Act (CAA) - to address complex issues associated with managed retreat and funding and financing adaptation.

The Minister for the Environment David Parker has summed up the changes by stating as follows. "The new laws will improve the natural environment, enable more development within environmental limits, provide an effective role for Māori, improve housing supply and affordability.

Other key changes include stronger national direction and one single combined plan per region. There will be more focus on natural environmental outcomes and pursuit of better urban design.

Under the NBA there will be a mandatory set of national policies, standards to support the natural environmental limits, outcomes and targets specified in the new law. These will be incorporated into combined regional plans prepared by local and central government and mana whenua.

The Strategic Planning Act will integrate functions under the RMA, Local Government Act 2002, Land Transport Management Act 2003 and the Climate Change Response Act 2002 to enable clearer and more efficient decision-making and investment. The purpose is for new spatial strategies to enable regions to plan for the wellbeing of future generations, to ensure development and infrastructure occurs in the right places at the right times.

4. South Wairarapa Spatial Plan

In April the South Wairarapa Spatial Plan Consultation Document was out for feedback. In terms of submissions, at the timing of writing, the Spatial Plan had received a total of 180 submissions. Several submissions were sent in with detailed supporting text outlining various views.

5. District Plan Review

Boffa Miskell is supporting the review alongside officers and councillors of all three councils. District Plan Review Committee meetings and officer advisory group meetings continue to consider the extent of change needed for each chapter, and national planning standards. The DP review will be a mix of full review of key chapters, targeted review for some, and minor review. The review will be across 2021-2023 and any appeals sorted in 2024.

6. Dark Sky

For the draft Wairarapa International Dark Sky-Outdoor Artificial Lighting Plan Change, two submitters, Wairarapa Sports Artificial Surface Trust and Genesis Energy Ltd had wished to be heard. As a result of recent discussion meetings, matters have been resolved. There is no need for a hearing, and a commissioner will determine this Council initiated plan change.

7. Proposed Combined Council Dog Pound SWDC/CDC

A tender process was undertaken to provide requested costings information for a combined pound facility to serve both CDC and SWDC, for the site at Dalefield Rd, Carterton. This process ended on 7th April 2021. Unfortunately, no tenders were received from any firms for the proposed facility.

Accordingly, officers are researching land options within the SWDC region for a potential local solution. Also, part of this has involved thinking creatively, in terms of both design and construction, for a suitable animal shelter. A land option has been considered at 248 Lake Ferry Road, which is land currently used for the regions refuse site. There are 2 options for locations within this suggested site.

As to potential structure and design, the officers have made enquiries regarding the use of 20 foot and 40 foot shipping containers as the pound structure. SWDC officers have spoken to a very reputable supplier (Royal Wolf) who has a national presence and reputation. In addition, they have been at the forefront of design and construction of containers into structures to house people, civil defence offices, food outlets and dog shelter for the NZ Police. In talking to the supplier, they are comfortable with the design brief given to them. They were provided the requirements to meet disease management, climate control and security.

The company has provided an indicative list of requirements their container design can meet. They have indicated that the build time is 6 – 8 weeks dependent on current schedule.

This site has no amenities to connect to, therefore, there are unknown costs involving power, sewage & water connection, the land needs to be surveyed as the land is unknown under the surface. In addition, the land also has lease/rental questions.

Advantages

- SWDC will retain the pound in the region.
- The design is modular and therefore can move site, can be expanded.
- The cost fits with current numbers and budget currently set.
- innovative

Disadvantages

- untested design
- has not been fully costed of soils survey, resource consents with sceptic.

Once this latest option has been further explored, and associated matters investigated, we will provide a further update to the Committee.

8. Service Levels

8.1 Resource Management

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents' image of the closest town centre ranked "satisfied"	80%	89%	NRB 3 Yearly Survey October 2018 (2016: 87%)
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	Consultants have established data to be recorded and stored to enable effective reporting against AER's in WCDP. A final monitoring strategy is still to be completed.

8.2 Resource Management Act Consents (Year to date 01/07/2020-31/03/2021)

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	Total 152/152
		100%	74/74 Land Use applications were completed within statutory timeframes. NCS
		100%	63/63 Subdivision applications were completed within statutory timeframes. NCS
		100%	15/15 permitted boundary activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	55/55 s223 certificates were certified within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	45/45 s224 certificates were certified. NCS.

8.3 Local Government Act – LIM's

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%		G:\LIMs\LIMS PROCESSED 2020-2021
Standard LIMs are processed within 10 days	100%	92.57%	162/175 standard LIMs were completed G:\LIMs\LIMS PROCESSED 2020-2021

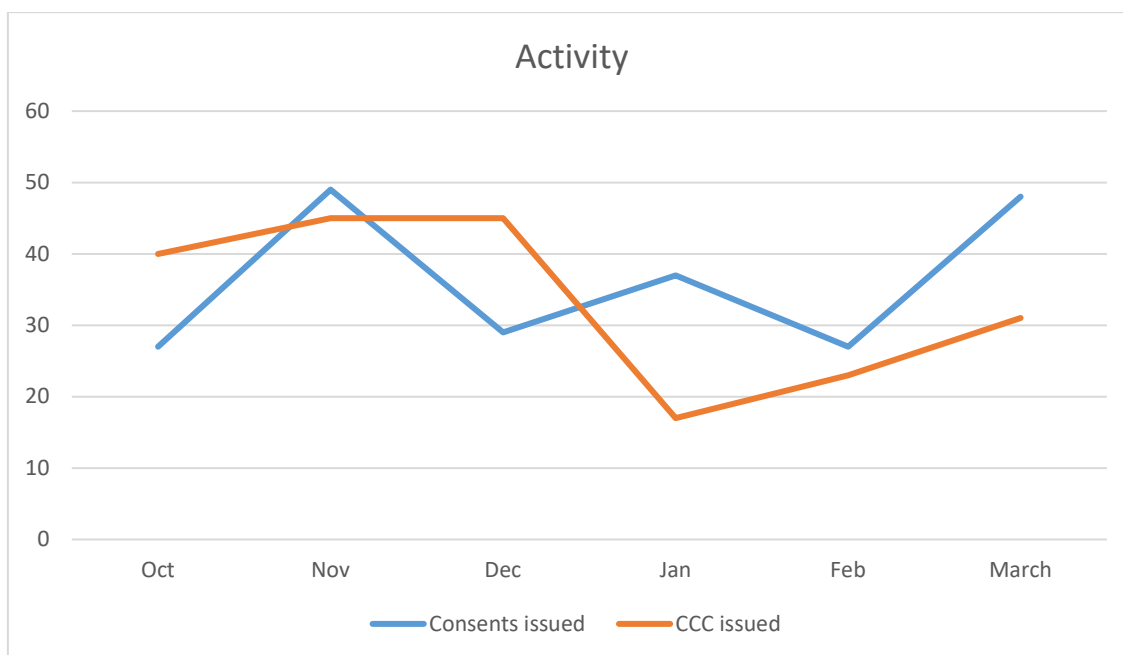
	YTD 1 ST JULY 2020 TO 31 ST MARCH 2021	PREVIOUS YTD 1 ST JULY 2019 TO 31 ST MARCH 2020	PERIOD 1 ST MARCH 2021 TO 31 ST MARCH 2021	PREVIOUS PERIOD 1 ST MARCH 2020 TO 31 ST MARCH 2020
Standard LIMs (Processed within 10 working days)	175	137	24	13
Urgent LIMs (Processed within 5 working)	77	71	9	13
Totals	252	208	33	26

8.4 Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	98.42%	NCS – 312 out of 321 CCC's were issued within 20WD YTD – Human/technical error, process put in place to prevent this from happening in the future.
Building consent applications are processed within 20 working days	100%	99.29%	NCS –421 consents were issued within 20WD YTD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2022. Council was re-accredited in January 2020
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOF's and Swimming Pools	Yes	Yes	Building Consents Council inspects all new work to ensure compliance 1 st March 2021 – 31 st March 2021 441 inspections BWOF's – Total 189 – average of 3 audits per month required, 0 Audits carried out in March 2021 Swimming Pools – Total 303– average of 7 audits per month required.8 Audits carried out in March Of the remaining buildings: 25 - Identified as EPB 9 - Require engineer assessment from owners 2 - Requested extension to provide engineers report
Earthquake prone buildings reports received	100%	N/A	

	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21
Monthly Building Consents issued	27	49	29	37	28	48
Monthly CCC issued	40	45	45	17	23	31



8.5 Building Consents Processed

TYPE – 1 MARCH 2021 TO 31 MARCH 2021	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	1	\$3,000,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	0	\$0
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	71	\$13,330,503
Other (public facilities - schools, toilets, halls, swimming pools)	2	\$756,000
Totals	74	\$17,086,503

8.6 Environmental Health and Public Protection

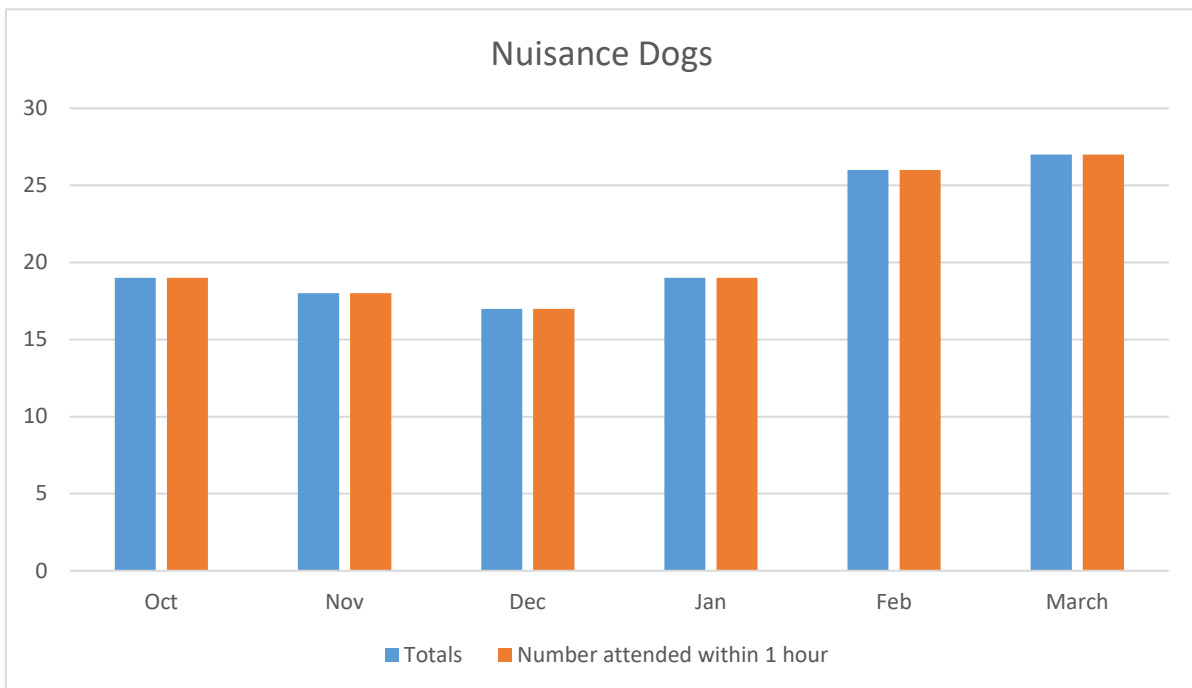
8.6.1 Dog Control Act – Registration and Enforcement

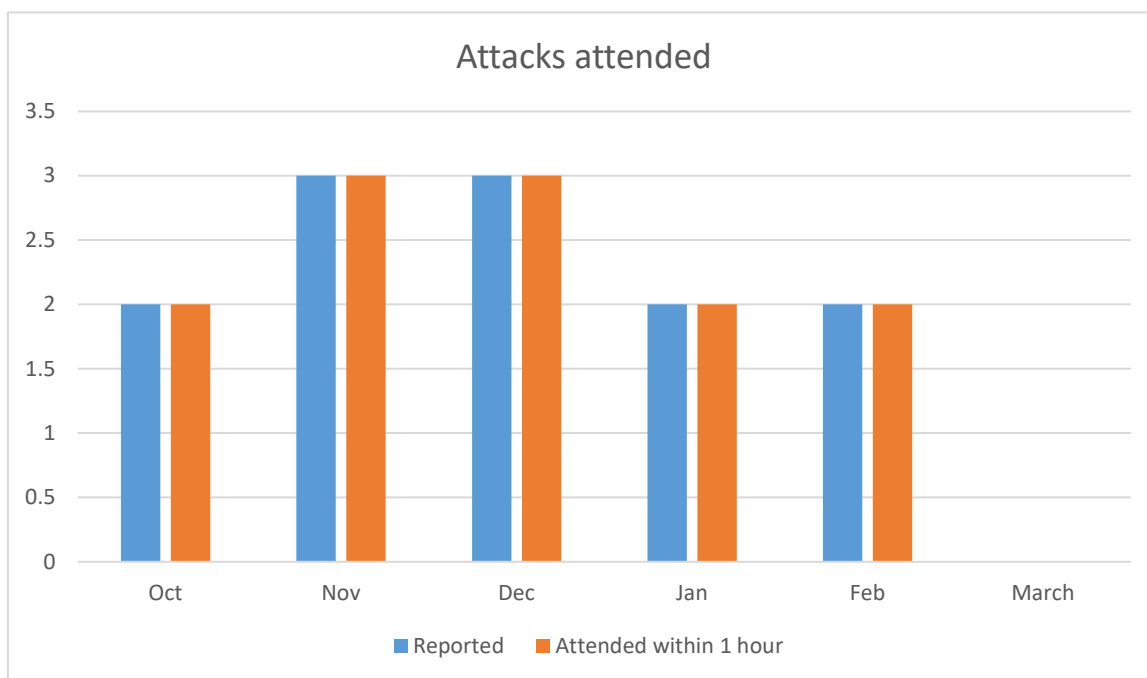
SERVICE LEVEL – Dogs don't wander freely in the street or cause menace to humans or stock.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	3	1 at dog event in Featherston (Dogs in togs), 1 national organisation (Red Cross) 1 internal (meter readers)
Complaints about roaming and nuisance dogs are responded to within 1 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 187/187
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	16/16

INCIDENTS REPORTED FOR PERIOD 1 ST MARCH 2021 – 31 ST MARCH 2021	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	-	-	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking and whining	2	1	3
Lost Dogs	1	-	-
Found Dogs	1	-	-
Rushing Aggressive	-	1	1
Wandering	3	8	6
Welfare	1	-	-
Fouling	-	-	-
Uncontrolled (off leash urban)	-	-	-

	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21
Nuisance dogs	19	18	17	19	26	27
Attended to within 1 hours	19	18	17	19	26	27
Attack totals	2	3	3	2	2	0
Attacks attended within 1 hours	2	3	3	2	2	0





8.6.2. Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 22/22
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 13/13

INCIDENTS REPORTED	TOTAL FOR YTD PERIOD 1 JULY 2020 TO 31 MARCH 21
Stock	29

8.6.3. Bylaws

Between 1 July 2020 and 31 March 2021 there were:

Trees & Hedges

- 71 notices were sent by Council requesting the owner/occupier to remove the obstruction from the public space.

Litter

- 20 litter incidents were recorded and from this, Council sent 8 notices to the identifiable people associated with these incidents, 2 resulted in an infringement.

Abandoned vehicles

- There were 25 total vehicle related calls in the SWDC area, of which 15 were abandoned vehicles, 9 of those were removed by their owners and the remaining 6 vehicles were removed by Councils' contractor or NZTA.

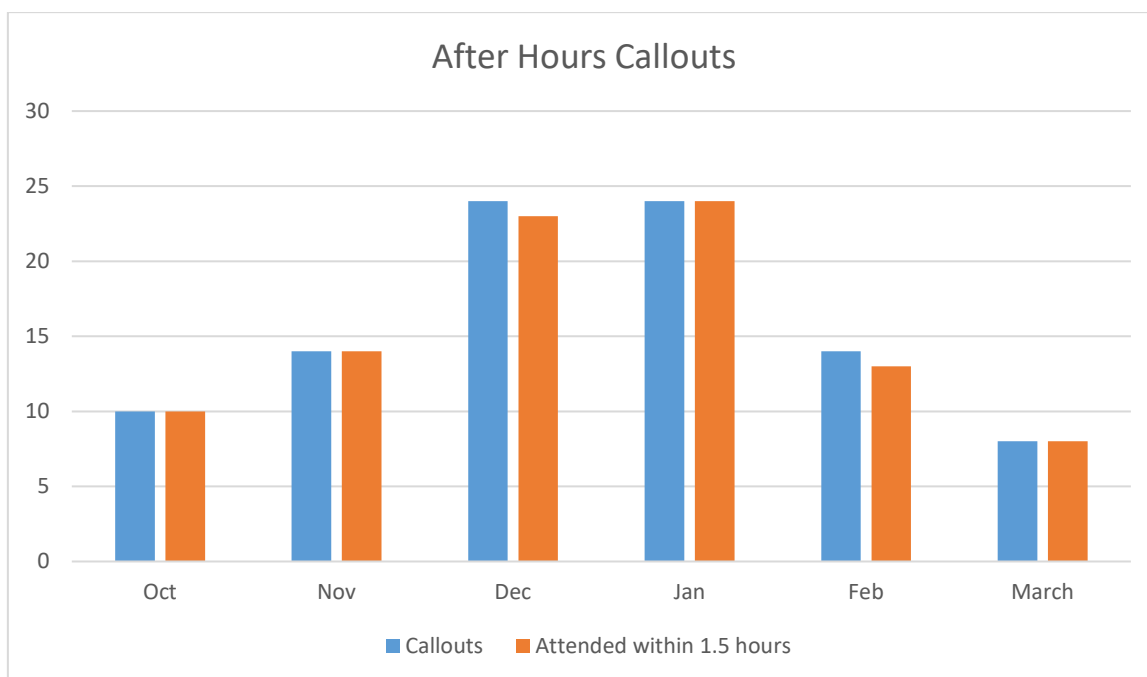
8.6.4. Resource Management Act – afterhours Noise Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	98.3%	K:\resource\Health\Resource Management\Noise Control Complaints 120/122 attended within timeframe YTD 8 callouts Mar 21 8/8 attended to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 20 TO 31 MARCH 21	PREVIOUS YTD 1 JULY 19 TO 31 ST MARCH 20	PERIOD 1 MARCH 2021 TO 31 ST MARCH 2021	PREVIOUS PERIOD 1 MARCH 2020 TO 31 ST MARCH 2020
Total	122	123	8	8

	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21
Calls	10	14	24	24	14	8
Attended to within 1.5 hours	100%	100%	99%	100%	99%	100%



8.7 Sale and Supply of Alcohol Act - Licensing

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

	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	87.7% YTD	MAGIQ data. All premises inspected at new or renewal application stage. Inspections are completed based around licence renewal date throughout the year 50/57 Number of inspections completed of new licences or licences coming up for renewal within the YTD period. 9 inspections Mar 21 Total number of licences is subject to change month by month as new businesses open and existing premises close.
Premises that are high risk are inspected annually, while low or medium risk premises are audited no less than once every three years.	100%	74.4% YTD	MAGIQ data. There are no high risk premises in the district. Low and medium risk premises are inspected every 3 years as part of the renewal process. There are currently 43 low and medium licenses due for renewal or new inspections in this financial year which will be inspected once they have made their application. 5 for low and medium inspections March 21 Total number of licenses is subject to change month by month as new businesses open and existing premises close. Total number of inspections done year to date 32/43
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	1 Controlled purchase Operation has been undertaken this YTD in conjunction with other agencies. 6 Compliance visits undertaken March 2021. Usual practice is for the SWDC alcohol licensing inspector is to undertake identified compliance inspections at licensed premises. This is to

	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			encourage open communication with our licensees and provide support and education to help our licenced premises comply with their requirements under the Act.

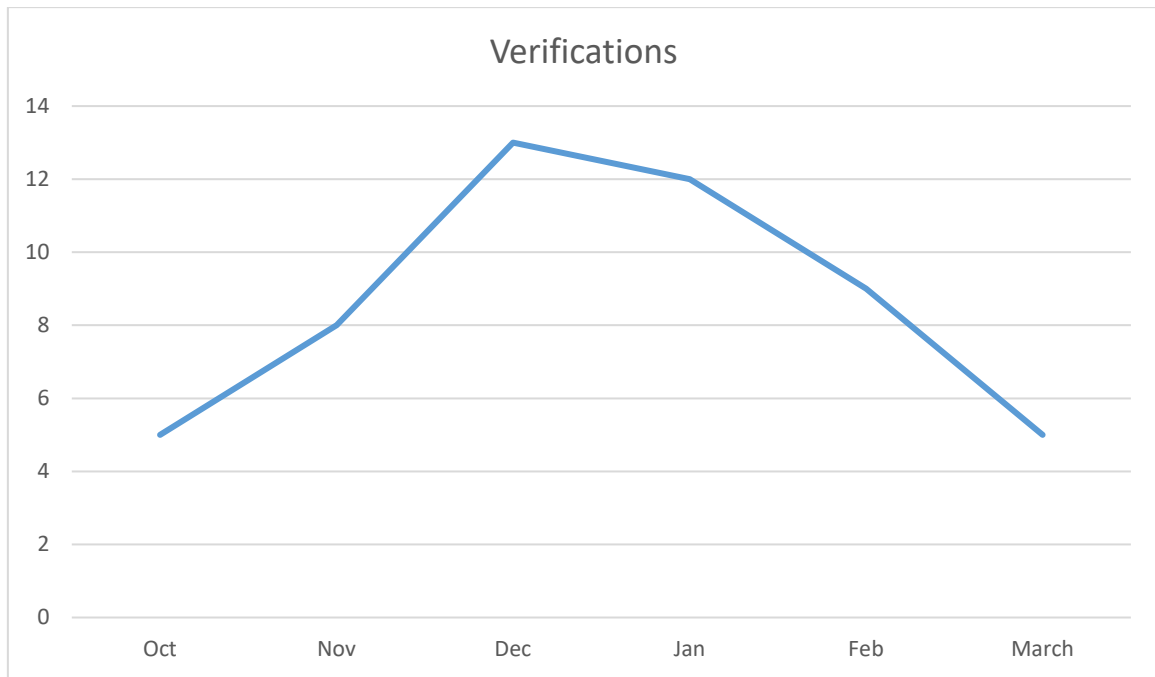
ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 20 TO 31 MARCH 21	PREVIOUS YTD 1 JULY 19 TO 31 MARCH 20	PERIOD 1 MARCH 21 TO 31 ST MARCH 21	PREVIOUS PERIOD 1 MARCH 2020 TP 31 MARCH 2020
On Licence	28	22	4	3
Off Licence	21	26	5	2
Club Licence	4	6	2	0
Manager's Certificate	105	122	14	18
Special Licence	26	43	4	3
Temporary Authority	3	1	0	0
Total	187	220	29	26

8.9 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	FHR – 0 FCP (Food Act) – 94 NP – 63 Total number of premises is subject to change month by month as new businesses open and existing premises close. 8 businesses have surrendered registration TYD 2 risk based measure changes
Premises are inspected in accord with regulatory requirements.	100%	85.1%	FCP verifications – 80/94 *Total number of premises is subject to change month by month as new businesses open and existing premises close. 5 verifications were undertaken in March 21 We were able to finalise (close out) 7 premises in March 2021

	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	March 21
Verifications	5	8	13	12	9	5



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

PARTNERSHIPS AND OPERATIONS REPORT

This report was presented to the Assets and Services Committee on 12 May 2021.

9. Group Manager Commentary

As we near the end of the FY, programmes are being completed and across the group there has been excellent progress made in parallel with the LTP development work and continued operational delivery. The project dashboard at Appendix 1 to this report outlines the key updates to each project.

10. Water

10.1 Wellington Water Q3 Performance

Wellington Water's operational performance for Q3 is provided at Appendix 2.

10.2 Reducing leakage across the South Wairarapa

Fixing leaks is a priority with a team has been set up at Wellington Water to work on this across the region, including South Wairarapa. The team meets weekly to monitor progress with leak surveys and repairs and identify any further work that may be required.

Ground surveys in Martinborough, Featherston and Greytown carried out in November and December identified 55 public leaks. Alongside leaks reported by members of the public, these were prioritised and repaired.

Continued monitoring of the night flows identified possibly leaks in the Featherston area and a further leak survey was carried out in March 2021. The public leaks identified in this survey have been repaired and where private leaks were identified, we have contacted the property owners and informed them of the responsibility to have the leaks repaired. Rechecks are being carried out on these private leaks, however, night flows in Featherston have now returned to normal levels.

WWL continue to monitor the night flows across the SWDC area and will undertake further leak surveys as required.

10.3 Water Capex programme delivery and issue resolution

Wellington Water have appointed a Programme Lead, Adam Mattsen, to focus on the effective delivery of the SWDC capital works programme. This is a multi-faceted and pivotal role that will provide a single point of contact into WWL for project delivery and the resolution of more technical issues faced by Council and ratepayers. This is seen as a key appointment to enable an improved interface between SWDC and WWL.

The cost of this role is already included within the Management Fee paid by Council.

11. Land Transport

11.1 Roading Maintenance - Ruamahanga Roads

An outline of key works completed through April 2021 is provided below:

- 274.2 km of roads were inspected and identified faults recorded in RAMM for future scheduling with 194.4 being sealed and 79.8 being unsealed.
- 10 bridges were inspected and found to be in an acceptable condition.
- 64 rural culverts were inspected, RAMM data updated including condition rating.
- 103.6 km of unsealed roads were graded.
- 124 signs were inspected, and condition and data updated.
- Reflective raised pavement markers have been installed along Bidwills Cutting Rd.
- 32.1 km of mechanical street sweeping was completed.
- Pre-seal repairs for the 2021-2022 sealing season have continued and draft programmed identified and will be confirmed as final as soon as budgets approved.
- Maintenance works continued on the footpaths within the three main towns.
- 54 metres of unsealed culverts were replaced.
- Works have commenced on Donalds Creek gravel extraction under the GWRC consent.
- 500 tonne of rock protection delivered to Cape Palliser Rd for coastal protection.
- Rock reclamation along Cape Palliser Road was completed by retrieving displaced rock from below the waterline and placing back in the revetements:



- Sealed pavement rehabilitation sites for 2021/2022 on Western Lake Road have identified allowing investigation and design to commence and estimates calculated.
- Noxious Plant control has taken place on various Roads.

11.2 Further activities of note

- Annual bridge inspection programme has commenced and to date no urgent faults have been identified. Types of inspection have been done as required by NZTA. This is a key programme of work and one that will continue into future years.
- Roading infrastructure input has been supplied to all subdivision resource consents.
- Rock protection has been delivered to Western Lake Road for the upstream protection of the Wairongamai Bridge, in a cost sharing project with GWRC.
- Heavy vehicle Over Weight Permits, Traffic management Plans and Corridor Access requests have been actioned and approved.
- Environmental Management Plan has been submitted to GWRC as per consent requirements. Iwi and Archaeologist engagement will occur prior to works starting on ECOREEF.

- WSP consultants have been engaged to provide concept plans for possible intersection improvements for Bidwills Cutting/ Moiki Road intersection and Bidwills Cutting Road Glenmorven Roads/Faibians Road intersections.
- Ongoing work with PowerCo and Mercury on the periodic outages of Greytown streetlights.

12. Amenities: Senior Housing

Recent activity includes:

- Two tenants have vacated their flats and moved into fulltime care. Both flats require refurbishment to bring up to standard before re letting.
- One unit in Cecily Martin complex has new toilet installed and raised as previous was too low for tenant and not functioning well.
- Pest Spraying to be carried out around all the flats at Cecily Martin after reports of white tail spiders seen.
- All flat inspections have been carried out. Some Tenants struggling with upkeep were given cleaning company business cards as an option.
- Age Concern Information Packages delivered to each Tenant which was mostly appreciated.

12.1 Pain Farm

Pain Farm Homestead and Cottage have had inspections carried out in January and February 2021, respectively. Both are being maintained and kept clean and tidy.

Outdoor maintenance takes place on a fortnightly basis by council contractor.

12.2 SWDC Playgrounds

Work has continued on upgrades and maintenance of playgrounds, including:

- New fence and park bench has arrived but installed delayed due to school holidays in the Martinborough Playground.
- Featherston playground general refresh is completed with painting and new bark
- Still awaiting parts for replacement of netting for Greytown equipment, ordering replacement see-saw and spinning wheel due to age. Equipment ordered can take 3 months to arrive.

12.3 Parks and Reserves

Activity has been ongoing in maintaining our parks and reserves:

- SWDC completed Section 17a review for the efficient delivery of Parks and Reserves services. A summary of the review is provided at Appendix 3 of this report for information. Conclusion of the review is for an enhanced outsource arrangement, which will be procured in time for the current contract expiry in September.

- Tree management plan for all SWDC parks and reserves under way
- Recycling bins being installed in three towns, Martinborough below, Featherston next to public toilets and still working with GHT on site in Greytown
- Otairua Reserve in Featherston had a large amount of Asbestos dumped down a bank which cost a considerable sum of money and time to remove.



12.4 Cemeteries:

Cemetery Activity and Burials have been busy.

Purchases of burial plots/niches 01/03/21 to 30/04/21

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

Ashes interments/burials 01/03/2021 to 30/04/2021

	Greytown	Featherston	Martinborough
Burial	2		1
Ashes in-ground	1	1	
Ashes wall			
Services Area			
Disinterment			
Total	3	1	1

Two new concrete beams are to be installed in Martinborough Cemetery. This will open up new plots for purchasing and/or internments in Martinborough.

A member of the public rang to compliment us on the outstanding presentation of Greytown Cemetery. We are working toward all three cemeteries being maintained to this high standard. Development of the remaining land at Greytown cemetery is being planned with the GCB.

Anzac Day 2021



Anzac Day Commemorations went well in all towns – After Covid lockdown last year the feeling of togetherness this year was more intense.

12.5 Swimming Pools:

All Pool closed on 14th March 2021 for the winter season. Maintenance to be carried out between now and re-opening includes, retiling the outer areas of pools, repainting toddler's pools, replacing chairs in offices, repairs and general maintenance. All water filters to be replaced. Finding tradesman is difficult.

4.6 Other Projects:

- SWDC Building team successfully moved into 64 Main Street, Greytown
- SWDC has recently taken over Mr Bicknell's house in Papawai and we are currently cleaning up the grounds.

13. Innovating Streets

SWDC have been working with contractor Boffa Miskell analysing community feedback and working on the design for the 'Innovating Streets' installation. This design will be the first iteration of a process which aims to enliven and provide engaging community spaces. This temporary installation on the north-western side of the square will give a physical talking point and offer just one option for how the space could be used.

Moving forward with a temporary installation will allow us to engage the community in a more meaningful way by giving people the opportunity to imagine new ways of using the area, how people can utilise public spaces, invoke greater engagement and to collect informed feedback.

The installation will provide important passive safety measures and a traffic calming effect temporarily transforming the area into a destination zone rather than a car thoroughfare. As a result of this trial, SWDC hopes to make the area a more user friendly community space while slowing traffic and addressing safety concerns in an innovative way.

SWDC is working with Ventana Collective to engage local school children to submit road artwork ideas click [here](#) to view. The top three designs will then be chosen not only for their artistic merit, but their appropriateness for the space as per feedback received, as well as fit within the legal limitations for road art.

The three ideas will be circulated giving the community the opportunity to vote on the road artwork to be implemented – please note this will not be an exact replication, rather used as inspiration for the artist engaged. Again, the road art will be painted with temporary road paint, and not a permanent fixture.

The timeline for this project is as follows:

Background – The temporary design installation has been finalised after feedback from the public and is provided at Appendix 4. Speed data has been collected around the square and logistical organisation has started – such as organising builders, materials, and artists. There may be some roading work in Texas street, if the speed data show average speeds over 30 km per hour.

Early May – Local artist collective is organising local school children to submit artworks

Mid May – The community votes on the top design.

Early June – Installation & Artwork begins.

Mid June – Installation opening.

Saturday events continue in weeks following.

There will be official avenues for feedback throughout this process, stressing it is part of the consultation process on a temporary structure.

14. Waste Management

14.1 Glass Recycling

Action 89, transferred to the Assets and Services Committee from Council, requested officers relook at options for glass recycling, including within the regional waste and recycling management contract.

SWDC's rubbish and recycling contract is joint with Masterton and Carterton District Councils. To reduce risk for the three Wairarapa Councils the contract is based on a

fixed price, where the contractor bore the risk for any revenue variation from changes in the recycling market prices. Any substantive change to the contract, nature or volume of material available for the contractor to generate revenue from will therefore require significant contractual change, exposing Council to significant financial costs, and legal and reputational risk.

Masterton, in their LTP, has indicated that it will be looking to review these services as part of its Waste Management and Minimisation Plan (WMMP) review. This review will look at different options, including an alternative local process of glass, prior to the renewal of the waste contract in 3 years time. It will also enable the increased MfE funding, made available through the upcoming waste levy increases, to be incorporated into any identified options.

By working with the other councils in this way, at an agreed review point in the contract and accessing alternative funding sources, SWDC can explore the opportunity for local glass processing in a manner that substantially reduces the risks and costs to Council.

6.2 MRF Upgrade Recycling

One of the major projects Earthcare has been working on at the MRF is to assist in meeting the new requirements created by the China Sword Policy, Revised Basel Convention and NZ Government export requirements for plastic.

This investment of 2 million dollars is to improve the sorting capability to meet the new standards and has doubled the size of the plant.

We now have access to the most sophisticated MRF in New Zealand that matches best practice in Europe countries for sorting and classifying recycled kerbside material.

15. Appendices

Appendix 1 – SWDC Operations Project dashboard

Appendix 2 - Wellington Water Q3 performance report

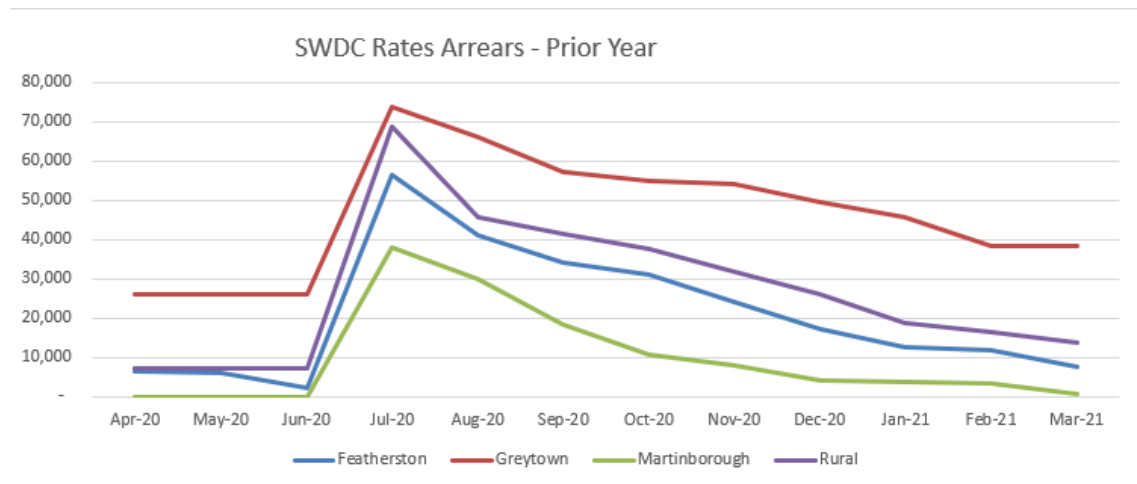
Appendix 3 – Summary of s17a review on Parks and Reserves

Appendix 4 – Innovating Streets, Martinborough – Concept Design

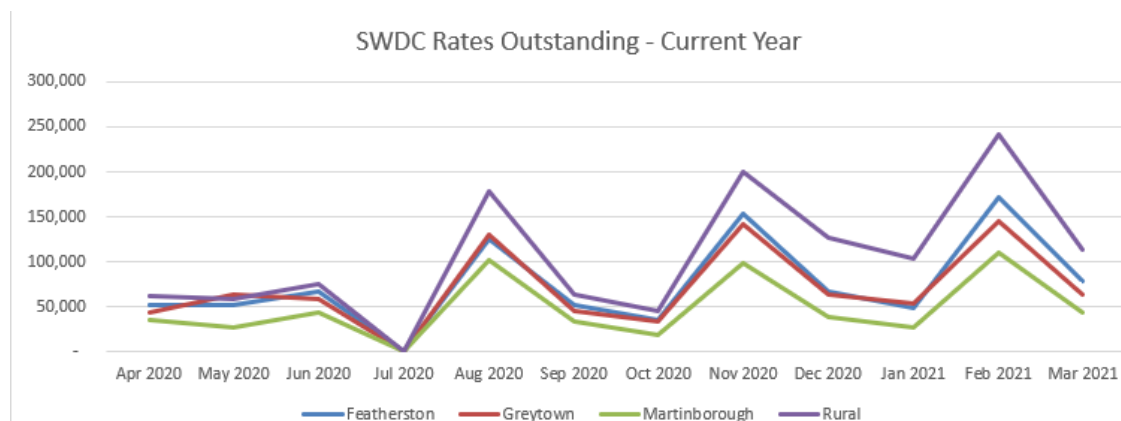
Rates Arrears

This report was presented to the Finance, Audit and Risk Committee on 21 April 2021.

The rates arrears graphs below shows an increase in amount of unpaid rates carried forward from the previous year (2019/20).



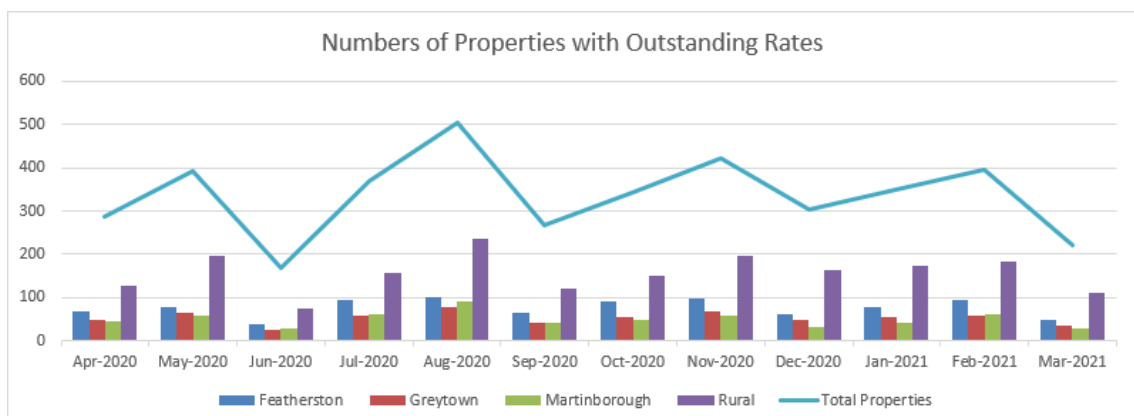
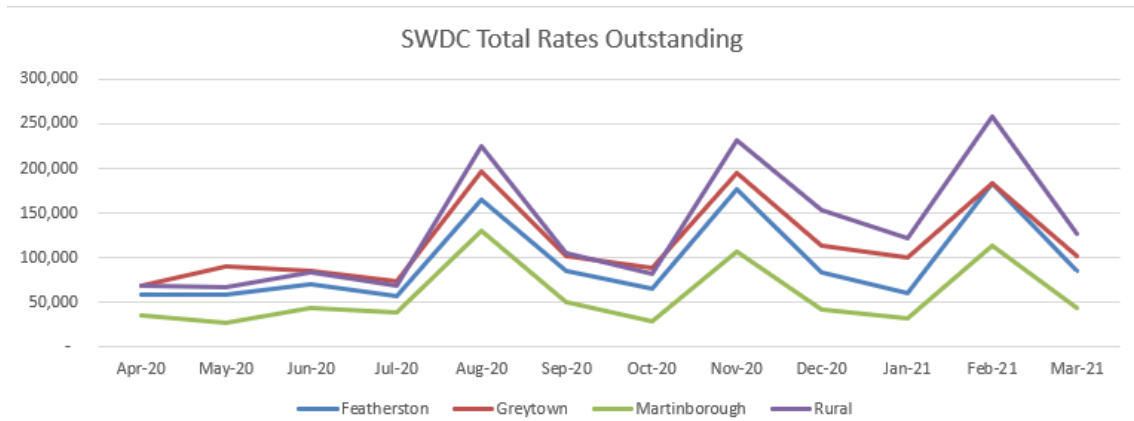
Prior years arrears have increased \$21k (34%) from the same time last year.



At the end of March 2021, the current years amount was \$298K, 50% higher than the same time last year.

Total rates outstanding have increased by \$169k (47%) from the same month last year.

Outstanding rates were \$358k in March 2021 to \$189k March 2020.



The total number of properties with outstanding rates has increased by 28 in March 2021 (222), 18 of which are for rural properties.

The rates team continues to actively promote direct debits and payment plans to assist ratepayers with financial difficulties. There are currently 11 active repayment plans.

Contact Officer: Katrina Neems, Chief Financial Officer

Appendix 1 - SWDC Operations Project dashboard

SWDC Assets and Services Committee		Programme	Amenities			
Meeting	12-May-21	Period	Apr-21			
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Overall programme progressing to plan, including works that were not resourced at start of year (PGF etc.)
Current Projects						
Featherston War Memorial		\$250k	Apr-21			
Repair earthquake damage and structural deficiencies						PROJECT COMPLETE - to time (for ANZAC Day) and budget
Anzac Hall upgrades		\$100k				
Toilets, roof and wall repairs						PROJECT COMPLETE
Featherston Community Centre		\$110k	tbc			
Roof and wall repairs, asbestos removal, painting, car park and kitchen/toilet repairs						PROJECT COMPLETE
Hau Arika marae - PGF support		\$371k	tbc			
Various upgrades - sprinkler systems, water storage, kitchen/toilet upgrades.						Works underway and progressing well - ongoing consultation with contractors and marae.
Tauherenikau Bridge		\$1.36m	tbc			
Construct cycle/walkway over Tauherenikau river						Contract with MBIE agreed. Finalising agreements with Trails Trust and Kiwirail.
Kuranui College Gym		\$1m	tbc			
Manage delivery of gym in college and provide for community access.						Agreeing MOU and use agreements with College and MoE (separate paper) before funding released.
SWDC Tree asset management		tbc				
Develop a long term District wide programme for tree management						Awaiting business case to be presented for LTP. May break into zones and capture the most public used Parks and Reserves as a trial this year to determine the state of our trees to attach to the Parks management plan. Relates to H & S and age of trees.
Stella Bull Park Lighting		\$12k	Nov-20			
Install lighting for safety/security of users						Lights have arrived 2/12/2020 and will be installed prior to Christmas.
Peace Garden, Featherston		\$120k	tbc			
Construct accessible ramp and web-enabled information display with additional seating and planting						Heritage NZ have received partial private funding to progress, meeting w/c 14th Dec on site to consider delivery v revised budget (half of that required for current design).
Featherston Stadium		\$20k	tbc			

Upgrade to kitchen, seating and ablutions						PGF declined, will carry out repairs as funding becomes available
Ngawi Community Hall						
	\$30k	Dec-20				
Upgrade septic system						Designer engaged, Resource consent applied to GW, Resource consent stopped awaiting on further investigation of land
Cemetries data project						
	n/a	Dec-20				
Data validation, GPS capture and database established						Data validation ongoing, GPS and photo capture commenced. Support from CDC also being provided. Project will be placedon hold at Christmas
Pain Farm upgrades						
	\$100k	Sep-20				
Upgrades to Main House and cottage to meet standards			↑			Standard maintenace with some trees and driveway to cottage
SWDC Lease review programme						
	n/a	Dec-20				
Complete review of leases						Data capture and strategy under development. Focus on Papawai and Lake Ferry leases in short-term. Multiple leases to work through
Senior Housing						
	\$85k	Oct-20				
Heat pump/air conditioning installation and paiting (int and ext)						Work completed - under budget
Swimming Pools						
	\$15k	Oct-20				
Upgrade to Greytown Stand and painting						Work completed - on time for new season
Martinborough Waihinga Cemetery						
	\$15k	Oct-20				
Install Lych gate as part of anniversary celebrations						Gate built and will be installed pre Christmasmas
Considine Park, Martinborough						
	\$8k	Nov-20				
Install additional lime path						Likely Lions involvement - to be discussed at next meeting.
Park exercise equipment						
	\$45k	Oct-20				
Install outdoor exercise equipment in local parks						Works completed - proving popular in communities

Status key:

On track/achieving

Some concern

Off Track/Major concern

SWDC Assets and Services Committee		Programme		Roading		
Meeting	12-May-21	Period		Apr-21		
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Programme on track overall. Some resource constraints remain but works progressing well.
Current Projects						
Ruakokoputuna		\$400k	Oct 20 - Dec 20			
Ruakokoputuna Seal Extension						Rrogramme completed
Sealed Road Pavement Rehab		\$220K	Dec 20- Feb 21			
Western Lake Rd Area Wide						Rrogramme completed
Sealed Road Resurfacing Local Roads		\$467.5k	Oct 20 - Dec 20			
Scheduled programme of works comprising 14.5kms of resurfacing on: Shooting Butts Road, Hikinui Road, Bucks Road, Underhill Road, Boundary Road, Pa Road, Birdie Way, Eagle Place, Fairway Drive, Te Muna Road, Papawai Road, Fraters Road, Tilsons Road, Hecklers Road, Moroa Road, Kahutara Road, White Rock Road, Lake Ferry Road, East Street.						Programme complete
Sealed Road Resurfacing Special Purpose Rd		\$115K	Jan 21 - Jun 21			
3.5 kms of resurfacing work on Cape Palliser Road						Programme complete
FootPath Renewals		\$177K	Oct 20 - Jun 21			
Planned maintenance						Work ongoing, Bethume Street, West Street, Regent Street(maybe deferred due to UFB rollout) Replaced option Revans Street from Royal Hotel carpark to railway crossing
FootPath maintenance Extra Funding		\$375K	Jun 20 - Jun 21			
Footpath Maintenance \$125K per town						High level of input required by staff. Work ongoing.
Esther Street Footpath Extension		\$70K	Sep-20			
Noted from AP submissions						Completed.
Low Cost Low Rik Local Roads		\$345K	Aug 20 - jun 21			
Culvert Extensions, safety improvements, seal widening, intersection improvements, slip stabilisation, guardrails, kerb and channel works.						Completed works this period - Seal widening on Western Lake Road and Johnson Street, raised pavement markers on Bidwills Cutting Rd installed. Planned works - Lake Ferry box culvert extension programmed for May; Guard rail for Ponatahi Rd bridge ordered; Intersection designs for Bidwills Cutting Rd at Moiki and Glenmorven Rd
Low Cost low Rick Special Purpose Rd		\$250K	Aug 20 - jun 21			
Guardrail installation, Signage upgrade, Rock revetment supply						Includes \$100k carry forward from 19/20, 500 tonne of rock delivered, Final documentation (Environmental Management Plan) for ECOREEF signed off by GWRC
Aseet Management Plan		\$50k	June 20 - Nov 20			

Plan development and RLTP funding						Joint AMP with CDC and NZTA funding request 2021.2024. Draft plan submitted for A&S input to 16/12 meeting. Positive feedback from NZTA. Funding increase included in draft LTP.
Reading Street Upgrade \$250k						
Upgrade Reading Street as part of Orchards Development						3rd party dependent
Speed Limit Review Nov 20 - Jun 21						
Consult re speed review						Link to NZTA speed reduction and Road to Zero, Urban safety for vulnerable users etc. NZTA planned consultation and in discussions with NZTA on alignment. Wilkie Consultants have been engaged to manage delivery and consultation processes
Tora Farm Rd bridge beam painting x2 \$100K Jan 21 - Jun 21						
Painting steel beams on Tora Farm and Pukeamuri Bridges						Programme Completed

Status key:
 On track/achieving
 Some concern
 Off Track/Major concern

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Overall Programme Status (RAG)						Known budget challenges exist and are being managed as per previous reports. Rework to programme and changes to approaches on some projects are bringing forward delivery in some areas. Some project delays due to consultation requirements and H&S incident. Multiple projects in train and progressing well.

Major Projects

Manganese Reduction Plant - Martinborough	\$2.5m	Nov 19 - Nov 20				
Construct and commission a manganese reduction plant						PROJECT COMPLETE - MRP is successfully running and allowing use of additional bores in Martinborough.

Featherston WWTP	\$500k*	Jul 20 - Jun 2025				
Develop and implement a suitable wastewater solution for Featherston		↓				Following community and mana whenua engagement the shortlist of options was shared with SWDC officers and Councillors. Further work is being undertaken on the shortlisted options before further public consultation is undertaken. This has also been delayed by LTP consultation limiting the opportunity to do so.

Upgrade/Renewal Projects

Papawai Road WW Upgrade	\$2.8m	May 2021 onwards				
Capacity issue - upgrade pipe						Project commenced May 21. Budget and works will run through to 21/22 FY.

Pinot Grove WW upgrade	\$300k	Mar 21 - Jul21				
Capacity issue - upgrade pipe		↓				Construction activities are underway. LTI incident during late March resulted in construction being on hold whilst investigation undertaken. Change in construction methodology agreed with expected construction completion moving to mid-June. Other network issues identified and requiring additional investigation.

Waiohine Water Treatment Plant (WTP)	\$900k	Dec-20				
a) 4th bore/pump and commissioning						PROJECT COMPLETE - Work complete, awaiting as-builts
b) Treated water storage (chlorine)		↓				Construction work for the piping scope planned for May. Commissioning work to be done this FY. Treated water storage procurement phase underway.
c) pH dosing system upgrade		↓				Temp dosing system has been installed, the Permanent dosing system is planned to be constructed mid June and commissioning early next FY
d) Site Security						Security Fencing policy (standard) to be completed prior to brief being released for pricing. Project expected to carry over to new financial year.

Memorial Park WTP upgrades stage 2	\$330k	Nov-20				
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SWDC Assets and Services Committee

Programme Other

Meeting 12-May-21

Period Apr-21

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Overall Programme Status (RAG)						Additional projects added to A&S dashboard for visibility. May be moved to other sheets once progressed from strategy phase. Some resource constraints limiting progress.

Current Projects

Waihinga Lessons Learned \$15k tbc

Business Improvement - Undertake a review of the Waihinga Centre project to improve future SWDC project delivery		↑		↑		Contract and timeline agreed
--	--	---	--	---	--	------------------------------

Greenspace review \$40k

Undertake a review of the availability and use of Council greenspace provision in Greytown						Resolution from AP deliberations. Further data collection underway, including use, size and accessibility.
--	--	--	--	--	--	--

Walking and Cycling Strategy tbc tbc

Develop a District-wide Walking and Cycling strategy						Linked to 5TTN project and other stakeholders. SWDC plans to be developed at town level. Project commenced with initial scoping underway.
--	--	--	--	--	--	---

Innovating Streets - Martinborough \$200k Apr-21

Develop and test repurposing of car parks near square						Boffa Miskell engaged as PM and lead. Initial scoping and multiple engagement sessions complete. Design shared in Ops Report, installation through May.
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Road Stopping Policy \$15k Jan-21

Develop a Road Stopping Policy						Draft policy being finalised. Completing user guide to enable easier use.
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Status key: On track/achieving Some concern Off Track/Major concern

Replace bore pump, new filter, additional pipework and run to waste		↓				Pump Installation will complete this FY. Pump installation contract signed. Work planned to commence in May for pump replacement.
Memorial Park WTP upgrades stage 3						
	\$1.5m	Apr-21				
Chemical dosing, UV and filter upgrades		↓				Design and Construct contract awarded to Brian Perry Civils and Filtec. Containerized unit design is in progress. Unit fabrication planned to be delivered on site this FY. Onsite construction work will commence this FY may continue to complete in August in the next FY due to the delay in obtaining approvals under the reserve management plan and Operational resource constraints.
Lake Ferry WWTP driplines						
	\$326k	May-21				D
Renewal driplines at WWTP		↑				Construction started on Monday 3rd May, and is scheduled for completion on 25 May
WWTP Improvement Programme						
	\$400k	Dec-20				
Enhance processes, facilities and management of WWTPs across District	↓					The installation of an automated valve to reduce overflow risk in Martinborough has been installed. Monitoring bores have been installed in the irrigation field at Martinborough. A health and safety assessment of sampling points and safe existing from ponds has been completed. Some physical works are expected to commence before the end of the financial year. Safe confined space entry into the Greytown pond outlet chamber is being investigated. Management plans for resource consent compliance are being reviewed.
SWDC-led Projects						
Water Race User Survey						
	n/a	Dec-20				
Survey Water Race users and related stakeholders on use		↓				The water races survey had a 40% return rate with stakeholders taking the opportunity to share detailed information about how they value and use their water race. Next steps include Water Race Committee discussion of the results and project planning for bylaw renewal and consenting processes. https://www.swdc.govt.nz/water-races
Longwood Water Race Consent						
	n/a	Dec-20				
Gain consent for continued use of water race						Final reporting to GW completed, awaiting outcome. Water Race continues to operate under existing consent.
Status key: <i>On track/achieving</i> <i>Some concern</i> <i>Off Track/Major concern</i>						

Appendix 2 - Wellington Water Q3 performance report



2020/21 Council Performance Dashboard as at Q3

On Track / Achieved Off Track / Not Achieved Not Due / Not Applicable / Not Available Baseline



Service Objective		Performance Measure	Annual Target	YTD Status	YTD Status	In Quarter Performance			Comment Ref.
						Q1	Q2	Q3	
Safe and healthy water	Bulk Water	To measure the quality of water supplied to residents	FTN: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 4 bacterial compliance criteria)	Yes	88.89 %				A
			GTN: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 4 bacterial compliance criteria)	Yes	66.67 %				
			MTB: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 4 bacterial compliance criteria)	Yes	33.33 %				B
			Pirinoa: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 4 bacterial compliance criteria)	Yes	0 %				C
			FTN: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 5 protozoal compliance criteria)	Yes	88.89 %				D
			GTN: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 5 protozoal compliance criteria)	Yes	0 %				E
			MTB: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 5 protozoal compliance criteria)	Yes	33.33 %				F
			Pirinoa: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 5 protozoal compliance criteria)	Yes	0 %				G
	Water Supply	To measure the quality of water supplied to residents	Compliance with with resource consent conditions/water permit conditions to "mainly complying" or better	100 %	100 %				
		To achieve a high overall level of customer approval of the water service	Number of complaints per 1000 connections about: a) drinking water clarity d) drinking water pressure or flow b) drinking water taste e) drinking water continuity of supply c) drinking wat..	<70	32.12				
			Community satisfaction with water supply	>80 %	Not Due				
		To provide an appropriate region-wide firefighting water supply to maintain public saf..	Fire hydrants tested annually that meet NZ Fire Service Code of Practice	>20 %	20 %				
Respectful of the environment	Wastewater	To maintain and promote appropriate standards of water quality and waterway health in the cit..	The number of dry weather sewerage overflows from the Council's sewerage system expressed per 1000 sewerage connections to the sewerage system	<10	4.16				
		To comply with all relevant legislation	Compliance with resource consents for discharge from its wastewater system	<2	0				
		To meet all resource consenting requirements	% of resource (wastewater) consent conditions complied with to "Mainly complying" or better	>90 %	100 %				
	Storm..	To meet all resource consenting requirements	Compliance with resource consents for discharge from its stormwater system	0	0				
		To minimise demands on the region's water resources	Average drinking water consumption/resident/day	<400 L/p/d	632.44				H
		To minimise water loss from the network	Percentage of real water loss from networked reticulation system	<30 %	43.33 %				I
Outcome / Service	Wastewater	Median response times	Attendance time: from the time that the Council receives notification to the time that service personnel reach the site	<60	220 mins				S
			Attendance time: from notification to arrival on site < 1 hour	>75 %	23.53 %				T
			Resolution time: from the time that the Council receives notification to the time that service personnel confirm resolution of the blockage or other fault	<4	64 hrs				U
			Resolution time: from notification to resolution of fault < 4 hours	>80 %	23.53 %				V
			Proportion of urgent wastewater service requests responded to within 6 hours of notification	>95 %	49.95 %				W
		Reliability of the network	Number of blockages per 1000 connections	<10	11.31				R
		To achieve a relatively high overall level of customer approval of the wastewater service	No. of complaints per 1000 connections received about sewage odour	<15	1.62				
			No. of complaints per 1000 connections received about sewage system faults	<15	2.08				
			No. of complaints per 1000 connections received about sewage system blockages	<15	11.31				
			No. of complaints per 1000 connections received about the response to issues with wastewater	<15	0.46				
			Customer satisfaction with wastewater service	>57 %	Not Due				
	Stormwater	Median response times	Median response time to attend a flooding event; measured from the time that Council received notification to the time that service personnel reach the site	N/A	0				
		To minimise the effects of flooding	Number of flooding events that occur in a territorial authority district	0	0				
			Number of habitable floors affected per 1000 stormwater connections	0	Not Due				
			% of urgent (any blockage causing extensive flooding of building or other serious flooding) requests for service responded to with 5 hours	>95 %	100 %				
		To achieve a high overall level of customer approval of the stormwater service	Customer satisfaction with stormwater management	>59 %	Not Due				
			Number of complaints per 1000 properties connected to the Council's stormwater system	0	Not Due				
	Water Supply	Median response times	Median response times for: attendance for urgent callouts	<60	229 mins				K
			Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site in < 1 hour	>80 %	50 %				L
			Median response times for: resolution of urgent callouts	<8	25 hrs				M
			Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption in < 8 hours	>90 %	78.58 %				N
			Median response times for: attendance for non-urgent callouts	<48	76 hrs				O
			Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site in < 2 working days	>80 %	38.47 %				P
			Median response times for: resolution of non-urgent callouts	<8	7 days				
			Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm in < 5 working days	>90 %	44.22 %				Q

A	The water quality data systems improvement work by the team over a number of months has resulted in this measure being compliant.
B	Subsequent to planned plant shut downs (as a result of plant upgrades and Manganese Reduction Plant commissioning), data loss occurred as a result of a fault found in the programming of the control and communication hardware. We have implemented initial fixes and additional investigation is underway.
C	Water Safety Plan development underway to enable compliance to be met.
D	The water quality data systems improvement work by the team over a number of months has resulted in this measure being compliant.
E	UV is in place however filtration at the Water Treatment Plant is required to achieve compliance for this measure. Addition of filtration will be achieved upon completion of the Memorial Park Bore WTP upgrade.
F	Subsequent to planned plant shut downs (as a result of plant upgrades and Manganese Reduction Plant commissioning), data loss occurred as a result of a fault found in the programming of the control and communication hardware. We have implemented initial fixes and additional investigation is underway.
G	Water Safety Plan development underway to enable compliance to be met.
H	General increase in water demand as expected for summer. Due to an ageing network, the number of leaks and total leakage across the network remains relatively high. Additional Service Crews have targeted proactive leak repairs to help manage summer demand.
I	Based on night flows, high summer demand, including irrigation overnight, has been recorded. Despite leakage detection surveys the reduction appears minimal. The monthly minimum night flow is usually observed after a rainfall event, which are infrequent over summer.
K	The attendance time in Q3 was 96 minutes, a decrease from 642 minutes in Q2.
L	The percentage of attendance in time in Q3 was 50%, an increase from 40% in Q2.
M	The resolution time in Q3 was 5 hours, a decrease from 25 hours in Q2.
N	The percentage of attendance in time in Q3 was 79%, an increase from 60% in Q2.
O	The resolution time in Q3 was 76 hours, an increase from 72 hours in Q2.
P	The percentage of attendance in time in Q3 was 38%, a decrease from 47% in Q2.
Q	The percentage of attendance in time in Q3 was 44%, a decrease from 53% in Q2.
R	We continue to observe blockages caused by fat and sanitary product blockages, deteriorating pipes and tree root intrusions across the region. Active replacement of vulnerable pipes through the Preventative Maintenance Program and a prompt response to the reported incidents remain our primary methods to manage blockages.
S	The overall demand for reactive repairs across the region continued to increase over the summer quarter. In the South Wairarapa, we observed a particularly large spike in the customer service requests, which increased by 30% compared to the previous quarter. Leaking pipes and tobies remain the most prevalent issues across the city, accounting for almost two-thirds of the Water Supply jobs. Drainage blockages and overflows accounted for almost half of the Wastewater Network jobs. Stormwater and drainage jobs comprised 26 % of the total work, which was comparable to the region’s average. The Water Supply jobs comprised 75% of the total work. In the Wastewater and Stormwater Networks, the drainage blockages and overflows repairs accounted for about half of the ..
T	The percentage of attendance in time in Q3 was 24%, an increase from 0% in Q2.
U	The resolution time in Q3 was 23 hours, a decrease from 171 hours in Q2.
V	The percentage of attendance in time in Q3 was 24%, an improvement from 0% in Q2.
W	The percentage of attendance in time in Q3 was 48%, a decrease from 50% in Q2.

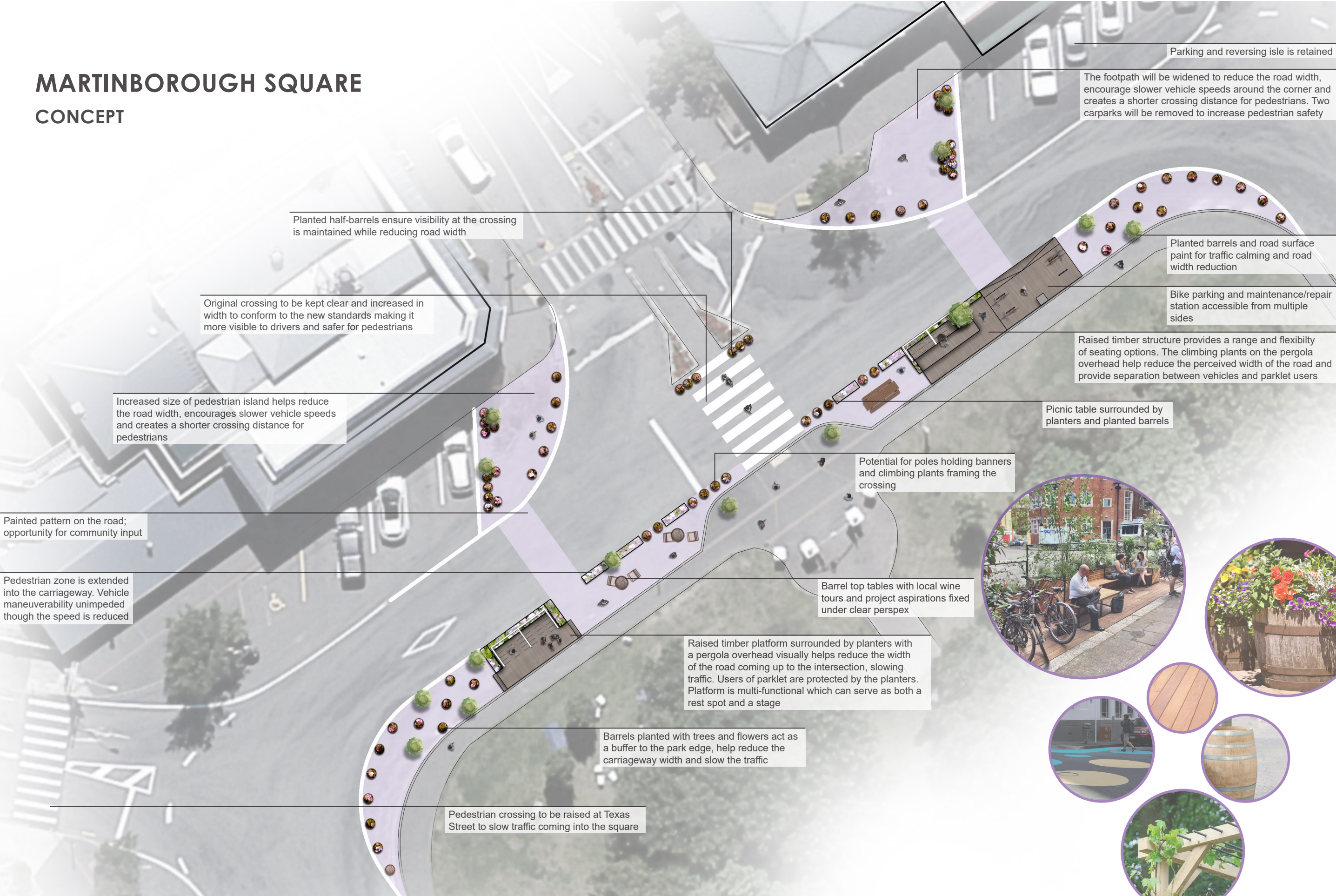
Appendix 3 – Summary of s17a review on Parks and Reserves

Service Delivery Options Assessment										© Morrison Low							
Activity:		Amenities		Potential benefits of the option:				<div>This section 17(a) framework and set of templates is provided as a guide only. Morrison Low & Associates Ltd does not accept any liability for the independent use of the templates.</div>									
Client:		South Wairarapa District Council		5		High level of benefit											
Review date:		Mar-21		3		Medium level of benefit											
Version		Final		1		Low level of benefit											
		In-house		Status Quo		Enhanced Status Quo		Shared Services		Other options							
Service delivery options		Option 1: By own council and in-house		Option 2: By own council and out-sourced		Option 2a: Enhanced Status Quo Amend work packages and contracts and new procurement		Option 3: By shared service agreement with another council(s)		Option 4: By CCO/CCTO owned by Council		Option 5: By joint CCO/CCTO owned by Council and another local authority		Option 6: By partnership between Council and other parties e.g. private and community		Option 7: By a party other than Council	
Description of option:		SWDC provides strategy and policy direction, asset management and operational services. Levels of service based on historical patterns of delivery, with changes in response to ad-hoc community demand or changes in patterns of use. An internal team or works group would perform physical works for council and possibly grow over time to contract a small amount of work to the private sector. Can be agile and responsive to customer needs. This team or group would use council finance and health and safety systems and other processes. Customer facing work would increase. The business group would rely on organic growth. Cultural differences between this group and the remainder of council would need to be managed.		SWDC provides strategy, policy direction and asset management. Delivery of operational services (operations and maintenance) is outsourced to two large external contractors and several smaller local organisations. Continue to contract most services to the private sector in existing bundles. SWDC retain specialist functions only if there is no commercial or competitive market for those services.		SWDC provides strategy, policy direction and asset management. Delivery of operational services (operations and maintenance) continues to be outsourced but scope is reviewed and repackaged to increase potential efficiencies and to ensure specialist services are provided by suitable contractors. Update contracts appropriate to the scope. Focus on incentivising innovation as well as quality of work and value for money. Ensure collection of detailed asset and maintenance data. New procurement (beginning with an RFI to request feedback on which packages would be attractive on their own or bundled.)		SWDC and another council(s) provide their own strategy, policy direction and asset management functions. SWDC enters into a formal shared services arrangement with another council(s) to manage and provide operational services. This would typically have a formal governance group of some description overseeing the joint delivery of works across the two (or more) councils. Operations could be managed through an in-house group or through external contracts with the private sector.		SWDC retains the strategy and policy direction functions. SWDC establishes a CCO or CCTO to deliver asset management and operational services. SWDC is responsible for setting the CCO Statement of Intent (SOI) and monitoring CCO delivery. May include: - the transfer of some assets that are currently owned by Council but maintained by Contractors and the establishment of a board of directors and formal entity. - an expectation to return a dividend to Council, and to compete for work from Council and the wider market.		SWDC and other council(s) retain the strategy and policy direction functions. SWDC and other council(s) jointly establish a CCO or CCTO to deliver planning, asset management and operational services. SWDC and other council(s) are jointly responsible for setting the CCO Statement of Intent (SOI) and monitoring CCO delivery. Some potential for reduced operational costs. However likely to be relatively higher set up and governance costs for this option.		SWDC retains the strategy, policy direction and asset management functions. SWDC would form an alliance to deliver operational services with a private company or community group such as: - Long-term agreement e.g. 15 years - A Joint Venture (JV) or Special Purpose Vehicle (SPV) set up between the councils and the private sector. - Management of all or parts of the portfolio could transfer to a Trust, Joint Venture or other partnership arrangement e.g. iwi or a sports code or the Department of Conservation (DOC).		SWDC does not provide properties, parks and reserves maintenance services and activities – i.e. Council opts out of providing the service.	
Further assessment required?		Yes		Yes		Yes		Yes		Not recommended at this time		Not recommended at this time		Not now but investigate possibility for some operational services in the future.		Not now but investigate possibility for some operational services in the future.	
Strategic objectives:		Weight															
Achieves customer satisfaction through meeting adopted levels of service		30%		3		3		3									
Supports happy, healthy, connected communities by providing access to recreation facilities and activities		20%		5		5		5									
Optimises climate change resilience and sustainable environmental practices		20%		3		3		5									
Service delivery that is cost effective and supports Council's risk management approach		30%		3		3		5									
Score - Strategic Objectives				3.4		3.4		4.4		4							
Financial criteria:		Weight															
Direct service delivery costs		50%		5		3		3		5							
Indirect (overhead) costs		50%		1		5		5		3							
Score - Financial				3		4		4		4							
Non-financial criteria:		Weight															
SWRC capability and capacity to attract, retain and develop fit for purpose people and skills, management systems, processes and resources for proactive management of issues		25%		1		3		5		3							
Quality and efficient delivery of service		25%		3		3		5		5							
Acceptable and manageable level of risk		10%		3		5		5		3							
The ability to be agile and adaptable (respond quickly to changing expectations and requirements)		10%		5		3		3		3							
Clear definition of roles & decision making responsibilities		10%		3		3		5		3							
Simplicity of governance & contract management		10%		3		5		5		3							
Keeping community services local (engage local contractors, employ local staff)		10%		5		3		3		5							
Score - Non-Financial				2.9		3.4		4.6		3.7							
Total score (financial & non-financial):		100%		2.95		3.7		4.3		3.85							
Overall ranking:				4		3		1		2							
Financial benefit ranking:				4		1		1		1							
Non-financial benefit ranking:				4		3		1		2							
Overall assessment:				Discounted		Discounted		Recommended		Future investigation recommended		Not recommended now		Not recommended now		Not recommended now	

Appendix 4 – Innovating Streets, Martinborough – Concept Design

MARTINBOROUGH SQUARE

CONCEPT



MĀORI STANDING COMMITTEE

8 JUNE 2021

AGENDA ITEM 6.2

ACTION ITEMS REPORT

Purpose of Report

To present the Committee with updates on actions and resolutions.

Recommendations

Officers recommend that the Committee:

1. *Receive the Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the 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.

2. Appendices

Appendix 1 - Action Items to 28 May 2021

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

Appendix 1 – Action Items to 28 May 2021

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
178	4-Jun-20	Action	E Stitt (Partnerships and Operations)	To investigate opening walking and cycling access to the paper road that leads to the Owanga Landing Reserve	Open	24/06/20: Initial indications are the cost is potentially prohibitive in the current situation as it would require going over a stream which could cost \$800k-\$1m to put the road in. Further work will be done to look into this in more detail. 22/07/20: This is still being scoped but officers are looking to include it in the District-wide pedestrian/cycleway/ trails plan. 16/02/21: As above 01/04/21: As above, funding to progress plan proposed as part of LTP. 13/04/21: To be included in the MSC submission to the LTP. 28/05/21: Included in MSC submission to LTP.
252	1-Jul-20	Resolution	K Yates (Policy and Governance)	MSC RESOLVED (MSC 2020/17) to: 1. Receive the Election of Māori Standing Committee Chairperson Report receive the Officers' Report. 2. Elect a Chair using system A as outlined in clause 25 of Schedule 7 of the Local Government Act 2002 for the election of the Committee's Chair for the 2019-2022 triennium 3. Hold another election for the Chair of the Māori Standing Committee once member vacancies from Hau Ariki and Papawai Maraes are filled. (Moved Mayor Beijen/Rutene) Carried	Actioned	1 – No action required 2 – No action required 3 – N Hooper reconfirmed as Chair 13/4/2021
253	1-Jul-20	Resolution	2 & 3 - K Neems (Finance) 4 - K Yates (Policy & Governance) 5 - MSC	MSC RESOLVED (MSC 2020/19): 1. To receive the Chairperson Report. (Moved Aporo/Seconded Mikaera) Carried 2. To approve the reimbursement of \$460.70 + GST to Narida Hooper for catering expenses and a gift for Raihānia Tipoki's farewell, funds to come from the MSC Operational fund. (Moved Mikaera/Seconded N Maynard) Carried 3. To approve the grant application from Puhi Te Whaiti for a cost of \$609.75 for expenses related to the Aoraki Bound Program completed. (Moved Aporo/Seconded Mikaera) Carried 4. To consider adding a youth representative to the Māori Standing Committee Terms of Reference. (Moved Rutene/Seconded Mikaera) Carried 5. To write a letter of support to Greytown Trials Trust on the Tauherenikau Cycle Bridge Project. (Moved Hooper/Seconded Mikaera) Carried	Parked	1 – No action required 2 – Done, to accounts for payment 09/07/20 3 – Done, to accounts for payment 09/07/20 4 – Parked to be incorporated into TOR review 5 – <u>Done</u>
254	1-Jul-20	Action	MSC	Discuss options for the Committee to support participation in the Aoraki Bound programme each year	Open	
550	27-Oct-20	Action	MSC	Continue discussions with Wairarapa Water Ltd on the Wakamoekau Community Water Storage Scheme	Open	8/12/20: Members discussed hosting a community hui in late January 2021, broadening the scope from Wairarapa Water Ltd, and inviting keynote speakers from different perspectives. 16/02/21: Meeting to be scheduled at a later date to fit in with WWL's availability. 01/04/21: Wairarapa Water confirmed 24/4/21 at Pae tu Mokai o Tauria. 13/04/21: Wairarapa Water requested rescheduling and N Hooper undertook to find an alternative date. 28/05/21: Rescheduled for 26/5/21 but subsequently cancelled.
655	8-Dec-20	Action	MSC	Consider potential nominees to represent the interests of tangata whenua on the Considine Park User Group and report back to the Martinborough Community Board	Open	13/04/21: Toni Kerr undertook to raise at upcoming Hau Ariki Marae meeting.
36	16-Feb-21	Action	K Yates (Policy and Governance)	Secure Engaging Well to undertake a cultural audit, K Yates.	Parked	01/04/21: Engaging Well are considering their ability to undertake the cultural audit and we will advise the committee in due course. 13/04/21: Members parked this action pending the outcome of the MSC submission to the LTP.
37	16-Feb-21	Action	K Mikaera / E Stitt (Partnerships and Operations)	1. Provide council with the list of names of creeks and rivers at bridges on route to Matakītaki as far as the lighthouse for the purpose of cross-checking against council records, K Mikaera. 2. Advise of the process to correct names of creeks and rivers should any corrections be required, E Stitt.	Actioned	01/04/21: SWDC does not hold name records these are held by LINZ under the Place Name Gazetteer available at: https://gazetteer.linz.govt.nz/ . The New Zealand Geographic Board Ngā Pou Taunaha o Aotearoa (NZGB) is the authority responsible and proposals to name or alter names would need to be made directly to NZGB. Details are available at: https://www.linz.govt.nz/regulatory/place-names/propose-place-name/proposing-names-new-zealand-and-its-offshore-islands
104	13-Apr-21	Resolution		MSC RESOLVED (MSC 2021/15) that Andrea Rutene be nominated as Māori Standing Committee Deputy Chairperson. (Moved Elliot/Seconded Murphy) Carried	Actioned	

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
106	13-Apr-21	Resolution		MSC RESOLVED (MSC 2021/17) to: 1. Receive the Action Items Report. (Moved Rutene/Seconded Kerr) Carried 2. Agree that Narida Hooper will remain as Māori Standing Committee Chair to the end of the 2019-2022 triennium. (Moved Kerr/Seconded Baker) Carried	Actioned	
108	13-Apr-21	Resolution		MSC RESOLVED (MSC 2021/19): 1. To receive the Chairperson Report. (Moved Cr Jephson/Seconded Cr Emms) Carried 2. To approve \$384 for Gminnow traps used for cultural monitoring programmes at Kohunui Marae and Pae tu Mokai O Tauria; to be funded from the Te Taiao pou of the operating budget. (Moved Rutene/Seconded Murphy) Carried 3. To delegate to Māori Standing Committee Chair the ability to draft submissions to the 2021/31 Long Term Plan and Spatial Plan and hold a meeting at 6.00pm on Tuesday 4 May 2021 to approve the submission. (Moved Cr Maynard/Seconded Baker) Carried	Actioned	
129	4-May-21	Resolution	K Yates	MSC RESOLVED (MSC 2021/21): 1. To receive the Chairperson Report. (Moved Rutene/Seconded Elliott) Carried 2. To approve the Māori Standing Committee submission to the 2021/31 SWDC Long Term Plan subject to the amendment of the first bullet point under items from further discussion to “Paper Road from Palliser lighthouse to stonewall, managing vehicle and recreational access and improved restoration of a significant site.” (Moved Kerr/Seconded Aporo) Carried	Actioned	

MĀORI STANDING COMMITTEE

8 JUNE 2021

AGENDA ITEM 6.3

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

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

Recommendations

Officers recommend that the Committee:

1. *Receive the Income and Expenditure Statement for the period 1 July 2020 – 30 April 2021.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2020 – 30 April 2021 is attached in Appendix 1.

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

2. Appendices

Appendix 1 - Income and Expenditure Statement for 1 July 2020 – 30 April 2021

Contact Officer: Charly Clarke, Senior Financial Accountant

Reviewed By: Katrina Neems, Chief Financial Officer

Appendix 1 – Income and Expenditure Report for the period 1 July 2020 – 30 April 2021

Te Whare o Māori Standing Committee

Operations Budget as at 1 Aug 20 \$ 38,080
 Marae Dev.Budget as at 1 Aug 20 \$ 27,000
 Possible additional budget for TOR* \$ 10,000

Awhinahia	Allocation 2020-2021	Spend to Date	Committed Spend	Remaining Allocation
Support through:				
Grant funds	\$ 4,000	\$ 2,500	\$ -	\$ 1,500
2 x \$1,000				
4 x \$500				
Sponsorship				
Rangiura o Wairarapa Kapahaka	\$ 1,500	\$ 1,500	\$ -	\$ -
Wairarapa Māori Sports Awards	\$ 1,500	\$ -	\$ -	\$ 1,500
Koha	\$ 1,000	\$ 200	\$ -	\$ 800
New members Induction Pack project	\$ 500	\$ -	\$ -	\$ 500
Restorative Justice Process project	\$ 500	\$ -	\$ -	\$ 500
Toi Māori Art project	\$ 2,000	\$ -	\$ -	\$ 2,000
Training	\$ 2,000	\$ -	\$ -	\$ 2,000
Totals	\$ 13,000	\$ 4,200	\$ -	\$ 8,800

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

Te Taiao	Allocation 2020-2021	Spend to Date	Committed Spend	Remaining Allocation
Create opportunities:				
To support Marae and Pae tū Mōkai o Tauira with Cultural Monitoring programs i.e equipment	\$ 8,000	\$ 384	\$ -	\$ 7,616
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	\$ -	\$ -	\$ 2,000
To document all projects	\$ 280	\$ -	\$ -	\$ 280
Totals	\$ 12,280	\$ 384	\$ -	\$ 11,896

Marae Wawata	Allocation 2020-2021	Spend to Date	Committed Spend	Remaining Allocation
Assist Marae to:	\$ 27,000	\$ 15,948	\$ -	\$ 11,052
Secure funding and to process funding applications from Marae Development Fund				
Build relationships through collaborative projects				
Communicate with committee the aspirations of their marae through their representatives				
Totals	\$ 27,000	\$ 15,948	\$ -	\$ 11,052

Maori Standing Committee : Te Māngai O Ngā Hapori Māori

Expenditure detail for the period ended 30 April 2021

Awhinihia

Resolution date	Organisation/Group	Description	Amount
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
4-Aug-20	Pae tū Mōkai o Tauira	Native tree & plant nursery at Te Whare Whakapapa Raranga	1,000.00
2-Mar-21	Featherston Rugby Club	New Uniforms and Equipment	1,000.00
Total			4,200.00

Whakapapa

Resolution date	Organisation/Group	Description	Amount
Total			-

Te Taiao

Resolution date	Organisation/Group	Description	Amount
13-Apr-21	Kohunui Marae/Pae tu Mokai	Gminnow Traps	384.00
Total			384.00

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
Total			15,948.09

Maori Standing Committee : Te Māngai O Ngā Hapori Māori
Terms of Reference Review for the Period Ended 30 April 2021

Budget

Balance carried forward from 2019-20	18,165.00
Total Budget	18,165.00

Expenditure

4/08/2020 Engaging Well	1,230.18
12/09/2020 Engaging Well	1,015.00
Total Expenditure	2,245.18

Total Expenditure	2,245.18
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LESS: Committed Funds

Resolution date	Original commitment	Spent to date	Remaining commitment
Total Commitments			-

REMAINING BUDGET TO BE CARRIED FORWARD	15,919.82
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MĀORI STANDING COMMITTEE

8 JUNE 2021

AGENDA ITEM 6.4

APPLICATION FOR FINANCIAL ASSISTANCE

Purpose of Report

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

Recommendations

Officers recommend that the Committee:

1. *Receive the Application for Financial Assistance Report.*
2. *Consider the application from Papawai Pā for funding of \$9,421 to contribute to the purchase of new kitchen equipment (dishwasher and toaster) for the newly renovated marae kitchen, to be funded from the Marae Wawata pou.*

The Māori Standing Committee has delegated authority to make financial decisions within the confines of the allocated and available budget as shown in the Income and Expenditure Report.

The application for consideration is summarised in the below table and will be provided to members in confidence.

Applicant	Amount Requested
Papawai Pā	\$9,421

1. Criteria

The grant criteria for Marae Wawata is:

South Wairarapa

To be eligible the marae committee must describe that the project or activity will meet the aspirations of their marae.

The project or activity must demonstrate connections to marae, whānau, hapū, iwi and the wider community.

1. A successful application will require the grant to be spent within 6 months of receipt. Should an extension of time be required, a written request is required 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. GST will be added to grants approved for GST registered marae.
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. A marae is eligible for one grant per year from the MSC **Marae Development Fund**.
7. A marae committee member will be invited back to present to the MSC after completion of their project or activity to share their experience.

2. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
Papawai Pā	No previous grants or outstanding accountability forms

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Karen Yates, Policy and Governance Manager



**MĀORI STANDING
COMMITTEE**
Kia Reretahi Tātau

MĀORI STANDING COMMITTEE

9 JUNE 2021

AGENDA ITEM 7.1

CHAIRPERSON REPORT

Recommendations

The Chairperson recommends that the Committee:

1. *Receive the Chairperson Report.*
2. *Approve \$1,303 for equipment for cultural monitoring projects for Kohunui Marae and Pae Tu Mokai O Tauira, to be funded from the funds set aside for Cultural Monitoring Programs under the Te Taiao pou.*
3. *Approve \$950 for fyke nets, to be funded from the funds set aside for Cultural Monitoring Programs under the Te Taiao pou.*
4. *Approve \$323.47 for hosting Professor Rangi Matamua for a talk on Dark Skies, to be funded from the funds set aside for Koha under the Awhinahia pou.*
5. *Consider the committee's approach to expenditure and whether to set pre-approved spending levels within each pou.*

1. Topic 1 – Cultural Monitoring Equipment

Approval is sought for the purchase of equipment for cultural monitoring projects, consisting of waders, hand nets, fish bins, sieves and measuring boards. The funds are to come from our Te Taiao pou and are for two sets of equipment - one for Kohunui Marae and the other for Pae tu Mokai o Tauira.

Approval is also sought for the purchase of fyke nets. We will get 4 large nets and 4 small nets so the total contribution is NZD\$914.51 under current conversion. I have rounded to \$950 in case it comes in a bit over but we can release the funds back if not needed.

Invoices/receipts are attached as Appendix 1.

2. Topic 2 – Dark Skies

On Friday 30 April Dr Rangi Matamua gave a talk on the Dark Skies. Approval is sought for funds to host Dr Matamua. The invoice is attached as Appendix 2.

3. Topic 3 – Approach to Expenditure

On 27 October 2020 we approved our budget for 2020/21 which set out expenditure in four pou - Awhinahia, Whakapapa, Marae Wawata and Te Taiao.

Approval of the budget was an agreement of the allocation in principle. The report from officer's advised we still needed to formally approve specific expenditure via a resolution at a meeting once there is clarity on specific cost details and the intended recipient.

Does the committee want to continue with this approach or would members like to set pre-approved spending levels for each of our four pou?

4. Topic 5 – Māori Wards

The Māori Standing Committee prepared a letter of response to Iwi on Māori Wards. This is attached as Appendix 3. The report to Council on 2 June is attached as Appendix 4.

5. Appendices

Appendix 1 – Invoice and Receipts for Cultural Monitoring Equipment

Appendix 2 – Invoice for Hosting Dr Rangi Matamua on Dark Skies

Appendix 3 - Māori Standing Committee Letter of Response to Iwi on Māori Wards

Appendix 4 – Māori Wards and Representation Arrangements Report to Council 2 June

Report compiled by Narida Hooper

Chair

Māori Standing Committee

Appendix 1 – Invoice and Receipts for Cultural Monitoring Equipment



Hunting & Fishing Ltd
Wairarapa Hunting & Fishing 2017
PO Box 51
MASTERTON
New Zealand
Phone: 06 378 8723

Tax Invoice# 1023827 Till# 1
GST# 124-091-438
Date: 14/05/21 Time: 15:38
You have been served by: Bo

883847	RRP	76.49
Hip Wader Hi-Elastic 8		
Qty: 2		152.98
99225453	RRP	99.99
Chest Wader Hi-Elastic Green 8		
Qty: 2		199.98
887003	RRP	76.49
Hip Wader Hi-Elastic 9		
Qty: 2		152.98
99225454	RRP	99.99
Chest Wader Hi-Elastic Green 9		
Qty: 2		199.98
157949	RRP	114.95
R111 Short Handle Weight Net 14lb		
Qty: 2		229.90

Total (Incl GST of \$ 122.05) **935.82**
Rounding 0.00

WAIRARAPA HUNTING &
101 QUEEN STREET
MASTERTON

-----EFTPOS-----
TERMINAL 61224502
TIME 14MAY 15:39
TRAN 001653 CREDIT
VISA
CARD8721
A00000000031010

*** TAX INVOICE GST INCLUSIVE ***
GST No 106-791-465

Mitre 10 MEGA Masterton
REM4P Ltd
Ngamurua Road, Masterton 06 370 8888

14/05/2021 16:12 D#2517 Op:LM Reg:A7

RULE STAINLESS 1000MM FULLER
273141 EACH
2 @ \$29.98 \$59.96

Total \$59.96

E-VISA 1405547....8721] \$59.96

Tendered \$59.96

Balance \$0.00

this sale includes GST of \$7.82

Airpoints# 2642007804359

Thank you for choosing
Mitre 10 MEGA Masterton



Your Unique Code: X25-7114550520

Be in to WIN a \$1,000 Mitre 10 GiftCard!

Scan the QR code above to share your
feedback or visit:
www.mitre10.co.nz/yoursay

T & L Netmaking
58 Blue Ridge Drive,
Mooroolbark 3138, Australia.

Ph: 03 97273735 Mobile: 0407334599

Email: tom@tlnetmaking.net.au Internet: www.tlnetmaking.net.au

A.B.N. 55134799677

COMMERCIAL INVOICE

NO. L 92

Date: 28th May 2021

To: Mountains to Sea,

Att: Kara Kenny,

40 A Michael Street,

Kuripuni, Masterton. 5810

NEW ZEALAND.

Email: roni.mohan@mtsw.org.nz

Ph: 027 211 4864

Purchase Order:

Quantity	Description	Per Item	Amount
6	Standard NZ fyke nets	\$145.00	\$870.00
4	Small NZ fyke nets	\$70.00	\$280.00
	Freight		\$215.00

TOTAL OUTSTANDING

AUD\$1,365.00

Credit Cards Accepted

Account Details: National Australia Bank.

Branch Address: Lilydale Marketplace, Lilydale 3140

BSB and Account Number: 083739 790369346

Name: T and L Netmaking.

Swift code: NATAAU3303M

Terms 7 days.

Appendix 2 – Invoice for Hosting Dr Rangi Matamua on Dark Skies



TAX INVOICE

Table D spilt

Invoice Date

30 Apr 2021

Invoice Number

INV-0721

Reference

Dark Sky Reserve

GST Number

116-355-418

The Greytown Hotel

33 Main Street

Greytown 5712

Ph: 06 304 9138

admin@greytownhotel.co.nz

www.greytownhotel.co.nz

Description	Quantity	Unit Price	Amount NZD
House Special	9.00	30.43	273.91
Credit card surcharge 2.69%	1.00	8.47	8.47
Subtotal			282.38
TOTAL GST 15%			41.09
TOTAL NZD			323.47
Less Amount Paid			323.47
AMOUNT DUE NZD			0.00

Due Date: 30 Apr 2021

Please pay by direct credit to account The Quiet Man Ltd - 02-0608-0044423-000

Appendix 3 – Māori Standing Committee Letter of Response to Iwi on Māori Wards

25th May 21

*Mei te tatū o ngā whakaaro ki ngā āhuatanga o te hinengaro
Mei te ngāwari ake o te ahunga ki nāianeī
Kua tū nei te tūranga ki runga i ngā pakahiwi o te nehenehe*

E ngā pae arahi tēnā tātou katoa

Letter of Response

The Māori Standing Committee (MSC), with the best interests of our South Wairarapa Māori community at heart, acknowledge your whakaaro and concerns.

In essence, we fully support the principle of a Māori ward.

As a committee, we signalled to Council in July 2020 that the process was flawed and designed for Māori to fail in. It would need to be reviewed before we proceed further. Also, please note, at that time the MSC did not have capacity or capability to fully manage the process, we were broken. Since then the focus has been to re-establish and build ourselves up, to awhi one another, to manaaki each other and keep the emphasis on whakawhanaungatanga and tikanga.

Within the past 12 months as a committee we have employed “Engaging Well” to review and rewrite our Terms of Reference (TOR). We are about to schedule “Engaging Well” to begin a cultural audit of South Wairarapa District Council (SWDC) with no resistance from their side. We have secured operational funding per annum, and used Whare Tapawhā as our model, which identifies our focus areas i.e., Awhinahia, Whakapapa, Te Taiao and Marae Wawata. This enables us to financially resource our focus areas and the kaupapa that sit within them.

From October last year we began the process of engagement with SWDC regarding the Long Term Plan and Spatial Plan. We have all put many hours into this mahi and from the process as a committee we have been able to submit the most forward thinking submission the MSC has ever compiled. We considered the Long-Term Plan as the **KEY**; this is how we would position ourselves and resource ourselves going forward. Although, it may have appeared the MSC showed an inability to bring the discussion of Māori wards to our table in reality it was about building ourselves in a sustainable way, building our Pūtaketanga. We have no doubt in our minds that as we move forward and begin the process of Māori wards in the two years leading up to the 2025 election we will be in the best position possible.

The MSC would like to invite the four signatories to meet with the members to kōrero at your earliest convenience.

Nāku iti nei

Narida Hooper (Chair)

On behalf of all members of the Māori Standing Committee
South Wairarapa District Council

Appendix 4 – Māori Wards and Representation Arrangements Report to Council 2 June

MĀORI WARDS AND REPRESENTATION ARRANGEMENTS REPORT

Purpose of Report

To clarify the purpose and implications of recent amendments to the Local Electoral Act 2001 regarding the establishment of Māori wards and to inform Council about the proposed approach to community engagement ahead of the representation review to take effect for the 2025 local elections.

Recommendations

Officers recommend that the Council:

1. *Receive the Māori Wards and Representation Arrangements Report.*
2. *Note the information provided on recent amendments to the Local Electoral Act 2001 regarding the establishment of Māori wards.*
3. *Provide feedback on the proposed approach to community engagement ahead of a representation review for the 2025 local elections.*

1. Executive Summary

On 22 July 2020, officers reported to Council about electoral and representation arrangements and the timetable for decision-making regarding changes to the electoral system and Māori representation in order to take effect for the 2022 local elections.

At the time, Council was advised that it had the option of passing a resolution by 23 November 2020 on whether or not to establish a Māori ward and that the decision would be subject to the outcome of a binding public poll if demanded by five percent of electors. Council was also advised that if a Māori ward was to be established for the 2022 triennial elections, a full representation review would need to be carried out.

Council considered that trying to alter Māori representation within the proposed timeframes was not possible and that a longer lead time for appropriate research and engagement was needed before the next representation review. Council therefore resolved that a representation review would not be undertaken prior to the 2022

elections. As a representation review must be carried out every six years this means the next review would be due to take effect for the 2025 elections.

On 1 March 2021, a Bill to amend the Local Electoral Act 2001 (LEA) to align the treatment of Māori wards with the treatment of general wards received Royal Assent. This removed all mechanisms for binding polls to be held on the establishment of Māori wards, and provided local authorities with an opportunity to make decisions on Māori wards by Friday 21 May 2021 for the 2022 local elections.

Local iwi requested Council take advantage of the legislative changes for the 2022 local elections. However, while the changes to legislation now make the establishment of Māori wards easier, significant groundwork is still required for Council to understand what it would mean to introduce Māori wards and the views of the whole community. A proposed approach and timeline for community engagement is presented for consideration by Council as part of a fully informed review prior to the 2025 elections.

2. Legal Framework to Establish Māori Wards

Under the Local Electoral Act 2001, local authorities decide their own representation arrangements, including whether to establish Māori and/or general wards and constituencies. A Māori ward establishes an area where only Māori registered on the Māori Parliamentary electoral roll vote for the candidates in that Māori ward. A Māori ward would sit alongside the general wards of the district such as a single general ward or a number of wards, such as the Greytown, Featherston and Martinborough wards.

Māori wards are one way for Māori to participate in Council's governance and decision-making as a Māori ward councillor would represent the Māori voice at the Council table. A mix of mechanisms are often adopted by councils to strengthen partnerships and provide for Māori representation.

2.1 Local Electoral Act 2001 provisions prior to 1 March 2021

Prior to legislative changes made earlier this year, the LEA enabled local authorities to establish Māori wards by resolution or a favourable poll of electors. A resolution to establish a Māori ward or to hold a poll had to be passed by 23 November two years before the year of the election when the resolution would take effect. For example, by 23 November 2020 to take effect in the October 2022 election. If Council resolved to establish a Māori ward, voters could demand that a poll be held. If a valid demand in writing signed by 5% of electors was received by 21 February, the council was required to hold a binding poll. Note that there was no similar ability for electors to demand a poll if Council resolved to establish a general ward through a representation review.

Council was also able to choose to initiate a poll itself. Any poll had to be completed by 21 May one year before the election year and the poll about whether to establish Māori wards was binding for two election cycles after the poll. A decision to establish a Māori ward triggers a full representation review and this was to be carried out and completed

by 31 August one year before the election year. A representation review includes consideration of:

- the proposed total number of members of the local authority
- whether:
 - all members are to be elected from either Māori or general wards, or
 - some members are to be elected from either Māori or general wards, and some are to be elected at large
- the proposed number of members to be elected from the Māori wards and the number from the general wards
- the proposed name and boundaries of each ward
- the proposed number of members to be elected from each Māori and general ward.

2.2 Local Electoral (Māori Wards and Māori Constituencies) Amendment Act 2021

It has been widely recognised that the legislative ability to demand a binding poll has been a significant barrier for local authorities in establishing Māori wards. Twenty-four councils had previously attempted to establish Māori wards or constituencies but only two had been successful.¹

On 5 February 2021, the Minister of Local Government introduced a bill “to align the treatment of Māori wards and constituencies with the treatment of general wards and constituencies, remove all mechanisms for binding polls to be held on the establishment of Māori wards and constituencies, and provide local authorities with an opportunity to make decisions on Māori wards and constituencies in time for the 2022 local elections”.² The bill proceeded through the house under urgency in order that nine councils who were due to hold a poll would not have to bear the costs of holding the poll.³ The bill received Royal Assent on 1 March 2021.

The Local Electoral (Māori Wards and Māori Constituencies) Amendment Act made the following changes:

- repealed the provisions in the LEA that relate to binding polls to be conducted on the establishment of Māori wards and constituencies;
- prohibits binding council-initiated polls on whether to establish Māori wards or constituencies (while retaining ability of councils to initiate non-binding polls to gauge public sentiment)
- established a transition period ending on 21 May 2021 during which any council may, regardless of any previous decisions or previous poll outcomes, resolve to establish Māori wards or constituencies for the 2022 local elections.

¹ Waikato Regional Council and Wairoa District Council. The Bay of Plenty Regional Council has Māori wards set up via legislation: see the First Reading of the Bill on 9 February 2021 in Hansard available at www.parliament.nz.

² See the First Reading of the Bill on 9 February 2021 in Hansard available at www.parliament.nz.

³ See the First Reading of the Bill on 9 February 2021 in Hansard available at www.parliament.nz.

The changes to the LEA placed no obligation on councils to reconsider establishing Māori wards or constituencies during the transition period. Rather, it provided a narrow opportunity to have another look at the issue of Māori wards where polls had previously been a barrier.

2.3 Decision-making requirements under the Local Government Act 2002

There are a number of provisions in the Local Government Act 2002 (LGA) that are relevant to decisions to establish Māori wards. The following are specific to Māori participation in Council decision-making:

- Section 4 provides for principles and requirements for local authorities that are intended to facilitate participation by Māori in local authority decision-making processes;
- Section 14(1) provides for a number of principles for local authorities to follow including at (d) that opportunities should be provided for Māori to contribute to decision-making processes; and
- Section 81 requires local authorities to establish and maintain processes to provide opportunities for Māori to contribute to decision-making processes of the local authority, consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of the local authority, and provide relevant information to Māori for these purposes.

In addition, every decision made by a local authority must be made in accordance with the general decision-making and consultation provisions of the LGA in sections 76AA to 82. These include provisions relating to:

- the identification and assessment of options in terms of their advantages and disadvantages;
- giving consideration to the views and preferences of persons likely to be affected by, or have an interest in a matter; and
- principles of consultation that enable the community to be informed about a particular matter, to have reasonable opportunity to present their views and to have their views considered when Council makes a decision.

Council ensures that it meets these obligations via its Significance and Engagement Policy. In general, the extent of engagement and consultation with the community should be in proportion to the significance of the decision.

A decision to establish Māori wards is highly significant in terms of the impact on Māori and electoral representation arrangements. In addition, the decision would have reasonable longevity; the community would not be able to change the decision once made through the representation review and there would be no further opportunity to input into the matter for at least two election cycles. Māori are the most affected by a

decision to establish Māori wards and there is likely to be high community interest and a range of community views on the matter.

2.4 Previous Council consideration to establish Māori wards

Council considered the issue of Māori representation during the representation review conducted in 2012. Council resolved on 4 April 2012 that there be no separate electoral representation for Māori.

Council also considered the issue during the representation review conducted in 2018. The report to the 24 October 2018 Council meeting and hearing on the review noted that recommendations from the community boards and Māori Standing Committee supported the status quo. In addition, the Council at its workshops during the representation review agreed that more research should be done on separate electoral representation for Māori for further consideration prior to the next representation review. The Council resolved to hold a full representation review prior to the 2022 local elections in response to issues raised by some submitters about ward boundaries.

Officers reported to Council on 22 July 2020 on the timetable for decision-making for changes to the electoral system and Māori representation, and for the proposed representation review for the 2022 elections. Officers noted that no further research or consultation had been undertaken on establishing Māori wards since the 2018 decision and that there had been no demand for a poll. Officers requested Council consider whether to seek further information and opportunity for discussion prior to the deadlines for decision-making for the 2022 elections.

Council noted that insufficient research on establishing a Māori ward and engagement with Māori and the wider community had been undertaken prior to the 2018 representation review. For these reasons it had decided against establishing Māori wards for the 2019 elections and requested further research be undertaken ahead of a future representation review.

Council acknowledged that it had more work to do to strengthen the partnership with iwi, hapū and marae and discussed opportunities to do so and support Māori representation and contribution to decision-making through the Māori Standing Committee.

Council also discussed the timeframe for decision-making (four months for Māori wards) and the impact this decision and a subsequent representation review would have, particularly on the capacity of officers, elected members and the Māori Standing Committee, acknowledging that it was also a Long Term Plan year.⁴

⁴ The Local Government Commission *Guidelines for local authorities undertaking representation reviews* notes at 2.10 to 2.11 that “In the past some local authorities have worked close to the statutory

Council minutes note at C3:

There was agreement that trying to alter Māori representation within the proposed timeframes was not possible and that a long lead time for appropriate engagement was needed before the next representation review.

Council subsequently resolved not to undertake a representation review, including that Māori wards would not be established for the 2022 elections.

2.5 Impact of the changes to the LEA on Council's July 2020 decision

Thirty-two councils have taken the opportunity provided by the changes to the LEA to establish Māori wards for the 2022 elections. However, these changes did not impact Council's July 2020 decision for a number of reasons.

As discussed in paragraph 2.2 above, the changes to the LEA provided a short transition period for councils to consider establishing Māori wards where polls had previously been a barrier. However, the ability to demand a poll under the previous LEA provisions had no bearing on Council's decision in July 2020 not to establish Māori wards. Rather, Council considered it was not ready to progress Māori wards for the 2022 elections because it had not undertaken the necessary research or engagement. Council's focus has been on supporting the Māori Standing Committee and it has since assisted the Committee in developing its terms of reference and strategic planning. Council has also consulted with the district's Māori community to better understand their aspirations and how Council can build effective partnerships through its strategic direction and funding in the Spatial and Long Term Plans.

In addition, the changes to the LEA and subsequent transition period had not amended the requirements of the LGA with respect to decision-making and consultation. Council had considered in July 2020 that four months was insufficient time to undertake research and appropriate engagement prior to making a decision. The transition arrangements afforded less than three months to do so. Officers had not carried out further research since July given Council's decision to defer the matter for three more years.

On 19 May 2021, Council received a letter from Rangitāne o Wairarapa, Rangitāne Tū Mai Rā, Kahungunu ki Wairarapa and Kahungunu ki Wairarapa – Tamaki Nui a Rua Settlement Trust expressing concern about Council's inability to prioritise Māori wards and of Council's inadequate engagement with tangata whenua outside of the Māori Standing Committee (see Appendix 1). Wairarapa Iwi requested a response prior to the deadline on 21 May and participants of a hikoi to Council offices on 20 May requested

deadlines. In doing so they limited their ability to deal with any unexpected issues that may have arisen, and potentially created problems for themselves later in the process. The Commission encourages all local authorities to get the planning for their reviews underway as early in the relevant triennium as possible..."

Council make the decision to establish Māori wards prior to the deadline. The Mayor's response to Iwi is included at Appendix 2. Until this time, officers were not aware that there was support to revisit the July 2020 decision for the 2022 elections.

As noted above, the decision to establish Māori wards is highly significant and of high interest for Māori and the wider community. It was not possible to progress Council's position on this important matter prior to the extended deadline. Making a decision to establish Māori wards without informing the community of the issues, opportunities and challenges and without understanding the views of all Māori and non-Māori in the community would not promote public understanding or confidence in local democratic and electoral arrangements. It would also have been inconsistent with the requirements of the LGA and community expectations and potentially expose Council to legal and reputational risk.

3. Considerations for Establishing Māori Wards for the 2025 Elections

While the detailed representation arrangements would need to be worked through in a representation review should Council resolve to establish Māori wards, the number of members to be elected is prescribed under the LEA by a mathematical formula. This is based on the Māori and General Electoral populations of the district and the proposed number of members of the territorial authority (other than the mayor).

The formula is set out in clause 2 of Schedule 1A of the LEA:

$$nmm = \frac{mepd}{(mepd + gepd)} \times nm$$

Where –

nmm = the number of Māori ward members

mepd = the Māori electoral population of the district

gepd = the general electoral population of the district

nm = the proposed number of members of the territorial authority (other than the mayor).

The Māori or General Electoral population is not the same as the number of people enrolled to vote in the district. Section 3 of the Electoral Act 1993 contains definitions for the Māori and General Electoral populations which are summarised as follows:

- **General Electoral Population** – the total ordinarily resident population at the last census less the Māori electoral population
- **Māori Electoral Population** – a calculation based on the number of electors on the Māori electoral roll and proportions of those of Māori descent not registered and those under 18 years of age.

As at 2020, the Māori electoral population for South Wairarapa District was 850⁵ which represents 7.5% of the total district electoral population.

Based on current population numbers and the assumption that the total membership of Council would remain unchanged at 9 members (excluding the Mayor), one member could be elected for the South Wairarapa District based on rounding the formula figure of 0.67 to the nearest whole number.⁶

Māori Electoral Population	General electoral population	Total electoral population	Total members (excluding the Mayor)	Māori Ward members
850	10,550	11,400	9	0.67

Based on this formula, SWDC is required to have a minimum of seven councillors under current electoral population numbers to have one Māori ward councillor. This is higher than the legislative requirement set out in section 19A of the LEA for a Council to have between 5 and 29 members (excluding the Mayor).

To reach two Māori ward councillors, SWDC would need 21 councillors under current population numbers.

4. Principles for Representation Arrangements

The LEA sets out a number of principles for electoral/representation arrangements:

- Reasonable and equal opportunity for any qualifying person to vote in, nominate a candidate for, or be nominated as a candidate in any local election.
- Fair and effective representation for individuals and communities.
- Public confidence in and understanding of the electoral/representation system.

4.1 Reasonable and equal opportunity

Under section 25 of the LEA, any person enrolled as a parliamentary elector may be a candidate for an election. This means candidates for a Māori ward can be non-Māori and/or not on the Māori electoral roll.

Section 26 of the LEA provides that in order for a candidate to stand in an election they must be nominated by two or more electors of the ward in which the candidate is to stand. That means nominations for candidates standing in a Māori ward must be made by electors on the Māori roll, which is the same as for the General ward whereby

⁵ Obtained from: <http://www.lgc.govt.nz/assets/Representation-Reviews/MEP-and-GEP-statistics-2020-estimates.xls>. The 2020 estimates are provided by Statistics NZ and based on the 2018 census data.

⁶ Obtained from: <http://www.lgc.govt.nz/assets/Representation-Reviews/MEP-and-GEP-statistics-2020-estimates.xls>

nominators must be on the General Electoral roll for the electoral area they are nominating a candidate for. A Māori ward candidate does not need to be affiliated with an iwi within the district or be a Māori elector.

Only electors of the Māori ward may vote for candidates standing for election to a Māori ward. The enrolment statistics for the South Wairarapa District as at 30 April 2021 from the Electoral Commission are below.⁷ While these numbers fluctuate, they give an indication of how many people could potentially vote for a Māori ward candidate should a Māori ward be established. Enrolments on the Māori Roll make up 5% of the total enrolments for the district.

Enrolments for South Wairarapa District	Electoral Rolls	Enrolments
Greytown Ward	General Roll	3,113
	Māori Roll	90
Featherston Ward	General Roll	2,471
	Māori Roll	166
Martinborough Ward	General Roll	2,958
	Māori Roll	178
South Wairarapa District	General	8,976
	Māori roll	434

4.2 Effective representation of communities of interest

Based on current population composition and membership of Council, one Māori ward could be established. This ward would need to cover the whole South Wairarapa district as there is no ability within the legislation to provide ward representation for Māori that reflects the makeup of the marae, hapū or iwi in the district. Any councillor elected to represent a Māori ward would therefore need to be representative of all Māori as a distinct community of interest and act in the best interests of the whole district.

Any decision to establish a Māori ward should therefore take into consideration whether establishing a Māori ward is an effective way to provide for Māori representation in the district, particularly in the context of the role of the Council's Māori Standing Committee.

The Māori Standing Committee is made up of representatives from each of the three South Wairarapa Marae and Pae tū Mōkai o Taurā, and one representative from each of the two Wairarapa Iwi. The Committee advocates on behalf of and in the best interests of Māori in the district including the descendants of Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa.

⁷ Obtained from: <https://elections.nz/stats-and-research/enrolment-statistics/>

4.3 Fair representation of electors

In order to achieve fair representation of electors, each Councillor should represent a similar number of people within each ward, within +/-10 percent. The below table shows the current representation structure for SWDC, as set by the 2018 representation review, which is compliant with the +/-10% representation rule.

	Population	Number of councillors	Population per member	% Difference from quota
Greytown Ward	3,880	3	1,293	2.0%
Featherston Ward	3,530	3	1,177	-7.2%
Martinborough Ward	4,000	3	1,333	5.2%
South Wairarapa District	11,410	9	1,268	

While the +/- 10% rule would apply between Māori wards (if there was more than one) and between General wards (if there is more than one), it does not apply across Māori and General wards.

While the rule does not apply across Māori and General wards, Council should still consider the balance of representation among electors if a Māori ward was to be introduced. Any imbalance in representation of electors could be addressed by increasing the number of councillors.

Council should also consider whether there would be any impact on the balance of fairness among general wards with the addition of a Māori ward. If compliance with the +/- 10% rule is not maintained referral to the local Government Commission for a formal determination is required.

4.4 Public confidence and understanding

Public confidence and understanding of the electoral/representation system is achieved through engagement with the community generally and through the conduct of a representation review. As detailed in paragraph 2.4 above, Council considered the issue of Māori representation during the representation reviews conducted in 2012 and 2018.

5. Reviewing Representation Arrangements

Local authorities are required to review their representation arrangements at least once every six years and have the option of a review every three years. As the Council last completed a representation review in 2018, the next review is due for the 2025 elections.

This will involve consideration of:

- The number of Council elected members
- Whether the members are to be elected by wards, at large or a combination
- The boundaries and names of those wards and the number of members that will represent each ward
- Whether or not to have separate wards for the electors on the Māori roll
- Whether community boards should be established or retained and if so, the number of members (elected and appointed).

The legislative timeframes ensure the process for considering Māori wards follows the choice of electoral system, as the choice of electoral system may influence a decision on the establishment of Māori wards, but precedes a representation review.

To take effect for the 2025 elections, Council needs to resolve no later than 12 September 2023 to change the electoral system and by 23 November 2023 to establish Māori wards for the 2025 elections. Once a council resolves to establish a Māori Ward the decision remains in place for two election cycles and it is not reversible through the representation review that would follow.

The below tables sets out the proposed approach and timeline for engaging with the community ahead of when a Council decision is required on the establishment of Māori wards in 2023.

Engagement	Potential engagement activity	Proposed Timing
Engagement with Māori Standing Committee	Workshops	July – December 2021
Engagement with iwi, marae and hapū	Hui	January – June 2022
Engagement with Community Boards	Workshops	January – June 2022
Campaign to educate community on Māori wards	Public meetings	July – December 2022
Gauge community views on Māori wards	Non-binding poll or survey	January – July 2023

6. Financial Considerations

The financial implications for carrying out engagement will depend on Council's desired approach and will be met through the Council's Representation Review budget. There are no other financial considerations associated with this report.

7. Legal and Policy Implications

The relevant LEA provisions are detailed in the report above. Any engagement and decision-making should comply with the requirements of Council's Significance and Engagement Policy and the LGA.

8. Conclusion

Council should consider the information provided and provide feedback on the proposed approach for engaging with the community on the establishment of Māori wards ahead of the representation review to take effect for the 2025 elections.

9. Appendices

Appendix 1 – Correspondence from Rangitāne o Wairarapa, Rangitāne Tū Mai Rā, Kahungunu ki Wairarapa, Kahungunu ki Wairarapa – Tamaki Nui a Rua Settlement Trust

Appendix 2 – Mayor's open letter in response to local iwi

Contact officer: Karen Yates, Policy and Governance Manager
Reviewed by: Harry Wilson, Chief Executive Officer

**Appendix 1 – Correspondence from
Rangitāne o Wairarapa, Rangitāne
Tū Mai Rā, Kahungunu ki Wairarapa,
Kahungunu ki Wairarapa – Tamaki
Nui a Rua Settlement Trust**

19 May 2021

To the Mayor of South Wairarapa District Council

As you will be aware there were changes made to the Local Electoral Act 2001 which created a new process for establishing Māori Wards for councils. There must be a decision made local councils by 21st May 2021 to meet the 2022 electoral process.

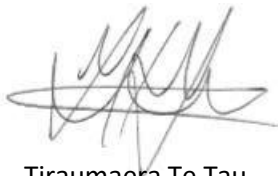
As raised numerous times we are massively concerned at South Wairarapa District Council's inability to prioritise Māori wards.

The key issues we believe that South Wairarapa District Council (SWDC) have failed to deliver on is:

- Inability to engage in the research to establish a Maori ward (through the Maori Electoral Roll);
- Inadequately engaging with tangata whenua (whānau, hapū and iwi) for feedback outside of the SWDC Māori Standing Committee;
- The inability for the SWDC Māori Standing Committee to highlight and bring forward the establishment of Māori wards as a topic of discussion;
- The continued and deliberate delaying of a Council decision on establishing Māori wards for the 2022 local government elections.

We are asking for an immediate response prior to Friday 21st of May 2021 as to how you will be addressing this.

Ngā mihi nui,



Tiraumaera Te Tau
Chair of Rangitāne o Wairarapa



Sonya Rimene & Lewis Karaitiana
Co-Chair of Rangitāne Tū Mai Rā



Hera Edwards
Chair of Kahungunu ki Wairarapa



Robin Potangaroa
Chair of Kahungunu ki Wairarapa – Tamaki Nui a
Rua Settlement Trust



Appendix 2 – Mayor’s open letter in response to local iwi



Office of the Mayor
Alex Beijen
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21 May 2021

Tēnā koutou

Open letter in response to local iwi on the establishment of Māori wards

Thank you for your letter of the 19 May requesting Council make a decision on the establishment of Māori wards by 21 May. I respect your views, and praise the passion shown by those who participated in the hiko yesterday. We hear you, and we are listening.

On a personal level, I also strongly support the concept of Māori wards, as I know other councillors do.

Council decided against the establishment of Māori wards for the 2022 elections after careful consideration. We felt that a long lead time was needed to engage with our Māori and broader community before we could make such an important decision. We recognised there was much work to do to build our partnership with whānau, hapū and iwi. We have also spent the time focusing our efforts in supporting the Māori Standing Committee to advocate for the interests of our Māori community and provide a representative Māori voice to Council. We propose to build on these efforts in our Long Term Plan by allocating specific resource to enhance Māori liaison and will work with the Māori Standing Committee on how this can best meet our community's needs.

Thank you for making your views on the establishment of Māori wards clear to us. However, we do not have an understanding of what our wider community think. We need to educate and engage the whole community on what it would mean to introduce Māori wards in our district and the benefits representation on Council would bring. This all takes time, and we will be looking at doing this as soon as we can.

Unfortunately, it was simply not possible for us, given where we are on the journey, to engage meaningfully with our community in the short timeframe from March 2021, when Government transitional arrangements came into effect, and 21 May, the deadline for having the wards for the 2022 local election. Other councils are much further along their journey and the opportunity presented by the amendments to the Local Electoral Act 2001 have been taken up by those ready to do so. We look forward to working towards this goal for the 2025 elections.

We are committed to working with whānau, hapū and iwi and the wider community on the establishment of Māori wards and a report on this, with a proposed timeline, will be presented at the next Council meeting on the 2 June.

Given the public interest in this matter, we will be providing this letter to the media and publishing it on our website.

Ngā mihi

A handwritten signature in black ink, appearing to be 'Alex Beijen'.

Alex Beijen
Mayor