



MAORI STANDING COMMITTEE

**Agenda
19 June 2017**

Notice of a meeting of the Maori Standing Committee of the South Wairarapa District Council to be held in the South Wairarapa District Council Chambers, 19 Kitchener Street, Martinborough on Monday 19 June 2017 at 6.30pm.

MEMBERSHIP OF THE COMMITTEE

Reuben Tipoki (chair), Teresa Aporo, Demetrius Potangaroa, Horipo Rimene, Michael Roera, Johnny Shaw, Terry Te Maari, Amiria Te Whaiti, Cr Paora Ammunson and Cr Pip Maynard.

OPEN SECTION

1. APOLOGIES:

2. PUBLIC PARTICIPATION/PRESENTATIONS:

2.1 None advised

3. MINUTES FOR RECEIPT AND CONFIRMATION:

3.1 Maori Standing Committee Minutes of 8 May 2017 **Pages 1-3**

***Proposed Resolution:** That the minutes of the Maori Standing Committee meeting held on 8 May 2017 be confirmed as a true and correct record.*

3.2 Action Items from previous meeting **Pages 4-5**

3.3 SWDC Minutes from 17 May 2017 **Pages 6-13**

***Proposed Resolution:** That the minutes of the South Wairarapa District Council meeting held on 17 May 2017 be received.*

4. OPERATIONAL REPORTS – COUNCIL OFFICERS:

4.1 Officers' Report **Pages 14-53**

5. MEMBER ITEMS:

5.1 Amiria Te Whaiti requests a progress update and discussion with members on the sign and pou for the the Remutaka Pass.

6. CORRESPONDENCE:

6.1 Inwards

From Featherston Ratepayers and Residents Association to
Maori Standing Committee

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Maori Standing Committee

Minutes – 8 May 2017

- Present:** Michael Roera (Chair) Reuben Tipoki, Teresa Aporo, Horipo Rimene, Terry Te Maari, Amiria Te Whaiti, Demetrius Potangaroa and Cr Pip Maynard.
- In Attendance:** Mayor Viv Napier, Paul Crimp (Chief Executive) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The above attendees gathered in the South Wairarapa District Council Chambers, 19 Kitchener Street, Martinborough. The meeting was conducted in public between 6:30pm and 8:15pm.

PUBLIC BUSINESS

Mr Roera assumed the chair as Mr Tipoki was not well.

Mr Potangaroa opened with a karakia.

1. APOLOGIES

MSC RESOLVED (MSC 2017/12) to receive apologies from Cr Paora Ammunson.
(*Moved Te Whaiti/Seconded Tipoki*)

Carried

2. PUBLIC PARTICIPATION/PRESENTATIONS

There was no public participation.

3. MINUTES FOR RECEIPT AND CONFIRMATION

3.1 Maori Standing Committee Minutes – 27 March 2017

MSC RESOLVED (MSC 2017/13) that the minutes of 27 March 2017 be confirmed as a true and correct record.

(*Moved Cr Maynard/Seconded Potangaroa*)

Carried

3.2 Action Items from previous meeting

Members discussed toilets at Lake Ferry, wording changes for the welcome sign at the Remutaka Pass and the possibility of placing pou either side of the sign, the need to have any proposed Maori name or language road names be reviewed by the Maori Standing Committee to ascertain appropriate usage before approval, and non-notified versus notified resource consents.

MSC RESOLVED (MSC 2017/14):

1. To receive the Action Items Report.

(*Moved Potangaroa/Seconded Aporo*)

Carried

2. Action 247: Source and provide the Greater Wellington Regional Council Management Plan that covers the Remutaka Pass to the Maori Standing Committee; M Buchanan

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3. Action 248: Rangitane have been advised that if Maori have a cultural concern about a non-notified resource consent then that consent immediately becomes notified under the RMA – please review and provide advice to MSC; M Buchanan

3.3 SWDC Minutes from 5 April 2017

Mr Roera noted the importance of the Mayor representing the Wairarapa at Messines for the 100th year remembrance as many Maori also fought.

MSC RESOLVED (MSC 2017/15) to receive the Council minutes of the 5 April 2017.

(Moved Cr Maynard/Seconded Rimene)

Carried

4. OPERATIONAL REPORTS – COUNCIL OFFICERS

4.1 Officers' Report

Mr Crimp discussed the Featherston wastewater consent plan and including the Kohunui Marae urupa in the Marae reservation zone.

MSC RESOLVED (MSC 2017/16):

1. To receive the Officers' Report.

(Moved Tipoki/Seconded Te Maari)

Carried

2. Action 249: Review the Kohunui Marae and urupa zoning to determine whether the urupa can be included on the title of the Marae as a reserve; J Mitchell

4.2 Nomination to Creative Communities Assessment Group

Members deferred the report until the 11 September 2017 meeting.

4.3 Naming of New Roads

The process for naming new roads was discussed under agenda item 3.2.

5. MEMBER ITEMS

5.1 Matariki

Ms Aporo discussed coordination of marae Matariki celebration events so events in the South Wairarapa were held on different dates to allow people to attend multiple events. Ms Te Whaiti and Ms Aporo undertook to follow-up proposed celebration dates with marae.

5.2 Nga Manu Kakara

Ms Aporo discussed that the Nga Manu Kakara, the only bicultural facility in the South Wairarapa was experiencing funding difficulties. There was general support for the preschool and Mr Tipoki undertook to liaise with teachers about what was needed.

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5.3 Civil Defence

Mr Potangaroa presented concerns that there was no protocol for reimbursing expenses incurred by marae when used by the general public during a civil defence emergency. Evidence following the Kaikoura earthquake suggests that civil defence were not liable for costs incurred. Members discussed the need for a standard template for buildings identified as civil defence centres that covers reimbursement for expenses incurred.

MSC NOTED:

- 1. Action 250: Invite WREMO to attend the next MSC meeting to discuss creation of a standard template of what to expect should facilities be required for use during a civil defence emergency (should cover expenses incurred); M Allingham

5.4 Treaty of Waitangi Training

Mayor Napier advised that a Treaty of Waitangi training programme for councillors had been put together and delivery was being targeted for August 2017.

5.5 Local Government Commission (LGC) Draft Proposal

Mayor Napier advised that there was no official South Wairarapa District Council position, but that a discussion paper had been developed and this formed Councils submission to the LGC. The Committee thanked Council for supporting the current Maori Standing Committee format in the discussion document.

Confirmed as a true and correct record

.....Chairperson

.....Date

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**Maori Standing Committee
Action Items
From 8 May 2017**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
716	MSC	28-Nov-16	Resolution	Mark	Toilets at Lake Ferry MSC RESOLVED (MSC 2016/45) to recommend to Council that the portaloos be removed from the carpark at Lake Ferry and new signage be erected to make the public toilet in Lake Ferry more easily found. (Moved Tipoki/Seconded Roera) Carried	Open	Council resolution from 14 Dec 16: That Council officers initiate a discussion between the Maori Standing Committee and Lake Ferry Ratepayers Association to discuss alternate placement or removal of the Lake Ferry toilets and increased signage to the primary public toilet. (Moved Cr Wright/Seconded Cr Craig) Carried 13/2/17: Toilet removed, signage still to be addressed
720	MSC	28-Nov-16	Action	Cr Ammunson	Document potential reporting structures for Featherston Maori community representatives in consultation with Mayor Napier and Mr Tipoki	Actioned	13/2/17: Marae plans have been received.
156	MSC	27-Mar-17	Resolution	Murray	MSC RESOLVED (MSC 2017/11): 1. To receive the report for resource consents 170022, 170023, 170024, 170025, 170026 and 170027. 2. That there was no feedback on cultural matters for subdivisions 170022, 170023, 170024, 170026 and 170027. 3. That there was no feedback on cultural matters for subdivision 170025 subject to further investigation by Terry Te Maari. (Moved Tipoki/Seconded Te Whaiti) Carried	Actioned	27/4/17: Planning have received no feedback on 170025, however the application is on hold pending some engineering investigation of building sites. 8/5/17: Confirmed there are no concerns regarding 170025.
157	MSC	27-Mar-17	Action	Reuben Tipoki	Forward the Hau Ariki Marae Charter to the Featherston Maori group as an example charter that could be adapted to suit a community group	Actioned	Advised Featherston people that there was no charter available.
158	MSC	27-Mar-17	Action	MSC	Take the request for a Maori member	Open	24/5/17: To be circulated by agenda again in

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					appointment to the Creative Communities Assessment Scheme Committee back to marae and iwi and discuss at the next meeting		Sept 17.
159	MSC	27-Mar-17	Action	Cr Ammunson	Draft the MSC Strategic Plan, circulate to members and bring to the next meeting	Open	
247	MSC	24-May-17	Action	Murray	Source and provide the Greater Wellington Regional Council Management Plan that covers the Remutaka Pass to the Maori Standing Committee	Actioned	Copy provided.
248	MSC	24-May-17	Action	Murray	Rangitane have been advised that if Maori have a cultural concern about a non-notified resource consent then that consent immediately becomes notified under the RMA – please review and provide advice to MSC	Actioned	This is not correct. Notification procedures have changed with the recent amendment to the Act. The amendments strengthen the requirement to engage with Maori when preparing a plan or plan change (at the draft proposal stage). However the requirements around notification for resource consent applications, while changed, do not provide for an application to be notified as suggested. If anything, fewer applications will now be notified under the revised Act.
249	MSC	24-May-17	Action	Jennie	Review the Kohunui Marae and urupa zoning to determine whether the urupa can be included on the title of the Marae as a reserve	Actioned	24/5/17: The urupa is not subject to rates, Terry Te Maari advised by email.
250	MSC	24-May-17	Action	Mark	Invite WREMO to attend the next MSC meeting to discuss creation of a standard template of what to expect should facilities be required for use during a civil defence emergency (should cover expenses incurred)	Open	WREMO contacted and are going to provide some information about cost recovery for items in an emergency. Only expenses approved by the emergency operations centre will be reimbursed, expenses occurred from an informal response can't be recovered.



SOUTH WAIRARAPA DISTRICT COUNCIL MEETING MINUTES

17 May 2017

- Present:** Mayor Viv Napier (Chair), Councillors Paora Ammunson (until 12:15pm), Lee Carter, Margaret Craig, Dayle Harwood, Brian Jephson (until 12:39pm), Pip Maynard, Colin Olds (until 1:37pm) and Colin Wright.
- In Attendance:** Paul Crimp (Chief Executive Officer), Mark Allingham (Group Manager Infrastructure and Services), Murray Buchanan (Group Manager Planning and Environment), Jennie Mitchell (Group Manager Corporate Support) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in the Council Chambers, Martinborough and was conducted in public between 9:30am and 2:37pm except where expressly noted.
- Forum and Other Presenters:** Brenda West (Chair Featherston Community Board), Deb Hume (Wellington Regional Resilience Coordination Group), Paul Broughton (Destination Wairarapa).

Open Section

- A1. Karakia**
Cr Ammunson opened the meeting with a karakia.
- A2. Apologies**
*COUNCIL RESOLVED (DC2017/45) to receive apologies from Cr Colenso.
(Moved Cr Jephson/Seconded Cr Maynard)* Carried
- A3. Conflicts of Interest**
No conflicts of interest were declared.
- A4. Acknowledgements and Tributes**
There were no acknowledgements or tributes.
- A5. Public Participation**
There was no public participation.
- A6. Actions from Public Participation**
No actions required.

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A7. Community Board Participation

Brenda West, Chair of Featherston Community Board, requested Council give consideration and be more proactive in catering for Featherston town infrastructure and planning needs to support the current boom. Mrs West requested the consent process be made easier and that the Featherston 2033 Strategy be revisited.

A8. Minutes for Confirmation

COUNCIL RESOLVED (DC2017/46) that the minutes of the Council meeting held on 5 April 2017 are a true and correct record.

(Moved Cr Craig/Seconded Cr Olds)

Carried

A9. Extraordinary Business

There was no extraordinary business.

A10. Notices of Motion

There were no notices of motion.

B Council Committee and Community Board Minutes

B1. Reports and Minutes of Council Committees and Community Boards

Councillors requested that minutes not yet available be notified as such in the covering report.

COUNCIL RESOLVED (DC2017/47)

1. To receive the Reports/Minutes of Council Committees and Community Boards.
2. To receive the minutes of the Maori Standing Committee 27 March 2017.
3. To receive the minutes of the Martinborough Community Board 24 April 2017.
4. To receive the tabled minutes of the Greytown Community Board 26 April 2017.
5. To receive the minutes of the Audit and Risk Working Party 27 April 2017

(Moved Cr Ammunson/Seconded Cr Jephson)

Carried

C Decision Reports from Chief Executive and Staff

C1. Street Banners and Flags Policy (C700) Review Report

COUNCIL RESOLVED (DC2017/48):

1. To receive the Street Banners and Flags (C700) Policy Review Report.
2. To approve the Street Banners and Flags Policy.
3. To agree that the next review date is April 2020.

(Moved Cr Craig/Seconded Cr Harwood)

Carried

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C2. Remuneration Policy (A300) Review Report

COUNCIL RESOLVED (DC2017/49):

1. To receive the Remuneration (A300) Policy Review Report.
2. To approve the Remuneration Policy with the following amendment:
 - a. Inclusion of the word ‘determination’ to follow Remuneration Authority in paragraph 3.1.2.
3. To agree that the next review date is May 2020.

(Moved Cr Maynard/Seconded Cr Olds)

Carried

C3. Financial Delegations Policy (0200) Review Report

Mr Crimp discussed temporary delegations and remuneration, the planned operating expenditure level monetary signoff splits and authority for staff employment with councillors.

COUNCIL RESOLVED (DC2017/50):

1. To receive the Financial Delegations Policy (0200) Review Report
(Moved Cr Harwood/Seconded Cr Wright)
2. To note that the draft Financial Delegations Policy (0200) had been reviewed by the Audit and Risk Working Party and recommended to Council for adoption.
3. To approve the Financial Delegations Policy.
4. To agree that the next review date is May 2019.

(Moved Cr Jephson/Seconded Cr Wright)

Carried

Carried

C4. Proposed District Licensing Committee (DLC) Member Extension

COUNCIL RESOLVED (DC2017/51):

1. To receive the Proposed District Licensing Committee (DLC) Member Extension Report.
2. That the appointments for all current list members of the DLC be extended until 30 June 2018 subject to their agreement.

(Moved Cr Craig/Seconded Cr Ammunson)

Carried

Cr Carter left the meeting at 10:25am.

Cr Carter returned to the meeting at 10:29am.

C5. Ratification of Submission to Local Government Commission

Councillors noted that the proposed Community Board Terms of Reference were to be discussed by the Wairarapa councils and community boards with finalisation delegated to the transition body. Concern was expressed about the quantity of decisions and tasks delegated to the transition body and suggested that the newly formed Council should be charged with some of the decision making. Council agreed with the proposed makeup of the transition body.

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COUNCIL RESOLVED (DC2017/52):

1. To receive the Submission to the Local Government Commission Report.
2. To adopt the submission as South Wairarapa District Council's formal submission to the Local Government Commission.

(Moved Cr Wright/Seconded Cr Olds)

Carried

Cr Carter left the meeting at 10:43am.

Cr Carter returned to the meeting at 10:43am.

D Operational Reports

D1. Planning and Environment Group Report

The Group Manager Planning and Environment discussed dog control responses and targets, the Wairarapa joint councils' dog pound initiative, new earthquake legislation requiring monitoring of swimming pools, public availability of building staff, the Greytown Structure Plan, and the proposed Natural Resources Plan hearing with councillors.

Cr Carter left the meeting at 11:00am.

Cr Carter returned to the meeting at 11:01 am.

COUNCIL RESOLVED (DC2017/53):

1. To receive the Planning and Environment Group Report.

(Moved Cr Jephson/Seconded Cr Ammunson)

Carried

2. Action 273: Include an article in the rates newsletter advising of the new legislation that requires swimming pools to be audited by Council; M Buchanan

D2. Infrastructure and Services Group Report

The Group Manager Infrastructure and Services discussed staffing changes, the solid waste contract and service level review, installation of the North Tora toilet, the Featherston water supply plant location and continuity of supply and connections, wastewater project publicity, and Tora Coast roading with councillors.

COUNCIL RESOLVED (DC2017/54) to receive the Infrastructure and Services Group Report.

(Moved Cr Olds/Seconded Cr Harwood)

Carried

D3. Chief Executive Officer Report

COUNCIL RESOLVED (DC2017/55):

1. To receive the Chief Executive Officer's Report.
2. To receive the financial statements for the period ended 31 March 2017 and the financial report for that period.

(Moved Cr Carter/Seconded Cr Maynard)

Carried

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D4. Action Items Report

COUNCIL RESOLVED (DC2017/56) to receive the District Council Action Items Report.

(Moved Cr Harwood/Seconded Cr Craig)

Carried

E Chairperson's Report

E1. Report from Her Worship the Mayor

Mayor Napier discussed the proposal from Greater Wellington Regional Council to create a Wairarapa Committee with councillors. The purpose of the Committee was to build relationships between the Wellington regional territorial authorities.

Cr Wright outlined Rimutaka Hill Road alteration proposals from a meeting of a Masterton economic programme group. Mayor Napier discussed the Rimutaka Hill Road Committee meeting with councillors and advised that NZTA have agreed to improve the road as much as possible but had discounted a tunnel due to other roading priorities.

Council agreed to refer the request for funding for Sustainable Farming to develop a region-wide cropping strategy to the annual planning process.

COUNCIL RESOLVED (DC2017/57):

1. To receive the Mayor's Report.

(Moved Mayor Napier/Seconded Cr Maynard)

Carried

2. To appoint Cr Colin Wright and Cr Jephson as the SWDC representatives on the GWRC Wairarapa Committee and to recommend that paragraph 4.1 of the proposed Terms of Reference for this Committee is altered to allow the alternate to attend meetings and partake in discussion.

(Moved Cr Craig/Seconded Cr Olds)

Carried

3. To appoint Cr Paora Ammunson as the SWDC representative on the Joint Wairarapa Cycle Strategy Group.

(Moved Cr Craig/Seconded Cr Maynard)

Carried

F Members' Report

F1. Reports from Councillors

Cr Craig

Wairarapa Road Safety Council, Wgtn Region Waste Forum, Wgtn Region Waste Management and Minimisation Plan Joint Committee, Awards and Gifts Working Party

Cr Craig tabled a Community Safety and Resilience Working Party report from a meeting attended, and a report had been submitted for the Wairarapa Road Safety Council. Cr Craig was to attend a Wellington Region Waste Forum meeting on 19 May 2017.

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Cr Colenso

Wairarapa Library Service, Community Safety and Resilience Working Party

A Wairarapa Library Service Working Group Report had been included in Council papers.

Cr Wright

WAIconnect Steering Group, Cobblestones Museum

Cr Wright provided an update from a Cobblestones Museum Trust Board meeting and a proposal from a consortium of mobile telecommunications companies to improve mobile phone and rural broadband coverage.

COUNCIL RESOLVED (DC2017/58) to receive councillor reports.

(Moved Cr Maynard/Seconded Cr Carter)

Carried

F2. Reports from Appointments to Greater Wellington Regional Council (GWRC) Committees

Cr Olds

Lower Valley Development Scheme Advisory Committee, Ruamahanga Whaitua Committee

The Lower Valley Scheme Committee had agreed to a rates increase with funds to be allocated to remedial works and plantings.

Cr Olds reported that the Tinui delta on the lower Ruamahanga River can silt and remedial work was nearly complete.

Cr Harwood

Wairarapa Moana Governance Group

Cr Harwood reported that the Wairarapa Moana Governance Group wanted to create new signs for the area around Lake Wairarapa.

Cr Olds

Ruamahanga Whaitua Committee

Cr Olds reported that the Whaitua Committee were still awaiting modelling information. A meeting was scheduled for 22 May 2017.

Cr Wright

Cr Wright reported that GWRC had arranged a stakeholder and residents meeting to discuss the Waiohine Floodplain Management Plan and had proposed a new structure for managing the process to completion. A peer review of the Floodplain Management Plan had been completed.

COUNCIL RESOLVED (DC2017/59) to receive reports from appointments to GWRC Committees.

(Moved Cr Harwood/Seconded Cr Carter)

Carried

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G Reports from Appointments and Outside Organisations

G1. Destination Wairarapa

Paul Broughton presented the Destination Wairarapa report to councillors and answered questions relating to grant funding of Destination Wairarapa, improvement of public transport services, accommodation for local events such as the Lions tour, impact of Easter Trading and targeted strategic growth for the retail sector.

Mayor Napier outlined a request from Masterton District Council's economic development programme to create a series of web pages promoting the Wairarapa as a place to live linked via Destination Wairarapa's website. Council deferred discussion to the long term planning process.

H Deputation

H1. Wellington Regional Resilience Coordination Group (WRRCoG)

Deb Hume made a presentation to Council about the creation and purpose of WRRCoG which was to fast track emergency preparedness.

COUNCIL RESOLVED (DC2017/60) to receive the reports from outside organisations.

(Moved Cr Craig/Seconded Cr Maynard)

Carried

I Public Excluded

I1. Actions from Public Participation

COUNCIL RESOLVED (DC2017/61): That the public be excluded from the following part of the meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Minutes for Confirmation – District Council Public Excluded 5 April 2017	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
a) protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)

(Moved Cr Craig/Seconded Cr Wright)

Carried

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COUNCIL RESOLVED (DC2017/63) to move out of the public excluded section of the meeting.

(Moved Cr Craig/Seconded Cr Wright)

Carried

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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MAORI STANDING COMMITTEE

19 JUNE 2017

AGENDA ITEM 4.1

OFFICERS' REPORT

Purpose of Report

To report to the Community Board/Maori Standing Committee on general activities.

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the Officers' Report to Community Boards.*

CHIEF EXECUTIVE

1. Executive Summary

Preparation of the 2017/18 Annual Plan continues with the public meeting round being held in the three towns. While not particularly well attended good feedback was received and interesting discussion held.

The building consent for the Waihinga Centre was finalised during the reporting period, there are now no barriers to completing this project.

This report is somewhat truncated owing to varying types of leave taken.

2. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output.

GOVERNANCE, LEADERSHIP AND ADVOCACY MEASURING SERVICE DELIVERY PERFORMANCE					
SERVICE LEVEL	KEY PERFORMANCE INDICATORS			COMMENTS	
		2016/17 TARGET	2016/17 ACTUAL		
Opportunities are provided for the community to have its views heard	Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%	79%	The National Research Bureau (NRB) Customer Satisfaction survey was carried out late 2016. In addition to the 79% (2014:73% 2011 75%) positive response, 13% (2014; 16% 2011 14%) felt they were unable to comment.	
	Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	72%	63%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 63% (2014; 62% 2011 55%) positive response, 23% (2014:21% 2011 28%) felt they were unable to comment.	
Council determines what activities it should engage in through consultation and regulatory requirements then sets clear direction	Ratepayers and residents are satisfied with Council's decisions and actions	80%	70%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 70% (2014; 76% 2011 73%) positive response, 14% (2014; 8% 2011 9%) felt they were unable to comment.	
	Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)	79%	65%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 65% (2014; 64% 2011 59%) positive response, 14% (2014; 14% 2011 9%) felt they were unable to comment.	
Community Boards make decisions that consider local issues	Community Board decision - making reports on local issues	90%	Greytown 98% Featherston 97% Martinborough 97%	This measure reports on the percentage of resolutions made that relate solely to local issues. (year ended 30 June 2016)	
	% of ratepayers and residents who know how to contact a community board member	68%	69%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 69% (2014; 64% 2011 59%) positive response, 0% (2014; 14% 2011 9%) felt they were unable to comment.	
Opportunities are available to raise local issues and understand what will happen as a result	Ratepayers and residents satisfied with the way Council involves the public in the decision it makes	70%	47%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 47% (2014; 49% 2011 50%) positive response, 31% (2014; 26% 2011 25%) indicated they were neither satisfied nor dissatisfied, and 5% (2014; 5% 2011 5%) felt they were unable to comment.	
Opportunities are available to raise issues relating to Maori through the Maori Standing Committee	The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications	100% applicable applications	100%	Maori Standing Committee met on 6 occasions. In total 5 resource consent applications were considered, however due to the timing of the meetings 1 was considered outside normal meetings.(Year ended 30 June 2016)	

2.1 Local Government Commission

The Local Government Commission released their draft proposal on 15 March. Submissions closed on 3 May, the commission are now gearing up for hearings as outlined below:

Date	What is happening
15 March (TBC)	Draft proposal released and submissions called for
Weekends in April	Public information stands at various locations in the Wairarapa
3 May	Submissions close
Tuesday 23 May	Hearings commence in Martinborough – with SWDC at 9am
May onwards	Commissioners consider submissions and decide whether to release a final proposal
July - November	Commissioners aim to release final proposal (if sufficient community support), or a final decision
Nov 2017 – April 2018	If final proposal issued, poll will be held sometime during this period
Early 2018	If poll endorses final proposal, transition Board formed
Oct 18 – Oct 19	Election of new council

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executive Forum

One CE forum was held. This meeting was to specifically discuss replacement for Bruce Pepperell. It has been decided to split the roles of Group Controller and Regional Manager. During an incident, both tasks need to be performed and this is not an optimal situation.

3.1.2. Mayoral Forum

No Mayoral forum was held.

3.1.3. Community Boards

Community Board meetings were held, although I was not able to attend due to absence from the office.

4. Corporate

4.1 Occupational Health and Safety

We continue to make good progress on health and safety matters. No matters were reported during the period. Attached as Appendix 1 is a summary of activities for 1 February to 30 April 2017.

4.2 Waihinga Centre/Martinborough Town Hall

The project has commenced with work in the Town Hall being the initial focus.

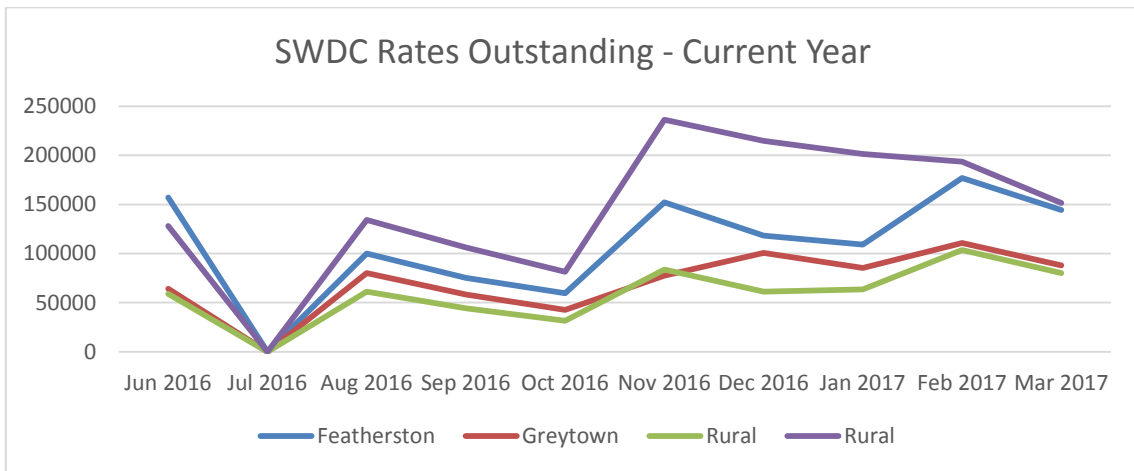
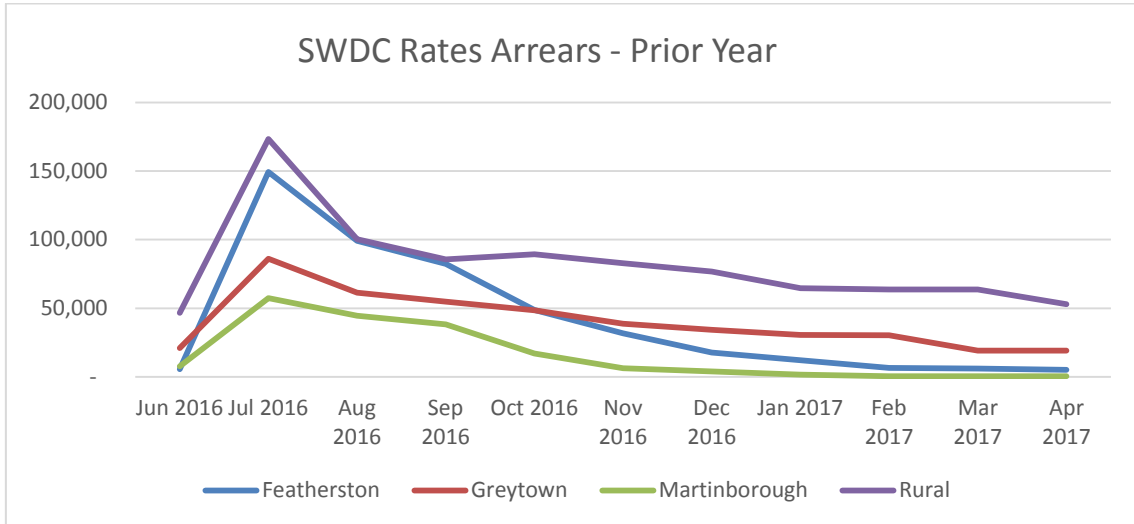
The building consent has now been issued, there are no barriers to completion.

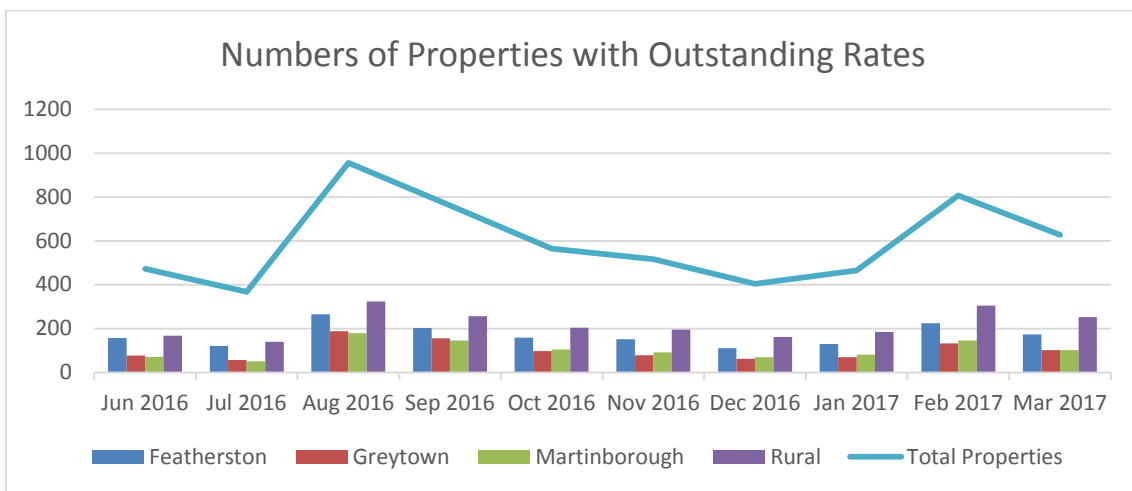
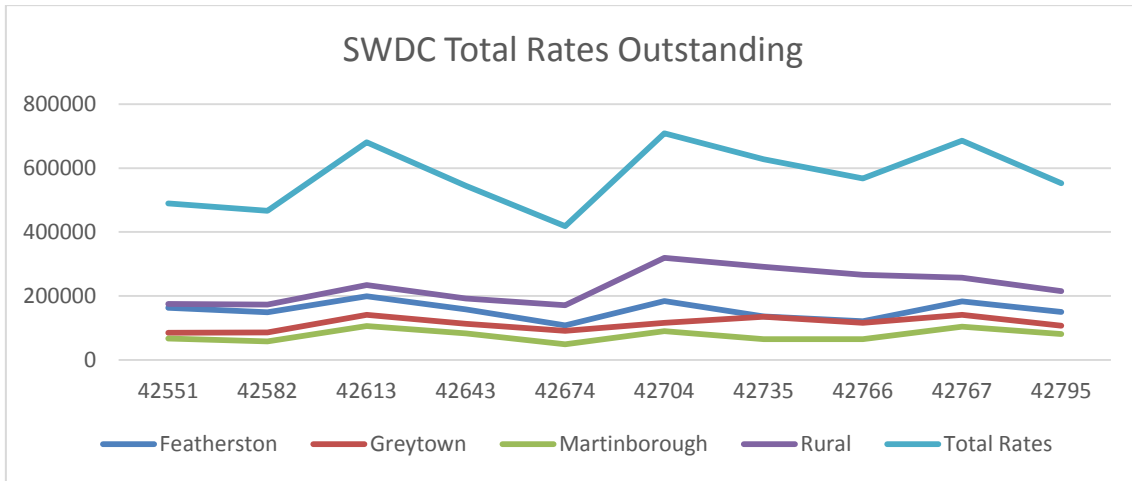
As construction progresses further stakeholder meetings will be held to ensure any issues that may arise are able to be resolved.

Attached in Appendix 2 are the Waihinga Centre budget and financial forecast.

4.3 Rates Arrears (Incl. GST)

As discussed at the previous meeting, rates debt will now be shown in graphical form, from which it is easier to ascertain trends.





4.4 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	RESPONSE
28 March 17	Requesting details of any caveats on a property	Request transferred to another agency
3 April 17	Rural fire protection spend	Information supplied
6 April 17	Information relating to changes to the Impounding Act 1955. (Stock)	Information supplied
6 April 17	Parking infringements	Information supplied
6 April 17	The average residential costs of rates and other Council charges for the 2015/16 financial year.	Information supplied
6 April 17	Seeking information re Audit and Risk, Staff performance, Advertising spend, code of conduct.	Information supplied
6 April 17	Spending on tourism and economic promotion.	Information supplied
26 April 17	Operating commercial cage egg chicken farms	Information supplied

We continue to charge for those requests that require more than 1 hour and 20 pages of material. This charging regime is standard and used by central Government.

5. Appendices

Appendix 1 – Health and Safety Report for the period 1 February 2017 – 30 April 2017

Appendix 2 – Waihinga Centre Budget and Forecast

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Health and Safety Report



Council Health and Safety Report 1 Feb 2017 – 30 April 2017

Driving continuous improvement (Lead indicators)

Health and Safety inductions

- No health and safety inductions this period.

Health and Safety training

- One staff member attended ICAM investigation technique training.
- Library staff attended safe use of ladder training by Building team member.
- New H&S at Work Team members to receive training on hazard identification and risk assessment.

Near miss and new hazards reported

- No near miss or hazards reported this period.

Health and Wellness programme

- The Employee Assistance Programme continues to be offered to all staff.
- A periodic newsletter is sent to all staff to raise the profile of health and safety in the workplace. The April newsletter sought information as to how staff apply the Wellness payment. Feedback included purchasing running shoes and fishing equipment, and applying the payment to health insurance premiums.

Incidents and accidents (Lag indicators)

Non-injury incidents

- Non-injury Contractor incident. Overhead power cable struck with excavator while the machine was carrying pipe down the carriageway. Contractor undertook an investigation into the incident and Council notified WorkSafe. Layout, fatigue & inattentiveness by spotter identified as cause of incident. Contractor implemented actions to ensure incident does not occur again.

Injuries requiring first aid, medical treatment (incl first aid register)

- No incidents reported this period.

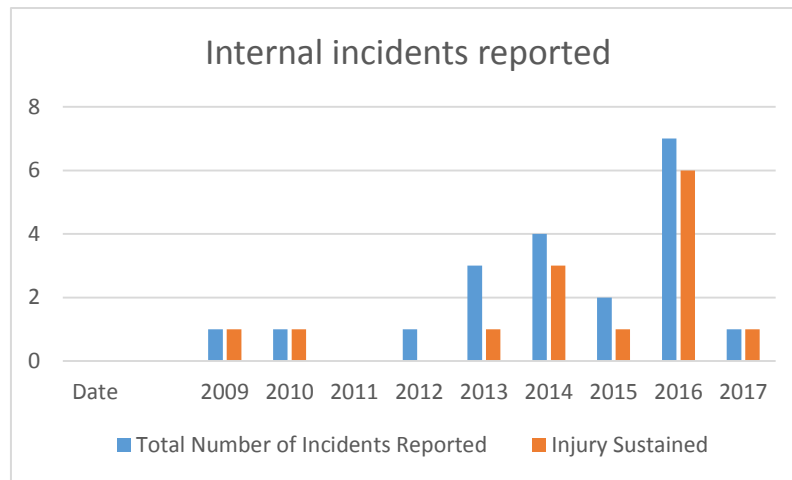
Number lost time injuries

- No lost time incidents reported this period.

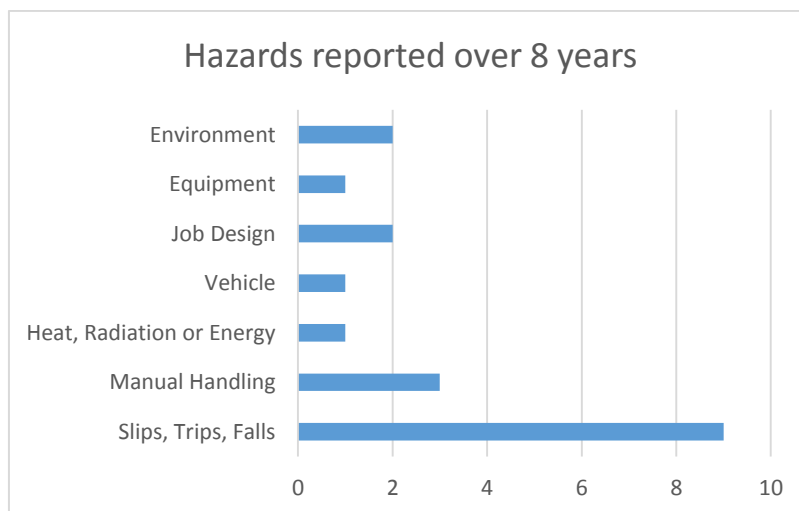
Our learnings

Incident and accident analysis

This graph shows the number of incidents reported since 2009. It shows a significant increase in reporting in 2016.



The graph below shows the types of hazards that have caught out people out. Of note is the frequency of slips, trips and falls, two each of which can be attributed to wet floors, lack of equipment maintenance, and carrying objects.



Health and Safety strategy

Working with our contractors

- Work continues to engage with our contractors to identify the effectiveness of their health and safety systems and confirm their people are competent to work safely.
- 58 letters have been sent. Twenty have provided information to enable Council to assess the robustness of their system.
- Smaller contractors, particularly locals, have not responded to our requests for information.
- Council is reviewing the relative risk profile of each of our contractors, to ensure the controls are proportionate to the level of risk they each

present. In some instances, Council may decide to provide the controls to the smaller contractors and monitor that they are being implemented. This approach will also help manage the risks presented by volunteers undertaking work on Council's behalf.

Engaging with our people

Health and Safety at Work Team

The Health and Safety at Work Team formed in late 2015. Following various resignations, it is intended to refresh the committee over the next two months.

The team's role is to:

- Monitor the implementation of the H&S work plan and achievement of the H&S strategy
- Review hazards, risks and controls
- Recommend initiatives to improve the health, safety and wellbeing of our people, based on analysis of the risk and effectiveness of current controls
- Review incidents and investigations and confirm the controls are appropriate
- Engage with staff to promote health and safety in the workplace and encourage reporting of hazards, near misses and other incidents.

Staff meetings

Health and safety is a regular discussion point in staff team meetings.

Staff newsletter

As indicated above, our H&S consultant has picked up writing the periodic newsletter that was developed by the previous finance manager. The newsletter is a forum to celebrate what we do well and explain how our H&S systems should be working. It also promotes members of staff, helping to build a sense of team that we can have pride in and that we all have a role in caring for.

Managing asbestos risks

Every building in New Zealand built prior to 1 January 2000 must be assumed to contain asbestos, unless it can be proven otherwise.

Council has until 4 April 2018 to prepare an asbestos management plan that must be made available to all contractors and workers. In the meantime, we are obliged to identify asbestos in the workplace.

If there is a risk that workers could break into asbestos-containing materials, thus releasing fibres, testing must be completed by a competent person before work can commence. If asbestos is found, it must be removed by a licensed asbestos removal company before work can start.

Council is presently considering a proposal to develop an asbestos management plan based on a comprehensive survey of Council's 82 buildings and structures.

Appendix 2 – Waihinga Centre Budget and Forecast

SWDC
Waihinga Centre
Overall project forecast - Actuals to March 2017

Per Council decision 18.1.2017

\$ 5,132,010

Made up as follows:	Budget	Invoiced to 31.3.2017	Invoices to come	Forecast spend
Rigg Zschokke Construction Contract	4,223,709	37,034	4,186,675	4,223,709
Rigg Zschokke Agreed Variations		7,130	5,560	12,690
Professional fees (design team) to Jan-17	509,459			
Adamsons Survey		6,581		
Engeo Geotech		17,160		
Holmes Consulting - Design & Fire		137,425		
HVAC Design		14,175		
Perception Planning		6,918		
Warren and Mahoney - Design		327,200		
		<u>509,459</u>	-	<u>509,459</u>
Other fees to Jan-17 (including SGL, QS)	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	-	<u>268,343</u>
Architect & Engineer construction monitoring	80,000			
SGL		5,500	-	
Engeo Geotech		-	5,940	
Holmes Consulting - Design & Fire		8,475	-	
Holmes Consulting - Construction Monitoring		6,019	41,481	
HVAC Design		2,515	6,150	
Rawlinsons (Quantity Surveyers)		5,000	-	
Warren and Mahoney - Design		33,539	10,726	
Warren and Mahoney - Disbursements		3,015	-	
		<u>64,063</u>	<u>64,297</u>	<u>128,360</u>
QS Services to completion	50,000			
Venture Consulting		-	30,000	
Clendon Burns & Park		13,438	3,562	
		<u>13,438</u>	<u>33,562</u>	<u>47,000</u>
Budgeted Core costs	5,132,010			
Plus Contingency	200,000			
Overall budget	\$ 5,332,010	899,466	4,290,094	\$ 5,189,561

PLANNING AND ENVIRONMENT

1. Resource Management

1.1 Resource Management Act - District Plan

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 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	75%	87%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)	Yes	-	Consultants have been working with the 3 Councils to establish which data is recorded and how it is stored so as to enable effective reporting against AER's in WCDP. A working paper has been completed setting out a proposed framework and the task of undertaking a stock take has begun.

Work has continued on the Greytown structure plan. It was agreed with the principal consultant (Mike Hewison of Eastern Consulting) that a local area traffic impacts assessment should be developed.

Subsequently a national consultancy, GHD, has been engaged by Mr Hewison to do this analysis and work is now underway.

As noted above in the KPI section, Boffa Miskell have been engaged by the 3 Councils to develop an SoE monitoring strategy and implementation programme to enable effective plan effectiveness reporting to take place. This will in turn help to inform the future review of the Wairarapa Combined District Plan.

A draft strategy has already been developed but is not as yet signed off as it needs to be linked to the data collection/analysis/ reporting for PER that will follow. In that regard work on stock taking current data collection and systems has begun by Boffa Miskell.

Work has also been completed on the initial "over-arching" formal submissions to be made by Council (jointly with MDC) on the Wellington Regional Councils (WRC) proposed Natural Resources Plan (NRP).

The CEO (Paul Crimp) and David Hopman, Manager Assets and Operations (for MDC) are to make opening statements to the Independent Commissioners appointed to undertake the hearings.

These will be followed up on by Pauline Whitney of Boffa Miskell who is providing independent planning evidence for Council and MDC.

The evidence preparation is a significant process with the initial submissions totalling well over 70 pages. As the hearings progress onto more detailed aspects of the proposed NRP the workload associated with this process will expand for both planning and engineering staff of Council.

Lastly, Council will be aware that the Government has finally managed to get passage through Parliament of its reform of the Resource Management Act proposals. These will need careful review over the next few weeks, but particularly around the impacts of the revised provisions relating to Maori and subdivisions.

It is hoped that a report will be ready for the next Council meeting on any significant responses Council needs to take in response.

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	95.5%	NCS. 5 out of 110 applications have exceeded timeframes. 4 have previously been reported on. The most recent occurred because of an administrative error due to staff absences.
s.223* certificates issued within 10 working days	100%	93%	NCS. 3 applications have exceeded timeframes.
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	97%	NCS. 1 application has exceeded timeframe as previously reported.

Council received 30 applications between 1 March 2017 and 30 April 2017.

As previously advised, the number of applications is now well ahead of long term averages and many of these are of a scale that means significant resources have to be applied to process them. Consequently we have continued to contract out a number of consent applications.

Officers provide detailed information as part of regular updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	1	0	No action required

At last month's meeting Council requested a list of Reserve Management Plans to be provided. This has unfortunately not been completed due to staff being away for personal, training and leave purposes. It should be prepared in the next 2 weeks and will then be circulated.

1.4 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 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	0	1	1 complaint to date, resulting from an error in the property title data supplied to Council by LINZ.
My non-urgent LIM is processed within 10 days	100%	100%	All processed within statutory timeline.

TYPE	YTD 1 JULY 2016 TO 28 FEBRUARY 2017	PREVIOUS YTD 1 JULY 2015 TO 28 FEBRUARY 2016	PERIOD 1 FEBRUARY TO 28 FEBRUARY 2017	PREVIOUS PERIOD 1 FEBRUARY 2016 TO 28 FEBRUARY 2016
Standard LIMs (Processed within 10 working days)	140	137	41	50
Urgent LIMs (Processed within 5 working days)	52	41	16	12
Totals	249	240	57	62

2. Public Protection

2.1 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 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	99.33%	NCS – 296 of 298 CCC's were issued within 20WD. Information was misplaced resulting in the CCC's being issued on 29 and 35 days. Procedures are in place to try and prevent this happening again.
Building consent applications are processed within 20 working days	100%	99.00%	NCS – 397 of 401 consents were issued within 20WD. Those overtime were due to the large number of consents processed. Contactors have been secured to help with workflow.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next IANZ review set for January 2018. Council was re-accredited in January 2016.
Earthquake prone buildings reports received	80%	63.43 %	Currently 144 of 227 known EQP premises had been addressed. Work in this area has been on hold until the new statutory regime was confirmed and took effect - in March 2017. A new 0.5 FTE staff role has been created (effective from 10 April 2017) to target these new provisions along with BWOFF and fencing of swimming pools.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	3	\$96,000.00
Industrial (covered farm yards, building demolition, warehouse and/or	4	\$531,500.00

storage, factory, processing plant, bottling plant, winery)		
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	67	\$7,921,029.00
Other (public facilities - schools, toilets, halls, swimming pools)	4	\$58,884.00
Totals	78	\$8,607,413.00

2.2 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 16/17	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	0	Not commenced due to staff member responsible being on maternity leave.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	89.7%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

INCIDENTS REPORTED (1 MARCH TO 30 APRIL)	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	0	0	1
Attack on Person	0	0	1
Attack on Stock	0	0	0
Barking and whining	3	2	3
Lost Dogs	1	0	0
Found Dogs	0	0	0
Rushing Aggressive	1	0	0
Wandering	3	0	7
Welfare	2	0	0
Fouling	0	0	0
Total	10	2	13

2.3 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 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	97%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls
Council responds to complaints regarding animals within 48 hours.	100%	96%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

INCIDENTS REPORTED	TOTAL
Stock	2

2.4 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 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	88.35%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 16 TO 30 APRIL 17	PREVIOUS YTD 1 JULY 15 TO 30 APRIL 16	PERIOD 1 MARCH 17 TO 30 APRIL 17	PREVIOUS PERIOD 1 MARCH 16 30 APRIL 16
Total	115	93	24	20

2.5 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	100%	All premises inspected at new or renewal application.
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2016 TO 30 APRIL 2017	PREVIOUS YTD 1 JULY 2015 TO 31 JANUARY 2016	PERIOD 1 MARCH 2017 TO 30 APRIL 2017	PREVIOUS PERIOD 1 MARCH 2016 TO 30 APRIL 2016
On Licence	8	14	2	2
Off Licence	8	14	3	6
Club Licence	1	1	0	3
Manager's Certificate	52	54	34	20
Special Licence	32	17	11	7
Temporary Authority	0	1	4	3
Total	189	164	54	41

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2016/17	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%	NCS data
Premises are inspected in accord with regulatory requirements.	100%	100%	NCS data

2.7 Bylaws

Between 1 March and 30 April 2017 there were 17 notices sent out relating to trees and hedges, one complaint relating to litter, and four abandoned vehicle complaints.

INFRASTRUCTURE AND SERVICES

1. Group Manager highlights

The last 6 weeks has involved the submissions being received on the Wellington Region Waste Management and Minimisation Plan (WRWMMP) and the review of the tenders submitted for the Solid Waste contract. As these both will be long term arrangements and in conjunction with the 3 Wairarapa councils the deliberations have been detailed and are continuing.

Likewise the Strategic Business case for the Wairarapa Roding network has been done jointly with the three Wairarapa councils. This assessment outlines the strategic context and the case for investment for Masterton/Carterton and South Wairarapa District Council's transportation activity. It also provides the necessary framework for the Transport Activity Management Plan (AMP), a ten year plan designed to prioritise and address key transportation issues and how they might be actively managed.

The DLTP (District Land Transport Plan) 2018 must contribute to the purpose of the LTMA which seeks, 'an effective, efficient and safe land transport system in the public interest.' It is also required to be consistent with the Government Policy Statement (GPS) on land transport, and with Regional LTP

The strategic case:

- Outlines the strategic context and regional fit for proposed investment;
- Identifies the key problems and rationale for investing; and
- Discusses the potential investment benefits.

The position of Roding Engineer has also been advertised and we are currently reviewing applicants.

2. Water supply

SERVICE LEVEL – Council provides reliable and safe drinking water supplies. Water provided is safe to drink and there is adequate water for urban firefighting.

2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MARCH	YTD	MARCH	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		341		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%				
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%		99.6%		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards	95%		99.9%		

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
guidelines 2000					
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0 per1000 (0 complaint)	0 per1000 (0 complaint)	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0 per1000 (0 complaint)	0.29 per1000 (1 complaint)	0	1
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.29 per1000 (1 complaint)	2.01 per1000 (7 complaint)	1	7
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.29 per1000 (1 complaint)	9.78 per1000 (34 complaint)	1	34
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0.29 per1000 (1 complaint)	2.01 per1000 (7 complaint)	1	7
Ratepayers and residents satisfied with level of service for water	77%			NRB Survey:	59%
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(1/2) 50%	-	2	58
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	< 8 Hrs	(3/3) 100%	-	2	58
Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 2 working days	(25/37) (68%)	-	37	266
Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm	< 5 working days	(32/37) (86%)	-	37	266
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	40%	40%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		45.5%		

2.2 Water supply capital improvements

2.2.1. Featherston water supply

Stage 2, the treatment improvement works, have now been completed with testing of the UV and pH correction equipment commenced. The commissioning/proving period will follow. After one month of routine operation (beginning mid-May) Council will advise the Ministry of Health (MoH) that the project has been completed and is operating as intended. The balance of the subsidy available will then be claimed. Total project costs are not able to be confirmed as yet but expected to be in range \$1.35 - \$1.4M.

2.2.2. Water reticulation renewal

The tender for trunk pipeline renewal works for the Greytown urban supply in Woodside Road by Core Infrastructure Ltd is almost complete.

The project scheduled within the 2016/17 renewals programme requires replacement of 3 kilometres of 300 mm diameter asbestos cement pipe-line that is deemed to be nearing the end of its useful service life (constructed in

the 1970's). It is the second part of a three part rolling programme aimed at achieving full replacement of the trunk main in the 2017/18 year.

Work has progressed satisfactorily with some 100% of the pipeline laid to date with connection of laterals to follow. We have experienced some difficulty with overhanging trees near the start of the works and associated private owner concerns.

Not wishing to compromise the preferred alignment in this location a section of some 90 metres in length will be replaced using trenchless technology at an additional estimated cost of about \$30K thereby mitigating potential tree and tree root damage. This technology will not be deployed until Stage 3, 2017/18 where the railway crossing at Woodside will be managed in the same way.

This work is expected to be completed by mid-May 2017.

2.4 Water treatment plants

The Waiohine and Martinborough plants operated routinely over the period with some replacement of equipment. The new WTP with UV disinfection is installed and the commissioning period will run through May.

2.5 Water reticulation

There were 22 reticulation repairs reported and rectified during the period.

2.6 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by City Care Ltd (CCL) to maintain satisfactory flows. There were 3 accounts for blockage clearing or no water flow for the Moroa network. None were reported for the Longwood network over the period.

3. Waste water

SERVICE LEVEL – Council provides waste water services that effectively collect and dispose of waste water. Waste water does not create any smells, spill or health issues and causes minimal impact on the natural environment.

3.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MARCH	YTD	MARCH	YTD
Number of blockages per 1000 connections	<10	0	8.46 per1000 (34 complaint)	4	34
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	-	0 per 1000 connections (0 overflow)	0 per 1000 connections (0 overflow)
Attendance time: from notification to arrival on site	< 1 Hr	-	-	1/1 (100%)	42
Resolution time: from notification to resolution of fault	< 4 Hrs	-	-	1/1 (100%)	41
% of resource consent conditions complied with to mainly complying or better*	90%				
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0
No. of complaints per 1000 connections received about sewage odour	< 15	0	0.99 per 1000 (4 complaint)	0	4
No. of complaints per 1000 connections received about sewage systems faults	< 15	0.2 per 1000 (1 complaint)	0.99 per 1000 (4 complaint)	1	4
No. of complaints per 1000 connections received about sewage system blockages	< 15	0	8.46 per1000 (34 complaint)	0	34
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0	0	0	0
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	4/5 80%	-	4/5 (80%)	90% (37/41)

3.2 Waste water treatment plants

3.2.1. Capital and consents

Featherston waste water consent application

The consent application was lodged on 28 February 2017. Greater Wellington Regional Council (GWRC) has responded on the 19 April with an s92 request for information. This is currently being prepared by the consultants and is expected to be completed by the end of May.

The meeting on Saturday 8 April with previous submitters, adjoining landowners, the Featherston Community Board (invite emailed to chair on 24th March) and other interested parties updated attendees on the updated

consent and the process involved for them to make a submission when it is publically notified.

Staged improvements at Martinborough and Greytown WWTPs

Improvement works at the Martinborough site have commenced and the irrigator has been constructed. The original civil works design has been changed to progress the project with round precast elements already existing rather than a bespoke solution, as it there would have been an unacceptable delay. Realistically full completion of this phase cannot be expected until July/ August meeting the consent requirement of no later than November 2017 but later than we had anticipated.

Preliminary design works for the proposed improvements at the Greytown site have been completed with a number of minor matters to be resolved.

Procurement of the Stage 1B improvements will likely follow a ROI and RFP/ Design Build procurement process with start aimed in May 2018.

New aerators have been ordered for Greytown, which are in transit from the United States. These have arrived in NZ and the aerators will be in place by June, to assist with the treatment of the sludge and the planned desludging programme. The sludge bioremediation programme is planned to commence in July. Our application to Waste Minimisation Fund was denied.

3.2.2. Operational

Featherston, Greytown, Martinborough and Lake Ferry plants operated routinely during the period with no reported issues.

3.2.3. Wastewater reticulation

There were 2 pipeline blockages reported during the period.

4. Storm water drainage

SERVICE LEVEL – Stormwater drains are well operated and maintained by the Council.

4.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	55%			NRB survey:	57%
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatements notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

There has been some localised flooding of gardens in Watt Street, Featherston due to the intense rainfall event on April.

5. Solid waste management

SERVICE LEVEL – Recycling stations are accessible and maintained. Refuse and recycling collection services are provided and waste minimisation actively promoted.

5.1 Key Performance Indicators

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6		6		
Volume of waste disposed out of district	Decreasing by 2.5%	Decreased by 16% for October	Previous 12 month increased 5.8% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

5.2 Waste management

Routine services have been delivered successfully over the period. The recycling centres operated satisfactorily.

5.3 Kerbside and associated services (Combined Contract MDC, CDC and SWDC 2017-2022)

Tenders for the combined waste services contract closed on 29 March 2017 and further information may be available at the meeting.

6. Land transport

SERVICE LEVEL – Roads are maintained to ensure they are safe and comfortable to travel on. Footpaths can be safely used to get around town.

6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MARCH	YTD	MARCH	YTD
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%				
Ratepayers and residents fairly/very satisfied with the roads	80%			NRB Survey:	73%
5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%				
The pavement condition index as measured by the NZTA pavement integrity index	95%				
The number of crashes causing injuries is reduced	Group and control average				
The number of fatalities and serious injury crashes on the local road network	<7				
Ratepayers and residents are satisfied with footpaths in the district	70%			NRB Survey:	63%
Availability of footpaths on at least one side of the road down the whole street	88%				
Footpath Condition rating 95% compliant with SWDC AMP Standard	95%				
The % of customer service requests relating to roads and footpaths responded to within 48 hours	95%	26/32 (81%)	231/293 (81%)	32	293
Meet annual plan footpath targets	Yes				

6.2 Roothing maintenance – Fulton Hogan

FH activities were concentrated on environmental activities in the Hinakura area with high cut completed on Hinakura, Bush Gully and Pahaoa Roads. This was complimented with water table cleaning on Pahaoa and Glendryneoch Roads.

The sealing of the culvert at Papawai was completed.

Footpath repairs were carried out in Kempton Street, Greytown and Princess Street in Martinborough.

Heavy maintenance metalling was completed in Underhill Rd.

Drainage Maintenance was completed on Underhill Rd.

The 'Gluepot' Te Awaiti Rd is being closely monitored and has been topped up with road metal as and when required.

The footpath and run up inspections have started in Martinborough and Greytown has been completed. Featherston was programmed to finish in this month.

6.3 Other activity

Due to IFS Forest Operations harvesting a private forestry block along Haurangi Road, Ruakokopotuna there has been increased monitoring and maintenance work schedule in this area. Specialised engineering opinion was sought to assess bridge/s along this route and their capacity to carry overweight vehicles. IFS are programmed to be harvesting this block for three years. SWDC officer/s has liaised with IFS and residents to put communication lines in place in order to keep the road at an acceptable driving condition during this period.

Service requests in this area have slowed this month following water table and road shaping work by SWDC contractors. With the wet weather approaching this area will continue to be monitored.



Figure 6.3a Ruakokopotuna Forestry site entrance 1



Figure 6.3b Bridge, Ruakokopotuna required structural assessment

7. Amenities

The Amenities team is responsible for the management of council's parks, reserves and other amenities. The team looks after 12 parks, 31 reserves, 41 buildings, five sports facilities, four cemeteries, seven public toilets and 22 other properties. The Amenities Manager is the contract manager for the City Care parks and reserves contract, and also for the management of the libraries.

SERVICE LEVEL – Parks and reserves enhance the quality of life in our communities. Our playgrounds are safe and enjoyed by the community. Clean safe public swimming pools can be accessed in the District. Provision of some low cost housing for the elderly (or in line with Council policy) in each town. Well maintained hall facilities that are available for the public to book. Public toilets are convenient, clean and safe. There is a wide range of library stock including up to date material.

7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Users satisfied with parks and reserves	90%			NRB Survey:	94%
Ratepayers and residents are satisfied with Council playgrounds	80%			NRB Survey:	82%
Council playground equipment that meets national standards	100%				
Council pools comply with NZ swimming pool water testing standards	100%				
Ratepayers and residents satisfaction with Council swimming pools	67%				
Occupancy of pensioner housing	94%			Actual:	99.8%
Ratepayers and residents satisfied with town halls	76%			NRB Survey:	74%
Cycle strategy	Developed				
Ratepayers and residents satisfied with public toilet facilities	90%			NRB Survey:	85%
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library				
% of ratepayers and residents satisfied with libraries	90%			NRB Survey:	91%

7.2 Parks and Reserves

Winter sports codes are underway on the sports fields in all the towns. Bollards have been put across the road frontage of Collier Reserve in Greytown to prevent people from doing wheelies on the grass. Someone also got a vehicle onto Considine Park to do wheelies by driving onto the walking path at the Kitchener Street end – bollards have now been added to limit access to pedestrians and cyclists only. In Featherston, a number of trees around Clifford Square reserve (Windgrass triangle, skate park and playground) have been trimmed to keep branches away from the power lines.

7.3 Community housing

There have been no changes on the waiting lists from last report. There are five people waiting for flats at Martinborough, two at Greytown and twelve at Featherston.

The six monthly flat inspections at Westhaven flats were held on 12 April 2017.

The Residential Tenancies (Smoke Alarms and Insulation) Regulations 2016 requires landlords to have the right type of smoke alarms installed in residential tenancies. Insulation will be compulsory in all rental homes from 1 July 2019 – ceiling and underfloor insulation must be installed, where it is reasonably practicable to install. Wall insulation is not compulsory.

All smoke alarms in the community housing have been checked and any that did not have the long-life photoelectric smoke alarms with a battery life of at least eight years that meet the required product standards have been replaced.

Both landlords and tenants now have responsibilities to keep smoke alarms working.

An insulation programme was carried out for SWDC's community housing in 2011/12, and all units have ceiling insulation. The majority of units are constructed on concrete slabs, so there is no requirement for under-floor insulation.

7.4 Rental properties

A number of SWDC's rental properties are also affected by the Residential Tenancies (Smoke Alarms and Insulation) Regulations 2016, as these properties include residential accommodation. We are working through these to ensure compliance with the regulations.

7.5 Cemeteries

7.5.1. Purchases of burial plots/niches 24 March 2017 to 3 May 2017

	Greytown	Featherston	Martinborough
Niche		1	
In-ground ashes Beam			
Burial plot		4	2
Total	0	5	2

7.5.2. Ashes interments/burials 24 March 2017 to 3 May 2017

	Greytown	Featherston	Martinborough
Burial		2	2
Ashes in-ground		1	
Ashes wall		1	1
Total	0	4	3

7.6 Swimming pools

The three swimming pools have been winterised, and planning is underway for maintenance work to be carried out over winter. At Featherston pool, part of the solar heating system pipework is to be removed from the roof of the Rugby Club building. The roof of this building has been leaking, and while part of the problem may have been caused by blocked guttering, there is evidence that leaks from the solar heating system have contributed to damage. Council is assisting the Rugby Club with the roof repairs. The solar heating system will be assessed to determine the impact of removing this section of pipework, and if it is found to be necessary, we will install new solar pipe on the roof of the grandstand before the start of the 2017/18 season.

7.7 Events

7.7.1. Featherston

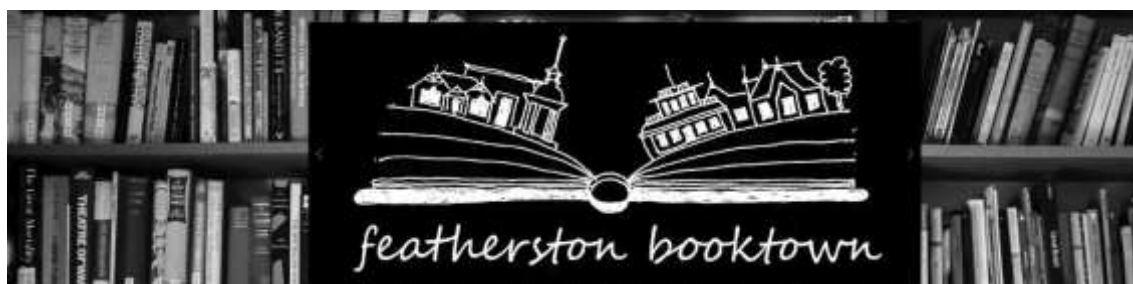
Completed events:

Ride the Rail (Cross Creek Railway Society Inc) is being held every Sunday through to the last Sunday in April 2017 (Clifford Square, Featherston)

Ron Hughes Memorial Athletics Meet which was to be held Sunday, 25 March 2017 (Card Reserve, Featherston) was CANCELLED, and will now take place next season.

Future events:

Featherston Booktown 2017 is being held from Friday, 12 May to Sunday, 14 May 2017



7.7.2. Greytown

Completed events:

Greytown Country Market at Stella Bull Park – Sunday, 18 December 2016, 15 January 2017, 19 February, 19 March and 16 April 2017 – this is the end of the season until October 2017



Wairarapa Balloon Society Inc – Park to Paddock Challenge – Soldiers Memorial Park, Saturday, 15 April 2017



Future events:

7.7.3. Martinborough

Completed events:

Wairarapa Balloon Society Inc – Meander Over Martinborough – Soldiers Memorial Park, Saturday, 15 April 2017



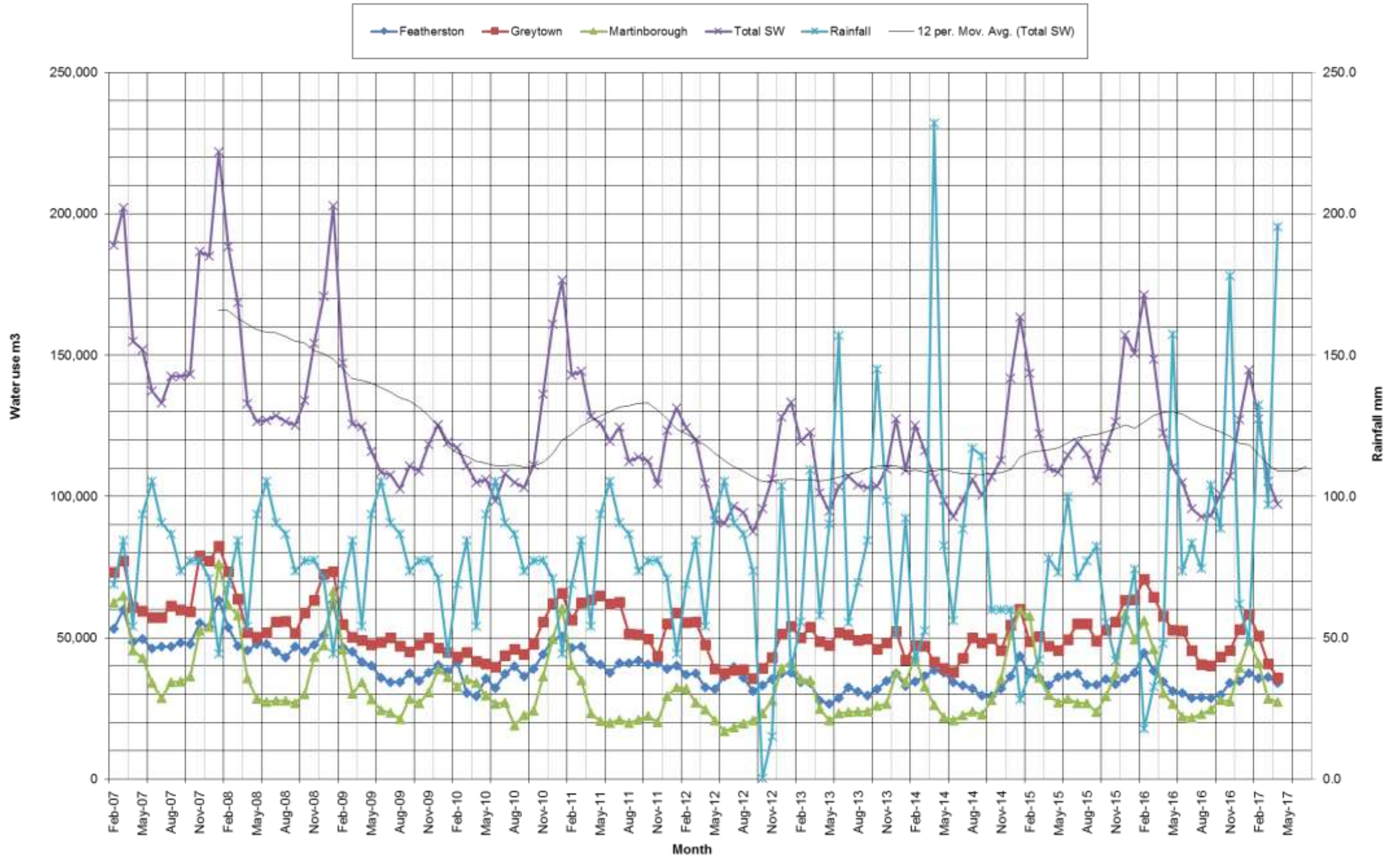
Appendices

- Appendix 1 Monthly water usage
- Appendix 2 Waste exported to Bonny Glen
- Appendix 3 Library statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

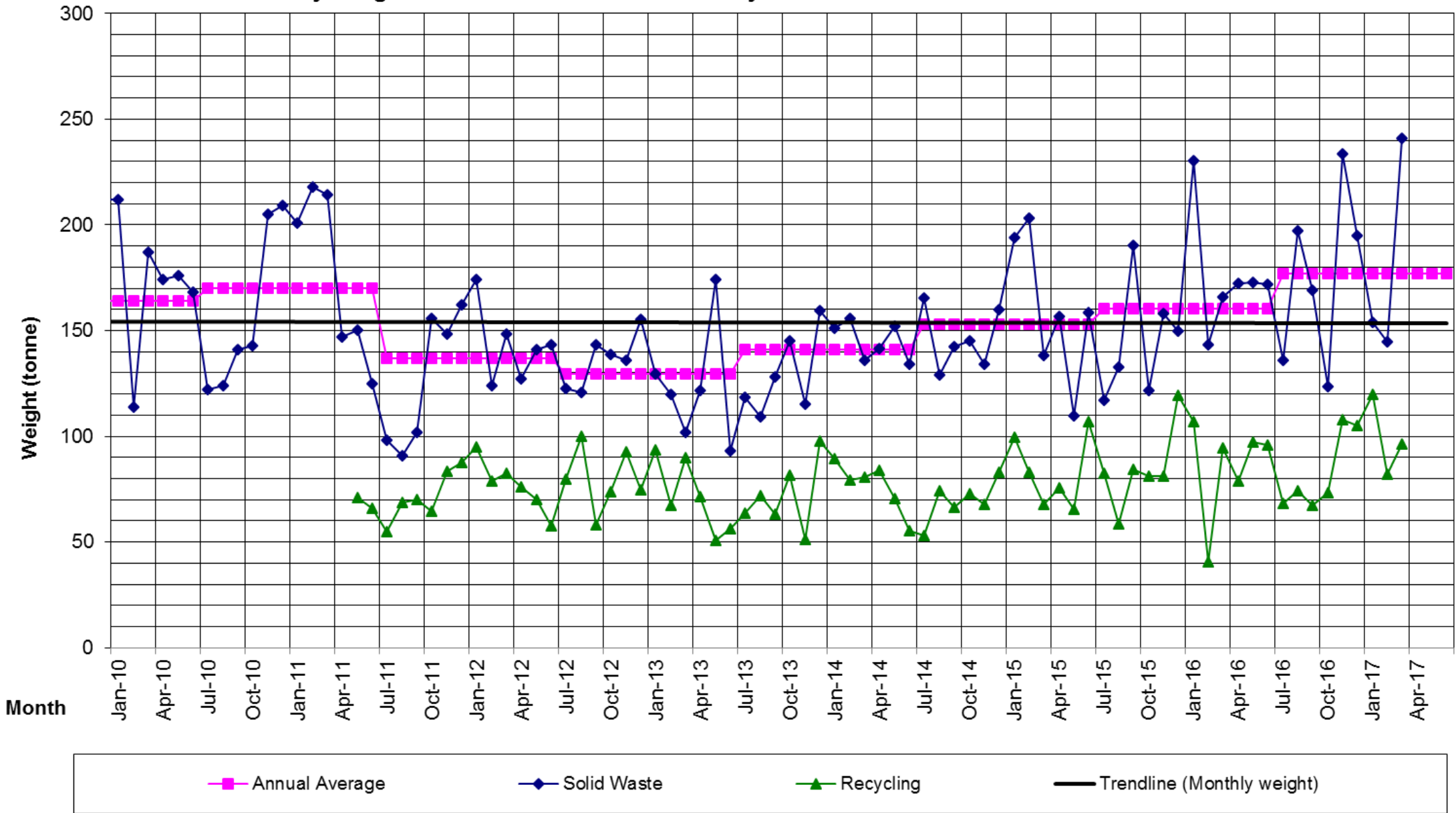
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



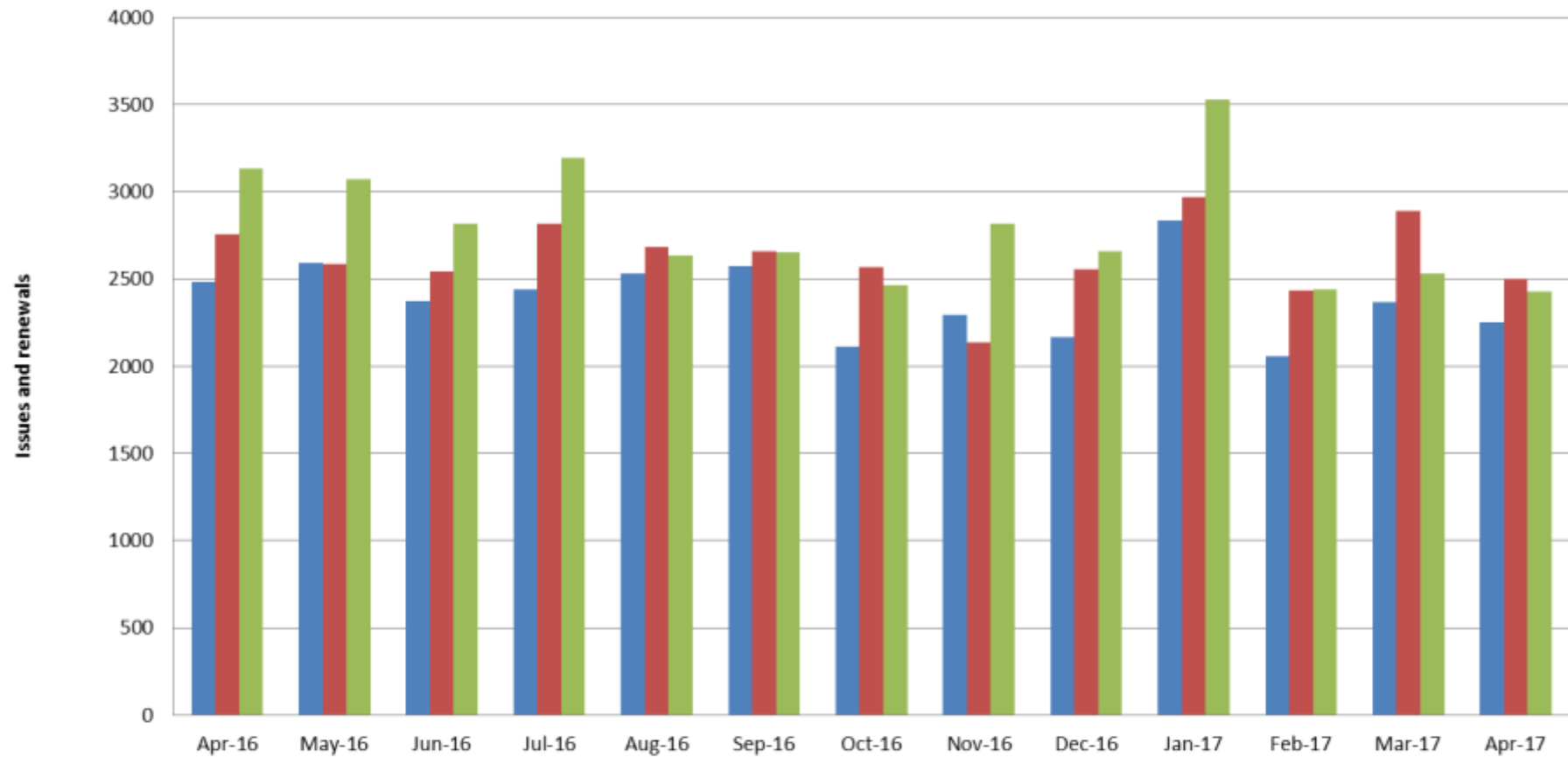
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



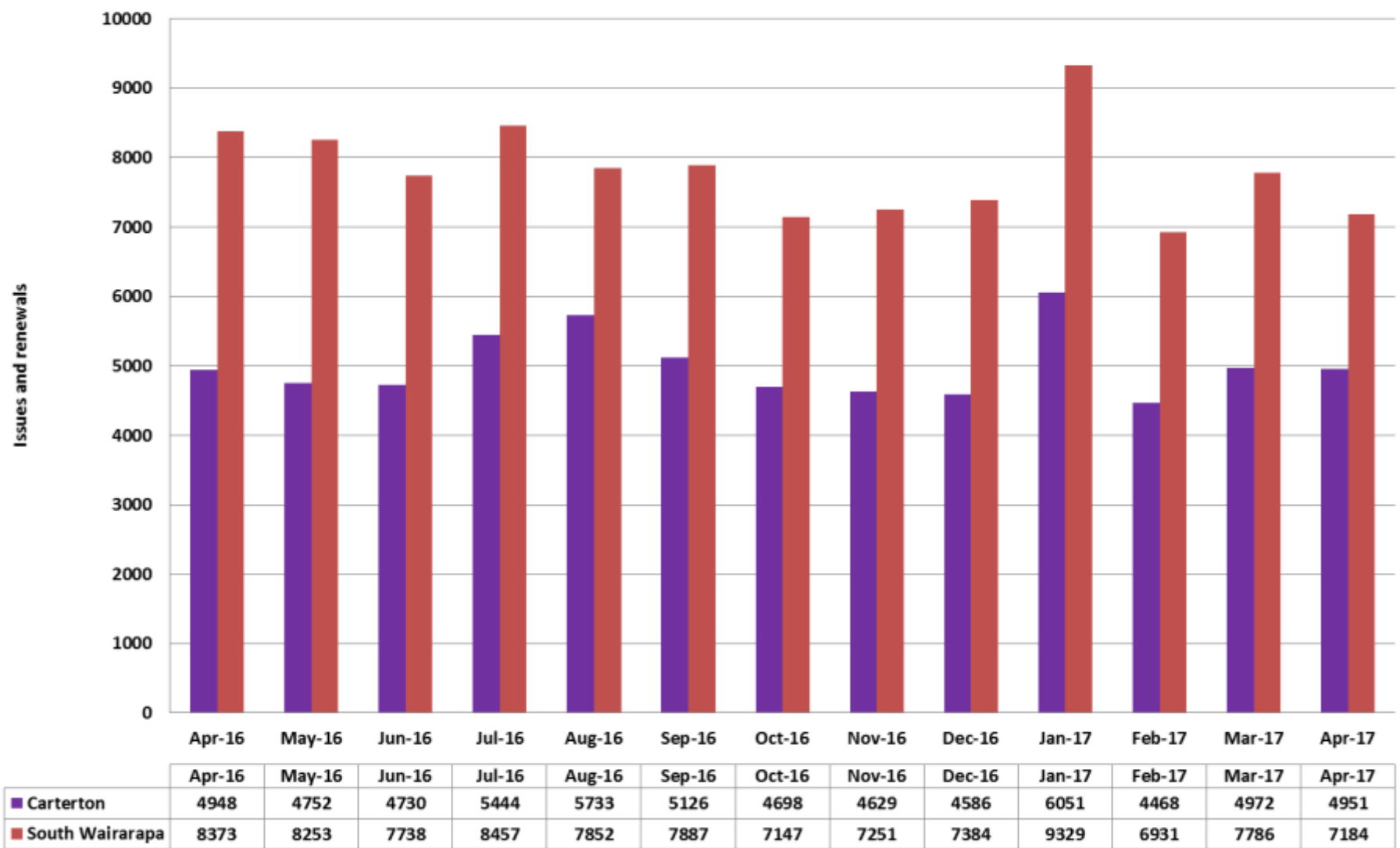
Appendix 3 – Library statistics

South Wairarapa libraries - issues and renewals to April 2017

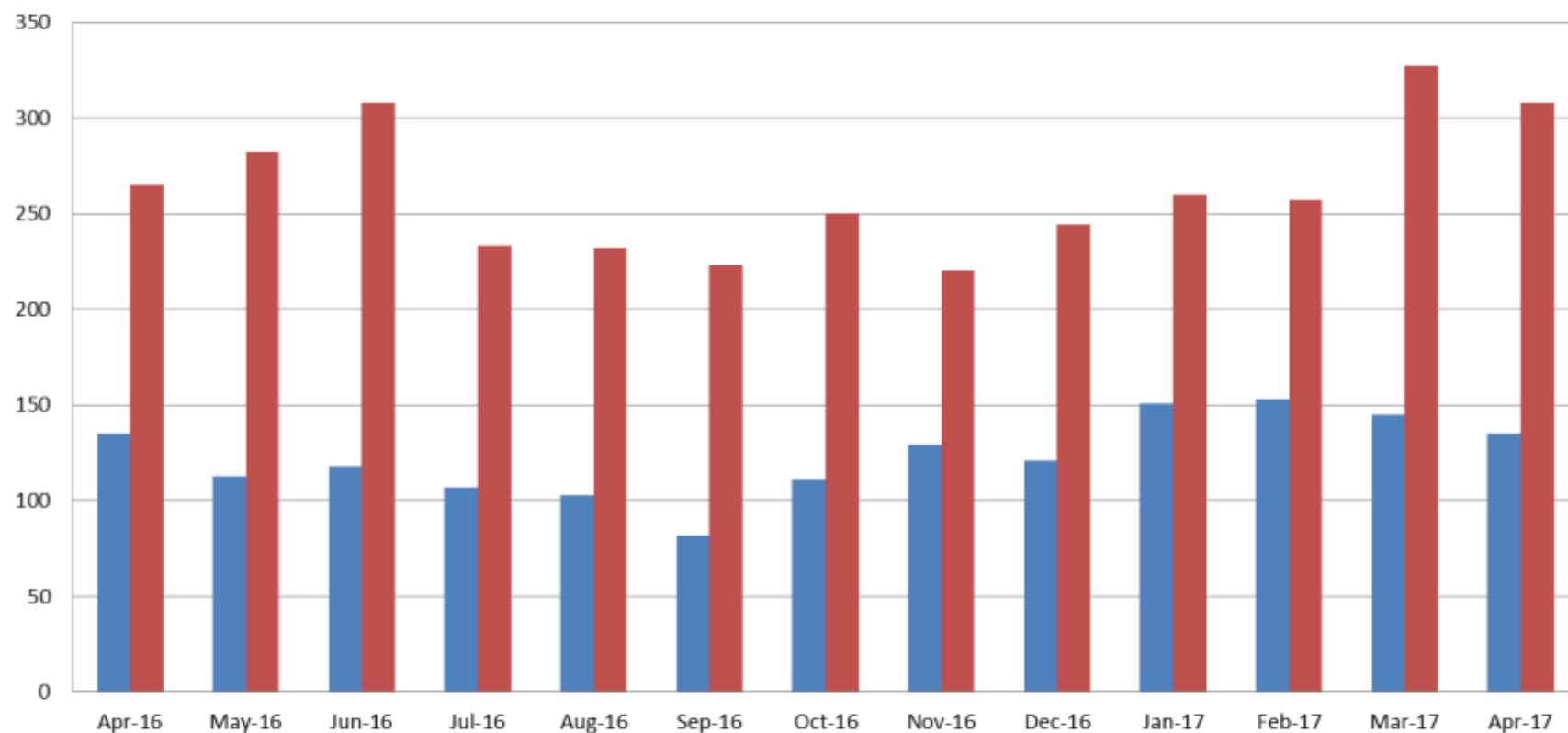


	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17
■ Featherston	2482	2591	2375	2440	2533	2574	2113	2296	2167	2836	2057	2369	2254
■ Greytown	2757	2588	2543	2820	2684	2659	2567	2136	2556	2967	2432	2888	2503
■ Martinborough	3134	3074	2820	3197	2635	2654	2467	2819	2661	3526	2442	2529	2427

Wairarapa Library Service - issues and renewals to April 2017

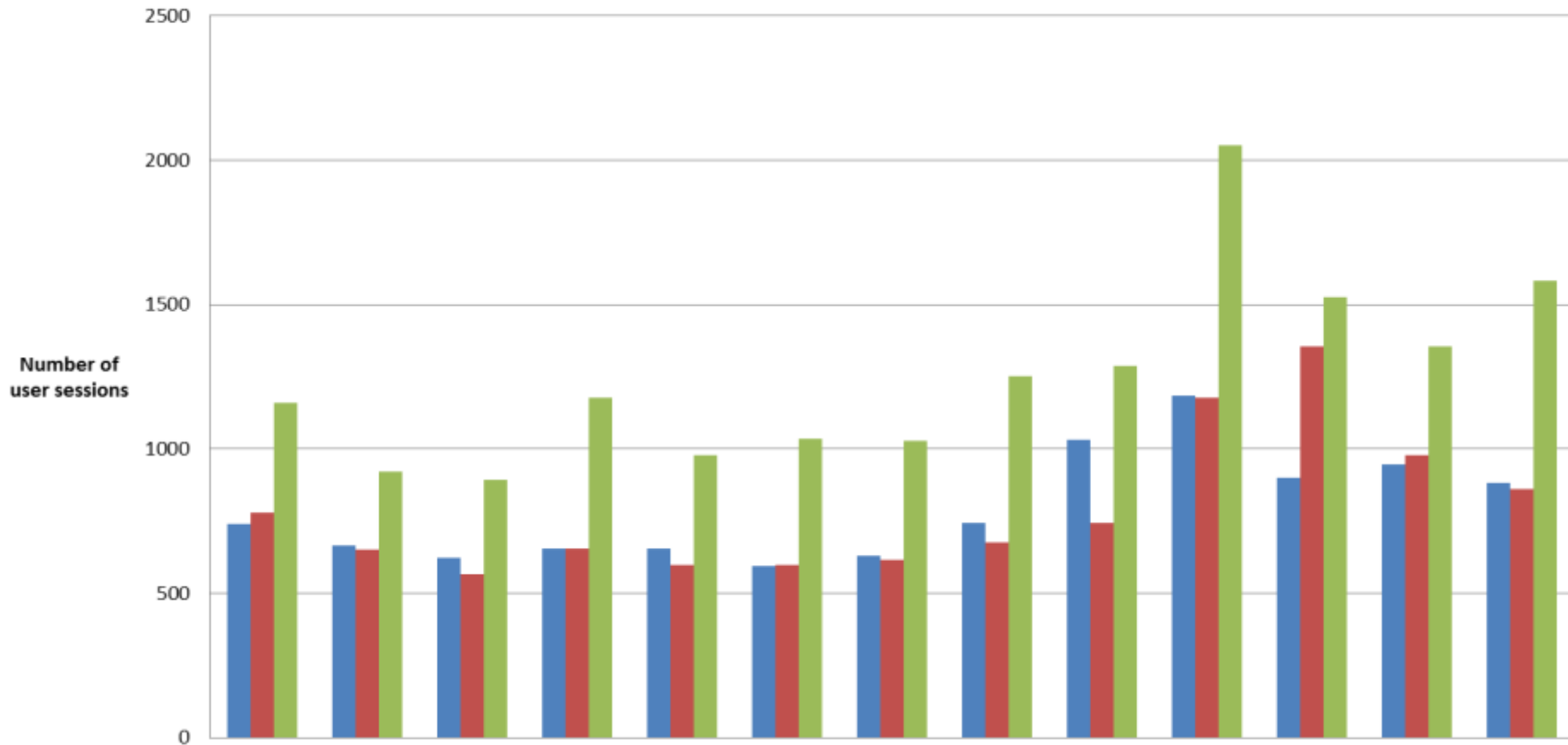


Wairarapa Library Service - audio and e-book issues to April 2017



	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17
Audiobooks	135	113	118	107	103	82	111	129	121	151	153	145	135
E-books	265	282	308	233	232	223	250	220	244	260	257	327	308

APNK Wi-fi user sessions to April 2017



	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17
■ Featherston	738	666	621	655	653	593	628	745	1030	1183	900	945	882
■ Greytown	779	651	567	653	599	597	617	675	745	1177	1354	979	861
■ Martinborough	1159	920	894	1177	977	1036	1026	1251	1288	2050	1524	1356	1581

Register the name of our town, Featherston

Featherston Ratepayers and Residents Association Inc. (FRRRA), is applying to the New Zealand Geographic Board to register the name of Featherston.

FRRRA aims to make Featherston the first town in the Wairarapa to be formally registered. Registration will boost the standing of Featherston and will help in bringing more tourists, more business and more government recognition to our town.

The town of Featherston was surveyed and established in 1857 by the provincial government; the town was named after Dr Isaac Earl Featherston, Superintendent of Wellington Province.



The population was small until the railway line over the Rimutakas opened in 1878. Featherston then thrived as a railway and transportation centre linking Wairarapa to Wellington and the port and in serving the farming community. This role increased after the rail tunnel opened in 1955.

Featherston Camp in World War I was the largest military training camp in New Zealand. The military connection continued in World War II with a large camp housing prisoners of war from Japan and her allies



Featherston is now well established as a place to live, especially for people working in Wellington and for retired people, as well as serving farming in the region.

The New Zealand Geographic Board requires FRRRA to invite people and organisations who might have information about the name of Featherston to write to express their view on registering the name of Featherston. We look forward to receiving your letters at 38A Waite Street, Featherston, or by email at chair@frra.nz by 20 June 2017.

Thank you for your support.

FRRRA Committee Tel 021 116 6312