



## MAORI STANDING COMMITTEE

**Agenda  
30 July 2018**

**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 30 July 2018 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:

2.1 None advised

#### 3. ACTIONS FROM PUBLIC PARTICIPATION:

#### 4. MINUTES FOR RECEIPT AND CONFIRMATION:

4.1 Maori Standing Committee Minutes of 18 June 2018

**Pages 1-3**

***Proposed Resolution:*** That the minutes of the Maori Standing Committee meeting held on 18 June 2018 be confirmed as a true and correct record.

4.2 Action Items from previous meeting

**Pages 4-6**

4.3 SWDC Minutes from 27 June 2018

**Pages 7-18**

***Proposed Resolution:*** That the tabled minutes of the South Wairarapa District Council meeting held on 2018 be received.

#### 5. OPERATIONAL REPORTS – COUNCIL OFFICERS:

5.1 Officers' Report

**Pages 19-57**

In attendance: Jane Mills, WREMO, providing an update on civil defence emergency preparedness

**6. MEMBER ITEMS:**

- 6.1 The \$10,000 granted funds from Council via the LTP process; R Tipoki
- 6.2 The Committee would like to find out about the plaque on top of Kākahī Makatea (Battery Hill) and how they can restore that site; R Tipoki
- 6.3 Discussion with members on whether there is a community law manual available for residents; R Tipoki
- 6.4 A request from Hau Ariki Marae to have an emergency kit from WREMO supplied; R Tipoki



## Māori Standing Committee

Minutes – 18 June 2018

- Present:** Reuben Tipoki (Chair), Teresa Aporo, Michael Roera, Terry Te Maari, Johnny Shaw, Amiria Te Whaiti, and Cr Pip Maynard.
- In Attendance:** Mayor Viv Napier 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 7:50pm.
- Also in Attendance:** Karen Mikaera and Narida Hooper.

### PUBLIC BUSINESS

Mr Tipoki opened with a mihi to Featherston guests and followed with a karakia.

Ms Mikaera and Ms Hooper introduced themselves.

#### 1. APOLOGIES

*MSC RESOLVED (MSC 2018/19) to receive apologies from Horipo Rimene and Paul Crimp.*

*(Moved Tipoki/Seconded Cr Maynard)*

Carried

#### 2. PUBLIC PARTICIPATION/PRESENTATIONS

There was no public participation.

#### 3. ACTIONS FROM PUBLIC PARTICIPATION

There were no actions from public participation.

#### 4. MINUTES FOR RECEIPT AND CONFIRMATION

##### 4.1 Māori Standing Committee Minutes – 7 May 2018

*MSC RESOLVED (MSC 2018/20) that the minutes of 7 May 2018 be confirmed as a true and correct record subject to changing Teresa Aporo's title from 'Mrs' to 'Ms' under item 6.2 and moving the last sentence of item 6.3 to a new paragraph 6.4.*

*(Moved Cr Maynard/Seconded Te Whaiti)*

Carried

##### 4.2 Action Items from Previous Meeting

Members discussed the action items and updates were made.

Members undertook to discuss the use of ancestral family names for road names and seek input from marae and communities on whether this is wanted or appropriate.

### DISCLAIMER

*Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness*

*MSC RESOLVED (MSC 2018/21):*

1. To receive the action items list.

*(Moved Roera/Seconded Shaw)*

Carried

2. Action 388: Forward the agreed Te Reo wording for the 'Welcome to South Wairarapa' sign on top of the Remutakas to Council officers, so the wording can be added to the sign; R Tipoki

#### 4.3 SWDC Minutes from 16 May 2018

Mayor Napier updated members on the Featherston vacant land process and members of the Committee expressed their support for Mayor Napier.

*MSC RESOLVED (MSC 2018/22)* that the minutes of the South Wairarapa District Council meeting held on the 16 May 2018 be received.

*(Moved Te Maari/Seconded Shaw)*

Carried

## 5. OPERATIONAL REPORTS – COUNCIL OFFICERS

### 5.1 Officers' Report

Members discussed the regional development strategy project, the BERL report on the Wellington region Maori economy, incorrect spelling of Pah and Hinakura roads, incorrect location placement of Te Miha Crescent, and the Featherston by-election.

*MSC RESOLVED (MSC 2018/23):*

1. To receive the Officers Report.

*(Moved Cr Maynard/Seconded Tipoki)*

Carried

2. Action 389: Start the process for correcting the spelling of Hinakura Road to Hinekura Road (Martinborough) and Pah Road to Pa Road (Greytown); R O'Leary
3. Action 390: Investigate what can be done to move Te Miha Crescent as a road name to Ngawi as the road currently named Te Miha Crescent is inappropriately located; R O'Leary

## 6. MEMBER ITEMS

Mr Shaw advised of his resignation from the Committee and that Hau Ariki Marae would be making a new appointment.

Cr Maynard reported that councillors wanted to expand the scope of the Maori Standing Committee and to grant the Committee a budget to manage for the purpose of undertaking projects or allocating grants as it sees fit. Subject to Council approval \$10,000 plus meeting fees would be allocated, to take effect from 1 July 2018.

Ms Mikaera queried why only \$10,000 was allocated as \$50,000 was requested. Mayor Napier advised that a total of \$490,000 had been requested from Council, but only \$150,000 and the youth fund was available for distribution.

Members discussed the Committee Terms of Reference (TOR) and the need for its review. It was hoped a revised TOR would be available for Committee approval at the next meeting.

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Mr Tipoki closed with a karakia.

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

**DISCLAIMER**

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**Maori Standing Committee  
Action Items  
From 18 June 18**

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
66	13-Feb-17	Action	Terry Te Maari	Follow-up the outcome of the proposal to move the waka currently held at Te Papa to Aratoi and then discuss in workshop	Open	27/3/17: The owner wanted the waka to be in the public space. 12/2/18: Mr Tipoki and Mr Te Maari undertook to contact Aratoi and Te Papa about waka repatriation. 14/2/18 Original resolution and letter from Aratoi to Mayor Staples forwarded to MSC
339	19-Jun-17	Resolution	Cr Ammunson	MSC RESOLVED (MSC 2017/22) to support the concept of a waharoa for the Remutaka Pass area and that Cr Ammunson would drive the process. (Moved Roera/Seconded Aporo) Carried	Open	18/6/18: Michael to talk to Paora.
542	11-Sep-17	Action	Mayor Napier, R Tipoki, Cr Ammunson	Progress treaty training for councillors	Open	7/5/18: Reuben to investigate the recent MDC treaty training course for suitability in SWDC 18/6/18: Reuben to forward contact details for trainer to the Mayor so contact can be made and a course arranged in October
748	4-Dec-17	Action	Reuben	Liaise with Cr Ammunson and Maori Standing Committee members about the Te Reo wording for the 'Welcome to the South Wairarapa' sign on the Remutaka Hill and forward the agreed Te Reo wording to Council officers	Open	12/2/18: Reuben to send email of suggestions to MSC members, others to respond. 18/6/18: Reuben to forward to Suzanne, with request to add the te reo message now.
751	4-Dec-17	Action	Reuben	Determine whether presentations and discussions from the Rangatane Tu Mai Ra Trust and the Settlement Negotiations Trust could be incorporated into Treaty training along with a formal powhiri	Actioned	
182	26-Mar-18	Action	Paul	Continue discussions at future long term plan meetings about ways to increase revenue flow for marae in order to lessen the wastewater and water rates impact	Actioned	To be discussed within the rates review process

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
183	26-Mar-18	Action	Reuben	Discuss time availability of councillor members of the MSC	Actioned	
185	26-Mar-18	Action	Reuben/Terry	Find a suitable location to place the MSC Lake Ferry sign	Actioned	7/5/18: Mark to meet Reuben at Lake Ferry to review possible locations on Council's roading reserves 18/6/18: Location found, sign now just needs to be made and erected. 18/7/18: Designer away until end July, small text modifications to be done.
268	7-May-18	Resolution	Reuben Tipoki	MSC RESOLVED (MSC 2018/18): 1. To receive the Report on Featherston Wastewater Discharge Consent. 2. To receive the Tangata Whenua Values Monitoring Plan, Martinborough example. 3. To make a submission on the Featherston Wastewater Consent. (Moved Tipoki/Seconded Te Whaiti) Carried	Open	
270	7-May-18	Action	MSC	Each member to put together ten potential Maori based road names and the background to those selections, including the area where that name could be used and email to Committee Secretary who will then request a review from Cr Ammunson	Open	18/6/18: MSC members to discuss the use of ancestral family names as road signs and seek input on whether this is wanted or appropriate.
271	7-May-18	Action	Cr Maynard	Put together a priority list of SWDC signs for replacement or updating to include Te Reo Māori	Actioned	18/6/18: Council building signs are the highest priority (duplicate action)
272	7-May-18	Action	Paul	Invite WREMO to provide an update to members on WREMO activities and requirements of becoming civil defence posts	Open	WREMO not available 18 June, booked for 30 July
384	18-Jun-18	Resolution	Paul	MSC RESOLVED (MSC 2018/20) that the minutes of 7 May 2018 be confirmed as a true and correct record subject to changing Teresa Aporo's title from 'Mrs' to 'Ms' under item 6.2 and moving the last sentence of item 6.3 to a new paragraph 6.4. (Moved Cr Maynard/Seconded Te Whaiti) Carried	Actioned	
388	18-Jun-18	Action	Reuben Tipoki	Forward the agreed Te Reo wording for the 'Welcome to South Wairarapa' sign on top of the	Actioned	18/6/18: Reuben to forward to Suzanne, with request to add the te reo message now. Duplicate -closed

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				Remutakas to Council officers, so the wording can be added to the sign		
389	18-Jun-18	Action	Russell	Start the process for correcting the spelling of Hinakura Road to Hinekura Road (Martinborough) and Pah Road to Pa Road (Greytown)	Open	The process for correcting the spelling of the two roads will need to follow Councils policy for the naming of roads and for changes
390	18-Jun-18	Action	Russell	Investigate what can be done to move Te Miha Crescent as a road name to Ngawi as the road currently named Te Miha Crescent is inappropriately located	Open	In terms of background for the road naming used at Ngawi, when subdivision occurred there in 1972 street naming involved lengthy discussions with Tuhirangi-Waihenga maori.



# **SOUTH WAIRARAPA DISTRICT COUNCIL MEETING MINUTES**

**27 June 2018**

- Present:** Mayor Viv Napier (Chair), Deputy Mayor Brian Jephson, Councillors Paora Ammunson (until 3:02pm), Lee Carter, Margaret Craig, Pam Colenso, Pip Maynard, Colin Olds and Colin Wright.
- In Attendance:** Paul Crimp (Chief Executive Officer), Mark Allingham (Group Manager Infrastructure and Services), Jennie Mitchell (Group Manager Corporate Support), Russell O’Leary (Group Manager Planning and Environment) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in the Council Chambers, Martinborough and was conducted in public between 9:00am and 3:45pm except where expressly noted.
- Forum and Other Presenters:** Jeff Barber (Cotter Street residents), Andy Sutherland (Wharekaka), Dayle Harwood, Rebekah Cates, Angela Cates and Donna Fenwick, Dr Alan Barker and Elizabeth Shaw (Hawkins Street residents), Chris Hodson (Independent reviewer), Mari-Anne Williamson (Audit New Zealand), Claire Bleakley and Robyn Ramsden (Featherston Community Board), Bruce Farley, Garrick Emms, Mark Hewison and Mike Gray (South Wairarapa Water Race Users Group), Jane Mills and Darryl McCurdy (Wellington Regional Emergency Management Office (WREMO)) and Phil Wishnowsky (Fire and Emergency New Zealand (FENZ)).

## **Open Section**

### **A1. Karakia**

Cr Ammunson opened with a karakia.

### **A2. Apologies**

There were no apologies.

### **A3. Conflicts of Interest**

There were no conflicts of interest declared.

### **A4. Acknowledgements and Tributes**

There were no acknowledgements or tributes.

### **A5. Public Participation**

Mr Barber and other residents of Cotter Street, Greytown, had petitioned Council for Cotter Street to be made a dead end from early 2017, and residents were frustrated as there was still no resolution. Mr Barber was disappointed the Tararua Junction

subdivision was consented as non-notified and believed the subdivision traffic would increase traffic to flow through Cotter Street.

Mr Sutherland and the Wharekaka Board were concerned for residents of the rest home and Martinborough elderly in the event of a civil defence emergency and significant power outage. The Board wanted to install a generator, water tank, and pump into the rest home at a total cost of \$73,000 was looking for support to assist with preparedness for the rest home.

Mr Harwood requested clarification about what should be discussed by elected members under public excluded and submitted that the Audit and Risk Working Group or another Committee should be tasked with deciding what is discussed in the public excluded session.

Becky Cates with support from Angela Cates and x Fenwick requested Council grant permission for a food caravan to be placed on Council's Ngawi land reserves.

Dr Barker with support from Ms Shaw were aware of Council's Martinborough Growth rezoning project and on behalf of the majority of Hawkins Street residents advocated against the street being included in the project. Dr Barker submitted that residents of Hawkins Street had purchased and developed rural properties and wished them to remain rural.

#### **A6. Actions from Public Participation**

Jeff Barber

Councillors confirmed direction; traffic counts for Cotter Street and other similar roads were to be obtained for comparison before finalising options in a report to Council.

Andy Sutherland

Members noted care of elderly residents was wider than just Wharekaka and that the Wairarapa Lifelines provided guidance for those needing medical care in an emergency.

Rebekah Cates, Angela Cates and Donna Fenwick

Discussion deferred until agenda item 'C3 Proposed Food Caravan for Ngawi'.

Dayle Harwood

Investigation into opportunities for releasing public excluded information was requested.

Dr Allan Barker and Liz Shaw

Discussion deferred until agenda item 'D5 Martinborough Growth Area Update'.

**COUNCIL NOTED:**

1. Action 419: Provide an update on the essentials of the Local Government Act in relation to release of public excluded minutes and/or resolutions; P Crimp
2. Action 420: Invite Wharekaka rest home to participate in the Martinborough community hub exercise; P Crimp
3. Action 421: Investigate what Wairarapa Lifeline's guidance is available for at risk community members; P Crimp
4. Action 422: Make Cotter Street residents aware information Council is gathering on all narrow streets in Greytown in order to present a complete picture and recommendations to Council; M Allingham

**C2. Featherston Vacant Land**

Mr Hodson had reviewed all material provided and was satisfied with the clarity of the documents, the need not to interview anyone, and with what was discovered and presented to councillors. Mr Hodson found it appropriate that the Chief Executive had written the report to Council given a key officer resignation, that everyone had a right to feel disappointed, but that Chorus also bore a share of responsibility. Mr Hodson noted that low staffing numbers attributed to some of the problem.

Members discussed the notice of telecommunications easement on the title, noting that although it was there, there was no statement of what had actually been done to the land.

Mr Crimp committed to applying business learnings from this process to other developments.

**COUNCIL RESOLVED (DC2018/73)**

1. To receive the Featherston Town Centre Report including Mr Chris Hodson's Report.  
(*Moved Cr Craig/Seconded Cr Colenso*) Carried
2. To record a vote of thanks to Mr Hodson for undertaking the Featherston Town Centre investigation.  
(*Moved Cr Wright/Seconded Cr Jephson*) Carried
3. Action 423: Provide the email referenced by Mr Hodson where Mr Darley took exception to Council's dealings with him and car parking requirements; P Crimp

**A7. Community Board Participation**

Mrs Bleakley, Poppy Places Project lead, briefed members on the project undertaken by the Featherston Community Board. Mrs Ramsden alerted members to the Featherston civil defence community hub exercise planned for the 28 July 2018.

**A8. Extraordinary Business**

There was no extraordinary business.

**A9. Minutes for Confirmation**

*COUNCIL RESOLVED (DC2018/74)* that the minutes of the Council meeting held on 16 May 2018 are a true and correct record.

*(Moved Cr Jephson/Seconded Cr Carter)*

Carried

**A10. Minutes for Confirmation Extraordinary Council**

*COUNCIL RESOLVED (DC2018/75)* that the minutes of the Council extraordinary meetings held on 14 May 2018, 15 May 2018, 16 May 2018, 21 May 2018 and 29 May 2018 are a true and correct record.

*(Moved Cr Olds/Seconded Cr Jephson)*

Carried

**A11. Minutes for Confirmation Extraordinary Council**

*COUNCIL RESOLVED (DC2018/76)* that the minutes of the Council meeting held on 6 June 2018 are a true and correct record.

*(Moved Cr Colenso/Seconded Cr Craig)*

Carried

**A12. Notices of Motion**

Members discussed the motion, noting that the district served rural communities as well as the three towns and that the results from the governance review were still not known.

*COUNCIL RESOLVED (DC2018/77):*

1. That South Wairarapa District Council hold its regular ordinary Council meetings in each of the three wards.

*(Moved Cr Olds/Seconded Cr Colenso)*

Not Carried

2. That South Wairarapa District Council hold its regular ordinary Council meetings in each of the three wards by rotation.

*(Moved Cr Wright/Seconded Cr Craig)*

Carried

Cr Olds voted against the motion.

Cr Jephson voted against the motion.

Cr Colenso voted against the motion.

**B Council Committee and Community Board Minutes**

**B1. Reports and Minutes of Council Committees and Community Boards**

*COUNCIL RESOLVED (DC2018/78)*

1. To receive the Reports and Minutes of Council Committees and Community Boards.

2. To receive the minutes of the Audit and Risk Working Party 30 May 2018.

*(Moved Cr Wright/Seconded Cr Craig)*

Carried

**B2. Water Race Users Group**

Cr Wright left the meeting at 11:17am.

Cr Carter left the meeting at 11:17am.

Mr Farley noted attendance apologies from Leo Vollegbregt, that the water race physicality was not working and that the Group's function needed to be clearly defined.

Cr Wright returned to the meeting at 11:19am.

Mr Farley believed the Group was a liaison group working for both Council and the ratepayers, but did not have a direct line of communication with ratepayers. Mr Emms requested better systems for land owners who purchased properties with a water race running through it, a clear line of communication and clarification of the Group's terms of reference.

Mayor Napier undertook to discuss concerns raised via the governance review process currently underway. Mr Crimp recognised the significant level of volunteer time by members.

Cr Carter returned to the meeting at 11:28am.

*COUNCIL RESOLVED (DC2018/79)*

1. To receive the Report from the Water Race Users Group.

*(Moved Cr Craig/Seconded Cr Colenso)*

Carried

2. Action 416: Liaise with the Water Race Users Group chair regarding Maori representation and outcome from the governance review process; Mayor Napier

### **B3. Recommendation from Infrastructure and Planning Working Party - Footpath Funding**

The Group Manager Infrastructure and Services discussed the new funding available from NZ Transport Agency (NZTA) with members, confirming that a maintenance schedule would be developed based on footpath condition as well as known contractor works.

*COUNCIL RESOLVED (DC2018/80)*

1. To receive the recommendation from the Infrastructure and Planning Working Party – Footpath Funding Report.
2. To defer the construction of new footpaths and focus on maintenance for safety purposes, pending a strategy/policy development.

*(Moved Cr Wright/Seconded Cr Jephson)*

Carried

## **C Decision Reports from Chief Executive and Staff**

### **C1a. Long Term Plan (LTP) Supporting Documents**

Ms Williamson reported that an unmodified audit opinion had been issued. The LTP document was clear and transparent and had received a good level of submissions followed by debate. Audit NZ would be looking for delivery on the Plan. Ms Williamson noted that the main change in the LTP document was the timing of the Cape Palliser bridge renewals.

Mr Crimp advised the asset management plans (AMP's) were subsets of the Infrastructure Strategy and operational, however NZTA required the Land Transport AMP to be adopted.

Cr Carter noted that sending a 176 page document to councillors 1.5 days before a Council meeting was not good practice and would have liked them available during the process.

**COUNCIL RESOLVED (DC2018/81):**

1. To receive the information.  
(Moved Cr Olds/Seconded Cr Craig) Carried
2. To adopt the following policies:
  - a. Significance and Engagement Policy,
  - b. Revenue and Financing Policy,
  - c. Liability Management Policy,
  - d. Investment Policy,
  - e. Development Contributions and Financial Contributions Policy,
  - f. Remission and Postponement of Rates on Maori Freehold Land Policy,
  - g. Remission of Rates Policy,
  - h. Postponement of Rates Policy,(Moved Cr Craig/Seconded Cr Jephson) Carried
3. To maintain current Levels of Service.  
(Moved Cr Olds/Seconded Cr Colenso) Carried
4. To support the proposal to prepare a spatial plan, option one, at a cost of up to \$300,000 to be funded over 10 years.  
(Moved Cr Craig/Seconded Cr Jephson) Carried
5. To approve youth grants amounting to \$69,730 as per the attached schedule. Note there is no contingency allowance for youth grants.  
(Moved Cr Carter/Seconded Cr Ammunson) Carried
6. To approve general grants amounting to \$151,858 as per the attached schedule.  
(Moved Cr Wright/Seconded Cr Craig) Carried
7. To allocate reserve funds from the Greytown Restricted Reserve to fund \$20,000 for the upgrade of cricket blocks at Soldiers Memorial Park.  
(Moved Cr Ammunson/Seconded Cr Maynard) Carried
8. To allocate \$25,000 from the Greytown Restricted Reserve for a feasibility study for shared sporting facilities in Greytown.  
(Moved Cr Craig/Seconded Cr Wright) Carried
9. To change the annual transfer to the Rural Roding Reserve to \$300,000 (previously \$200,000p.a.).  
(Moved Cr Olds/Seconded Cr Jephson) Carried
10. To adopt the Water, Wastewater and Land Transport Asset Management Plans.  
(Moved Cr Olds/Seconded Cr Jephson) Carried

**C1b. Adoption of Long Term Plan and Setting of Rates**

Members discussed wording of the Greater Wellington Regional Council (GWRC) rating resolution and Mayor Napier thanked staff, councillors, community board and

Maori Standing Committee members for their time and commitment in developing the LTP.

**COUNCIL RESOLVED (DC2018/82):**

1. To receive the final Long Term Plan documents and the rates resolution for the year ended 30 June 2019.  
(*Moved Cr Craig/Seconded Cr Jephson*) Carried
2. To adopt the 2018/28 Long Term Plan covering the period 1 July 2018 to 30 June 2028 in accordance with Section 93 of the Local Government Act 2002.  
(*Moved Cr Maynard/Seconded Cr Ammunson*) Carried
3. To adopt the rates resolution for the 2018/2019 year in accordance with the Local Government Rating Act 2002, including the 'Part B' notice.  
(*Moved Cr Wright/Seconded Cr Jephson*) Carried
4. To note that the fees and charges schedule for 2018/19 is included in the adopted Long Term Plan.  
(*Moved Cr Olds/Seconded Cr Colenso*) Carried
5. Action 417: Write and request that GWRC review and clarify the wording of their public transport statement 'This rate funds GWRC's expenditure for the region's public transport services and transport infrastructure' as transport infrastructure is primarily funded via SWDC rates. Suggest removal of the word 'transport'; J Mitchell

**C3. Proposed Food Caravan for Ngawi**

In relation to the proposal members discussed solid waste and wastewater disposal and consultation with the Maori Standing Committee where land development or utilisation in the coastal areas was proposed.

**COUNCIL RESOLVED (DC2018/83):**

1. To receive the Proposed Food Caravan for Ngawi Report.  
(*Moved Cr Jephson/Seconded Cr Maynard*) Carried
2. To grant permission to Rebekah Cates to implement her Food Caravan proposal.
3. To instruct officers to prepare the appropriate licence to occupy.
4. That officer's engage with the Waste Minimisation Officer in order to implement an education programme for those people with food licenses.
5. That when the reserves management plans are reviewed, to consult with the Maori Standing Committee.  
(*Moved Cr Olds/Seconded Cr Jephson*) Carried

**C4. Plan Change 9: Structure Plan for the Greytown Development area including a designation of Road**

Mr Crimp noted an inconsistency with wording and calculations relating to roading contributions which was discovered following to the release of the report. Mr Crimp recommended clarification on intent was sought from the commissioner.

*COUNCIL RESOLVED (DC2018/84):*

1. To receive the recommendation of the Independent Hearings Commissioner on Plan Change 9 (including a notice of requirement to designate a road to provide access to the Greytown Development Area from West Street).  
(*Moved Cr Colenso/Seconded Cr Craig*) Carried
2. To defer a decision on the recommendation of the Independent Hearings Commissioner until the next meeting so clarification of the recommendations can be sought.  
(*Moved Cr Jephson/Seconded Cr Olds*) Carried

**C5. Proposed District Licensing Committee Member Extension**

Cr Craig declared a conflict of interest.

Members discussed succession planning and the importance of having skilled committee members.

*COUNCIL RESOLVED (DC2018/85):*

1. To receive the Proposed District Licensing Committee Member Extension Report.  
(*Moved Cr Maynard/Seconded Cr Colenso*) Carried
2. To extend the appointments for all current list members of the District Licensing Committee for a period of five years, until 30 June 2023, subject to their agreement.  
(*Moved Mayor Napier/Seconded Cr Colenso*) Carried
3. That the current District Licensing Committee Chairperson (Julie Riddell) be extended for a period of five years, subject to a review after three years, and subject to her agreement.  
(*Moved Mayor Napier/Seconded Cr Colenso*) Carried
4. That the current District Licensing Committee Deputy Chairperson (Cr Margaret Craig) be extended until 12 October 2019 subject to her agreement.  
(*Moved Cr Olds/Seconded Cr Jephson*) Carried

**C6. Execution of Council Common Seal**

*COUNCIL RESOLVED (DC2018/86):*

1. To receive the Execution of Council Common Seal Report.
2. To ratify the affixation of the Common Seal to the following:
  - a. A lease agreement between South Wairarapa District Council and Jeniah Janet Peterson for a grazing licence for the Featherston Cemetery dated 22 January 2014 for the period 1 December 2013 to 30 November 2014.
  - b. A deed of licence to occupy between South Wairarapa District Council and the Greytown Men's Shed dated 22 January 2014 for the period 1 January 2014 to 31 December 2023.
  - c. A deed of lease to occupy at Papawai between South Wairarapa District Council and the Greytown Sourcing Centre for the period 1 August 2015 to 10 August 2050 dated 19 July 2017.



- d. A deed of lease to occupy land at Sandy Bay between South Wairarapa District Council and Hiwi Trust for the period 1 July 2013 to 1 July 2018 dated 29 July 2013.
- e. A contract (C1219) for the state 2 upgrade of the Featherston Water Supply between South Wairarapa District Council and Citycare dated 6 July 2016.

*(Moved Cr Old/Seconded Cr Jephson)*

Carried

#### **C7. Naming of Two Right of Ways at Wharekauhau**

*COUNCIL RESOLVED (DC2018/87):*

- 1. To receive the Naming of Two Right of Ways at Wharekauhau Report.

*(Moved Cr Colenso/Seconded Mayor Napier)*

Carried

- 2. To approve the name 'Goodnight Lane'.

- 3. To approve the name 'Lesters Lane'.

*(Moved Cr Olds/Seconded Cr Craig)*

Carried

Cr Maynard voted against this motion.

Cr Carter voted against this motion.

Cr Ammunson voted against this motion.

#### **C8. Remits to Local Government NZ**

*COUNCIL RESOLVED (DC2018/88):*

- 1. To receive the remits to be presented to Local Government New Zealand.

- 2. To hold a workshop to discuss the remits, and agree a position on the motion.

- 3. To delegate to two SWDC conference delegates to vote as appropriate at the conference.

*(Moved Cr Wright/Seconded Cr Carter)*

Carried

#### **C9. Relocation of Bus Stop #1812 Fitzherbert Street, Featherston**

*COUNCIL RESOLVED (DC2018/89):*

- 1. To receive the Relocation of Bus Stop #1812 Fitzherbert Street, Featherston Report.

- 2. To agree to relocate Bus Stop #1812 on the northern side of Fitzherbert Street, Featherston, to a location 48.5 metres east of Birdwood Street.

*(Moved Cr Carter/Seconded Cr Olds)*

Carried

### **D Operational Reports**

#### **D1. Planning and Environment Group Report**

*COUNCIL RESOLVED (DC2018/90) to receive the Planning and Environment Group Report.*

*(Moved Cr Jephson/Seconded Cr Maynard)*

Carried

## **D2. Infrastructure and Services Group Report**

Ms Mills with support from Mr McCurdy updated members on the role of WREMO and discussed community preparedness with councillors.

Mr Wishnowsky updated Council on the status of the newly integrated FENZ, their role and scope of work including arrangements with local communities for operations and improvements. FENZ would be undertaking public communications advising new fire permit arrangements.

The Group Manager Infrastructure and Services discussed water supply and removal of trees along the Underhill Road side of Card Reserve with members.

*COUNCIL RESOLVED (DC2018/91):*

1. To receive the Infrastructure and Services Group Report.  
(*Moved Mayor Napier/Seconded Cr Maynard*) Carried
2. Action 418: Write and refer Wharekaka to WREMO and suggest they request assistance with business continuity planning; P Crimp

## **D3. Chief Executive Officer Report**

Mr Crimp discussed the Waihinga Centre project delays and implications, and Council capital expenditure forecast underspend.

Cr Ammunson left the meeting at 3:02pm.

*COUNCIL RESOLVED (DC2018/92):*

1. To receive the Chief Executive Officer's Report.
2. To receive the financial statements report for the period ended 31 March 2018.  
(*Moved Cr Maynard /Seconded Cr Jephson*) Carried

*COUNCIL RESOLVED (DC 2018/93)* that the Council meeting on the 27 June 2018 continue beyond the six hour time limit on meetings prescribed by Council's Standing Orders.

(*Moved Cr Olds/Seconded Cr Craig*) Carried

## **D4. Action Items Report**

Cr Wright undertook to raise concerns at the next Wairarapa Committee meeting that public transport interests was under represented on the Committee.

*COUNCIL RESOLVED (DC2018/94)* to receive the District Council Action Items Report.

(*Moved Mayor Napier/Seconded Cr Craig*) Carried

## **D5. Martinborough Growth Area Update**

Mr O'Leary updated members on the project noting that the current brief excluded Hawkins Drive and that it was not included in the area for consultation. Mr Crimp acknowledged that this project was ahead of the spatial plan work and had been driven by market growth requirements.

*COUNCIL RESOLVED (DC2018/95)* to receive the Martinborough Growth Area Update Report.

(*Moved Cr Maynard/Seconded Cr Jephson*) Carried

Cr Olds left the meeting at 3:27pm.

Cr Olds returned to the meeting at 3:28pm.

## **E Chairperson's Report**

### **E1. Report from Her Worship the Mayor**

Mayor Napier tabled the 2018/2021 Regional Transport Committee Programme at a Glance Plan and discussed planned Wairarapa works with members.

*COUNCIL RESOLVED (DC2018/96) to receive the Mayor's Report.*

*(Moved Mayor Napier/Seconded Cr Jephson)*

Carried

## **F Members' Reports**

### **F1. Reports from Councillors**

#### **Cr Craig**

**Wairarapa Road Safety Council, Wellington Region Waste Forum, Wellington Region Waste Management and Minimisation Plan Joint Committee (WRWMMP), Civic Awards Working Party**

A report from the Wellington Region Waste Forum held on the 18 May 2018 had been included in Council papers.

#### **Cr Colenso**

**Wairarapa Library Service, Community Safety and Resilience Working Party**

A report from the Community Safety and Resilience Working Party held on the 6 June 2018 had been included in Council papers.

#### **Cr Wright**

**Cobblestones Museum**

Cr Wright had attended a Cobblestones Museum meeting; 40 travel agents from Singapore had recently visited the museum.

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

#### **Cr Jephson**

**Awhea Opouawe Scheme Committee, Wairarapa Committee, Regional Climate Change and Natural Hazards Working Group, Wairarapa Committee**

An Awhea Scheme Committee meeting had been held; planting of Ushers Hill had been discussed.

#### **Cr Wright**

**Waiohine Floodplain Management Plan Steering Group, Wairarapa Committee**

The Waiohine Action Group had compiled six options for dealing with flood protection along the Waiohine River plain with costs varying from nil to \$4.5M.

**Cr Olds**

**Wairarapa Moana Governance Group, Ruamahanga Whaitua Committee, Lower Valley Development Scheme Advisory Committee**

The Ruamahanga Whaitua Committee were working on a preconsultation draft document. A meeting with the Wairarapa district council's was planned.

A meeting of the Lower Valley Development Scheme Advisory Committee had been held where works conducted in the previous year was discussed.

*COUNCIL RESOLVED (DC2018/97) to receive councillor reports.*

*(Moved Cr Maynard/Seconded Cr Olds)*

Carried

**G Reports from Appointments and Outside Organisations**

**G1. Appointments**

There were no reports from appointments.

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

# MAORI STANDING COMMITTEE

30 JULY 2018

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## AGENDA ITEM 5.1

### OFFICERS' REPORT

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#### **Purpose of Report**

To report to Council on general activities.

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the Officers' Report.*

### CHIEF EXECUTIVE

#### **1. Executive Summary**

The Long Term Plan continues to dominate, and while having been through a number of Annual and Long Term Plan processes now, this LTP has maintained my interest.

I say that because we are in the enviable position of being able to move away from an "infrastructural asset centric" discussion and document to a document that advances the district in terms of amenity, planning, and promotion.

The presentation at the combined council meeting from the Children's Commissioner, Andrew Becroft, was interesting in its own right, the highlight for me however was the linkage to our LTP in regards to the initiatives we are supporting in the youth space. Our involvement with Kuranui College on a couple of fronts, and The Wairarapa Whanau Trust are examples of initiatives targeted at our young people.

This meeting marks the end of the 2017/18 financial year, and the commencement of the 2018/19 financial year. Both events have different processes and management requirements, so a very busy time.

## 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				
			2016/17 TARGET	2016/17 ACTUAL	COMMENTS
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 Featherston Ward By Election

Voting has commenced, with the postal voting period running from Monday 18 June until noon Tuesday 10 July.

Five candidates have put their names forward for the vacancy.

### **3. Strategic Planning and Policy Development**

#### **3.1 Meetings/Conferences**

##### **3.1.1. Chief Executive Forum**

Two CE forum were held. Agenda items included Regional Transport update, Regional Investment Plan, Go Shift, and Three waters updates.

A Second forum was held to specifically discuss the Wellington Regional Investment Plan – which is the basis of discussions with the Government on shared funding initiatives. One issue for the Wairarapa is that we are in the Wellington region, which is not included in the Regional Investment Fund, however Wairarapa has an exemption to this.

##### **3.1.2. Mayoral Forum**

One Mayoral forum was held during the reporting period. Agenda items included Lifelines (Wgtn); Public Transport; Let's Get Wellington moving; Wellington Regional Investment Plan; and an update from National Council LGNZ.

##### **3.1.3. Rural & Provincial**

The second Rural and Provincial meeting for the year was held 7 & 8 June. A high level of engagement with the Government continues, with Ministers Mahuta; Sage; Shaw; Little; and Robertson presenting on their respective portfolios.

Other key agenda items included 1bn trees; three waters; Institutes of Technology and Polytechs.

##### **3.1.4. Combined Council**

As mentioned in my executive summary, South Wairarapa hosted the latest round of combined council meetings. Agenda items included Minister Faafoi speaking on Civil Defence; Ruamahanga Whaitua committee update; Children's Commissioner Judge Becroft; Safe Communities initiative; and Wairarapa Trails Advisory Group.

##### **3.1.5. Wellington Water**

Discussions continue with Wellington water on various matters in relation to the operation, and issues surrounding our three waters network.

There is a lot happening in this space, in particular with the announcements from the Government that "the status quo is not an option". While there is some conjecture on what the options are, we can really only wait for announcements, and keep abreast of the discussions at this stage.

## **4. Corporate**

### **4.1 Long Term Plan**

The Long Term Plan is due for adoption at this meeting.

This is the culmination of a tremendous amount of work, and the inclusion of community boards and Maori Standing Committee members through this process was a very productive initiative.

There have been a couple of people who have held this process together and special thanks to Jenny and Kyra for their efforts.

### **4.2 Occupational Health and Safety**

We continue to make good progress on health and safety matters.

In particular we are focusing on working with volunteers. This has proven somewhat more complex than first thought. We will have working guidance available in due course.

A health and safety report for April is included in Appendix 1.

### **4.3 Waihinga Centre/Martinborough Town Hall**

The project continues, completion has been recalculated following some weather and materials delays as previously advised with a completion date of October. This remains subject to normal construction risks, weather, materials and the like.

Occupancy is now planned for October/November.

Fortnightly construction team meetings continue to be held, ensuring the project is monitored closely. The construction team includes Mayor Napier, Vicky Read (Waihinga Trust / users rep), Max Stevens (Waihinga Trust / user rep), David Borman (SWDC project Manager), Mike Arnopp (Riggs) and I. The pleasing aspect of this group is we are all working toward a common goal, having an excellent facility for the best price.

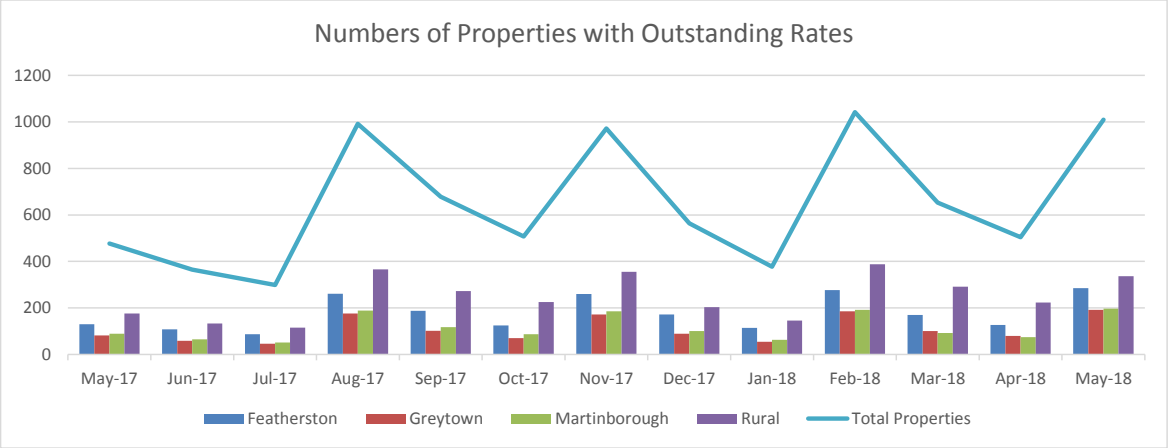
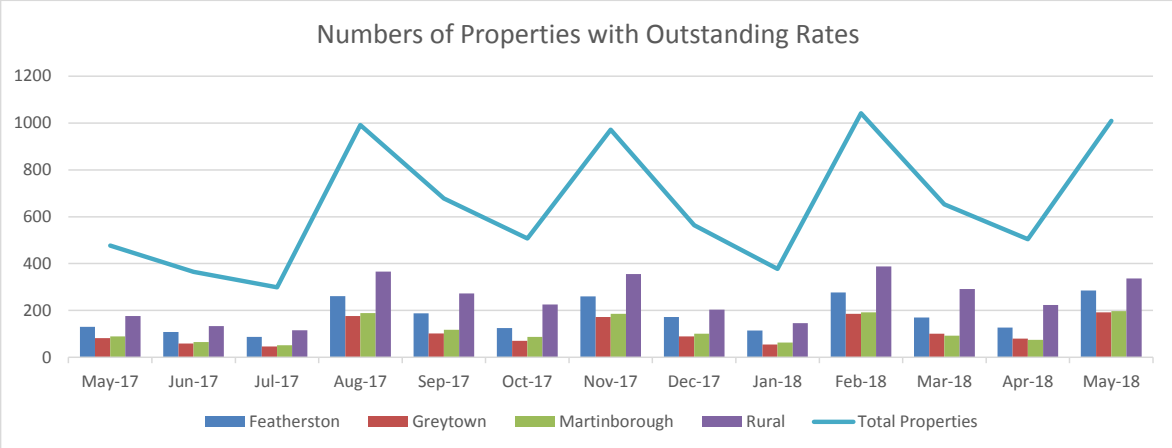
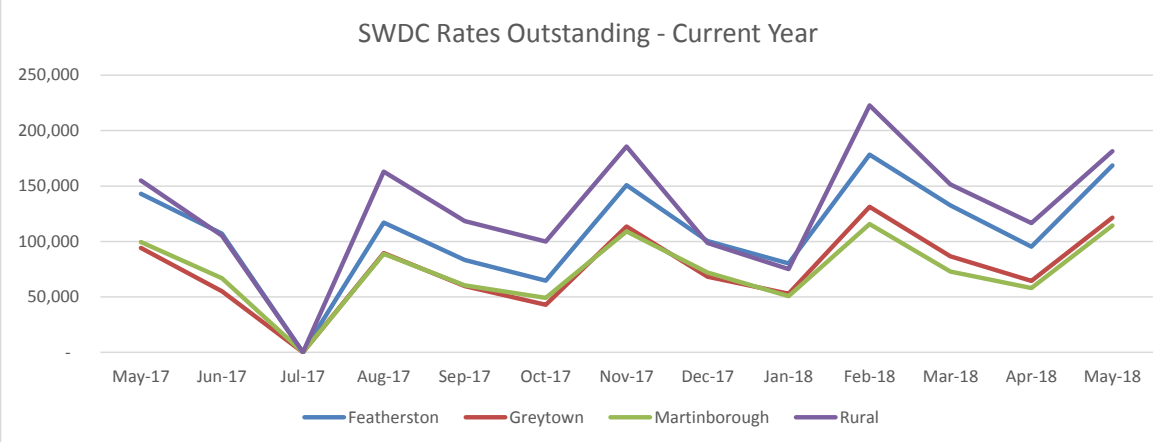
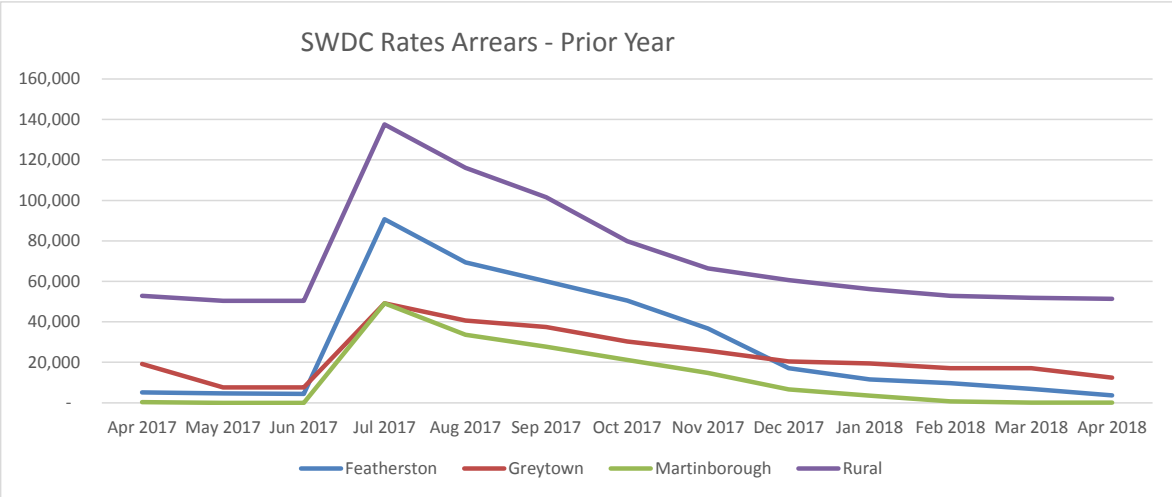
Project financials are included in Appendix 2.

### **4.4 Rates Arrears (Incl. GST) as at 31 May 2018**

The continued good work on the rates debt front shows in the trends. As previously discussed, these trends are very sensitive and can change, however our consistent approach appears to be paying dividends.

Total rates outstanding are at a similar level to the same period last year.





#### 4.5 LGOIMA Requests

Topic of Information Request	Request Response
Governance Review Terms of reference	Information supplied.
Sexual Harassment Survey to all Councils	Information supplied.
Details in relation to Featherston commercial property	Information supplied.
Pensioner Housing Featherston	Information supplied.
Details relating to Property swap. Details in relation to waste water disposal option in Featherston.	Information supplied.
Property numbers and rates income details	
Building Consent files	Information supplied.
Property Values as they relate to proposed water scheme	
Details relating to purchase of Hodder Farm	Information supplied.
Additional Questions on Hodder Farm sale and in regards to HRT system.	

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

Appendix 2 – Waihinga Centre Finances

Contact Officer: Paul Crimp, Chief Executive Officer

# **Appendix 1 – Health and Safety Report**

## **South Wairarapa District Council Health and Safety Report 1 May 2018 – 15 June 2018**

### **HEALTH AND SAFETY STRATEGY**

We continue to progress well on implementing our health and safety strategy and work plan.

### **RESOURCING**

There are no health and safety resourcing issues. Julie Wallace, working 1 day a week.

### **HEALTH AND SAFETY – DRIVING CONTINUOUS IMPROVEMENT (lead indicators)**

#### **Training**

SWDC are continuing to review health and safety training needs of new and existing staff.

#### **Engaging with our people**

Health and Safety at Work Team have recently:

- Continuing the review of our hazard register to ensure that we have captured all risks and our controls are effective.
- Reviewing our lone/remote worker monitoring procedure for rollout across council.

#### **Near Miss reports**

One near miss reported in the period 1 May 2018 – 15 June 2018.

#### **Wellness**

- All staff continue to be offered flu injections.
- All staff offered annual wellness payment of \$200.

#### **Working with our Contractors**

Council continue to implement the contractor management system.

- Council staff continue to evaluate contractor's health and safety systems.
- Council staff who engage contractors continue to engage with contractors through pre-start meetings, inductions and safety audits.
- Five safety audits undertaken in the period 1 May to 15 June 2018, three meeting audit requirements. Two did not meet audit requirements, remedial action taken.
- No contractor incidents reported.

### **HEALTH AND SAFETY ACCIDENT & INCIDENT REPORTING (Lag indicators)**

No new incidents or accidents reported during the period 1 May to 15 June 2018. All accident and near miss reports are referred to the Health and Safety at Work Team and Management, who review and satisfy themselves appropriate actions have been taken and where necessary, appropriate additional controls are put in place.

## RISK MANAGEMENT

Work on hazard registers is ongoing, controls are periodically reviewed by the H&S at Work Team, and staff are encouraged to report new hazards through the monthly newsletter and staff meetings.

We will be providing updates on how we are managing our biggest risks. To give you the assurance that we understand our biggest risks, what controls and reduction measures are required, and actions we are taking.

Here is an update on two key risks we are currently focussing on:

Risk	Description of risk	Controls and reduction measures	Actions
<b>Contractors</b>	<p>Contractors undertake a number of high risk activities for Council. We have little control over Contractors staff and work standards while they are working for Council.</p> <p>We rely on them employing staff who are competent and trained, while observing safe work practices.</p>	<p>Contractors working for Council have robust health and safety systems in place, and understand their obligations. Contractors will be fully briefed, responsibilities assigned, and work will be periodically assessed to ensure agreed controls are being managed.</p>	<p>Contractor management system designed.</p> <p>Contractors asked to provide their H&amp;S systems for checking by Council.</p> <p>Once approved, contractors will be asked to sign a contractor agreement.</p> <p>Contractor pre-start briefings and inductions have been developed and provided to appropriate staff.</p> <p>Site safety audit checklists have been developed and provided to appropriate council staff. Staff who manage contractors have been undertaking safety audits and ensuring remedial actions undertaken where required. Contractor safety audit standards developed to assist managers and staff when undertaking a safety audit.</p> <p>When work is commissioned, a risk assessment is done to inform the frequency and type of safety audits.</p> <p>Contractor post contract safety review developed to assist managers with safety conversations with contractors when work is complete.</p>

Risk	Description of risk	Controls and reduction measures	Actions
<b>Lone / remote workers</b>	<p>It is not always possible for staff to work in teams or even in pairs. Often staff are required to work alone and remotely, where in some cases poor cell phone coverage is an additional factor.</p>	<p>All staff who work remotely or alone will be provided with cell phones. They will be required to sign out before they leave, including their intended location and expected time of return. This will be monitored and action taken in line with an emergency response plan if help is summoned or they fail to return by the expected time. They will be required to sign in when they return. They will be provided with a device to summon assistance which do not require cell phone coverage.</p> <p>Consideration to be given to having vehicles fitted with GPS.</p>	<p>Staff who work remotely or alone to have access to cell phones. Sign out/in systems in place and being used.</p> <p>Garmin InReach remote contact device currently being used by Bylaws team. Device meets legislative requirements by providing two way communication in areas out of cellular range. Device also provides GPS functionality, enabling manager to pinpoint location of staff.</p> <p>A second Garmin device has been purchased for use by the remainder of staff who work in lone/remote situations. This will be monitored, with additional devices purchased if required.</p> <p>Monitoring process for sign out/in system developed by H&amp;S contractor and Bylaws team, for implementation across council.</p> <p>Emergency Action Plans developed.</p> <p>Training in the use of the device, monitoring, and emergency procedures currently being developed for roll out to all staff who work alone or remotely.</p>

## **Appendix 2 – Waihinga Centre Finances**

**SWDC**  
**Waihinga Centre**  
**Project forecast - Actuals to May 2018**

Per Council decision 18.1.2017

\$ 5,132,010

<u>Made up as follows:</u>	Budget	Invoiced to 31.05.2018	Invoices to come	Forecast spend
<b>Rigg Zschokke Construction Contract</b>	4,223,709	2,245,086	1,978,623	4,223,709
Rigg Zschokke Agreed Variations*		53,995	3,704	57,699
		<u>2,299,081</u>	<u>1,982,327</u>	<u>4,281,408</u>
<b>Professional fees (design team) to Jan-17</b>	509,459			
Adamsons Survey		6,581		
Engco 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>-</u>	<u>509,459</u>
<b>Other fees to Jan-17 (including SGL, QS)</b>	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	<u>-</u>	<u>268,343</u>
<b>Architect &amp; Engineer construction monitoring</b>	80,000			
Holmes Consulting - Construction Monitoring		49,013	-	
Warren and Mahoney - Site Monitoring		38,308	2,692	
Warren and Mahoney - Variations*		11,578	6,000	
		<u>98,898</u>	<u>8,692</u>	<u>107,590</u>
<b>Development &amp; Design Variations**</b>		83,376	18,013	101,389
Insurance extension to 31 July 2018		4,414		4,414
<b>QS Services to completion</b>	50,000			
Venture Consulting		22,500	7,500	
Clendon Burns & Park		13,438	3,562	
		<u>35,938</u>	<u>11,062</u>	<u>47,000</u>
<b>Budgeted Core costs</b>	5,132,010			
Plus Contingency	200,000			181,079
<b>Overall budget</b>	<b>\$ 5,332,010</b>	<b>3,299,508</b>	<b>2,020,094</b>	<b>\$ 5,313,089</b>

**\*Construction Variations to date:**

	Invoiced to 31.05.2018	Invoices to come	Forecast spend
<b>Rigg Zschokke</b>			
Removal of asbestos	7,310		
Insurance obtained directly		(20,000)	
JLT Insurance	20,108		
Concrete Foundation to supper room well	6,965		
Replace piles and joists supper room		7,500	
Replace ceiling joists supper room	2,000	500	
Temporary structural support	5,500	4,000	
Concrete under existing foundation		1,000	
Supper room framing connection to external wall	500	500	
Extend concrete overlay to areas of demolished chimney		3,500	
Retain brick wall to supper room		(1,500)	
Overlay existing stage floor		5,000	
Remove existing structural steel bracing	1,000	4,000	
Supper room lintel beams		500	
Supper room brick wall connections		1,000	
Toilet to back of house		3,704	
Delete recessed floors to toilets, tiles to floor		(1,000)	
Holmes Construction issue	6,727	0	
Materials supply savings		(5,000)	
Foundation beam kitchen	3,885		
	<u>53,995</u>	<u>3,704</u>	<u>57,699</u>

<b>Warren and Mahoney</b>			
Alternative cladding product (Rodeca)	10,678		
Additional monitoring costs		6,000	
Revision re additional toilet	900		17,578
Insurance extension to 31 July 2018	4,414		4,414

**\*\*Development & Design Variations:**

SGL	5,500		
Engco Geotech	13,715		
Holmes Consulting - Design & Fire	8,475		
HVAC Design	2,515	6,150	
Rawlinsons (Quantity Surveyers)	5,000		
Warren and Mahoney - Design(SWDC excl from original budget)	39,129	6,513	
Holmes Consulting - Construction Monitoring	9,042	5,350	
	<u>83,376</u>	<u>18,013</u>	<u>101,389</u>

**Net cost/(savings) from Variations:** **181,079**



# 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	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents image of the closest town centre ranked "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)		-	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.

#### 1.1.1. Greytown Development Area Structure Plan

The commissioner's recommendation on the Greytown Development Area was released to Council on 10<sup>th</sup> May 2018. Mr van Voorthuysen heard submissions on 16 and 17 April 2018, his recommendation is for approval of the Structure Plan with some amendments (including removal of two local roads, amending the location of the easternmost local road, retaining the Wilks Block" as Future Development Area) to that of the notified version.

#### 1.1.2. Martinborough Residential Growth

Consultants have undertaken further identification of consideration aspects associated with the proposed Martinborough Residential Growth Area. Proposed future investigation work along with community consultation needs to be undertaken as part of further progress and analysis work on the area and the proposed structure plan/plan change.

The future aim of this work is to provide Council with sufficient information to make a decision to rezone the land from rural to urban (residential) and to apply an appropriate set of controls for the management of development, over that land.

#### 1.1.3. Trees

Work on the assessment of the nominated trees continues, with arborist Richie Hill finalising the nominated trees Standard Tree Evaluation Method (STEM) assessments.

Once this assessment is complete a report of the work to date will be presented to Council for consideration prior to the final drafting of a Plan Change. A key decision to make will be whether Council wishes to list trees that the TAG and other members of the community have nominated without landowner agreement, and if so, what STEM assessment threshold is appropriate.

### 1.2 Resource Management Act - Consents

*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%	97%	134 of 138 applications (land use, subdivision, and permitted boundary activities) were processed within statutory timeframes. NCS.
s.223 certificates issued within 10 working days	100%	89%	43 of 45 s223 certificates were processed within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	42 s224 certificates processed. NCS.

Council received 19 applications (9 subdivision, 8 land use, 1 s226, and 1 permitted boundary activity) between 1 May 2018 and 31 May 2018.

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

### 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2017-18
Non-urgent LIMs are processed within 10 days	100%	99.5%	G:\LIMs\LIMS PROCESSED 2017-18 One LIM application via email was missed and was issued late.

TYPE	YTD 1 <sup>ST</sup> JULY 2017 TO 31 <sup>ST</sup> MAY 2018	PREVIOUS YTD 1 <sup>ST</sup> JULY 2016 TO 31 <sup>ST</sup> MAY 2017	PERIOD 1 <sup>ST</sup> MAY 2018 TO 31 <sup>ST</sup> MAY 2018	PREVIOUS PERIOD 1 <sup>ST</sup> MAY 2017 TO 31 <sup>ST</sup> MAY 2017
Standard LIMs (Processed within 10 working days)	208	205	22	20
Urgent LIMs (Processed within 5 working days)	72	80	10	6
<b>Totals</b>	<b>280</b>	<b>285</b>	<b>32</b>	<b>26</b>

## 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	99.08%	NCS – 324 of 327 CCC's were issued within 20WD. NCS status error caused incorrect report data for 3 CCC's which went overtime.
Building consent applications are processed within 20 working days	100%	100%	NCS – 466 consents were issued within 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2020. Council was re-accredited in January 2018
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOF's and Swimming Pools	Yes	Yes	<b>Building Consents</b> Council inspects all new work to ensure compliance (May 2018 – 435 inspections) <b>BWOF's –</b> Total 169 – average of 3 audits per month required, 4 audit carried out in May. <b>Swimming Pools –</b> Total 279 – average of 7 audits per month required. 8 audit carried out in May
Earthquake prone buildings reports received	90%	N/A	Under previous legislation 148 of 229 known premises had been addressed.  Under the new legislation, all buildings needed to be re-assessed. Council has now reviewed the potential Earthquake Prone Buildings (EQP) and letters have been sent to owners advising them of their buildings status. 104 letters sent out in total. 69 - identified as no longer EQP 20 - require engineer assessment 11 - still being assessed by LGE 15 - identified as EQP and have been sent notices to be affixed to the building.

TYPE – MAY 2018	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	4	\$80,000
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	6	\$183,000
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	59	\$4,215,577
<b>Other</b> (public facilities - schools, toilets, halls, swimming pools)	2	\$15,000
<b>Totals</b>	<b>71</b>	<b>\$4,493,577</b>

## 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	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	South Featherston school visit occurred on 14 December 2017. Positive feedback was received from school staff and children. Kahutara School presentation was done 20 March 2018. Featherston School done 11 May and was an excellent visit.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	99.0%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 216/218
Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	87.0%	20/23 3 incidents previously reported

INCIDENTS REPORTED 1 MAY 18 TO 31 MAY 18	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	1	-	1
Attack on Person	1	-	-
Attack on Stock	-	-	-
Barking and whining	1	1	-
Lost Dogs	2	2	2
Found Dogs	2	2	2
Rushing Aggressive			1
Wandering	9	3	4
Welfare	1	-	-
Fouling	-	-	-
Uncontrolled	-	-	-

## 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	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 17 incidents
In cases where multiple stock escapes (more than 1 occasion)	100%	-	No incidents

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
have occurred from a property taking compliance or enforcement or prosecution action against the property owner			
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 33 incidents

INCIDENTS REPORTED	TOTAL 1 JULY 17 TO 31 MAY 2018
Stock	26

## 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	97.7%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls 84/86 attended within timeframe Two incidents in December 2017 previously reported on.

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2017 TO 31 MAY 2018	PREVIOUS YTD 1 JULY 2016 TO 31 MAY 2018	PERIOD 1 MAY 2018 TO 31 MAY 2018	PREVIOUS PERIOD 1 MAY 2017 TO 31 MAY 2017
Total	86	118	1	2

## 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	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%	NCS data. All premises inspected at new or renewal application stage (47).
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	61.53%	There are 26 premises and 30 licences that are high or medium risk. Of these, 16 premises and 17 licences have been inspected. The premises yet to be inspected have been scheduled to have an

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			unannounced compliance check during the 2017/18 reporting period. A review of the medium risk premises has shown that one business is no longer a medium risk premises and previous inconsistencies were due to reporting premises on one report and licenses on the other without making this distinction clear. Future reports will document the number of premises and the number of licenses. Percentage value shown is the percentage of premises inspected annually.
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Group agreement.	100%	-	The CLEG has met and compliance inspections are schedule for late June in conjunction with Police and Public Health

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2017 TO 31 MAY 2018	PREVIOUS YTD 1 JULY 2016 TO 31 MAY 2017	PERIOD 1 MAY 2018 TO 31 MAY 2018	PREVIOUS PERIOD 1 MAY 2017 TO 31 MAY 2017
On Licence	24	19	0	0
Off Licence	8	14	2	1
Club Licence	2	4	0	0
Manager's Certificate	88	115	24	3
Special Licence	54	49	6	3
Temporary Authority	3	4	4	0
<b>Total</b>	<b>215</b>	<b>212</b>	<b>36</b>	<b>7</b>

## 2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENTS 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. 25 premises inspected at new or renewal application stage to date
Premises are inspected in accord with regulatory requirements.	100%	100%	NCS data. 59 premises inspected at new or renewal application stage to date

## 2.7 Bylaws

Between 1 May 18 and 31 May 18 there were 21 notices relating to trees and hedges, two litter and no abandoned vehicle complaints.

Contact Officer: Russell O'Leary, Group Manager – Planning

# INFRASTRUCTURE AND SERVICES REPORT

## 1. Group Manager highlights

The last 6 weeks has seen work continuing on the transport efficiency review. This was proposed to come to council in this meeting however with added discussions this will now be discussed at the August meeting. The work has been very thorough, looking at all aspects of delivery of our transport and roading services.

Similarly, there have been discussion in waters with Wellington Water looking at opportunities to increase collaboration across councils. This included storm water consenting, climate change and the findings from Hastings reports. Safeguarding the Wellington Region's Drinking Water Joint Working Group is being formed and in the process of confirming a Memorandum of Understanding and Draft Terms of Reference. This highlights the priority that water safety is now taking nationally and regionally.

On a more localised note, there has been work done individually with the community boards to resolve outstanding actions and be more responsive to the boards.

## 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 2017/18	COMPLAINTS		INCIDENTS	
		MAY	YTD	MAY	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		605		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		100%		
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	FTN: Yes GYT: Yes MTB: Yes		FTN: Yes GYT: Yes MTB: Yes		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	FTN: Yes GYT: Yes MTB: Yes		FTN: Yes GYT: No MTB: Yes		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0	2.56 per 1000 (10 complaints)	1	10
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.51 per 1000 (2 complaints)	4.2 per 1000 (17 complaints)	0	17

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0	1.52 per 1000 (6 complaints)	0	6
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	(1/1) 100%	Median Time 51mins	0	35
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	(1/1) 100%	Median Time 3h 31mins	0	35
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	(17/20) 85%	Median Time 18h 48mins	20	349
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	(15/20) 75%	Median Time 26h 35mins	20	349
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	20%	20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		38.5%		

## 2.2 Water supply capital improvements

### 2.2.1. Featherston water supply

Quotes have been received for an additional bore (approximately \$50k for bore); connection to pipe and pump install will need to be developed. Ongoing discussion with Greater Wellington Regional Council (GWRC) about consent to drill and the consent renewal (existing consent expires December 2019).

Request for proposal being prepared to convert one of the raw water storage ponds adjacent to the water treatment plant, which will give approximately 2 days storage for both Featherston and Greytown.

### 2.2.2. Water reticulation renewal

Stage 3 of the trunk main renewal contract from the railway line to the plant progressing well since the start in late May. Anticipated contract length is 12 weeks.

## 2.3 Water treatment plants

The Martinborough plant operated routinely over the period with some replacement of monitoring equipment. The UV plant controller was upgraded (existing is obsolete) 16 March and commissioned 25 March to provide improved treatment and achieve full bacteriological compliance. The Waiohine plant and Greytown Bore have operated routinely.

## 2.4 Water reticulation

There were 20 reticulation repairs reported and rectified during the period.



## 2.5 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 5 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 2017/18	COMPLAINTS		INCIDENTS	
		MAY	YTD	MAY	YTD
Number of blockages per 1000 connections	<10	0.12 per 1000 (1 complaint)	10.18 per1000 (43 complaint)	3	43
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	0.97	0.97 per 1000 connections (4 overflows)	0.97 per 1000 connections (4 overflows)
Attendance time: from notification to arrival on site	< 1 Hr	2/3 (66%)	Median Time 47min	3	59
Resolution time: from notification to resolution of fault	< 4 Hrs	2/3 (66%)	Median Time 2h 19m	3	59
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
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	0.24 per 1000 (1 complaint)	0.74 per 1000 (3 complaint)	1	3
No. of complaints per 1000 connections received about sewage systems faults	< 15	0	2.68 per 1000 (11 complaint)	0	11
No. of complaints per 1000 connections received about sewage system blockages	< 15	0.24 per 1000 (1 complaint)	10.18 per1000 (43 complaint)	3	43
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%	2/3 (66%)	89% (53/59)	3	59

### 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. GWRC notified on 16 May 2018, with an expected hearing in October 2018.

Extension of time was requested and granted, new date for submissions is 12 July. Various objections or alternatives have been suggested and while there is potential for some flexibility within the application the council will still have to discharge to land.

### Staged improvements at Martinborough and Greytown WWTPs

At Martinborough WWTP irrigation to land last irrigated to land in May. Since then the field has been too wet to irrigate.

At the Greytown site, Water Force NZ has established onsite with ground investigation completed. The contractor is undertaking site preparations to raise the ground level for the irrigation/UV building. The contractor has been delayed with the bridge due to be installed at the end of June.

### Waite Street, Featherston Renewal

Perkinson Civil was awarded the contract to replace 1800m of the 375mm main from Revans Street to the wastewater treatment plant. Flow monitoring estimates that 25 % of the inflow and infiltration (I&I) occurs within this main. This is in line with the consent application and will reduce the size of the storage pond that will be required for winter period when the ground is too wet for irrigation.

## **3.3 Operational**

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

### **3.3.1. Wastewater reticulation**

There were 3 pipeline blockages reported during the period, with increased rain increasing flow levels.

## **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				

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
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 was 1 storm water blockage reported during the period.

## 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%	Increase of 11% compared to May 2016	Current average month increased 26% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

### 5.2 Zero Waste

- Attended Waste Forum held at Upper Hutt District Council.
- A focus on the importance of safe disposal of e-waste and diverting from landfill by recycling and that we can do better.
- Support for soft plastics; currently supplies far exceeds demand of the end of market products. It was emphasised that it requires commitment from all District Councils to purchase the repurposed products (suitable for parks and reserves). This would keep this initiative working well.
- Investigating a personal development option through Zero Waste Education programme for training to enhance role to further educate and to be resourced to deliver this programme. This has yet to be approved.
- Attended the Enviroschools joint council Hui. A forum has been formed for council officers in the Wellington region to partake in the future direction of Enviroschools, i.e. extending programme towards years 9-13.
- Held waste minimisation presentations at businesses and community groups, with some of these also we have also run beeswax wraps workshops (Carterton school holiday programme, Te Awhina Cameron Community House, Carterton Kindergarten, Whaiora) to name a few.

### 5.3 Transfer Station

There was an issue during the repairs for the netting at the Martinborough transfer station. The scale of the operation required use for 4 days, so it was shut on the regular Wednesday time. The transfer station operated as expected over the period. The contractor is awaiting the outcomes of the long term plan consultations for planning of services.

## 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 2017/18	COMPLAINTS		INCIDENTS	
		APRIL	YTD	APRIL	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%	36/39 (92%)	115/154 (75%)	39	154
Meet annual plan footpath targets	Yes				

### 6.2 Roading Maintenance – Fulton Hogan

129km of grading was carried out during May, 96km of the graded length was completed with a tow behind roller. The rolling operation provided a tight smooth surface with less loose material.

1623 m3 of maintenance metal was applied to various unsealed roads.

Signs have been upgraded on Cape Palliser Road.

Rural roads had the autumn mowing cycle completed, along with the chemical control of signs, bridges and water-tables.

All urban sumps were cleaned prior to winter.

An increased cleaning cycle of urban streets was instigated to remove the autumn leaf fall.

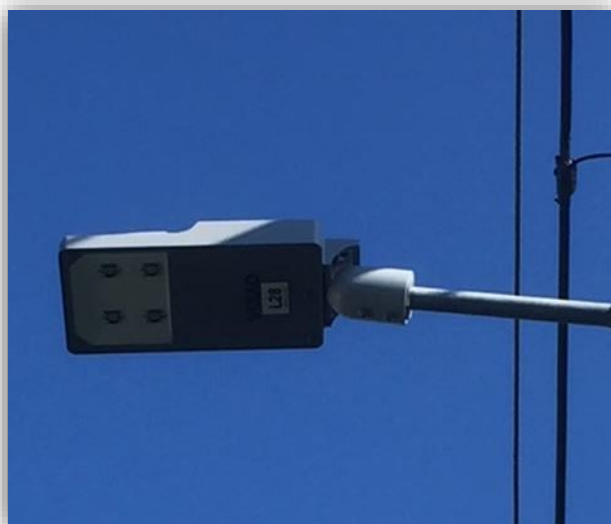
Cape Palliser seal extension has commenced with the formation of water-tables, culvert headwalls and aggregate overlay. Works are planned to be completed by end of June 2018.

### **6.3 Other activities**

Higgins Contracting have completed sealed road pavement rehabilitation on the three White Rock road sites and commenced Shooting Butts Road and Cape Palliser Road.

The joint South Wairarapa, Carterton District Council Sealed Pavement Rehabilitation contract has commenced. The 3 sites on White Rock Road have been started first due to the sheltered nature of the sites impacting on the ability to seal a dry surface and logging traffic.

The LED street light upgrade is coming to a completion with Featherston and Greytown complete. Martinborough is 60% complete.



*New LED light installed*

Fulton Hogan have completed this years footpath renewals and in total approximately 1.5 km has been completed.

## **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, eleven public toilets and 22 other properties. The Amenities Manager is the contract manager for the City Care parks and reserves contract, and is also responsible 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 2017/18	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

### 7.2.1. Featherston

Powerco has advised that the remaining trees along the Underhill Road side of Card Reserve will need to be removed this summer. They are underneath a major 11Kv line and pose a risk to the power supply for a large part of Featherston. The bulk of the costs will be met by Powerco. Officers will be talking to reserve users about the implications and possible future planting.



### 7.3 Community housing

Flat inspections for Cicely Martin and Matthews Flats were carried out in May. All community housing flats are tenanted, except for one at Cicely Martin, which has recently become vacant after a long term tenant left to live with family. This flat is waiting on an asbestos check before minor work is done to prepare it for a new tenant.

### 7.4 Cemeteries

The hedges at both Martinborough cemeteries have been trimmed.

#### 7.4.1. Purchases of burial plots/niches 9 May to 14 June 2018

	Greytown	Featherston	Martinborough
Niche	0	0	0
In-ground ashes Beam	1	0	0
Burial plot	1	1	1
<b>Total</b>	<b>2</b>	<b>1</b>	<b>1</b>



#### **7.4.2. Ashes interments/burials 9 May to 14 June 2018**

	<b>Greytown</b>	<b>Featherston</b>	<b>Martinborough</b>
Burial	2	2	5
Ashes in-ground	1	1	0
Ashes wall	0	0	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>6</b>

### **7.5 Events**

#### **7.5.1. Featherston**

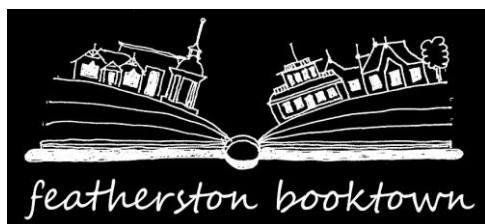
*Completed events:*

**Eb & Sparrow – See Things Album Tour** held Friday, 11 May 2018



**Cross Creek Railway Ride the Rail** –*Operated during Featherston Booktown* - 11-13 May 2018

**Featherston Booktown 2018** – Friday 11 May to Sunday 13 May 2018



**Darren Watson – Too Many Millionaires LP Release NZ Tour** held on Friday 18 May 2018





*Future events:*

**The Time Travellers Ball** being held on Saturday, 23 June 2018



### **7.5.2. Greytown**

*Completed events:*

**Greytown Kids Cross Country** held on Sunday, 20 May 2018



**Jennian Homes Mother's Day Fun Run/Walk** held on Sunday, 13 May 2018



## **8. Libraries**

The three libraries are preparing for the Winter Warmers reading programme in the upcoming school holidays. Featherston is also offering Maths is Fun these holidays, and Greytown will have it in the October holidays.

Greytown has two girls doing Duke of Edinburgh Award work in the library. The story time for pre-school children and parents has started again at an unusual time of 3.30 on Wednesday afternoon (usually it is a morning event in all three libraries, however this is apparently the time that suits the Greytown parents).

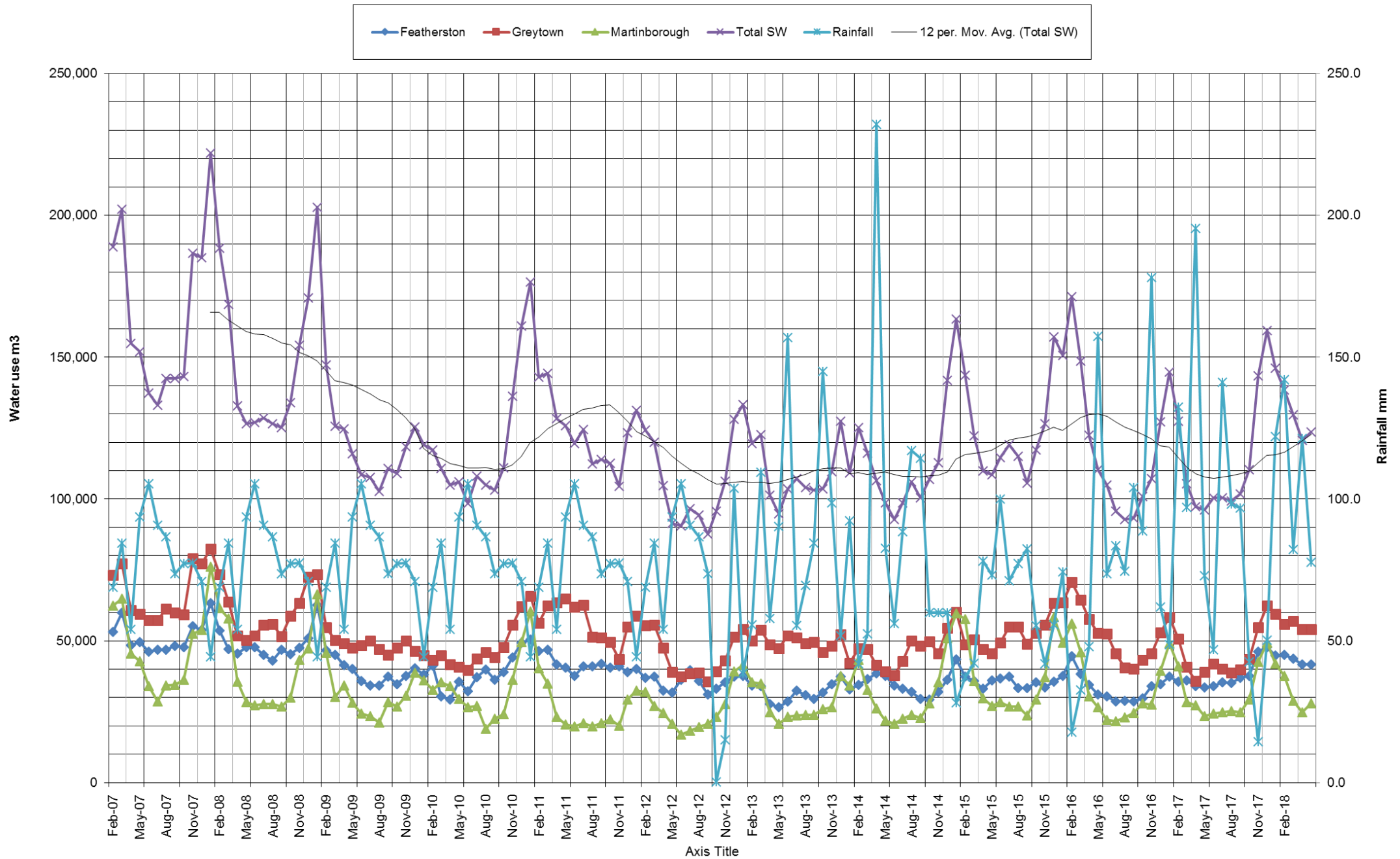
## **9. Appendices**

- 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

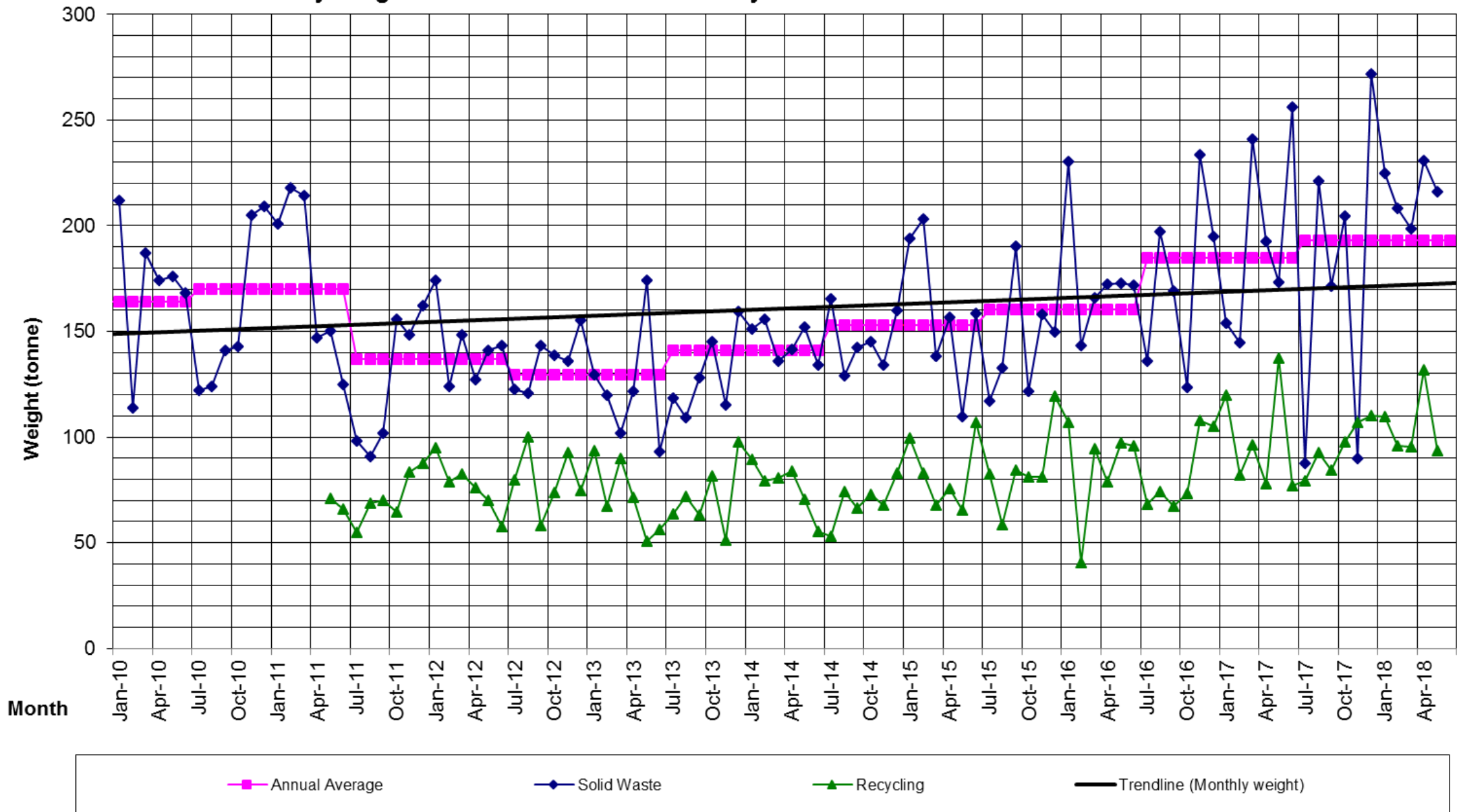
# **Appendix 1 - Monthly water usage**

# Water use South Wairarapa District Council



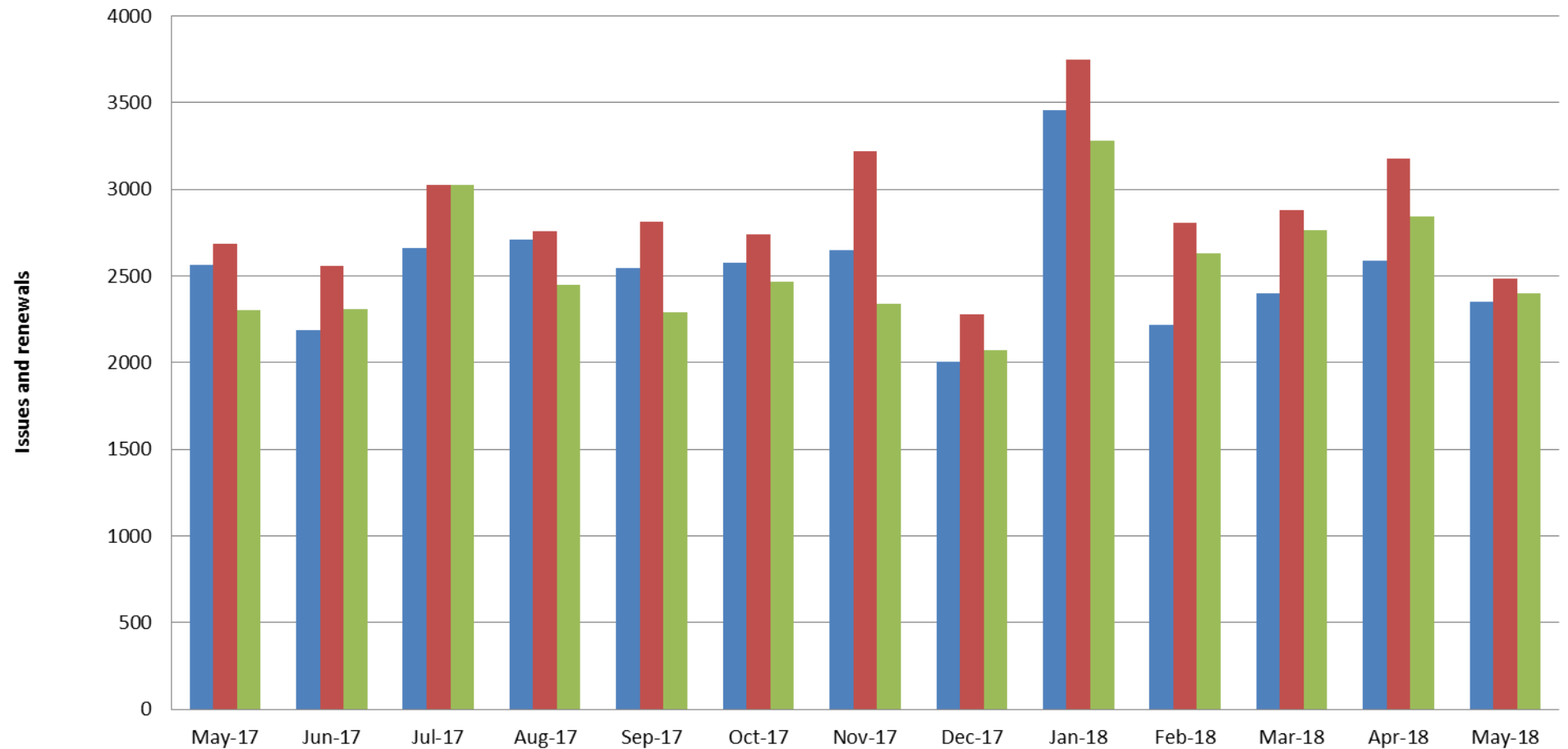
## **Appendix 2 -Waste exported to Bonny Glen**

# Monthly weight of waste transferred to Bonny Glen



## **Appendix 3 – Library statistics**

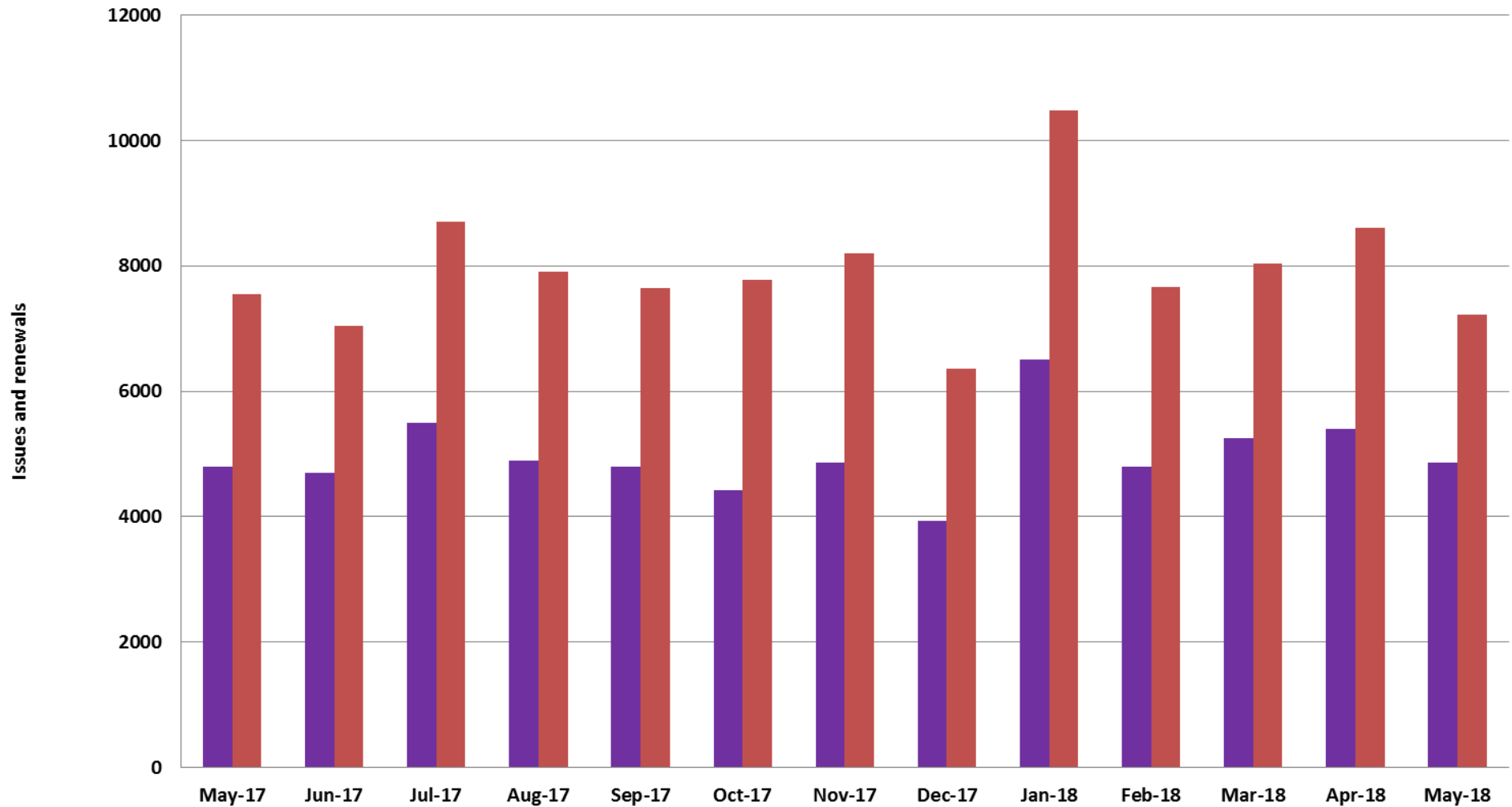
## South Wairarapa libraries - issues and renewals to May 2018



	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18
Featherston	2563	2186	2663	2707	2543	2577	2647	2006	3456	2216	2400	2590	2348
Greytown	2687	2558	3023	2756	2811	2738	3218	2278	3748	2809	2878	3178	2483
Martinborough	2302	2306	3027	2451	2289	2468	2336	2071	3281	2632	2761	2842	2400



## Wairarapa Library Service - issues and renewals to May 2018



	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18
Carterton	4794	4694	5505	4887	4792	4418	4870	3940	6500	4789	5261	5397	4861
South Wairarapa	7552	7050	8713	7914	7643	7783	8201	6355	10485	7657	8039	8610	7231

## Wairarapa Library Service - audio and e-book issues to May 2018



	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18
Audiobooks	139	130	188	134	163	158	152	133	150	182	203	172	175
E-books	323	314	414	394	318	406	399	398	372	351	388	494	407

## APNK Wi-fi user sessions to May 2018

