



Strategy Working Committee Meeting Agenda 8 May 2024

NOTICE OF MEETING

This meeting will be held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 9.00am. The meeting will be held in public and will be live-streamed and will be available to view on our [YouTube channel](#).

All SWDC meeting minutes and agendas are available on our website: <https://swdc.govt.nz/meetings/>

Membership: Deputy Mayor Melissa Sadler-Futter (Chair), Mayor Martin Connelly, Councillors Aidan Ellims, Colin Olds, Alistair Plimmer, Rebecca Gray, Martin Bosley, Pip Maynard, Aaron Woodcock and Kaye McAulay, and Violet Edwards (Māori Standing Committee representative).

A. Open Section

A1. Karakia Timatanga – opening

Kia hora te marino

May peace be widespread.

Kia whakapapa pounamu te moana

May the sea be like greenstone; a
pathway for all of us this day.

Hei huarahi mā tatou i te rangi nei

Aroha atu, aroha mai

Let us show respect for each other, for
one another.

Tātou i a tātou katoa.

Bind us all together.

A2. Apologies

A3. Conflicts of interest

A4. Acknowledgements and tributes

A5. Public participation

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

A6. Actions from Public participation

A7. Extraordinary business

A8. Confirmation of minutes

Proposed resolution: That the minutes of the Strategy Working Committee meetings held on 3, 10 and 17 April 2024 are a true and accurate record.

A9. Matters arising from previous meetings

Pages 1-20

B.	Decision Reports from Chief Executive and Staff	
B1.	Updated Three Waters Capital Delivery Plan for FY2023/24	Pages 21-36
B2.	Community Wellbeing Fund Amendment	Pages 37-45
B3.	Wairarapa Class 4 Gambling and TAB Venues Policy	Pages 46-60
C.	Information Reports from Chief Executive and Staff	
C1.	Chief Executive Update	Pages 61-68
C2.	Wairarapa Economic Development Strategy Quarterly Report	Pages 69-75
C3.	Action Items	Pages 76-83
D.	Chairperson Reports	
D1.	Chairperson's Report	Pages 84-90
E.	Members Reports	
E1.	Infrastructure Portfolio Report	Pages 91-107
F.	Appointment Report	
F1.	Wairarapa Trails Action Group – Councillor Colin Olds	Pages 108-112
G.	Public Excluded Section	
G1.	Confirmation of public excluded minutes <i>Proposed Resolution: That the public excluded minutes of the Strategy Working Committee meeting held on 10 April 2024 are a true and correct record.</i>	(distributed separately)
G2.	Chief Executive KPIs	(distributed separately)

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
Public excluded minutes 10 April 2024 (Greytown Water Treatment Plant Upgrade Options Project Report)	Good reason to withhold exists under section 7(2)(h)	Section 48(1)(a)
Chief Executive KPIs	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)

This resolution is made in reliance on Section 48(1) 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
The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.	Section 7(2)(a)
The withholding of information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	section 7(2)(h)

H. **Karakia Whakamutunga – Closing**

Kua mutu ā mātou mahi

Our work has finished

Mō tēnei wā

For the time being

Manaakitia mai mātou katoa

Protect us all

Ō mātou hoa

Our Friends

Ō mātou whānau

Our Family

Āio ki te Aorangi

Peace to the universe

**Strategy Working Committee
Featherston Masterplan Hearings
Minutes from 3 April 2024**

Present:	Acting Mayor Melissa Sadler-Futter (Chair), Councillors Colin Olds, Kaye McAulay, Alistair Plimmer, Rebecca Gray, Martin Bosley, Pip Maynard.
Apologies:	Councillors Aaron Woodcock and Aidan Ellims; Violet Edwards (Māori Standing Committee Representative). Mayor Martin Connelly (leave of absence).
In Attendance:	Janice Smith (Chief Executive), Amanda Bradley (General Manager Democracy and Engagement), Russell O’Leary (Group Manager Planning and Environment), Tim Langley (Roading Manager), Nicki Ansell (Lead Policy Advisor) and Amy Andersen (Committee Advisor). Ree Anderson and Richard Knott (Consultants).
Conduct of Business:	This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough, and was livestreamed on the Council’s YouTube Channel. The meeting was held in public from 9:00am to 11:59am.

A Open Section

A1. Karakia Timatanga - Opening

Cr Bosley opened the meeting.

A2. Apologies

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/15) to accept apologies from Cr Woodcock, Cr Ellims and Ms Edwards.

(Moved Cr Gray/Seconded Cr Maynard)

Carried

A3. Conflicts of Interest

There were no conflicts of interest.

B Submission hearings – Featherston Masterplan

The Committee heard the following submitters:

- Samuel Morgan Carbett
- Lesley Christian

- Paul Broughton
- Leonce Colin Patrick Jones
- Matthew Wenden
- Ross and Erin Geange

Meeting adjourned at 10:19am.
Meeting reconvened at 10:33am.

- John Grey
- Jennifer Grey
- Romain Busby
- Vicky Alexander
- Brenda West

Members acknowledged the Democracy and Engagement team and thanked them for the thorough engagement process they ran for the Featherston Masterplan.

C Information Reports from Chief Executive and Staff

C1. Featherston Masterplan Hearings

Ms Ansell and Mr O’Leary, supported by Ms Anderson and Mr Knott spoke to matters included in the report.

Officers responded to queries relating to the engagement process, section sizes, flooding, car parking requirements, mixed use development/zoning, senior housing and supporting an aging population, and issues relating to the main street.

Members acknowledged submitters for their level of engagement and willing to work with Council to support the progression of plans for the community.

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/16) to receive the Featherston Masterplan Hearings Report.

(Moved Cr Gray/Seconded Cr McAulay)

Carried

The Acting Mayor confirmed that the deliberations will occur on 17 April.

D Karakia Whakamutunga - Closing

Cr Bosley closed the meeting.

The meeting closed at 11:59am.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

.....(Chief Executive)

.....(Date)

Strategy Working Committee Minutes from 10 April 2024

Present:	Acting Mayor Melissa Sadler-Futter (Chair), Councillors Colin Olds, Kaye McAulay, Alistair Plimmer, Rebecca Gray, Martin Bosley, Pip Maynard, Aaron Woodcock, Aidan Ellims (via Zoom), and Violet Edwards (Māori Standing Committee Representative).
Apologies:	Mayor Martin Connelly (Leave of absence – listed as an apology as per Standing Order 13.3).
In Attendance:	Janice Smith (Chief Executive Officer), Stefan Corbett (Group Manager Partnerships and Operations), Nicki Ansell (Acting General Manager Democracy and Engagement), Russell O’Leary (Group Manager Planning and Environment), Paul Gardner (General Manager Human Resources and Corporate Services), Robyn Wells, (Principal Adviser Water), Louise Dowdell (Libraries Services Manager), Alex Pigou (Team Leader Communications) and Amy Andersen (Committee Advisor). Charles Barker (Wellington Water).
Public forum:	Marieke Soeter.
Conduct of Business:	This meeting Supper Room, Waihinga Centre, 62 Texas Street, Martinborough, and was livestreamed on the Council’s YouTube Channel. The meeting was held in public where noted from 9:00am to 11:26am.

Open Section

A1. Karakia Timatanga - Opening

Cr Maynard opened the meeting.

A2. Apologies

There were no apologies.

A3. Conflicts of Interest

There were no conflicts of interest.

A4. Public participation

Marieke Soeter spoke to the Committee about flooding issues at the hill end of Brandon Street including: health and safety issues such as debris, blocked water systems and timeframes for Wellington Water to clear affected areas

after significant rainfall. Ms Soeter requested solutions from Council to address the issues as presented in her submission. Members queried Ms Soeter's expertise in this field.

A5. Actions from public participation

Action 133: Request urgent follow up with Wellington Water to ensure stormwater drainage on Brandon Street is prioritised for clearing. *S Corbett*

Actions 134: Request information report to a future meeting of the Strategy Working Committee regarding flooding issues on Brandon Street (refer to Marieke Soeter's public participation presentation to the Committee on 10/04/2024). *S Corbett*

Action 135: Request clarification of the levels of service with Wellington Water and other relevant contractors in relation to drainage/clearing of water ways across the district. *S Corbett*

A6. Extraordinary business

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/27) to add the Greytown Water Treatment Plant Upgrade Options Project Report.

The item was not on the agenda as officers originally planned to have the project completed by the end of March, however, consultation with community stakeholders took longer than originally estimated but it was deemed more important to get feedback than stick to the original timeline. The discussion on the item cannot wait for a future meeting because without approval any future work could be at risk for rework or delay which is not in the best interests of the community.

To be added to the agenda under public excluded as item D1. Note that the withholding of information under the Local Government Official Information and Meetings Act 1987 is necessary to: enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities – Section 7(2)(h).

(Moved Cr Olds/Seconded Cr Plimmer)

Carried

A7. Confirmation of minutes

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/28) to accept that the minutes of the Strategy Working Committee meeting held on 13 March 2024 are a true and accurate record, subject to the following changes: Mayor Connelly to be removed from "present", and Councillor Maynard and Councillor Bosley to be removed from "apologies" in the top section of the minutes.

(Moved Cr Gray/Seconded Cr Plimmer)

Carried

A8. Matters arising from previous meetings

Members acknowledged Ms Smith and Council Officers for progressing the Interim Speed Management Plan. Noted that SWDC have jointly with CDC

decided to submit the Interim Speed Management Plan to the Director Land Transport for approval.

ITEM MOVED

C Information Reports from Chief Executive and Council Officers

C1. Wellington Water Committee Reports 15 March 2024 Meeting

Mr Barker spoke to matters included in the report and responded to queries from members including: public reporting of network faults, pipeline integrity and managing an aging network, repairs of leaks, changes to rules for compliance (monitoring instruments), risk of drought (water restrictions and smart meters), Martinborough Wastewater Treatment Plant funding (capacity and compliance).

Members requested for further commentary from Wellington Water when items are identified as “red” and avoiding misinterpretation of language in future reports.

B Decision Reports from the Chief Executive and Council Officers

B1. Local Waters Done Well – Regional Collaboration Proposal

Ms Smith spoke to matters included in the report.

Members discussed nomination to the Advisory Oversight Group for the joint water service delivery plan process and the commitment required.

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/29) to:

- 1a) Receive the Local Waters Done Well – Regional Collaboration Proposal report.
- b) Note the Government’s intended legislative changes to give effect to the Local Water Done Well policy, including the requirement on councils to develop a water service delivery plan.
- c) Approve, in principle, signing an MoU to commence work on a joint water service delivery plan with the other councils in the Wellington region.
- d) Agree to delegate authority to the Chief Executive to finalise the MoU, consistent with discussions and any amendments made by the Committee.

[Items 1a-d read together]

(Moved Cr Olds/Seconded Cr McAulay)

Carried

- e) Appoint Councillor Colin Olds to be council’s representative on the Advisory Oversight Group for the joint water service delivery plan process.

(Moved Cr Plimmer/Seconded Edwards)

Carried

B2. Wairarapa Library Service Review

Mr Corbett spoke to matters included in the report and next steps, Enhanced AP and recruitment of additional staff to support operations.

Acting Mayor Sadler-Futter also acknowledged the work completed by the team, for the tone of the report, inclusion of lessons learned and noted that the delay in bringing this report back to the Committee was not fault of officers, it was to allow for further collaborative work between elected members and officers.

Acting Mayor Sadler-Futter also noted that the decisions on the recommendations included in this report will be discussed during the Enhanced Annual Plan deliberations, scheduled for 22 May 2024.

Members queried the comparative analysis provided, staffing and recruitment, staff leave balances, shared services and daily operations.

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/30) to receive the Wairarapa Library Service Review report.

(Moved Cr McAulay/Seconded Cr Gray)

Carried

C Information Reports from Chief Executive and Council Officers

C2. Audit Management Report June 2023

Ms Smith spoke to matters included in the report.

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/31) to:

1. Receive the *'Report to the Council on the audit of South Wairarapa District Council For the year ended 30 June 2023'* Report.
 2. Note that Audit issued an unmodified audit report, dated 7th December 2023.
 3. Note the report's three recommendations, categorised as Necessary, along with management's proposed ameliorations.
- a. Audit Recommendation – "Management should review the processes around identification of related parties and perform completeness checks on declared interests at least annually to ensure all potential related parties are identified and assessed for disclosure within the financial statements."
 - i. *Management Response - For the year ending 30 June 2024 SWDC are implementing the use of Microsoft Forms to facilitate completeness checks of the disclosures, and the storing of disclosure responses. Microsoft Forms is a survey tool that allows the sender to track who has responded and download the responses in spreadsheet format.*
 - b. Audit Recommendation – "The District Council should prepare a reconciliation at year-end to clearly evidence how the rates in advance recorded in the general ledger ties to the rates report."
 - i. *Management Response - SWDC will implement a reconciliation of general ledger balances and rates statement."*

- c. Audit Recommendation – “The District Council should perform an assessment of assets that are fully depreciated in their asset register to ascertain which are still in use and further assessing whether the useful lives of similar assets remain appropriate.”

- i. *Management Response - The functions and future needs of the GIS & Asset Data Officer are being resourced through alternative methods whilst we undertake a recruitment process. An additional role of Asset Manager is being sought through the Annual Plan process. A priority for both roles will be in reviewing the assets of SWDC, and ensuring robust processes for maintaining asset data are implemented.*

[Items 1, 2 & 3 read together]

(Moved Cr Gray/Seconded Cr Bosley)

Carried

ITEM WITHDRAWN

C3. Quotable Value NZ – Presentation of the 2023 South Wairarapa General Revaluation

Item withdrawn due to delayed audit, as notified by Quotable Value NZ.

Note: this presentation will be given in an open workshop scheduled on 17 April 2024. Please visit our website for more information.

<https://swdc.govt.nz/meeting/quotable-value-presentation-of-the-2023-south-wairarapa-general-revaluation/>

C4. Action Items

86 – Members requested to close the action.

409 – Cr Bosley to discuss next steps with Mr Corbett.

ITEM ADDED

Acknowledgements and tributes

Cr Gray acknowledged Brent Slater of Featherston for his volunteer work in relation to the maintenance of Bar Brown Bush Reserve.

Cr Gray also acknowledged people living in the district who identify as LGBTQ+, considering the challenges faced by Councils across the country in the past few weeks.

The meeting was adjourned at 10:45am.

The meeting was reconvened at 10:59am (Cr Ellims not present).

Cr Ellims returned to the meeting at 11:00am.

D Public Excluded Section

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
Greytown Water Treatment Plant Upgrade Options Project Report	Good reason to withhold exists under section 7(2)(h)	Section 48(1)(a)

This resolution (SWC2024/32) is made in reliance on Section 48(1) 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
withholding of information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	section 7(2)(h)

(Moved Cr Gray/Seconded Cr Maynard)

Carried

E Karakia Whakamutunga - Closing
Cr Bosley closed the meeting.

The meeting closed at 11:26am.

Confirmed as a true and correct record

.....(Chair)

.....(Chief Executive)

.....(Date)

.....(Date)



**Strategy Working Committee
Featherston Masterplan Deliberations
Minutes from 17 April 2024**

Present:	Acting Mayor Melissa Sadler-Futter (Chair), Councillors Colin Olds, Kaye McAulay (until 10:45am), Alistair Plimmer, Rebecca Gray, Martin Bosley, Pip Maynard, Aaron Woodcock (from 11:04am) and Aidan Ellims.
Not present:	Violet Edwards (Māori Standing Committee representative)
Apologies:	Mayor Martin Connelly (Leave of absence – listed as an apology as per Standing Orders 13.3).
In Attendance:	Janice Smith (Chief Executive), Russell O’Leary (Group Manager Planning and Environment), Nick Eagle (Planning Manager) Narida Hooper (Pou Māori), Lina McManus (Funding Coordinator) and Amy Andersen (Committee Advisor), Ree Anderson and Richard Knott (Consultants).
Conduct of Business:	This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough, and was livestreamed on the Council’s YouTube Channel. The meeting was held in public from 9:02am to 11:15am.

A Open Section

A1. Karakia Timatanga - Opening

Cr Maynard opened the meeting.

A2. Apologies

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/34) to accept apologies from Cr Woodcock for late arrival.

(Moved Cr Gray/Seconded Cr Maynard)

Carried

A3. Conflicts of Interest

There were no conflicts of interest.

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

B Deliberations – Featherston Masterplan

Mr O’Leary spoke to matters included in the report and summarised the recommended changes.

Mr O’Leary was supported by Mr Eagle, Ms Anderson and Mr Knott when responding to queries from members, including a request for clarification when talking about the main street for Featherston (this is Fitzherbert Street), zoning, and clarification regarding linkage to the Wairarapa Combined District Plan.

Members held deliberations on the recommendations (refer to table 7 below). The key topics of discussion included car parking (volume, access to businesses), pedestrian crossings on Fitzherbert Street (placement and safety concerns). Noted, there has been no decision on a fourth crossing on Fitzherbert Street at this stage.

Members queried whether Council could lobby Waka Kotahi for a roundabout at Wakefield Street end and Boundary Road end, which would support with emerging issues if rail crossing were closed at Brandon Street. This relates to enhanced safety measures at the intersection.

Mr O’Leary tabled information for Option 3B – costings for preferred access option – please refer to Appendix 1. Mr Eagle spoke to the information provided to the Committee. Members noted the urgency needed in relation to the accessway as business are being affected since the installation of traffic island outside the pharmacy on Fitzherbert Street. Noted, Kiwirail have offered to meet with affected businesses to address the issues.

Action 157: Officers to continue investigation of access way from Featherston Community centre to Fitzherbert Street and car parking capacity, noting that this will be added to the deliberations report for the Enhanced Annual Plan 2024-25, scheduled to be heard in May 2024.

Members discussed Options, referring to section 8 of the report.
Mr O’Leary responded to queries from members regarding soil classification types, linkage to the District Plan, and government policies in relation to highly productive land.

Cr McAulay left the meeting at 10:45am.

Members indicated their preference as Option C in relation to Table 8.

Members discussed Table 8E - a proposed Heritage fund.

Cr Plimmer declared a conflict of interest in relation to the heritage discussion (Table 8E) due to his appointment to the Wairarapa Combined District Plan Joint Committee and remained at the table, but did not discuss this element of the report.

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Members requested an Option (e) be added to Table 8E – to reduce the existing heritage provisions in the Town Centre, additionally individually identified residential heritage buildings to be protected.

Members queried mixed-use zoning (commercial with on-site living) and clarity of this in the Masterplan. Ms Anderson noted that the plan can be altered to make sure it's clear to existing owners in terms of transparency.

Members noted that off street parking needs to be accounted for in new mixed zone developments, prioritising commercial success.

Members queried car parking requirements for businesses.

Cr Woodcock arrived at 11:04am.

Members acknowledged the Planning and Democracy and Engagement teams for their work to date, and the local community for their participation, noting that it overall it had been a positive process.

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/35) to:

1. receive the *Draft Featherston Masterplan Deliberations* Report.
(*Moved Cr Maynard/Seconded Cr Olds*) Carried
2. to extend the meeting past 11:02am (as per Standing Order 4.2 - Meeting Duration).
(*Moved Cr Plimmer/Seconded Cr Bosley*) Carried
3. endorse the recommended amendments to the Draft Featherston Masterplan as outlined in Table 7 below, including the additional amendments; and
4. request that the final Draft Featherston Masterplan and Implementation Plan be reported back to the Strategy Working Committee for final review and adoption at the Committee's meeting on 5 June 2024.

[Items 3 & 4 read together]

(*Moved Cr Gray/ Seconded Cr Olds*)

For: Acting Mayor Sadler-Futter, Cr Olds, Cr Maynard, Cr Gray, Cr Ellims and Cr Bosley.

Abstained: Cr Woodcock.

Against: Cr Plimmer.

Carried 6/1

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Table 7 Amend the Following Sections of the Draft Featherston Masterplan (DFM)	Change suggested as per the deliberations report	Further amendments to suggested changes (as highlighted)
Section 5: Key Challenges and opportunities (page 8)	<ul style="list-style-type: none"> Section 5.1 Themes Suggest adding the words “cost effective” to Theme c Add to Theme c as follows: c. Promoting coordinated, cost effective and resilient development and ensure that the town is future proofed 	None recorded.
Section 6 Our Process and Engagement (page 9) and Section 7 Engagement Summary	<ul style="list-style-type: none"> Update section 6 and 7 “Our Process and Engagement Summary” to reflect the engagement that has occurred since the Draft Featherston Masterplan was publicly notified. Include this Summary as an Appendix in the Final Masterplan. 	None recorded.
Section 10 Vision and 6 Guiding Principles: page 13 Section 10.1 Our Vision Suggest amending as follows:	<ul style="list-style-type: none"> Suggest the first Vision be amended to: <ul style="list-style-type: none"> Include the words “and diverse” Delete the words of “workers, families and creatives” So that the vision reads: ‘A thriving and diverse community; all supporting each other.’ This responds to submitters concerns for the vision to be more inclusive. 	None recorded.
Section 10.2 Principles: Suggest amend Principles 5 and 6 as follows	<ul style="list-style-type: none"> Suggest principle 5 be amended to read: “5. Caring for our physical and natural environment, being sustainable “ Suggest principle 6 be amended to read: “6. Doing what we can, within our means, being solution focused.” 	None recorded.
Section 11.3 The focus of the plan (page 16)- The 2 top priorities	<ul style="list-style-type: none"> Suggest amending top priority (i) which currently reads: “An enhanced main street and a connected town centre heart” so that it reads: “An enhanced Town Centre including the Main Street and a connected Mid-Town Park Hub” (i.e. rename the currently labeled Town Centre Heart to Mid- Town Park Hub to ensure that it is clear that the Town Centre consists of both the Main Street and Mid- 	<ul style="list-style-type: none"> Suggest amending top priority (i) which currently reads: “An enhanced main street and a connected town centre heart” so that it reads: “An enhanced Town Centre including Fitzherbert Street and a connected Mid-Town Park Hub” (i.e. rename the currently labeled Town Centre Heart to Mid- Town Park Hub to ensure that it is clear that the Town Centre consists of both Fitzherbert Street and Mid-

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Table 7 Amend the Following Sections of the Draft Featherston Masterplan (DFM)	Change suggested as per the deliberations report	Further amendments to suggested changes (as highlighted)
	<p>Town Park Hub (see submission 78)</p> <ul style="list-style-type: none"> Delete the existing priority (ii) which reads: "Transformative pedestrian link to the Train Station and replace with the new priority (ii) below: "(ii) Upgrade existing infrastructure, amenities and services, including upgrading the link to the Train Station to improve useability and safety" 	<p>Town Park Hub (see submission 78)</p> <ul style="list-style-type: none"> Delete the existing priority (ii) which reads: "Transformative pedestrian link to the Train Station and replace with the new priority (ii) below: "(ii) Upgrade existing infrastructure, amenities and services, including upgrading the link to the Train Station to improve useability and safety, with a future transformative vision." <p>Ree addition for final draft 9:35am.</p>
Add in an additional 7th focus to Section 11.3 (additional bullet point)	<ul style="list-style-type: none"> Proposed additional focus Section 11.3 page 16: "Ensure mana whenua, Māori and the broader community are involved in detailed designs for the Town Centre including the Mainstreet and Mid-Town Park Hub and other initiatives that shape the future of Featherston" 	<ul style="list-style-type: none"> Proposed additional focus Section 11.3 page 16: "Ensure mana whenua, Māori and the broader community are involved in detailed designs for the Town Centre including Fitzherbert Street and Mid-Town Park Hub and other initiatives that shape the future of Featherston"
<p>Sections 11.8 and 11.9k Daniel Street</p> <p>And Section 13.4 KiwiRail projects And</p> <p>Updates recommended to be made to Design Maps 1: Page 24</p>	<ul style="list-style-type: none"> Section 11.8 and Section 11.9k page 18-19 and section 13.3 a and b DFM: <ul style="list-style-type: none"> Amend so that Daniel Street is retained as a 2-way vehicular accessway; retaining parking on Daniel Street; upgrading the shared pedestrian/cycleway along Daniel Street Amend to remove reference to the closure of Fox Street Design Map 1: Mainstreet- West Linkage to Train Station- South: <ul style="list-style-type: none"> Raised crossing at west entry to town centre retained. 	<ul style="list-style-type: none"> Section 11.8 and Section 11.9k page 18-19 and section 13.3 a and b DFM: <ul style="list-style-type: none"> Amend so that Daniel Street is retained as a 2-way vehicular accessway; retaining parking on Daniel Street; upgrading the shared pedestrian/cycleway along Daniel Street Amend to remove reference to the closure of Fox Street. Design Map 1: Fitzherbert Street- West Linkage to Train Station- South: <ul style="list-style-type: none"> Raised crossing at west entry to town centre retained.

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Table 7 Amend the Following Sections of the Draft Featherston Masterplan (DFM)	Change suggested as per the deliberations report	Further amendments to suggested changes (as highlighted)
	<ul style="list-style-type: none"> ○ Reduced amount of new tree planting- and include tree planting in movable planters. ○ New footpath along front of petrol station retained. ○ New raised pedestrian crossing outside at east end of petrol filling station retained. ○ Existing pedestrian crossing outside of supermarket upgraded retained. ○ Kerb lines not altered other than where required to provide the above features, to reduce impact on availability of on street car parking. ○ Daniell Street to remain two way, with no change in on street parking. ○ 3m shared (pedestrian/cycle) shared path provided on west side of Daniell Street to provide final section of linkage to station (this may require removal of existing trees). ○ Multi-use space deleted. ○ No changes at this time to Fox Street level crossing. 	<ul style="list-style-type: none"> ○ Reduced amount of new tree planting- and include tree planting in movable planters. ○ New footpath along front of petrol station retained. ○ New raised pedestrian crossing outside at east end of petrol filling station retained. ○ Existing pedestrian crossing outside of supermarket upgraded retained. ○ Kerb lines not altered other than where required to provide the above features, to reduce impact on availability of on street car parking. ○ Daniell Street to remain two way, with no change in on street parking. ○ 3m shared (pedestrian/cycle) shared path provided on west side of Daniell Street to provide final section of linkage to station (this may require removal of existing trees). ○ Multi-use space deleted. ○ No changes at this time to Fox Street level crossing.
Updates recommended to be made to Design Maps 2: (page 26)	<ul style="list-style-type: none"> • Design Map 2 - Alter title to Read: Town Centre: Main Street East and Booktown Precinct <ul style="list-style-type: none"> ○ Shared spaces shown for Birdwood Street retained. Note: the space available for vehicles in these is sufficient to allow two way traffic. The future detailed design of these spaces can ensure that it is clear that this space does allow the free movement of vehicles through these streets. 	<ul style="list-style-type: none"> • Design Map 2 - Alter title to Read: Town Centre: Fitzherbert Street East and Booktown Precinct <ul style="list-style-type: none"> ○ Shared spaces shown for Birdwood Street retained. Note: the space available for vehicles in these is sufficient to allow two way traffic. The future detailed design of these spaces can ensure that it is clear that this space does allow the free movement of vehicles through these streets.

DISCLAIMER

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Table 7 Amend the Following Sections of the Draft Featherston Masterplan (DFM)	Change suggested as per the deliberations report	Further amendments to suggested changes (as highlighted)
	<ul style="list-style-type: none"> ○ Raised table at west end of 'Squirkle' deleted. ○ Existing pedestrian crossing over SH2 east of Birdwood Street upgraded to raised crossing. ○ Kerb lines on SH2 not altered other than where required to provide the above features, to reduce impact on availability of on street car parking. ○ Fox Street (north of SH1) redesigned as shown in consultation draft plan, to allow easier pedestrian movement between areas of open space. Area altered reduced in length to stop at rear of Engine Shed. Note: The continued use of the proposed angled parking in the future detailed design of this area, can ensure that existing car parking numbers can be maintained. Note: the carriageway space for two way vehicle movement has not altered from existing. ○ Potential for additional car parking in the existing 'paper road' to the east of the play park retained. ○ New raised crossing at east entry to town centre retained. ○ Fox Street (south of SH1) formed into shared space. Note: the space available for vehicles altered to ensure that this is sufficient to allow two way traffic. The future detailed design of this space 	<ul style="list-style-type: none"> ○ Raised table at west end of 'Squirkle' deleted. ○ Existing pedestrian crossing over SH2 east of Birdwood Street upgraded to raised crossing. (Not required, crossing already raised). ○ Kerb lines on SH2 not altered other than where required to provide the above features, to reduce impact on availability of on street car parking. ○ Fox Street (north of SH2) redesigned as shown in consultation draft plan, to allow easier pedestrian movement between areas of open space. Area altered reduced in length to stop at rear of Engine Shed. Note: The continued use of the proposed angled parking in the future detailed design of this area, can ensure that existing car parking numbers can be maintained. Note: the carriageway space for two way vehicle movement has not altered from existing. ○ Potential for additional car parking in the existing 'paper road' to the east of the play park retained. ○ New raised crossing at east entry to town centre retained. ○ Fox Street (south of SH2) formed into shared space. Note: the space available for vehicles altered to ensure that this is sufficient to allow two way traffic. The future detailed design of this space can ensure

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Table 7 Amend the Following Sections of the Draft Featherston Masterplan (DFM)	Change suggested as per the deliberations report	Further amendments to suggested changes (as highlighted)
	<p>can ensure that it is clear that this space does allow the free movement of vehicles through these streets (except when closed for events).</p> <ul style="list-style-type: none"> ○ Alter name 'Birdwood Street' south of SH1 to correctly read 'Lyon Street' ○ Correct plan to show planting at north end of Lyon Street removed; this was an error included on the original plan. 	<p>that it is clear that this space does allow the free movement of vehicles through these streets (except when closed for events).</p> <ul style="list-style-type: none"> ○ Alter name 'Birdwood Street' south of SH2 to correctly read 'Lyon Street' • Correct plan to show planting at north end of Lyon Street removed; this was an error included on the original plan.
Updates recommended to be made to Design Maps 3:Page 28	<ul style="list-style-type: none"> • Design Map 3 – Linkage to train Station - North <ul style="list-style-type: none"> ○ Amend to remove new shared path along Johnston Street and link to this along Bell Street. ○ Retain shared path from access to Train Station car park to Sports Hub (more clearly seen on plan at 14.1). 	None recorded.
Consequential changes made to: Other minor updates to Masterplan Document to correct any minor errors.	<ul style="list-style-type: none"> • Overall Masterplan Strategy Plan and Legend at 11.1 • Plan at 14.1 • 11.9 Key Features in the Town Centre and Train Station Areas • 13.1 Key Features of Main Street Revitalisation and Upgrades • 13.2 Key Features of Upgrade in 'Town Heart' – Recreation and Open Space Precinct • 13.3 Key Features of Link to Train Station Hub and Sports Hub • 13.4 KiwiRail Projects • 14.2 Main Street West End • 14.3 Linkage to Train Station and Sports Hub (South End) • 14.4 Upgrade in 'Town Heart' – Recreation and Open Space Precinct • 14.5 Main Street East End and Booktown Precinct • 14.6 Linkage to Train Station and Sports Hub (Centre and North End) 	<ul style="list-style-type: none"> • Overall Masterplan Strategy Plan and Legend at 11.1 • Plan at 14.1 • 11.9 Key Features in the Town Centre and Train Station Areas • 13.1 Key Features of Fitzherbert Street Revitalisation and Upgrades • 13.2 Key Features of Upgrade in 'Town Heart' – Recreation and Open Space Precinct • 13.3 Key Features of Link to Train Station Hub and Sports Hub • 13.4 KiwiRail Projects • 14.2 Fitzherbert Street West End • 14.3 Linkage to Train Station and Sports Hub (South End) • 14.4 Upgrade in 'Town Heart' – Recreation and Open Space Precinct • 14.5 Fitzherbert Street East End and Booktown Precinct • 14.6 Linkage to Train Station and Sports Hub (Centre and North End)

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Table 7 Amend the Following Sections of the Draft Featherston Masterplan (DFM)	Change suggested as per the deliberations report	Further amendments to suggested changes (as highlighted)
	<ul style="list-style-type: none"> 15. Priorities and Implementation Plan 	<ul style="list-style-type: none"> 15. Priorities and Implementation Plan

C Karakia Whakamutunga - Closing
Cr Maynard closed the meeting.

The meeting closed at 11:15am.

Appendix 1 -

Confirmed as a true and correct record

.....(Chair)

.....(Date)

.....(Chief Executive)

.....(Date)

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Appendix 1 - Featherston Community Centre to Main Street Option 3B - Costings

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Featherston Community Centre to Main Street Option 3B (April 2024)

Costings for preferred access option

Recent further engagement has been undertaken with landowners regarding the options outlined 1a – 3c linking the Featherston community center with Fitzherbert Street. This was undertaken with the following landowners:

34 Fox Street (Medical Centre): [REDACTED]

38-40 Fox Street: [REDACTED]

33 Fitzherbert Street: [REDACTED]

As a result of consultation 3B become the most likely option as follows:

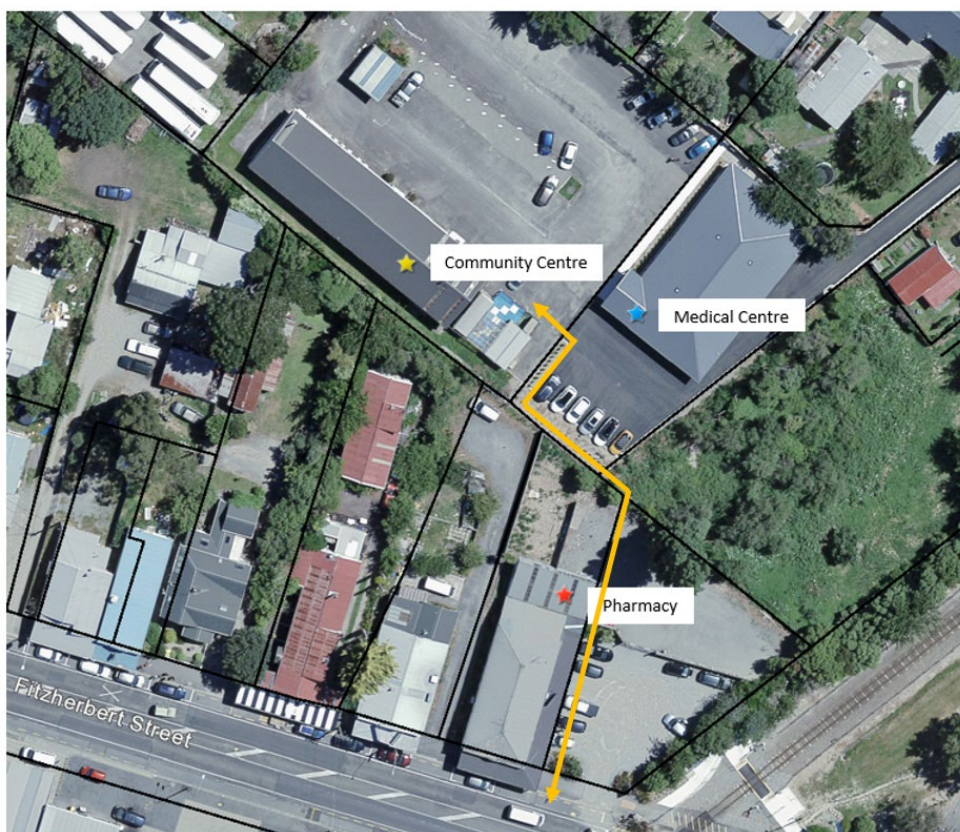


Fig 1. Option 3b location – pedestrian walkway only

Option 3b - Pedestrian walkway through medical center to pharmacy. Purchase or create an easement.

Costs

- **Surveying**
 - o Defining boundaries **\$2,000 - \$5,000.**
- **Land Information New Zealand Dealings**

- LINZ fees/disbursements **\$102 per registration**. This is likely to be one registration over the three titles.
 - **Lawyers**
 - Advice on easement **\$450 - \$600 +GST**.
 - Preparing Easement Instrument, Registration, signing and certifying the dealing **\$900 - \$1,000 +GST**
 - Legal advice for other parties. Hard to say but would **expect \$500 - \$700 +GST**
 - Mortgagee consent. Sometimes the banks charge for consent **(approx. \$100)**.
 - **Construction Fees**
 - Pavers **\$55,000.00 +GST**
 - Lighting including underground cables (bollards lights) **\$35,000.00 +GST**
 - Signage **\$10,000.00 +GST**
 - Drainage **\$7,500.00 +GST**
 - Allow annual cleaning and power for lighting **\$5,000.00pa +GST**
 - CCTV and landscaping not included.
- Potential cost range \$134,552 - \$138,002 (including GST)**

A second option is to have a two-way vehicle access along the same route as 3b.

Allowance for 6 m wide vehicle access for Fitzherbert St to medical centre approximately 80m in length.

Costs

- **Surveying**
 - Defining boundaries **\$2,000 - \$5,000**.
- **Land Information New Zealand Dealings**
 - LINZ fees/disbursements **\$102 per registration**. This is likely to be one registration over the three titles.
- **Lawyers**
 - Advice on easement **\$450 - \$600 +GST**.
 - Preparing Easement Instrument, Registration, signing and certifying the dealing **\$900 - \$1,000 +GST**
 - Legal advice for other parties. Hard to say but would **expect \$500 - \$700 +GST**
 - Mortgagee consent. Sometimes the banks charge for consent **(approx. \$100)**.
- **Construction**
 - Carraigeway and surfacing **\$96,000**
 - Construct Kerb and channel **\$32,000**
 - Vehicle crossing @ Fitzherbert St **\$7,000**
 - Drainage etc **\$8000**
 - Pavers **\$55,000.00 +GST**
 - Lighting including underground cables (bollards lights) **\$35,000.00 +GST**
 - Signage **\$10,000.00 +GST**
- **Potential cost range \$247,256 - \$250,706 (including GST)**

Updated Three Waters Capital Delivery Plan for FY2023/24

1. Purpose

- a. To inform members of the options to revise the FY2023/24 Three Waters Capital Expenditure (Capex) Plan considering the forecasted spend from Wellington Water (WWL) versus the agreed budget as revised by WWL's mid-year review and considering the ring fencing of funds for the Greytown Water Treatment Plant project (September 2023).
- b. Ask the committee to agree to an option to increase the FY2023/24 Three Waters Capital Expenditure (Capex) Plan by \$0.53M bringing the total forecast expenditure for FY2023/24 to \$4.69M (excluding the actual spend against the Greytown Water Treatment Plant Upgrade project which is forecast to be \$0.29M for FY2023/24).

2. Executive Summary

Since approving the capital budget for FY2023/24 several decisions have been made by Council impacting on the projected annual spend, including carry-over of FY2022/23 underspend, ring-fencing of funds, submission of a compliance plan for an abatement notice, and approval of a long-term solution for the Tauwharenīkau crossing.

At the same time, WWL has seen increases in both cost and frequency of renewals that have been implemented. There have also been decisions on process and controls made by WWL that have contributed to a forecast for FY2023/24 that exceeds the approved funds available.

WWL have requested an increase in budget by \$1.01M to account for what they believe is needed to complete the capital programme this year (Appendix 1). This is referred to Option 3 in this officer's report and is not recommended.

Officers recommend Option 2 (\$0.53M) because of the financial risks of approving the higher option without the completion of the review of processes and communications. The second option allows essential capital work to continue in the meantime and involves an increase of funds available by \$0.53M.

The adjustments to this year's capital programme will have flow on effects to the FY2024/25 Enhanced Annual Plan and consequent impacts to the total rates revenue required. Taken in concert with the delay in the Greytown Water Supply Upgrade

Project delay, there will be a reduction in rates revenue required next year but quantifying this is difficult without knowing when the larger project will be completed¹.

For option 2 in isolation the impact of adding \$0.53M in FY2023/24 will result in rates required for FY2024/25 to be increased by \$39k or \$8.39 per Water Supply Targeted rate. This would mean a 0.16% increase in total rates revenue required versus the amount currently being consulted on.

3. Recommendations

Officers recommend that the Committee:

1. **Receive** the Updated Three Waters Capital Delivery Plan for FY23/24.
2. **Agree** to increase the FY2023/24 capital investment budget to match the forecast in Option 2, an increase of \$0.53M bringing the total forecast expenditure for FY2023/24 to \$4.69M (excluding the actual forecast spend of \$0.29m against the Greytown Water Treatment Plant Upgrade project).
3. **Note** that WWL have committed to improve their processes to better deliver the capital programme within Council approved budget.

4. Background

Wellington Water provided advice to Council in the development of the capital delivery plan for FY2023/24 in the form of written advice and workshop papers and participation. It was confirmed that Wellington Water would develop a plan within the approved budget of \$6.235m. After Council received this advice, an underspend of FY2022/23 capital plan occurred, and Wellington Water made a request to carry that overspend into FY2023/24 which was subsequently approved by Council resulting in a FY2023/24 budget of \$6.66M².

In October 2023, the project making up 40 percent of the proposed spend for FY2023/24, the Soldiers' Memorial Park – New Bore and Pump within the Memorial Swimming Pool Grounds project, failed to progress past the Infrastructure and Community Services committee in its current form. Additional options analysis work has been progressed but the bulk of the original \$2.5M budget is still unspent.

Also following the AP2023/24 decision, SWDC submitted and had accepted by Greater Wellington Regional Council, a Compliance Delivery Plan for the Martinborough

¹ Remembering that we budgeted to borrow for the full spend of \$2.5M on the Greytown water Supply Upgrade project in FY2023/24 and we are forecast to spend \$290k which is not accounted for here. Depending on when in 2024/25 this project takes place there will be offsetting reduction in related interest & depreciation costs of up to \$165k.

² Included in general budget and not ring fenced by activity

Wastewater Treatment Plant and have prioritised the desludging of the Greytown Wastewater Treatment Plant with associated capital and opex budgets for both.

In February 2024, Council approved the progression of the Tauwharenīkau Pipeline Crossing Long Term Solution that enables WWL to progress design releasing funds allocated for this project.

Now, due to all these changes and a mid-year review of spend to date, Wellington Water wish to increase the three waters capital delivery programme for FY2023/24 excluding the ring-fenced funds of \$2.5M and have this increase confirmed by Council.

Prioritisation

4.1 Te Tiriti obligations

Engagement considered not required in this case.

4.2 Long Term Plan alignment

This decision requested in this report could impact on both the Enhanced AP2024/25 and the first year of the LTP2025/34.

Check box – where does it fit?

☐ Spatial Plan

☒ Long Term Plan

☒ Annual Plan (Enhanced)

There is a FY2024/25 capital plan for three waters included and funded within the Enhanced Annual Plan 2024/25 currently under consultation. Changes as a result of this recommendation will be included in the Deliberations report submitted to elected members as part of the Deliberations Hearing.

5. Discussion

The WWL paper attached as Appendix 1 describes their reasons behind the request for additional funding. WWL has traditionally managed a programme of work within a total budget number moving projects forward and back in the programme dependent on when the project moves through their staged gate process. Theoretically, this means that capex is spent each year rather than remaining unspent. Early in the year when the Greytown Water Supply Upgrade project was delayed, WWL chose to move a project forward to fill the gap.

Unfortunately, however, there is a portion of the approved budget related to reactive work that is estimated based on an expected number of failures; and this year there have been more failures than expected; the actual cost of projects has exceeded budgets; and, closing out the Donald Street project has expended more funds than expected. All this has led to a situation where the remaining budget is not sufficient to cover the remaining planned work and WWL have now asked us to increase the full year budget amount.

Officers, however, are concerned about a pattern of overspend by WWL and endorse the need for an improvement in the way WWL manages the capital delivery plan for SWDC. In particular, the lack of ringfencing of funds by activity and project (to be a key aspect of Local Water Done Well in the future). Therefore, it would seem prudent for the review to be completed before allocating any further general funds to WWL above those already committed to by Council at this stage to continue specific named projects, being the Tauwharenīkau and the MTB and GTN WWTPs desludging work.

It is for this reason that Officers recommend Option 2 rather than WWL's preferred option.

6. Options

All options are based on Wellington Water Briefing Paper attached as Appendix 1

6.1 Option 1 – Increase by \$0.34M

- All capex work will essentially stop as of the end of April despite specific named projects being approved by elected members because we technically have no budget left.
- **Not recommended**

6.2 Option 2 – Increase by \$0.53M (SWDC preferred option)

- Capex work will continue on specific named projects
- Any increase in the FSTN WWTP budget to go through the governance committee rather than foreshadowed here
- No increased budget for reactive renewals or planned projects not started yet
- Annually recurring projects go on hold
- **Recommended**

6.3 Option 3 – Increase by \$1.01M (WWL preferred option)

- Additional budget to continue Council priority projects
- Bring forward \$0.1M of spend for Featherston WWTP Reconsenting project
- Increased general funds for reactive renewals, planned small projects and annually recurring projects
- **Not recommended**

Option 2 is recommended because it brings the approved budget back into alignment with the forecast but does not give WWL any general increase in budget for them to prioritise and spend without our knowledge. At the same time, we will be reviewing how we manage the programme and hence budget in the future.

7. Strategic Drivers and Legislative Requirements

An increase requiring additional loan funding that impacts on the 15.3% total rates revenue for FY2024/25 currently under consultation would create reputational risks

for Council. This can be considered in conjunction with any other amendments to the proposed rate increase as the deliberations meeting on 22 May 2024.

However, the risks of not going ahead with key projects (Tauwharenīkau and desludging) have far greater risks to Council and is not recommended.

There remains some risk if we do not fund the WWL recommended option, however, this needs to be moderated with a need to improve WWL processes and communications which should be completed before increasing the funds to this level.

7.1 Significant risk register

- ☐ Relationship with iwi, hapū, Māori
- ☐ Climate Change
- ☐ Emergency Management
- ☐ IT architecture, information system, information management, and security
- ☒ Financial management, sustainability, fraud, and corruption
- ☐ Legislative and regulative reforms
- ☒ Social licence to operate and reputation
- ☒ Asset management
- ☐ Economic conditions
- ☐ Health and Safety

7.2 Policy implications

Not applicable.

8. Consultation

8.1 Communications and engagement

The persons who are affected by or interested in this matter are the ratepayers who pay as connections to council water services.

8.2 Partnerships

A communications plan for this decision is not required.

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

☐ Yes ☒ No

If no, is a communications plan required?

☐ Yes ☒ No

9. Financial Considerations

There will be an impact on FY2024-25 total rates revenue required because of this decision.

It should be noted that the decision to ring-fence the Greytown Water Supply Upgrade project in September 2023 meant that a budgeted \$2.5M would not need to be loan funded this financial year. More information regarding the timeline of this project is required to analyse any offsetting cost savings but we can make an estimate of the overall change with assumptions as listed below.

Estimated impacts of option 2 is calculated based on the following assumptions:

- i. Interest is assumed @5.5%
- ii. It is assumed that the interest component is recovered from rates
- iii. 1% of total rates is approximately \$250k
- iv. For FY2024/25 the interest component is calculated on the full borrowing for the year
- v. Depreciation is funded over 35 years at 72%

Impact of 2023/24 Capex Programme on Rates Required in 2024/25

	Current AP Rates Impact for Three Waters Capex	Impact of removing Gtn Water Supply project in 23/24	Rates for Impact of Following \$530k in Year Net of 23/24 Changes	Description of Change
Capex for 2023/24				
Water Supply	\$ 3,769,920	-\$ 2,209,976		
Wastewater	\$ 3,105,960			
Stormwater	\$ 137,280			
	\$ 7,013,160	-\$ 2,209,976	\$ 530,000	\$ 5,333,184
				\$1,679,976 lower capex spend
<i>Less other capex funding sources (rates for depn)</i>	<i>-\$ 1,915,004</i>	<i>\$ 45,462</i>	<i>-\$ 10,903</i>	<i>-\$1,880,444</i>
<i>Equals borrowing required</i>	\$ 5,098,156	-\$ 2,164,514	\$ 519,097	\$ 3,452,740
				\$1,645,416 lower loan required
Operating Costs in 2024/25 from above 23/24 Capex				
24/25 Interest at 5.5% of borrowing	\$ 280,399	-\$ 119,048	\$ 28,550	\$ 189,901
24/25 Depn cost over 35 years useful life	\$ 200,376	-\$ 63,142	\$ 15,143	\$ 152,377
	\$ 480,775	-\$ 182,190	\$ 43,693	\$ 342,277
				\$138,497 lower opex costs
Rates Required in 2024/25 from above Operating Costs				
Rates for interest	\$ 280,399	-\$ 119,048	\$ 28,550	\$ 189,901
Rates for depn 72.0% funded	\$ 144,271	-\$ 45,462	\$ 10,903	\$ 109,711
	\$ 424,669	-\$ 164,511	\$ 39,453	\$ 299,612
				\$125,057 lower rates required
Per water supply rate 4,700 number of rates	\$ 90.36	-\$ 35.00	\$ 8.39	\$ 63.75
Rates Revenue Impact		-0.66%	0.16%	per Water Supply targeted rate

As seen in the table above, the impact of option 2 would be an extra \$39k of rates required and a 0.16% impact on total rates revenue required excluding the impact of deferring the Greytown Water Supply Upgrade project funding a year.

The impact of WWL's recommended option of a \$1.1M increase would be a 0.30% impact on next year's total rates requirement.

10. Climate Change Considerations

There are no positive or negative effects on climate change from this decision.

11. Health and Safety Considerations

There are no health and safety considerations from this recommendation.

12. Appendices

Appendix 1 – Briefing Paper – South Wairarapa District Council: Capital programme
FY23-24 mid-year review

Contact Officer: Robyn Wells, Principal Advisor – Water

Reviewed By: Stefan Corbett, Group Manager Partnerships and Operations

Appendix 1 – Briefing Paper – South Wairarapa District Council: Capital programme FY23-24 mid-year review

Briefing Paper**South Wairarapa District Council: Capital Programme FY23-24 mid-year review**

Author: Adam Mattsen - Programme Delivery Lead SWDC
Review: Pete Wells - Head of Service Planning, Network Strategy and Planning
Approved: Susannah Cullen - Group Manager, Network Development and Delivery
Inform: Charles Barker – SWDC Client Relationship Manager

Purpose

The purpose of this paper is to provide an update on the expenditure to date, forecast expenditure and request approval to spend an additional **\$1.01M** in FY2023/24.

This paper outlines risks and impacts against key projects and provides recommendations for a preferred approach.

Recommendations

It is recommended that SWDC:

- **Notes** the options presented in this paper,
- **Notes** Wellington Water recommends Option 3 - to increase this financial year's budget by an additional **\$1.01M** (excluding \$2.5M for the ring-fenced Greytown WTP upgrade project),
- **Provides** written approval for Wellington Water to proceed with the preferred option,
- **Notes** that Wellington Water is committed to improve its processes to better deliver the capital programme within Council approved budget. See section 7 on managing the capital delivery plan within budget;
- **Notes** that in line with agreed policies on transparency and information sharing, this memo will be published on Wellington Water's public website, subject to any redactions consistent with the Local Government Official Information and Meetings Act 1987, once Council has considered and made decisions regarding this advice.

Definitions

- **Confirmed CAPEX Budget:** for the SWDC Capital Programme for the financial year 2023/2024 is \$6.66M.
- **Revised CAPEX Budget:** \$4.16M, this excludes \$2.5M of funding which is ring-fenced for the Greytown WTP upgrade.
- **Forecast:** value currently forecast to be expended this financial year on the capital programme
- **Actual:** value spent this financial year.
- Figures that are in brackets in the tables and appendix below represent a negative variance and an overspend to the approved budget.

Background and Context

1. The confirmed budget for the SWDC Capital Programme for the financial year 2023/2024 is **\$6.66M**.
2. Due to the ring-fenced Greytown WTP upgrade project budget (\$2.5M), the remaining programme budget is **\$4.16M**. This is referred to as the '**Revised Budget**' for the purpose of this memo.
3. Year-to-date actuals by the end of February 2024 are **\$3.91M**, excluding the actual spend against the Greytown WTP upgrade project.
4. Some projects have experienced an increase in costs, and in some areas, more reactive failures have occurred than expected which has resulted in the forecasted expenditure being higher than the programme annual **revised budget** of **\$4.16M** (refer to Appendix C for more detail).
5. The current mismatch between the Revised Budget and the Forecast is an opportunity for the two parties to reset expectations and ensure WWL's internal processes support forecasting accuracy and budget control in the future.
6. Table 1 below provides a summary of the key full year forecast variances. The current expenditure forecast on the remaining programme budget is **\$5.17M**, (**\$1.01M** above the **revised budget** of **\$4.16M**).

Project Name	YTD (Feb)	FY Forecast	FY Budget	FY Variance
Donald Street WWPS and Rising Main Renewal	\$1.57M	\$1.58M	\$1.20M	(\$0.38M)
Treatment DW & WW Reactive Renewals	\$0.25M	\$0.43M	\$0.17M	(\$0.26M)
FSTN Water Main Renewals	\$0.18M	\$0.18M	\$0M	(\$0.18M)
Network DW & WW Reactive Renewals	\$0.27M	\$0.36M	\$0.22M	(\$0.15M)
FSTN WWTP Reconsent & Upgrades	\$0.57M	\$0.95M	\$0.85M	(\$0.10M)
GTN WWTP Compliance Upgrades	\$0.21M	\$0.22M	\$0.18M	(\$0.04M)
MTB WWTP Compliance Upgrades	\$0.25M	\$0.33M	\$0.30M	(\$0.03M)
Budget not utilised on the other projects	—	—	—	\$0.13M
Total	—	—	—	(\$1.01M)

Managing the capital delivery plan within budget

7. Wellington Water is committed to improving its processes that support the capital delivery programme by:
 - a. undertaking an internal evaluation of our delivery of Council's FY2023-24 capital delivery plan so we can learn and improve.
 - b. we have enhanced our team that provides best practice support, assurance and oversight of our programme delivery.

- c. continue to enhance our monthly monitoring, analysis and reporting, to improve better understanding and transparency of the programme.
- d. continuing to work with our delivery teams to improve forecasting accuracy and budget control, including our ongoing key performance indicators for both our consultant and contractor panels.
- e. continue improving our communication with Council on unplanned failures and reactive renewals.

Capital Programme Forecast Options

8. The current capital programme delivery full year forecast is **\$5.17M** against the **revised budget of \$4.16M** (excluding the \$2.5M ring-fenced Greytown WTP upgrade project).
9. The following three options are proposed for the council to consider include:
 - a. Option 1 – FY23-24 Capital programme budget increased by \$0.34M
 - b. Option 2 – FY23-24 Capital programme budget increased by \$0.53M
 - c. Option 3 – FY23-24 Capital programme budget increased by \$1.01M
10. Appendix A provides an itemised programme list for the three options, the projects that would be delivered and the risks/impacts in FY23-24. Appendix B provides a forecast of each option against each water type. Beneath each option there is a breakdown of the capex variance for FY23-24 and FY24-25 Enhanced Annual Plan.

Option 1 – Revised budget increase to \$4.50M (increase the approved budget of \$4.16M by \$0.34M).

The programme is to be managed to minimise the forecast overspend to financial year end, less the ring-fenced Greytown WTP upgrade project. Table 2 below provides the key risks that council would need to accept by adopting this option.

Table 2 – Risks and Capex Impact

Option 1	FY23-24	FY24-25	Cumulative Impact
	CAPEX variance	CAPEX variance	CAPEX variance
Total	(\$0.34M)	\$3.14M	\$2.80M
High Risk Option <ul style="list-style-type: none"> No funding to progress the design for the Tauwharenīkau River pipeline renewal, construction delayed by 12 months. Increased risk of asset failure which would result in the activation of the operational contingency plan at high opex cost. Unable to progress the construction activities to enable desludging for MTB and GTN WWTPs. Desludging activity would be delayed by 12 months, likely resulting in infringement notice(s) from GWRC. Risk of an overspend on the FSTN WWTP Reconsenting project will be managed by the governance committee and is confined to bringing forward budget from next year if required. 			

- Risk of a capex overspend on the operational reactive renewal budgets due to continued unexpected failures (networks & treatment plants).
- Increased opex costs due to temporary arrangements at the Pirinoa and Waiohine WTPs. Increased risk of asset failure due to delays in progressing projects.
- Annually recurring projects (control system renewals, modelling and consenting activities) to go on HOLD for Q4.
- Risk of further cost escalations due to delayed or deferred projects in FY23-24 commencing at a later date.

Option 2 – Revised budget increase to \$4.69M (increase the approved budget of \$4.16M by \$0.53M).

The programme budget to increase to include additional budget for the Tauwharenikau pipeline crossing project, MTB and GTN WWTP Compliance upgrades projects. Table 3 below provides the key risks that council would need to accept by adopting this option.

Table 3 – Risks and Capex Impact

Option 2	FY23-24	FY24-25	Cumulative Impact
	CAPEX variance	CAPEX variance	CAPEX variance
Total	(\$0.53M)	(\$0.14M)	(\$0.67M)
Medium Risk Option <ul style="list-style-type: none"> • Risk of a capex overspend on the operational reactive renewal budgets due to continued unexpected failures (networks & treatment plants). • Increased opex costs due to temporary arrangements at the Pirinoa and Waiohine WTPs. Increased risk of asset failure due to delays in progressing projects. • Annually recurring projects (control system renewals, modelling and consenting activities) to go on HOLD for Q4. • Risk of further cost escalations due to delayed or deferred projects in FY23-24 commencing at a later date in LTP24-34. • Risk of an overspend on the FSTN WWTP Reconsenting project will be managed by the governance committee and is confined to bringing forward budget from next year if required. 			

Option 3 - Revised budget increase to \$5.17M - Recommended (increase the approved budget of \$4.16M by \$1.01M).

Additional budget to continue Council priority projects. Includes additional funding for bringing forward spend on the FSTN WWTP Reconsenting project, operational reactive renewals (networks & treatment plants), Pirinoa WTP Filtration renewal, Waiohine WTP pH dosing system upgrade and funding to continue annually recurring projects.

Table 4 – Risks and Capex Impact [recommended]

Option 3	FY23-24	FY24-25	Cumulative Impact
	CAPEX variance	CAPEX variance	CAPEX variance
Total	(\$1.01M)	\$0M	(\$1.01M)

Low Risk Option <ul style="list-style-type: none"> • Additional budget to continue Council's highest priority projects. • Reduced risk of an overspend on the capex programme due to additional reactive renewal budget (networks & treatment plants) • Reduced opex costs due to Pirinoa WTP filter replacement and progressing design on the Waiohine WTP pH dosing project. • No reprioritisation required to the draft FY24-25 Enhanced Annual Plan 			

11. For options 1 & 2, the shortfall in funding for key projects in FY2023/24 will impact the LTP 2025-34 programme. The indicative LTP 2025-34 capex programme will need to be reprioritised to manage some of the cost increases outlined above and to deliver and complete the key projects. Wellington Water would work with Officers to reprioritise the Enhanced Annual Plan 2024-25.

Appendix A – FY23/24 Capital Delivery Plan Options 1 - 3 (excluding Greytown WTP upgrade).

Key Projects	Annual Budget	Feb Year to Date Spend	Full Year Forecast	Full Year Variance	Current phase	Risk/Impact of not funding	Option 1	Option 2	Option 3
Donald St WWPS & Rising Main	\$1.2M	\$1.57M	\$1.58M	(\$380k)	Complete	-	\$1.58M	\$1.58M	\$1.58M
WWTP Pond Fencing	\$200k	\$170k	\$170k	\$30k	Complete	-	\$170k	\$170k	\$170k
GTN WWTP Compliance upgrades	\$180k	\$205k	\$220k	(\$40k)	Design	Planning and design activities cannot progress towards pond desludging. Risk of failure to meet requirements of Resource Consent (WAR080254), risk of breach and fines.	\$220k	\$220k	\$220k
Waiohine WTP Stage 1 & 2 upgrades	\$250k	\$190k	\$250k	\$-	Closing out Defects	Already committed on project close-out activities.	\$250k	\$250k	\$250k
FSTN WWTP Reconsent & upgrade	\$850k	\$570k	\$950k	(\$100k)	Resource Consent Lodged	Risk of overspend against the annual budget.	\$850k	\$850k	\$950k
Tauwharenikau pipeline renewal	\$150k	\$5k	\$150k	\$-	Design	Design activities cannot progress, construction delayed by a further 12 months to January 2026. Risk of loss of town drinking supply due to pipeline failure, WWL enacting contingency plan at high opex costs.	\$30k	\$150k	\$150k
MTB WWTP Compliance upgrades	\$300k	\$245k	\$330k	(\$30k)	Design	Unable to progress and meet actions outlined within GWRC To-Do Abatement Notice. Risk of breach and fines.	\$260k	\$330k	\$330k
Annually Recurring Projects (remainder)	\$445k	\$205k	\$350k	\$95k	Ongoing	Not able to progress; control system communication improvements, 3-waters modelling, consenting renewals required (Global SW, Lake Ferry WWTP).	\$250k	\$250k	\$350k
WWTP Reactive Renewals	\$100k	\$145k	\$280k	(\$180k)	Ongoing	Existing reactive renewals budget expended. Risk of overspend by FYE if budget not increased.	\$250k	\$250k	\$280k
WTP Reactive Renewals	\$70k	\$105k	\$150k	(\$80k)	Ongoing	Existing reactive renewals budget expended. Risk of overspend by FYE if budget not increased.	\$120k	\$120k	\$150k
Network DW Reactive Renewals	\$95k	\$140k	\$180k	(\$85k)	Ongoing	Existing reactive renewals budget expended. Risk of overspend by FYE if budget not increased.	\$140k	\$140k	\$180k
Network WW Reactive Renewals	\$120k	\$130k	\$180k	(\$60k)	Ongoing	Existing reactive renewals budget expended. Risk of overspend by FYE if budget not increased.	\$140k	\$140k	\$180k
Pirinoa WTP Filtration renewal	\$100k	\$0	\$100k	\$-	Request for Quotation	Existing failed plant filter is managed through cartridge filter provisions. Increase operator fatigue due to increased call-outs and increased opex costs from weekly replacement needs. Non-compliant with quality assurance rules NZDWS.	\$0	\$0	\$100k
Waiohine WTP pH dosing system upgrade	\$100k	\$40k	\$100k	\$-	Design	Continued temporary containerised pH dosing system. Operational workarounds to manage staff H&S issues, due to temporary solution. Increased opex costs due to inefficient operating system.	\$60k	\$60k	\$100k
FSTN Water Main renewals	\$0	\$180k	\$180k	(\$180k)	On hold due to funding constraints	Design activities not progressing. Backlog of pipeline renewals is increasing. Degrading condition of drinking water networks, leading to increased water loss and increased opex costs due to leaks.	\$180k	\$180k	\$180k
Greytown WTP upgrade	\$2.5M	\$165k	\$250k	N/a	Parking costs. Alternative site assessment underway	-	Ring-fenced	Ring-fenced	Ring-fenced
TOTAL	\$6.66M	\$4.07M	\$5.42M	(\$1.01M)			\$4.50M	\$4.69M	\$5.17M

Key: GREEN = funded, YELLOW = partially funded, RED = project to go on-hold

Appendix B – Anticipated full year capex forecast for FY23-24 for each option, by water type (including actual spend against Greytown WTP upgrade)

Water Type	Annual Plan 23-24	Option 1	Option 2	Option 3
Drinking Water	\$3.47M	\$1.07M	\$1.19M	\$1.43M
Stormwater	\$0.09M	\$0.09M	\$0.09M	\$0.09M
Wastewater	\$3.4M	\$3.59M	\$3.66M	\$3.90M
Total	\$6.66M	\$4.75M	\$4.94M	\$5.42M

Appendix C – Drivers of the full year forecast variance by project.

1. Donald St WWPS & Rising Main Renewal. The project has experienced higher than anticipated costs for FY23-24. As a result, the anticipated full year cost is expected to exceed the annual budget set for this project. Final variations costs included additional reinstatement costs to meet SWDC RCA requirements, an additional safety grille for operational staff safety, higher than anticipated crash barrier costs, an upgrade to the local water main to meet washdown requirements, and modifications to the rising main vent to meet RCA requirements.
2. FSTN Water Main Renewals. The project team continued their design and field investigations throughout Q1 based on an anticipated funding commitment for FY23-24. Following Council's acceptance of recommendation to ring-fence Memorial Park WTP FY23-24 budget (27 September 2023), this project was not prioritised for funding therefore executed effort is shown as an overspend.
3. Treatment Plant DW & WW Reactive Renewals. The drinking water and wastewater treatment plants have experienced higher than anticipated reactive renewal costs year to date. The annual fault rate for the past three years has been 7 on average however the FY23-24 has already experienced greater than 20 across all treatment plants. These were required for the continued safe and compliant operation of the plants including replacements for failed flow meters, treatment equipment, facility renewals, pond level sensors and drinking water compliance instrumentation.
4. Network DW & WW Reactive Renewals. The drinking water and wastewater networks have experienced higher than anticipated reactive renewal costs to date. The average annual expenditure for the past three years across all towns has been \$270,000 whereas the FY23-24 is forecasting \$360,000.
5. FSTN WWTP Reconsent & Upgrades. The annual budget set for FY23-24 was set based on several unknowns following the lodgement of the consent in May 2023. The project team will continue to report to the Steering and Governance Groups for the latest budget forecasts, where any project specific requests for additional budget will be managed and approved through the projects' governance structure.
6. Budget not utilized on the other projects. Underspend has been experienced on the WWTP Pond fencing project as well as the annually recurring projects which include; minor control systems upgrades, modelling and RMA consent planning works.

Community Wellbeing Fund Amendment

1. Purpose

The purpose of this report is to provide the Council with information relating to the potential amendment of the allocation of Better Off Funding to the Community Wellbeing Fund.

2. Recommendations

It is recommended that the Committee:

- a) receives this report.
- b) Approves the ringfencing of \$500,000 of Better Off Funding to the Community Wellbeing Fund to enable community led projects across the South Wairarapa to be considered and approved if appropriate.
- c) Acknowledges that the remaining funds of circa. \$800,000 will be held to fund the potential costs arising from the development of the Water Services Plan and transition to a Local Waters Done Well solution.
- d) Delegates approval to the Chief Executive to approve the allocation of the funding to ensure that the Council's legal objectives under Local Waters Done Well are met, including the consideration of a Wairarapa water solution.
- e) Requests that the Chief Executive report back to the Committee on the use of the funds in due course.

3. Context

Local Water Done Well legislative change.

In early April, The Minister of Local Government sent a letter to Council outlining the next steps for the proposed Local Waters Done Well legislation.

The approach includes a streamlined process for setting up of water services council-controlled organisations (CCO's), requirements for councils to develop Water Services Delivery Plans and steps towards future economic regulation.

The Coalition Government has reviewed the funding that was allocated to water reform by the previous Government and has decided to retain that funding streams to support Councils transition to the new water services entities.

This will relate to funding that was allocated for Transition Support as well as asking Councils to identify opportunities to redirect unspent Better Off Funding towards increased investment in waters infrastructure or helping to establish the new water entities.

4. Options and discussion

Council has established a Community Wellbeing Fund that was intended to allocate the full \$1.3m of Better Off Funding to community-based projects. A funding advisor has been employed to work with the Committee that has been established to review applications once the fund is formally opened.

In response to the expectation of the Minister that Council will identify opportunities to re-direct funding, it is suggested that the sum allocated for distribution be reduced to \$500,000 with the remaining funding being allocated to the Local Waters Done Well transition.

The Government has made it very clear that there are no new funds available to support Council's manage the transition to a new entity. If the Better Off Funding is not allocated to transition, staff will need to consider how the funds will be found to carry out the work needed to engage with the Water Services Plan and transition to go live.

Staff will be working on a range of information, not dissimilar to the requirements of the previous Affordable Waters plans, which will include but not be limited to, asset condition and capacity, asset management plans, growth analysis, future capital requirements and delivery options.

As Council has agreed to consider a Regional Collaboration alongside a Wairarapa Collaboration, this suite of data will serve both models.

At this point in time, the only option that could be taken to provide additional funding outside of the Better Off Funding would be to increase rates. A fund of \$800,000 would be an increase of 3.2% on the 2024-25 rates as the plan has to be fully developed by 30 June 2025.

5. Financial implications

Funding for transitioning to a new water services entity has not currently been provided for in the Enhanced Annual Plan for 2024-25. To provide funding equal to the Better Off Funding of \$800,000 and increase in rates of 3.2% would be required.

6. Implications for Māori

There are no specific implications for Māori but engagement with Iwi on the development of a solution will be required as part of the plan.

7. Consultation and engagement implications

Consultation considerations will emerge as the planning progresses.

8. Legal implications

Council will be legally obliged to produce a water services plan, either as part of a Regional Collaboration or a Wairarapa Collaboration by 30 June 2025.

9. Appendices

Appendix 1 – Local Water Done Well: Information for Councils 5 April 2024

Contact Officer: Janice Smith, Chief Executive

Appendix 1 – Local Water Done Well: Information for councils



April 2024

Local Water Done Well: Information for councils

This document provides an overview of policy decisions that will be reflected in the proposed Local Government Water Services (Transitional Provisions) Bill, which will soon be considered for introduction to Parliament. It also contains information on other transitional matters that may be of interest to councils.

It is based on Cabinet decisions announced by the Minister of Local Government in April 2024.

Introduction

Measures to be introduced through new legislation in mid-2024 will establish the Local Water Done Well framework and the transitional arrangements for the new water services system.

The measures include requirements for councils to develop Water Services Delivery Plans, steps towards future economic regulation, and streamlined processes for setting up water services council-controlled organisations (water services CCOs).

Water Services Delivery Plans

What are they?

The overarching purpose of the Plans is for councils – individually or jointly – to publicly demonstrate their intention and commitment to deliver water services in ways that are financially sustainable, meet regulatory quality standards for water network infrastructure and water quality, and unlock housing growth.

What do they mean for councils?

Through the development of these Plans, councils will provide an assessment of their water infrastructure, how much they need to invest, and how they plan to finance and deliver it through their preferred service delivery model.

Ringfencing of water services and revenue from other council activities is a key feature of the Plans.

The Plans will be a way for councils to provide transparency to their communities about the costs and financing of water services, and empower them to make decisions about managing and delivering high-quality water services that reflect their local needs and circumstances.

The Plans can also be prepared jointly, and so provide an opportunity for councils to have conversations with other councils about joint arrangements for water services delivery.

What information do they need to cover?

The Plans cover information across three key areas:

1. Financial and asset information	Information about each council's financial and asset information and performance measures, pricing and other related policies, methodologies, and assumptions
2. Investment required	Planned levels of investment, approach to operations, and whether these are sufficient to deliver proposed level of service, meet infrastructure standards and meet regulatory standards
3. Service delivery arrangements	Councils' proposed service delivery arrangements – including proposals for joint arrangements, across more than one council

To demonstrate financial sustainability, councils will have to show what needs to be invested to deliver water services to regulated standards and to provide for growth. They will also have to show how they will fund and finance long-term investment in water infrastructure, including renewals and operating costs.

What is the process and timeline for producing a Plan?

Activity	Indicative timing / milestone
DIA releases Plan guidance Councils formally begin development of Plans	Mid-2024 Local Government Water Services (Transitional Provisions) Bill enacted
DIA/council check-in Councils identify contact point(s), whether they will be submitting an individual or joint Plan, whether they need technical support	+ 3 months (following Bill enactment)
DIA/council check-in(s) to monitor progress	+ 6-9 months (following Bill enactment)
Councils submit final Plan to DIA	Within 12 months (of Bill enactment)
DIA accepts the Plan meets statutory requirements or refers back to council for further work	Following submission of Plan
Council publishes Plan on council website	Once Plan is accepted by DIA

What happens if council(s) don't submit a Plan?

There will be a series of check-ins by the Department of Internal Affairs throughout the Plan development process to ensure councils are on track in preparing and submitting an acceptable plan. There will be guidance and some 'light touch' technical support provided by DIA.

During the Plan preparation process, councils may request, and the Minister of Local Government will be able to appoint, a Crown Facilitator who could provide additional assistance (at councils' expense). For example, the Crown Facilitator could assist and advise a council on how to prepare a Plan, or work across a group of councils to facilitate or negotiate a joint Plan (including providing an arbitration role if requested and agreed by councils).

If a council fails to submit a plan by the statutory deadline, the Minister of Local Government will be able to appoint someone to prepare a Plan on that council's behalf, and (if necessary) to direct the council to adopt and submit this Plan (a 'regulatory backstop' power). Again, any expenses associated with this appointee and the preparation of the Plan would be covered by the council.

Key information



Plans are one-off, transitional documents, to set a pathway forward to sustainability.



Plans can be developed by individual councils, or jointly where groups of councils are planning to jointly establish a water organisation.



Plans must include drinking water, wastewater and stormwater – but councils have flexibility about transferring stormwater in proposed new service delivery arrangements.



It will be up to councils to determine how best to engage with their communities as part of the Plan development process.



Plans have no regulatory function – LTPs continue to be councils' primary planning and accountability document.



Plans cover a 10-year timeframe, with detailed information provided on the first three years.

Steps towards future economic regulation

Economic regulation is a key feature of Local Water Done Well. It is intended to ensure consumers pay efficient, cost-reflective prices for water services, that those services are delivered to an acceptable quality, and that water services providers are investing sufficiently in their infrastructure.

Development of an economic regulation system for water services will be led by the Ministry of Business, Innovation and Employment. Relevant provisions would be included in the third Local Water Done Well Bill (to be passed in mid-2025), and implemented by the Commerce Commission after that point.

Through the Water Service Delivery Plans, councils will be asked to provide baseline information about their water services operations, assets, revenue, expenditure, pricing, and projected capital expenditure, as well as necessary financing arrangements.

This is not a regulatory information gathering exercise, but is a useful first step to build the capability of councils and prepare the Commerce Commission ahead of the full economic regulation regime being introduced from the middle of next year.

All councils that have water service delivery responsibilities (either directly or through existing council-controlled organisations) will be subject to these requirements. As well as the Plans being published, information collected through them will be shared with the Commerce Commission, to help them with the development of the future regulatory regime.

The Bill will also provide for some councils to be subject to an early form of information disclosure by the Commerce Commission, prior to the full economic regulation regime.

This will build on the information collected through the Plans, and is intended to be for councils that have more advanced asset/financial management practices, or those that moved quickly to establish new organisations and are ready for a faster track toward more detailed oversight.

Streamlined processes for establishing council-controlled organisations

Under Local Water Done Well, a range of structural and financing tools will be available to councils to use for water services including a new class of financially independent council-owned organisations.

These options will be included in the third Local Water Done Well Bill, with policy decisions expected to be announced in mid-2024. This Bill is expected to be introduced in December 2024, and passed in mid-2025.

However, it is recognised that some councils may want to move quickly to start shifting the delivery of water services into more financially sustainable models. The Local Government Water Services (Transitional Provisions) Bill will include provisions that help streamline the process for establishing water services CCOs, as currently provided for under the Local Government Act 2002.

The Bill will contain a bespoke set of consultation and decision-making arrangements that will enable councils to streamline this process, while continuing to provide the opportunity for community input. These streamlined arrangements are voluntary for councils to choose to use, as an alternative to some of the standard requirements in the Local Government Act.

The arrangements include provisions that:

- Clarify that councils can set up joint committees that can consult on a proposal across multiple districts (instead of each council carrying out separate consultation), and to make recommendations to participating councils
- Set minimum consultation and information requirements – so one round of consultation is required, and information only needs to be provided on the analysis of two options (status quo + preferred option)
- Enable councils to consider the collective benefits/impacts of a proposal (across multiple districts), in addition to the interests of their individual districts – and to factor in the view of other participating councils.

Current Better Off and Transition Support funding arrangements will be retained

Cabinet has agreed to retain existing funding arrangements under the previous Government's water reform programme, and has asked the Department of Internal Affairs to work with councils and Iwi Collectives to align these to Local Water Done Well.

This includes:

- Retaining current Better Off funding for all councils, but for the Department of Internal Affairs to work with councils to identify opportunities to redirect unspent Better Off funding to increase investment in water infrastructure or to help establish new water services delivery organisations.
- Retaining current Council Transition Support funding to enable councils to use this funding for work relating to Local Water Done Well, including supporting the establishment of new water services delivery organisations, or other planning work to support the transition to Local Water Done Well.

The Department of Internal Affairs will work with councils on any changes to current contractual arrangements to reflect decisions in relation to aligning funding to LWDW.

The Department of Internal Affairs will follow up with individual councils to provide further details.

Next steps

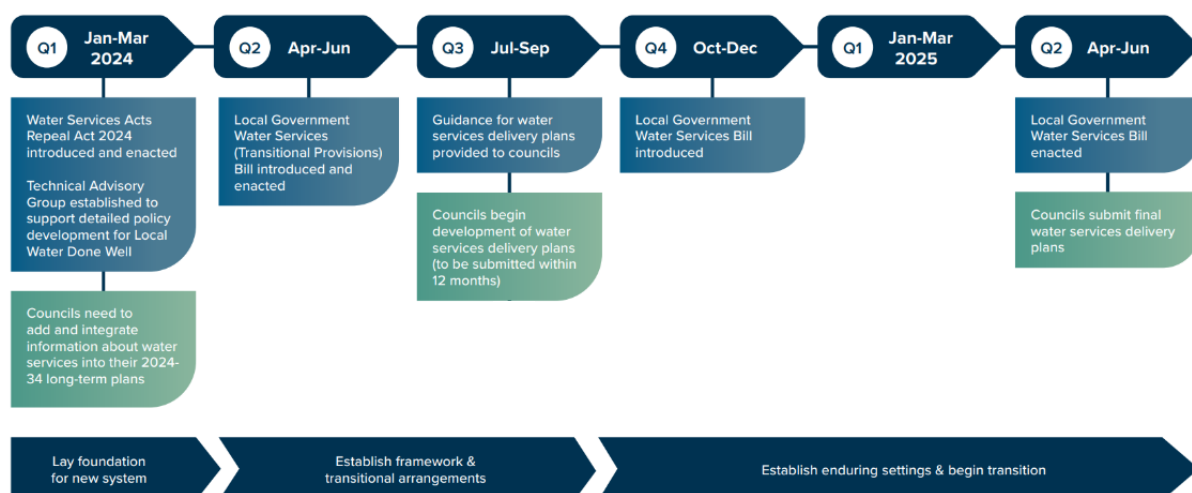
The Government will provide details in mid-2024 on the broader range of structural and financing tools, including through the New Zealand Local Government Funding Agency (LGFA), which will be available to councils to ensure they can access the long-term debt required for investment in water services infrastructure. These tools will be implemented through further legislation that will establish the enduring settings for the new system.

Policy areas to be included in further legislation include:

- Setting long-term requirements for financial sustainability
- Providing for a range of structural and financing tools, including a new class of financially independent council organisations
- Planning, accountability and reporting frameworks for water services
- Considering the empowering legislation for Taumata Arowai to ensure the regulatory regime is efficient, effective, and fit-for-purpose, and standards are proportionate for different types of drinking water suppliers
- Providing for a complete economic regulation regime
- Considering additional Ministerial powers of assistance and intervention in relation to water services, and regulatory powers to ensure effective delivery of financially sustainable water services.

Indicative timeline

The below timeline provides an indicative outline of policy, legislation and related council activity. It is subject to parliamentary processes and timetables.



Further information

Once the proposed Local Government Water Services (Transitional Provisions) Bill has been introduced to Parliament, it will be available at www.legislation.govt.nz.

For further information about Local Water Done Well, visit www.dia.govt.nz/Water-Services-Policy-and-Legislation

Questions? Contact waterservices@dia.govt.nz

Wairarapa Class 4 Gambling and TAB Venues Policy

1. Purpose

The purpose of this report is to seek Council's adoption of the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy (Attachment 1) as recommended by the Wairarapa Policy Working Group.

2. Recommendations:

Officers recommend that the Committee:

1. **notes** that a review of the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy has been undertaken;
2. **notes** that consultation with the community occurred between 19 February and 22 March 2024.
3. **notes** that hearings and deliberations were undertaken by the Wairarapa Policy Working Group on 15 April 2024.
4. **approves** the recommendations from the Wairarapa Policy Working Group:
 - (i) **agree to the amendment to clause 6.1 of the Proposed Wairarapa Class 4 Gambling and Standalone TAB Venues Policy as follows:** Clause 6.1 *Council will not grant consent for a Class 4 venue to **permanently** re-establish at a new site in Masterton District under any circumstances.*
 - (ii) **adopt the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy (Attachment 1).**

3. Executive Summary

The Masterton, Carterton and South Wairarapa District Councils (the Wairarapa District Councils) share a joint Wairarapa Class 4 Gambling and Standalone TAB Venues Policy (Policy) made under Section 101 of the Gambling Act 2003 and Section 96(1) of the Racing Industry Act 2020 (the Acts).

The Policy has a three-year review period which is a legislative requirement under the Acts. As a joint Policy, the review was delegated to the Wairarapa Policy Working Group (WPWG) to progress and make recommendations back to the Wairarapa District Councils.

The WPWG recommended an amended Policy be adopted for consultation based on the findings of a Social Impact Assessment (SIA), an assessment of gambling harms and benefits, and the effectiveness of the current Policy in achieving its purpose. As an amended Policy was proposed, consultation was required to follow the Special Consultative Procedure (SCP) set out in section 83 of the Local Government Act 2002 (LGA).

Consultation occurred between 19 February and 16 March 2024 and followed the SCP process.

Hearings and Deliberations were held by the WPWG on Monday 15 April 2024.

The Wairarapa District Councils are asked support the recommendation of the WPWG to adopt the Policy with an amendment to prohibit permanent venue relocations in Masterton.

4. Context

Territorial Authorities must adopt a Class 4 Gambling Venue Policy under Section 101 of the Gambling Act 2003. Class 4 Gambling is gambling that utilises or involves a gaming machine (often referred to as “pokies”). Class 4 Gambling represents high-risk, high-turnover gambling. A Class 4 Gambling Venue is a place to conduct Class 4 Gambling.

Section 96(1) of the Racing Industry Act 2020 states that local authorities must adopt a policy on TAB Venues. A TAB Venue is a premise owned or leased by the New Zealand Racing Board and where the main business carried out at the premises is providing racing or sports betting services.

Section 101 of the Gambling Act 2003 sets out what a council must include in its Class 4 Gambling Policy, and what it may include. It must specify whether venues can be established in the local authority area and if so, where they may be located. It may:

- specify any restrictions on the maximum number of gaming machines that may be operated at a Class 4 Venue; and
- include a relocation policy.

Under Section 102(5) of the Gambling Act 2003 and Section 97(4) of the Racing Industry Act 2020, the Policy has a three-year review period. If the Policy is to be amended or replaced, the SCP must be used. A Policy does not cease to have effect because it is due for review or is being reviewed.

5. Analysis and Advice

The Policy sets out the Wairarapa District Councils joint approach to Class 4 Gambling and Standalone TAB venues. The purpose of the Policy is to:

- a) minimise the harm to the community caused by gambling;
- b) have regard to the social impacts of gambling in the Wairarapa region, including the cumulative effect of additional opportunities for gambling in the district;
- c) control Class 4 gambling in the Wairarapa region; and
- d) ensure that Council and their communities have influence over the provision of new Class 4 gambling and standalone TAB venues in the Wairarapa region.

Review process

The review of the Policy followed the process recommended by the Department of Internal Affairs (DIA):

1. **‘Pre-review’ Stage:** evaluating the effectiveness of council’s current Policy in limiting the social impact of gambling in the community. This stage involved information gathering, engagement with key stakeholders, and a Social Impact Assessment.
2. **Councils’ analysis** on whether the Policy needs to be amended or whether it can continue without amendment using guidance from DIA and Ministry of Health.
3. **Consultation:** Consultation in line with the Acts, as well as the LGA and Council’s Significance and Engagement Policy.
4. **Policy Drafting**

5. Adopt the Policy and notify DIA.

Work to date

Information detailing the pre-review stage and Councils' analysis was reported to Masterton and Carterton District Councils on 13 September 2024 and South Wairarapa District Council on 27 September 2024 [refer [Report 7.1](#)].

The Wairarapa District Councils adopted a Statement of Proposal and draft Policy for consultation on 14 February 2024 [refer [Report 7.3](#)].

Consultation on the draft Policy took place from 19 February to 22 March 2024. The consultation process met the SCP requirements of the LGA.

Community feedback was sought on the following proposals:

- Proposal 1a - Amend the policy so that Class 4 Gambling Venues cannot relocate in Masterton under any circumstances;
- Proposal 1b - Amend the policy so that Class 4 Gambling venues cannot relocate to Carterton and South Wairarapa's most deprived areas (those on the New Zealand Deprivation Index of decile 9 or 10¹) if the proposed location is outside of a town centre;
- Proposal 2 - Amend the policy to state that no new standalone TAB venues may be established in the Wairarapa; and
- Proposal 3 - Amend the policy to clearly state that no additional electronic gaming machines will be granted consent, in any Class 4 venue.

A total of 23 submissions were received and four submitters spoke in support of their submission at the hearings on 15 April 2024. A copy of the agenda and reports, including the full set of submissions and submission analysis, is available on the Council website². A recording of the meeting is also available on the Masterton District Council YouTube Channel.

At the deliberations meeting on 15 April 2024, WPWG discussed Proposal 1a taking into account community feedback from Incorporated Society Owners/Operators regarding the importance of the ability to temporarily relocate in the event of an unforeseen event such as a fire or flood while an existing site undergoes repair/remediation. The WPWG debated this aspect of the Policy and made the following recommendation to enable applications for temporary relocations in Masterton to be considered on a case-by-case basis.

Moved Councillor Bosley

- **That the Wairarapa Policy Working Group:**
- **3) Recommends the Wairarapa District Councils adopt the proposed Wairarapa Class 4 Gambling and Standalone TAB Venues Policy as follows:**
- **(i) agree to the amendment to clause 6.1 of the Proposed Wairarapa Class 4 Gambling and Standalone TAB Venues Policy as follows:**
- *Clause 6.1 Council will not grant consent for a Class 4 venue to **permanently** re-establish at a new site in Masterton District under any circumstances.*
- **(ii) adopt the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy.**
- Seconded by Councillor Cretney and CARRIED Councillor Nelson against

A revised Policy incorporating the above amendment is provided as Attachment 1.

¹ An online interactive map showing the New Zealand Deprivation Index is available on the Environmental Health Intelligence NZ website, with NZDep2018 being the rating that currently applies. Areas with a NZ Dep Rating of 9 or 10 represent the most deprived areas: www.ehinz.ac.nz/indicators/population-vulnerability/socioeconomic-deprivation-profile/

² The WPWG Hearings and Deliberations Agenda and Reports are available from www.mstn.govt.nz/council/meetings/minutes-and-agendas.

The Wairarapa District Councils are asked to consider the recommendation of the WPWG and adopt a final Policy.

6. Options Considered

The table below outlines the options considered.

Option	Advantages	Disadvantages
<p>1 Recommended Option – Adopt the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy (Attachment 1)</p>	<ul style="list-style-type: none"> - The Policy takes a community wellbeing and harm reduction approach. - The Policy was developed in consideration of the harm and economic/social benefits of gambling. - There is rationale that supports the more restrictive policy position for Masterton and regional variations are appropriate where justified. - The Policy was recommended by the WPWG taking into account community feedback and staff advice. 	<ul style="list-style-type: none"> - Some members of the community may not support the decisions made as part of reviewing the Policy. - The Policy may discourage new hospitality businesses, if they need gambling machines to be financially viable. - Overtime the Policy may reduce the amount of funding available to community organisations. - May lead to a small number of job losses if a Masterton venue is unable to permanently continue in its current location.
<p>2 Alternative Option – Do not adopt the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy.</p>	<ul style="list-style-type: none"> - No advantages identified. 	<ul style="list-style-type: none"> - Council would not proceed with the amendments despite consulting on changes and receiving majority support. - The Policy has been developed in consideration of gambling harm and the social/economic benefits. - The Policy has been recommended by the WPWG in consideration of community views and staff advice. - Council is legally required to have a policy.

RECOMMENDED OPTION

Option 1: Adopt the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy (Attachment 1) is recommended. This option has been recommended by the WPWG based on the findings of a

Social Impact Assessment, an assessment of gambling harms and benefits, the effectiveness of the current Policy in achieving its purpose, community views and advice from staff.

This option means the Policy would take a community wellbeing and harm reduction approach and reflects an appropriate balance between minimising gambling harm and economic/social benefits.

7. Summary of Considerations

Strategic, Policy and Legislative Implications

Councils are required to have a policy under the Acts and review the policy every three years. The review process met the requirements set out in the Acts.

The LGA states that one of the purposes of councils is to promote the social, economic, environment and cultural well-being of communities, in the present and for the future.

Significance, Engagement and Consultation

The following groups interested in and impacted by the review were targeted for engagement via completion of the Social Impact Assessment survey in the pre-review stage:

- Venue owners/operators in Wairarapa
- Relevant social service sector organisations
- Iwi.

The review of the policy followed the SCP as outlined in the LGA. The Statement of Proposal and ways our community could have their say and present their views was widely advertised and available. This included proactive engagement and information sharing during the consultation stage with Incorporated Society Owners/Operators, Gambling Outlets, Health/Welfare Sector, Iwi/Hapū/Marae, General Public, Media, and those with a registered interest in the Policy.

The consultation period ran from 19 February to 22 March 2024. A formal hearing was held on 15 April 2024 to enable submitters to present their views to elected representatives in person.

Financial Considerations

The budget for the review is split across the Wairarapa District Councils according to the Wairarapa Shared Services Funding Policy.

Costs associated with reviewing the Policy were met from within existing 2023/24 budgets.

Implications for Māori

Minimising harm to our community caused by gambling is a key objective of the Policy, including our Māori communities.

We promoted the consultation opportunity to ensure that Mana Whenua, Te Hauora Rūnanga o Wairarapa, and Māori health and social services providers had an opportunity to submit on the Policy. We will also provide notification of the final Policy.

Environmental/Climate Change Impact and Considerations

The Policy has no direct impact on environmental and climate change considerations.

Carterton District Council will consider this report on 1 May 2024. Masterton District Council and South Wairarapa District Council (Strategy Working Committee) will consider this report on 8 May 2024.

If adopted by the Wairarapa District Councils, the Policy will be published on the Council website and notification will be sent to submitters and key stakeholders that were information of the consultation.

A copy will also be provided to DIA and TAB NZ as required by the Acts.

9. Appendices

Appendix 1 – Wairarapa Class 4 Gambling and Standalone TAB Venues Policy

Contact Officer: Nicki Ansell, Acting General Manager Democracy and Engagement

Appendix 1 – Wairarapa Class 4 Gambling and Standalone TAB Venues Policy



Wairarapa Class 4 Gambling and Standalone TAB Venues Policy

Kaupapa Here Whare Petipeti – Momo 4

First Adopted:	2003
Latest Version:	May 2024 [TBC]
Adopted by:	Masterton, Carterton and South Wairarapa District Councils
Review Date:	May 2027 [TBC]

Contents | Rārangi Ūpoko

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1. Purpose | *Pūtake*

- 1.1. The purpose of the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy is to:
- a) minimise the harm to the community caused by gambling;
 - b) have regard to the social impacts of gambling in the Wairarapa region, including the cumulative effect of additional opportunities for gambling in the district;
 - c) control Class 4 gambling in the Wairarapa region; and
 - d) ensure that Council and their communities have influence over the provision of new Class 4 gambling and standalone TAB venues in the Wairarapa region.
- 1.2. This policy is made in accordance with the Gambling Act 2003 (s.101) and the Racing Industry Act 2020 (s.96).

2. Scope | *Whānuitanga*

- 2.1. This policy applies to Class 4 and standalone TAB venues in the Masterton, Carterton and South Wairarapa Districts (referred to collectively as the Wairarapa region).

3. Objectives | *Whāinga*

- 3.1. The objectives of the three Wairarapa Councils are to:
- a) prevent and minimise harm to the community caused by gambling
 - b) control and manage gambling in the Wairarapa region
 - c) restrict the locations of gambling venues within the Wairarapa region
 - d) promote community involvement in decisions about the provisions of gambling
 - e) ensure the community have influence over the location of new gambling venues in the district
 - f) promote opportunities for money from gambling to benefit the Wairarapa community.

4. Definitions | *Kuputaka*

The following definitions are relevant to this policy:

Class 4 Gambling: Gambling that utilises or involves a gaming machine, as defined in the Gambling Act 2003 (s.30).

Class 4 Gambling Venue: A place to conduct Class 4 gambling.

Council: The Masterton, Carterton or South Wairarapa District Council.

Gaming Machine: A device, whether totally or partly mechanically or electronically operated, that is adapted or designed and constructed for the use in gambling, as defined in the Gambling Act 2003 (s.4). Commonly known as ‘pokie machines’.

New Zealand Deprivation Index (NZDep): An index of socioeconomic deprivation based on census information. Deprivation scores range from 1 (least deprived) to 10 (most deprived).

Standalone TAB Venue: Premises that are owned or leased by the New Zealand Racing Board and where the main business carried on at the premises is providing racing or sports betting services under the Racing Act 2003.

Statistical Area 1 (SA1): Geographical areas with a range of approximately 100-200 residents, and a maximum population of approximately 500 residents.

Venue Licence: A Class 4 venue licence issued by the Secretary for Internal Affairs.

5. Venue Criteria | *Paearu Whare*

Under sections 101 of the Gambling Act 2003 and section 96 of the Racing Industry Act 2020, this policy can restrict the establishment of class 4 gambling and standalone TAB venues, and consider other criteria including the maximum number of gaming machines.

5.1 Establishment of New Class 4 Gambling Venues

- No new Class 4 gambling venues may be established in the Wairarapa region.
- Gambling venues existing or consented as at 1 January 2024 and not ceasing operations for any period longer than six months will be regarded as existing venues under this policy and will be granted consent to continue their operations automatically.

5.2 Establishment of Standalone TAB Venues

- No new standalone TAB venues may be established in the Wairarapa region.

5.3 Merged Gambling Venues

- Where Council consents to the merger of two or more clubs under Section 95 of the Gambling Act 2003, the combined club may:
 - a) operate an existing single venue, which will be regarded as an existing venue, subject to clause 5.4; or
 - b) apply to the Council for a single new venue to be established, provided that all existing venues are closed, subject to section 6 and clause 5.4.

5.4 Restriction on the Number of Gaming Machines

- The Council has set a 'sinking lid' on the number of gaming machines in the Wairarapa Region. This means no increase in the number of gaming machines in any Class 4 gambling venue in the Wairarapa Region as of 1 January 2024 will be permitted.
- Any gaming machine that is relinquished for a period of longer than six months may not be replaced on that site and may not be transferred to another site under any circumstances.
- Where two or more club venues merge, the combined club may operate the lesser of 18, or the number of gaming machines both clubs operated immediately prior to the merger.

6. Venue Relocation | *Te Hūnuku Wāhi*

- 6.1. Council will not grant consent for a Class 4 venue to permanently re-establish at a new site in Masterton District under any circumstances.
- 6.2. Council may permit a Class 4 venue to re-establish at a new site in Carterton or South Wairarapa Districts where, due to extraordinary circumstances, the owner or lessee of the Class 4 venue cannot continue to operate at the existing site. Examples of such circumstances include, but are not limited to, the following:
 - a) expiration of the lease;
 - b) acquisition of property under the Public Works Act 1981; or
 - c) site redevelopment.

- 6.3. Permission to relocate a Class 4 venue in Carterton or South Wairarapa Districts will be subject to the following conditions:
- a) where the relocation is to an area outside of a town centre area (identified in Schedule 1), the relocation will be to a Statistical Area 1 (SA1) on the New Zealand Deprivation Index (NZDep) of decile 1 to 8. The NZDep decile rating will be that which applies at the time the application for relocation is submitted to the Council; and
 - b) the gambling venue operator at the new site shall be the same venue operator at the site to be vacated; and
 - c) the number of gaming machines permitted to operate at the new venue will not exceed the number permitted to be operated at the existing site.
- 6.4. Class 4 gambling venues will not be permitted where the Council reasonably believes that:
- a) the character of the district, or part of the district, for which the venue is proposed will be adversely affected; or
 - b) there is likely to be an adverse effect on any kindergartens, early childhood centres, schools, places of worship, or other community facilities.
- 6.5. Class 4 gambling venues will not be approved outside premises authorised under the Sale and Supply of Alcohol Act 2012 to sell and supply alcohol for consumption on the premise, and where the gaming area is designated as restricted and is visually and physically separated from family or children's activities.

7. Applications for Consent | *Ngā Tono Whakaaetanga*

- 7.1. Council consent is required before:
- a) Two or more clubs merge.
 - b) A corporate society changes the location of a venue to which a Class 4 Venue licence currently applies.
- 7.2. Applications must be made on the approved form and must provide:
- a) Name and contact details of the applicant.
 - b) Street address of the proposed or existing Class 4 gambling venue.
 - c) A scale site plan covering both gambling and other activities proposed for the venue, including any screening or separation from other activities proposed.
 - d) A copy of any certificate of compliance or resource consent required for the primary activity of the venue under the Wairarapa Combined District Plan.
 - e) For Class 4 gambling venues only, evidence of the authority to sell or supply alcohol for consumption on the premise under the Sale and Supply of Alcohol Act 2012.
 - f) For applications relating to the merging of two or more clubs, details of the number of machines operated at each venue immediately prior to merger and the number of machines intended to be operated at each site, as applicable.
- 7.3. To aid the Council in determining whether there is likely to be an adverse effect, all applications are required to be publicly notified and will include a social impact statement.
- 7.4. Applications will be determined by the Hearings Committee of the Council, which may receive submissions from the applicant and any interested parties at a public hearing.
- 7.5. Applicants will be notified of Council's decision within 30 days after the application is received.

8. Application Fees | *Ngā Utu Tono*

- 8.1. Fees for gambling consent applications will be set by Council annually and will include consideration of the cost of:
- a) processing the application;
 - b) establishing and triennially reviewing the Gambling and Standalone TAB Venues Policy;
 - c) the triennial assessment of the economic and social impact of gambling in the Wairarapa region.

9. Policy Review Requirements | *Herenga Arotake Kaupapa Here*

- 9.1. The policy is required to be reviewed every three years.

Related Documents

Wairarapa Combined District Plan

References

Gambling Act 2003

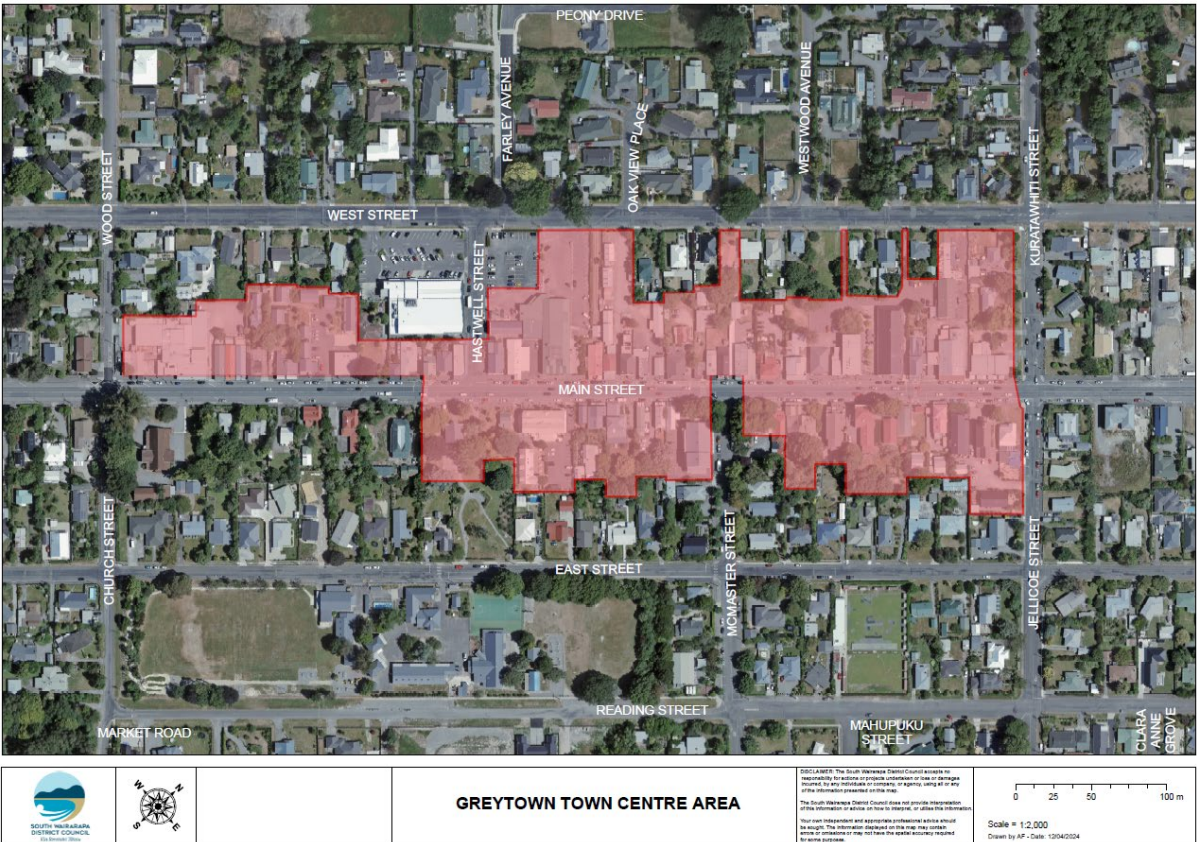
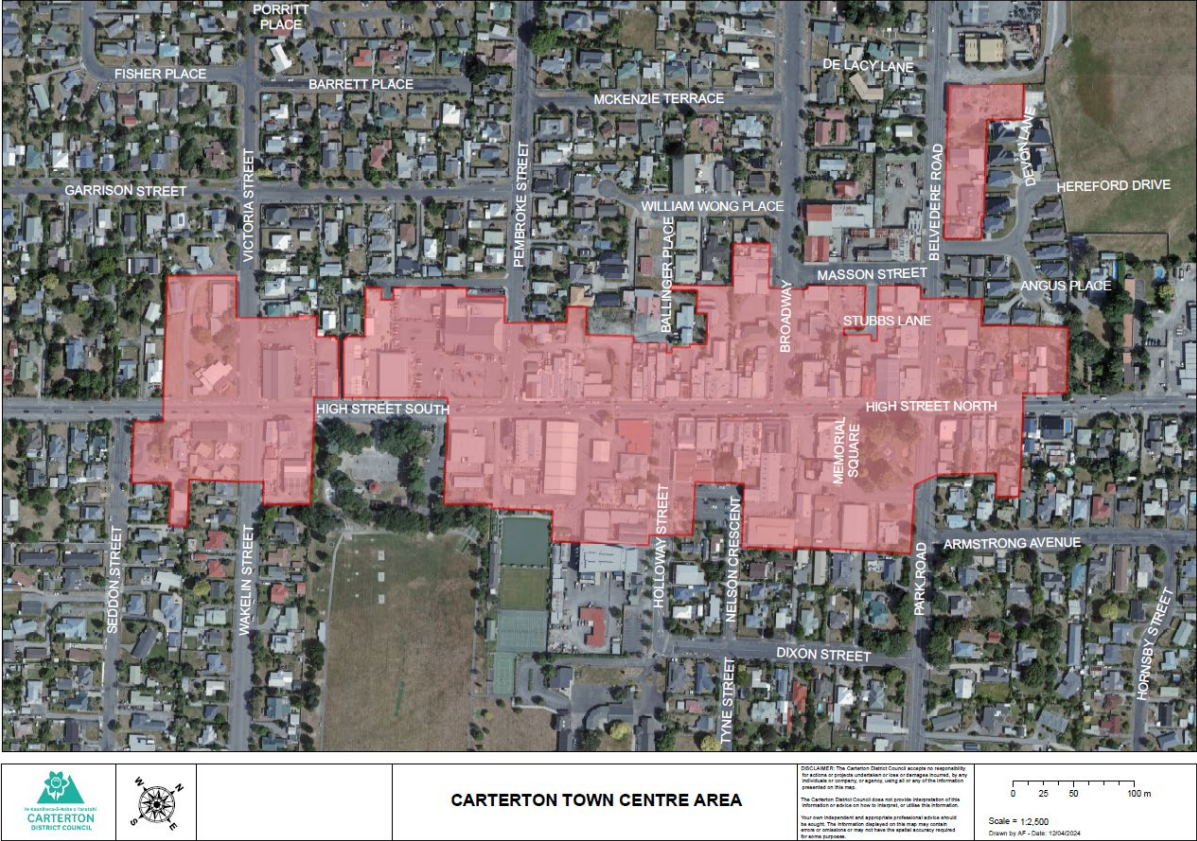
Racing Industry Act 2020

Version Control

Date	Summary of Amendments	Approved By
2016	Minor updates	Masterton, Carterton and South Wairarapa District Councils
2019	Merged the Wairarapa Gambling Venue Policy and the Wairarapa TAB Board Venue Policy. Minor amendments for clarification.	Masterton, Carterton and South Wairarapa District Councils
2024	Removal of reference to a “maximum number of gaming machines allowed” for clarification purposes. Amendment so that Class 4 venues cannot permanently re-establish at a new site in Masterton District under any circumstances. Inclusion of a new condition of relocation for Carterton and South Wairarapa Districts – that the relocation of Class 4 Gambling venues will be to a decile 1-8 area on the New Zealand Deprivation Index if the relocation is to an area outside of town centres identified in Schedule 1. Amendment so that no new standalone TAB venues may be established in the Wairarapa region. Minor amendments for clarification and to improve flow and readability. Updates to reflect the name of new legislation since the last review.	Masterton, Carterton and South Wairarapa District Councils

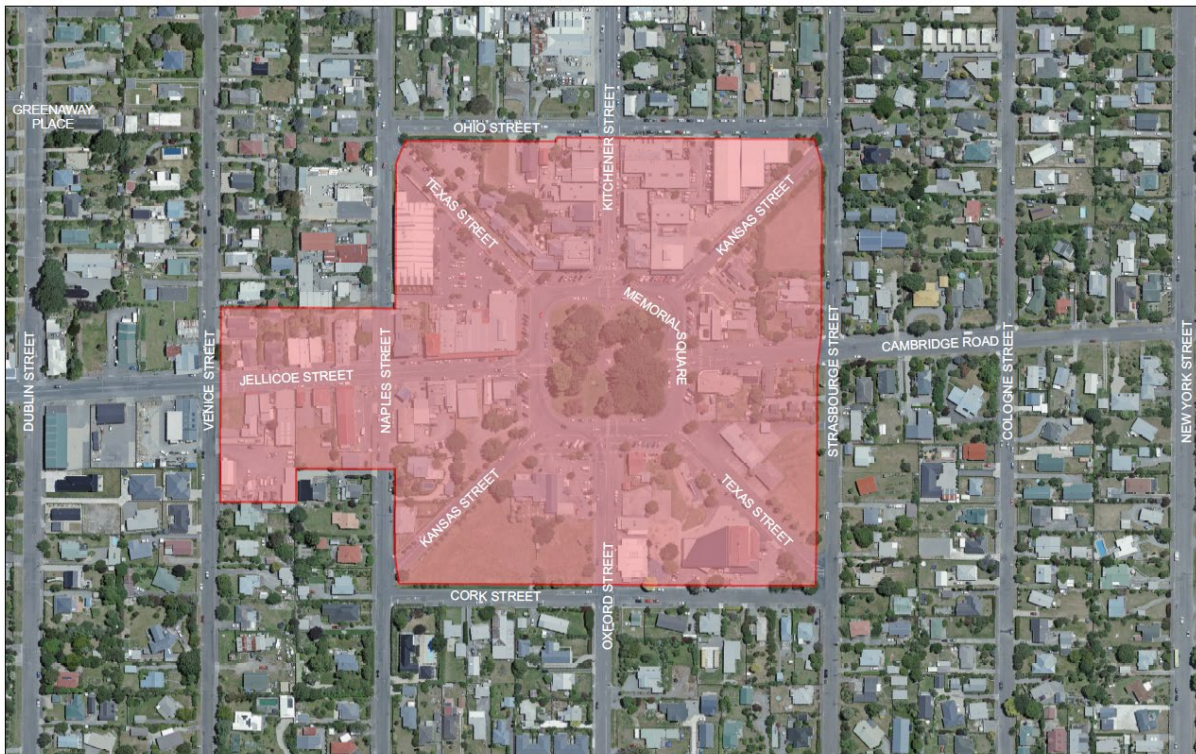
Schedule 1: Maps of Town Centre Areas where Class 4 Gambling Venue relocation is permitted in NZDep SA1 areas of Decile 1 to 10

Refer clause 6.3(a) of the Policy





 <p>SOUTH WAIKANAÉ DISTRICT COUNCIL PO Box 10000, Palmerston North</p>			<p align="center">FEATHERSTON TOWN CENTRE AREA</p>	<p><small>DISCLAIMER: The South Waikanae District Council accepts no responsibility for actions or omissions, or loss or damage, resulting from any use of the information presented on this map. The South Waikanae District Council does not provide interpretation of the information presented on this map. Your own independent and appropriate professional advice should be sought. This information is provided on the map as a guide only and is not to be used as a basis for any decision. It may not have the accuracy required for some purposes.</small></p>	<p>0 30 60 120 m</p> <p>Scale = 1:2,063 Drawn by AP - Date: 12/04/2024</p>
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 <p>SOUTH WAIKANAÉ DISTRICT COUNCIL PO Box 10000, Palmerston North</p>			<p align="center">MARTINBOROUGH TOWN CENTRE AREA</p>	<p><small>DISCLAIMER: The South Waikanae District Council accepts no responsibility for actions or omissions, or loss or damage, resulting from any use of the information presented on this map. The South Waikanae District Council does not provide interpretation of the information presented on this map. Your own independent and appropriate professional advice should be sought. This information is provided on the map as a guide only and is not to be used as a basis for any decision. It may not have the accuracy required for some purposes.</small></p>	<p>0 25 50 100 m</p> <p>Scale = 1:2,000 Drawn by AP - Date: 12/04/2024</p>
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Item C1

Chief Executive's Update

8 May 2024



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

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Statement from the Chief Executive

A journey of discovery in the South Wairarapa

Kia ora koutou



It was a real privilege to spend a day with Councillor Aidan Ellims in early April to gain a closer insight into this district's rugged and wild beauty and the incredible diversity of the communities we serve, which are sometimes spread across vast distances.

Councillor Ellims and I spent the day tiki touring around many of the spectacular and far flung places in the South Wairarapa. It was an incredibly insightful journey of discovery for me. It was also a great pleasure to spend a very warm, very sunny autumn day with Councillor Ellims, who showed me just how isolated some South Wairarapa communities are, in terms of their connection to the three centres of Featherston, Greytown and Martinborough. Since moving to the wonderful Wairarapa last November I have been on a steep learning curve about the district, the people living in it, where they live and how they stay connected.

The thing that struck me most was that the communities we visited are very tight knit and supportive of one another, often as a result of being spread so far apart from other towns in the district.

This has been a humbling experience. It made me all too aware of what a privilege it is to live in the sunny South Wairarapa, a district that I have am now far better acquainted with. Thank you to Councillor Ellims for so generously sharing his time and knowledge of our wonderful district.

The scenery in some areas of the South Wairarapa is spectacularly rugged and wild, making it so very different to the Far North, where the amazing white sandy beaches attract many holiday makers in the summer. By contrast, our growing number of holiday makers to this district are attracted for very different experiences than in the Far North, which was my previous home. The wild coastline, the gentle cycling, the wineries and the nearby walks in the ranges all make the South Wairarapa a district with great promise and potential.

It has also been a busy and thought provoking time at South Wairarapa District Council with the launch of consultation for the 2024 Enhanced Annual Plan (EAP), which we will delve into further in this report.

I want to acknowledge that we do appreciate how difficult it can be to manage the differing expectations of residents in our district, given the diversity of the communities we serve. We are strongly aware of this. I want to take this opportunity to assure you that we are listening to and very much want to take on board the community feedback we receive.

A handwritten signature in dark ink, appearing to read 'J. Smith'.

Janice Smith (IPFA)
Chief Executive
South Wairarapa District Council

Workplan Updates

Partnerships and Operations

In roading services, we are navigating some changes to our operating environment. We have recently submitted our views on behalf of Council on the Government's draft Land Transport GPS land transport (the GPS). Our submission expresses in principle support for the direction being taken in the GPS, especially in relation to the emphasis on safety, resilience, and maintenance. We also supported the two recommendations made by LGNZ on System Reform and Savings from Temporary Traffic Management.

The Government is also currently consulting on a draft Investment Prioritisation Method (which directs how to decide what categories of activity are funded and prioritised in Regional Land Transport Plans).

Against this backdrop of significant policy change, we are negotiating our 2024/27 Land Transport Plan with Waka Kotahi. This process has been going well with successful inspections taken place of our network by Waka Kotahi officials. Underpinning our budgets proposal is a draft Asset Management Plan - that is also being discussed with our funding partner. We are unsure of the eventual policy outcomes and are watching carefully for any impact on our operations, including possible shifts in funding decisions.

Another recent development has been our decision, made jointly with CDC, to submit our draft Speed Management Plan for approval to the Director of Land Transport. If approved, that will let Council begin implementing our SMP, beginning with areas that are unlikely to be affected by possible policy changes.

Chief Executives of SWDC and CDC have recently endorsed the conclusion of a contract rollover with Fulton Hogan for a further three years. A Notice to Contractor confirming the rollover and its terms and conditions was signed on 5 March. Several changes have been made to improve contract performance, including creation of "find and fix" provisions that will increase the ability of teams to identify and remedy faults immediately and in groups. We have re-negotiated some unit rates to create efficiencies in some areas of the contract delivery. Improvements to communication and governance reporting have also been made. The contract is subject to an Annual Review. Overall, we think customers will notice positive changes in our contract delivery moving forward.

In operations, the Ruamāhanga Roads team have completed a busy month with programmed work and projects being completed around the district. We have recently opened the Hinekura Road to all traffic and a celebration to note the opening was held with the Hinekura community on 18 April. The rural team completed the road widening project along Tora Road. This work involved the cutback of the bank and slip material to widen the road by 2 metres. It is great to see another project completed to improve the resilience of the coastal network. On Cape Palliser Road, we have been completing seawall and road washout repairs at Te Kopi. In March we also completed the curb and channel upgrade on Jellicoe Street in Martinborough.

Legislative Updates

Local Water Done Well Bills

Measures to be introduced through new legislation in mid-2024 will establish the Local Water Done Well framework and the transitional arrangements for the new water services system. The measures include requirements for councils to develop Water Services Delivery Plans, steps towards future economic regulation, and streamlined processes for setting up water services council-controlled organisations (water services CCOs). The timeline is that by mid-2024 the Local Government Water Services (Transitional Provisions) Bill will be enacted which will set off Councils to formally develop their Water Service Delivery Plan. A third Bill, the Local Government Water Services Bill is expected to be enacted a year later.

Fast track Consenting

In March 2024, the Fast-track Approvals Bill was introduced to Parliament for Select Committee review. The Bill's proposed fast-track process builds on the fast-track consenting regime in the FTCA and Natural and Built Environment Act. The Fast-track Consenting Act (FTCA) was repealed on 8 July 2023.

Under the Fast-track Approvals Bill's proposals, a broad range of activities will have access to the approval process, including infrastructure, renewable energy, housing, and mining. There are two ways a project can access the fast-track process:

- Listed projects - Some projects will be listed in Schedule 2 of the Bill and will go straight to the Expert Panel.
- Referred projects - The Bill's proposed process is that, if it becomes law, any person, or organisation, could apply to have their project fast-tracked by joint ministers who will determine whether a project should be fast tracked. The 'joint Ministers' are the Ministers for Infrastructure, Transport and Regional Development.

[Fast-track Approvals Bill - New Zealand Parliament \(www.parliament.nz\)](http://www.parliament.nz)

RMA Change

Soon after taking office the Government signalled that it would take a phased approach to resource management reform. During the first phase of changes, in December 2023, the government repealed the recent Natural and Built Environment Act (NBA) and the Spatial Planning Act (SPA). However, some parts of the NBA were retained, including the fast-track consenting regime, as an interim step while new legislation was developed.

Within the second phase the Government introduced legislation for a fast-track approvals regime (to make it easier to consent new infrastructure including renewable energy, and other developments). It also intends to make amendments to the Resource Management Act 1991 (RMA) and will provide national direction on the Going for Housing Growth package. In the third phase of RMA reform, the Government intends to replace the existing Resource Management Act 1991 with new legislation.

Emergency Management Bill

Council has been notified that the coalition Government does not intend to progress the Bill through its remaining legislative stages as the Minister is of the view that the existing Bill would not deliver the integrated, fit-for-purpose emergency management framework that New Zealand needs.

Instead, the Minister intends to introduce a new EM Bill this term, alongside making system improvements using existing mechanisms in the current Civil Defence Emergency Management Act and non-legislative levers. For example, using regulation making powers to prescribe requirements for emergency management professionals.

What these improvements look like and how they are going to be developed and delivered is yet to be shared. As and when we have more information on this, we will let you know.

Local Government (Electoral Legislation and Māori Wards and Constituencies) Amendment Bill

The new coalition government is looking to introduce a bill around May 2024, for enactment around August related to Māori Wards. At this stage our understanding is that the bill will include:

- Reinstating the ability to call for a poll on Māori wards post the 2025 local elections.
- Will require those Council that established Māori wards from 2021 onwards (45 Councils in total) to either rescind their decisions on Māori Wards or resolve to hold a poll.

More details are expected next month.

Current central government consultations

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

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

Privacy Amendment Bill

Key dates: TBC

Agency: TBC

The Bill creates a new privacy principle that individuals must be notified when there is indirect collection of personal information by a third party. The key purpose of this bill is to improve transparency for individuals about the collection of their personal

information and better enable individuals to exercise their privacy rights.

[Privacy Amendment Bill 292-1 \(2023\), Government Bill Contents – New Zealand Legislation](#)

Repeal of Good Friday and Easter Sunday as Restricted Trading Days (Shop Trading and Sale of Alcohol) Amendment Bill

Key dates: TBC

Agency: TBC

The Bill allows more or less unfettered shop trading and sale of alcohol on Good Friday and Easter Sunday. It is a matter for shop owner discretion. The default restriction on the sale and supply of alcohol on these days would be repealed. (Private Members Bill)

[Repeal of Good Friday and Easter Sunday as Restricted Trading Days \(Shop Trading and Sale of Alcohol\) Amendment Bill 38-1 \(2024\), Members Bill Contents – New Zealand Legislation](#)

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

Regional updates

Wairarapa Water Resilience Strategy

There are no new updates since the previous meeting, the next meeting is scheduled to take place at the end of April.

Upcoming engagement and consultation

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

The Representation Review is currently underway with initial engagement on the representation arrangement for the local government elections in 2025. This includes the number of elected members, if elected members represent wards or sit “at large” across the district. The numbers of wards, their names and boundaries and if we have community boards. See the website for details: [Representation and Elections - SWDC SWDC](#)

The Consolidated Bylaw is currently being reviewed by the Wairarapa Policy Working Group and will be out for consultation in the coming months. Included in this Bylaw is sale of goods in public places, keeping of animals, Cemeteries and Crematoria, wastewater, trade water and beauty therapy, tattooing and skin piercing.

See website for details: [Local legislation and bylaws - SWDC SWDC](#)

Abatement notices

Martinborough Wastewater Treatment Plant is currently under an abatement notice regime with Greater Wellington Regional Council. As actions are completed under an agreed compliance plan the notices are converted into new 'To Do' notices. In April, two To-Do Notices were completed as we completed a sludge survey to identify and plan for the appropriate level of sludge removal. Once we have that plan agreed it will be converted into a new To Do Notice. The overall compliance delivery plan is on track.

HAKAPĀ MAI CONTACT US

Address:

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

Telephone: 06 306 9611

Email: enquiries@swdc.govt.nz

Media enquiries: media@swdc.govt.nz

Our customer service is available to help with any enquiry.

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

SERVICE REQUESTS AND FEEDBACK

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

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

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

Wairarapa Economic Development Strategy Quarterly Report

1. Purpose

To update the Committee on the quarter 3 reporting from the Wairarapa Economic Development Strategy (WEDS).

2. Recommendations

Officers recommend that the *Committee*:

1. Receive the *Wairarapa Economic Development Strategy Quarterly Report*.

3. Appendices

Appendix 1 – WEDS Q3 Dashboard Reports: 1 January 2024 - 31 March 2024

WEDS Representative: Matt Carere, Wellington NZ

Appendix 1 – WEDS Q3 Dashboard Reports: 1 January 2024 - 31 March 2024

Wairarapa Economic Development Strategy

Quarterly reporting dashboard - Overview

Q3: 1 January 2024 - 31 March 2024

Overview	Key risks and issues
<p>Good progress was achieved during Q3. WellingtonNZ and Business Wairarapa partnered to deliver a Food & Fibre event to 30 people, two cohorts of businesses joined the Digital UP capability development programme, and Māori in Business Wairarapa delivered a second financial capability workshop. Further opportunities for one-to-many business capability development events are being investigated.</p> <p>A regional Dark Sky MOU has been signed and a steering group is being established. Trust documentation for the Five Towns Trail initiative will be filed by 31 March and trustees are being identified.</p> <p>Workfoce development initiatives led by the Wairarapa Skills Leadership Group and its sector sub-group chairs is progressing well, including healthcare worker attraction, digital fluency for college students, and an upcoming careers event on 3-4 May.</p> <p>The WEDS PMO and the Wairarapa Water Users Society completed the three-part Water Resilience Summer Series, with over 100 participants in total.</p> <p>The Industrial Land Use Survey initial forecast shows a shortage of 180ha for the Wairarapa, which is an opportunity for development.</p> <p>A provider and a delivery approach have been agreed to progress Te Ōhanga Māori ki Wairarapa and identify economic development priorities for hapū and Māori communities.</p>	<p>CDC identified significantly increased financial and technical risk on the Waingawa Industrial Park Water Security Project . The project is a key opportunity for two areas of the WEDS Strategy, Water Resilience and Business Development, with the potential to create more jobs, attract businesses, and return potable water to MDC residents. An out-of-schedule WEDS Forum members meeting was called on 8 March, during which members agreed to reallocate \$128,000 from the WEDS budget to support the project. Risks remain, and the reallocation is dependent on Kānoa agreeing to a time extension, and the rescoping of the project by CDC not affecting the outcomes and benefits.</p> <p>The funding reallocation means that Q4 will be focused on continuing the delivery of already-agreed initiatives, with most others being deferred, pending priorities and budget for FY24-25. This is in alignment with the Forum's desire to focus on fewer, more impactful initiatives.</p> <p>There remains a significant risk that the economic benefits of Dark Sky for the Wairarapa may not be realised if coordinated leadership, governance, and long term funding options cannot be established. The steering group is to meet in April and ascertain the future of the programme.</p> <p>Governance and costings for the Wairarapa Water Resilience Strategy will not be finalised for the LTP and progress will require further financial commitment from all four councils.</p>

Business	People	Land Use & Water Resilience	Māori	Technology	Infrastructure
Acceleration Programmes	Tourism Sector Support	Water Resilience Opportunities & Strategy	Te Ōhanga Māori ki Wairarapa	WNZ Tech Sector Strategy	Advocacy and Support
<p>Planning for Rebel Business School in Q4 has been paused due to reallocation of funds for the Waingawa Industrial Park Water Security project. A programme could be run next financial year, depending on FY24-25 priorities and budget.</p> <p>Creative HQ continues to deliver incubation and acceleration programmes, which the WEDS PMO promote in the Wairarapa.</p> <p>Business Acceleration Programmes delivery in Q4 will be constrained by lack of budget, following reallocation of funds to Water Security.</p>	<p>A regional Dark Sky MOU expressing a desire to work together has been signed by DW, BW, WNZ, Wairarapa Dark Sky Reserve Association (WDSRA), CDC, MDC, SWDC.</p> <p>The steering group is being formed and is expected to meet to identify priorities and funding options. This signals a significant risk for Dark Skies. If coordinated leadership, governance, and long term funding options cannot be established, the benefits may not be realised.</p> <p>Work to progress the Five Towns Trail initiative continues under the Regional Economic Development Plan. Trust documentation will be filed by 31 March, trustees are being identified, and a 3-year operating budget has been prepared. Securing local support and funding remains a risk.</p>	<p>The risk profile of the Waingawa Industrial Park Water Security project has increased significantly. Forum members met on 8 March to agree a reallocation of \$128k to support this high impact initiative. Risks remain, with rescoping underway and a time extension requested.</p> <p>An interim governance group has been established for the Wairarapa Water Resilience Strategy. A work programme is being established and will include water capture considerations. Risks remain. Governance and costings will not be finalised for the LTP, and progress will require further financial commitments.</p> <p>WEDS & the Wairarapa Water Users Society completed the 3-part Water Resilience Summer Series for over 100 participants with support from MPI, GWRC, IrrigationNZ, Kānoa and WNZ.</p>	<p>A provider and a delivery approach have been agreed to engage local Hapū and Māori communities on priorities for Māori economic development. The delivery window will be confirmed with the provider at the end of March, and is hoped to occur in June.</p> <p>The WEDS PMO and WNZ continue to partner with Māori in Business Wairarapa. MiBW delivered a second financial capability development workshop focused on grant options to Māori businesses owners, with a third planned for Q4.</p> <p>MiBW delivered the first of four workshops focused on digital capability development (Digital UP - He Waka) for Māori business owners, with the rest scheduled for Q4.</p> <p>Further opportunities for one-to-many capability development events are under discussion.</p>	<p>Engagement with the WellingtonNZ Tech Sector Team continues, to identifies potential opportunities. Delivery in Q4 will be constrained, following reallocation of funds to Water Security.</p>	<p>The WEDS PMO and WNZ continue to support and engage with the Wellington Regional Leadership Committee (WRLC) across all regional work programmes, including the Regional Emissions Reduction Plan, the Regional Industrial Land Survey, the Future Development Strategy, and the Regional Economic Development Plan. The WEDS PMO ensures connections, input and relevant Wairarapa data is considered for each project.</p> <p>WNZ is engaged with the WRLC and provides economic development considerations into workshops and conversations on Regional Deals and Regional Infrastructure.</p> <p>The WEDS Forum will be briefed on the Regional Infrastructure Fund, Fast Track Water Legislation, Regional Deals, and progress with the Industrial Land Survey on 28 March.</p>
Business Capability Development	Wairarapa Workforce Plan Implementation	Primary Sector Land Use		Digital Training and Capability Building	
<p>Five new Wairarapa businesses received business capability development in Q3, with two in discussion for funded services.</p> <p>WellingtonNZ is supporting two Wairarapa businesses to become services providers.</p> <p>WellingtonNZ and Business Wairarapa partnered with the Food Innovation Network to deliver a Food & Fibre event to 30 people.</p> <p>WellingtonNZ is working with Business Wairarapa and Māori in Business Wairarapa to partner on one-to-many events in Q4.</p>	<p>Initiatives led by the Wairarapa Skills Leadership Group and its sector sub-group chairs continue to progress well.</p> <p>The healthcare workers recruitment initiative has entered delivery and will launch on 8 April.</p> <p>The digital fluency programme for secondary students has been successfully introduced to principals and delivery is planned from Q4.</p> <p>MiBW delivered a second workshop to Māori business owners focused on grant funding, and a third event is planned for Q4.</p> <p>Colleges and businesses have been engaged with for the Careers Event planned on 3-4 May. Securing additional businesses remains key, and introductions would be appreciated.</p> <p>Each sector sub-group of the WSLG is working to identify future priorities, with this work to be completed in Q4.</p>	<p>Stage 1 (scoping) of the Eastern Hill land use optimisation project was delivered. The work showed promise whilst requiring further investigation. Progress has now been paused, with funding reallocated to Water Security.</p> <p>Outcomes of the AgriTourism workshops showed that 46% of participants were committed to progress toward farm-stay offerings, provided they received capability development, which will need to be explored further by the group.</p> <p>The Industrial Land Use Survey initial forecast shows a shortage of 180ha in the Wairarapa. This is an opportunity for future development.</p> <p>Workshops and research have been undertaken to determine Wairarapa Food & Fibre priorities, as part of the review of the Regional ED Plan.</p>		<p>The first two workshops for the Digital UP programme have been delivered to a combined 45 participants (with one more group to come). Engagement has been high, and testimonials reflect high satisfaction. Delivery will continue in Q4.</p> <p>The digital fluency programme for secondary students has been successfully introduced to principals and delivery is planned from Q4.</p> <p>The digital infrastructure stocktake initiative has been deprioritised, with funding reallocated to Water Security.</p>	




Wairarapa Economic Development Strategy

Quarterly reporting dashboard - Initiatives

Q3: 1 January - 31 March 2024

		Tracking as planned		Some areas requiring action, some potential risks		Significant issues or stop/go decision required	
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Focus Area	Strategic Action	Initiative	Overview	Initiative Lead	Stage & Timeframe	Stat us	Fun ding	Highlights	Risks & Issues	Next Steps
Business	Acceleration Programmes	Rebel Business School	Proposed 'Rebel Business School' and 'Rangatahi Hustle' programmes in FY24.	WEDS Forum WellingtonNZ Rebel Ltd	Planning & Feasibility			Engagement with Rebel Business School commenced.	Funding reallocated to support the Waingawa Industrial Water Security project.	Pending agreement on FY24-25 priorities and bugets, a Rebel Business School programme could be run next financial year.
		Other acceleration programmes	Identify other business support and funding programmes relevant to Wairarapa businesses, and support businesses to access them.	WellingtonNZ CreativeHQ Business Wai	Planning & Feasibility			Engagement with Creative HQ continues, WEDS will continue to promote and advertise existing CHQ events to a Wairarapa Audience.	Funding reallocated to support the Waingawa Industrial Water Security project.	Identify any relevant opportunities that could be delivered in Q4 at no cost to WEDS.
	Business Capability Development	WNZ Business Support Services	Deliver WellingtonNZ business support services in the Wairarapa as a local satellite programme, including Business Growth Advisors, Regional Business Partner programme and Callaghan Innovation advisors.	WellingtonNZ	Delivery			WellingtonNZ delivered business growth services to five new Wairarapa businesses. Services included capability development funding and innovation support. WellingtonNZ is supporting two new Wairarapa businesses to become registered services providers.	Funding reallocated to support the Waingawa Industrial Water Security project.	WellingtonNZ is working with Māori in Business Wairarapa and Business Wairarapa to increase the visibility of this service in the region.
		Capability development opportunities	Support other business capability development opportunities in partnership with Business Wairarapa.	WellingtonNZ Business Wairarapa	Delivery			WellingtonNZ and Business Wairarapa partnered with the Food Innovation Network to deliver an event for 30 people focused on support options for Food & Fibre businesses, including funding options for growth.	Funding reallocated to support the Waingawa Industrial Water Security project.	WellingtonNZ is working with Māori in Business Wairarapa and Business Wairarapa to partner on one-to-many capability development events in Q4.
People	Tourism Sector Support	Leverage the Dark Skies accreditation opportunity	Support Destination Wairarapa with funding to develop and champion a multi stakeholder Dark Skies work programme, to leverage outcomes for the tourism sector. 10-month foundation stage of an aspirational multi-year coordinated effort to realise potential.	Destination Wairarapa	Delivery			A regional Dark Sky MOU expressing a desire to work together has been signed by DW, BW, WNZ, Wairarapa Dark Sky Reserve Association (WDSRA), CDC, MDC, SWDC. Feedback from Ngāti Kahungunu ki Wairarapa, and Rangitane Tu Mai Ra Trust is still to come. Partners continue to progress individual actions against the draft Dark Skies work programme. The Dark Sky coordinator and the WDSRA are working with accommodation providers to become accredited to the newly launched“Dark Sky Approved Lodging program” from The International Dark Sky Association.	The Steering Group needs to meet and identify key priorities and long term funding options. The Dark Sky coordinator is expected to support the steering Group and project-manage initiatives, however there is a risk that the resource will be lost and that further progress is impacted.	Steering group members are being identified with the first meeting to be scheduled in April. Marie-Claire Andrews (BW chair) will be acting chair in the absence of project sponsor Martin Connelly.
	Wairarapa Workforce Plan Implementation	'GAP Year' pilot programme	Lead a stakeholder group through the WSLG to design a ‘GAP’ pilot programme - to provide youth with opportunities and to retain workforce within the Wairarapa. To include funding youth engagement and implementation support.	Wairarapa Skills Group REAP/Y2W	Planning			The Wairarapa Skills Leadership Group and each of its sector sub-groups are working to identify priorities for delivery in Q4.	The environment has changed since the GAP Year programme was identified as an opportunity. GAP Year may not be confirmed as a priority by the WSLG.	WSLG to confirm priorities for Q4 in April.
		Wairarapa Workforce Plan Initiatives	Support WSLG initiatives developed by Sector Groups to enable the Wairarapa Workforce Plan: 1. HEALTH - Recruiting and retaining healthcare workforce 2.PRIMARY - Good2Great programme 3.TECH - Digital fluency pgm 4.VISITOR ECO - KiwiHost workshop programme 5.MAORI ECO - Financial capability 6.EDUCATION - Careers event 7.Other workforce initiatives as supported by the WSLG	Wairarapa Skills Group	1.Delivery 2.Completed 3.Delivery 4.Completed 5.Delivery 6.Delivery			1.HEALTH - Attract, Connect, Stay is being launched on 8 Apr at Pūkaha with ~100 guests from business, health, local and central government. 3.TECH - Colleges onboarded and introduced to the NZIQ digital fluency platform and service. 5.MAORI ECO - Second event delivered in Feb to 10+ businesses, focused on grant funding and capacity building. 6.EDU - Careers Event date and venue confirmed, colleges and schools engaged with, business engagement started.	1.HEALTH - Reliance on a single-person provider. 5.MAORI ECO - Māori Wellness identified as a need. Sustained support needed to ensure long-term benefits. 6. EDU - Business engagement remains key. Support in this area would be valuable.	1.HEALTH - Programme delivery from Q4. 3.TECH - Delivery from Q4. 5.MAORI ECO - Final event to be delivered in Q4. 6.EDU - Continue registrations, deliver event on Thu 3rd and Fri 4th May.

STATUS KEY:	
	Tracking as planned.
	Some areas requiring action, some potential risks.
	Significant issues or stop/go decision required.

Focus Area	Strategic Action	Initiative	Overview	Initiative Lead	Stage & Timeframe	Status	Funding	Highlights	Risks & Issues	Next Steps
Land Use & Water Resilience	Water Resilience Opportunities & Strategy	Waingawa Industrial Park - Water Security	Support the implementation of a commercial water resilience solution (infrastructure) for Waingawa Industrial Park.	CDC MDC Kānoa	Feasibility			The risk profile of the project has increased significantly for CDC, due to a decline in estimated demand, increase in costs by \$277k, and increase in the risks of drilling. The WEDS forum membership had an out-of-schedule meeting on 8 Mar and agreed to re-allocate \$128k of the remaining WEDS budget to support the initiative. This is dependent on Kānoa extending the timeline; project-rescoping demonstrating that WEDS funding is required; and rescoping not adversely impacting the outcomes and benefits of the project.	There remains a risk that the project may not progress due to the increased financial and technical risks identified.	Kānoa to consider time extension to the project. CDC to undertake rescoping, and confirm that WEDS funding is still required and that outcomes and benefits of the project are not impacted.
		Wairarapa Water Resilience Strategy	Support GWRC to establish a Wairarapa implementation arm for the Water Resilience Strategy, including employment of a dedicated Programme Manager to enact. Update: Support GWRC to advance the Water Resilience Strategy, including Governance & implementaion	GWRC WellingtonNZ WEDS Forum	Delivery			The interim governance group comprising councils and mana whenua representation agreed the Terms of Reference in February. GWRC has contracted a resource to support development of the implementation plan and mana whenua engagement. A stocktake of work being undertaken by councils that supports water resilience is underway, meetings with key stakeholders have taken place, and a draft work programme is currently being developed.	The governance arrangements and the costs of the full work programme for the WWRS may not be finalised in time for accurate reflection within the 2024 LTP and budget. However, progress will require further financial commitment from both GWRC and the Wairarapa Councils, at least in terms of the advisory and secretariat function, as well as providing any programme direction and exploration of funding opportunities. There is significant uncertainty surrounding water policy nationwide, and the GWRC Regulatory Statement is still progressing. The full impact of these changes is yet to be understood.	The work programme will be finalised and presented to the Wairarapa Water Resilience Governance Group in April 2024. It is expected to provide a holistic approach encompassing all dimensions of the resilience strategy framework (covering capture, attenuation, allocation, adaptation and efficiency). A key part will be to establish a work programme from which any considerations for water capture (including water storage options) may be explored to ensure delivery of social, environmental and economic outcomes.
		'Cluster' water education and small storage	Support 'cluster' water education opportunities, as identified by Wairarapa User Groups/Fed Farmers to encourage collaborative small storage schemes	WEDS PMO Wairarapa Water Users Society	Delivery			The series has just finished with the final edition happening on 19th March 2024. The numbers have been high, with a mix of 35-50 attendees per event from the WWUS membership as well as attendees from MPI, GWRC, banks and the processing sector. The format and focus on networking opportunities has enabled connections not readily available to the sector in any other situation.	n/a	Pending agreement on FY24-25 priorities and bugets, there is a possibility to explore running a programme in the 2024-25 season. This will require the identification on new hosts.
	Primary Sector Land Use	Land Use Optimisation	Explore optimised land use in the Wairarapa Eastern Hill country, via analysis of crop viability in the river valley flats. Connect with MPI <i>Sustainable Food & Fibre Futures</i> to progress from analysis stage to crop trials.	Wairarapa Water Users Society Copps Consulting	Feasibility			The scoping phase allowed for some formal engagement with both individual leaders and organisations in the primary sector. Letters of support were received from Fed Farmers and WWUS. Examples of similar projects and local analysis were provided in the Stage 1 report. The work identified a significant issue that is not widely known and may require future consideration: the financial vulnerability of the sheep & beef sector.	Funding reallocated to support the Waingawa Industrial Water Security project.	The provider is considering alternative funding streams with MPI and Farmer Collectives to continue with the project, supported by the WWUS.
		Land Use Diversity	Deliver a pilot AgriTourism Workshop to explore diversified land use options & income streams for Farmers. Establish demand & plan for ongoing programme of support	WEDS Forum InsideNZ Dest Wairarapa	Completed			Outcomes of the workshops were presented to the WEDS Forum in February. The majority of attendees are looking at visitors stay on farm. 46% of participants are committed to progressing their ideas, but this will take more thought. Participant responses suggested they would like additional support with H&S, legal, business planning, marketing, pricing and product development.	n/a	Workshops completed. Industry demand will dictate next steps and funding.
		WEDS Forum advocacy for primary sector land use	Empower the WEDS Forum to advocate for primary sector, land use change and impacts, e.g., afforestation	WEDS Forum	Advocacy			Q3 has seen the WRLC kick off the <i>Industrial Land Use</i> study across our region. Initial forecasts indicate Greater Wellington is short of 700 ha of industrial land over the next 20 years, with Wairarapa forecast to be 180 ha short. WNZ is also supporting GWRC to progress the water resilience plan.	Significant policy and legislation changes are proposed in a time of uncertainty and economic pressures. These need to be well understood to enable decision making and priority setting for the coming period.	WEDS Forum to receive the following presentations ahead of priority-setting activity in April: - Regional Infrastrucutre Fund (policy & progress update) - Fast Track Water storage legislation - Regional Deals framework, discussions and next steps - Progress with the industrial land survey
			Food and Fibre Innovation Forum	WEDS	Completed			WEDS delivered the inaugural Food & Fibre Innovation Forum in November 2023 with 60 attendees. The purpose of the Forum was to connect Wairarapa businesses with the funding and support available in the primary sector.	n/a	Work on identifying Wairarapa Food & Fibre priorities continues under the Regional Economic Development Plan. Outcomes will be included in the plan for consideration by the Wellington Regional Leadership Committee in June.

STATUS KEY:	
	Tracking as planned.
	Some areas requiring action, some potential risks.
	Significant issues or significant decision required.

Focus Area	Strategic Action	Initiative	Overview	Initiative Lead	Stage & Timeframe	Stat us	Fun ding	Highlights	Risks & Issues	Next Steps
Iwi	Te Ōhanga Māori ki Wairarapa	Māori Economic Development Plan	Support WEDS Iwi Representatives to develop a Māori Economic Development plan, to be tied into the WEDS and He Kai Kei Aku Ringa as well as Tu Mai Ra and Kahungunu ki Wairarapa Investment strategies.	WEDS Iwi Representatives WellingtonNZ	Planning			A provider has been identified and a delivery approach agreed.	Identifying a suitable provider and confirming their availability has been challenging.	Delivery window to be confirmed with the provider by the end of March, with delivery hoped to occur in June.
Technology	WNZ Tech Sector Strategy	Tech Sector Strategy connections	Maximise Wairarapa opportunities and involvement for Tech Sector acceleration, investment and profiling opportunities (including Film/Screen Wellington).	WellingtonNZ Creative HQ	Delivery			Engagement with <i>WellingtonNZ Tech Sector Team</i> continues, to identify potential opportunities for Q4.	Funding reallocated to support the Waingawa Industrial Water Security project.	Identify any relevant opportunities that could be delivered in Q4 at no cost to WEDS.
	Digital Training and Capability Building	Digital Infrastructure stocktake	Explore opportunity to undertake a Digital Infrastructure stocktake through an external consultant, to identify connectivity gaps and impact for the region on digital capability.	WEDS Forum MDC	-			Deprioritised.	Funding reallocated to support the Waingawa Industrial Water Security project.	n/a
		Wairarapa 'Digital Up' <i>He Waka</i>	Leverage the lessons learned from MBIE's <i>Digital Boost</i> pilot programme to deliver an organic regional programme of digital upskilling for business	MiBW and BW	Delivery			The first two workshops on Marketing Strategy and Online Sales have been delivered to 30+ and 15+ (with one more group still to attend) businesses. Engagement has been high, and testimonials show high satisfaction and learning.	Time-commitment remains a barrier for businesses, with a number of no-shows.	Delivery of the Online Sales workshop to the MiBW cohort, and final two workshops in Q4 for both cohorts.
Infra-structure	Advocacy and Support	WEDS Forum advocacy for infrastructure	Leverage the WEDS Forum for advocacy in support of infrastructure projects regionally significant for the Wairarapa, including transport.	WEDS Forum	Advocacy			Engagement with regionally significant projects continues. This includes the Future Development Strategy, and Industrial Land Survey reasearch.	n/a	Conversations on a potential Regional Infrastructure Fund are likely to commence in Q4.
Regional Economic Dev Plan	Suport delivery of Wairarapa REDP Initiatives	5 Towns Trail Network	Progress the <i>Five Towns Trail</i> initiaitve	WellingtonNZ	Delivery			Draft Trust Deed prepared and independent Trustees are being selected. Draft Operating budget prepared for 3 years. Engagement with 4 local government entities ongoing.	Wairarapa leadership support to the project continues to be needed as a catalyst for other support. Securing funding remains a key risk.	Filing of Trust documentationby 31 March Submissions to be made to the LTP process for Masterton, Carterton and South Wairarapa District Council’s and Greater Wellington Regional Council.
		Food & Fibre Priorities	Define Food & Fibre priorities for the Wairarapa	WellingtonNZ	Delivery			Workshops and research have been undertaken with the sector to identify priorities. A draft final report has been delivered and will be finalised by the end of March.	Further work may be needed to identify industry-led initiatives to address the priorities identified.	Outcomes will be included in the Regional Economic Development plan for consideration by the Wellington Regional Leadership Committee in June.
	Support to WRLC Secretariat	WRLC Projects	The WEDS PM is representing WellingtonNZ on the <i>Regional Emissions Reduction Plan</i> Steering Group & Regional Industrial Land availability study.	WRLC	Wairarapa Representation			Engagement continues on the development of a potential Regional Deal with central government under the umbrella of the Wellington Regional Leadership Committee.	n/a	Engagement will continue in Q4.

STATUS KEY:	
	Tracking as planned.
	Some areas requiring action, some potential risks.
	Significant issues or strategic decision required.

Wairarapa Economic Development Strategy

Quarterly reporting dashboard - Budget

Q3: 1 January - 31 March 2024

Q3: 1 January - 31 March 2024

Focus Area	Strategic Action	Budget	Initiative	Allocated	Forecast	TOTAL WEDS	EXTERNAL	Comments
Business	Acceleration Programmes	\$ 50,000	Rebel Business School (Startup Support)	\$ 4,000		\$ 4,000		Allocation from FY22-23 budget
				\$ -		\$ -	\$ 20,000	Defer <i>Rebel</i> into FY25 pending WEDS priorities
	Other acceleration programmes		\$ -		\$ -		Defer planning into FY25 pending WEDS priorities	
	Business Capability		WNZ Business Support Services	\$ -		\$ -		Business Growth/MBIE funding for some activity e.g workshops
	New capability development opportunities		\$ -		\$ -		Investigating support through other sources	
People	Tourism Sector Support	\$ 25,000	Dark Skies	\$ 25,000		\$ 25,000	\$ 40,000	\$50k total WEDS contribution over FY23 and FY24. Destination Wairarapa cofunding of \$40k
				\$ -		\$ -	\$ 40,000	REDP contribution to establish Five Towns Trail Trust
	Wairarapa Workforce Plan Implementation	\$ 50,000	'GAP Year' pilot	\$ -		\$ -		Project deferred awaiting advice from the WSLG
			Wairarapa Workforce Plan initiatives	\$ 7,000		\$ 7,000		Digital fluency
				\$ 10,000		\$ 10,000		Careers event
				\$ 20,000		\$ 20,000		Attract, Connect, Say
				\$ 10,000		\$ 10,000		Wings Take Flight Programme, awarded out of cycle
Land Use & Water Resilience	Water Resilience Opportunities & Strategy	\$ 15,000	Waingawa Industrial Park - Water Security	\$ -	\$ 128,000	\$ 128,000	\$ 1,750,000	Note increase to \$128k pending conditions
			Wairarapa Water Resilience Strategy	\$ -	\$ 5,000	\$ 5,000		Earmarked pending support from Councils via LTP
			'Cluster' water education and small storage	\$ 5,000		\$ 5,000		Summer Series Events concluded
	Primary Sector Land Use	\$ 35,000	WEDS Forum advocacy for Primary Sector Land Use (Optimisation & Diversification)	\$ 5,000		\$ 5,000		Stage 2 funding under investigation with MPI SFFF
				\$ 6,000		\$ 6,000		Agritourism workshop
				\$ 5,000		\$ 5,000		F&F Innovation Forum
						\$ -	\$ 25,000	F&F Priorities report covered by REDP support
Iwi	Te Ōhanga Māori ki Wairarapa	\$ 30,000	Māori Economic Development Plan	\$ 10,000		\$ 10,000	\$ 20,000	Co-funding through WellingtonNZ Māori ED
			Māori Development Initiatives TBC	\$ 3,000		\$ 3,000		MiBW financial capability series completed, New Māori ED support to be
Technology	WNZ Tech Sector Strategy	\$ 40,000	Connect Wairarapa to opportunities within the Wellington acceleration strategy	\$ -		\$ -	\$ 5,000	2023 event funded by CHQ (\$7.5k reallocated)
						\$ -	\$ 5,000	2023 event funded by CHQ (\$7.5k reallocated)
	Digital Training and Capability		Digital Infrastructure stocktake	\$ -		\$ -		On hold permanently awaiting new WEDS priorities
			Other Digital Capability programmes	\$ 20,000	\$ 5,000	\$ 25,000		Digital Up 'He Waka' (\$5k earmarked for TechWeek)
Infra-structure	Advocacy and Support	\$ -	WEDS Forum advocacy for infrastructure			\$ -		Actively facilitated/supported return of Air Passenger Services, Water Storage & Industrial Land Study
Operations	WEDS and WSLG	\$ 65,000	WEDS Forum and WSL Governance, events sponsorship, communications & marketing	\$ 65,000		\$ 65,000		
		\$ 20,000	WNZ PMO operational overheads	\$ 20,000	\$ 22,000	\$ 42,000		Forecast additional running costs due to personnel circumstances (Recruiting & Maternity leave cover)
		\$ 250,000	WNZ PMO people resources	\$ 250,000		\$ 250,000		
		\$ 580,000	TOTAL WEDS EXPENDITURE FY23-24	\$ 465,000	\$ 160,000	\$ 625,000	\$ 1,905,000	
		\$ 150,000	FY22-23 WEDS funding (carried forward)	\$ 97,500	\$ 52,500	\$ 150,000		Carried forward additional funding
		\$ 235,000	FY23-24 WEDS funding from Councils	\$ 117,500	\$ 117,500	\$ 235,000		
		\$ 250,000	FY23-24 WNZ funding (people resources)	\$ 250,000		\$ 250,000		
		\$ 635,000	TOTAL WEDS INCOME FY23-24	\$ 465,000	\$ 170,000	\$ 635,000	\$ -	
					Surplus	\$ 10,000		To be allocated in Q3/Q4 after budget rebalance

Action Items Report

1. Purpose

To present the Committee with updates on actions and resolutions.

2. Executive Summary

Action items from meetings are presented to the Committee for information. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will remain in a master register but no longer reported on. Procedural resolutions are not reported on.

3. Appendices

Appendix 1 – Action Items to 8 May 2024

Contact Officer: Amy Andersen, Committee Advisor
Reviewed By: Janice Smith, Chief Executive Officer

Appendix 1 – Action Items to 8 May 2024

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
516	27 Oct 21	S Corbett	Work on a health and safety action plan with the Wairarapa Trails Action Group to ensure network safety of the proposed trails and continue discussions on cyclist safety on Underhill Road leading to the Tauherenikau Cycle Bridge. (ICS)	Open	<p>8 Nov 21: WTAG chairman Greg Lang, Carterton Mayor is having discussions with SWDC Mayor on a way forward to resolve this problem on both sides of Underhill Road</p> <p>20/12/21: Bridge construction delayed 12-14 weeks (subject to weather).</p> <p>27/1/22: Underhill Road will be included as part of the speed review, other initiatives will be investigated prior to the bridge opening in September.</p> <p>9/3/21: Action amended to include advance changing of speed limit on Underhill Road.</p> <p>20/4/22: Amended - action above deleted.</p> <p>06/05/2022: Officers working to make Underhill Road safe before opening of bridge. Funding applied for. Request to close action.</p> <p>Check with Stefan</p> <p>11/01/22: Action reassigned from A&S to ICS following implementation of new committee structure.</p> <p>25/01/23: Committee Chair requested update required on project, costs for work to be completed, (quote from Pope and Gray), how will this be funded; PGF/Ratepayers or other funding source.</p> <p>1/02/23: Ongoing work to be completed– remains open</p> <p>18/07/23: The share the road with cyclists signs have been put in on Underhill Road (Greytown and Featherston sides). The Underhill Road road edges have been flattened to allow cyclists to more easily get off the road if needed.</p> <p>20/09/23: Request to examine alternative funding measures, but not a priority.</p> <p>30/01/24: no change to priority (ie low).</p>
86	1 Mar 23	P Gardner	To request the Communications Team develop a concept plan and options to initiate discussion and engagement with the community on a climate change database and information sharing. (CCE)	Actioned	<p>02/03/23: Officers have stated this action is a low priority.</p> <p>14/08/23: Officer note there are many different companies and organisations operating in this space. Instead, as we have a climate change web page, suggest we can host links to all those we work with in this space including presentations from anyone</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
					who comes to present to this committee or Council on say climate change and sustainability matters. 23/08/23: Discussed at CCE meeting, to remain open. 30/01/24: no new updates. 10/04/24: Action closed at the request of the Committee.
406	8 Nov 23	R O'Leary	Report requested from the Planning Team on the methodology for finding areas of risk relating to environmental hazards and what they may look like in future – due by the next Committee meeting (CCE)	Actioned	13/03/24: Senior Planner to provide further information to the Committee via email. 18/04/24: Information emailed to Councillors.
407	8 Nov 23	P Gardner	For the Committee to look at options for a District Joint Committee on Climate Change (CCE)	Open	Noted Cr Gray will follow up initially. 14/02/24: Cr Gray provided update. No response to date from other elected members. Mayor/Deputy to support in promoting message. Action remains open.
409	8 Nov 23	S Corbett	Request further information from Council Officers relating to the development of a No-Mow Policy, including implications, for the South Wairarapa District Council by the next meeting of the Committee.	Open	30/01/24: no new developments (low priority). 14/02/24: Cr Gray queried creative ways to progress the no-mow policy (e.g. community working group). Noted – bylaw restrictions and need a review if changes are proposed. Officers suggested a trial on one street. Officers suggested would be included in LTP work. Further information required. 10/04/24: Cr Bosley to discuss next steps with Mr Corbett.
469	15 Nov 23	S Corbett	INFRASTRUCTURE AND COMMUNITY SERVICES RESOLVED (ICS2023/37) to: 1.receive the Member's Report – Transforming the Stella Bull/Old Library Building into a Vibrant Community Space: A vision for Greytown. (Moved Cr Woodcock/Seconded Cr Gray) Carried 2. Recommend to Council to approve officers investigate short term uses of Stella Bull/Old Library Building until June 2024. 3. Recommend to Council to request officers to develop options to be included in the consultation document for the 24/34 LTP. [Items 2-3 read together] (Moved Cr Bosley/Seconded Mayor Connelly) Carried	Open	22/11/23: Refer to Council resolution: DC2023/171 in relation to point 2, which has been actioned. Point 3 remain open and to be included in recommendations to the Strategy Working Committee. 30/01/24: James may be able to report back, but the EOI for proposed commercial and public use of the Old Library Building is online and we are awaiting inquiries. We will report back in a month or so on what we received/learned. We would appreciate the assistance of Councillors to encourage community and companies to express interest. 14/02/24: Members provided update on current use on the space. Expressions underway. Applications close on 29 February 2024 at 4pm. Action remains open. 29/04/24: EOI concluded – operational decision document in progress. Decision will be considered by CE.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
32	14 Feb 24	J Smith	Chief Executive to clarify what is currently included in the Speed Review for Dublin Street, Martinborough. Members would need to consider any further actions and how that would fit within the current roading work programme.	Open	
33	14 Feb 24	S Corbett	STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/02) to: 1. Receive the Tauwharenikau Pipeline Crossing Project Report. (Moved Cr McAulay/Seconded Cr Maynard) Carried 2. Adopt Option 3 - Replace existing pipe with recommended methodology (Moved Cr Olds/Seconded Cr Gray) Carried Abstained: Cr Maynard 3. Release the ring-fenced funds of \$150,000 in Annual Plan 2023/24 for Wellington Water Limited to progress detailed design on the replacement of the pipe section. (Moved Cr Olds/Seconded Cr Gray) Carried	Actioned	29/04/24: Engagement with mana whenua is underway. Further progress and updates will be provided via project reports.
37	14 Feb 24	P Gardner	STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/06) to: 1. agree to make amendments to the draft Policy: (a) to state that Class 4 Gambling Venues cannot relocate in Masterton District under any circumstances. (b) to state that Class 4 Gambling Venues cannot relocate to Carterton and South Wairarapa District's most deprived areas (those on the New Zealand Deprivation Index of decile 9 or 10) if the proposed location is outside of a main town centre; (c) to state that no new standalone TAB venues may be established in the Wairarapa; (d) to clearly state that no additional electronic gaming machines will be granted consent, in any Class 4 venue in the Wairarapa (amendment for clarification purposes); and (e) to reflect legislative or other changes since the last review, and to improve the flow and readability.	Open	14/02/23: MDC have confirmed they received requests as per the minutes of the meeting in relation to 6.2 -venue relocation concerns. 24/04/24: Paper to Committee due 8 May.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
			<p>2. adopt the Statement of Proposal and draft Policy for consultation with the community, using the Special Consultative Procedure (Attachments One and Two).</p> <p>3. delegate authority to the Chief Executive to approve minor edits that do not change the intent of the content, prior to publication of the Statement of Proposal and draft Policy for consultation.</p> <p>4. note that a joint review of the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy (the Policy) is underway.</p> <p>5. note that the Wairarapa Policy Working Group considered options for progressing the review and recommended that the Wairarapa District Councils adopt a joint policy for consultation with a regional variation for Masterton in relation to venue relocation.</p> <p>6. note that consultation with the community is proposed to take place between 21 February and 22 March 2024, subject to adoption by the three Wairarapa District Councils.</p> <p>7. note that the Wairarapa Policy Working Group will hear submissions and undertake deliberations ahead of making final recommendations to Council in May 2024.</p> <p>[Items 1-7 read together]</p> <p>(Moved Cr Bosley/Seconded Cr Olds) Carried</p> <p>Against: Mayor Connelly</p>		
38	14 Feb 24	J Smith	<p>STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/07):</p> <p>1.To receive the Pain Estate Update Report. (Moved Cr Maynard/Seconded Cr McAulay) Carried</p> <p>Foreshadowed amendment:</p> <p>2.That the Strategic Working Committee instruct the Chief Executive to action the items identified in the Memorandum of Agreement for Pain Farm and report back to the Martinborough Community Board. (Moved Cr Maynard/Seconded Cr McAulay) Carried</p>	Open	<p>26/02/24: Still in progress.</p> <p>22/03/24: Due to a later request around the disposal of treated wastewater to Pain Farm, this will now be reported to the MCB in May 2024.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
			<i>The mover and seconder agreed that the amendment become part of the substantive motion.</i> 3.That the Strategic Working Committee instruct the Chief Executive to action the items identified in the Memorandum of Agreement for Pain Farm and report back to the Martinborough Community Board. (Moved Cr Maynard/Seconded Cr McAulay) Carried		
133	10 Apr 24	S Corbett	Request urgent follow up with Wellington Water to ensure stormwater drainage on Brandon Street is prioritised for clearing.	Open	29/04/24: WWL advised the drain was cleared before the weather arrived.
134	10 Apr 24	S Corbett	Request information report to a future meeting of the Strategy Working Committee regarding flooding issues on Brandon Street (refer to Marieke Soeter's public participation presentation to the Committee on 10/04/2024).	Open	29/04/24: SLT will be meeting with a WWL stormwater specialist; plans to hold an open workshop will be circulated once this has occurred.
135	10 Apr 24	S Corbett	Request clarification of the levels of service with Wellington Water and other relevant contractors in relation to drainage/clearing of water ways across the district.	Open	29/04/24: Officers are currently mapping the assets and confirming responsibilities.
157	17 Apr 24	R O'Leary	Officers to continue investigation of access way from Featherston Community centre to Fitzherbert Street and car parking capacity, noting that this will be added to the deliberations report for the Enhanced Annual Plan 2024-25, scheduled to be heard in May 2024.	Open	
158	17 Apr 24	R O'Leary	STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/35) to: 1.receive the Draft Featherston Masterplan Deliberations Report. (Moved Cr Maynard/Seconded Cr Olds) Carried 2.to extend the meeting past 11:02am (as per Standing Order 4.2 - Meeting Duration). (Moved Cr Plimmer/Seconded Cr Bosley) Carried 3.endorse the recommended amendments to the Draft Featherston Masterplan as outlined in Table 7 below, including the additional amendments; and	Open	

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
			<p>4.request that the final Draft Featherston Masterplan and Implementation Plan be reported back to the Strategy Working Committee for final review and adoption at the Committee's meeting on 5 June 2024. [Items 3 & 4 read together] (Moved Cr Gray/ Seconded Cr Olds)</p> <p>For: Acting Mayor Sadler-Futter, Cr Olds, Cr Maynard, Cr Gray, Cr Ellims and Cr Bosley. Abstained: Cr Woodcock. Against: Cr Plimmer.</p> <p>Carried 6/1</p>		

Chairperson's Report

1. Purpose

To update the Committee on activities and issues; and to seek the Committee's approval for items as outlined in this report.

2. Recommendations

The Chairperson recommends that the *Committee*:

1. Receive the Chairperson's Report.
2. Approve the amended Terms of Reference for Council and Committees, as per Appendix 1.
3. Note Narida Hooper's resignation from the Māori Standing Committee.

3. Discussion

Since the last amendment to the Terms of Reference for Council and Committees, the following updates have been made:

- Changes to appointments (refer to Council resolution DC2024/28) for Māori Standing Committee.
- the CEO Employment Committee delegations have been updated to include in *Power to Act: deal with all variations to the Chief Executives contract as required*. This is to support timely progression of issues when they arise.

Finally, as of 15 April 2024, Narida Hooper has been appointed to the position of Pou Māori for Council. Therefore, she is unable to continue her appointment with the Māori Standing Committee and representation on the Assurance, Finance and Risk Committee. Noted that a nomination for another representative for the Assurance, Risk and Finance Committee will be confirmed at the next Māori Standing Committee and further details are to follow. Please see attached Ms Hooper's resignation letter from the Māori Standing Committee and the Terms of Reference for Council and Committees.

4. Appendices

Appendix 1 – Amended Strategy Working Committee Terms of Reference

Appendix 2 – Ms Hooper's resignation letter.

Prepared By: Deputy Mayor Melissa Sadler-Futter

Appendix 1 – Amended Strategy Working Committee Terms of Reference

ASSURANCE RISK AND FINANCE COMMITTEE TOR

1. Purpose

- Ensure the strategic overall financial management and performance of the council; and
- provide independent assurance and assistance on Council's risk, controls, compliance framework, and its external accountability responsibilities.

2. Key responsibilities

- Quarterly review of the financial position of Council.
- Review the Council's financial and non-financial performance against the Long-Term Plan and Annual Plan.
- Advising and supporting the development of the Annual Plan and the Long-Term Plan.
- To have a strategic understanding of the Annual Report.
- Monitor levels of service (KPIs) and performance of the activities.
- Provide input into planning for engagement and consultation activity with a financial focus or impact.
- Setting direction and monitoring progress of the risk management framework, and associated procedures for effective identification and management of Council's financial and business risks, including insurance and fraud.
- Receive and review risk management dashboard reports.
- Provide input, annually, into the setting of the risk management programme of work.
- Receive updates on current litigation and legal liabilities.
- Ensure legal and compliance risks including monitoring Council's compliance with relevant laws, regulations, and associated government policies.
- Ensure the independence and adequacy of the external audit function.
- Setting direction and monitoring progress of Council's emergency response and business continuity planning arrangements.
- .
- Ensuring the health, safety and well-being responsibilities of Council are well managed (noting the distinct responsibilities of the CEO under legislation).
- The Committee will approve applications to declare land abandoned and any other such matters under the Rating Act.

3. Delegated Authority

Power to Act:

- Approve strategies and plans related to emergency response and business continuity within budgeted limitations.
- Delegate to members of the Committee and Chief Executive the powers to appoint an Independent Chair, as recommendations by the Auditor General.
- Assess and approve Community & Youth Grants
- The ability to sub-delegate to Community Boards and the Māori Standing Committee, grants consistent with their Terms of Reference.

Power to Recommend to Council:

- Adoption of the Annual Report.

4. Membership and Composition

Chair:	Independent Chair – Bruce Robertson
Membership:	Mayor Martin Connelly, Councillor Colin Olds, Councillor Kaye McAulay, Councillor Aaron Woodcock, Councillor Martin Bosley and Narida Hooper <u>(Māori Standing Committee representative – to be named)</u>
Quorum:	Four Members
Frequency:	Quarterly.

CEO EMPLOYMENT COMMITTEE TOR

1. Purpose

The committee acts on behalf of Council to promote an effective working relationship between the Council and the Chief Executive Officer (CEO). The committee oversees matters relating to the CEO employment, development, and performance.

2. Key responsibilities

- Promote a collaborative and effective working relationship between the Council and the CEO.
- Establish a performance agreement with the CEO including agreed Key Result Areas (KRAs) and Key Performance Indicators (KPIs).
- Provide feedback to the CEO on the effectiveness of their performance, and any areas for development or improvement.
- Support the CEO to attend appropriate professional development courses and conferences.
- Ensure there are three-monthly reviews with an external consultant, Mayor and CEO.
- Complete formal reviews in conjunction with an external consultant, including ensuring the CEO completes a self-assessment report each year.
- Arrange for confidential feedback to be provided by councillors to an external consultant to be compiled into one document to be reported to the full Council.
- Review the salary of the CEO and make recommendations to Council on an annual basis.
- Receive written progress reports from an external consultant.

3. Delegated Authority

The Committee is delegated the Power to Act:

- To complete half-yearly reviews and feedback to CEO, in conjunction with an external consultant, with the summary reported to Council.
- The authority to forward written progress reports from the external consult to Council as required, but at least once a year.
- To seek specialist advice and support.
- The authority to authorise advertising for the position of CEO.
- Deal with all variations to the Chief Executives contract as required.

The Committee is delegated the Power to Recommend:

- To recommend to Council appointment of a CEO.
- To recommend to Council CEO salary adjustments.

4. Membership and Composition

Chair: Councillor Kaye McAulay

Membership: Mayor Martin Connelly, Deputy Mayor Melissa Sadler-Futter, Councillor Aiden Ellims, and Councillor Kaye McAulay
An external consultant may be co-opted to provide advice but is not a member of the committee

Quorum: Two members

Meeting Frequency: At least six-monthly or as required throughout the year.

Appendix 2 – Ms Hooper’s resignation letter

formal resignation from Maori Standing Committee

Narida Hooper <pae.tu.mokai.o.tauira@gmail.com>

Mon 2024 04 15 3:16 PM

To: [REDACTED]
Cc: Nicki Ansell- Lead Advisor - community Governance [REDACTED]; Robyn Ramsden-Community Governance Advisor [REDACTED]; MSC- Andrea Rutene [REDACTED]; MSC- Karen Mikaera [REDACTED]

Kia ora tatou

I am notifying you of my resignation from the Maori Standing Committee effective from the 30 April 2024.

naku iti noa

--

Narida Hooper | Secretary | [REDACTED]

Infrastructure Portfolio Report

1. Purpose

To inform and update members of Strategy Working Committee matters within the infrastructure space.

2. Discussion

As per the attached Partnership and Operations Group Report with appendix's we have received updates on a number of projects occurring across the District and I want to briefly touch on some of those.

Roading Services

On Thursday, 18th April, a number of Councillor's and staff attended the reopening of the Hinekura Road. This event was held outside the Hinekura Hall, with Acting Mayor Sadler-Futter cutting the ribbon and then speeches made by those present, including the contractors Brownells and Hinekura residents. It was good to celebrate an event which had significantly impacted a small, but important part of our district since 2020.

On Wednesday, 17th April we attended a workshop providing us with an update on the renegotiation of the Ruamahunga Roads contract with Fulton Hogan for the final 3 years of it's term.

Fulton Hogan teams will in the future work under a "Find and Fix" model which will allow them to identify faults on our roading network and immediately stop and fix it if they have the resources immediately at hand, as opposed to logging that fault and waiting a lengthy period of time for approval to fix it.

Other improvement's in audit control of work completed, default notices, new annual reviews, increased communication around forward work planning and successful projects which have been completed have all being renegotiated.

I hope that the changes within the contract will benefit the district, with residents/ratepayers seeing increased levels of service and responsiveness later this year.

Secondly, late last year Council submitted it's 3 year, 2024-2027 Land Transport Plan to NZTA/Waka Kotahi for approval, however, with a change in Government, we will not see this approved until approximately September 2024.

Council staff over the last couple of years have heard feedback from Councillors, Community Board members and ratepayers/residents which has been taken on board and as a result the Plan demonstrates a focus on wanting to improve, lifting investment levels, cost effectiveness over the coming 3 years.

For the 2023/2024 financial year, the roading budget was \$4.8 million, while in the new 3 year Land Transport Plan the forecast budget for 2024/2025 is \$9.7 million with increases over the next two years.

In September 2024 when Council receives the feedback from NZTA on what will be funded within the Plan, Councillor's will work with staff on prioritising workloads/projects considering that we may not receive all of the increased funding which we have applied for.

Water Services

Attached are a number of reports from Wellington Water Limited.

Of note on page 4 of the Featherston WWTP Consent Quarterly Report, there is information and a photograph illustrating the waste water that has entered the Dissolved Air Flotation pilot plant trial and the resulting effluent. This technology is in use by many Councils in NZ, is proven technology and used widely overseas.
https://en.wikipedia.org/wiki/Dissolved_air_flotation

One report that caught my attention was the WWL Capex March Report where page 1 details the metres of pipe laid/renewed and while it is only wastewater, it shows less than 180 metres laid in a year.

Also on that page, under Projects On-Hold, Fstn Water Main renewals (water) - Project has been parked for the remainder of FY23-24 due to funding constraints.

While in the past few years, Council has replaced approx. 2.5 kilometres of both drinking water/waste water pipelines in Weld Street, Martinborough, Papawai Road, Greytown and Fox Street, Featherston, I personally believe that we need to be prioritising more renewals.

In September last year we attended a WWL workshop in Greytown where it was explained to us that 26% of our 209 kilometres of pipes are assessed as critical and we need to replace an average of 2.6 kilometres of pipes annually for the next 30 years. Currently we are only replacing 1.2 kilometres annually.

I acknowledge that WWL will advise us to increase our funding to them in this Enhanced Annual Plan process so that they can replace more of our pipe network

which is a Capex activity, alongside other projects/activities, however, I would like to see Councillor's as Governance direct WWL to prioritise pipe renewals.

The reason for this is that we have been advised that we are not keeping up with our renewals and secondly, our residents/ratepayers see the existing leaks in the drinking water pipes, they see the repairs that are being made and then a short time later see more leaks/repairs being carried out a short distance away.

Surely it would be more economical to replace a complete length of pipeline which would be preventative work, rather than reactive, ultimately saving ratepayers in the longterm and finally ratepayers would see that money is being spent on a longterm solution, rather than a short-term fix.

I would also like to see WWL identify savings in the Opex space, just as SWDC has had to do. What opportunities are there for local Wairarapa contractors to be used, therefore reducing the costs of contractors travelling from outside the district to carry out projects and then leave the district each day, or after the project is completed.

Amenities

There is mention that the district wide (across all three Councils) contract for waste/recycling is under a Section 17a review.

This a statutory review required under the Local Government Act that within in 2 years of a contract expiring a S.17a review must be carried out to ensure that the cost-effectiveness, risks, accountability, performance of the current arrangement to meet the needs of the community are assessed prior to the contract being renewed or retendered.

It is good to see that this work is occurring, and I look forward to the next steps.

Other projects across the District from Lake Ferry, to Featherston, Greytown and Martinborough are all progressing.

After a long period of planning, it is good to see that the Martinborough Square Internal lighting project will have commenced in early May, while tenders for work to start on the South Wairarapa Pedestrian lighting project, starting with The Square have been called for with a view to starting this work within the new financial year.

I welcome the work that our CEO, alongside GM Partnerships and Operations has put into resolving the issues that Mr Cantrell, Reading Street, Greytown raised at our SWC meeting on the 13 March 2024 and look forward to the lessons learnt process which will occur.

Finally, I keen to work with Council staff and NZTA on looking at measures which could be implemented at the SH53/Kitchener Street-Princess Street intersection here in Martinborough to make it safer for both visitors and residents of our communities.

3. Appendices

Appendix 1 - WWL SWDC Major Projects March 2024 Report

Appendix 2 - WWL SWDC Monthly Operation March 2024 Report

Appendix 3 - WWL SWDC March PMO Capex Programme Update

Appendix 4 - Partnership and Operation Amenities/Roading Report

Prepared by: Councillors Aidan Ellims, Infrastructure Portfolio Lead

Appendix 1 - WWL SWDC Major Projects March 2024 Report

At a regional level, the Major Projects team are making progress on the development of some significant upgrades and renewals at the Wellington region's water and wastewater treatment plants as we plan to meet future growth and manage demand. Featherston WWTP Upgrade Consent is progressing, the project concept design is under peer review and consultation on the consent application continues with GWRC. We are expecting the notification in July/August.

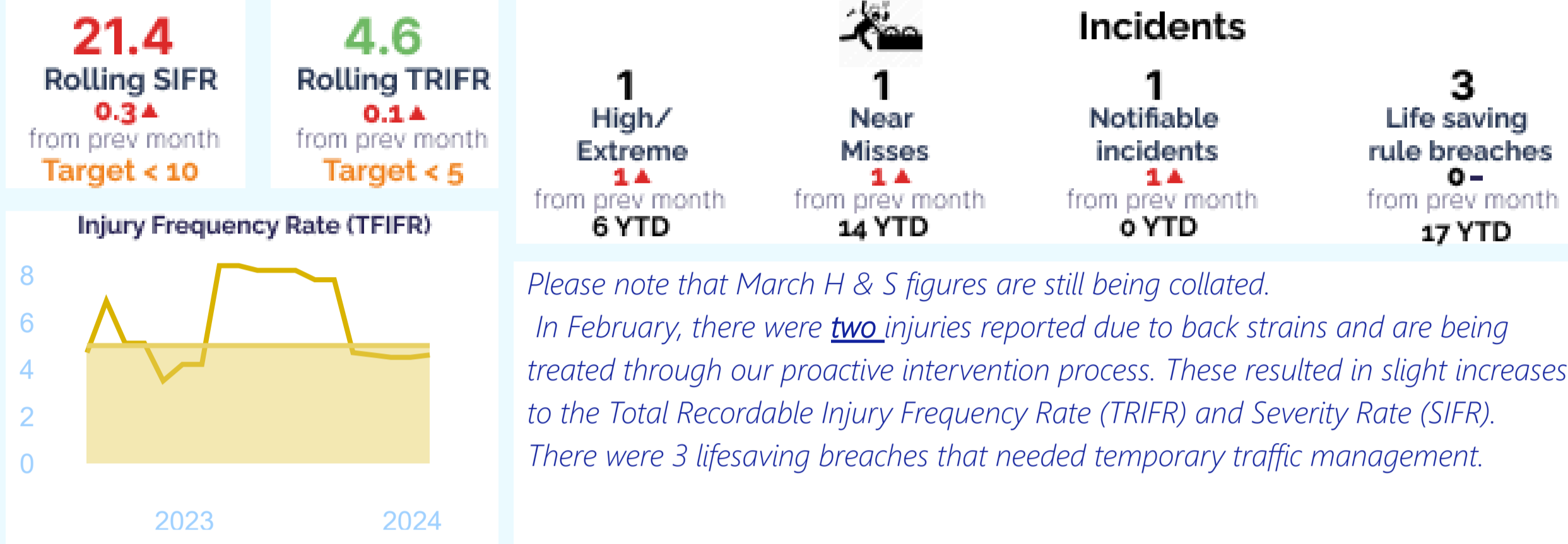
	Cost Estimate			2022				2023				2024				2025				2026				2027			
PROJECT	Project budget	Project Spend to date	Forecast	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Featherston WWTP Upgrade	\$17m	\$3m	\$21.3m	Concept	Consent								Design				Procure	Construct phase 1				Construct phase 2					

KEY: pre-construct phases Construction phase/s

Project	Objectives	Commentary	H,S,Q,E	Stakeholder	Risk	Finance	Prog.	Rating
Featherston WWTP Upgrade	<ol style="list-style-type: none"> To obtain consent approval for upgrading the Featherston wastewater treatment plant (WWTP) to improve effects on the existing receiving environment, and To determine the suitability of a transition to a land-based wastewater disposal system in the future. 	<p>Summary:</p> <ul style="list-style-type: none"> The DAF trial has concluded and work towards the final section 92 response has been progressing <p>Financial</p> <ul style="list-style-type: none"> The project is currently forecasting a small overspend this FY. Contingency has been removed from the FY forecast; this means that any unforeseen work will likely result in an overspend. <p>Programme</p> <ul style="list-style-type: none"> With the consent application now lodged with the regulator (GWRC) we have limited control over the timeline. Additional modeling and monitoring work required for the s.92 has commenced. The DAF (Dissolved Air Filtration) trial has been completed and has validated the design assumptions regarding the water quality that can be achieved with this process. <p>Stakeholders:</p> <ul style="list-style-type: none"> A hui was held with Rangitāne o Wairarapa, Kahungunu ki Wairarapa could not make it. <p>Risks / Issues</p> <ul style="list-style-type: none"> The consenting process is driven by GWRC, there is a risk they could require further additional work to be undertaken which could result in additional costs to the project. If the consent application progresses quickly, or the submissions require substantial additional work there is a risk that there is not sufficient budget available to complete the required work this financial year. There is a risk of negative environmental impacts related to the land disposal process, investigations into quantifying this risk and possible mitigations are on-going. <p>Health, Safety & Environment:</p> <ul style="list-style-type: none"> No issues to report. 	●	●	●	●	●	●

Appendix 2 - WWL SWDC Monthly Operation March 2024 Report

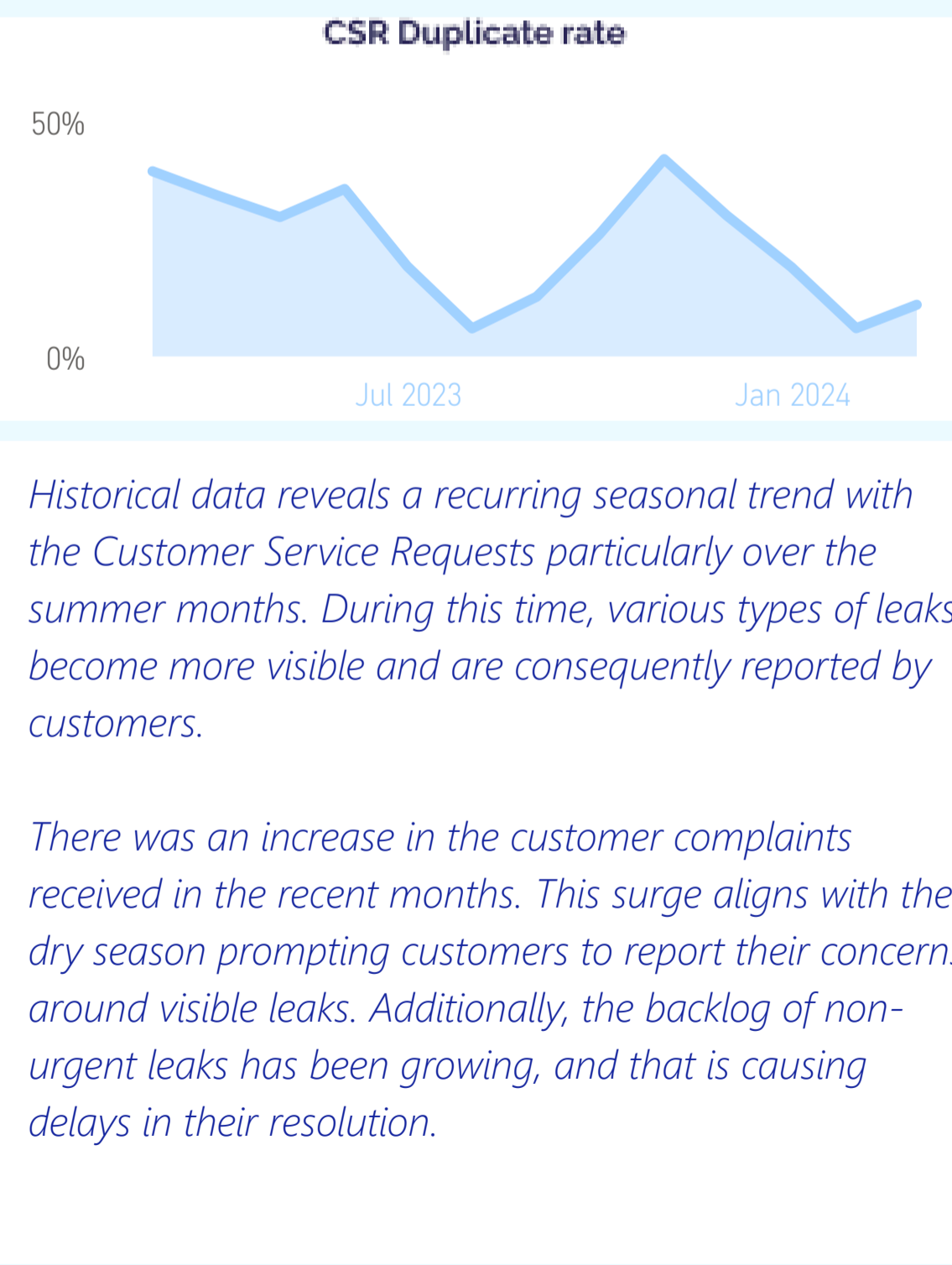
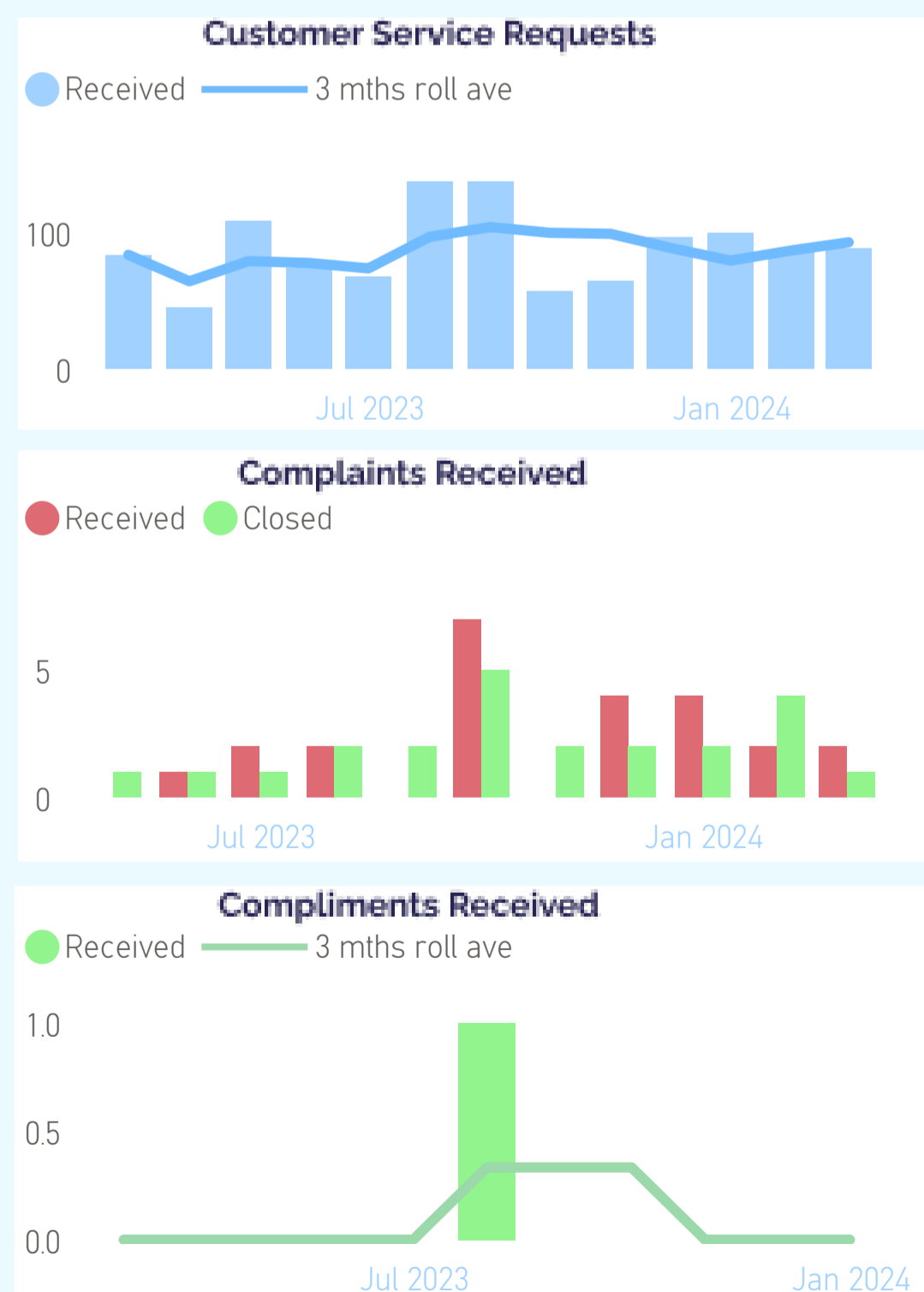
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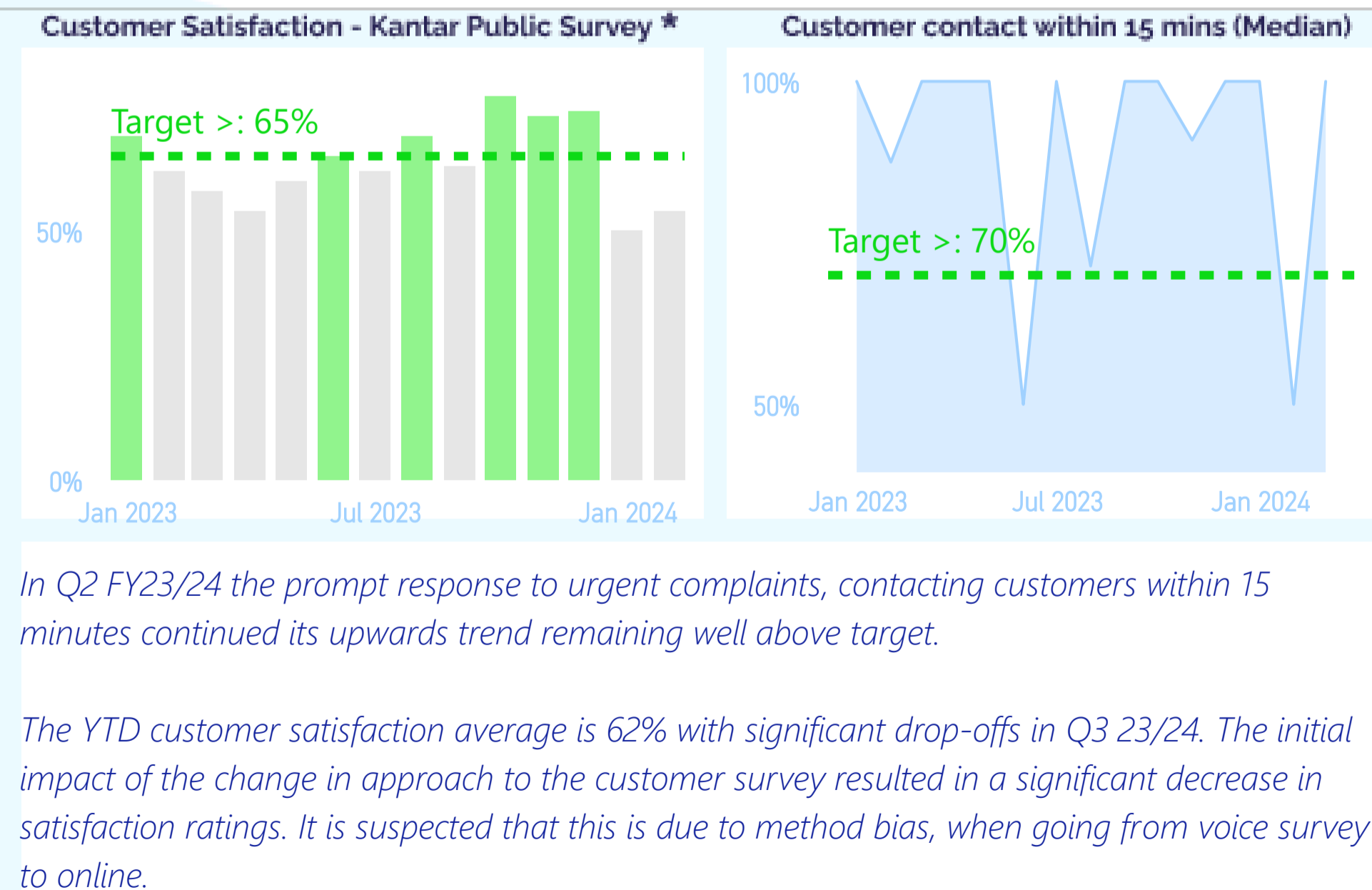
H & S LEAD INDICATORS *

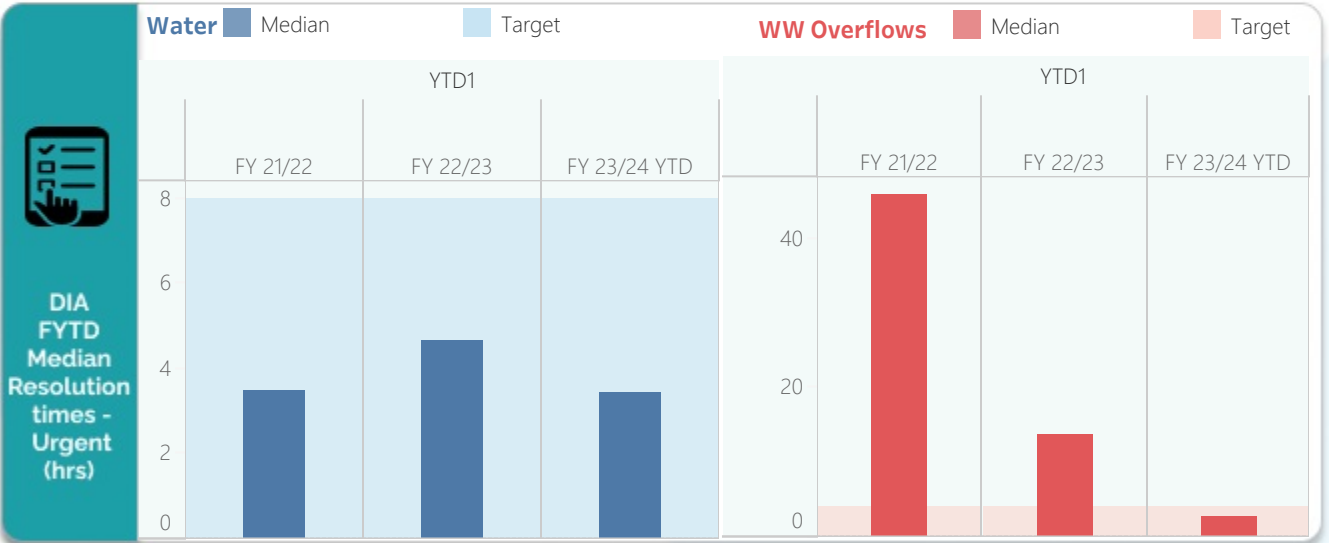
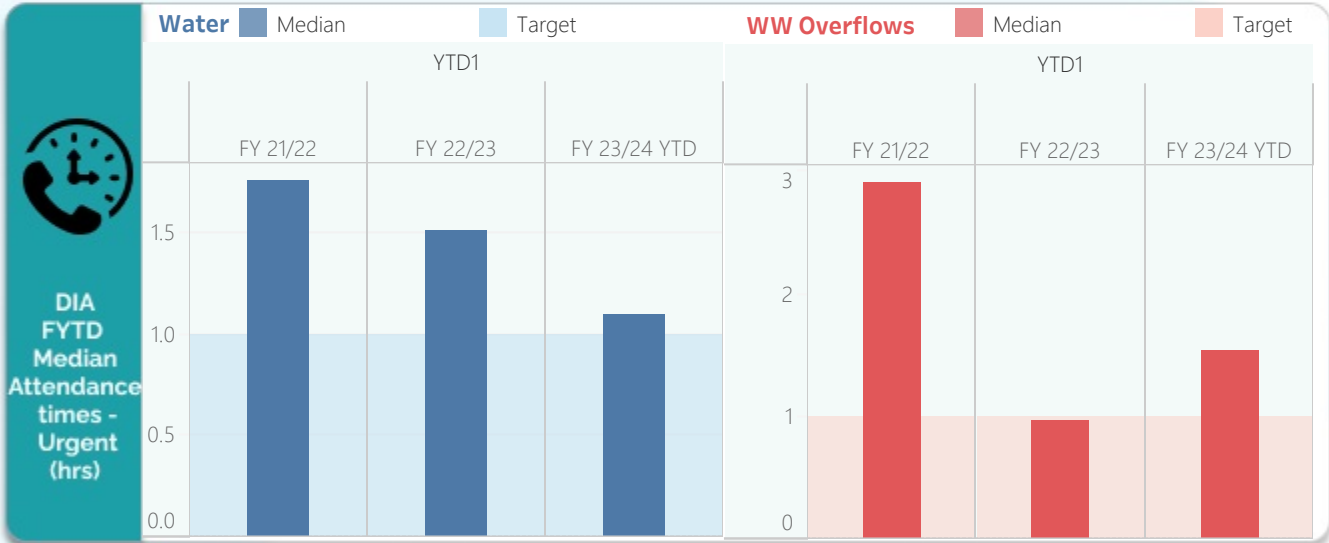
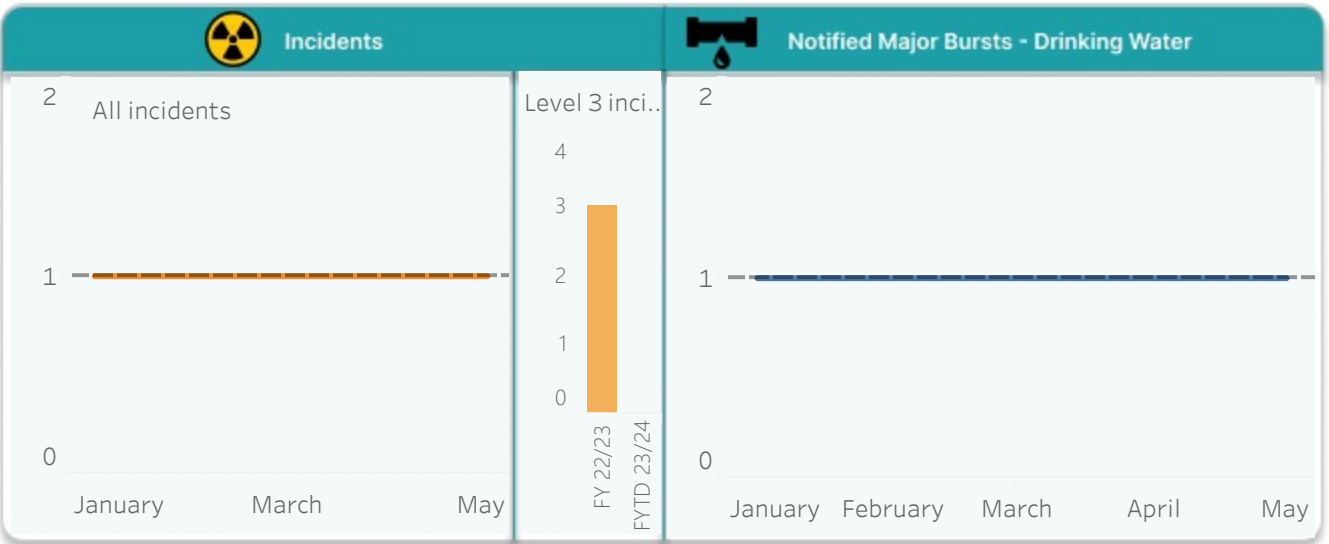
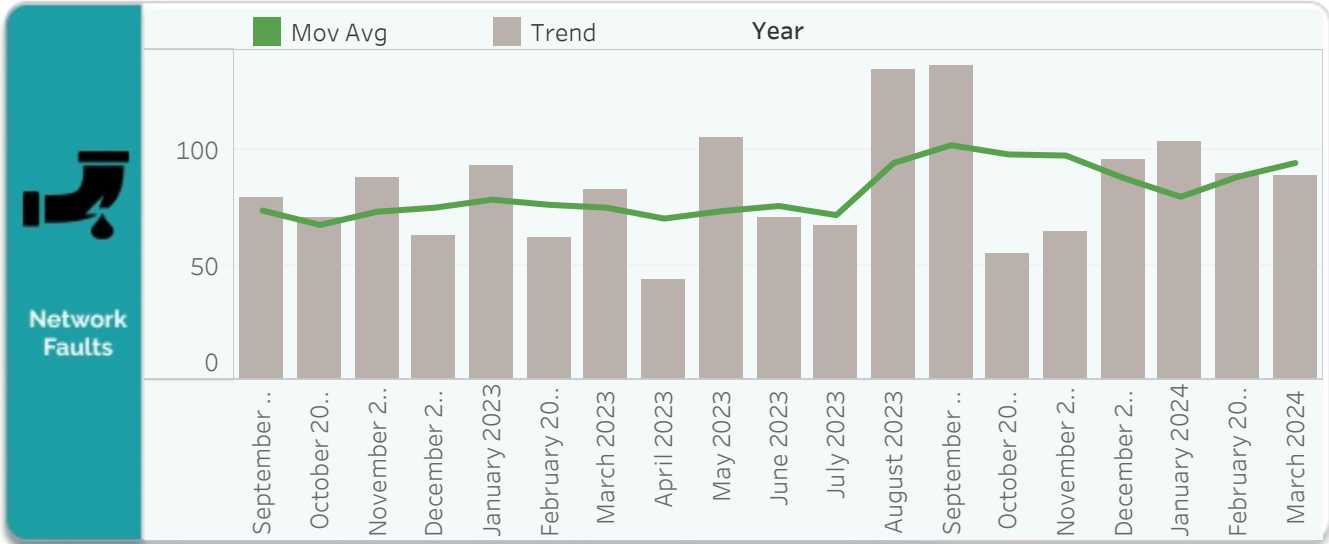


CUSTOMER ACTIVITY



CUSTOMER SATISFACTION

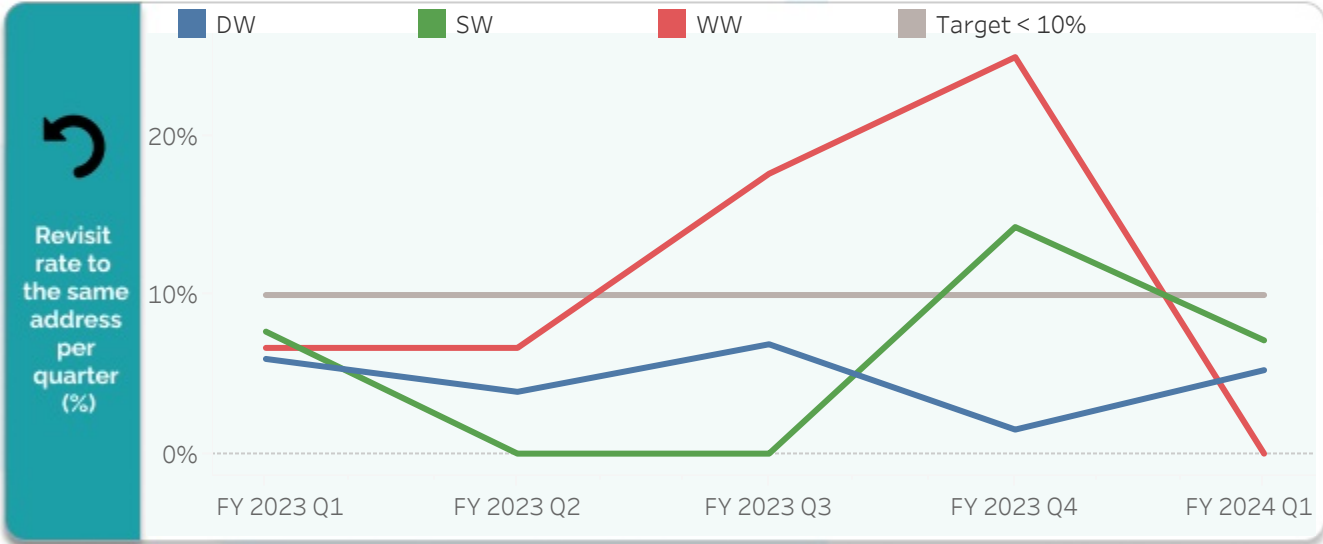
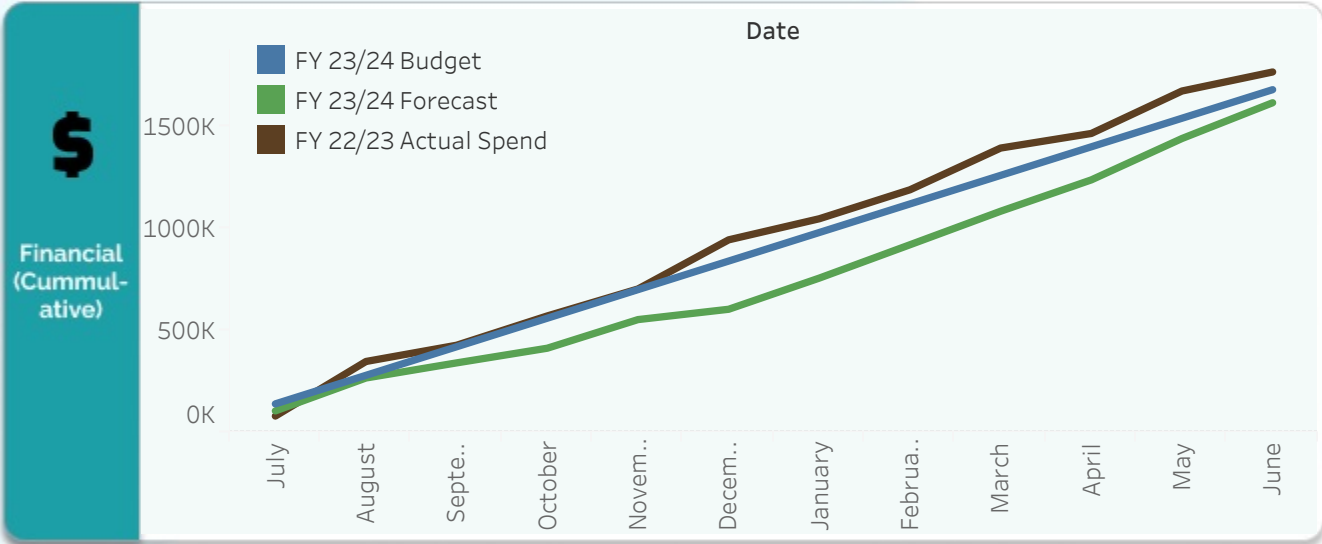
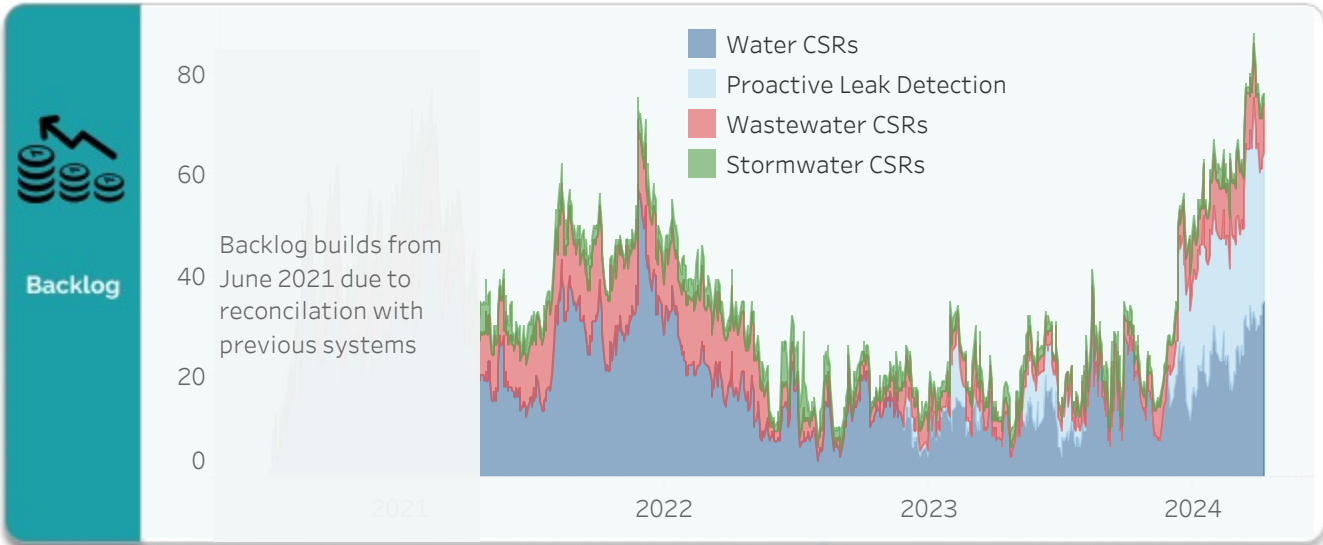
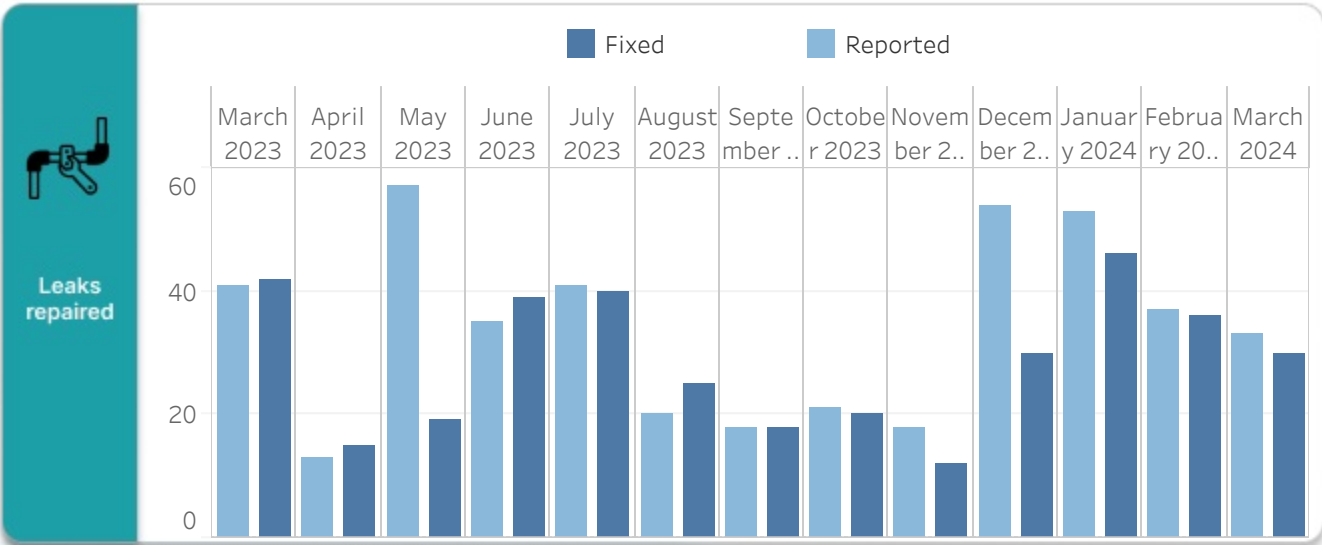




Seasonal trends have shown over the years that the peak period of CSRs result during the drier months (comprising mostly of leaks) when the customers are more likely to notice and report the leaks. We continue to be the recipients of ageing networks that are prone to failure or in need of constant repairs.

Despite these challenges, it is important to recognize our strength in resolving urgent CSRs. Our attendance and resolution rate have improved over the past few years showcasing our unwavering commitment to customer safety and prompt resolution of high-priority concerns.

*Note that Report provides a snapshot in time



Insights

Our proactive leak detection approach has been crucial in identifying leak locations and targeting areas with the highest water loss. This has enabled us to optimize water-saving measures by targeting the areas with the highest potential for conservation with our available resources and striving to reduce our overall water demand. However, with the increased proactive leak detection activities, we still face challenges in resolving the existing backlog of open CSRs primarily consisting of non-urgent tasks. However, with the agreed committed delivery bundling process now in place, new rovers, and additional funding, we are starting to see a downward trend in the backlog and improved resolution times. This trend is expected to continue in the coming months.

The revisit rates are primarily reported by revisits to the same address due to limitations with the current systems. Note that a revisit to the same site is not a reflection of the quality of works done by the crews or contractors. Work is being done to improve the systems so that we can specifically target rework due to quality concerns. An analysis conducted on jobs completed across the region for a six month period this year found that 2.8% of those jobs were identified as actual rework. This equates to about 0.4% of all jobs.

The planned to reactive ratio has exhibited a steady ascent. This is a deliberate move towards prioritizing planned activities works over time to reduce the impact of unplanned works and move towards a calm network. However, the concurrent rise in the number of reactive activities per year poses a persistent challenge into the future.

*Note that Report provides a snapshot in time

Appendix 3 - WWL SWDC March PMO Capex Programme Update

Executive summary:

The capital programme remains forecast for overspend against the revised \$4.16M capex budget by financial year end. Wellington Water continues to work with SWDC Officers to finalise the briefing memo outlining the possible options to manage the capex programme for the remainder of the financial year. Wellington Water's recommendation is to continue with the delivery of all key projects, to reduce the risk of future construction cost increases and reduce the risk of cost increases to the Enhanced Annual Plan 2024-25. Design activities are progressing well on the Martinborough WWTP Compliance To-Do Abatement Notice and is on track for desludging activities (opex funded) in Q2 of FY24-25.

Monthly updates of significance:

Physical Works Completed in March 2024:

- None

Physical Works in Progress - March 2024:

- None

Contracts Awarded in March 2024:

- None

Contracts Award in Progress - March 2024:

- None

Designs Completed in March 2024:

- None

Designs in Progress - March 2024:

- Martinborough and Greytown wastewater treatment plant compliance upgrades - Pond sludge surveys have been completed for both plants. Tendering and award activities anticipated in Q4 for constructing the laydown area and desludging of both GTN and MTB ponds.
- Featherston Tauwharenikau pipeline renewal (water) - Design activities continue in working towards construction which is forecast for FY24-25.

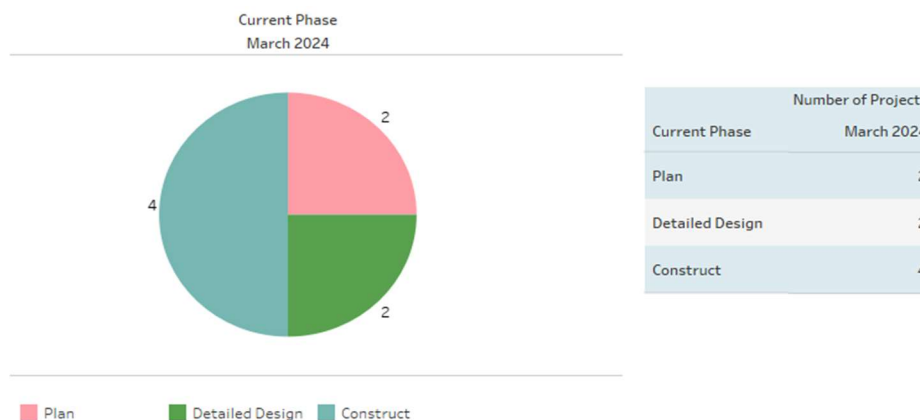
Other Projects:

- Greytown WTP stage 3 upgrade (water) - An interim progress update has summarised the longlist of alternative site options down to two potential sites. Next steps are to complete a more detailed feasibility analysis of the two alternative sites, develop high-level cost assessments and prepare a summary report for Council which is due in Q4.

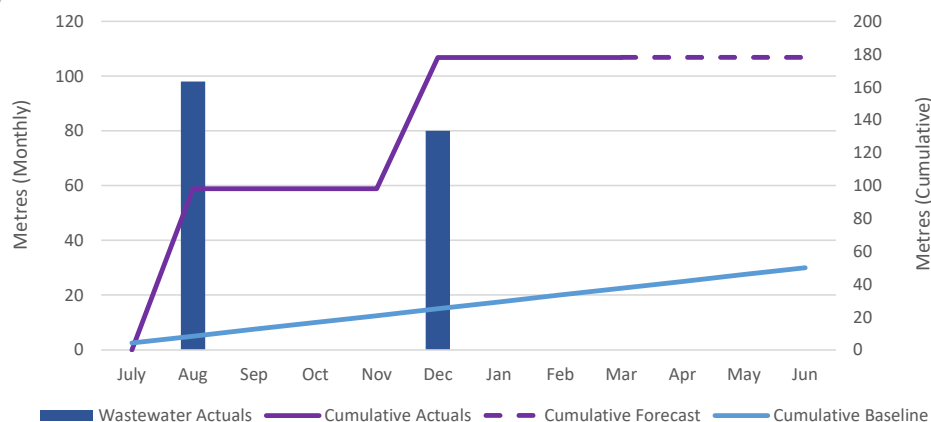
Projects On-Hold:

- Featherston Waiohine WTP stage 3 upgrades (water) - Design activities have now gone on-hold for the remainder of FY23-24.
- Featherston Water Main renewals (water) - Project has been parked for the remainder of the FY23-24 due to funding constraints.
- SWDC VHCA Reservoir Water Quality renewals (water) - Project has been parked for the remainder of FY23-24 due to funding constraints.

SWDC Programme of work – Summary of delivery phase information



Metres of pipe laid/renewed



Top risks and issues:

Risk Description	Mitigation / Comments
At a regional programme level there is uncertainty around the regional capital investment funding level for 3 Waters Infrastructure in the 2024 – 2034 Long Term Plan . It looks likely that capital investment budgets will not continue to grow at the previous rate we have seen over the last 3 years and may plateau or reduce in some functional areas. There is a risk on the panel stability with the reduction in available workload, most of the panel members try to source additional work outside of the panel that creates a risk of not being able to deliver panel work when required due to their commitment to other clients. The LTP consultation period and time to fully approve budgets also means that panels members are not able to sustainably plan their resourcing.	<p>We will continue to work collaboratively with the supply chain to provide visibility of likely future workload to enable contractors, suppliers and consultants to adapt as required.</p> <p>We will work with Councils in early Q4 to agree contracts that can be awarded to enable consistent delivery across the financial year and into the new Long Term Plans.</p>
Programme slippage may occur when project designs are not completed on time or construction is delayed. This may cause under expenditure of council approved budget for the current financial year.	WWL monitors the council's annual budget and intervenes with amendments to the programme to meet the approved council budget.
Based on the number of health and safety observations coming through our Q-Pulse reporting system, we have observed that some contractors need to increase their health and safety reporting. Higher health and safety proactive reporting is a strong indicator of a positive health and safety culture.	<p>We are sharing the Q-Pulse reporting data with both the contractor and consultant panels for visibility and to help us to understand which organizations are more proactive with their reporting. We are working with suppliers to promote increased proactive reporting.</p> <p>Safety learnings and alerts are now being shared on the Wellington Water Website.</p>
Issue Description	Mitigation / Comments
Lack of contaminated soil disposal sites – Silverstream landfill doesn't accept contaminated soil anymore, as it is full. This leaves us with only one remaining option (Southern Landfill) in the region for contaminated soil disposal which is also closed for 3 months during winter.	WWL has issued notification to all councils regarding the impact on the programme delivery and operations. One potential option outside the region is to dispose contaminated materials to the Bonny Glen landfill (Palmerston North) which would result in significant additional transportation and carbon cost.
Construction cost escalation – Recent market analysis (15 th January 2024) undertaken by Bond Construction Management (BondCM) to research the cost escalation that has occurred over the past 12 months for a typical WWL construction project shows that labour, plant and material costs increase from August 2022 is between 14-17% .	We are working with our contractors and consultants on strategies to isolate material costs within our cost schedules, and to identify items which can be purchased early on projects. Using early procurement where possible, a new material supply contract is now in use.
A reduction of available clean fill tips in the Wellington region due to other tips either being filled up or unable to comply with their consent conditions resulting in cost escalations. This is resulting in additional project costs.	There are reduced availability of clean fill tips in the region due to others either being filled up or being unable to comply with their consent conditions. This doesn't appear to be a current issue for the Wairarapa tips however will continue to be monitored should cost changes occur.
Aggregate supply - Lack of aggregate supply can cause disruption during construction. Acquiring aggregates for construction has become challenging considering many other large projects in construction, such as new cycleway link.	Early procurement of aggregates will be initiated to ensure that obtaining aggregates in time results in successful delivery of construction activities.

Programme of work – Project level phase movements

Water	Project Name	Current Phase		Forecast Contract Awarded Date		Change (Working Week..)	Forecast Construction Complete Date		Change (Working Week..)
		February	March	February 2024	March 2024		February 2024	March 2024	
Wastewater	GTN WWTP Compliance	Plan	Plan	1/02/2027	17/05/2027	15	15/08/2031	28/11/2031	15
	MTB WWTP Compliance Upgrades	Plan	Plan	1/01/2027	8/03/2027	9	17/07/2031	19/09/2031	9
	FSTN Donald St WWPS Rising Main Renewal	Construct	Construct	10/07/2023	10/07/2023	0	30/04/2024	30/04/2024	0
	FSTN Donald Street Pump Station upgrade	Construct	Construct	17/08/2022	17/08/2022	0	30/04/2024	30/04/2024	0
Water	GTN VHCA Reservoir Water quality Renewals	Plan		15/02/2027			2/08/2028		
	FSTN VHCA Reservoir Water quality Renewals	Concept Design		24/05/2028			8/12/2023		
	MTB VHCA Reservoir Water quality Renewals	Concept Design		24/05/2028			30/06/2025		
	FSTN Waiohine PH dosing system upgrade	Detailed Design	Detailed Design	26/11/2024	3/02/2025	10	24/04/2025	24/04/2025	0
	Tauherenikau Pipeline Crossing	Detailed Design	Detailed Design	15/11/2024	12/12/2024	4	14/11/2025	11/12/2025	4
	FSTN Waiohine Treated Water Storage	Construct	Construct	29/06/2021	29/06/2021	0	12/03/2024	11/04/2024	4
	GTN Memorial Park WTP Upgrades - Stage 3	Construct	Construct	16/12/2020	16/12/2020	0	25/02/2025	25/02/2025	0

Note:

Some small variances may exist between commentary and the data above due to timing differences in data extraction



Appendix 4 - Partnership and Operation Amenities/Roading Report

SWDC Infrastructure and Community Services Committee		Programme		Amenities			
Meeting	8/05/2024	Period		Apr-24			
Overall Programme Status (RAG)		Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Service Contracts							
City Care		\$977k					
Parks, Reserves and Open Spaces							Monthly reporting highlights from City Care in March: - Grass growth has been minimal with dry conditions, so a limited need to mow - Street bin litter collection weights are up from 3,240kg in Feb. to 3,620 in March - Two burials and two ash internments carried out - Preparations underway for ANZAC Day - Verti drain work for sports fields booked for May - Another curb and channel spraying round taking place in April
Earthcare		\$1.7 million					
Solid Waste Management Joint contract between CDC, MDC and SWDC (led by MDC)							Working well with regular operational meetings with Earthcare and the three Councils: - Greytown transfer station - redesigning layout to allow better access for greenwaste drop-off. - Martinborough transfer station - netting around tip face to be cleared and replaced around sides, gates to be installed to limit access to non-public areas. - Featherston transfer station - nothing specific to report. - e-waste has slowed down and with price increases customers are putting e-waste over the tip face. May need to consider enforcement. - Transfer stations are looking tidy with most items up-to-date for transfer. - Battery recycling and soft plastics recycling working well. - Unfortunately Earthcare staff (on trucks and transfer stations) are still receiving abuse from customers.
CLM (Swimming pools)		\$313k					
Greytown Martinborough Featherston							The 23-24 season finished on Sunday 17 March 2024 End of season review held with CLM and visits to each pool to determine maintenance work to be carried out in the off-season Pool attendance was up approx. 30% on last season, primarily due to contrasting weather
Current LTP Projects							
Greytown Wheels Park		\$1 million					
							Designers are compiling costs and phasing of the build Good engagement with Papawai to incorporate design and story telling of Mana Whenua Waiting on revised 3D imaging to support further communications Build scheduled to start November 2024
Tauherenikau bridge		\$100k					
Contingency for bridge build							Completed October 2023
Featherston skate park repairs		\$21k					
							Completed November 2022
Carkeek Observatory		\$93k					
Conservation options							Conservation options discussed with stakeholder group and following work underway: - Determine suitable shelter - Document scope of works - Archaeological authority - Resource consent, and building consent - Construction tender process run (end of May 2024)
Considine Park toilet block		\$103k					
To complement the pump track once built							Contingent on pump track build which is being funded by the community
Painting of swimming pools interior		\$103k					
One pool painted per year Other repairs and maintenance							Completed March 2024
Exterior paint of senior housing		\$61k					
							Painting is underway at Cecily Martin Flats in Martinborough, and Matthews Flats in Featherston. Expected to be completed by end of April 2024.
Land purchase for new open spaces - sports field for Greytown		\$3.1 million					
							Council approved proceeding with agreeing a lease of the Greytown Rugby Football Club grounds from Greytown Trust lands Trust The three parties are working collaboratively on an agreement
Greytown cemetery extension		\$155k					
							Vegetation has been tidied up between the extension and the cemetery
Featherston Natural Burials extension		\$75k					
							Contractors engaged for works and awaiting confirmation of start date
ANZAC Hall exterior repaint		\$156k					
							Completed March 2024
Featherston Stadium paint, and vinyl of foyer and ablutions		\$50k					
							Completed November 2022
Greytown sports facility - upgrade ablutions, changing rooms.		\$180k					
Upgrade to the swimming pool ablutions to allow winter sports code access during and after Pavilion rebuild							Working with sports codes Tender process completed with no interest Some interest shown and seeking details before selecting a provider
Greytown sports facility - demolish and rebuild Pavilion		\$1 million					
							Working with sports codes Contractor selected from tender process - offsite modular build that will significantly reduce downtime of facilities for sports clubs Planning and design underway Expected onsite delivery end of July 2024
ANZAC Hall - fix leaking top windows		\$91k					
							Planning underway Reviewed quotes and will develop a tender Works are not reliant on the exterior painting of ANZAC Hall
Greytown Hall - repair rotten foundations		\$154k					
							Initial engineer inspections completed Seeking condition report to inform works and likely tender process
Gateway to the Wairarapa - consultation		\$113k					
Public consultation for a feature at the entry into the Wairarapa towns							Yet to start
Other Significant Projects							
Wellington Region Waste Minimisation Management Plan (WMMP)							
							The WMMP was adopted by Council at the start of 2024 Governance and officer groups will remain in place to support the implementation of the plan Implementation plans are being developed - Greater Wellington (regional); Wairarapa (local)
Westhaven Underpinning and Drainage		\$100k					
Piling and underpinning of one unit and fixing slumped sewer main							Tender released and closing 22 April 2024
Lake Ferry Slip Drainage		\$19k					
							Completed July 2023
Welcome to Featherston Signs							
Providing support to the community group for the re-install of the signs that were removed a few years ago							NZTA resource consent not approved Community group seeking alternate sites
Martinborough Square Lights		\$47k					
Remedy the non-functioning lights inside the reserve NB - this does not include pedestrian lights							Ground scanning and fault testing completed Light specs reviewed with supplier, contractor, and Dark Sky Team Expecting project completion by mid-May 2024
Status key:							
<div><div></div> On track/achieving</div> <div><div></div> Some concern</div> <div><div></div> Off Track/Major concern</div>							

SWDC Infrastructure and Community Services Committee		Programme		Roding		
Meeting	8/05/2024	Period		Apr-24		
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Reading Street Upgrade	\$1.2 million					
Upgrade Street, kerb and channel, carparking drainage as part of Resource Consent.						Completion was in November. We are dealing with some final outstanding remediation issues with the consultant and contractor.
Sealed Road Resurfacing	\$804K					
Chip seal treatment						KPI of 5% of sealed network will not be met due to financial restraints.
FootPath Renewals	\$340K					
Fitzherbert, Lyon and Hickson Street						Fitzherbert and Lyon Street will be concrete replacement and Hickson Street will be hotmix. All Streets in Featherston. This footpath programme has been deferred due to wellington water project.
Low Cost Low Risk	\$760K					
Various low cost safety improvements within the district						Signage and guard rails to be installed on Ponatahi, Lake ferry and Cape Palliser Roads Flood warning gates wil be installed on Ponatahi, Pukio West and Pahautea Roads, Underpass subsidy. Various resilnce activities on Cape Palliser Road. Signage & guard rails on Lake Ferry and Cape Palliser Rd have been completed. Ponatahi Rd underpass has been completed. Activities on Cape Palliser Rd are still ongoing.
Road to Zero	\$450K					
Community engagement and signage						Speed mangement review. Instructions have been sent to consultant to prepare our interim Speed Management Plan for approval process with Director of Land Transport.
Bridge Inspections	\$60K					
General inspections every 2 years and engineering every 6 years						WSP engineers to complete. Assessment to repair Riddiford Bridge is ongoing. Repair options will need to go to Council once understood.

Appointment Report –Wairarapa Trails Action Group

Appointee Name	Councillor Colin Olds
Meeting – Date and Venue	Thursday 21 March 2024 Carterton Events Centre
Key issues from the meeting	<ul style="list-style-type: none"> • Project updates • Tauwharenikau Bridge Opening
General	Refer to Appendix 1 for further updates.

Appendix 1 - Wairarapa Trails Action Group Minutes 21 March 2024

WAIRARAPA TRAILS ACTION GROUP

MINUTES

1.00pm Thursday 21 March 2024

Carterton Events Centre

Present:

Greg Lang (Chair)

Glenda Seville (CDC)

Erin Collins (Trails Coordinator)

cr Steve Laurence (CDC)

John Bushnell (GTT & CDTT)

Isaura Blakiston (DOC)

Ian Osland (MDC)

cr Brent Goodwin (MDC)

cr Lou Newman (CDC)

James O'Connor (SWDC)

cr Colin Olds (SWDC)

Shane Atkinson (GTT)

Jacinda Johnston (WEDS)

Stan Braaksma (TWT)

Rob Irwin (TWT)

Martin Gould (WTTG)

Apologies:

Stefan Corbett (SWDC)

Anna Nielson (Destination Wairarapa)

Kirsty McCarthy (CDC)

Maseina Koneferenisi (MDC)

Kathy Houkamau (DOC)

Lesley MacGibbon (CDTT)

Guest:

Geoff Copps (Consultant – FTT Trust setup)

1. **Welcome, apologies:** Greg welcomed the group, new attendees & guest Geoff Copps

2. **Previous minutes & Actions:** No corrections to previous minutes & no actions

3. **Five Towns Trail Project Update:**

Jacinda gave an update of how FTT sits in the top 5 projects in the Regional Economic Development space and the undertaking of funding the set-up of the Trust.

Geoff shared the process of getting to charitable status. He has found surprising the level of activity in the trail space already in Wairarapa.

Main points:

There will be 7 trustees forming the trust with a range of skills. The steering group will appoint the initial 4 trustees, with each TA appointing 1 trustee each which will be an important way of connecting to councils and reporting channel. This doesn't have to be a councillor. The split will allow for community focus.

Discussed operating budget and potential scope.

Geoff is putting together LTP submissions for each council (AP for SWDC). A contractor role is preferred over employee by the steering group.

In the meantime, the trustees will develop a 12month action plan and job spec for general manager role. Some suggestions of Trustees were given during meeting.

Colin added that seed funding is important. Geoff advised no approach been made as yet as need legal entity first. Greg advised there are other funding streams i.e memberships, bequests etc is in the trust deed. Rob advised there are funds sitting under Trails Wairarapa Trust and they would be willing to provide some as seed funding once the Trust is operational.

Stan suggested there will be hurdles, the new trust will identify these. Links into existing network for connection to Wellington will be key. Erin added that's why the trail sits as a signature trail in the Regional Trails framework.

John advised the range of tasks seemed daunting, but there are already wins with assets, signage and maps that will be enhanced once the Trust is operational.

Brent queried maintenance costs. These will be included for each section plan, and individual trusts etc will likely come into play. Shane advised that currently GTT spends a little under 10k per year for 6km of trail – funds are raised by GTT and work is done by contractors.

Jacinda advised that in the purposes of the trust constitution fundraising for the purposes of maintenance and upkeep is included.

Greg thanked Geoff for his work on the set up of the Trust.

The group discussed some options for trustees and Greg asked that any recommendations or nominations of trustees to be sent through to him by the end of the week.

4. Tauwharenikau Bridge Opening:

James updated that the bridge is now scheduled to be officially opened in conjunction with the completion of the additional 2km off road section on Underhill Rd Featherston side. Erin is helping with the event and working on run sheet etc at the moment. This will not be a public event it will be invite only. A small group will have a pre-opening tour to the Pou and the bridge site, followed by the main opening being held at the Anzac Hall. Invites will be out by end of April.

5. Updates:

Masterton District Council:

Ian advised they are looking at trail markers and developing signage. There has been some damage of the Whitipoua bridge panels so they are looking at more robust options and potential protection/security. Have had a chance to get on top of maintenance in parks areas, including fire risk areas. They are looking at option of a trail within Kiwirail corridor from Oxford Reserve to the North providing connection to town – this will be a long-term project.

Carterton District Council:

Glenda updated that the transport choice funding that CDC obtained has provided bike sheds have been built at 4 out of 5 schools in Carterton. Funding has also helped with bike racks and repair stations in sheds. Kirsty has been working with CDTT on the bridge over the Waiohine, there is a consultant engaged looking at bridge site options at the moment and report is due back late March. Also been working on options for Matarawa trail – discussions with GWRC, landowners etc which looks promising.

Clareville connection down to Clareville is a long process, but have walked the track with Kiwirail and are working on detailed design at the moment. This will connect Carterton to Clareville and is exciting, does not require a lot of infrastructure other than fencing due to the nature of the ground etc.

Steve added there is funding in the draft LTP for trails.

South Wairarapa District Council:

James advised the RCT has been working through rebranding and signage, wayfinding etc and a few weeks ago this has been finalised. Late last year section of Western Lake Rd (Cross Creek) to Featherston was included in the official RCT, SWDC has been working with contractors for resurfacing and spraying etc.

Barr Brown Reserve – been engaging a volunteer to lead a group to implement an old action plan from some time ago. Dorset Square is about to get a big tidy up and resurfacing the trail etc. This could be a place for a story walk option like Considine Park in Martinborough.

Rob queried whether the Western Lake Rd section upgrades might include bridges etc to stop people popping out onto the road. James advised they have done an on the ground assessment for improvements and hopefully being included in RCT will allow funding opportunity to get these improvements done. Colin thanked James for carrying the load re trails for SWDC, it is great to see progress. He mentioned the next steps for Wairarapa Moana, Erin advised that work already done will be something for the Trust to pick up now that feasibility done etc.

Brent asked whether NZTA funding can be obtained? He suggested in submissions etc this should be looked at. Greg advised that as each section is developed these conversations will happen especially where commuting can be shown.

Department of Conservation:

Isaura shared that the Wild Coast trail remains closed. There are further meetings coming up to discuss that.

Greytown Trails Trust:

Shane thanked James for all his work, everything else has already been covered.

Trails Wairarapa Trust:

Rob spoke of the hope of getting trails up to Masterton and supporting the work the Trust will do.

West Taratahi Trails Group:

Martin shared the project is in a holding space waiting to see how things progress.

Carterton District Trails Trust

John advised it is exciting to have the contractor looking at bridge sites, with the hope of the report being back shortly and a report being able to go to CDC next meeting.

Date of next meeting: Thursday 27th June 1-3pm, reminder to hold date of 31 May 10.30am for bridge opening.