

MASTERTON DISTRICT COUNCIL

AGENDA

INFRASTRUCTURE AND SERVICES COMMITTEE

WEDNESDAY 24 AUGUST AT 2:00PM

MEMBERSHIP OF THE COMMITTEE

Cr B Johnson (Chairperson)

Her Worship

Cr B Gare

Cr G McClymont

Cr T Nelson

Cr C Peterson

Tiraumaera Te Tau

Cr G Caffell

Cr D Holmes

Cr F Mailman

Cr T Nixon

Cr S Ryan

Ra Smith

Quorum: Seven

Notice is given that the meeting of the Masterton District Council Infrastructure and Services Committee will be held at Waiata House, 27 Lincoln Road, Masterton on 24 August 2022 commencing at 2.00pm.

**RECOMMENDATIONS IN REPORTS ARE NOT TO BE CONSTRUED AS COUNCIL
POLICY UNTIL ADOPTED**

19 August 2022



1

AGENDA

1. CONFLICTS OF INTEREST (Members to declare conflicts, if any)
2. APOLOGIES
3. PUBLIC FORUM
4. LATE ITEMS

FOR RECOMMENDATION

5. **ELECTRIC VEHICLE CHARGING SITE: 70 DIXON STREET CARPARK (109/22)**
Pages 311-317

FOR INFORMATION

6. **REGULATORY SERVICES INFRASTRUCTURE AND SERVICES UPDATE (107/22)**
Pages 318-325
7. **COMMUNITY FACILITIES & ACTIVITIES INFRASTRUCTURE AND SERVICES UPDATE (110/22)**
Pages 326-333
8. **INFRASTRUCTURE UPDATE (111/22)**
Pages 334-343

To:	Infrastructure and Services Committee
From:	Phil Evans, Senior Advisor Compliance and Projects
Endorsed by:	David Hopman, Chief Executive
Date:	24 August 2022
Subject:	Electric Vehicle Charging Site: 70 Dixon Street Carpark

RECOMMENDATION

Recommendation:

That the Infrastructure and Services Committee endorses and recommends that Council:

- a) Notes that Meridian Energy has proposed to situate six (6) vehicle charging stations in the car park at 70 Dixon Street, Masterton, (situated in Part Lot 2 DP 9885 as identified in Attachment 1 of Report 109/22);
- b) Agrees to designate six (6) car parks in the parking area at 70 Dixon Street, Masterton, (situated in Part Lot 2 DP 9885 as identified in Attachment 1 of Report 109/22) as electric vehicle charging areas;
- c) Agrees that, in accordance with Council's delegations for the disposal of interests in land, the Chief Executive negotiates and finalises a licence to occupy with Meridian Energy to provide for the electric vehicle charging stations; and
- d) Notes that following negotiations, officers will report to Council to amend the Wairarapa Consolidated Bylaw 2019 Part 10: Traffic Bylaw Schedules by adding the designated electric vehicle charging areas to Schedule 2P: Electric Vehicle Charging Areas.

Purpose

The purpose of this report is to seek endorsement and recommendation from the Infrastructure and Services Committee that Council designates six (6) car parks in the car park at 70 Dixon Street, Masterton, as electric vehicle charging areas.

Context

In June 2019, the Council adopted a strategy to support electric vehicle use. This included supporting private businesses to provide charging facilities to their customers and, where possible, provide access to land for the establishment of DC fast charging facilities.

Council has been approached by Meridian Energy to have six (6) car parks in the car park at 70 Dixon Street, Masterton, situated in Part Lot 2 DP 9885 as identified in the Meridian proposal in Attachment 1, designated as electric vehicle charging areas. This is part of a nationwide roll-out of chargers by Meridian.

Council has provided a similar arrangement for both Charge Net and Meridian for electric vehicle charging areas at other locations in the central business district. Charge Net currently has a fast

charge station on Dixon Street near the raised gardens (opposite New World), while Meridian has a medium charger in Kuripuni outside Powershop.

Council officers previously investigated various locations for installing electric vehicle charging stations in Masterton, and the Dixon Street car park was identified as being a suitable location. There is an existing transformer located in the car park with sufficient capacity to operate the chargers and it is in close proximity to the main shopping / commercial precinct.

The images that have been supplied by Meridian show that the chargers are located in the median strip and will not obstruct people's free movement around the carpark. Installation of all necessary infrastructure will be at Meridian's expense. There will be no costs to Council.

Currently, there are 99 car parks available for the public to use plus disabled car parks and a delivery zone in that car park. Redesignating six (6) car parks as Electric Vehicle Charging Areas represents only 6% of the available car parks, leaving 94% available for public use. As the car park is a 'free parking' site, there will be no loss of income from reduced parking charges.

The car park at 70 Dixon Street is currently designated under the Wairarapa Consolidated Bylaw 2019 Part 10: Traffic Bylaw Schedule 2N as a parking area and under Schedule 2L as parking areas restricted to continuous parking of a maximum of 120 minutes. Officers propose to continue these designations alongside the specific designation as electric vehicle charging areas for the six (6) car parks identified.

If Council is supportive of the proposal, the Chief Executive will negotiate a licence to occupy the site with Meridian Energy. It should be noted that the proposed licence to occupy allows Meridian to occupy the site for a zero or nominal fee. However, officers propose to retain the option to charge for the occupancy in the future should Council decide to do so.

Issues of access to the site and maintenance will be covered in the licence to occupy. This has been effective with the Charge Net fast charger that was installed on Dixon Street in 2017 and with the Meridian medium charger in 2022. The licence to occupy will also require that the equipment be removed, and the site restored to its original condition, by Meridian should the units be removed in the future.

Following negotiation of the licence to occupy, officers will report to Council to amend the Wairarapa Consolidated Bylaw 2019 Part 10: Traffic Bylaw Schedules by adding the designated electric vehicle charging areas to Schedule 2P: Electric Vehicle Charging Areas. The amendment will be publicly notified ahead of the stations being installed.

Analysis and Advice

Council's adopted strategy to support electric vehicle uptake includes facilitating charging and fast charging units for private businesses. The proposal is consistent with the intent of this strategy. In addition to this, facilitating opportunities for EV charging providers to install charging stations in the Masterton District has been identified as a proposed action for the Masterton District Climate Action Plan.

Options Considered

A summary of the options considered is included in the table below.

Option	Advantages	Disadvantages
<p>1 Resolves to make recommendations to Council outlined in Report 109/22</p>	<p>Provides another 6 EV charging stations in the Masterton District at no cost to Council.</p> <p>Partners with a national energy provider to help establish a network of EV charging stations.</p> <p>Aligns with intent of EV strategy.</p> <p>Facilitates opportunities for EV charging providers to install charging stations to the Masterton District has been identified as a proposed action for the draft Masterton District Climate Action Plan.</p>	<p>Loss of six (6) general use car parking spaces at 70 Dixon Street.</p>
<p>2 Does not resolve to make recommendations to Council outlined in Report 109/22</p>	<p>No loss of general use car parks at 70 Dixon Street.</p>	<p>No additional EV Charging facilities.</p> <p>Inconsistent with Council’s adopted EV Strategy.</p> <p>Inconsistent with proposed action in the draft Masterton District Climate Action Plan.</p>

Recommended Option

Option 1 is recommended. This proposal is consistent with the intent of the EV Strategy and a proposed action for the draft Masterton District Climate Action Plan. The six (6) carparks only represents 6% of the total car parks at 70 Dixon Street, and is of no cost to Council.

Summary of Considerations

Strategic, Policy and Legislative Implications

As noted above, facilitating public EV Chargers is an objective of the Council's adopted strategy.

Under the Wairarapa Consolidated Bylaw 2019 Part 10: Traffic, the Masterton, Carterton and South Wairarapa District Councils maintain schedules of the traffic control measures in their respective districts and have the power to amend by resolution additions to these schedules.

Significance, Engagement and Consultation

In accordance with section 156 of the Local Government Act 2002 and Council's Significance and Engagement Policy, officers have assessed the significance of the proposed amendment to schedule 2P of the Wairarapa Consolidated Bylaw 2019 Part 10: Traffic Bylaw and have determined that no consultation with the community is required to be undertaken.

Amendments to the Traffic Bylaw schedule will be notified in accordance with clause 20.3 of the Bylaw and an amended version will be made available on the council website.

The provision of a new charging station will be publicised by Meridian Energy.

Financial Considerations

There are no financial implications for Council apart from small costs associated with notifying the amendment to the Traffic Bylaw schedule. All other costs will be met by Meridian Energy. There is no loss of income from redesignating six (6) carparks as these are currently 'free' parking. The licence to occupy that is currently being used allows for the occupancy at a zero or nominal fee. The terms of the licence, however, allows for Council to introduce a charge in the future if it desires.

Implications for Māori

If the resolutions proceed with recommendations to Council, there will be additional EV charging stations for Māori and our wider community to use.

Environmental/Climate Change Impact and Considerations

Council is currently finalising its first Masterton District Climate Action Plan. One of the proposed actions is encouraging EV charging providers to add additional charging stations to the Masterton District, including at rural hubs such as schools and coastal settlements.

Next Steps

If the Council adopts the recommendations in Report 109/22, Meridian will be advised and the Chief Executive will negotiate a licence to occupy. Following negotiations, officers will report to Council to amend Schedule 2P: Electric Vehicle Charging Areas in the Wairarapa Consolidated Bylaw 2019 Part 10:Traffic. Meridian will then proceed with the installation at their earliest opportunity.

ANNEXURE Masterton District Council

(SITE SPECIFIC DETAILS)

SITE NAME: Dixon Street carpark, 70 Dixon Street, Masterton

LAND DETAILS:

Identifier	Reference	Registry	Legal Description
3894259	WN438/144	Masterton District, Wellington	Part Lot 2 Deposited Plan 9885

LAND AREA AND LICENCE AREA

Land area

Below outlined in black with a yellow pin

Map showing the site location (outlined in black) and a yellow pin on Dixon Street. The map includes street names like 'DIXON' and '70'.

List
Details

NO ITEM SELECTED

Property Details ▾

Territorial Local Authority: - Land District: Wellington

Reference: WN438/144 (Freehold) Document Type: Certificate of Title

Date Issued: 19 Dec 1933 (Status: Live) Title Land Area: 740 m2

Legal Description: Part Lot 2 Deposited Plan 9885 Valuation Reference: -

Parcel

ID: 3894259 Area: 740 m2

Owners ▾

MASTERTON DISTRICT COUNCIL
Reference: WN438/144

Memorial Details ▾

Title Reference: WN438/144

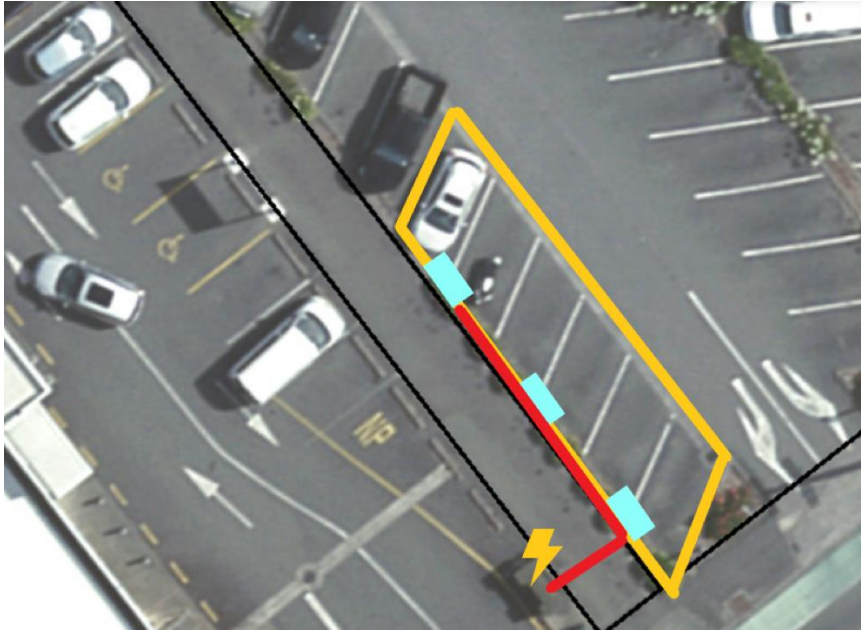
Current

1: Appurtenant hereto is a right of way created by Transfer 220156 - 19.12.1933

Historic

Access licence area

Below indicated in yellow



Impression of charger installation:



EV CHARGER DETAILS:

Three dual port EV chargers with the ID MELPCH0086, capable of charging 6 vehicles simultaneously.

SITE INSTALLATION COSTS:

\$36,000+GST Plus a \$5,000+GST new connection cost = \$41,000+GST total

EV CHARGER INSTALLATION DATE: to be scheduled

Signed:

Lisa Hannifin

Chief Customer Offer

Meridian Energy Limited

David Hopman

Chief Executive

Masterton District Council

To:	Infrastructure and Services Committee
From:	Steve May, Manager Regulatory Services
Endorsed by:	David Hopman, Chief Executive
Date:	24 August 2022
Subject:	Regulatory Services Infrastructure and Services Update
INFORMATION	
Recommendation:	
That the Infrastructure and Services Committee notes the contents of Report 107/22.	

PURPOSE

The purpose of this report is to provide the Infrastructure and Services Committee with an update from the Building Control Services team, the Consents and Planning team and the Environmental Services team.

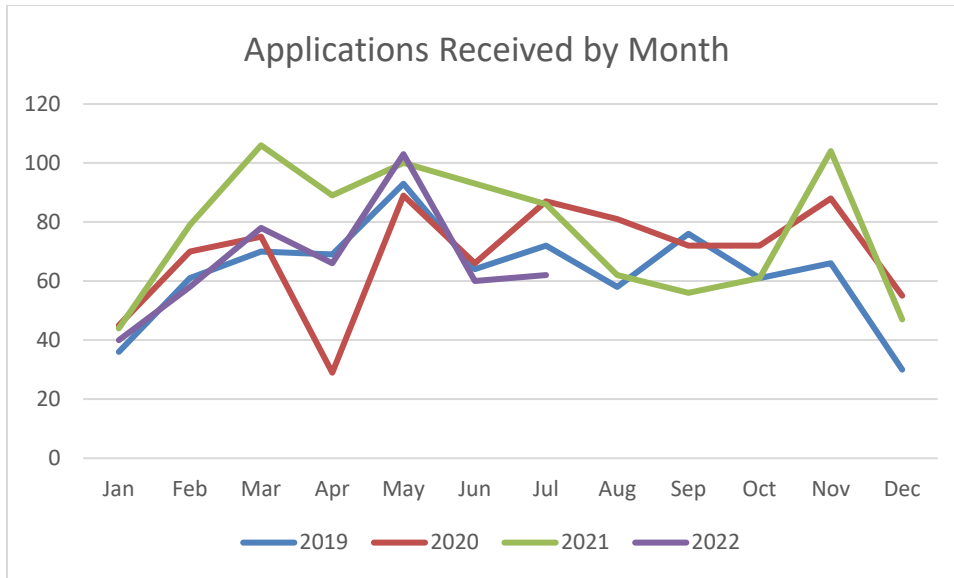
BUILDING CONTROL SERVICES ACTIVITY**Activity Levels, Staff and Service**

The construction industry continues to cool due to well documented material shortages and rising prices, reduced credit availability and people holding off work, waiting for some stability and available trades. In the BCA this will give us time to train our new staff and build capability to reduce our dependence on processing contractors. For the Compliance team this will give us the necessary time to make ground on the swimming pool back log and BWOF audits.

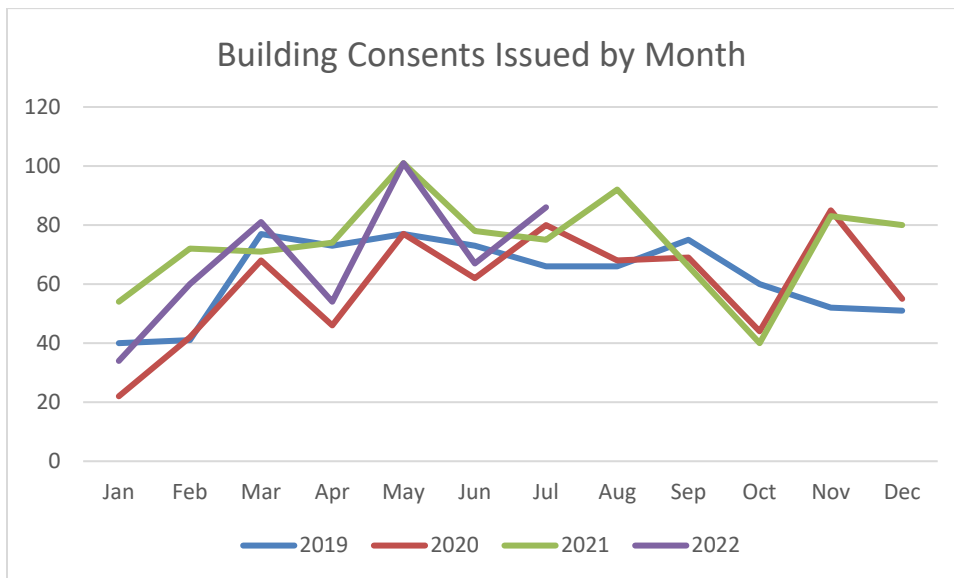
Our levels of service and compliance with statutory timeframes continue to improve, however this is traditionally the quietest time of the year until September when activity ramps up towards Christmas.

Building Consent Authority Services Statistics

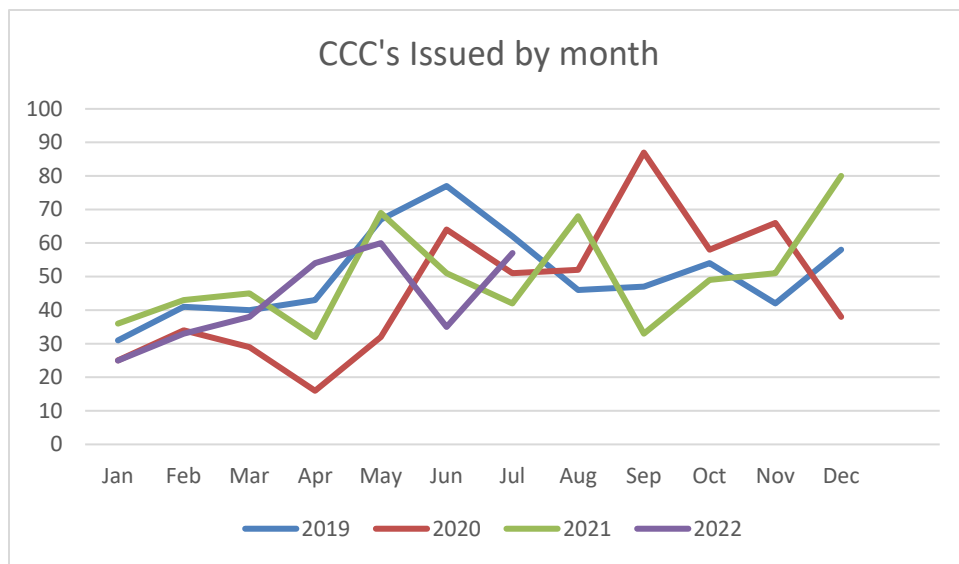
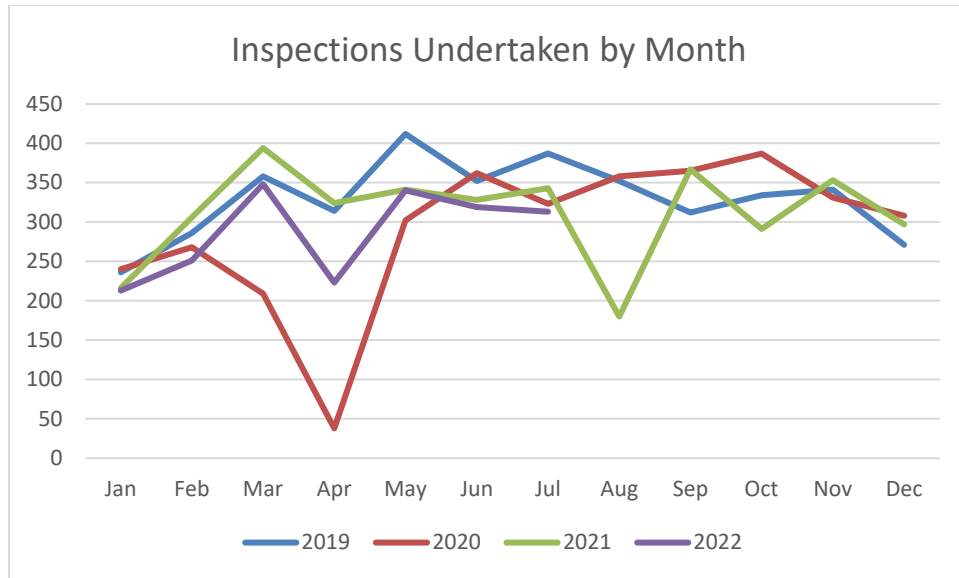
May 2022 has been the busiest month by far returning to levels not seen since last November, however since May we have had two slower months due to well-publicised material shortages and financial pressures.



The issuing numbers have stabilised at approximately 80 consents per month indicating that this is our capacity at this time.



The number of requested inspections (below) has recovered in more recent months; however, we have reduced the daily inspection team to two people for efficiency. Our wait time for inspections sits at 3-4 working days. There have been a lot of cancellations due to significant weather events.



Code Compliance Certificate issuing numbers dropped in June, this aligns with the drop in building inspections in April/ May.

Building Services - The TA Building Function Commentary

Building Warrants of Fitness (BWoF)

Annual BWoF renewals continue, all renewals are being reviewed within a 20-working day period. There are approximately 15 (out of 400 buildings on the register) without BWoFs where we are working with the owners to improve compliance.

Earthquake Prone Buildings

We have now completed the identification phase of the Earthquake prone buildings work. Letters have been sent to owners of potentially earthquake prone buildings. There are 30 buildings that will require non-intrusive site visits to confirm their status. In total we have reviewed 600 buildings, to date 60 are confirmed prone and approximately 50 potential letters have been sent out. Owners with potentially earthquake prone buildings have 12 months to provide a seismic assessment so that a status decision can be made.

Swimming Pools

We have now filled our third Building Services Officer position, and pool inspections have started. We will be able to provide relevant statistics in the next ISC report once the data sample is representative.

CONSENTS AND PLANNING ACTIVITY FROM 1 MAY TO 31 JULY 2022

Consents

The Planning Team has processed the following Consents for 1 May 2022 to 31 July 2022:

Period	Type of Consent Processed	Number of Consents Processed	% Within RMA timeframe
1 May to 31 July 2022	Land use	20	95%
	Subdivision	19	74%
	Permitted Boundary	8	100% (within 10 days)
TOTAL		47	87%

Total of 52 applications received between 1 May – 31 July 2022. 5 applications on hold requiring further information.

LIMs (Land Information Memorandum)

Period	Number of LIMs Processed	% Within Required Timeframe
1 May to 31 July 2022	62	98% (Average 7 days completed)

Planning Enquires - 1 May 2022 to 31 July 2022

Period	Number of Enquires
May 2022	84
June 2022	76
July 2022	51
Total	211

ENVIRONMENTAL SERVICES ACTIVITY

Bylaws and Parking

The keeping of Animals and the disposal of dead Animals.

Concerned community members got in touch with MDC about dead livestock carcasses being used to feed pigs on a rural property not far from urban Masterton. Wairarapa Consolidated Bylaws 2019 Part 6: Keeping of Animals, Poultry and Bees, prohibits a dead animal to remain on any property, land, or premises. The bylaw also sets out how deep the animal needs to be buried.

Concerns about the practice of feeding untreated meat to pigs was also raised with MPI (Ministry of Primary Industries) who have powers under Biosecurity Act 1993, specifically the Biosecurity (Meat and Food Waste for Pigs) Regulations 2005, with the purpose to reduce the risk to New Zealand and its livestock industries of an outbreak of foot-and-mouth disease and other diseases. Feeding non-compliant food waste to pigs, or allowing non-compliant food waste to be fed, is an offence. For individuals the fine can be up to \$5,000, while corporations can be fined up to \$15,000.

Any food waste that contains meat or has come into contact with meat must be heated to 100°C for one hour before it can safely feed it to pigs. This treatment requirement applies to all food waste that contains raw or cooked meat or food waste that has come into contact with raw or cooked meat. It applies to both commercial food waste and household food waste.

Overhanging trees

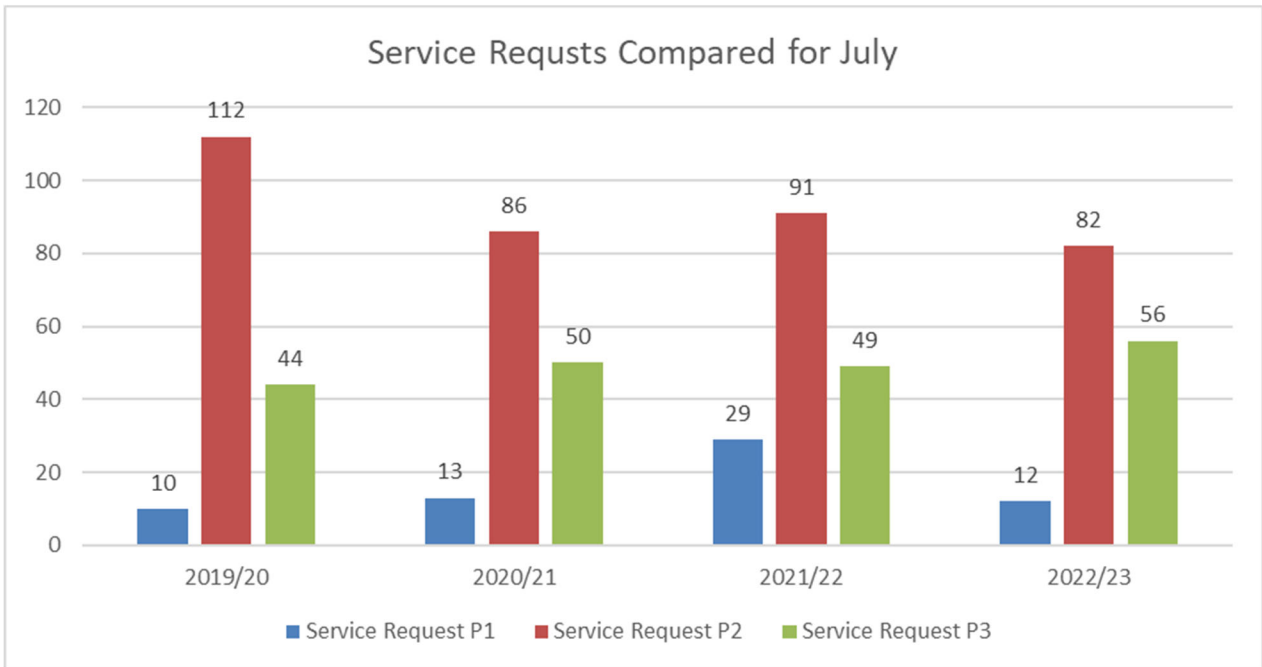
Owners who ignore repeated requests to trim back overhanging vegetation can take months to get a result, even though property owners are reminded it is a hazard to pedestrians and sometimes motorist. If property owners ignore the repeated requests, officers arrange for a contractor to trim back vegetation and then seek to recover the costs back from the property owner. This also impacts the officers' workloads having to repeatedly follow up with property owners.

Parking on Bus stop

There have been concerns about some drivers' parking behaviour around some primary schools, such as parking in bus stops, over fire hydrants and too close to driveways. Initially, MDC took an educational stance with an officer onsite verbally requesting that members of the public move their vehicles if parked illegally. While most drivers were compliant, \$40 tickets were issued to drivers for repeated offenses.

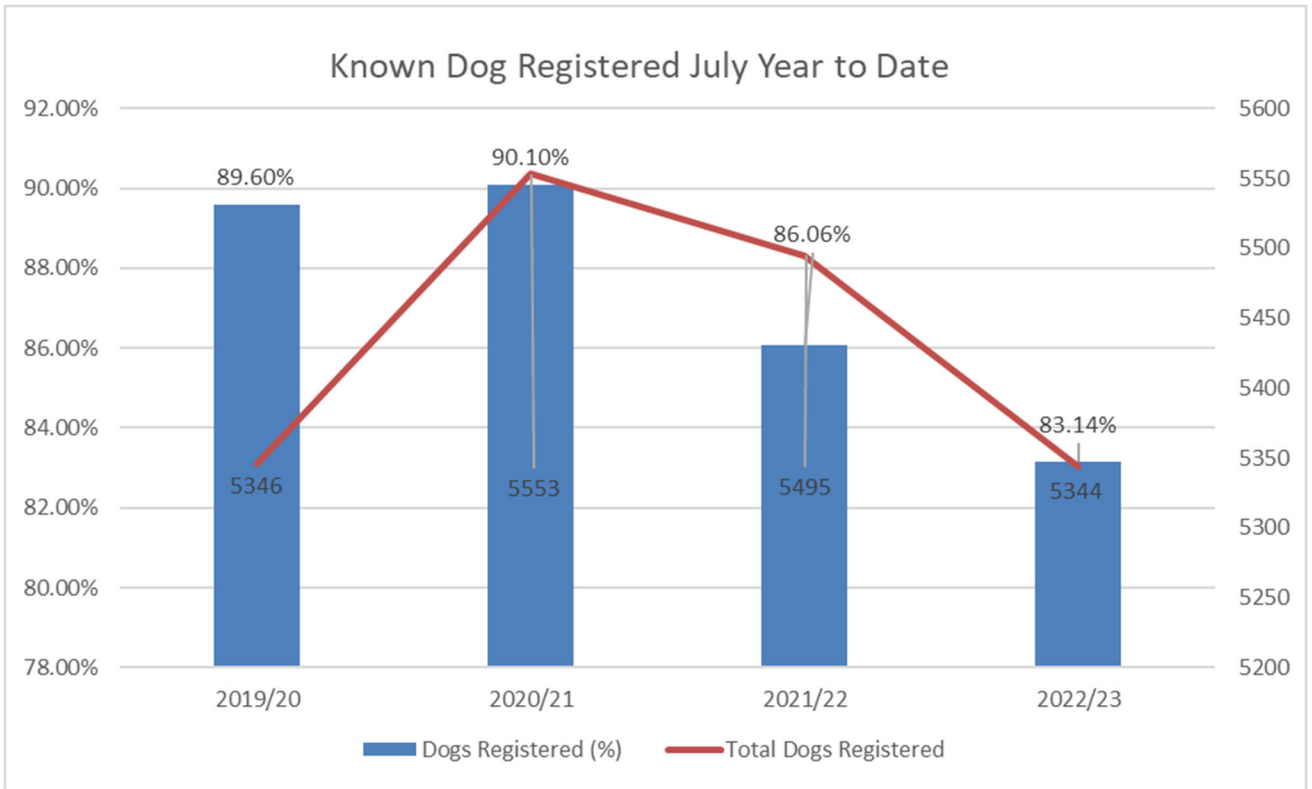
DOG CONTROL

Service requests relating to dog control remain generally consistent over the past four years. The graph shows the total number of requests relating to priority from the beginning of the financial year 1 July to 31 July.



Dog Registration

All dogs by the age of 3 months are required by law to be registered. At the end of July, there were 5,344 dogs registered in the Masterton district. This is a disappointing 83.14% of all known dogs registered. Penalties of an additional 50% of registration have been issued to unregistered dog owners.



Owners who fail to register their dogs will be issued a \$300 infringement per dog. This year officers will be seizing unregistered dogs. Dog owners who have not registered their dog(s) for this current registration year or the previous registration year are at the highest risk of having their dog(s) uplifted. If a dog(s) is seized for non-registration the dog owner will have 7 days to claim their dog(s), and will be required to pay all outstanding registration fees, plus a seizure fee of \$150 and sustenance of \$20 per day per dog before the dog(s) can be released.

Engagement

Communication about applications for Responsible dog owner (RDO) status and reminders about the option to pay off registration before 31 July were carried out earlier in the year. Staff also attended the library on Saturdays in July to accommodate people who needed to register their dog(s) in person but were unable to get in during normal office hours.

Staff were made aware of some people having trouble securing their registration tag or disc to their dogs collars, staff arranged pop-ups at Henley Lake and the Town Square car park so they were available to assist people in securing their dogs registration tag.

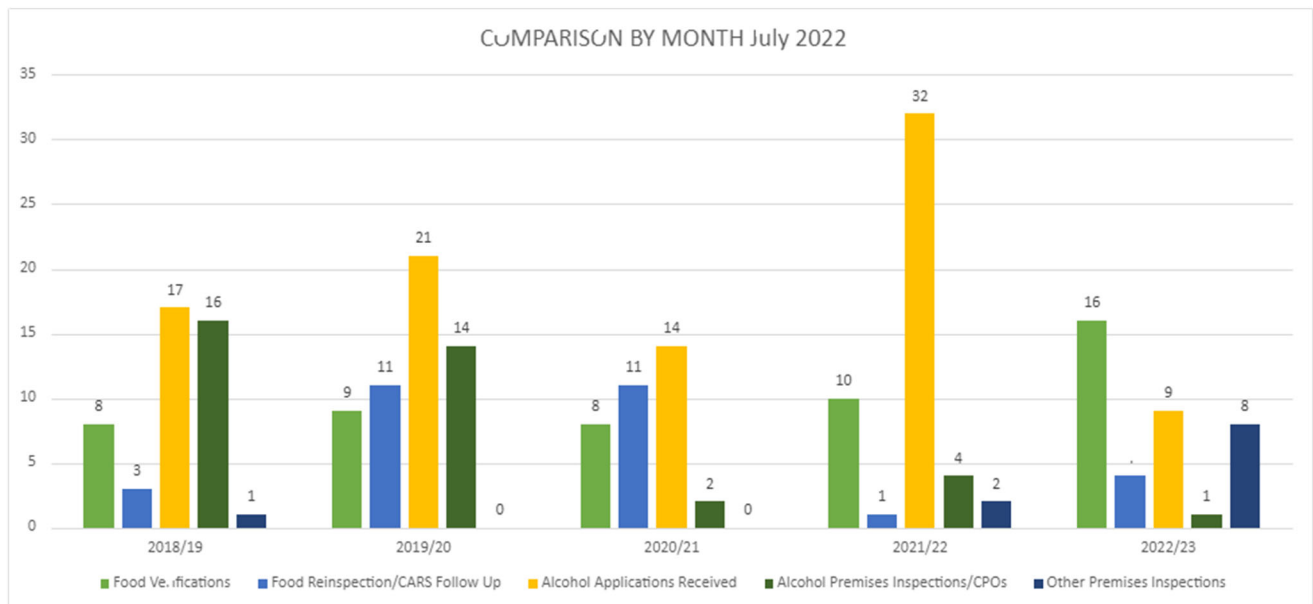
Officers are regularly patrolling and walking recreational areas, such as Henley Lake and the recreational trails engaging with dog walkers. Staff have received positive verbal feedback from dog walkers when engaging with them.

Animal Shelter

Staff are still working in the temporary animal shelter. While conditions for staff and animals in MDCs care are improved compared to the previous facility in Ngaumutawa Road, work arounds are still required. Staff are meeting animal welfare codes requirements were possible. However, there are aspects that will only be addressed with the investment in a new animal shelter.

ENVIRONMENTAL HEALTH

The Environmental Health team still has a vacant position for an Environmental Health Officer. Attracting a suitable candidate who can be a generalist in the plethora of areas that the Environmental Health team carries out is proving difficult. The vacancy has been since March, and this is putting pressure on the rest of the team to meet regulatory deadlines and maintain levels of service.



Food and alcohol license enquires.

Food enquires have reduced in the month of July compared to the 2 previous years in July. There were 11 in the 2020 year and 9 in the 2021 year compared to only 1 this year. The Environmental Health team hope this is an exception rather than continuing trend of fewer people looking to start or take over existing food businesses. Alcohol licence application enquires remain steady with 3 in the month of July, the same as the previous year.

Environmental monitoring

Staff are continuing to carry out twice weekly covid sample collecting in the wastewater intake. Along with bi-monthly drugs in wastewater sampling for the Institute of Environmental Science and Research (ESR). Results for tracking the covid virus can be found on the ESR website; <https://www.esr.cri.nz/our-expertise/covid-19-response/covid19-insights/wastewater-surveillance-report/> This provides an overview of the weekly reporting.

To:	Infrastructure and Services Committee
From:	Corin Haines, Manager Community Facilities and Activities
Endorsed by:	David Hopman, Chief Executive
Date:	24 August 2022
Subject:	Community Facilities and Activities Infrastructure Update
INFORMATION	
Recommendation:	That the Infrastructure and Services Committee notes the contents of Report 110/22.

Purpose

The purpose of this report is to provide the Infrastructure and Services Committee with an update on key projects and summary of progress since the last report, including highlights and any new issues.

Key Projects Currently Underway – Summary

Community Facilities and Activities have a capital budget of \$15.9 million for the 2022/23 year. Our larger financial projects will be reported via the Project's Office, Assets and Operation's report:

- Hood Aerodrome; \$16 million
- Youth Hub; \$300,000

The team also have operational projects on the go in the following areas:

Properties

Housing

We are exploring the installation of extra car-parking within Panama Village as there is a shortage of parking spaces per unit. One unit within Panama Village is undergoing renovation after a resident passed away (off-site).

Facilities

- Queen Elizabeth Park Boat Shed – the public accessible toilet work is completed and was opened by staff and now in public use
- Pioneer Club Rooms – the remainder of works are to commence at the end of month with all to be completed by the end of October 2022
- Mawley Park Fence – the quotation has been accepted with start date to be confirmed

- Trust House Recreation Centre – the hydro-slide replacement is in progress; the removal of the old structure and fabrication of a replacement is underway. Other cosmetic remediation work is being incorporated during the stair installation, namely the sauna entrance door. The contractor is aware of timing pressures to have hydro-slide operational for the next school holidays.

Parks and Reserves

Planting season is on schedule and the What's our Welcome planting, 12,000 eco-sourced native plants planted in four reserves and the street tree plantings are completed. Recreational Services engaged with students from Masterton Primary School to plant natives along one side of the drain at Taranaki Reserve. Park specimen trees are underway for completion this month. The Oxford reserve path is scheduled for completion and storm damage repairs before opening of the new swing. The Winter sports fields have performed well given the above average wet weather.

Contractors

Belgravia Leisure

Trust House Recreation Centre Contract

Total facility visits for June were 8,742 compared to 10,379 for the same month last year. Facility memberships are also tracking down, 950 compared to 968 in 2021 noting that some members have suspended subscriptions whilst retaining membership. The decline in visitor numbers and memberships is to be expected given the degree of COVID-19 and other illnesses currently circulating in our community.

Mawley Park Contract

While revenue for the year is slightly less compared to last year, the contractor still exceeded the revenue target by 10%. This is a great result considering the challenges of restrictions and lockdown on events and tourist numbers. Bookings look reasonable for the period ahead.

Recreational Services

Parks and Open Spaces Maintenance Contract

The Contractor met all their KPIs for the fourth quarter and earned a further year in the contract. The service period is now 7 years commencing from 1 July 2019.

Priorities for the collaborative contract team are preparing for the annual review, which has a future focus and resetting for the new financial year, which includes refreshing budget tracking tools and planning operating and capital expenditure projects.

Community Development

Waka Takaro

The Play Trailer is in final design, and we are completing the proposed booking process.

Masterton District Youth Council

Who we are, values, purpose, and vision; this was the focus for our Youth Council's first meeting. We have drafted these values for them to approve and have agreed to update the website to reflect them. In our second session, Council's Policy Advisor ran a pilot engagement session on the Wairarapa Rangatahi Strategy. This was beneficial to both the Youth Council and our Policy team, as it sparked ideas and thoughts around certain areas, and they provided feedback on the questions and how it was done.

For our third session, Council's Senior Policy Advisor – Climate Change and Environment ran an engagement piece on the Climate Change Action Plan. This led to the Youth Council sending through a submission, whereby a session will be done covering their thoughts on the nine areas.

In the fourth session, we took the Youth Council to Carterton, to meet with Carterton District Council's Youth Council and South Wairarapa Youth representatives, to have a final engagement workshop on the Wairarapa Rangatahi Strategy.

Three Youth Council members had the opportunity to attend the Festival for the Future held from 29-31 July 2022 at the TSB Arena in Wellington. Festival for the Future is Aotearoa's biggest summit of leadership and innovation for impact, which has inspired and sparked more ideas from these members.

Two young women from the Ahmadiyya community are interested in joining the Youth Council. One of our Community Activators is arranging a face-to-face meeting to ensure there is a level of comfort prior to the Youth Council coming together.

Skatepark

Work has continued with the community-led Te Hapori Skatepark group that has come into being as a result of issues down at the park. OnBoard Skate have been engaged for a second term to run 2 ½ hour sessions daily at the park (Monday - Saturday) and the reception to this remains positive. Competitions are also being run by OnBoard such as "Best Trick Scooter" and "Best Trick Skateboard", as well as a targeted "Girls Session". Signage is due to arrive in the next few weeks once laminated posts have arrived.

Play

A Wairarapa Play Network was initiated between the three Councils' Community Development teams, which is supported by Nuku Ora and Sport New Zealand. Our first hui was a workshop with Nuku Ora on the 'Power of Play'. We are still awaiting results as this workshop was to capture Greater Wellington's perception of play.

Refugee Resettlement

All of the May intakes have arrived. We are expecting the next intake to arrive mid-August. There is a total of 80 people due to arrive between July 2022 and May 2023, subject to exit locations, travel plans etc. The Community Development team are seeking support from Transdev regarding transportation of bicycles for families from Wellington to Masterton and exploring longer-term local options. Lack of volunteers for the Red Cross and the driving training programme continue to be an on-going struggle.

Riversdale Beach Community Plan Project

Finalising the information collection phase and working with the Policy team to understand the strategic alignment of the Plan. We recently met with our Communications and Engagement Manager to discuss the Communications and Engagement Plan in support of this.

Positive Ageing Strategy

A Terms of Reference (TOR) has been drafted to manage the inclusion of community representatives onto the group that will support the work of the Positive Ageing Strategy. Once the TOR has been signed off by the three Councils, then representatives of community organisations, that work with older people and meet the criteria of the TOR, will be approached.

An application to the World Health Organisation Age Friendly Network is being prepared and a paper will come to Council in September seeking support for this.

Membership of the Global Network indicates that an area has embarked on the process to become more age friendly. The Office for Seniors that provided the early funding for the Positive Ageing Strategy encourages membership of the Network.

Community partnerships work has included:

- Early planning for the Senior of the Year Awards with Age Concern is underway
- Organising a meeting of all the organisations that work in the digital and older persons space to enable greater collaboration (Digital Seniors, SeniorNet, Reap, Masterton Libraries)
- Quarterly meeting with DHB Planning and Funding Older persons
- Met with Rainbow Trust to discuss issues relation to LGBTQIA+ and older persons

Walking and Cycling

Promotion continues on various media platforms:

- Huri Huri Facebook, two to three times weekly posts on cycling ideas, events, and safety
- Wairarapa Walking Festival Facebook – promoting of walks, walking and volunteers required for the festival in November 2022
- Wairarapa Times Age articles: new loo 'With a View', 'Rumble strips' safety discussion, 'Trails – a boon for bikes', 'Waipoua Bridge' update
- Support of the Road Safety Be Safe Be Seen campaign

Participation in Events:

- Planning and conversation underway for Bike October month

Community:

- Working with the Carterton Events Centre to load and check all 41 walk details, bus arrangements and photo promotion to go live and be available for ticket registrations and sales by 4 August 2022.
- Lunchtime walks and walking meetings underway for Masterton District Council

Infrastructure:

- Working on feedback with Masterton District Council team for new no stopping area at Solway/High Streets.

Library and Archive

Archive Relocation

- The archive relocation has started.
- Electricity is being turned on in the new facility at 3 Albert Street.
- The existing dehumidifier unit at 79 Queen Street will be relocated to the new premises during fitout, saving the expense of purchasing a new unit.

Infrastructure Projects

Properties and Facilities							
Project Name	Project Lead	This month	Next milestone	Budget	Risk	Council Decision Points	Completion Date
Trust House Recreation Centre – Automatic Door Installation	Alastair McDonald	Work completed with just compliance documentation to be completed	Completion of compliance docs	\$70,000 provision for interior upgrades	Disruption to public while work is underway		August 2022
Trust House Recreation Centre: 1. Hydro-slide stair replacements 2. Sauna entry remediation	Alastair McDonald	Work underway to remove existing stair infrastructure, fabrication underway of replacement Work to proceed during stair install	Fabrication completion.	\$220,000 provision for interior upgrades	Disruption to public while work is underway		October 2022
Reserve Lease Review	Corin Haines	Lease policy work on hold	Draft Lease Policy for Council	Operational cost	Negative publicity from clubs and other leaseholders who have historical or expired agreements that do not comply with current legislation and do not wish to move to new agreements		Unclear at this stage

Properties and Facilities							
Project Name	Project Lead	This month	Next milestone	Budget	Risk	Council Decision Points	Completion Date
Archives	Tiffany Rawlings	Place requisition for shelving. Walk throughs with ICT and partners for technology fit-out	Commence fit-out	\$630,000	Lease termination of existing location would require storing archive materials until fitout is complete.		December 2022

Services

Community Wellbeing							
Project Name	Project Lead	This month	Next milestone	Budget	Risk	Council Decision Points	Completion Date
Community Development Framework	Corin Haines	Work on the framework ongoing to enable completion. Kelsi and Nerissa progressing.		Offer of Service cost \$26,250	Mixed understanding of community development and community-led development	Include in Chief Executive report for information to Elected Members	November 2022
Waka Tākaro/ Play Trailer	Alicia Todd	Finalise design and booking process	Get the trailer wrapped with the design	\$10,000 Funding received through the Tū Manawa Active Aotearoa Fund	COVID-19 Alert Levels may restrict or limit access to schools and hosting of play days		December 2022

Parks and Open Spaces							
Project Name	Project Lead	This month	Next milestone	Budget	Risk	Council Decision Points	Completion Date
Parks and Open Space Strategy (POSS)	Corin Haines	Reserves Lease Policy work as part of wider lease policy	Draft policy	Internal staffing resources	Failure to complete work will impede asset management planning and property strategy development		Unclear at this stage
Henley Lake overflow carpark	Odell Sugrue	Space now handed over to Recreational Services for maintenance	Work Complete	\$50,000	COVID-19 and contractor availability, also weather-related issues		
Playground renewals	Odell Sugrue	Play space opened on time with positive feedback from our community	Commence community engagement for the Henley Lake play space	\$65,000	COVID-19 delays for supply or materials and contractor availability		June 2023
Riverside Cemetery Landscaping Upgrade	Odell Sugrue	Phase one completed, curb reinstated and grass germinating.	Phase two started, planting trees and removal of raised beds	\$400,000	COVID-19 delays for supply or materials and contractor availability. Weather conditions delaying project		June 2023

Green: On target or low risk

Orange: Slightly off target or some Risk

Red: Significantly off target or Significant Risk

To:	Infrastructure and Services Committee
From:	Mike Burger, Manager Assets & Operations
Endorsed by:	David Hopman, Chief Executive
Date:	24 August 2022
Subject:	Infrastructure Update
FOR INFORMATION	
Recommendation: That the Infrastructure and Services Committee notes the information contained in Report 111/22.	

Purpose

The purpose of this report is to provide the Committee with an update on key Infrastructure Projects and areas of programme focus.

Corridor Management

Masterton District Council received ninety-three Corridor Access Requests for the period 25 May to 9 August 2022 and invoiced out thirty-seven Approved Requests. There have been four Traffic Management Audits completed.

There were no Non-conformance Notices issued for breach of Work Reinstatement conditions.

No Traffic Management Plans (TMP) for events and other such non-excavation activities were approved. Sixty-eight Work Completions were inspected, twenty-five two-year Warranty Inspections were completed.

Activity Reports

		PROJECTS/PROGRAMME WORKS				
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
ROADING						
Roading Maintenance	Kaine Jaquierey	Footpaths: Renewals programmed are underway, completion by end of the year.	No significant decisions.	\$450,000	June 2023	Contractor resourcing and equipment availability is a major risk to programme completion. Weather Covid 19 alert levels Resourcing equipment
		Reseals: Engineering preparations and sealing designs are underway on 2022/23 sites.		\$1,335,000	April 2023	
		Bitumen sealing and urban asphalt sites are scheduled for early 2023. Road Remarking: Scheduled for April 2023		\$340,000	May 2023	
Pavement Rehabilitation	Kaine Jaquierey	Preparation to go to tender for the 2022-2024 contract is underway. This includes approx. 5.7km of sealed network and 3.3km unsealed. Two roundabouts have also been included in the scope.	No significant decisions.	\$1,220,000	June 2022/23	Resourcing Weather Covid 19 alert level

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
Colombo Road Bridge Renewal – South Bound	Kaine Jaquierey	Contract awarded to Concrete Structures (NZ) Ltd - 6/04/2022. Temporary diversion of sewer main started. Demolition of the bridge is to commence in September 2022.	Contract awarded.	(SP 1 & 3) - bridge renewal \$3,834,082 (SP2) Temporary relocation and upgrading of the sewer main – provisional sum	SP1- Bridge Design & Consenting – 7 months. SP2 – Sewer Main Works (including Design & Consents and Upgrading Works) SP3 - Construction of New Bridge (including demolition of existing) - 10 months Construction 2022/23	Availability of resources Covid 19 alert level RLTP funding. The bridge is currently being monitored for significant movement. Structural Engineer's risk assessment is to be carried out as soon as possible. Temporary relocation and protection of sewer pipe.
Te Mara Road Bridge Renewal	Kaine Jaquierey	Tender prepared: contract priced through existing contract or tender price-quality RFT. Geotech groundworks investigations completed. Final designs prepared.	Contract award: – 2022/23.	\$426,000	Construction in 2022/23	Availability of resources. Covid 19 alert level. Waka Kotahi approval for funding
Emergency Works <ul style="list-style-type: none"> Kerosene Ridge – Blairlogie Homewood Road June/July Event 2022 	Kaine Jaquierey	Work started Kerosene Ridge under slip - UB piled retaining wall with 6m grouted anchors. The retaining wall will need to be extended due to further slipping. June/July events include approximately six major repair	The application requested for shared funding approval with Waka Kotahi has been submitted for July 22 Event.	Dovi estimate: \$1,507,000 Kerosene Ridge estimate: \$899,450	Remediation investigation and construction in 2022/23	Weather Public interest Disruption (road closure) Funding TMP Covid 19 alert level

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		sites. Assessments and designs are underway.	Funding has been approved for Kerosene and Homewood.	Stabilisation works: major roadside washout on Homewood Road: \$390,000 July 22 Event estimate \$2,200,000		Further ground movement increases scope.
WATER						
Henley Lake Resource Consent	Phil Evans	Consent renewal: Resource consent application lodged with GWRC for processing. Further information requested and discussions with Iwi ongoing. GWRC Ecologists to visit the site and determine effect of the discharge on the wetlands.		\$80,000	June 2021 – September 2022. Further information requested to be developed and supplied to GWRC	Non-compliance with existing consent.
Opaki Water Race	Phil Evans	Consent renewal: Amended application lodged in February 21. Discussion with Iwi required. Environmental Impact of maintaining Race for next few years to be assessed.		\$15,663 Scope to be confirmed	Amended application lodged February 2021. Application in progress. Further information to be supplied to GWRC.	Non-compliance with resource consent conditions.

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		Council decision to close water race in 2026.				
Homebush WWTP	Mike Burger	Old Pond decommissioning: Consent Application submitted, and preparation of a Cultural Impact Assessment is in progress.	Contract Award: To be confirmed	\$200,000 On budget	Site preparation, Spring 2022	Decision making Resources Supply of components
Water Meters	James Li	Meters installed on to 91% of all properties.	Water charges: To be confirmed	\$600,000 On budget	All shared meters installed: June 2023	Contractor Resource Issues Public uncertainty of shared supply and cost of water.
Three Waters Renewal Projects	James Li	Installation: Planned renewals work to be tendered		Water: \$1,800,000 Sewer: \$1,524,000 Stormwater: \$475,000 On budget	June 2023	Potential delay and cost increase to this Year's Renewal Programme.
Homebush Wastewater Treatment Plant Upgrades	Mike Burger	New Pond Aerators.	Contract awarded.	\$450,000 On Budget	Commissioning September 2022	Availability of OEM Resources for Assembly of Units. Anchor Points installed.

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
Rural Water Treatment	Mike Burger	Includes point of use Filters and UV Disinfection on Rural Halls and upgrades to Council Water Supply Schemes.	Contracts awarded	\$1,300,000	All systems to be commissioned by October 2022	Availability of Resources Waiting on Tank for delivery to locations Pumps & UV Systems installed
Treated Water Storage	Mike Burger	Provides for an extra 1,000m3 Treated Water Storage in Nikau Heights, Lansdowne. Resource Consent process is underway.	Contract awarded – supply and install. Tank manufactured.	\$800,000	December 2022	Consent to subdivide land. Availability of Resources COVID-19 alert level Meeting with Members for Tank Locality.
PROJECT DELIVERY						
Civic Facility	Phil Evans	Reverse brief and revised costings to be prepared for Council to make decisions on next steps.	Working Group Committee met in August to initiate review process.	\$30.8 million	2026	Scope Budget provision Delivery timeframe
Masterton Revamp – Queen Street Stage 2 – Southern Roundabout	Tracey Rowe	Close out of detailed Design for Queen Street Stage 2 and Concept Design for Charlies Lane still in process. Detailed Design for the planting around the new SH2	No significant decisions.	\$35.2 million over 13 years	2034	No significant Risks currently

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		Roundabout at Ngaumutawa Road corner is underway.				
Animal Shelter	Steve May	A new concept design has been developed that sees the building only providing dog shelter. Staff facilities will be minimal, as is public access. Developed design and costings will be completed on this concept by end of September. The temporary shelter is operational in the meantime.	The project scope and timeframe have been re-set.	\$1.46 million	Q4 2023	Scope Budget provision Delivery timeframe
Hood Aerodrome	Martyn Round	<p>Masterplan adopted on 4 August. There are a number of concurrent priorities being progressed including:</p> <ul style="list-style-type: none"> land acquisition negotiations which are being managed by an independent consultant. procurement for engineering design. sealing of Moncrieff Drive completed. topographical survey completed. 	No significant decisions.	\$17 million	Q1 2026	<p>Land acquisition negotiations being extended could impact contractual commitments.</p> <p>Access to the land to carry out Geotech investigation and ecological assessment</p>

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		<ul style="list-style-type: none"> • geotechnical survey completed within the aerodrome boundary; they will return when we have access to the private land. • Planning designation NOR and ecological assessment now locked in. • RESA risk assessment is being done by Mike Haines aviation and we expect that work by the end August. • Principle requirements for the relocation of the grassed crossed runway and hard stand have been received in draft and comments sent back to Beca. • Refuelling area upgrade has started and BP concrete pads and pump relocation is complete. The hard stand excavation completed, and concrete kerbs have been installed. 				

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		<p>Back fill and compaction have started, we have had to install additional drainage to deal with the surface water issues identified.</p> <ul style="list-style-type: none"> We are waiting on BP to do the final filling point connection. 				
Waipoua Bridge	Martyn Round	<p>The Bridge work is now complete apart from the installation of the artwork which will be a couple of days before the opening and covered ready for the official unveiling and blessing by Mike Kawana.</p> <p>The opening date is yet to be confirmed from the COMDEV Team but is expected to be in early September</p> <p>The ramps are still progressing but there are a list of variations from the contractor which are changes made by the Engineer from the original drawings supplied.</p>	No significant decisions.	<p>\$451,000</p> <p>We have been given notice from the contractor that the steel prices have gone up since the acceptance of the quote and that there are extra cost coming for the ramps</p>	Q3 2022	<p>Weather</p> <p>Rising costs to be quantified.</p> <p>Extras from plan changes for the ramps due to changes from the engineer to the originally priced ramps</p>

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		The load test has been done on the bridge with the Engineer present.				
Queen Elizabeth Park Lake	Phil Evans	<p>Discussing with GWRC option to align requirements under current consent due to expire in 2023. This will require a variation to existing consent.</p> <p>Next steps:</p> <ul style="list-style-type: none"> • Draft new consent • Scope design and investigate work 	No significant decisions.	To be confirmed. CFA to determine next steps in operation / management of the lake.	2023	Decision making