

MASTERTON DISTRICT COUNCIL

AGENDA

INFRASTRUCTURE AND SERVICES COMMITTEE

WEDNESDAY 8 JUNE 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 8 June 2022 commencing at 2.00pm.

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

2 June 2022



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AGENDA

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

FOR INFORMATION

5. **SUBMISSION ON THE MINISTRY FOR THE ENVIRONMENT'S DRAFT NATIONAL ADAPTATION PLAN (072/22)** Pages 310-316
6. **REGULATORY SERVICES INFRASTRUCTURE AND SERVICES UPDATE (066/22)** Pages 317-325
7. **COMMUNITY FACILITIES & ACTIVITIES INFRASTRUCTURE AND SERVICES UPDATE (069/22)** Pages 326-333
8. **INFRASTRUCTURE UPDATE (070/22)** Pages 334-345
9. **UPDATE ON THE REVIEW OF THE WAIRARAPA LOCAL ALCOHOL POLICY (071/22)** Pages 346-348

To:	Infrastructure and Services Committee
From:	Karen Yates, Manager Strategy and Governance
Endorsed By:	David Hopman, Chief Executive
Date:	8 June 2022
Subject:	Submission on the Ministry for the Environment's draft National Adaptation Plan
FOR INFORMATION	
Recommendation:	
<p>That the Infrastructure and Services Committee:</p> <ol style="list-style-type: none"> 1. Notes that the three Wairarapa District Councils agreed to make a joint submission in response to the Ministry for the Environment's draft National Adaptation Plan; 2. Notes that the three Wairarapa District Councils have approved the joint submission on the Ministry for the Environment's draft National Adaptation Plan (included as Attachment 1 to Report 072/22); and 3. Notes that the three Wairarapa District Council's joint submission on the Ministry for the Environment's draft National Adaptation Plan (included as Attachment 1 to Report 072/22) has been submitted to the Ministry for the Environment. 	

Purpose

The purpose of this report is to provide the Infrastructure and Services Committee with the three Wairarapa District Council's response to the Ministry for the Environment's draft National Adaptation Plan included as Attachment 1.

Background

The Ministry for the Environment has consulted on Government's first National Adaptation Plan, which will sit alongside the finalised National Emissions Reduction Plan (released May 2022). The National Adaptation Plan will set the direction for how Aotearoa New Zealand will:

- adapt to the unavoidable impacts of climate change, and
- address key climate risks up to 2028.

Actions in this first National Adaptation Plan are centred around:

- Focus area one: Reform institutions to be fit for a changing climate.
- Focus area two: Provide data, information, and guidance to enable everyone to assess and reduce their own climate risks.
- Focus area three: Embed climate resilience across government strategies and policies.

Consultation commenced on 28 April and closed on 3 June 2022.

Discussion

The three Wairarapa District Councils agreed to make a joint submission and opted to write a submission that focused on providing commentary of aspects of the Plan and managed retreat as opposed to responding to the fifty-one set questions about the Plan and twenty-one questions about managed retreat.

The draft submission was circulated to staff and elected members across the three Wairarapa District Councils for feedback and was signed off by each of the three Chief Executives at the end of this process. It was submitted to the Ministry for the Environment on 2 June 2022.

Key points raised in the submission

Key points raised in the submission include:

- The role of local government in supporting climate actions at the local, regional, and national level, and the need for central government to adequately resource councils and communities to respond to adaptation work required (refer page 2 of Attachment 1);
- The government prioritising nature based solutions (refer page 2 of Attachment 1);
- The government releasing clear guidance and regulation to stop further development in places where the climate impacts are too high (refer page 2 of Attachment 1);
- Where managed retreat takes places, land should be transferred to a governmental agency and mana whenua partnership that could protect the land from further investment and protect the natural characteristics of the land (refer page 3 of Attachment 1);
- That Central Government, in collaboration with Local Government, properly engage Māori and create genuine partnerships in order to have a fair managed retreat process (refer page 3 of Attachment 1);
- That the government to develop a mechanism that spreads the costs of managed retreat fairly and equitably. There needs to be a mechanism that does not rest the bill solely with taxpayers, but one that does not leave vulnerable communities, especially those facing other structural oppressions, with no choices and huge debts (refer page 3 of Attachment 1).

Supporting Information

Strategic, Policy and Legislative Implications

The submission aligns with the intent of relevant Council strategies and plans.

Significance, Engagement and Consultation

The decision to submit on the Ministry for the Environment's consultation on its draft National Adaptation Plan was assessed against Council's Significance and Engagement Policies and was deemed of low significance.

Financial Considerations

There are no financial implications as a result of making this submission apart from staff resourcing to prepare and finalise the submission.

Treaty Considerations/Implications for Māori

The submission included recommendations for the Government to better engage Māori and create genuine partnerships in order to have a fair managed retreat process. In addition to this, where managed retreat takes place, land should be transferred to a governmental agency and mana whenua partnership that could protect the land from further investment and protect the natural characteristics of the land.

Communications/Engagement

Elected members from across the three Wairarapa District Councils were provided an opportunity to provide feedback on the draft submission ahead of it being signed by the three Chief Executives and submitted to the Ministry for the Environment.

Environmental/Climate Change Impact and Considerations

The three Wairarapa District Councils made a submission to have a say on the draft National Adaptation Plan as it relates to the region's environment and climate impacts.

Attn: Ministry for the Environment

Three Wairarapa District Council's joint submission – Draft National Adaptation Plan

Kia ora,

The three Wairarapa district councils have collaborated to submit the following feedback on the draft National Adaptation Plan.

We commend the government for the clear list of critical and supporting actions and the future work programme proposals. We found the documents well written and easy to follow.

However, we consider that the Ministry for the Environment rushed this consultation. Less than six weeks to prepare, review and approve a submission is a very tight timeframe on such an important piece of work. It is also likely that many submissions made by Councils will not be able to be formally adopted during Council meetings due to this tight timeframe.

We also have strong concerns that the ministry will not have enough time to sufficiently and robustly consider the submissions received and modify the Draft National Adaptation Plan accordingly if the final version of the Plan is due in August as currently planned.

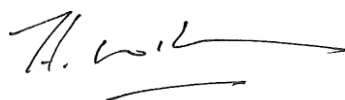
Being already time and resource poor, the three district Councils in the Wairarapa decided to work collaboratively on this submission.

Our submission outlined below is split into two parts covering both the draft National Adaptation Plan, and issues surrounding managed retreat.

Ngā mihi nui,

Harry Wilson

CEO – South Wairarapa District
Council



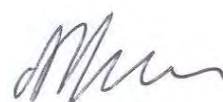
Geoff Hamilton

CEO – Carterton District
Council



David Hopman

CEO – Masterton District
Council



on behalf of:

- South Wairarapa District Council
- Carterton District Council
- Masterton District Council



Consultation on the Draft National Adaptation Plan

The three District Councils in the Wairarapa commend the Government for the first Draft National Adaptation Plan (NAP). We would like to emphasise the role local government has to play in connecting with our communities on these important issues. Local government entities are a key link between our communities and central government. They are a 'go to' place for our communities to share their concerns about what is happening at both local and national levels. Working at a local level also means councils have an in-depth knowledge of their localised hazards and risks, and how these local risks are predicted to change over the coming decades. Therefore, Local Government will play a major role in most of the actions throughout the National Adaptation Plan. We would like to highlight the fact that councils, especially small councils such as the three District Councils in the Wairarapa, are already under-resourced (staff numbers and capacity, budget, etc). Therefore, central government needs to support the adaptation work done by local government in all the ways possible (e.g. financially, human resource).

Overall, the three District Councils in the Wairarapa agree with the following:

- The vision, purpose, and goals of the draft NAP.
- The three focus areas:
 - o Reform institutions to be fit for a changing climate,
 - o Provide data, information, and guidance to enable everyone to access and reduce their own climate risks,
 - o Embed climate resilience across government strategies and policies.
- The reporting method described in the Draft NAP.
- The objectives, and actions listed in the economic and financial system section.
- The objectives and actions listed in the infrastructure section.
- The careful considerations given to research and development in climate change adaptation.
- The objectives and actions listed in the system-wide actions section especially when it comes to:
 - o Reforming legislation and helping Local Government in climate change adaptation,
 - o Giving access to latest climate change data (projections, climate hazards, etc),
 - o Strengthening investment in climate change adaptation.
- The four principles for including actions in the plan and the six principles for implementing actions.
- The role of Local Government, Iwi/Māori, private sector, individuals and communities, research and scientific community and Central Government.

The three District Councils in the Wairarapa recommend:

- That the government prioritise nature-based solutions as soon as possible rather than being part of the future work programme proposals as proposed in the Draft NAP. We have concerns regarding the choice the government made, to put the action '*Integrate nature-based solutions into the urban environment*' in the future work programme proposals section. Indeed, nature-based solutions have been successfully implemented overseas for many years now and those solutions could offer many positive outcomes in Aotearoa New Zealand too (cultural, social, environmental, economic). Therefore, we recommend implementing this action as soon as possible.
- That the government release clear guidance and regulation to stop further development in places where the climate impacts are too high. We have concerns regarding the objective HBP2, especially '*avoiding development in places that may be more exposed to climate impacts*'. We ask central government to set a threshold for what is classed as a high climate risk area. We ask central government to fund local councils to identify where their areas of current and potential 'very high' climate impacts are located. And we ask for a clear central government mandate to stop any future building in those zones/areas. We also recommend setting up a second threshold to identify places where the climate impacts are lower but not insignificant. In those places, development should be allowed if the assets are adapted to those impacts (e.g. requiring building with a higher floor level or on piles to avoid the building from getting flooded).

Consultation on managed retreat

Overall, the three District Councils in the Wairarapa agree with the following:

- Objectives of legislation of managed retreat: most of all, we agree that Local Government needs a clear direction from central government.
- Principles of legislation of managed retreat: most of all we agree with having fair and staged managed retreat processes, as well as prioritising nature-based solutions.
- Local government and central government playing a leading role in managed retreat. This means that central government needs to provide the tools necessary for local government to do so (regulatory tools, guidance, etc). There may be risks (inaction, inequity, lower level of public services) if tools and coordination of managed retreat are not funded by central government.
- Land should be transferred to a government entity / mana whenua partnership where managed retreat takes place.

However, we can see that putting the responsibility of the cost of managed retreat on beneficiaries, insurers and bankers may be a risk of failure:

- Fight over a claim: There already are examples of insurances' failure. The Christchurch 2011 earthquake is a striking example when we know that over 10 years after, some people are still fighting over their claim.
- Insurance and bank retreat: as an asset becomes more and more exposed to the risks, the premiums increase and potentially the insurance company will not insure the asset anymore. Therefore, in some cases, there won't be any access to fundings when responsibility is being put on the insurers.
- Living costs: Living costs in New Zealand are already high and many people are struggling. It does not seem reasonable to put an added pressure on the residents by asking them to contribute to the costs of managed retreat.

Ultimately, those may lead to **inaction** (no funds available to retreat), **inequity** (low-income families will be impacted more widely than high income families who can afford to move) and a **lower level of public services** (local government may not be able to pay to retreat their assets and infrastructures at risk). **Just transition, climate justice, inclusiveness** must be kept in mind in all the actions undertaken.

We would recommend that central government takes this responsibility and provides the necessary funds to managed retreat the assets at risk. This would also allow to have a proactive managed retreat rather than a reactive managed retreat. Being proactive allows for a just climate change adaptation and a just transition.

The three District Councils in the Wairarapa recommend:

- Where managed retreat takes places, land should be transferred to a governmental agency and mana whenua partnership that could protect the land from further investment and protect the natural characteristics of the land. Department of Conservation could be a good fit for this if it was properly resourced to undertake this work.
- Central Government, in collaboration with Local Government, properly engage Māori and create genuine partnerships in order to have a fair managed retreat process.
- We ask the government to develop a mechanism that spreads the costs of managed retreat fairly and equitably. There needs to be a mechanism that doesn't rest the bill solely with taxpayers, but one that does not leave vulnerable communities, especially those facing other structural oppressions, with no choices and huge debts.

Contact details

Melanie Barthe – Climate Change Advisor (CDC/SWDC)

melanie@cdc.govt.nz

or Lisa McLaren - Senior Policy Advisor [Climate Change and Environment] (MDC)

lisamc@mdc.govt.nz

To:	Infrastructure and Services Committee
From:	Steve May, Manager Regulatory Services
Endorsed by:	David Hopman, Chief Executive
Date:	8 June 2022
Subject:	Regulatory Services Infrastructure and Services Update
INFORMATION	
Recommendation:	That the Infrastructure and Services Committee notes the contents of Report 066/22.

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

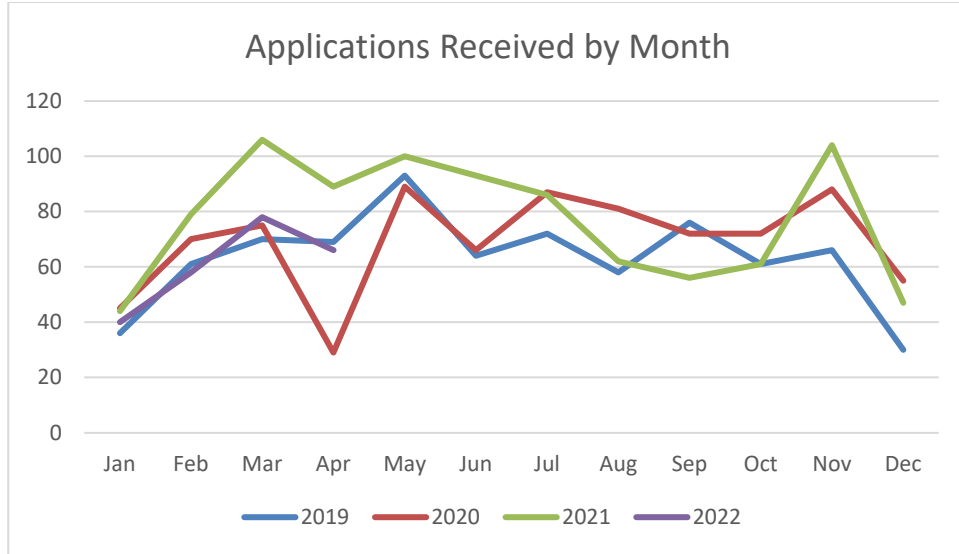
Activity Levels, Staff and Service

Since the last ISC update the majority of Building Team has returned to working at the Queen Street office. We continue to see considerable volumes in both processing and inspections despite well documented difficulty in the industry.

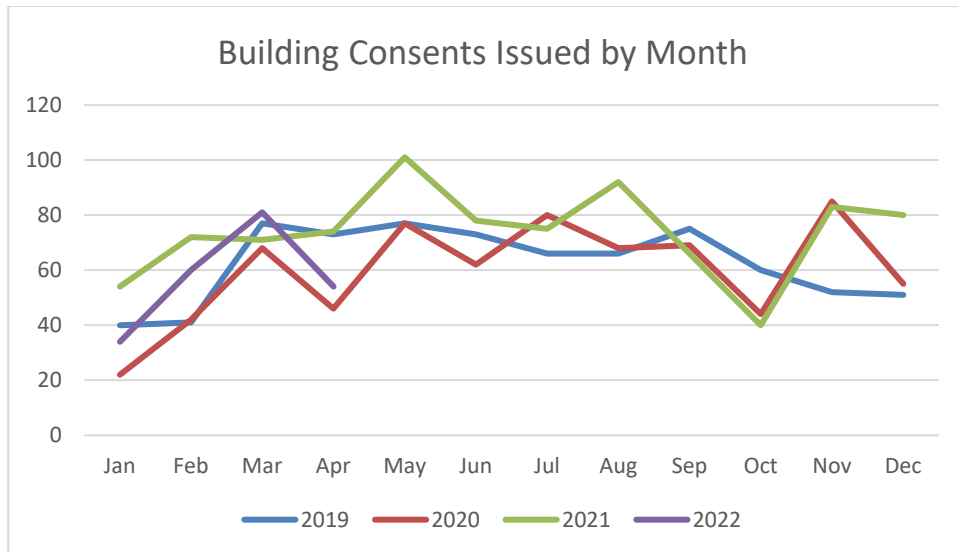
Our levels of service and compliance with statutory timeframes continue to improve with the current team specialisations and a reduction in public queries. The construction industry continues to be under pressure due to well documented material shortages and a total saturation of consented work.

Building Consent Authority Services Statistics

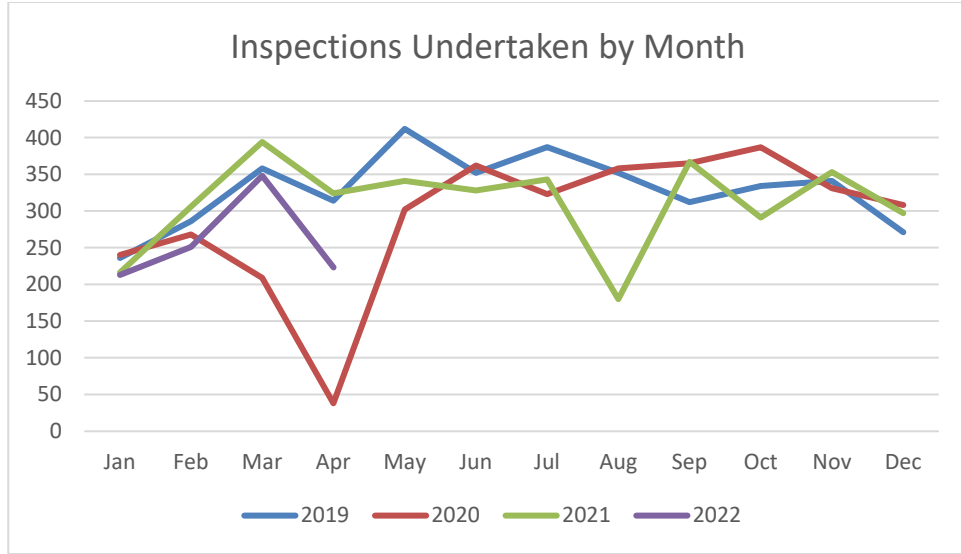
The year is off to a slow start, in April consent numbers have dropped back to 2019 levels.



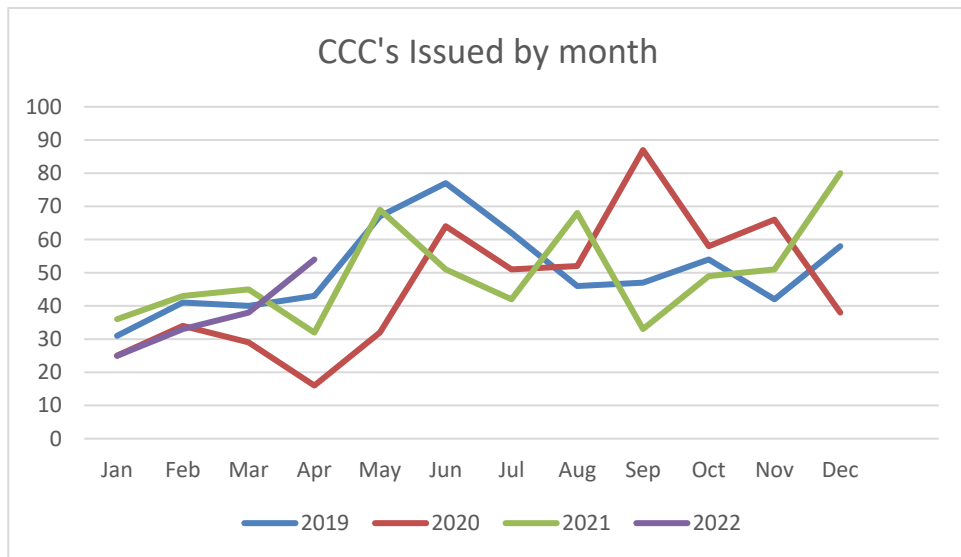
Our April issuing numbers have been affected by absences in the team due to sickness and annual leave over the Easter/Anzac period. The gains made in March (in issuing more consents than we have received) have been lost.



We have noticed a decline in requested inspections due to material problems and weather disruption. Our wait time for inspections sits at 5-6 working days. We did have difficulty meeting demand in April due to team absences.



Code Compliance Certificate issuances were up in April and we expect this CCC load to carry through the next few months as we work through a back log.



Building Services - The TA Building Function Commentary

Building Warrants of Fitness (BWoF)

Annual BWoF renewals continue, we are now able to conduct competent site audits with an experienced BSO now on board. All renewals are being reviewed within a 20-working day period.

Earthquake Prone Buildings

The Council has until 1 July 2022 to finish the identification process of all potentially prone earthquake prone buildings in our area. The current list of 45 confirmed buildings is available on the national EPB register.

Swimming Pools

The swimming pool inspection program has stalled while we wait to recruit lost resource. We have completed one round of advertising without success. The role will be readvertised immediately.

CONSENTS AND PLANNING ACTIVITY FROM 1 JANUARY 2022 UP TO 30 APRIL 2022

Consents

Since the start of this year 1 January 2022-30 April 2022, the Planning Team has processed the following:

Period	Type of Consent Processed	Number of Consents Processed	% Within RMA timeframe
1 Jan to 30 April 2022	Land use	26	96%
	Subdivision	34	82%
	Permitted Boundary	6	100% (within 10 days)
TOTAL		66	90%

Total of 74 applications received between 1 Jan – 30 April 2022. 8 applications on hold requiring further information.

LIMs (Land Information Memorandum)

Period	Number of LIMs Processed	% Within Required Timeframe
1 Jan – 30 April 2022	97	99% (Average 7 days completed)

Planning Enquires - 1 Jan 2022 to 30 April 2022

Period	Number of Enquires
Jan 2022	78
Feb 2022	116
March 2022	93
April 2022	95
Total	382

Wairarapa Combined District Plan Review

The [Wairarapa Combined District Plan Review website](#) has been launched.

Proposed revisions to the District Plan will continue to be finalised over the next month or so. Discussion papers recently are

- Noise
- Light
- Sites of Significances – Māori, Natural Environment and Coastal Environment
- Tangata whenua
- Heritage
- Notable Trees
- Settlement Zone and
- Future Urban Zones

Staff

There is still a vacancy for the Manager Planning and Consents to be filled.

ENVIRONMENTAL SERVICES ACTIVITY

Bylaws and Parking

Overhanging trees

A reminder to the Masterton community that as winter is fast approaching, we all need to be considerate of our neighbours.

Property owners are reminded that if they have property boundaries that are bordering onto a footpath or other public places please take a look and make sure trees and shrubs are not growing out over the public place. If there is overgrown greenery property owners need to trim it back to the boundary so pedestrians and other public place users can pass without getting tangled in foliage.

Property owners lucky enough to have a waterway running through their property also need to keep it clear of overgrown weeds and other rubbish so when the winter rains come there is less danger of flooding in the area. If everyone does their bit before the weather turns nasty we can all enjoy a drier warmer winter.

Welfare of Animals

The welfare of animals – Animal and Bylaws Services team, like the majority of the Masterton Community, are always concerned when animals are in pain, injured or otherwise neglected.

If members of the community find an injured animal or are unlucky enough to injure an animal on the road it is really important that they ensure the animal does not suffer any unnecessary pain. Where possible take the animal to the vet for assessment. Vets have a duty of care to ensure that animals do not suffer

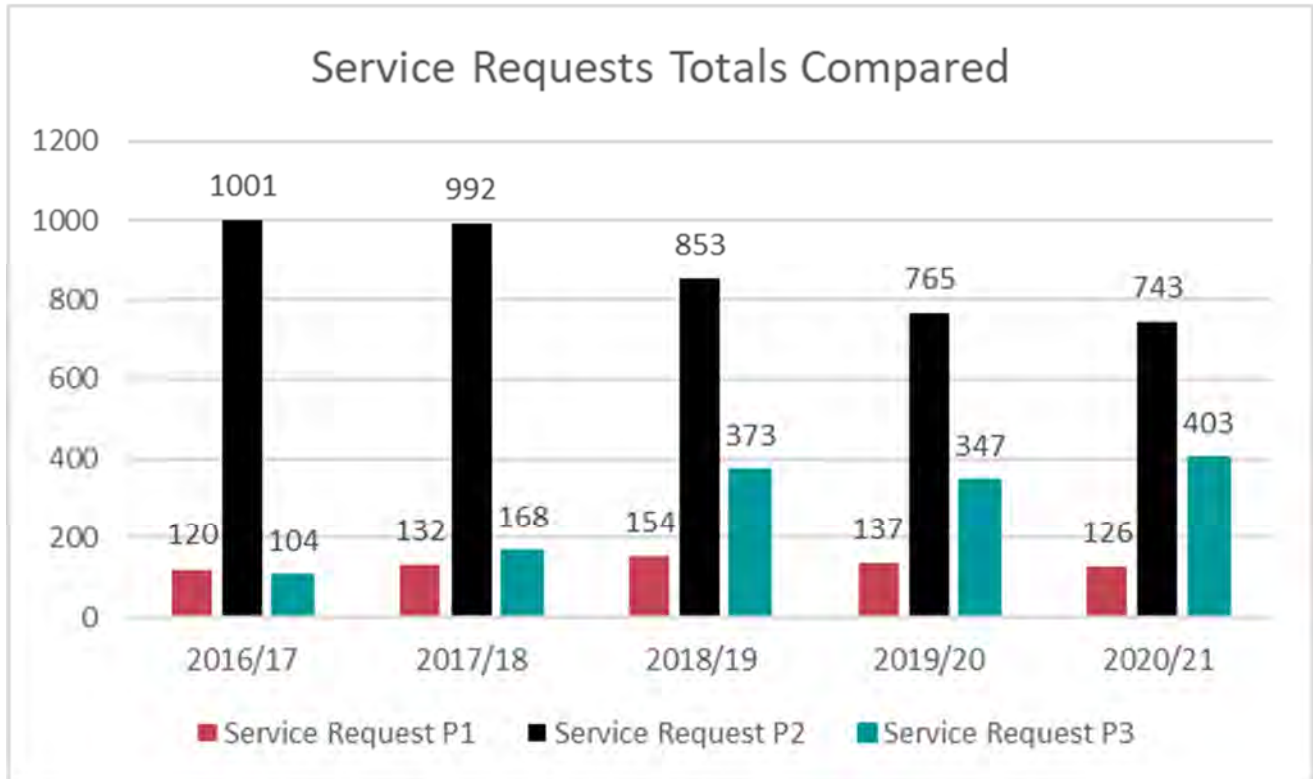
unduly. If the member of the community is not in the position to take the animal to the vet then first point of call should be Animal and Bylaws Services for dogs and the SPCA for all other animals. Animal and Bylaws Services' level of service does not include responding to welfare complaints that are unrelated to dogs.

If a member of the community finds an injured dog on the road, the same applies and, if possible, check the surrounding properties to see if anyone knows who owns the dog. If the dog owner cannot be located and the dog can safely taken to a vets then this should be first response to ensure pain relief is administered. The vets can liaise with Masterton District Council to locate the owner of the dog. If not in a position to safely transport the dog to a vet then Animal and Bylaws Services can be contacted and one of the team may be able to assist with transport to a vets or locating the owner of the dog.

If members of the community have concerns about the welfare of pets on private property and worried that they are being neglected then the first point of call should be the SPCA as they work under the Welfare Act 1999 and deal with animal neglect, whereas Animal and Bylaws Services work under the Dog Control Act 1996 regulating dog owners and respond to calls regarding the control and behaviour of dogs.

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 30 April each year. Total numbers of all service requests are 1225, 1292, 1100 and 1157 respectively.

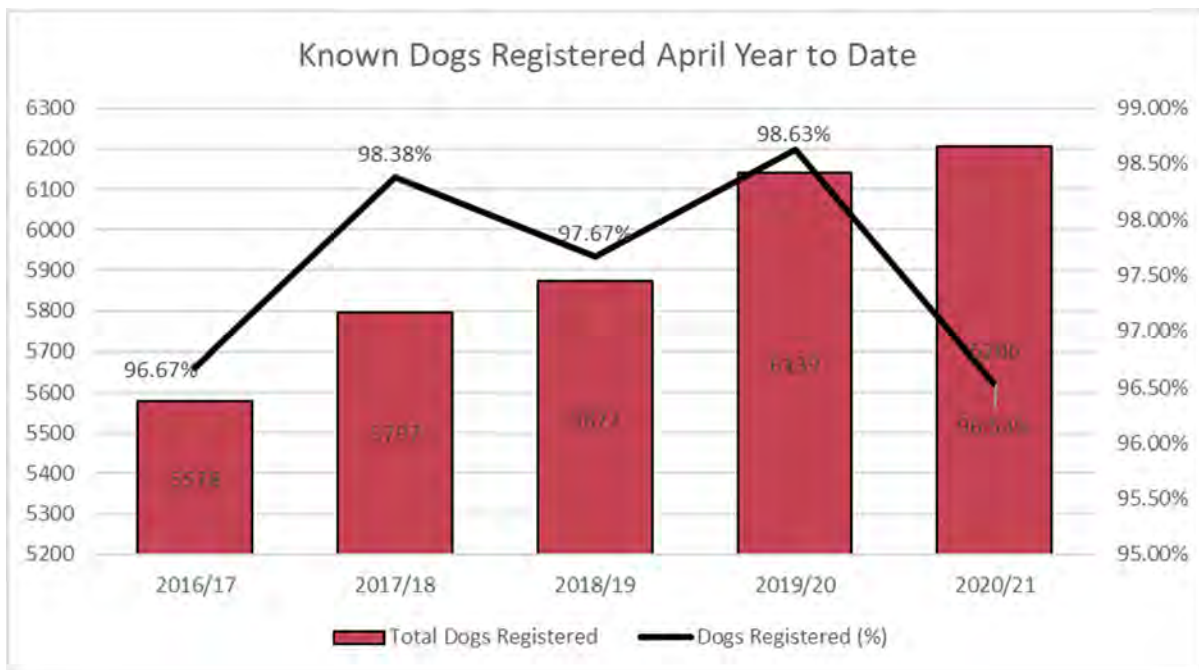


Dog Attacks

Staff would like to remind the community about reporting dog attacks as soon as possible. Staff are receiving notifications about dogs attacking sometimes as late as 10 days after the incident has occurred. Following up and gathering information about an event that happened days before is difficult. Some attacks occur on public land, if parties do not exchange contact details it is often impossible for an officer to follow up and investigate the incident or identify the dog(s) involved.

Dog Registration

At the end of April, there were 6,206 dogs registered in the Masterton district. This is 96.5% of all known dogs registered. While the number of dogs has increased the known percentage of dogs registered has decreased. There are 18 more known dogs registered compared to last month.



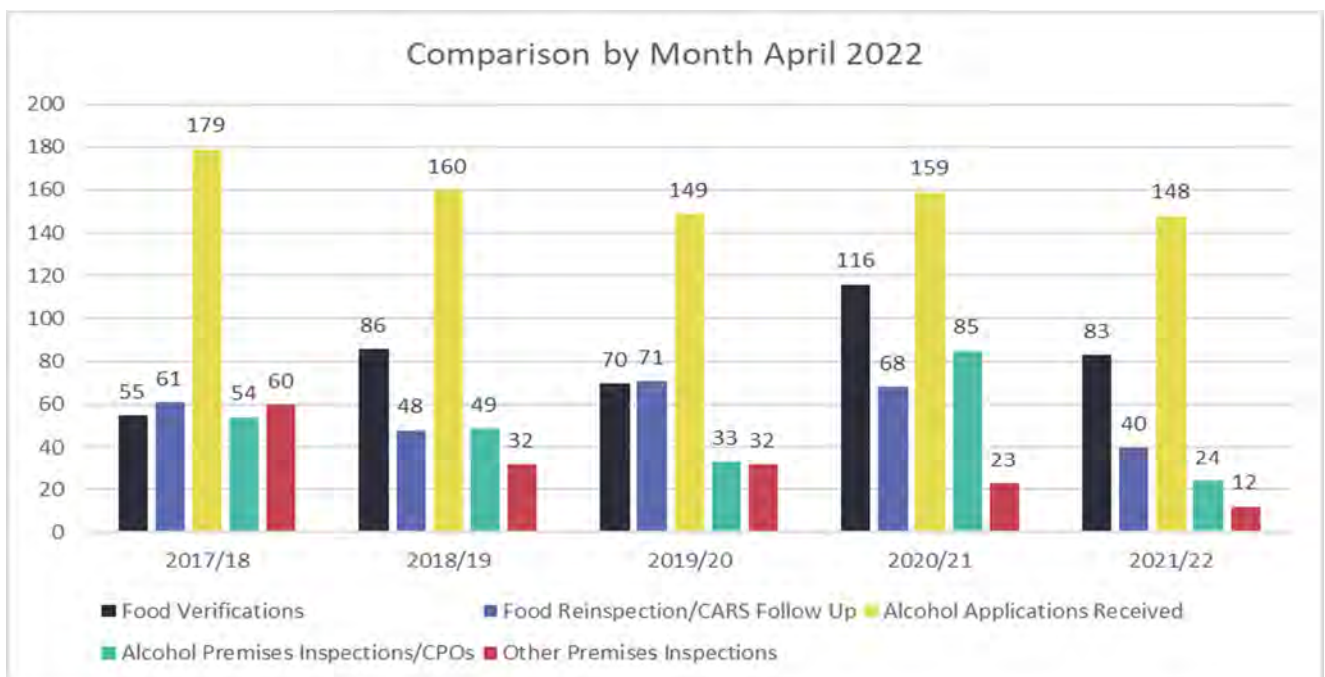
Community Engagement

Staff have been able to resume foot patrols around the local walking tracks. While doing this they have been able to engage in a positive manner with dog owners. Dog owners have been very positive about the patrols by staff and have been happy to see them out and about. Staff have also been happy with the high number of dogs registered. The below table shows where dogs can be exercised off leash provided they are under control.

Location for off leash	Restrictions
Henley Lake	All areas controlled by the Henley Lake Management Plan with the exception of leash restrictions imposed between 1 August and 30 November in signposted areas to protect breeding birds
Lansdowne Recreation Trail	Including Ngāti te Korou Reserve
Waipoua River	Banks up to and including top of the stop bank
Waingawa Northern Riverbank and South Road	South from the intersection with Manaia Road South
Castlepoint Beach	Beach-front north of DOC reserve (also known as the Basin), excluding the far end of the reef where birds breed (by the area known as 'the gap') and the period between 20 December and 31 January*
Riversdale Beach	Beach-front (excluding the northern end and Southern Reserve where birds breed) except between 20 December and 31 January*
Ruamāhanga Riverbank	Town side north of Te Ore Ore Road bridge, including Percy's Reserve
Renall Street	Railway reserve

ENVIRONMENTAL HEALTH

Staff are still carrying out BAU despite still being a team member down. This has impacted on the number of premises being scheduled to be visited for inspections. Most premises registered under the Health Act are planned to be inspected in the winter months.



Food Verifications

Changes to imported food verification. MPI have focussed on importers of food at the border, this has resulted in a significant increase in the number of food importers. This includes smaller businesses that may be importing food as an ingredient. MPI have put in place free training to enable verifiers to apply for recognition to work in this area and Council will need to update their QMS to apply for registration as well. Currently MDC verifiers are completing training.

Alcohol Licencing

In May 16 Joint compliance inspections completed with Medical Officer of Health, Regional Public Health (RPH), generally overall good compliance but has identified further training with licenced premises about requirements for duty manager, temporary and acting managers. This will be actioned when staff are resourced and have capacity.

District Licensing Committee

The elections in October will have an effect on the District Licensing Committee (DLC) as the Chairperson and Deputy Chairperson are Councillors. Information on options if any transition required will be provided to Council.

To:	Infrastructure and Services Committee
From:	Corin Haines, Manager Community Facilities and Activities
Endorsed by:	David Hopman, Chief Executive
Date:	8 June 2022
Subject:	Community Facilities and Activities Infrastructure Update
INFORMATION	
Recommendation:	
That the Infrastructure and Services Committee notes the contents of Report 069/22.	

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 \$18.2 million for the 2021/22 year. Our larger financial projects will be reported via the Project's Office Assets and Operations report:

- Hood Aerodrome; \$17 million
- Youth Hub; \$538,000

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

Properties

Housing

- Mechanical ventilation installation has been completed in all senior housing units and general rental properties. This means all our properties are compliant with the Healthy Homes Standards two years ahead of the required timeframe of the 1 July 2024.

Rental Properties

- 116 Ngaumutawa Road's renovation is complete with new tenants moving in on 30 May 2022.

Facilities

- Douglas Villa – the CPU has been applied for. Agreement over the type of alarm system as a temporary measure is with the Building Control Authority. An alternative alarm system has been installed by Douglas Villa and is being monitored.

- Queen Elizabeth Park Boat Shed – the public accessible toilet work is to be completed by 3 June 2022 with hand over back to Council. Discussion with our Communications Team is taking place regarding the proposed opening.
- Pioneer Club Rooms – the electrical works have commenced as part of the lounge and rest room upgrade. The remainder of works will start in August 2022.

Parks and Reserves

Kuripuni “What’s our Welcome” plantings are underway with completion estimated by the end of May. The Northern “What’s our Welcome” planting is scheduled for June. The team will then move into reserves and tree planting projects.

Lansdowne Recreational Trail’s Children’s Mountain Bike Skills Park track construction is 60% completed with planting of natives scheduled for the end of June. Works continues on track maintenance post Cyclone Dovi – water table, culvert, and lime path repairs.

Oxford Reserve clearance works started with the removal of trees near the bridge. Slash piles and further clearance of crack willow and invasive weed species are scheduled to start in June. The first section of the lime trail from Oxford Street to the bridge site will start early to assist with access for the bridge construction.

Contractors

Belgravia Leisure

Trust House Recreation Centre Contract

The Belgravia Leisure team at Masterton have been awarded Outstanding Pool of the Year from Recreation Aotearoa. The award is judged for excellence, innovation, and effectiveness in the provision of pool services. The Contractor was recognised for its excellent customer service, innovative approach to teaching, access and inclusion, and its success in encouraging members of the local community to participate in learning to swim. A fantastic result for all the team.

During April, the Centre moved to operating under the restrictions of the COVID-19 Protection Framework at the Orange setting. Guests are no longer required to show vaccine passes and gathering limits have been removed. Total facility visits for April were 8,099 compared to 10,526 in April 2021. The contractor is continuing to successfully manage staff shortages due to COVID-19 (averaging three absences per week), with minimal impact on service delivery.

Mawley Park Contract

The Contractor had a very busy April in the park, which included some long weekends and school holidays, with high occupancy and subsequent turnover of cabins. Revenue for April increased relatively to the two previous months but is down 15% on the same month last year. However, occupancy rates for the next two months are looking positive, partly due to a large long-term booking and the Contractor should exceed the yearly revenue target.

Recreational Services

Parks and Open Spaces Maintenance Contract

The Contractor met all their KPIs for Quarter three.

At the April governance meeting between Council staff and Recreational Services, discussion centred around meeting the end of year budget spend, as well as risk mitigation for the continuing inflationary and supply chain pressures. As the end of the financial year approaches, we are preparing to undertake the annual contract price review which considers the effects of inflation and any changes to levels of service from new or revamped assets. e.g. skate park.

During March a trial was undertaken to test a change to the process on requests for service received from the community. Our Customer Call Centre was asked to send all service requests to Recreational Services in the first instance, with the option for the contractor to pass the request back to Council staff as appropriate. The trial was successful, with no negative feedback received from the community and stakeholders agreed on a permanent change to this.

Community Development

Waka Takaro

The equipment has arrived for the Waka Takaro (Play Trailer) project. No submissions were made on the design opportunity, so an email has been pushed through to Admin & Principals for Masterton Schools to see if there is a young person out there wanting to design it.

Masterton District Youth Council

Recruitment has closed, with 17 applicants, whom have all been accepted. We will be hosting our first youth council meeting 7 June 2022.

Our '3 for a Free Sausie' event series was a success during Youth Week. We gave away 300 sausages at the Skatepark, resulting in the collection of 300 surveys.

The questions that were asked were:

- What do you love about living in the Wairarapa?
- What are the biggest problems/ issues you face in the Wairarapa?
- What can make living in the Wairarapa better?

Answers from this will guide the Youth Council for future planning and feed into the Wairarapa Rangatahi Strategy workshops.

Skatepark

Work has continued with the community-led skatepark group that has come into being as a result of issues down at the park. OnBoard Skate have been engaged to run 2 ½ hour sessions daily at the park (Monday - Saturday) and the reception to this has been very positive. Competitions are also being

run by OnBoard such as “Best Trick Scooter” and “Best Trick Skateboard”, as well as a targeted “Girls Session”. Alongside this some tree pruning has occurred to increase visibility and signage is being developed.

Positive Ageing Strategy

Work with the community continued into May:

- An article outlining the updated work-plan was submitted to the quarterly Age Concern Newsletter.
- Information around exercising at home and at community classes was submitted to the Golden Oldies section in the Wairarapa Midweek as part of the partnership with Nuku Ora and Age Concern.
- A partnership with CCS Disability Action is underway to develop at least one “Accessible Walk” for the Wairarapa walking Festival in November.

Internal work with the Masterton District Council included:

- Arranging for an accessible version of the Positive Ageing Strategy to be uploaded to the Council website to enable greater readership of the strategy.

Walking and Cycling

Promotion continues on various media platforms:

- Huri Huri Facebook, two to three times weekly with posts on cycling ideas, events and safety
- Wairarapa Times Age promotion of Wairarapa Walking Festival launch
- Support of Road Safety Week campaign across the Region

Participation in Events:

- Masterton, Carterton, and South Wairarapa District Council’s all participated in the May Road Safety Week campaign. Carterton and Masterton staff wore yellow and raised \$62 to highlight the Brake Charity.

Community:

- The 2022 Regional Wairarapa Walking Festival launch was held 28 May 2022. Key local figures were invited to the meeting point at the Wairarapa Farmers Market for a welcome, karakia, and announcement of the November festival walks. The group then walked to Millennium Reserve for a guided walk. The Festival Steering Group now have over 40 walks confirmed across the region.
- The Community Development Coordinator – Walking and Cycling is currently researching Walk & Cycle strategy plans across the country.
- Support was given to a potential new cycle-trail community group at Opaki regarding Experience Trails as part of Five Town Trails Network.

Infrastructure:

- A list of options for cycling, charging and lock up stations provided to Walking and Cycling Advisory Group.
- Research carried out on cycle counters that can be imbedded into the concrete / above ground, including promotional towers and online data options.

Infrastructure Projects

Properties and Facilities							
Project Name	Project Lead	This month	Next milestone	Budget	Risk	Council Decision Points	Completion Date
Waiata House Vehicle Compound	Corin Haines	Completed		\$50,000 offset by operational savings from fewer vehicle movements (Cost neutral over two years)	Impact of COVID-19 response affecting contractors' ability to work		May 2022
Trust House Recreation Centre – Automatic Door Installation	Alastair McDonald	Discretionary Exemption approved by BCA so works can proceed	Contractors were unavailable to start at the advised date of May and now have a June install	\$70,000 provision for interior upgrades	Disruption to public while work is underway		June 2022
Reserve Lease Review	Corin Haines	Drafting of the draft Lease Policy ongoing prior to going to Council	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		August 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 to progress.	Completion of the Framework	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	June 2022
Waka Tākaro/ Play Trailer	Alicia Todd	Shoulder-tap artistic youth who would like to design it Start conversations about where to store, how to book etc.	Secure dates for play days, play breaks and data collection/analysis Organise insurance alongside a booking form	\$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		June 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		June 2022

Parks and Open Spaces							
Project Name	Project Lead	This month	Next milestone	Budget	Risk	Council Decision Points	Completion Date
Henley Lake overflow carpark	Odell Sugrue	Grass seed sown and germinating	Hand over for maintenance	\$50,000	COVID-19 and contractor availability, also weather-related issues		May 2022
Playground renewals	Odell Sugrue	Burling Park play space, site works and re-vamp of swing set	Burling Park scheduled to operate 7 June, opening before 24 June 2022 Commence the community engagement for the Henley Lake play space	\$200,400	COVID-19 delays for supply or materials and contractor availability		June 2022
Riverside Cemetery Landscaping Upgrade	Odell Sugrue	Grassed areas germinating, works started on carpark entry	Reinstate curb and complete carpark entry, continue with removal of three raised beds, start tree planting	\$74,000	COVID-19 delays for supply or materials and contractor availability. Weather conditions delaying project		June 2022

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:	8 June 2022
Subject:	Infrastructure Update
FOR INFORMATION	
Recommendation: That the Infrastructure and Services Committee notes the information contained in Report 070/22.	

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 fifty-one Corridor Access Requests for the period 15 April to 24 May 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.

Two Traffic Management Plans (TMP) for events and other such non-excavation activities (in this case, ANZAC Dawn Service and Hot Air Balloon event) were approved. Twenty-seven Work Completions were inspected, 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: 20% of the renewals programmed are underway, tracking towards completion by end of year.	No significant decisions.	\$450,000	June 2022	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 underway on 2022/23 sites.		\$1,400,000 +500K	April 2022	
		All remedial works completed, 21/22 bitumen sealing complete. Urban Asphalt sites scheduled April/May.		\$340,000	May 2022	
		Road Remarketing: Scheduled for April 2022		\$520,000	June 2022	
		Drainage and kerb and channel renewals completed, preparing FWP 2022/23				
Pavement Rehabilitation	Kaine Jaquierey	Two-year contract for sealed and unsealed sites	No significant decisions.	\$1,510,000	June 2022/23	Resourcing Weather Covid 19 alert level

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		<p>awarded to Higgins in November 2020.</p> <p>2022 sites are Te Ore Ore Bideford Road, Te Ore Ore Road, Worksop Road, Renall Street and unsealed sections on Ngahape Road.</p> <p>Preparation and planning for 2022-2024 contract underway.</p>				
Colombo Road Bridge Renewal – South Bound	Kaine Jaquierey	<p>Geotech groundworks investigations completed.</p> <p>RLTP variation approval obtained on 24 September 2020.</p> <p>Tender prepared: Design and build contract.</p> <p>Contract awarded to Concrete Structures (NZ) Ltd - 6/04/2022.</p>	Contract awarded.	<p>(SP 1 & 3) - bridge renewal \$3,834,082</p> <p>(SP2) Temporary relocation and upgrading of the sewer main - \$400,000</p>	<p>SP1- Bridge Design & Consenting – 7 months.</p> <p>SP2 – Sewer Main Works (including Design & Consents and Upgrading Works)</p> <p>SP3 - Construction of New Bridge (including demolition of existing) - 10 months</p> <p>Construction 2022/23</p>	<p>Availability of resources</p> <p>Covid 19 alert level</p> <p>RLTP funding.</p> <p>Bridge is currently being monitored for significant movement. Structural Engineers risk assessment is to be carried out as soon as possible.</p> <p>Resource Consent delays for the temporary relocation and protection sewer pipe.</p>

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
Te Mara Road Bridge Renewal	Kaine Jaquierey	Tender prepared: contract priced through Higgins bridging crew or 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"> • Cyclone Dovi • Kerosene Ridge – Blairlogie • Homewood Road 	Kaine Jaquierey	Network wide storm damage from Cyclone Dovi. Initial response, ongoing clean up, investigation for repairs and construction. Kerosene Ridge under slip - road area above the slope failure to be retained with a UB piled retaining wall with 6m grouted anchors. The retaining wall will be 43m long and 4m high with piles embedded 4m – 168m2 approx.	Application requested for shared funding approval with Waka Kotahi.	Initial Dovi estimate: \$840,000 Kerosene Ridge estimate: \$899,450 Stabilisation works: major roadside washout on Homewood Road: \$390,000	Remediation investigation and construction in 2022/23	Weather Public interest disruption Funding TMP

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
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 – June 2022	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. Council decision to close water race in 2026.		\$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.
Homebush WWTP	Mike Burger	Old pond decommissioning: Consent application submitted, and preparation of a cultural	Contract award: To be confirmed	\$200,000 On budget	Site preparation, Spring 2022	Decision making Resources Supply of components

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		<p>impact assessment is in progress.</p> <p>Irrigation project: Procurement and installation to be completed this year. Issues with procurement of design components due to supply delays.</p>		<p>\$300,000</p> <p>On budget</p>	<p>Irrigation installation: June 2022</p>	
Water Meters	James Li	Meters installed and properties investigated equates to 90% required.	Water charges: To be confirmed	<p>\$2,000,000</p> <p>On budget</p>	All shared meters installed: June 2022	<p>Contractor resources</p> <p>Public uncertainty of shared supply and cost of water.</p> <p>Omicron contractor isolation</p>
Three Waters Renewal Projects	James Li	Installation: Planned renewals work now under contract.		<p>Water: \$1,640,000</p> <p>Sewer: \$1,126,400</p> <p>Stormwater: \$337,920</p> <p>Sewer Laterals: \$500,000</p> <p>On budget</p>	June 2022	Potential delay and cost increase to this year's renewal programme.

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
Homebush Wastewater Treatment Plant Upgrades	Mike Burger	Includes new pond aerators.	Contract awarded. Aerators delivered.	\$450,000 On budget	June 2022	Availability of resources
Kaituna Water Treatment Plant Upgrades	Mike Burger	Includes control system and electrical upgrades, bulk water tanker supply terminal, fish inlet screens and design work for future water resilience projects.	Contract awarded for all work with the exception of the fish inlet screen.	\$550,000 On budget	June 2022	Availability of resources
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	June 2022	Availability of resources
Treated Water Storage	Mike Burger	Provides for an extra 1,000m3 treated water storage in Nikau Heights, Lansdowne. Currently doing further survey work to find a compromise to satisfy neighbouring property owners.	Contract awarded. Tank manufactured.	\$800,000	December 2022	Consent to subdivide land. Availability of resources

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
Sediment Removal from Urban Streams	Mike Burger	Provides for sediment removal from problematic urban streams to improve their capacity to reticulate stormwater.	Contact awarded	\$200,000	May 2022	Completed
PROJECT DELIVERY						
Civic Facility	Phil Evans	Reverse brief and revised costings have been prepared. A review is to be undertaken.	Council to confirm terms of reference for working group review.	\$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 SH1 roundabout is underway.	No significant decisions.	\$35.2 million over 13 years	2034	No significant risks currently
Animal Shelter	Steve May	The premises at 79 Ngaumutawa Road has been demolished, ready for rebuilding on the site.	The project scope and timeframe have been re-set.	\$1.46 million	Q2 2023	Scope Budget provision Delivery timeframe

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		<p>A new concept has been developed that sees the building only providing dog shelter. Staff facilities will be minimal, as is public access. Tender documents are being prepared.</p> <p>The temporary shelter is operational.</p>				
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 Refuelling area upgrade has started and BP concrete pads and pump relocation is complete. The hard stand is due to start 26th May 2022. 				
Dump Station	Martyn Round	Agreement to move the dump station site away from Henley Lake, proposal was agreed by Council on 4 August. Now in discussion with Solway Showgrounds about the possibility of wider users utilising their new dump	No significant decisions.	TBC – no budget provision may be required if negotiations successful	TBC	No significant risks If the area is developed, we could potentially be without a dump station again in the future

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		<p>station as a 24-hour facility.</p> <p>A draft MoA has been completed and updated costs prepared and are being reviewed, a meeting is planned with the A&P Association to finalise the MoA.</p>				
Waipoua Bridge	Martyn Round	<p>Detailed design for bridge completed, following redesign based on feedback from GWRC. Resource consent obtained and building consent exemption has been granted.</p> <p>Both anchors and abutments have been poured and the timber materials are on site.</p> <p>The main supports have been assembled and are on site ready to crane into place.</p> <p>The ramps to the Oxford Street side have started</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.</p>	Q2 2022	<p>Weather</p> <p>Rising costs</p>

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		<p>with retaining timber installed and some fill material has been delivered.</p> <p>Artist's designs on the 50-totara balustrades have been completed and are away getting the protective coating applied.</p> <p>Work has started for the opening.</p>				
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 variation to consent • Scope design and investigate work 	No significant decisions.	To be confirmed	2023	Decision making

To:	Infrastructure and Services Committee
From:	Nerissa Aramakutu, Policy Manager Liz Fenwick, Policy Advisor
Endorsed by:	David Hopman, Chief Executive
Date:	8 June 2022
Subject:	Update on the Review of the Wairarapa Local Alcohol Policy
INFORMATION	
Recommendation:	That the Infrastructure and Services Committee notes the contents of the Report 071/22.

Purpose

The purpose of this report is to provide the Infrastructure and Services Committee with an update on the review of the Wairarapa Local Alcohol Policy 2018 (LAP).

This report was considered by Carterton District Council's Policy and Strategy Committee on 1 June 2022 and is being considered by South Wairarapa District Council's Audit and Risk Committee on 22 June 2022.

Background

A review of the Wairarapa Local Alcohol Policy 2018 (LAP) is being led by Masterton District Council (MDC), in conjunction with Carterton and South Wairarapa District Councils. In February, Council agreed to delegate responsibility to the Wairarapa Policy Working Group (WPWG) to support the review and make recommendations back to each of the three Wairarapa District Councils (017/22).

There are two stages to the review. The first is the information and evidence gathering stage, leading to a recommendation to the three Wairarapa Councils on whether to rollover the existing LAP or to make amendments. This evidence-gathering stage involves engagement with key stakeholders but is not formal public consultation. Stage two is public consultation following the Special Consultative Procedure.

Project Delays – COVID-19 Pandemic Response

Our initial project plan estimated that the evidence gathering stage would be completed in April/May 2022, with recommendations made to the Wairarapa Policy Working Group in May/June 2022. We also estimated in our project plan that recommendations would be made to Council and a Statement of

Proposal adopted in June/July 2022.

Key stakeholders in the evidence gathering stage include the New Zealand Police (the Police) and Regional Public Health (RPH). These stakeholders have expert knowledge of how the LAP is working in practice and collect data required to inform the review. Input from these stakeholders is therefore necessary to provide evidence-based recommendations. Shortly after the review was initiated, RPH advised us in December 2021 that they were having to suspend much of their “business as usual” work to focus on supporting the COVID-19 national pandemic response and at that time had insufficient resources to provide input to the LAP review.

Engagement with other stakeholders continued, however the move to the red traffic light setting of the COVID-19 response framework in late January 2022 further limited our ability to engage. While we held an initial meeting with the Police in mid-January, subsequent meetings were unable to be held due to local and regional Police being diverted to the Covid-19 response and the February protests at Parliament. Stakeholder engagement has also been impacted by key council staff being affected by COVID-19 isolation requirements during March.

In late March, RPH advised that they were beginning to move back to business as usual and would be able to support the review. The Police have been able to re-engage since April.

Data Collection

When the LAP was first developed, a significant amount of information and data was pulled together and provided by the Accident Compensation Corporation (ACC) to support territorial local authorities developing their first LAPs. This data is no longer provided by ACC and it needs to be sought directly from those who collect it.

We have faced some challenges with obtaining relevant, fit-for-purpose data. For example, it is difficult to obtain information on incidents/crimes involving alcohol for the timeframes required. Another challenge is that Police area boundaries are not necessarily a direct match with Health data and Territorial Authorities boundaries. We have arranged to meet as a collective with RPH, the Police and the Wairarapa Road Safety Council to determine how best to structure the analytical requirements and reporting alongside the data.

Next Steps

The Medical Officer of Health has a statutory reporting role, including providing information for the development of LAPs. RPH have indicated that they will be in a position to provide a report from the Medical Officer of Health by mid-late June 2022. In order to allow sufficient time to review the report and analyse data from other stakeholders, we now estimate that we will be in a position to make recommendations to the WPWG in August 2022.

A Council decision to propose changes to the LAP could be considered significant. Given there is potential for the recommendations to include proposed changes, we consider it appropriate that final recommendations are made to the new Council following the October 2022 local body elections.