



MEETING

of the

Infrastructure and Services Committee

AGENDA

Time: 3:00 pm
Date: Wednesday, 17 April 2024
Venue: Waiata House
Lincoln Road
Masterton

MEMBERSHIP

Councillor David Holmes (Chairperson)

Mayor Gary Caffell

Councillor Bex Johnson

Councillor Craig Bowyer

Councillor Brent Goodwin

Iwi Representative Jo Hayes

Councillor Tom Hullena

Councillor Stella Lennox

Councillor Tim Nelson

Councillor Marama Tuuta

Values

1. **Public interest:** members will serve the best interests of the people within the Masterton district and discharge their duties conscientiously, to the best of their ability.
2. **Public trust:** members, in order to foster community confidence and trust in their Council, will work together constructively and uphold the values of honesty, integrity, accountability and transparency.
3. **Ethical behaviour:** members will not place themselves in situations where their honesty and integrity may be questioned, will not behave improperly and will avoid the appearance of any such behaviour.
4. **Objectivity:** members will make decisions on merit; including appointments, awarding contracts, and recommending individuals for rewards or benefits.
5. **Respect for others:** will treat people, including other members, with respect and courtesy, regardless of their ethnicity, age, religion, gender, sexual orientation, or disability. Members will respect the impartiality and integrity of Council staff.
6. **Duty to uphold the law:** members will comply with all legislative requirements applying to their role, abide by this Code, and act in accordance with the trust placed in them by the public.
7. **Equitable contribution:** members will take all reasonable steps to ensure they fulfil the duties and responsibilities of office, including attending meetings and workshops, preparing for meetings, attending civic events, and participating in relevant training seminars.
8. **Leadership:** members will actively promote and support these principles and ensure they are reflected in the way in which MDC operates, including a regular review and assessment of MDC's collective performance.

These values complement, and work in conjunction with, the principles of section 14 of the LGA 2002; the governance principles of section 39 of the LGA 2002; and our MDC governance principles:

Whakamana Tangata	Respecting the mandate of each member, and ensuring the integrity of the committee as a whole by acknowledging the principle of collective responsibility and decision-making.
Manaakitanga	Recognising and embracing the mana of others.
Rangatiratanga	Demonstrating effective leadership with integrity, humility, honesty and transparency.
Whanaungatanga	Building and sustaining effective and efficient relationships.
Kotahitanga	Working collectively.

Order Of Business

1	Conflicts of Interest	5
2	Apologies	5
3	Public Forum	5
4	Items not on the Agenda	5
5	Reports for Information	6
5.1	Infrastructure and Assets - Infrastructure and Services Update	6
5.2	Community - Infrastructure and Services Update	16
5.3	Regulatory Services - Infrastructure and Services Update	23

1 CONFLICTS OF INTEREST

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

2 APOLOGIES

The Chair invites notice from members of apologies, including apologies for lateness and early departure from the meeting.

3 PUBLIC FORUM

4 ITEMS NOT ON THE AGENDA

The Chairperson will give notice of items not on the agenda as follows:

Matters requiring urgent attention as determined by resolution of the Council

- The reason why the item is not on the agenda; and
- The reason why discussion of the item cannot be delayed until a subsequent meeting.

Minor matters relating to the general business of Council

No resolution, decision or recommendation may be made in respect of the item except to refer it to a subsequent meeting of Masterton District Council for further discussion.

5 REPORTS FOR INFORMATION

5.1 INFRASTRUCTURE AND ASSETS - INFRASTRUCTURE AND SERVICES UPDATE

File Number:

Author: Maseina Koneferenisi, General Manager Infrastructure and Assets

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to provide the Infrastructure and Services Committee with an update from the Infrastructure and Assets team on key infrastructure projects and areas of project focus.

RECOMMENDATION

That the Infrastructure and Services Committee receives the update from Infrastructure and Assets on key infrastructure projects and areas of project focus.

ATTACHMENTS

- 1. Infrastructure and Assets Update** [↓](#)

INFRASTRUCTURE AND ASSETS - INFRASTRUCTURE AND SERVICES UPDATE

Corridor Management

Masterton District Council received 23 Corridor Access Requests for the period 13th of February 2024 to the 26th of March 2024. There have been two Traffic Management Audits completed.

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

There were two Traffic Management Plans (TMP) for an event, forty-two for excavation and twelve for non-excavation activities.

General Roading Maintenance

During February, Higgins maintenance crews completed approximately 830 dispatches for February across various roading infrastructure aspects in the region. Emergency work and other minor improvement projects are underway, with highlights for the month including:

- Bridges: Minor repairs and cleaning, including minor bridge work on Kiriwhakapapa Road.
- Drainage: Culvert replacement and headwall installation on Langdale Road, alongside other minor drainage work carried out by cyclic crews jetting and some sump work.
- Footpaths: Cyclic crew undertook minor maintenance repairs and cleaning tasks. Tim Beveridge has started work on repairing damage along the footpath on Oxford Street.
- Pavement: Addressed 145 potholes in the Masterton network and over 2000m² of pavement stabilization.
- Unsealed Pavement: Filled potholes, fixed faults, and additional metaling on Miki Miki Road. Grading on unsealed roads in Taurau, Tinui, and Mataikona areas.
- Reseals Completed: Various roads, including Black Rock Road, Cornwall Street, Masterton Castlepoint Road, Mataikona Road, and Pownall Street. Work continues on Colombo and Church Road in preparation for sealing.
- Signs: General replacements and reinstatements, totalling 57 jobs.
- Vegetation: Berm mowing, vegetation high cutting, noxious spraying rounds, and tree clearance on multiple roads by Weed Warriors, NZ Biosecurity, and Wairarapa Treescaping.
- Fulton Hogan completed the rebuilding of two bridge abutments at Peaks Road and Manawa Road.
- 1Geo have reconstructed two slip sites, one on Castlepoint Road and another on Langdale Road, with work continuing on three retaining walls on Blairlogie Langdale Road.
- Delineation improvements (signs and markings) for improved curve and nighttime visibility have started on major routes.

Activity Reports

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
ROADING						
Roading Renewals	Kaine Jaquery	Footpaths: 5.8km Renewals programmed, completion by end of the financial year 2024. (sites remaining Third, Matai, Harley, Oxford Street)	No significant decisions.	\$565,000	June 2024	Contractor resourcing and equipment availability is a major risk to programme completion. Weather Staff illness and resourcing and equipment availability.
		Reseals:– Some Urban Sites remaining 2023/24. All sites are scheduled for completion by end of April 2024.		\$1,386,000	April 2024	
		Road Remarking: Currently underway		\$340,000	May 2024	
Pavement Rehabilitation	Kaine Jaquery	Contract awarded to Higgins for 2022-2024 Rehabs. Approx. 3.3km of unsealed network, 2.9km of sealed network and 1 urban roundabout has been completed.	No significant decisions.	\$1,800,000.00	May 2024	Resourcing Weather Staff illness and resourcing and equipment availability Cyclone damage delaying programme completion

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		1 more roundabout has been programmed to be completed by May 2024. Planning and programming of rehab sites for the next two years – next NLTP.				and creating variations to total cost
Capital Improvements	Kaine Jaquierey	Procurement of the Te Kanuka Curve Safety Improvements Project has been completed – Higgins have been awarded the contract. Procurement of the Delineation Improvements Project has been completed – Fulton Hogan have been awarded the contract.	No Significant decisions	\$150,000 \$600,000	June 2024 June 2024	Resourcing Contractors Weather Material availability Funding Staff illness
Emergency Works • June/July Event 2022 (cost scope adjusted) • Cyclone Hale January 2023 • Cyclone Gabrielle February 2023	Kaine Jaquierey	We have 66 active slip sites from the January and February cyclones that our staff are monitoring or planning to remediate. Ground conditions remain vulnerable, with some sites growing more complex due to soil saturation level changes. Assessments and	Awaiting funding cost scope adjustment approval from Waka Kotahi for Cyclone Gabrielle recovery work	June/July Storms \$4,423,640- 2023/24 Cyclone Hale \$2,428,144- 2023/24 and \$396,218 - 2024/25 Cyclone Gabrielle \$6,812,361- 2023/24 and \$6,184,855- 2024/25. (Various Government funding assistance rates	Remediation investigation and construction is phased over 2023, 2024 and 2025.	Weather Public interest Disruption (road closure) Funding TMP Staff illness and resourcing and equipment availability

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
		<p>designs, and remediation works are underway. Currently we have 3 ongoing emergency works contracts with 3 separate contractors as below:</p> <p>03_22-23 Various Slips Remediation – July Event GL 3116304 – 1Geo Limited</p> <p>15_22-23 Willow Brush Walls – Recovery Project – GoodRich</p> <p>12_23-24 Blairlogie Langdale Retaining Walls (Sites 41,42,44)– 1Geo Limited</p> <p>Tender for another contract consisting of 3 additional retaining walls construction was released to the market, 4 tender responses were received, these are currently being evaluated.</p>		apply to works, Refer Council report 24/05/2023)		<p>Further risk of ground movement increases scope. Resourcing contractors</p>

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. GWRC Ecologists to visit the site and determine effect of the discharge on the wetlands.		\$80,000	Further information requested to be developed and supplied to GWRC, in particular ecological impact on wetlands.	Non-compliance with existing consent.
Opaki Water Race	Phil Evans	Consent renewal: Amended application lodged in February 21. Discussion with Iwi completed. A closure management plan is required. GM I&A will meet with local group to discuss alternative supply options.		TBC. Working on closure by June 2026.	In progress.	Funding. Cost of closure management plan to be established.
Homebush WWTP	Phil Evans	Old Pond decommissioning: Consent Application submitted. Preparation of a Cultural Impact Assessment is in progress.	Contract award: To be confirmed	\$200,000 On budget	Water reforms halted. Need to assess options going forward. On hold for now.	Decision making Resources Supply of components

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
Water Meters	James Li	Meters installed to 95% of all properties.	Water charges: To be confirmed by Council resolution.	\$600,000 On budget	Install completed by end June 2024. Testing required; policy to be established ready for billing July 2025.	Public uncertainty of shared supply and cost of water. Council policy on how to deal with shared connections.
Three Waters Renewal Projects	James Li	Installation: Planned renewals work to be tendered		Water: \$1,800,000, Actual \$2.2M Sewer: \$1,524,000, actual \$3.3M Stormwater: \$475,000 over budget	June 2024	Potential delay and cost increase to this year's renewal programme.
Treated Water Storage	Phil Evans	Provides for an extra 1,000m ³ Treated Water Storage in Nikau Heights, Lansdowne. Resource Consent process is underway.	Contract awarded – supply and install. Tank manufactured.	\$800,000	TBC	Draft S&P prepared for Golf Club Committee for signing. Resource consent to be granted on securement of Agreement.

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
PROJECT DELIVERY						
Civic Facility	Lisa Neill	Options have been presented and approved for LTP consultation to commence 5 April 2024.	Confirmed outputs of PAG meetings including scope and refined options being included in LTP CD.	TBC	Existing Town Hall building earthquake prone status needs to be resolved by 2026.	Updated costs for options to PAG. Subject to LTP consultation process.
Masterton Revamp <ul style="list-style-type: none"> Queen Street Stage 2 Southern Roundabout 	Tracey Rowe	Options for LTP confirmed 13/9/23	Decision part of LTP	Preferred option to develop Stage 1 and Stage 2 of Queen Street redevelopment. Budget estimate of \$14M. Full scope of works over the 10 year period on hold.	2026 / 2027	Scope being confirmed via LTP consultation Budget provision of \$6M to be included in LTP.
Animal Shelter	Tracey Rowe	Design is now going through the final approval process. The temporary shelter remains operational.	The project scope and timeframe have been confirmed.	Contract being finalised. It has come to light that a resource consent is required for building use and noise. Physical works to commence 24/25.	Early 2025	Scope Budget provision Delivery timeframe Contractor and materials. Kennel Design and ACO requirements.

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
Hood Aerodrome	Lisa Neill	Runway widening and apron extension physical works are on track for practical completion early May 2024. Fencing contract has been awarded. Work commences 1 May 2024. RFQ issued to 5 suppliers, due back 5 April. Evaluation and engagement early May 2024.		\$17million, consisting of \$10million Kanoa funding and \$7million Council co-funding.	Q1 2026	Weather Resources Health & Safety
Queen Elizabeth Park Lake	Phil Evans	Discussing with GWRC option to align requirements under current consent due to expire in 2023. This will require a variation to existing consent. New consent lodged 2023.	No significant decisions.	To be confirmed. CFA to determine next steps in operation/management of the lake.	2023	Decision making
Youth Hub	Tracey Rowe	Scope of work for the community trade group is being finalised and priced to deliver on the concept design. Design to be finalised.	Approval given to utilise an existing portacom from the library learning centre	Total Budget Available \$300,000 Risk evolved (loss of \$270k through engaging with Podular) Funding of \$30k secured from Trust House	September 2024	Staff looking at options to provide facility within current budgets.

PROJECTS/PROGRAMME WORKS						
ACTIVITY	PROJECT LEAD	PROGRAMME PROGRESS	COUNCIL DECISION POINTS	BUDGET	COMPLETION	RISK
			(to be relocated to skate park)			

5.2 COMMUNITY - INFRASTRUCTURE AND SERVICES UPDATE

File Number:

Author: Corin Haines, General Manager Community

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to provide the Infrastructure and Services Committee with an update from the Community team on key projects and summary of progress since the last report, including highlights and any new issues (see Attachment 1).

RECOMMENDATION

That the Infrastructure and Services Committee receives the update from the Community team on key projects and a summary of progress since the last report.

ATTACHMENTS

- 1. Community - Infrastructure and Services Update** [↓](#)

COMMUNITY INFRASTRUCTURE AND SERVICES UPDATE

Key Projects Currently Underway – Summary

Community has a capital budget of \$2.9million for the 2023/24 financial year. Our larger financial projects will be reported via the Project's Office, Assets and Operation's report:

- Youth Hub; \$300,000

Library and Archive

One Book, One Community (OBOC)

During March, the library held its third annual One Book, One Community event. This community wide reading event encourages everyone to read the same book and come together for discussion and activities to promote awareness of libraries and foster a sense of community through reading. This year our selection was *Blood on Vines* by Madeleine Eskedahl. Funded through Masterton Trust Lands Trust, we had a variety of events through the month including a "Let's talk about Wine" night and take home *Who Done it Mystery* kits that were so popular, we ran out of kits three times. On Saturday 16 March, One Book, One Community concluded with 45 guests attending the *Evening with the Author* event.

Visitor data

The year-to-date data is on track to reach 179,000 visitors to the library and archive by year end. This will be the highest visitor count since 2017-18. The time spent in the library is at the highest since data has been recorded (2016) at an average of 16.5 minutes spent inside the library.

Community Development

Events

- **Matariki** - Our annual Matariki grant will be available from late April. These grants are for our community to organize events connected to the stars of Matariki, with community groups eligible to apply for up to \$500 per event. Registration ends on 24 May, and events are scheduled to run between 24 June - 14 July 2024. We have a total of \$5,000 in funding available.
- **Youth Week** - Our Youth Council, Carterton Youth Council and The South Wairarapa Reps have committed to working together for Youth Week (2 - 26 May 2024). Masterton District Council are leading in planning and coordination of this collaboration. On 9 May they will meet online to progress their plans to run a movie for Wairarapa youth during this week.

Welcoming Communities

Welcoming Communities conducted a Food Safety session on 18 March with 11 participants, in collaboration with Innovative NZ, Welcoming Communities, Wairarapa Women's Centre, Neighbourhood Support, and Red Cross.

The resolution meeting for establishing the Wairarapa Multicultural Council was held on 19 March with support from various communities and the National Federation of Multicultural Councils. The interim committee has been finalised. The Multicultural Council's constitution

submission deadline is the end of April, with a committee meeting scheduled for 9 March for finalisation.

Welcoming Communities is engaging different community groups for participation in the Long-Term Plan consultation.

A successful Iftar celebration, organised collaboratively by the Red Cross, Welcoming Communities, and the Ahmadiyya community, saw over 100 attendees on 4 April 2024.

The Welcoming Communities Statement of Commitment continues to be a work in progress, and the collaboration with our Iwi to support and guide the program is a positive step toward ensuring its success with confirmation from two entities and waiting for the third to progress further.

Youth Council

Our team of 14 have been busy supporting the Long-Term Plan, by being in the filming of the advert, critiquing the posters to go to schools and forming a smaller sub- group to work on how to encourage engagement amongst youth. The Youth Council have recently supported Summer Hummer and as well as their monthly meetings, have created smaller groups to work on projects/ initiatives they wish to see implemented for youth.

April Tākaro Play Collaboration

We are leading a collaboration between Kia Hakinakina, Nuku Ora, Carterton and South Wairarapa District Councils to run play sessions in the Wairarapa over the April School Holidays. Waka Tākaro, the play trailer will be utilized to supply free recreation sessions for all.

Masterton District Council's sessions are:

- Thursday 18 April, 10.30am - 12.30pm at Queen Elizabeth Park Green
- Friday 26 April, 10.30am - 12.30pm at Riverstone Park.

School Holiday Programme

Partnering with Pasifika o Wairarapa, we are supporting a free school holiday programme to run in the April School Holidays. This will be held at the Trust House Recreation Centre, who are also supporting the initiative. Whānau will be provided transportation and free lunch.

Riversdale Beach Community Plan

The Riversdale Beach Community Plan has been finalised by the project group. The finishing touches, including branding and images, will be added at the start of May, with a plan to officially launch the document in June. Council will receive the plan for its information ahead of the launch.

Neighbourhood Support

Neighbourhood Support and Welcoming Communities were successful in securing funding from Te Whatu Ora of \$19,230.00 for swim lessons tailored for refugee men. This initiative aims to provide swimming instruction for 25 former refugee men, which will include transportation for eligible participants. CPR training will also be offered to this same group.

Positive Ageing

The Wairarapa Community Networks kuia/kaumātua/older persons meeting (a network of organisations that work with older persons) first meeting of the year was held in March. An issues identification was undertaken. The participants determined to work collectively on two issues:

1. Older persons and emergencies
2. Taking services to older people in rural areas.

The Positive Ageing Strategy Coordinator will support this mahi and help coordinate what is required. An informal review of this network meeting was held, and participants are very keen for it to continue and requested the number of meetings to increase. Collaboration at this level will mean better outcomes for our older people. The Positive Ageing Strategy Coordinator is working with Nuku Ora to support the Senior Regional Games being held for the second time in the Wairarapa. Effort is going to making transport available to other towns to increase participation across the rohe. All three Councils are supporting this work financially. The games are at the Trust House Recreation Centre on 24 April - [Wairarapa Senior Regional Games 2024 | Nuku Ora](#)

Walking and Cycling

Worked collaboratively with all three councils to create a Parks Week advertisement. This year, Parks Week centered on highlighting how spending time in parks and open spaces positively impacts our wellbeing. The Coordinator closely collaborated with the Communications team to produce three Instagram reels inspired by the Wes Anderson style, celebrating our park spaces.

Facilities and Open Spaces

Facilities

- **Waiaata House** – The rear vehicle compound has had the western boundary fence upgraded to match the same security style perimeter fence design. A financial contribution toward the work has been agreed with the neighbouring business.
- **Senior Housing** - Two Units have become available in recent weeks, a unit at Truro Flats is receiving some minor re-decorating before it will be made available, and a Bodmin Flats unit which has become available and will require a full refurbishment before being made available.
- **Coronation Hall** - A new lease has been signed with Sweet Cheeks Cakery, who will use it to run their commercial cake making business, complemented by a small cafe style service. The owner is currently setting themselves up to commence trading in late April.
- **Douglas Villa Football Club** – The access ramp project has struck delays due to the availability of certain timber supplies required for the construction. The delays will see the project now completed in early May. Due to the impact on access to the Clubrooms, compromises have been found to enable restricted access for the early stages of the season.

- **Trust House Recreation Centre** – The scheduled maintenance is still on track and will see staged closures at the Centre, the first will be during the second week of the school holidays (April), the rear five lane pool will close for a week to enable work on the HVAC filtration system, and the final modifications to the new water heat pump system that was previously purchased as a back-up when the heating system failed.

At the end of the school holidays a three-week shutdown of the main pool between 29 April to 19 May 2024 will enable the remaining maintenance matters to be completed. The Pool complex will still operate using the five-lane pool which will be back up and running.

- **Mawley Holiday Park** – A small retaining wall has been installed to stabilise access to the main kitchen facility after health and safety concerns were raised. The contractor has approved expenditure to upgrade and modernise the entrance signage which is showing signs of age.
- **Sports Buildings** - Asbestos Reports have been completed for the old Tennis Pavilion in Queen Elizabeth Park, and the old changing facility at South Park to help determine costs for demolition. Both buildings have been determined as unfeasible for seismic strengthening investment. A decision over when work happens at South Park will tie into the development of Council's Sports Strategy.

Parks and Open Spaces

- **Parks and Reserves** - Autumn planting renovations are currently underway across the majority of parks and reserves. Work towards developing the winter planting programme is also underway. The impact of drought conditions has required a delay in the normal planting programme.

The reinstatement of the northern roundabout planting will begin as soon the drought breaks.

- **Kids Own Playground** - The new climbing frame replacement has been installed during the week of 8 April 2024.
- **McJorow Park Playground** – An upgrade to improve accessibility to parts of the existing playground equipment and the addition of two play panels is scheduled for the end of April, which has been externally funded.
- **Sports fields** - Work to complete under-sowing of the main sports fields is underway, initial start of season management of games on the grounds has been discussed with the Clubs to ensure the best outcome from the renovations. Due to the conditions, limited use of our water take consent to irrigate two sports grounds has been agreed.

Projects

Properties and Facilities							
Project Name	Project Lead	This month	Next milestone	Budget	Risk	Council Decision Points	Completion Date
Trust House Recreation Centre and War Memorial Stadium - condition and energy assessment (Feasibility Study into Splash Pad)	Facilities and Open Spaces Manager	Consultant commissioned to complete a needs assessment and future feasibility study of the War Memorial Stadium.	Evaluation of Condition Assessment to prioritise future maintenance works programme. May 2024 – Consultant begins work on Stadium Needs and Feasibility Study.	\$120,000	Consultant availability. Scale of assessment work able to be completed within designated budget.		July 2024 - Final Report to the DIA as part of BOF conditions. October 2024 – Consultants Report on Stadium.
Reserve Lease Review	General Manager - Community, General Manager Infrastructure and Assets	Drafting of lease charge calculation methodology	Presentation to Council. 8 May 2024.	Operational cost	Negative reaction from clubs/other leaseholders who have historical or expired agreements that do not comply with current legislation and do not wish to move to new agreements.		2nd Quarter 2024

Parks and Open Spaces							
Project Name	Project Lead	This month	Next milestone	Budget	Risk	Council Decision Points	Completion Date
Playground Renewals	Facilities and Open Spaces Manager	Site meetings held with Industry representatives as part of design and Tender process. Tender process nearing completion, three Quotes received to date, a fourth is pending.	Review of Tenders, further consultation with Waipoua Lions and Henley Trust. Assign contract to successful Tender.	\$180,000 Community contribution to be determined and will complement council investment.	Inflation impact on material and labour costs, and contractor availability. Co-funding capacity of Waipoua Lions.		Installation complete and open to public November 2024.
Riverside Cemetery Landscaping Upgrade	Parks and Reserves Advisor	Vegetation clearance of northern land area beside Ruamahanga River. Fencing upgrades and completion of Services area expansion.	Installation of seating for the Services area, funded by Veteran Affairs. Design and installation of vehicle gate at River Road entrance and development of updated Cemetery signage. Planting along Te Whiti Road boundary with Cemetery.	\$220,000	Weather conditions delaying project.		June 2024

Green: On target or low risk

Orange: Slightly off target or some Risk

Red: Significantly off target or Significant Risk

5.3 REGULATORY SERVICES - INFRASTRUCTURE AND SERVICES UPDATE

File Number:

Author: Karen Yates, General Manager Strategy and Development

Corin Haines, General Manager Community

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to provide the Infrastructure and Services Committee with an update from the Building Control team, the Consents and Planning team and the Environmental Services team (see Attachment 1).

RECOMMENDATION

That the Infrastructure and Services Committee receives the update from the Building Control Services, Consents and Planning and Environmental Services teams.

ATTACHMENTS

- 1. Regulatory Services Update** [↓](#)

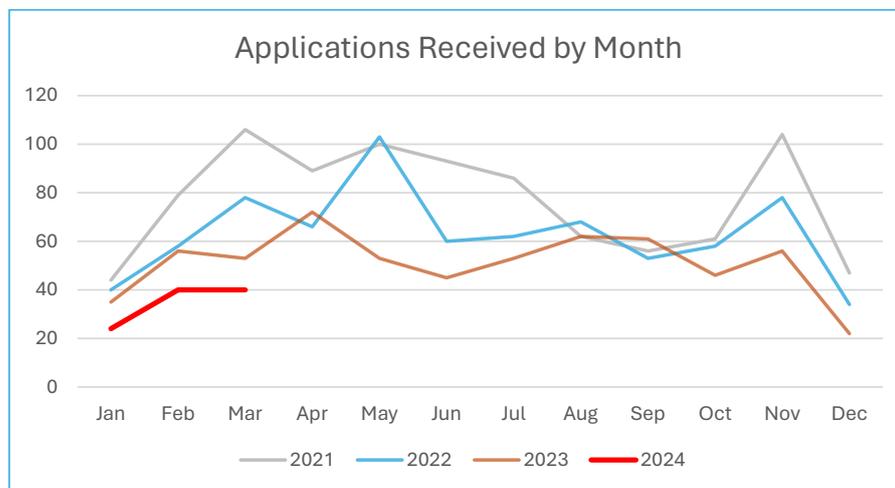
REGULATORY SERVICES UPDATE

BUILDING CONTROL SERVICES ACTIVITY

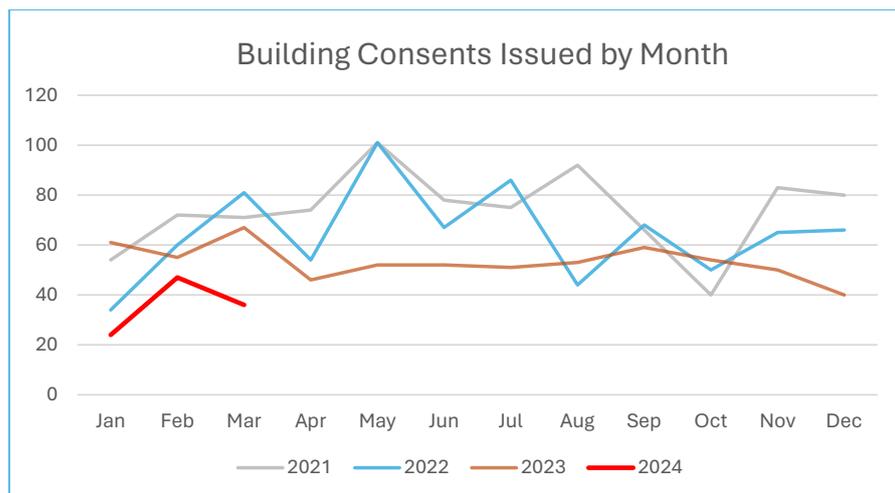
Activity Levels, Staff and Service

Statistics New Zealand reveal there is a 25% reduction in residential construction for the Wellington region compared to 2023. This trend is reflected in the number of building consents received for Masterton District Council.

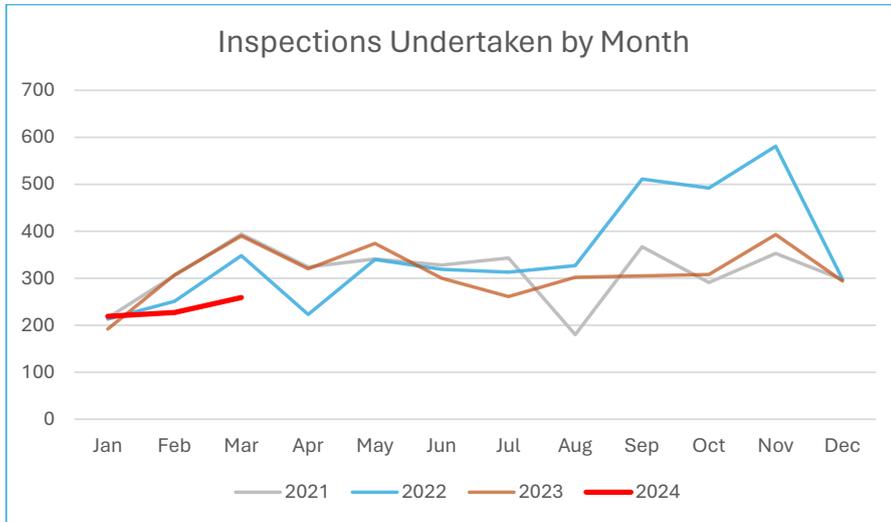
Building Consent Authority Statistics



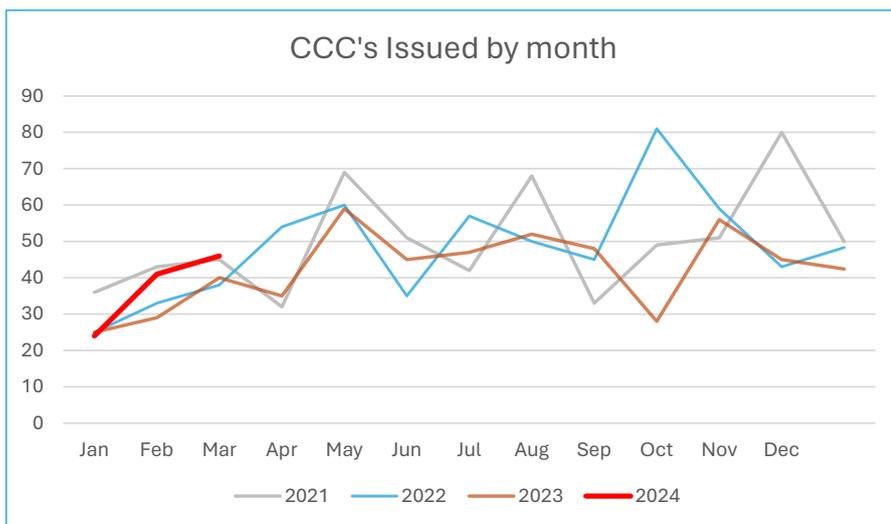
Low number of applications being received.



The number of consents issued has dropped.



The number of requested inspections is lower than previous years. The wait time for inspections is less than 48 hours.



The number of Code Compliance Certificates issued remains steady.

TA Building Functions

Building Warrants of Fitness (BWoF)

Annual BWoF renewals provided to Council are being reviewed within 20-working days. Staff continue to work directly with owners and their agents to resolve potential non-compliances.

Earthquake Prone Buildings

MBIE staff have advised that the Minister for Building and Construction have asked for

feedback on the impact of extending the timeframes for strengthening earthquake prone buildings.

Swimming Pools

253 pool barrier inspections have been completed for this financial year. The total number of pools inspected on the register is now at 80%. The team is on-track to complete the inspection of all pools by July 2024.

All residential swimming pools must be inspected every three years as required by the Building Act 2004. As a result of this there are a number of pools which are coming up to their 3-year anniversary which require inspection later this year.

CONSENTS AND PLANNING ACTIVITY

Resource Consents

The Planning Team has processed the following consents for 1 July 2023 to 31 March 2024:

Type of Consent Received	Number of Consents Processed 1 July 2022 – 31 March 2023	Number of Consents Processed 1 July 2023 - 31 March 2024	% Within RMA timeframe
Land use	40	47	91%
Subdivision	50	69	80%
Permitted Boundary	20	12	100% (within 10 days)
Outline Plan (Designations)	0	2	100%
TOTAL	110	130	92.8%

A total of 130 applications were received between 1 July 2023 – 31 March 2024. Fourteen applications are in the process but on hold (waiting further information).

LIMs (Land Information Memorandum)

Period	1 July 2022 - 31 March 2023	1 July 2023 – 31 March 2024	% Within Required Timeframe
Number of LIMs Processed	236	276	100%

Planning Enquires - 1 July 2023 to 31 March 2024

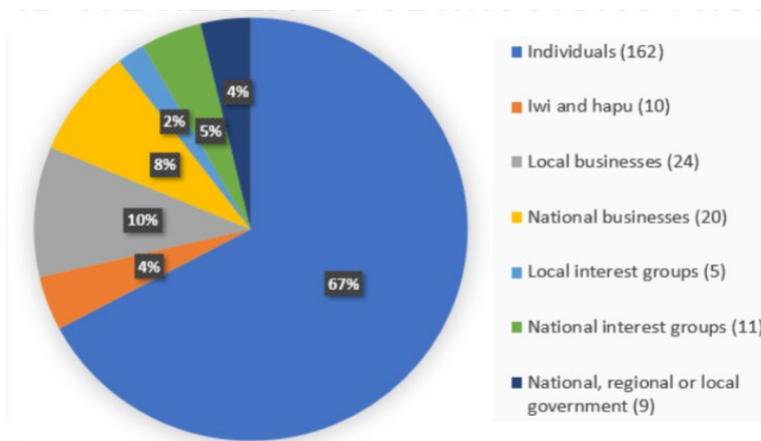
Period	Number of Enquiries
July 2023	33
August 2023	41
September 2023	46
October 2023	41
November 2023	57
December 2023	35
January 2024	42
February 2024	62
March 2024	70
Total	427

Proposed Wairarapa Combined District Plan

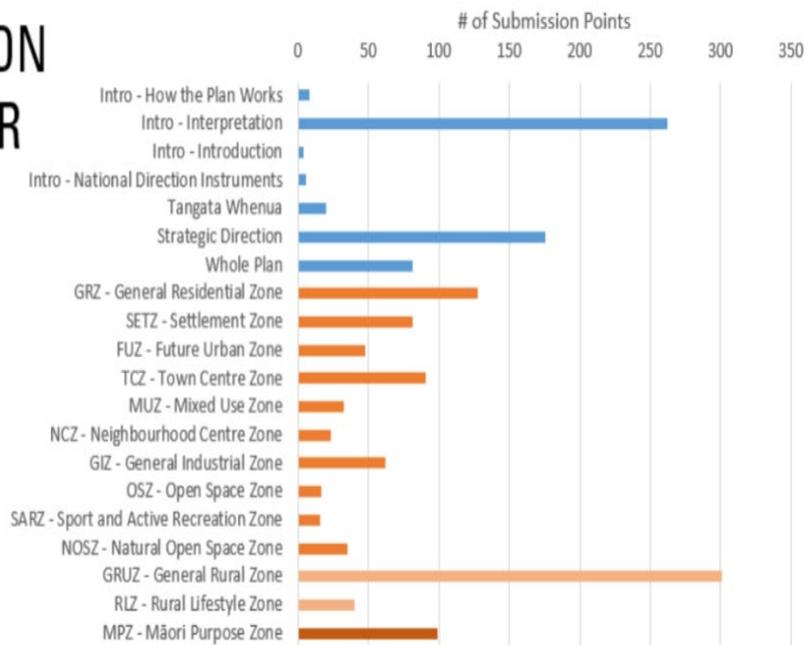
Summary of Submissions Received (Notified 22 March 2024)

- 241 submissions received.
- 3757 submission points
- Majority of submitters want to be heard.

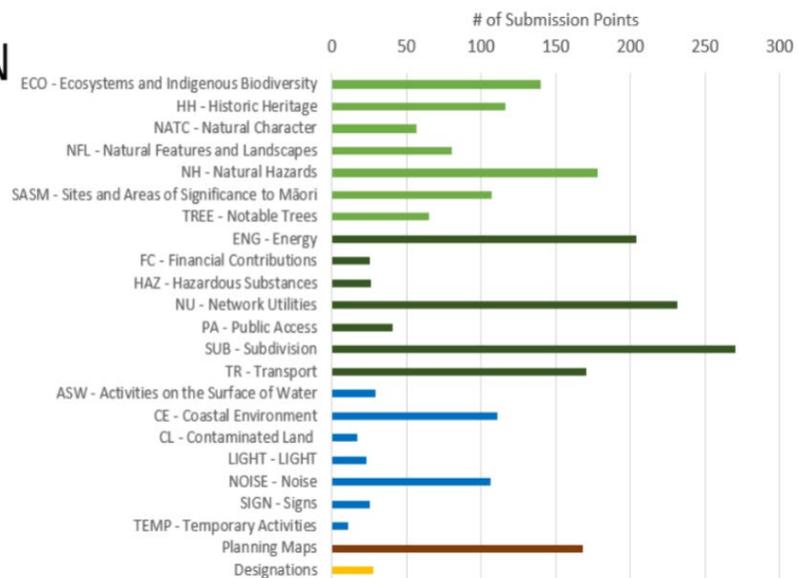
Who Did We Receive Submissions From?



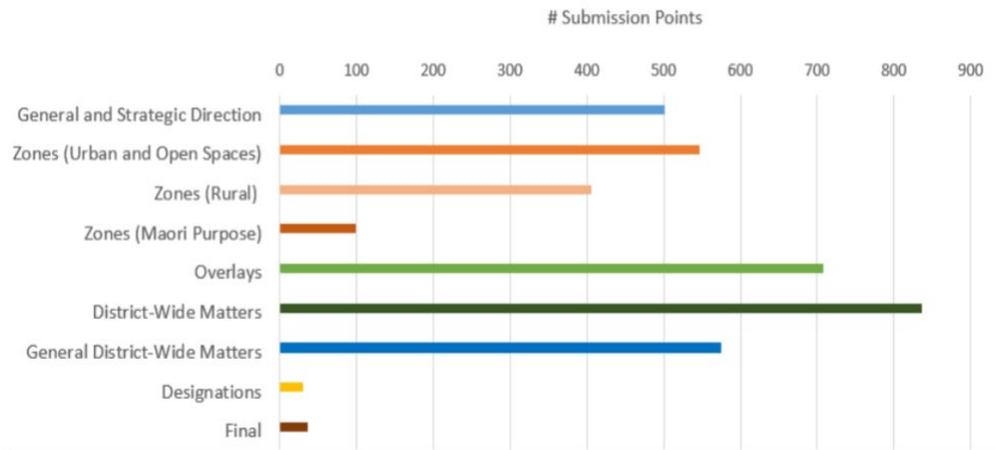
SUBMISSION POINTS PER CHAPTER



SUBMISSION POINTS PER CHAPTER



SUBMISSION POINTS PER HEARING



Further Submissions are also open and will close on the 23rd April 2024.

Notified Resource Consents

RM230153 – Mt Munroe Wind Farm

The Environment Court posted the following timetable (which could be subject to change):

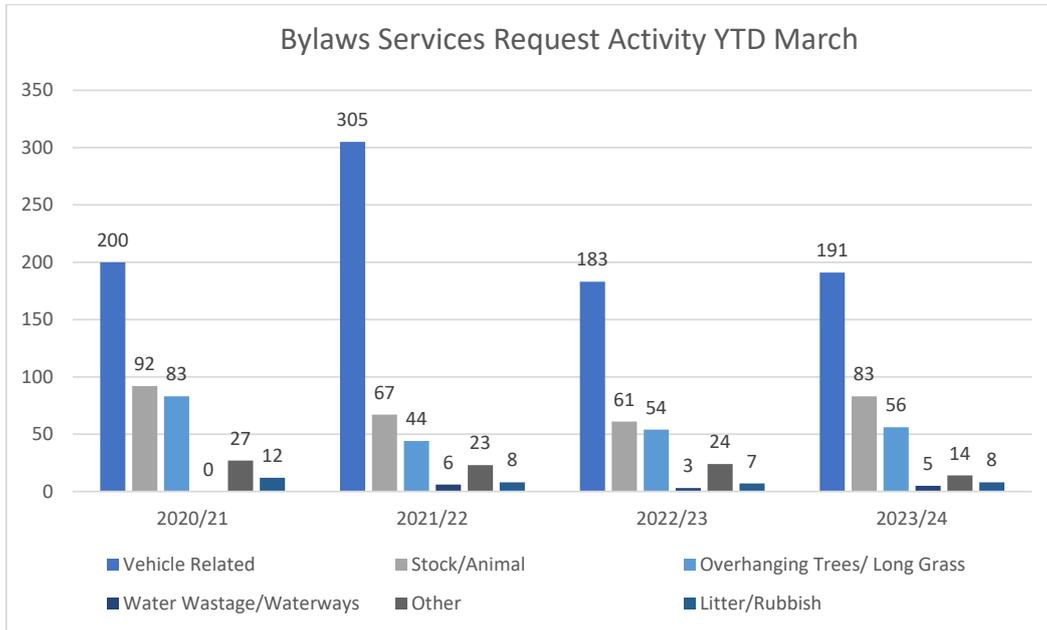
- the s.87F report by the 4 Councils was lodged on 19 March 2024
- s.274 (Interested Parties) must be filed by 11 April 2024
- Pre-hearing conference will be held from 30 April 2024 (12wd)
- Applicant's evidence in chief filed by 24 May 2024
- Mediation commencing 4-14 June 2024
- Agreed statement of issues filed by 18 June 2024
- S.274 evidence filed by 3 July 2024
- Joint witness/expert conferencing on 22 July 2024
- Council evidence served and filed on 9 August 2024
- Applicant's rebuttal evidence filed on 23 August 2024
- Environment Court hearing beginning 9 September 2024.

ENVIRONMENTAL SERVICES ACTIVITY

Bylaws and Parking

Stock on rural roads

There has been an increase in the number of reports of wandering stock. There have been 23 reports made in February and March about wandering stock. Animals on roads present a significant safety risk for motorists and there is the potential for serious injuries, and even fatal crashes, as a result. The owners of stock are liable for any damage caused if their stock are wandering, and they can be prosecuted if animals cause a crash and negligence is proven.

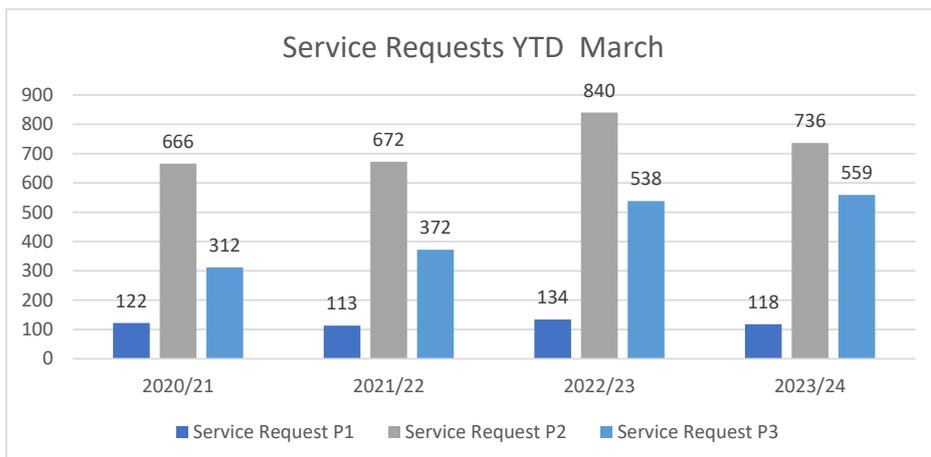


Parking on the footpath

Parking on the footpath still remains problematic in the urban streets. Drivers are reminded to please be considerate when parking and that the footpath is for pedestrians. Although a slight inconvenience for most it can greatly endanger them, this includes but is not limited to children, people pushing prams, people with limited mobility, people using mobility aids such as wheelchairs or mobility scooters and anyone with a vision impairment. 36 tickets have been issued this financial year for parking on the footpath.

Dog Control

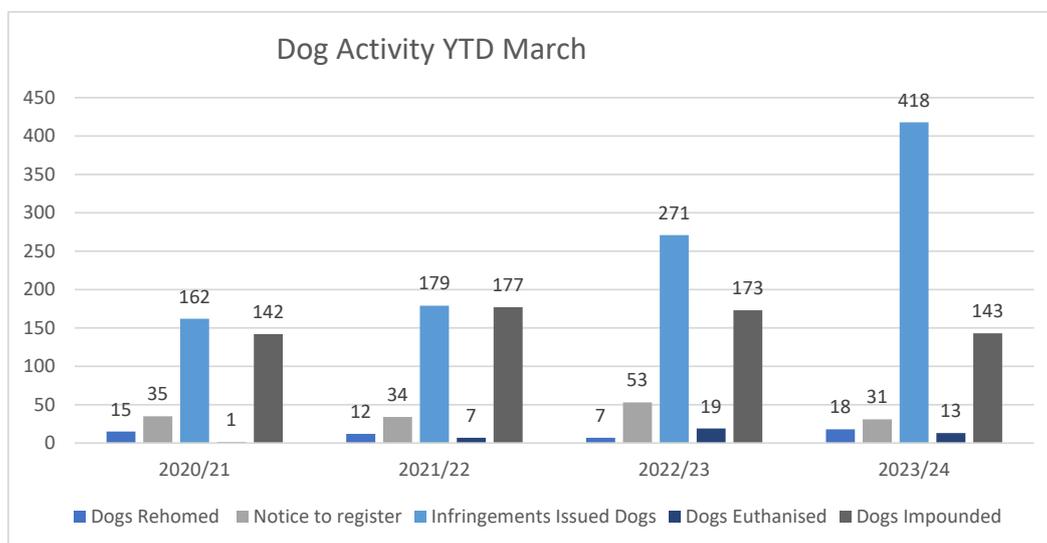
Dog Related Service Requests



P1, P2 and P3 reflect the priority/urgency of the requests for service received.

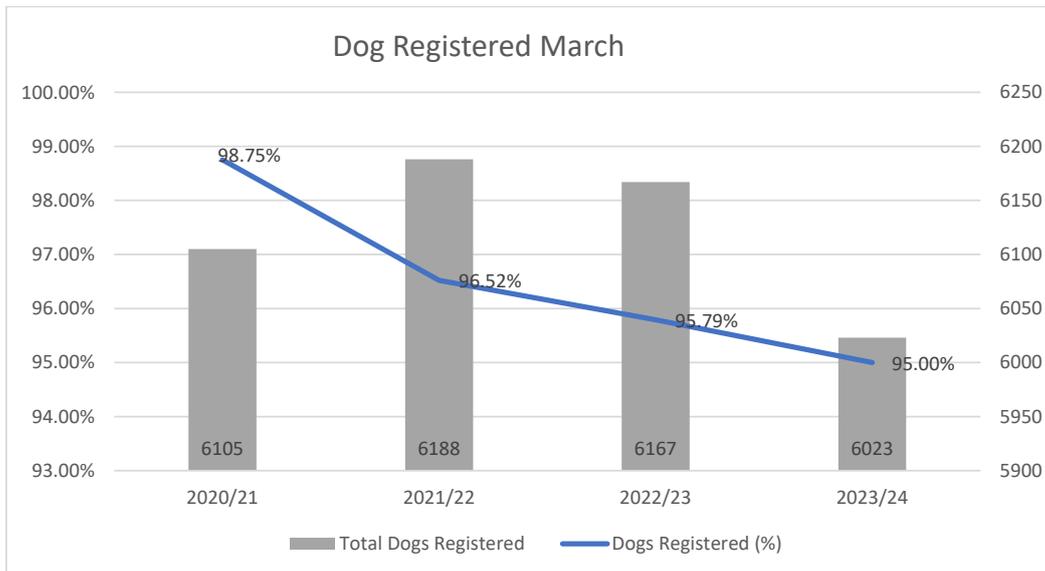
- P1 – The most urgent calls, for example, dog attacks, police assistance. Attendance within one hour.
- P2 – Barking, contained dog for collection and wandering. Attendance within 24 hours.
- P3 - Non-urgent requests, for example changing details on a dog account. Response within 5 working days.

Service requests remain steady, there are 101 fewer service requests compared to the same time period as the previous year. Pleasingly there were 16 less priority 1 callouts. The majority of service requests relate to barking dogs and dogs roaming.



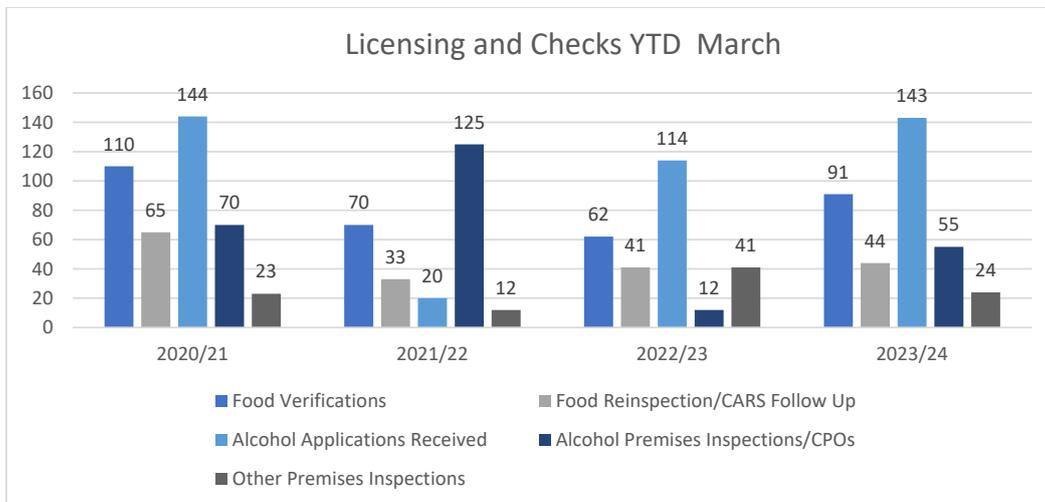
Fewer dogs have been impounded compared to the past two years, and the dogs that have been impounded have either been collected by their owner or the team have managed to get them rehomed. There have been no dogs euthanised in the past 3 months.

The majority of infringements issued are for keeping an unregistered dog. People who have 3 infringements within 24 months are at risk of becoming a disqualified dog owner for up to 5 years.



Environmental Health

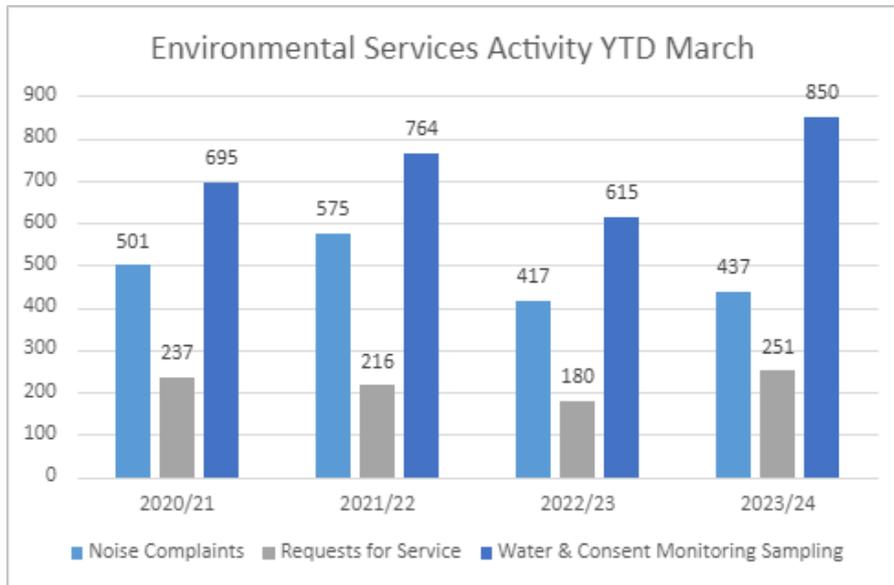
Verifications, Inspections and Checks



Verifications and inspections remain on track. There has been an increase in alcohol applications received. These include special licence and manager certificates, along with On, Off and club licences.

New Applications

This financial year there have been 111 new applications received by the Environmental Health Team. These applications range from Health and Food registrations to special licence and manager certificates.



Noise

Noise complaints have generally remained consistent throughout the year, apart from a peak in December. Environmental Health are noticing an increase in the number of complaints made by urban residents about operations zone industrial or commercial.

Service Requests

The majority of service requests relate to food and alcohol inquiries. The Environmental Health team have been working with new businesses and existing businesses enquiries about registrations and licenses.

Environmental Monitoring

Summer monitoring for the Park and Henley Lake finished at the end of March. 3 waters implementation has added to the Environmental Health team's workload. Covid sampling in the wastewater is continuing weekly on behalf of Environmental Science and Research (ESR).