



TE KAUNIHERA-Ā-ROHE O TARATAHI  
**CARTERTON**  
DISTRICT COUNCIL

# **AGENDA**

## **Infrastructure and Services Committee Meeting**

**Date: Wednesday, 24 November 2021**

**Time: 8:30am**

**Location: Carterton Events Centre  
50 Holloway Street  
Carterton**

Chair Cr B Deller

Deputy Chair Cr S Cretney

Cr R Keys

Cr R Stockley

Cr D Williams

R Smith – Hurunui-o-Rangi Marae Representative



**Notice is hereby given that an Infrastructure and Services Committee Meeting of the Carterton District Council will be held in the Carterton Events Centre, 50 Holloway Street, Carterton on:**

**Wednesday, 24 November 2021 at 8:30am**

## **Order Of Business**

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**1 KARAKIA TIMATANGA**

*Mai i te pae maunga, raro ki te tai*

*Mai i te awa tonga, raro ki te awa raki*

*Tēnei te hapori awhi ai e Taratahi.*

*Whano whano, haramai te toki*

*Haumi ē, hui ē, tāiki ē!*

**2 APOLOGIES**

**3 CONFLICTS OF INTERESTS DECLARATION**

**4 PUBLIC FORUM**

## **5 CONFIRMATION OF THE MINUTES**



### **5.1 MINUTES OF THE INFRASTRUCTURE AND SERVICES COMMITTEE MEETING HELD ON 29 SEPTEMBER 2021**

#### **1. RECOMMENDATION**

1. That the Minutes of the Infrastructure and Services Committee Meeting held on 29 September 2021 are true and correct.

**File Number:** 137289

**Author:** Robyn Blue, Democratic Services Officer

**Attachments:** 1. Minutes of the Infrastructure and Services Committee Meeting held on 29 September 2021

**MINUTES OF CARTERTON DISTRICT COUNCIL  
INFRASTRUCTURE AND SERVICES COMMITTEE MEETING  
HELD AT THE CARTERTON EVENTS CENTRE, 50 HOLLOWAY STREET, CARTERTON  
ON WEDNESDAY, 29 SEPTEMBER 2021 AT 8:30AM**

**PRESENT:** Brian Deller (Chair), Steve Cretney (Deputy Chair), Mayor Greg Lang, Cr Rob Stockley, Cr Dale Williams

**IN ATTENDANCE – ELECTED COUNCIL MEMBERS**

Cr Robyn Cherry-Campbell, Cr Jill Greathead

**IN ATTENDANCE – HURUNUI-O-RANGI MARAE REPRESENTATIVE**

Ra Smith

**IN ATTENDANCE – CARTERTON DISTRICT COUNCIL STAFF**

Geoff Hamilton (Chief Executive), Dave Gittings (Infrastructure, Planning and Regulatory Manager), Geri Brooking (People and Wellbeing Manager), Glenda Seville (Community Services and Facilities Manager), Matt Chapman (Contract and Procurement Officer), Elisa Brown (Communications and Engagement Advisor), Marcus Anselm (Communications and Engagement Coordinator), Serah Pettigrew (Democratic Services Officer), and Robyn Blue (Democratic Services Officer).

**1 KARAKIA TIMATANGA**

The meeting was opened with a karakia led by Ra Smith.

**2 APOLOGIES**

Apologies were received from Cr Russell Keys, and Cr Dale Williams for lateness.

**MOVED**

That the apologies be received.

**CARRIED** Cr Steve Cretney / Cr Rob Stockley

**3 CONFLICTS OF INTERESTS DECLARATION**

There were no conflicts on interest.

**4 PUBLIC FORUM**

There was no public forum.

## 5 CONFIRMATION OF THE MINUTES

### 5.1 MINUTES OF THE INFRASTRUCTURE AND SERVICES COMMITTEE MEETING HELD ON 4 AUGUST 2021

#### NOTED

Deputy Mayor Rebecca Vergunst was not in attendance at the Infrastructure and Services Committee meeting held 4 August 2021.

#### MOVED

That the minutes of the Infrastructure and Services Committee meeting held on 4 August 2021 were true and correct, *subject to the amendment* that Deputy Mayor Rebecca Vergunst was not in attendance.

Cr Rob Stockley / Mayor Greg Lang

**CARRIED**

## 6 REPORTS

### 6.1 ASSET ENGINEER AND SPATIAL SERVICES REPORT

#### **PURPOSE**

To advise the Committee of the activities of the Asset Engineer and other associated project management for the period of August to September 2021.

#### MOVED

That the Committee:

**Receives** the report.

Cr Steve Cretney / Cr Rob Stockley

**CARRIED**



## 6.2 WATER SUPPLY

### PURPOSE

To inform the Committee about the Water Treatment Plant's (WTP's) operations and work carried out by the Reticulation Water Team.

### MOVED

That the Committee:

**Receives** the report.

Mayor Greg Lang / Cr Steve Cretney

**CARRIED**

## 6.3 WASTEWATER AND SOLID WASTE

### PURPOSE

To inform the Committee about the Wastewater Treatment Plant's (WWTP's) operations and work carried out by the reticulation water team and the Solid Waste operations at the Transfer station.

### **MOVED**

That the Committee:

**Receives** the report.

Cr Steve Cretney / Brian Deller (Chair)

**CARRIED**

## 6.4 EVENT CENTRE AND FACILITIES REPORT

### PURPOSE

To update the Committee on activities at the Carterton Event Centre and council facilities management.

### NOTED

- Due to the recent COVID lockdown marketing was paused, rescheduled or cancelled
- The seat outside the CEC has been fixed and the CCTV camera will be operating in the next few weeks
- A 10 year celebration of the CEC is planned
- The CEC has been announced as a finalist in the Wairarapa Business Award in the Youth Friendly category.

### MOVED

That the Committee:

**Receives** the report.

Cr Dale Williams, Cr Brian Deller (Chair)

### CARRIED

## 6.5 TRAILS AND CYCLING ACTIVITIES

### PURPOSE

To update the Committee on Trails and Cycling activities.

### NOTED

1. There has been a change to the Cycling and Trails Coordinator's role. It is now split into a trails role (10 hours per week) and the cycling element of the role will be passed onto a newly created position in the Community Development team with a focus on cycling and walking (this continues to be funded and shared by the three Wairarapa councils).
2. The Five Towns Tail Network Project has been completed and will be launched to stakeholders on Thursday 14 October 2021 at the Carterton Events Centre.

### MOVED

That the Committee:

**Receives** the report

Cr Dale Williams / Mayor Greg Lang

### CARRIED

## 6.6 PARKS AND RESERVES ACTIVITIES

### PURPOSE

To inform the Committee of the activities of the Parks and Reserves Team.

### MOVED

That the Committee:

**Receives** the report

Cr Steve Cretney / Cr Rob Stockley

### CARRIED

## 6.7 WASTEWATER PONDS CONSTRUCTION UPDATE

### PURPOSE

To update the Committee on progress with the Wastewater ponds construction upgrade project.

### NOTED

Stage 3 work is progressing well. CDC staff are still on track to achieve the consent conditions.

### MOVED

That the Committee:

**Receives** the report

Cr Dale Williams / Mayor Greg Lang

### CARRIED

## 7 KARAKIA WHAKAMUTUNGA

The meeting was closed with a karakia led by Ra Smith.

**The meeting closed at 9.22 am**

**Minutes confirmed:** .....

**Date:** .....

## 6 REPORTS



### 6.1 RUAMĀHANGA ROADS REPORT

#### 1. PURPOSE

For the Committee to be updated on Ruamāhanga Roads activities.

#### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

#### 3. OPEX EXPENDITURE

Expenditure reports below are set against the Waka Kotahi budget allocations and are for the period of works completed between 01/07/2021 to 30/10/2021 which equates to 33% of the elapsed time for this financial year.

##### 3.1 Sealed road pavement maintenance

Sealed Road pavement maintenance was 25% spend in relation to Waka Kotahi NZTA budgets allocation. This is an acceptable achievement seeing that we are now getting into better weather conditions which will result in an increase in expenditure in this working category.

The focus is on completing the final pre seal repairs ahead of the 2021/2022 sealing programmed, and on maintaining a safe network for road users. Programming for works over the summer months is underway which will include the pre seal repairs for the 2022/2023 sealing season.

##### 3.2 Unsealed road maintenance

Unsealed road maintenance was 57% spend in relation to Waka Kotahi NZTA budgets and is on track for full spend.

Going forward there will be a focus on grading cycles and practices.

##### 3.3 Drainage maintenance

Drainage Maintenance was 32% spend in relation to Waka Kotahi NZTA budgets. Culverts are continuing to be inspected and asset data updated throughout the rural network along with side drain cleaning where necessary.

Mechanical street sweeping is being carried out on a cyclic basis.

##### 3.4 Structure's maintenance

Structure's maintenance was 24 % spend in relation to Waka Kotahi NZTA budgets, and even though the budget is small, works including bridge inspections are being completed along with minor works on bridges and retaining walls.

Works identified through the 2020/2021 inspections will make up the new year's programme with general inspections carried out every two years and principal inspections carried out every six years.

8 Bridges scheduled for detailed inspection and 26 for general inspections by WSP.

### **3.5 Environmental maintenance**

Environmental Maintenance was 35% spend in relation to Waka Kotahi NZTA budgets. We are currently attending to various "dropouts" and fallen trees.

### **3.6 Traffic services**

Traffic services was 5 spend in relation to Waka Kotahi NZTA budgets, the annual road marking is programmed for April and equates to 75% of the budget spend.

Sign inspection and asset data updating is continuing on a monthly basis and minor streetlight maintenance is continuing.

### **3.7 Footpath maintenance**

Footpath maintenance which is at 88% of budget.

## **4. CAPEX EXPENDITURE**

Expenditure reports are again set against the Waka Kotahi budget allocations.

### **4.1 Unsealed Road Metaling**

Unsealed Road Metaling was 15% spend in relation to Waka Kotahi NZTA budget allocation. Heavy application of aggregate is programmed through April/May/June when conditions were more suited to the supply and placing of layers on unsealed roads.

### **4.2 Sealed road resurfacing**

Sealed road resurfacing is at 66% spend in relation to Waka Kotahi NZTA budget allocation.

To date we have completed a total of 50,682m<sup>2</sup> on the following roads:

- BAYLYS ROAD
- WAITANGI ROAD
- CORNWALL ROAD
- PERRYS ROAD (NTH)
- FRANCIS LINE
- FRANCIS LINE
- PERRYS ROAD (STH)
- MT HOLDSWORTH
- DALEFIELD ROAD
- PONATAHI ROAD

The outstanding 25,551 m<sup>2</sup> is on the roads listed below programmed to be completed before the end of December:

- KOKOTAU ROAD
- BELVEDERE ROAD
- KENT STREET
- KENT STREET
- CONNOLLYS LINE
- TE WHARAU ROAD

#### **4.3 Drainage renewals**

Drainage Renewals was 26% spend in relation to Waka Kotahi NZTA budget allocation. Culverts and Kerb and Channel are programmed to be renewed where their condition affects the pavement and road user's safety.

#### **4.4 Pavement rehabilitation**

Pavement rehabilitation is currently in design phase. Construction is programmed for February and March 2022. The rehabilitation sites for this financial year are:

- Cornwall road RP 4.91 to 5.296
- Gladstone road RP 3.205 to 3.441
- Gladstone road RP 4.985 to 5.306

#### **4.5 Traffic service renewal**

Traffic Service Renewal is at 42% spend in relation to Waka Kotahi NZTA budget allocation. Sign supply is still challenging, but signs are being renewed when and where possible.

#### **4.6 Low-Cost Low Risk**

Due to late confirmation of funding from Waka Kotahi NZTA, carriageway widening on Hughes line to accommodate SH2 detours is still in the planning stage.

### **5. CONSIDERATIONS**

#### **5.1 Climate change**

None for this report.

#### **5.2 Tāngata whenua**

None for this report.

#### **5.3 Financial impact**

As per the report.

#### **5.4 Community Engagement requirements**

N/A

#### **5.5 Risks**

None for this report.

**6. RECOMMENDATION**

That the Council/Committee:

**Receives** the report

**File Number:** 137187

**Author:** Dave Gittings, Infrastructure, Planning and Regulatory Manager

**Attachments:** Nil



## 6.2 WASTEWATER AND SOLID WASTE

### 1. PURPOSE

For the Committee to be informed of the Wastewater Treatment Plants operations (WWTP), including work carried out by the reticulation team and Information in regard to the Solid Waste Transfer Station.

### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### 3. DISCUSSION

#### Improvements.

At the Wastewater Treatment Plant – Health and Safety new signage is now in place.



Photo 1 - Entry gate



Photo 2 - Office



Photo 3 – Office



Photo 4 - Outfall



## Projects

### Sludge Mapping

The sludge mapping by survey has been completed.

Sludge surveying is not an exact quantification of the accumulated sludge.

However, it's a tool used so that any changes can be monitored over time or before and after desludging.

Pond One has an estimated Sludge volume of 6,407m<sup>3</sup>, the equivalent of 33.5% of the total pond volume.

The Sludge depths range from 300mm to 900mm, leaving an average water cover depth of 700mm to 1500mm.

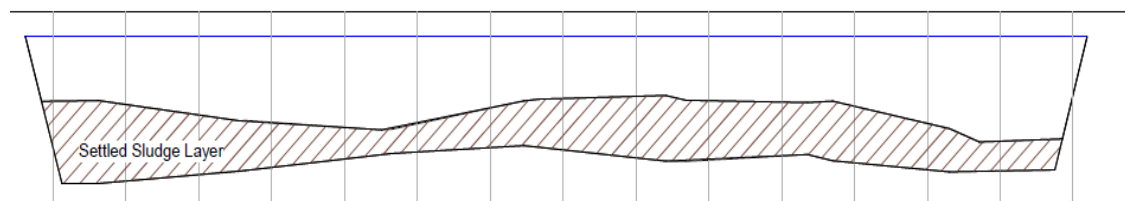


Figure 1 - A cross section showing Sludge Layers and Water Line (P1).

The total volume of the pond is 19,122 m<sup>3</sup>, less the sludge volumes leaves a water volume (available treatment capacity) of 12,715 m<sup>3</sup>.

Pond Two has an estimated Sludge volume of 7,069m<sup>3</sup>, the equivalent of 36% of the total pond volume.

The Sludge depths range from 300mm to 1100mm, leaving an average water cover depth of 500mm to 1300mm.

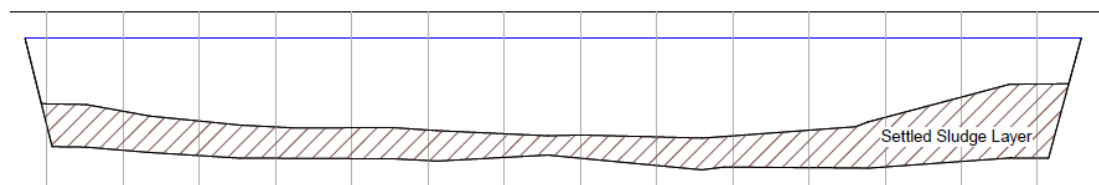


Figure 2 - A cross section showing Sludge Layers and Water Line (P2)

The total Volume of the pond is 20,819 m<sup>3</sup>, less the sludge volumes leave a water volume (available treatment capacity) of 13,750 m<sup>3</sup>.

Pond Three has an estimated Sludge volume of 7,266m<sup>3</sup>, the equivalent of 44% of the total pond volume.

The Sludge depths range from 300mm to 1100mm, leaving an average water cover depth of 500mm to 1000mm.

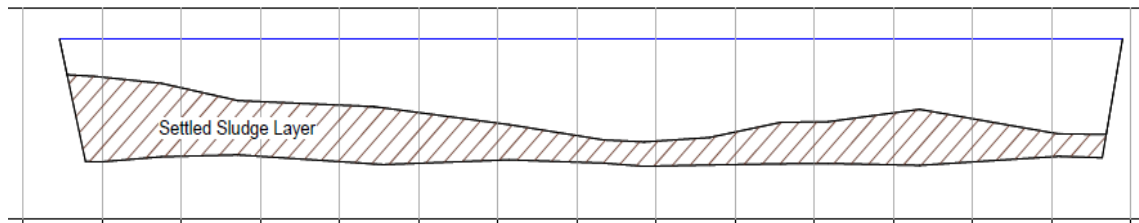


Figure 3 - A cross section showing Sludge Layers and Water Line (P3)

The total Volume of the pond is 16,682 m<sup>3</sup>, less the sludge volumes leave a water volume (available treatment capacity) of 9,416 m<sup>3</sup>.

### Wetlands

Wastewater flowing through the wetlands follows a narrow channel around the edge. Sludge depths were measured along the channel only. The sludge depths ranged from 150mm to 900mm leaving an average water cover depth of 250mm to 400mm, leaving a very small volume of water capacity in the wetland channel.

We will be working with Parklink early next year to determine what percentage of sludge will need to be removed from each pond, to enable a better treatment process in each oxidation pond, and to increase water volume capability.

### Clarifier

The clarifier has been back in operation since early October. The seized valve from the pump room to the clarifier was replaced, scrappers were repaired and cleaned, and new wiring installed.



Photo 5 - The empty and cleaned clarifier.



Photo 6 - New Pipework and valve from the pumproom.

### Aerators

The two trial aerators were installed in Pond 2 and Pond 1 in early October. These aerators create a large oxidation dispersal field and as such the Dissolved Oxygen (DO) levels have increased significantly especially in Pond 1. The combination of sunlight from sunny days and increased oxidation in pond 1 has brought the pond back into a healthy state.



Photo 7 – New Aerator in pond 2.

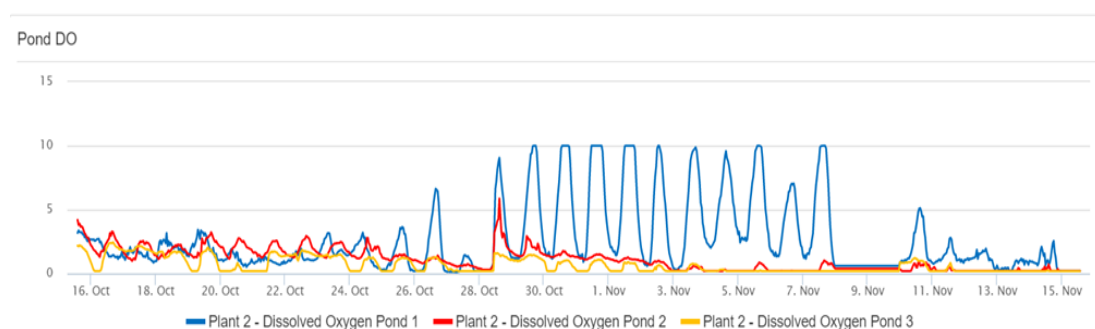


Figure 4 - Oxidation level increase in pond 1 and 2.





Photo 8 - All 3 oxidation ponds are looking healthier.



Photo 9 – Pond 1, now looking green.

#### **Reticulation Team.**

The 3 Waters Team have been extremely busy with new connections and due to traffic management on the High St have worked some long hours, including overnight shifts.

**SOLID WASTE**Transfer Station – COVID Restrictions

Earthcare have continued with protocols in place for the COVID tracing. Currently during Level 2 they are requesting all users either sign in via the QR code placed on the Kiosk wall or they need to physically sign in on the paper forms. This has resulted in queues into the transfer station; however, the staff are managing these and to date there has not been any reports of traffic backed up down Dalefield Rd. We will keep monitoring the situation, especially with the increased projects and resulting traffic management in place down Dalefield Rd.

Other Matters

To keep the public safe from the ever growing steel pile, Earthcare have agreed to block off the steel area from the public and place a drop off area up at the top of the transfer station.

Steel will be dropped off by the public at the drop off area and Earthcare will move the steel down to the steel pile area. We are currently investigating using a large steel bin to collect scrap steel with an area beside this for the larger items such as fridges.

**4. CONSIDERATIONS****4.1 Climate change**

None of the issues reported in this paper are considered to have climate change considerations.

**4.2 Tāngata whenua**

No Impact.

**4.3 Financial impact**

All operations work is within allocated budgets.

**4.4 Community Engagement requirements**

No community engagement is required.

**4.5 Risks****5. RECOMMENDATION**

That the Committee:

1. **Receives** the report.

**File Number:** 137184

**Author:** Rachel Round, Consents, Compliance and Operations Manager

**Attachments:** Nil



## **6.3 WATER SUPPLY**

### **1. PURPOSE**

For the committee to be informed of the Water Treatment Plant's (WTP's) operations and work carried out by the reticulation water team.

### **2. SIGNIFICANCE**

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### **3. PROJECTS**

#### **3.1 TREATMENT PLANTS**

The Towns Water Supply continues to be supplied from Frederick St Water Treatment Plant.

We have only switched over to the Kaipaitangata Supply for short periods while integrating new plant and programming into Frederick St.

#### **3.2 UPGRADE OF FREDERICK ST WTP.**

Upgrade work on the supply side of the plant continues with the programming of the new plant and equipment underway at the present, this is scheduled to be commissioned prior to the Christmas break.

The contractors are also getting ready to start work on the dosing side of the plant, with the integration of new UV control and lamp upgrade of the existing Uv.

Taumata Arowai have published 3 new draft documents, the Drinking Water Standards, the Drinking Water Quality Assurance Rules and the Drinking Water Aesthetic Values.

We are mindful that even though the documents are in draft form and will go out to consultation next year, that the upgrade to Frederick St will align to these draft new standards to ensure we are operating in compliance.

#### **3.3 NEW DEDICATED WATER SUPPLY SAMPLE POINTS**

The new sample points are now in operation and have improved our efficiency for sampling. The sites are now secure from any possible environmental contaminants that could influence the sample results.

#### **3.4 COMMERCIAL SMART METERS**

The 3 Waters Team are progressing with the installation of new smart water meters and backflow for the Wainganga commercial properties.





Photo 1 - New above ground backflow devices and water meters. Protection cages are currently being made up to fit over top.

#### 4. OPERATIONS

Several members of the team have just completed a Truck Loader Crane and Slings Competency Course and are also on an Asbestos Awareness Course this week.

This wraps up the Health and Safety Competency training for this year, however the Water Industry training continues into next year. CDC should be proud of their part in the Water industry work-based training, as we support and train our staff to be qualified and have competence in their current and future career pathways.



Photo 2 –

On site Training for the Operation of a Crane.

#### 5. CONSIDERATIONS

##### 4.1 Climate change

None of the issues reported in this paper are considered to have climate change considerations.

**4.2 Tāngata whenua**

No impact.

**4.3 Financial impact**

All operations work is within allocated budgets.

**4.4 Community Engagement requirements**

No community engagement is required.

**6. RECOMMENDATION**

That the Committee:

1. **Receives** the report.

**File Number:** 137197

**Author:** Rachel Round, Consents, Compliance and Operations Manager

**Attachments:** Nil





## **6.4 PARKS AND RESERVES**

### **1. PURPOSE**

For the Committee to be informed of the activities of the Parks and Reserves team.

### **2. SIGNIFICANCE**

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### **3. BACKGROUND**

The Parks and Reserves team have adopted a business as usual work programme with ongoing works and maintenance being completed. This report is a reflection on the activities completed up to November 2021. Works going forward, expected outcomes, benefits, and impacts.

This report reflects on the business conditions experienced under Covid level two.

### **4. RESERVES**

#### **Street Reserves**

- The street garden beds, and Municipal Garden are to be planted with the summer annual bedding display. The vibrant colourful street scene will be enhanced with drought tolerant species such as Petunias, Marigolds and Pyrethrum.
- The hanging baskets will be planted with new summer plants and put up for display. There is a minor amount of irrigation line maintenance required to remedy the damage caused by the fire and veranda renovations.
- Weed spraying program is ongoing to maintain levels of service. Bio herbicide spraying and steaming are the main methods used. The spring growth conditions have challenged our endeavours to keep on top of weed growth around town.
- Street mowing is ongoing to maintain level of service.
- The Garrison Street pin oaks have been pruned to keep their crowns from encroaching into the overhead power lines.
- A large Photinia that was growing in the grass verge in Fairbrother street has been removed. It had begun to heave the newly repaired section of footpath that had been laid adjacent to the tree.



- The municipal lawns in the CBD, namely the memorial square and millennium park reserves have been sprayed with Versatill to control broadleaf weeds.
- The Christmas festival lights will be put up on display for the festive season.

### **Clock Tower**

The clock tower reserve landscape development is almost complete, with the installation of the lighting fixtures completed late week. The old hornbeam stump will be ground out and the footpath between the clocktower and the road will be renovated with new tiles, pavers and asphalt.

### **Parks**

The playground safety audit which was due to be conducted in October has been delayed due to the inspector being based in Auckland and restricted by the Covid 19 lockdown conditions. This audit will take place once travel from Auckland for non-essential travel is allowed.



- New hurricane mesh has been installed on the cricket practice nets. The facility is well utilised by junior and senior cricket players.
- Two fences that blew down in our last high winds at Howard Booth park have been repaired.
- General Park maintenance is ongoing
- A large dead cedar tree has been removed from South End Park.
- Carrington Park has hosted two pop up Covid 19 Vaccinations clinics, with another one booked in for the 20<sup>th</sup> November.

### Swimming Pool

The earthquake strengthening of the changing block has been completed. The Pools have been brought up to operational standards for the upcoming swimming season. This season will provide some challenges for the pool contractor as they will be managing the complex under the proposed covid 19 traffic light protocols and guidelines.



A new Shade cover has replaced the old ripped one over the toddler's pool.

### Cemetery

Maintenance is ongoing. The spring growth period has been a busy time for the maintenance staff with mowing and spraying being the main weekly tasks undertaken during this time. Additional signage will be placed at all entrance gates alerting to the fact that the cemetery gates are locked overnight, they will also provide for the emergency contact phone number.



An old wooden memorial marker that had fallen over was reinstated on its allocated plot.

### Rural Reserves

Ongoing maintenance in all rural reserves is taking place.

The recreation reserve on Ngatawhai Road will be fenced which will enhance the opportunity for the community to enjoy another rural reserve experience in the district.





## 5. CONSIDERATIONS

### 5.1 Climate change

The ongoing use of the steam machine reduces our chemical footprint in all areas it is utilised.

### 5.2 Tāngata whenua

Tāngata whenua were not engaged regarding matters in this report.

### 5.3 Financial impact

All matters in this report are covered by existing budgets.

### 5.4 Community Engagement requirements

Nil.

### 5.5 Risks

No matters in this report are considered risks to Council.

## 6. RECOMMENDATION

That the Council/Committee:

1. **Receives** the report

**File Number:** 137188

**Author:** Clinton Thompson, Parks and Reserves Manager

**Attachments:** Nil



## **6.5 ASSET ENGINEER AND SPATIAL SERVICES REPORT NOV 2021**

### **1. PURPOSE**

The purpose of this paper is to advise the committee of the activities of the Asset Engineer and other associated project management for the period of September to November 2021.

### **2. SIGNIFICANCE**

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### **3. MAINS RENEWALS**

The Contractor selected to undertake the wastewater mains renewal for Dalefield Road has started work and is potholing lateral connections to the main to begin with so they can confirm where these are prior to the mains renewal.

The renewal of the Rhodes Street water mains (500m) from High Street North to Wyndham Street has been completed. While not a significant amount of pipework in the overall water reticulation network this renewal replaces another 1% of the existing AC material pipe in our network.

Wastewater mains bursting of the old Brooklyn to Faraday Streets continues with a couple of particularly tough sections being finished by the Contractor where the cooperation of the property owners involved was appreciated.

The new Water Mains design to connect the new reservoirs on Dalefield Road into the Frederick Street Treatment Plant has been placed on Tender Link and we've received a positive response from a number of parties interested in the tender.

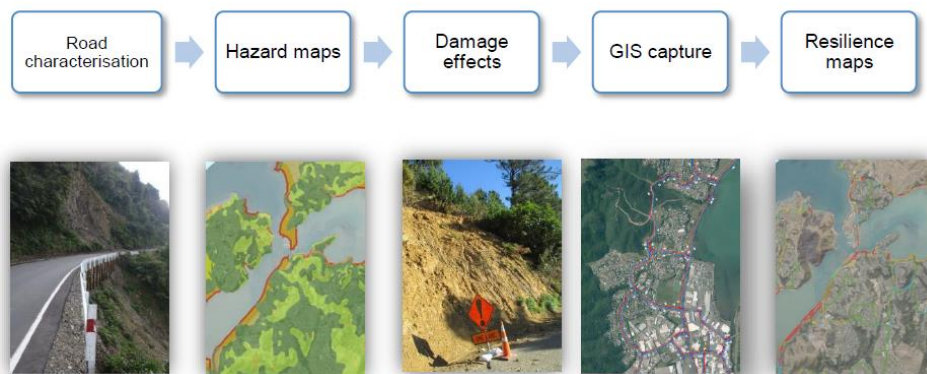
A section of 'bellied' or misaligned wastewater main in Victoria Street identified during routine CCTV assessments late last year was replaced. This section of main was so misaligned that it held approximately 3m<sup>3</sup> of waste metal and was restricting wastewater flows. While this section of pipe was only 80m in length the pipe was a live service and is over 2.5m deep, making its renewal a little problematic for the contractor. The Contractor achieved this renewal with little fuss and communicated the works well with neighbouring properties/customers.

Renewal of the water and wastewater mains in Memorial Square are being investigated to see how it can be done with minimal interference to the adjoining businesses and those who use the Memorial Square.

### **4. WAIRARAPA ENGINEERING LIFELINES ASSOCIATION (WELA)**

The Wairarapa Engineering Lifelines Association (or WELA) has been meeting to determine the scope of the first project to be reviewed which is the 'Wairarapa Road Resilience Study'.

This is a transport resilience study to assess the road network in the Wairarapa. The study covers the strategic, arterial and collector roads in the district and in particular the resilience of these transport corridors should they experience a magnitude 7.5 quake, and / or a large storm event.



*Resilience assessment and mapping approach*

The 'Wairarapa Road Resilience Study' is led by WSP and undertaken in conjunction with the neighbouring Councils and the Wairarapa Utility providers

## 5. CONSIDERATIONS

### 5.1 Climate change

This report does not specifically have impacts for climate change or present any mitigation measures

### 5.2 Tāngata whenua

This report does not impact on any current decision making.

### 5.3 Financial impact

This report does not have any financial decision-making implications.

### 5.4 Community Engagement requirements

This report does not have any community engagement requirements.

### 5.5 Risks

There are no apparent risks associated with this report.

## 6. RECOMMENDATION

That the Council/Committee:

1. **Receives** the report

**File Number:** 137183

**Author:** Tony Pritchard, Projects Engineer

**Attachments:** Nil



## 6.6 EVENT CENTRE AND FACILITIES REPORT

### 1. PURPOSE

For the committee to receive this report for the Carterton Event Centre and council facilities management.

### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### 3. EVENT CENTRE

The Event Centre celebrated its 10<sup>th</sup> Birthday in October with a small gathering, including a number of people who were instrumental in the Events Centre's construction and early years of operation. The Foyer display showed the timeline of the Events Centre's journey from concept to completion, a journey that continues to this day.

The Events Centre team continues to adapt and be innovative on how we operate and deliver events during level 2. We were one of the first venues in the country to host an event under Level 2 conditions, with our sold-out Hotel California: Eagles Tribute Show. Due to restrictions, we are operating on reduced capacity of 230 people. Two of the local dance schools have also performed at the Events Centre this month; Jacqui Murray School of Dance, and Geraldine Inder School of Dance. These performances spanned multiple nights, with total capacities of 460 and 480 respectively.

Leading up to Christmas, the Events Centre will host performances by Limelight Theatre, Caburlesque NZ and Wellington Pipe Band. Tickets for these shows are on sale now.

Two staff from the Event Centre were successful in becoming finalists in 2 of the 3 categories we applied for with the EVANZ annual awards – Simon Rayner is a finalist in Team Member of the Year, Jenni Hall is a finalist as Rising Star of the Year. As there is no in person event for these awards this year we will be getting together as a team to watch the results live on Thursday 25 November.

#### **Sales and Marketing**

We are looking forward into 2022 and have a great line up of events booked already. We have a few tribute shows booked in to perform (8 in total). While this is positive and these tribute shows are always a hit, we are also sourcing a diverse range of shows. Such as comedy, ballet, beer festival and working with community groups to put on fundraisers events to make up for the lost fundraising opportunities due to Covid.

#### **Events update**

The Covid level two guidelines means many events can still go ahead, with reduced numbers, and some changes to our seating plans. Some events have been cancelled or postponed due to performers being stuck in Auckland.

The new traffic light system will mean a decision will need to be made about the Events Centres vaccination status. We are awaiting further information from the government around events and how they can operate within the new traffic light system. The team have been looking into what technology will be available to support the Event Centre and ticket holders to ensure we can operate smoothly under new systems if and when they come into effect.

Below is an updated list of cancelled and rescheduled events so far:

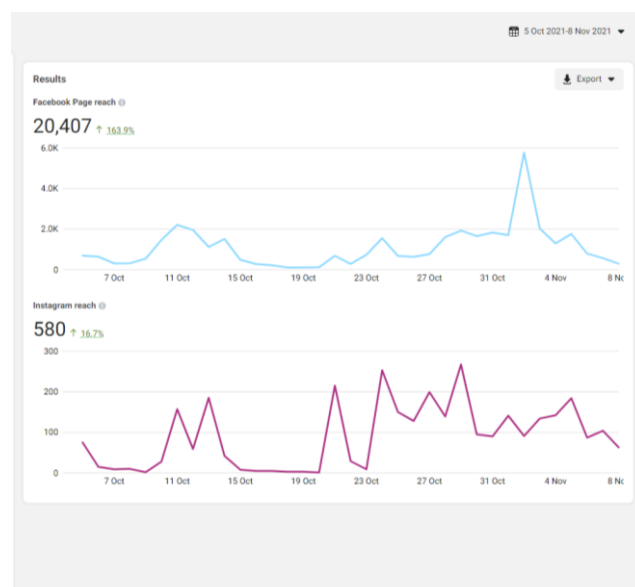
Event	Original Date	Status
Operatunity		Cancelled
UCOL Graduation	11/11/21	Cancelled
The Glow Show	21/11/21	Cancelled
Solway Ballet	29/11/21	Cancelled
A Celtic Christmas	7/12/21	Postponed

## Social Media Marketing

### Facebook and Instagram Reach

Facebook reach is up 163.9% since the last report. Instagram is up 16.7%

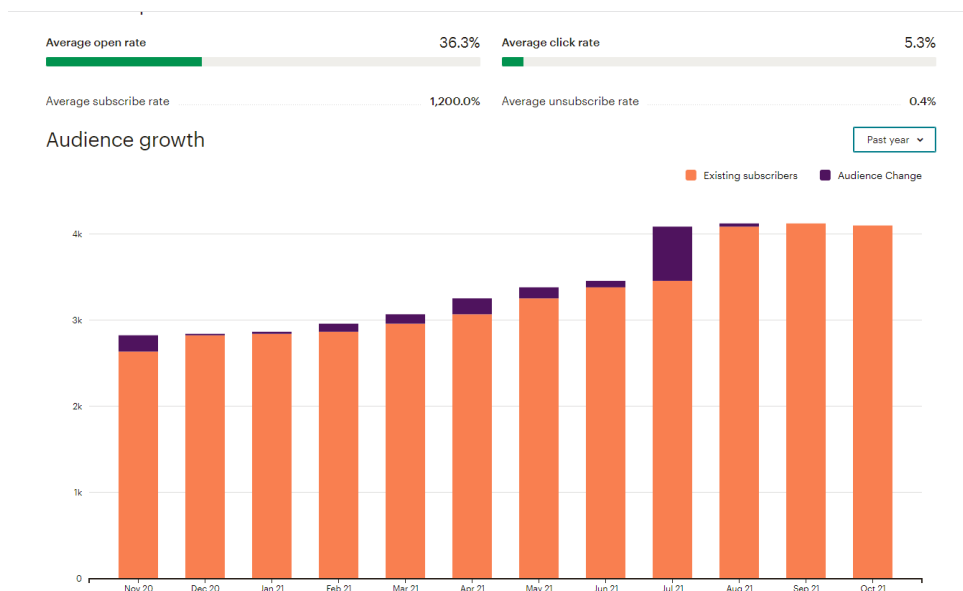
In October we followed Simon Rayner setting up for “We Make Events” and published it through the day as a facebook story. We had a really high engagement rate for this story with public sharing with us how much they enjoyed seeing what he was up to. This story also attracted a younger audience than we normally see on our social media (18 – 35’s age bracket). We will keep looking for opportunities to engage like this.



### Mailchimp – EDM marketing tool

Our regular “Whats on” is a high performer in how our audience finds out what’s on at the Carterton Events Centre. We are performing well above industry average, and we’ve had 56% growth in subscriptions to the email in the past 12 months.





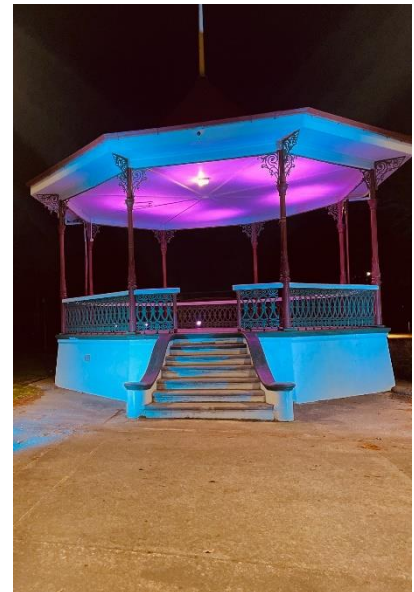
### TikTok

Our TikTok account is getting more and more traction. We now have 15 followers and our top performing video has had over 1200 views. Building up this audience is slow going as it requires a different layout of video content from Facebook & Instagram which requires more time by either the team here, or the tour promoter. It does attract a different audience though so well worth the time investment now.

## 4. FACILITIES AND MAINTENANCE

- The personnel lifter which is used throughout the centre is currently getting its 10-year re-certification.
- The Carterton library move around is scheduled for the evening of the 7<sup>th</sup> December.
- The Auditorium winch system is coming due for inspection early next year, some brake assemblies will require replacement.
- General maintenance for all council facilities is ongoing.
- Christmas lighting is due to be put up in early December.

The team have recently receiving requests for 'lighting up' for significant days/events.  
We make events – September 30, Baby loss awareness – Global wave of light –  
October 15, Polio day – October 24.



**5. CONSIDERATIONS****5.1 Climate change**

Climate change and the impact on the environment are considered when we are looking at what materials we use for general maintenance.

**5.2 Tāngata whenua**

Nil.

**5.3 Financial impact**

All matters are covered in existing budgets.

**5.4 Community Engagement requirements**

Nil

**5.5 Risks**

All matters in this report are not considered to be a risk.

**6. RECOMMENDATION**

That the Council/Committee:

1. **Receives** the report

**File Number:** 137193

**Author:** Glenda Seville, Community Services Manager

**Attachments:** Nil



## 6.7 REGIONAL TRAILS COORDINATOR UPDATE

### 1. PURPOSE

For the Committee to receive the report on activities for Trails.

### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### 3. BACKGROUND

The Regional Trails Coordinator represents each council through engagement with trails related activity.

#### **Five Towns Trail Network Project**

The Five Towns Trail Network Master Plan was launched to stakeholders on 14<sup>th</sup> October 2021. A website has been created, and email inbox is monitored by the Regional Trails Coordinator.

A register of enquiries and interested contacts who would like project updates has been created by and will be maintained by the Regional Trails Coordinator. Responses are compiled with assistance from the project team if required.

The Five Towns Trail Network Master Plan has now been received by each of the 3 district councils with support from all. Recommendation was given that a Memorandum of Understanding between the three Wairarapa councils and WTAG is signed. The purpose of the MOU will be to facilitate, research and create a suitable legal entity with appropriate and representative governance to deliver the WFTTN master plan. The preparation of the MOU is currently underway.

The project team is creating a toolbox guide to progress each section, and a process for any trail related projects that are likely to emerge while the project is progressing including the role Wairarapa Trails Action Group (WTAG) plays in supporting projects that may not be in the scope of the FTTN project itself but are part of the wider picture.

#### **Wairarapa Trails Action Group (WTAG)**

WTAG met early November with guests Wellington NZ giving an update on the Regional Trails Framework. Marketing and the opportunities with the FTTN project were highlighted. WTAG continues to be the driver for trail development and coordination throughout Wairarapa. Updates from and relationships with all stakeholders are key to the work the group does.

The Regional Trails Coordinator is the administrator for WTAG and continues to represent the 3 Wairarapa councils and WTAG at the Regional Trails Coordination meeting and share any relevant information with the councils and other stakeholders.

**4. CONSIDERATIONS****4.1 Climate change**

There are no specific climate change implications arising from this report.

**4.2 Tāngata whenua**

N/A

**4.3 Financial impact**

All activities are being managed within existing budgets.

**4.4 Community Engagement requirements**

N/A

**4.5 Risks**

N/A

**5. RECOMMENDATION**

That the Committee:

1. **Receives** the report

**File Number:** 137158

**Author:** Erin Collins, Regional Trails Coordinator

**Attachments:** Nil

## **7 KARAKIA WHAKAMUTUNGA**