

SOUTH WAIRARAPA DISTRICT COUNCIL

24 FEBRUARY 2016

AGENDA ITEM C1

MARTINBOROUGH TOWN HALL & WAIHINGA CENTRE

Purpose of Report

To seek approval for the refurbishment of the Martinborough Town Hall and Construction of the WaiHINGA Centre.

Recommendations

Officers recommend that the Council:

1. *Receive the information.*
2. *Approve the refurbishment and strengthening of the Martinborough Town Hall as generally described in this paper.*
3. *Approve the construction of the new build of the WaiHINGA Centre as generally described in this paper, subject to analysis of final quotes.*
4. *Note that the approvals sought are for a project that remains in line with the various funding applications and as has been presented to the public.*
5. *Approve the raising of the South Wairarapa District Council component of \$2.8M as detailed in the project financial – revenue section of this report costing and funding schedule.*
6. *Approve the total project cost of \$5.1M and note this includes contingency and inflation allowance of \$706K on initial costings.*
7. *Approve the receipt and distribution of \$2.3M external funding.*
8. *Approve the "early contractor involvement" methodology as generally described.*
9. *Agree the costing and funding schedule as shown in paragraph 3.5.*
10. *Approve the sale of Lot 221 DP 248 (.0885 ha); Lot 214 DP 2480 (.0835 ha); and Lot 220 DP 248 (0.835 ha)formally the Old County Yard Kitchener St, Martinborough.*
11. *Approve the sale of All DP 5026 Blk 1 Waipawa SD (3.4292 ha) old holding paddock cnr White Rock & Ruakokoputuna Rd.*
12. *Approve the sale of Section 16 Blk XVI Huangarua SD (1.2410 ha) holding paddock.*

13. *Approve the sale of Lot 1 DP 79543 Blk XCV Huangarua SD (1.0290 ha) holding paddock.*
14. *Approve the sale of Te Kopi pt 3A Blk XIII Haurangi SD.*
15. *Approve the sale of Sec 24 Blk XVI Wairarapa SD (0.5489 ha) holding paddock.*
16. *Approve the transfer of \$533,000 from the district property reserve.*
17. *Approve an additional transfer from district reserves, or additional land sale (subject to council resolution) if estimated sale values are not realised.*
18. *Approve the raising of a loan of \$900,000.*
19. *Approve the raising of a loan of approximately \$400,000, whereby repayments amount to \$32,000 pa.*
20. *Note that only one loan of a combined circa \$1,300,000 will be raised.*
21. *Note formal consultation requirements have been met.*
22. *Agree that projects of this nature are never without pricing and revenue risk, and that adequate risk mitigation measures have been taken.*

1. Executive Summary

The refurbishment and strengthening of the Martinborough Town Hall, and the construction of what is commonly known as the Waihinga Centre has been through a significant amount of consultation and analysis.

The Martinborough Town Hall Working Group and SWDC have underwritten the project to date (\$524K).

This expenditure has been required to enable the significant body of work needed to undertake the feasibility study, prepare initial design drawings and quantity survey estimates, make application to external organisations for funding, and present a credible body of evidence for discussion with other parties. Resource consent has also been granted.

During this process there have been a series of review points, whereby if the project did not meet various criteria the project would not continue.

Up until this stage, SWDC was not in a position to formally consider whether to approve the project or withdraw from the project.

There is now sufficient information with an appropriate level of certainty around the cost and revenue components to be able to make a decision.

This paper describes the consultation undertaken, revenue sources, project costs (including costs to date), and ongoing risks.

2. Background

In 2010 the Martinborough Town Hall (MTH) was assessed as “earthquake prone”

Legislation, and Council bylaw requires remediation within 10 years of the assessment.

Council Resolved:

Seismic Assessment of Martinborough Town Hall

COUNCIL RESOLVED (DC2011/16) (23/02/2011)

1. To receive the information.

(Moved Cr Jephson/Seconded Cr Craig) Carried

2. That Council defer consideration of options associated with strengthening the building, including making the building redundant until the engineers report outlining costs associated with the options has been prepared.

(Moved Cr Stevens/Seconded Cr Riddell) Carried

During October 2011, public consultation using the “special consultative procedure” as set out in the Local Government Act 2002 was undertaken.

Consultation forms were sent to all ratepayers with their October 2011 rates notices; the consultation document was available at libraries and service centres, and on the website. A copy of the consultation document is included as Appendix 1.

Four options were consulted on, from demolition to building a new facility.

Following public hearings and consideration of this consultation, the following resolution was made:

Martinborough Town Hall

COUNCIL RESOLVED (DC2012/31) (04/12/2012):

1. To receive the information including the tabled report.

2. That strengthening and refurbishment of the Martinborough Town Hall be undertaken based on affordability, and that Council would commit to the cost of strengthening the Martinborough Town Hall in the LTP 2012/22 and that further discussion with the community is undertaken to determine refurbishment needs and requirements.

(Moved Cr Stevens/Seconded Mayor Staples) Carried

Following inclusion of the project in the 2012/22 Long Term Plan, and requisite consultation, the following resolution was made:

Strengthening work would not commence on the Hall until the refurbishment plans had been agreed by the community and Council and the money required for refurbishments was in place or financial commitments were in place.

Investigate the use of a project manager to act as a liaison between community groups and council officers to facilitate development of an agreed refurbishment plan and achieve the initial milestones of the Town Hall upgrade project plan. The project manager will be funded up to \$5,000 by drawing on the strengthening funds.

Evidence from the Greytown Town Hall suggests that once the Martinborough Town Hall is refurbished usage will rise.

We are now at a stage where we can enact this resolution.

3. Discussion

3.1 Project Description

This paper seeks approvals for a project broadly described as follows:

3.1.1. Martinborough Town Hall Refurbishment

Strengthening and renovation of the Town Hall Including

- New back of house area (changing rooms double as a meeting place)
- New heat and eat catering kitchen (similar but upgraded to current facility)
- Restored foyer space and removal of toilets in this area
- Supper room floor is lifted
- New storage room
- Improved access and connection with new building
- General renovation and maintenance work

3.1.2. Waihinga Centre New Build Construction

Wind lobby entrance

- Destination Wairarapa i-SITE
- Library
- Plunket clinic and meeting space (shared with children's library)
- Toy Library
- Gallery Space for public exhibitions
- Servery area
- General seating and shared space for i-SITE and library patrons
- New Public Toilets including accessible toilets and baby changing station
- Car Park
- Entry terraces to front of building including steps and ramps
- Accessible access to rear of building from car park
- Some external lighting

3.1.3. Fixtures and Fittings

- Refurbished existing library equipment
- Donated commercial dishwasher and fridge and appliances

3.2 Consultation

There has been a significant body of consultation regarding this project, attached as Appendix 2 is a summary of that consultation.

This appendix summarises the formal consultation, and also other significant engagements.

The key consultation documents in terms of our statutory requirements are:

3.2.1. District wide consultation on the future of the Martinborough Town Hall

This consultation was carried out under the Local Government Act 2002 Special Consultative procedure.

The document included as Appendix 1 was sent to all ratepayers in the district, as an inclusion with the October 2011 rate demand.

Submissions were sought, public hearings were held and council deliberated on that feedback.

3.2.2. 2012/22 Long Term Plan

Following the special consultation process described in 3.2.1 above, provision was made in the 2012/22 draft Long Term Plan.

The Long Term Plan process required consultation using the special consultation process, and this was undertaken in accordance with the legislation.

Attached as Appendix 3 is an excerpt from the 2012/22 Draft Long Term Plan consultation document.

3.2.3. 2013/14 Annual Plan

There was limited discussion in the 2013/14 draft annual plan, referring back to 2012/22 LTP, including provision for \$900K loan for refurbishment.

3.2.4. 2014/15 Annual Plan

In terms of consultation on the project as described, the 2014/15 Draft Annual Plan is the key document describing what is proposed.

At this stage costs, design, and revenue sources were understood allowing a comprehensive outline to be available for inclusion in this Draft Annual Plan, the public consultation document.

The Draft Annual Plan summary of information was included in the Midweek publication, delivered to all households. A copy of this summary is included as Appendix 4.

The adopted Annual plan included the results of that consultation; the relevant page is included as Appendix 5.

Notification is included in our April Newsletter to ratepayers that consultation is underway refer Appendix 6.

This Plan outlined the total cost, as estimated at that time, and funding sources, as forecast at that time.

Following consultation, SWDC resolved to set aside \$500K to commence a staged approach to more accurately ascertain costs, and ensure sufficient material was available to enable applications to significant external donor organisations, and resource consent applications could be lodged.

The Draft annual plan outlined funding options for the SWDC share, and Community share. The draft annual plan was discussed at each of the three public meetings held, Martinborough, Featherston, and Greytown.

This draft annual plan outlined how SWDC proposed to fund its share of the project. This information was retained in the adopted annual plan.

The proposal included loan funding (as previously signalled), land sales, and reserves funding. Also included was usage of revenue from the Pain Farm Estate which still remains unresolved.

The total project consulted on stood at \$6.4M.

The proposed funding model has not altered significantly, apart from the exclusion of Pain Farm at this stage.

April Public Meeting

An important aspect to the 2014/15 consultation was the public meeting held on 3 April 2014, at the Martinborough Town Hall, specifically focussed on the town Hall strengthening and refurbishment project.

This meeting, aimed at all South Wairarapa District residents and ratepayers was timed to allow direct input into the annual plan process.

Attached as Appendix 7 is the PowerPoint presentation used, highlighting the issues covered.

3.2.5. 2015/25 Long Term Plan

The 2015/25 Long Term Plan outlined the work carried out under the 2014/15 annual plan, and made provision in future years for expenditure on \$5.2M.

I note the audit opinion wording which indicates that the LTP "provides an effective basis for public participation in Councils decisions identifies and explains the main issues and choices facing the Council...."

3.2.6. Summary & Conclusion (Consultation)

South Wairarapa District Council has met its requirements for public consultation.

This is a large complex project, and all ratepayers in the district have had an opportunity to have their say.

Apart from the statutory consultation described above, a wide range of further consultation and discussion has been held across the community

3.3 Options

There are two aspects to considering the options for this building. Firstly, what is the functionality the building is to be used for, and secondly what will the structure look like.

3.3.1. Functionality

The functionality of the Waihinga Centre was borne out of the feasibility study which canvassed a wide range of stakeholders. A copy of the feasibility study is included as Appendix 8.

It should be noted that the feasibility study is an important consultation tool in its own right.

Members of the steering group prepared the "Functional Briefing Summary" from this comprehensive Feasibility Study, five architect firms were invited to participate, the brief was sent to the four interested. This summary is included as Appendix 9.

The architects were requested to prepare a proposal based on this functional briefing summary. No compensation for this work was offered.

The Martinborough Community Centre Construction committee and several expert advisors were delegated responsibility to select the appropriate proposal.

In terms of options considered, while the "look and feel" of the external structure is important, the size of the structure is generally driven by the functionality.

The working group considered three options for the external look and feel, .

Of the five selected, three architects chose to submit. The group considered these submissions using a robust assessment criteria, and formal presentations from the submitters.

3.4 Project Financials - Cost

Preliminary discussions along the lines of an "early contractor involvement" process with Warren & Mahoney and Dave Borman and Rawlinsons have been held.

At this stage, the agreed cost is \$5.1M, which includes contingencies and inflation provision of \$700K.

In arriving at this price, including contingencies, Warren & Mahoney and Dave Borman were heartened by **Mr Borman's** approach which was not to "cheaper" the build, but obtain very competitive pricing from suppliers and relationships with subcontractors.

The project will have the same look and feel as has been presented.

3.5 Project Financials – Revenue

The following table outlines the proposed (subject to the resolutions above being passed) revenue sources. Note that the SWDC share currently amounts to \$2,800K based on the estimated realisation value. This value is based on market estimates provided and rateable capital value. There is a risk these values are not achieved, in which case other land will need to be sold, or the transfer from district property reserve increased.

Funding Source	Estimate \$m		Comments
	Ha	Value	
Old county yard Kitchener Street 8009	0.0885	212,000	Lot 221 DP 248
Old county yard kitchener Street 8008	0.0835	132,000	Lot 214 DP 248
Old county yard Kitchener Street 7588	0.0835	278,000	Lot 220 DP 248
Holding Paddock cnr White Rock & Ruakokoputuna Rd 1081	3.4292	110,000	All DP 5026 Blk I Waipawa SD
Holding Paddock Hinakura Rd 1282	1.2410	71,000	Section 16 Blk XVI huangarua SD
Holding Paddock 1316	1.0290	71,000	Lot 1 DP 79543 Blk XV Huangarua SD
Holding Paddock Cape Palliser Rd 1726	0.4543	13,000	Te Kopi 2 pt 3A Blk XIII Haurangi SD
Holding Paddock 248 Lake Ferry Rd 1198	0.5489	80,000	Sec 24 Blk XVI Wairarapa SD
* For Fair Value of Future Library (base on 285m2)		400,000	285m2 x \$109/m2 = \$31,065. this lease level without increase would repay a loan of \$400,000 over 20 years
Current LTP MTH Funding for Structural Strengthening		900,000	
District Property Reserve Transfer		533,000	
TOTAL SWDC Funding		2,800,000	
External Funding			
Individuals, Businesses, Public		1,400,000	
Plunket		104,000	Plunket have agreed to contribute 70% of the amount realised for the sale of the Martinborough plunket rooms, up to a maximum of \$140K.
Community Grants			
Trusthouse		150,000	Actual
ECCT		200,000	Actual
Lottery CFF		475,000	Actual
Total External Funding		2,329,000	
		5,129,000	

3.6 Risks

The following table identifies the risks, and factors that can be taken to mitigate these risks.

	Risk	Mitigation
Cost	Cost escalation	Use of quantity surveyors to ensure estimates are reasonable
	Cost escalation	Commence project as soon as possible to reduce construction inflation
	Cost escalation	Use "early contractor involvement" methodology
	Cost escalation	Contingency and inflation allowance made
Financial	Revenue doesn't meet target	SWDC share has additional buffer built in, and revenue projections very conservative
	Individual bequests not honoured	Advice is that there are very few pledgers that cannot or do not donate. Fundraising ongoing.
Project	Staging results in all stages not completed	

3.7 Other Matters

It is perhaps useful to discuss other matters here.

3.7.1. Ownership

Ownership is to retain with SWDC, and the new construction will vest with SWDC.

3.7.2. Charitable Trust

This trust is independent of SWDC, with its own bank account and trustees. The purpose of the trust is to receive pledges and pass these on to SWDC. The Trust deed is available on Councils website for reference.

3.7.3. Building Maintenance

Maintenance for the existing building is not expected to increase and is covered by existing budgets.

Maintenance costs for the new building are estimated, by **Rawlinson's**, to be on average \$26K. This will be partially offset by a reduction in the maintenance requirements of the Old County Yard and buildings, and the library.

The \$26K estimate is seen at the very high end of the spectrum and is included here for reference purposes.

3.7.4. Revenue

An assessment of revenue potential was undertaken during the preparation of the Feasibility Study (Appendix 8), summarised on page 54 of that Study.

This assessment concluded that revenue for the entire venue is estimated to increase from \$4,700 to \$17,000pa.

3.8 Resource Consent

Issuance of resource consent is a key component of external grant funding applications.

The Resource Consent was granted and is attached as Appendix 9.

3.9 Purchasing Process

Contracts and other purchases associated with this project will be in accordance with SWDC purchasing policy.

3.10 Legal Implications

There will be various contracts that will need to be entered for the refurbishment, strengthening, and construction.

All contracts carry certain risk, risks will be mitigated where able.

3.11 Financial Considerations

3.11.1. Financial Covenants

We will not be exceeding our borrowing covenants that are set and articulated in the annual and long term plans; we will remain well within borrowing maximums. The borrowing maximum and forecast debt is outlined on page 128 of the 2015/25 LTP. The 2016/17 maximum debt allowable under the covenant is \$23.3M, whereas forecast debt including debt associated with this project is \$17.6M. For the 2024/25 year, forecast debt is \$13M, whereas maximum in terms of the covenant is \$28.5M.

3.11.2. Borrowings

Borrowings will increase by \$1,300K, made up of \$900K for the strengthening aspect and \$400K. The \$400K loan will be covered by the lease payments that would not now incur.

3.11.3. Balance Sheet (Statement of Financial Position)

In terms of balance sheet (statement of financial position) ratios, the impact will be an increase in assets held as the Waihinga Centre will be vested to Council. The increase will be to the value of external funding capitalised against the project.

While it is anticipated to sell land, the net result will be to transfer the asset "land" to the asset "Martinborough Town Hall and Waihinga Centre" so there will be no net gain or loss in overall asset value (but a far better utilisation of assets).

There will be an increase in net debt of \$1.3M as described above.

The net result will be an increase in the value of assets held.

4. Appendices

Appendix 1 – District Wide Consultation on the Future of the Martinborough Town Hall Document

Appendix 2 – Summary of all Martinborough Town Hall Consultation

Appendix 3 – Excerpt from the 2012/22 Draft Long Term Plan consultation document

Appendix 4 – 14/15 Draft Annual Plan Summary of Information

Appendix 5 – Relevant page of 14/15 Annual Plan Showing Results of Consultation

Appendix 6 – April 2014 Rates Newsletter

Appendix 7 – Powerpoint presentation 3 April 2014 Public Meeting

Appendix 8 – Waihinga Centre Feasibility Study

Appendix 9 – Resource Consent Martinborough Town Hall

Contact Officer: Paul Crimp Chief Executive Officer

**Appendix 1 – October 2011,
Martinborough Town Hall
Consultation Document**

The future of Martinborough Town Hall



October 2011

A recent assessment of the Martinborough Town Hall has found that it is an earthquake prone building that would be a risk to life in the event of a moderate earthquake. The hall falls well below current standards designed to keep people safe.



Martinborough Town Hall Circa 1920



Unreinforced masonry building after the 22 February Christchurch earthquake

The hall belongs to the community, through the South Wairarapa District Council. The Council has identified a number of options for removing the risk posed by the hall. This leaflet outlines the background to this issue and some options for the hall's future.

You are invited to a public meeting to hear more about these options and discuss the future of the hall. Please see the back of this leaflet for details of the meeting.

A few quick facts

- The hall was constructed in 1912.
- Is an Unreinforced Masonry (URM) structure.
- URM means the building is made of clay bricks and mortar, with no reinforcing bars.
- The hall is listed as a Heritage Building in the Combined District Plan.

Why do we have to do anything?

- Wairarapa is a highly seismically active part of New Zealand. In 1855 Wairarapa experienced the country's largest recorded earthquake.
- Unreinforced masonry buildings were responsible for the deaths of 40 people in Christchurch, and the vast majority of the 260 deaths in the Hawkes Bay earthquake of 1931.
- Use of unreinforced masonry has been not permitted in most parts of NZ since 1965 due to its risk in an earthquake.

What the law says

- The Martinborough Town Hall is considered an earthquake prone building (EPB) under the current Building Act.
- This means it is a life safety risk in the event of a moderate earthquake.
- The South Wairarapa District Council policy on earthquake prone buildings requires that the risk be removed within the next 10 years (by 2021).
- This means either strengthening the building to improve its performance, or demolishing the building to remove the risk.

Summary of current situation in relation to the Building Act

Section of Hall	Actual % of standard for new buildings	Threshold required for Earthquake Prone Buildings
Main Hall	20%	33%
Supper Room Annex	10%	33%
Storage Lean-to	5%	33%

Making it safe - four initial options

It is clear that something needs to be done to make the hall safe for people in and around it.

As a starting point, four options have been identified. Council would like to discuss these with you and hear your views. There may be other options that have not been thought of yet.

The cost estimates for the four options are preliminary only. We can be more certain of costs when drawings or specifications are produced.

Option 1

Earthquake strengthen the existing hall to comply with modern standards.

The proposed level of strengthening aims to bring the performance of the building to a level as near as practicable to 100% of the standard for new buildings, with no element less than 70%. While the current requirement for earthquake prone buildings is 33% of the standard for new buildings, this is likely to increase as a result of the Canterbury Earthquakes Royal Commission. Council has received advice that 33% of the standard for new buildings is not enough to make the hall safe in a moderate earthquake.

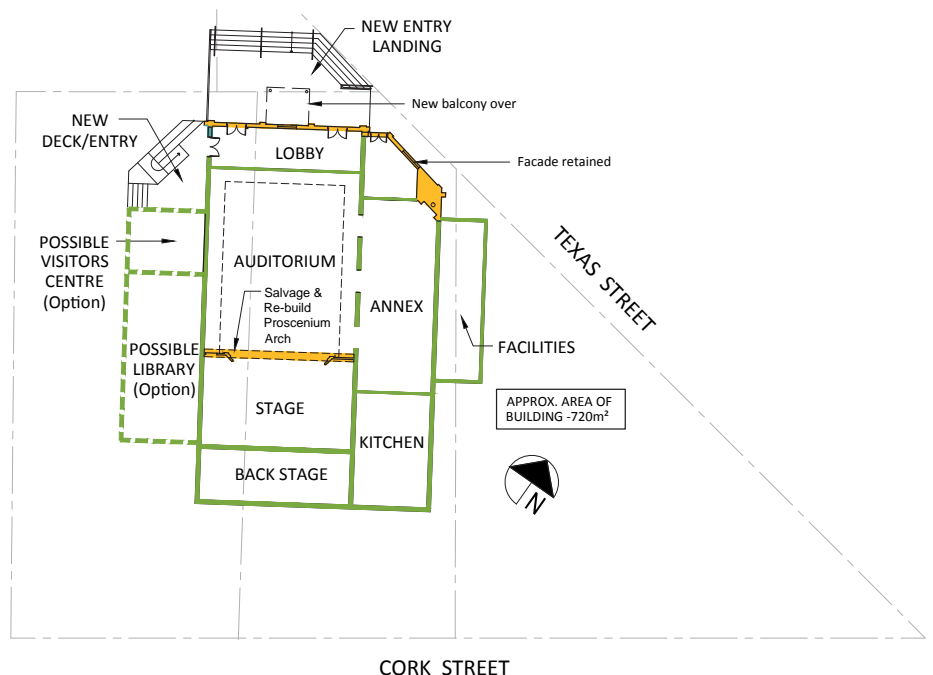
Cost estimate \$1,345,000

Option 2

Demolish the existing hall except for the front façade. Take down the Proscenium Arch (arch that frames the front of the stage). Build a new hall of similar floor area and functionality, with the retained façade and incorporating the salvaged arch.

This option would see the two key heritage aspects of the hall retained – the front west wall façade and the internal Proscenium Arch. The rest of the building would be new, with a total area of 707m².

**Cost estimate
\$2,308,000**

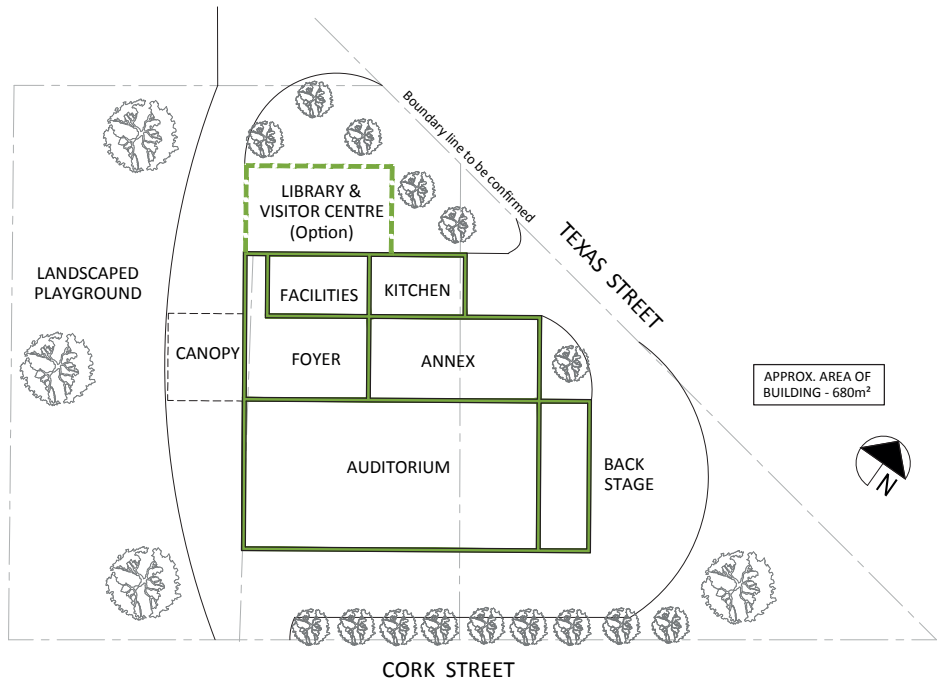


Option 3

Demolish the existing hall and build a new one of similar floor area and functionality.

This option recognises that the orientation of the hall and facilities could be changed to make better use of the neighbouring gardens and play area. The hall's entry would face south and more toward the square, away from the prevailing wind. The total area of the new hall would be 707m².

Cost estimate
\$2,238,000



Options 2 and 3 both include the possibility of making the building more functional as a community centre by including the library and possibly the information centre as well.

Option 4

Demolish the existing hall and do not rebuild it.

Cost estimate **\$82,000**

How would we pay for options 1-3?

The first question is what does our community want for the future of the hall? Once this is established, we need to find a way to pay for the preferred option.

There are a number of ways the preferred option could be funded. These include through Council, grants from charitable trusts, donations or fundraising or a combination of all of these.

What about the work done on the hall in 1997?

Some work to restore and secure the hall was carried out in 1997. However, since then, changes to legislation have increased the requirements for councils to remove the risk of earthquake prone buildings.

Below is a brief summary of previous upgrades and changes to the law.

Year	What happened?
1912	Martinborough Town Hall constructed of unreinforced masonry.
1942	Building damaged in Wairarapa earthquakes.
1944	Some basic securing work done following the 1942 Wairarapa earthquakes.
1993	A structural review and maintenance inspection found that the hall did not comply with the Building Act 1991. Eight major structural improvements were recommended to secure the unreinforced masonry.
1997	Securing work done completed three of the eight recommendations from the 1993 report. This work aimed to secure the unreinforced masonry parts of the main hall building, as opposed to the current requirements for strengthening. Restoration of the main façade and internal refurbishment was also undertaken.
2004	The new Building Act required SWDC to adopt a policy for potentially earthquake prone buildings.
2006	SWDC adopted a policy for earthquake prone buildings. This policy requires earthquake prone heritage buildings to have their performance improved to above 34% of the standard for new buildings by 2021.
2007	A review of hall found maintenance issues related to cracking of brickwork since 1997.
2010	A seismic assessment found that all three parts of the hall are well below the requirements of the current Building Act and should be considered earthquake prone.

Finding the solution - how to have your say

The Martinborough Town Hall belongs to the South Wairarapa Community, through the Council. It is clear that something needs to be done.

We need your views on a long-term solution for this issue. What is your vision for the future of the hall? What outcome would you like to see? What do you think about the four options outlined here?

YOU ARE INVITED

You are invited to a public meeting to hear more about this issue and give your feedback. Councillors and experts including a structural engineer and architect will be on hand to provide more information, answer questions and hear your views.

**Public Meeting Thursday 24 November at 7.00pm
at the Martinborough Town Hall.**

Appendix 2 – Summary of all Martinborough Town Hall Consultation

South Wairarapa District Council



Consultation and Hall History

Martinborough Town Hall History

1912: Martinborough Town Hall constructed of unreinforced masonry.

1942: Building damaged in Wairarapa earthquakes.

1944: Some basic securing work done (re-enforced concrete banding) following the 1942 Wairarapa earthquakes.

1993: A structural review and maintenance inspection found that the Hall did not comply with the Building Act 1991. Eight major structural improvements were recommended to secure the unreinforced masonry.

1997: Securing work done completing three of the eight recommendations from the 1993 report. This work aimed to secure the unreinforced masonry parts of the main building, as opposed to the current requirements for strengthening. Restoration of the main façade and internal refurbishment was also undertaken.

2004: The new Building Act required SWDC to adopt a policy for potential earthquake prone buildings.

2006: SWDC adopted a policy for earthquake prone buildings. This policy requires earthquake prone heritage buildings to have their performance improved to above 34% of the standard for new buildings by 2021. A review of the Hall found maintenance issues related to cracking of brickwork since 1997. Some steel frame work was installed, parapet and boxed cutter repaired.

September 2008: The Martinborough Community Board called a public meeting of interested parties to sound out the general interest and the Town Halls utilisation. This meeting was poorly attended but a small working group was set up, chaired by Richard Rudman. This was the beginning of the Martinborough Town Hall Working Group a sub-committee of the Martinborough Community Board. Some concept plans were drawn by David Lowe with the assistance of David Kernohan.

2010: The MTHWG had some change of membership and Ian Cresswell became chair. Some fundraising was done and improvements were done to the kitchen. A seismic assessment found that all three parts of the Hall are well below the requirements of the current Building Act and should be considered earthquake prone.

Consultation and Key Event Timeline

- **20 December 2010** - Initial Seismic Assessment of Town Hall, Michelle Grant, Eastern Consulting.
- **February 2011** - A conservation plan was commissioned by SWDC for the Martinborough Town Hall.
- **27 May 2011** - Engineering report completed - requirements for seismic improvements for Martinborough Town Hall, Michelle Grant, Eastern Consulting.
- **October 2011** - A publication was issued about the future of the Town Hall. Four options are given for the future of the Hall and feedback was asked for.
- **24 November 2011** - Public meeting concerning the future of the Town Hall. The above brochures were distributed and feedback was requested.
- **February 2012** - All South Wairarapa ratepayers were invited to make submissions regarding the future of the Town Hall.
- **26 March 2012** - Submissions hearing and deliberations at Extraordinary Council Meeting.
- **July 2012** - 2012/23 LTP provided for \$900,000 for Hall strengthening work, however as a result of LTP submissions strengthening work would not commence until refurbishment plans had been agreed by the community and Council, and the money required for refurbishments (or financial commitments) was in place.

- Martinborough Town Hall Working Group set up to progress refurbishment plans and fundraising.
- Initial design work was undertaken by the Group, consultation on the initial ideas was undertaken and fundraising was initiated. The kitchen was upgraded.
- Progress was slow and much discussion was had about the possibility of being unable to raise enough to pay for the upgrade.
- **January 2013** - MTHWG undertake brainstorming session to look at ways to develop the Town Hall. Community leaders, community group representatives plus local experts and others are invited.
- **May 2013** - MTH strengthening/refurbishment is one of Councils Annual Plan key projects and discussed at Annual Plan public meetings.
- **June 2013** - SWDC on a recommendation from MTHWG commissioned an independent review and feasibility report from SGL Group.
- In the course of this study SGL supported by Vicky Read and Max Stevens visited 13 venues, held 8 workshops, interviewed and/or undertook workshops with 80 people representing 44 different groups (refer to separate Feas 9/11; Study appendix document)
- **October 2013** - The Feasibility Report was published which proposed the restoration and extension of the historic Martinborough Town Hall into a multi-purpose community hub including the Information Centre, Library, Toy Library and Plunket rooms. Also included was an early concept plan of the facility.
- **3 April 2014** - A public meeting was held to present the findings to the public and seek feedback. A flyer was distributed and feedback sought.
- **May 2014** -MTHWG initiates monthly information page in Martinborough Star.
- Consultation on the proposal put forward by the feasibility study for Annual Plan.
- **May 2014** - Draft 2014/2015 Annual Plan Summary of Information.
- **9 and 10 June 2014** - Annual Plan Hearings.
- **19 June 2014** - Council resolved to fund phase 1 of the developed design in order to approach public funders.
- **19 June 2014** - Martinborough Community Centre Steering Group set up by SWDC. Representatives from the Council, Martinborough Community Board as well as nominated community members with the skill set to ensure the successful delivery of a project of this scale were appointed.
- **24 June 2014** - Annual Plan adopted and approval given to proceed to the first stage of development - media release.
- Fundraising began: During the course of the fundraising drive the Steering Group talked to over 200 individuals about the project. They sought funds and also gathered feedback from the discussions.
- An architectural competition was run to choose the lead project architects. This was won by Warren and Mahoney who's concept best met the brief – it was felt by the jury that the design best respected and celebrated our beautiful natural landscape, rich heritage and strong sense of community.
- **20 November 2014** - \$150,000 Trust House grant awarded.
- **10 December 2014** - Extraordinary Council meeting resolves to approve some limited further work until we have the result of the NZ Lotteries application.
- **December 2014** - Competition run for playground in all schools in the ward to "design your dream playground".
- **December 2014** - Consultation with immediate neighbours as part of the resource consent process.
- **January 2015** - Competition run for naming of the Centre. The winning name was the Waihinga Centre after consultation with local Iwi as to the correct spelling of Waihinga/Waihenga.
- **12 February 2015** - Public meeting held to present the updated plans to the community and receive feedback.
- **2014/2015** – Presentations and discussions with Probud, Lions, Lionesses, Rotary, Wharekaka, and Anglican Church.
- **January 2015** - Resource consent granted.
- **April 2015** - 2015/25 LTP; Council distributes to every household "Looking to the Future" consultation document of which the Waihinga Centre is a featured project. Public meetings held in May.
- **April 2015** - Eastern and Central Community Trust grant of \$200,000 is awarded.
- **June 2015** - Public fundraising has reached 1.4m.
- **July 2015** - Lotteries grant of \$475,000 is awarded.
- Waihinga Charitable Trust is created and board members appointed.
- **26 August 2015** - A report is presented to SWDC. The paper discusses the funding mix and remaining money needed to complete the project. The paper recommends that SWDC consults with the community about a targeted rate in the Martinborough Ward to fund the remaining money needed.
- **24 September 2015** - Consultation documents are released to the affected ratepayers.

- **4 November 2015** - The Council votes against a targeted rate but commits to continue working with the Steering Group to find solutions to move forward.
- **November 2015** - Fundraising has reached 1.495m.

Subscribe to: This page

[Terms and conditions](#) | [Copyright policy](#) | [Privacy Statement](#) | [Site map](#) | [NZ Government](#) | [SWDC Secure Login](#) | [Contact Us](#)
[Home](#) | [Your Council](#) | [Services and opening hours](#) | [Forms and publications](#) | [Your Community and Grants](#) | [Sw. Visitors](#) | [Contact Us](#)

**Appendix 3 – Excerpt from
the 2012/22 Draft Long
Term Plan consultation
document**

KEY PROJECT - MARTINBOROUGH TOWN HALL



The Martinborough Town Hall is an unreinforced masonry structure built in 1912. It is listed as a Heritage Building in the combined District Plan. An assessment of the Martinborough Town Hall has found that it is an earthquake prone building (EPB) under the current Building Act and that it would be a risk to life in the event of a moderate earthquake. The hall falls well below current standards designed to keep people safe. District Council policy on earthquake prone buildings requires that the risk be removed within the next 10 years (by 2021).

This means either strengthening the building to improve its performance, or demolishing the building to remove the risk.

The hall belongs to the community, through the South Wairarapa District Council.

1. OUR GOAL FOR THE MARTINBOROUGH TOWN HALL

“That strengthening and refurbishment of the Martinborough Town Hall be undertaken based on affordability in order to provide the residents of Martinborough with a civic facility that meets the community’s needs”

HOW DO WE PROPOSE TO DO THIS?

- a) Public consultation has already been undertaken to ascertain the thoughts of the District on the future of the hall.
- b) Budget for funds to undertake the required strengthening work of the hall so that it meets 100% of the current building code by 2021.
- c) Work with the community to determine refurbishment needs and requirements and determine how these improvements can be funded.

2. PROGRESS TO DATE

A public meeting was held on 24 November 2011 to discuss options for the future of the hall.

Following the meeting the public were invited to make a submission on what they wanted Council to do with the hall.

Council considered 63 submissions from the community at an extraordinary meeting held on 24 March 2012. At the Council meeting on the 4 April 2012 Council agreed to fund the required strengthening work in stages but deferred a decision on funding refurbishment.

3. TIMING AND COSTS

A total of \$900,000, funded by loan, has been budgeted during 2013/14 for strengthening work to be undertaken, however the timing of this work will depend on the time taken on the design of

the work required. Stage One strengthening work can be undertaken with no funds required for refurbishment, however Stage Two strengthening (included in the \$900,000) needs to be undertaken in conjunction with refurbishment in order to minimise the cost. Before Stage Two strengthening can commence Council needs to work with the community to determine what type of civic facility the community wants, how best to achieve this requirement and how refurbishment is to be funded.

4. CONSULTATION

The key matters on this project have been consulted on previously, further discussion will be held regarding the refurbishment of the town hall. No allowance has been made in this LTP for the cost of this refurbishment.

PROPOSED STAGES OF MARTINBOROUGH TOWN HALL STRENGTHENING PROJECT

STAGE 1 – SHORT-TERM	STAGE 2 – MEDIUM-TERM	STAGE 3 – LONG-TERM
Agree the future of the Martinborough Town Hall in consultation with the Community	Undertake Stage One strengthening work.	Complete Stage Two strengthening work.
Budget funds in the draft LTP 2012/2022 for strengthening work to be undertaken.	Commence Stage Two strengthening work.	Complete Hall refurbishment.
Work with the community to determine refurbishment needs and requirements and how these improvements can be funded	Commence Hall refurbishment.	

ON THE TIMELINE

Following is a timeline of how long strengthening and refurbishment of the Martinborough Hall may take.

WE ARE HERE



WHO SHOULD PAY

User Charge	100%
Other Revenue	0%
Targeted Rate	0%
General Rate	0%
Total	100%

Appendix 4 – 14/15 Draft Annual Plan Summary of Information



South Wairarapa District Council
Draft Annual Plan
2014/2015





This Draft Annual Plan represents the third year of Council's 2012/22 Long Term Plan (LTP). The LTP sets the direction for Council's activities over a ten-year period and in doing so fulfils a requirement of the Local Government Act that Councils prepare a ten-year plan. The Annual Plan is an integral part of this process and it proposes to the community what Council intends to do in its provision of services during the 12-month period covered by the Plan. The Annual Plan also describes how Council intends to finance its operations during this period.

The "Purpose" of local government was significantly altered by the Local Government Act 2002 Amendment Act 2012 which received the royal assent during November 2012. The Amendment Act removed the four wellbeings of social, economic, environmental, and cultural wellbeing and added that local authorities "...play a broad role in meeting the current and future needs of their communities for good quality local infrastructure, local public services, and performance of regulatory functions".

While the LTP was prepared under the old purpose statement, the balancing act for subsequent annual plans is to ensure that they meet the requirements of the current legislation. Council has reviewed its operations against the new purpose and is comfortable that this Annual Plan falls within the authority set out by the Local Government Act 2002. Council has not been required to modify the forecast activities from the LTP to any great extent.

Governance structures have been under review and there has been considerable public consultation on this matter. At the time of preparing this Annual Plan, there was insufficient evidence in either dollar or operational terms to support any change in deliverables and service levels from those described in the 2012/22 LTP.

South Wairarapa District Council, like all local authorities, faces the task of continually balancing the wants of the community against available funding. Many of the funding pressures faced by local authorities are as a result of legislation enacted by central government. This year (as we did last year) for example, we have set aside \$40,000 to cover the costs of implementing changes to the liquor licensing legislation, mainly preparation of the Local Alcohol Policy (LAP) and the "safe food legislation" that is due to be enacted shortly.

We have been able to significantly reduce the financial impact on SWDC of this legislation by working with the other Wairarapa local authorities.

Council continues to examine opportunities for sharing services and collaborating in other areas with Carterton and Masterton district councils.

Following on from the initiatives set up during the LTP, Council continues to work with the Maori Standing Committee (MSC) on matters that impact local Maori. This year, Council will continue to work with the MSC on the initiative of integrating marae as a community asset. Council is investigating financial and non financial support for this project.

Council is proposing a number of exciting key new initiatives that will enhance the district. These initiatives, which are a nice mix of infrastructure, recreation, and environmental projects include:

- Two kilometres of new seal extension. This work is not subsidised by NZTA and \$240K has been allowed in the budget for this work. Half of this will be funded from reserves and half from the rural ratepayer.
- A cycle trail from Cross Creek to Featherston has been included in this Annual Plan, the cost of \$205K is proposed to be funded from reserves. The benefits of the recently opened cycle trail across the Rimutaka Incline and around the south coast has already been felt in Featherston and this "spur" into Featherston is expected to provide benefit not only to Featherston but to the wider district.
- The Martinborough Town Hall earthquake strengthening project is planned to commence in the latter part of this year. This is an exciting project that will see the Town Hall brought up to a standard that will provide an excellent venue

for many years to come. Community support will be required for the refurbishment aspect. There is strong evidence to suggest hall usage will increase significantly once the refurbishment project is completed.

- The development of the Featherston emergency water supply will continue. We have approval for a subsidy from the Ministry of Health amounting to \$618K, being two thirds of the cost of project. The commissioning will avoid having to use the Boar Bush and Taits Creek supplies which have proven to be unreliable of late.
- We are currently seeking views on the use for the land we recently swapped in Main Street Featherston. Once these views have been received and the results analysed funding can be set aside to progress this development. As the final configuration is not yet known, funding will either be from reserve funds held, existing budgets (capital and/or operating), grant funding or as a last resort rates.
- Wastewater treatment and disposal continues to be Council's major long term project. It is anticipated that new consents will be issued in the 2014/15 year; this will be a major milestone for Council. This project will cost in the order of \$34M over 50 years. The project has been designed so that the funding flows will be more or less those anticipated in the 2012/22 LTP.

Emergency management is an important responsibility of local authorities and Council continues to work with Wellington Regional Emergency Management Office to ensure plans are in place to cover disasters.

This Annual Plan proposes an overall rates increase of 3.48%, which is 1.04% higher than that forecast in the 2012/22 LTP. The key items that comprise the increase are the seal extension (1.04%) and purchase of land at Papawai earlier than forecast (1.01%). Taking these two matters into account, we have managed a small budgetary saving over that forecast in the LTP, while maintaining service levels.



Adrienne Staples
Mayor



Paul Crimp
Chief Executive Officer



SUMMARY OF INFORMATION



The Annual Plan 2014/2015 provides the proposed direction for Council over the next year and it describes the services that Council will provide and how it will fund them over this time period.

At a time when there are directives from government for councils to focus on core services and to be fiscally responsible SWDC can justifiably claim to be a no-frills council. The Council is focused on providing core services to the community it serves.

Council's key issues (from the 2012/2022 LTP) are:

- Wastewater treatment and disposal
- Water supply
- Martinborough Town Hall strengthening

Council also provides and maintains amenities such as libraries and swimming pools in each of the three towns as well as the public buildings.

One of the main challenges faced by Council is the treatment and disposal of waste water. This has the potential to be a significant expense to the district during the period of the 2012/2022 LTP and beyond. The provision of alternative water supplies within the district brings challenges and costs that have to be met. Council's regulatory operations in resource management, public health and building control continue and the Annual Plan describes how these activities will continue to be carried out and funded.

While roading is Council's largest budget area, the roading network continues to hold up well. Funding policies set by central government however have meant that any improvements to the network, for example seal extensions, no longer attract a subsidy. Council is proposing to pay the

full cost of 2km's of seal extension (\$240,000), 1km funded from reserves and 1km funded from rural rate payers.

This Annual Plan describes Council's commitment over the next year to the provision of services. Public consultation, which provides the community with an opportunity to have its say, is an integral part of the process.

Forecasting Assumptions Note

This summary and the full Draft Annual Plan have been prepared using the best information available.

As with any forecast, there are assumptions made about future events. Please refer to the forecasting assumptions included in Part 4 of the Draft Annual Plan document for a discussion on the key assumptions.



LISTENING TO YOUR VIEWS

Formal consultation on the Draft Annual Plan 2014/2015 will take place over the period Wednesday 16 April 2014 to Monday 19 May 2014.

Council will be hosting informal public workshops at the following locations to present and discuss the Draft Annual Plan with interested members of the public:

CONSULTATION		
LOCATION	VENUE	TIME/DATE
Featherston	Kiwi Hall	7PM, 6 May 2014
Greytown	Greytown Town Centre	7PM, 7 May 2014
Martinborough	Council Chambers (Martinborough)	7PM, 8 May 2014

You are most welcome to attend and discuss the background and content of this Draft Annual Plan with Her Worship the Mayor, councillors and community board members.

Copies of the Draft Annual Plan 2014/2015, the associated Summary of Information, and spare submission forms may be viewed or obtained from the following locations:

- South Wairarapa District Council website www.swdc.govt.nz
- South Wairarapa District Council Office, 19 Kitchener Street, Martinborough
- Martinborough Public Library, 6 Kitchener Street Martinborough
- Featherston Library, 70 Fitzherbert Street, Featherston
- Greytown Library, 89 Main Street, Greytown



PHOTO: Richard Clark

TELL US WHAT YOU THINK

This Draft Annual Plan (AP) outlines Council's intentions for the 2014/15 period. It sets out what Council intends to achieve in the coming year for each significant activity, what the planned activities will cost and how they will be funded. We welcome your feedback on the proposals contained in this Draft Plan as part of our consultation process and before the Plan is finalised.

Submissions on the Draft AP 2014/2015 will be heard and deliberated on by Council at meetings to be held on Monday 9 June and Tuesday 10 June 2014. The actual number and duration of these meetings will depend on the number of submissions received, with the Tuesday 10 June 2014 meeting set down as a reserve day. Adoption of Council's final Annual Plan 2014/2015 is set down for Wednesday 25 June 2014.

All of the hearings and deliberations meetings will be held in the Council Chambers, 19 Kitchener Street, Martinborough, commencing at 9.30am, and will be open to the public.



Written submissions on this Draft Annual Plan 2014/2015 close at 5:00pm on Monday 19 May 2014. Submissions may be submitted in writing as follows:

ONLINE: AP Submission Form, www.swdc.govt.nz

POST: AP Submissions, South Wairarapa District Council, PO Box 6, Martinborough 5741

DELIVER: South Wairarapa District Council, 19 Kitchener Street, Martinborough

FAX: 06 306 9373

EMAIL: AP@swdc.govt.nz



The total project cost is estimated at \$6.2M, funding is to be provided as per the table below.

MARTINBOROUGH TOWN HALL COMMUNITY CENTRE REFURBISHMENT AND STRENGTHENING FUNDING

SWDC	\$000
Funds allocated for strengthening	\$900
Capitalise Pain Farm revenue into loan for 10 years	\$350
Capitalise library lease currently paid to third party	\$390
Land sale Martinborough land old county yard	\$550
Land sale Cecily Martin – Huangarua Park*	\$200
Other land sales across district/district property reserves	\$860
	\$3,250
COMMUNITY	\$000
Individuals, businesses, public fund-raising	\$1,070
Community grants schemes	\$1,110
Lottery CFF	\$500
Plunket / Lions	\$265
	\$2,945

Key changes between the 2014/15 Annual Plan, and the 2014/15 year described in the 2012/22 Long Term Plan

The 2014/15 AP should in general terms mirror year three of the 2012/22 LTP, however there have been some events that in specific cases need to be addressed.

The LTP forecast a rates increase of 2.44% for the 2014/15 year. This Annual Plan results in a rates increase of 3.48%.

The two key factors in the increase of 1.04% over that forecast in the 2012/22 LTP are additional seal extension (1.04%); net funding costs following the Papawai land purchase not forecast (1.01%).

Apart from the key variances discussed below, service levels and costs are generally in line with what was anticipated in the 2012/22 LTP.

Key variances against what we said in the LTP for 2014/15 are:

- Council has set aside \$240K to fund 2km's of new seal extensions. This work does not attract a subsidy from NZTA and Council proposes to fund half of this amount from reserves and half from rates, a direct charge against rural ratepayers.
- Council proposes to construct a cycleway from Cross Creek to Featherston. This cycleway links Featherston to the recently completed cycleway that runs from Wellington, across the Rimutaka Incline and back around the coast to Eastbourne. It is proposed to fund

the cost of this work, \$205K, from reserves.

- Council purchased land at Papawai of 110Ha more or less during the 2013/14 financial year. This land purchase was signalled in the long term wastewater plan, however the land was purchased many years before it was planned as the land is immediately adjacent to the Greytown Treatment Plant and the opportunity to purchase had to be taken. The net repayment costs of this land has added in the order of 1% to the rates calculation. This increase was not anticipated in the LTP.
- The final configuration of the recently swapped land in Featherston is not yet known, depending on the result additional funds may be required from reserve funds, existing capital or operational budgets, grant funding, or as a last resort rates.
- A by-election was required for the Greytown Community Board; \$20K has been included in this Annual Plan to recover this unbudgeted expenditure.

Martinborough Town Hall Community Centre

The final configuration of the Martinborough Town Hall refurbishment is taking shape and high level costings are known. Council set aside \$900,000 for the earthquake strengthening; on the basis the community funded the refurbishment.

*It is proposed to sell some of the land bequeathed by Cecily Martin adjacent to Wharekaka. This land is in SWDC ownership in "fee simple". The above funding streams are estimated only, if more or less revenue is generated from one source, less or more is required from the other sources.

In addition, the project can be broken down into stages, if insufficient funds are received to cover the entire \$6.2M, then phase one can be carried out which will complete the strengthening and new buildings, but leave the "streetscape" works to a later date.

We need to decide **during this annual plan consultation process** whether this project should proceed or not.

We need your feedback.

PROJECTS AND ISSUES BY SIGNIFICANT ACTIVITY

Governance/Leadership/Advocacy

Council will continue to advocate issues on behalf of its community. A key output will be contributing to the debate around local and regional governance. Council is represented on the Wairarapa Governance Working Party investigating local governance options, and will submit on any regional initiatives that are proposed. Council continues to work collaboratively in a joint committee with Carterton and Masterton District Councils in administering the joint Wairarapa District Plan, and participating in shared services with neighbouring councils in the interests of achieving possible cost savings.

Council's Revenue and Financing Policy (Funding Policy) was reviewed during the preparation of the 2012/22 Long Term Plan.

The Local Government Act Amendment Act changed the purpose of local government significantly. Council is cognisant of these changes and have taken this new purpose into account when preparing this Plan.

Recovery of \$20,000 has been allowed to cover the costs of the Greytown Community Board by-election.

Public Protection

This year there are likely to be on-going resourcing requirements in relation to legislation relating to public

protection: the Sale and Supply of Alcohol Act 2012, Food Act 1981, and the Building Act 2004. Work will also continue on the Psychoactive Substances Act 2013. The Council will work with the other local authorities in the region and with central government to review and update our processes to implement any new requirements.

For businesses in the district this may mean changes to the way we issue food and liquor licences. We will be working closely with business owners and operators to make sure they have time to adapt to any changes.

The Council is an accredited Building Control Authority. To maintain accreditation we are required to have external auditors review our processes and practices. We received recertification during the 2013/14 year; the next audit is due during 2015/16.

Economic, Cultural & Community Development

Changes to the purpose of local government have required local authorities to concentrate on service delivery within their regions. While this will not alter the outputs of this significant activity to any great extent, arrangements with those who receive funding will need to be formalised.

Council will continue its involvement in economic development both regionally and locally through the

Wellington Regional Strategy, Wairarapa Chamber of Commerce and other agencies and local business groups. Council will also continue to support and promote district tourism through its funding of Destination Wairarapa (budget \$120,000 plus GST).

Resource Management

In 2010/11 the Wairarapa Combined District Plan became operative. It is the first combined plan in New Zealand and provides for much greater consistency across the Wairarapa in relation to resource consent requirements and decisions. In 2011/12 the three Wairarapa Councils started the process to change parts of the operative plan where the need for a change has been identified. This process continues as areas for review are identified.

This year we will be finalising the Residential Development Structure Plan for Greytown. We will also be putting in place the plans and processes to make sure that all of the Council's reserve management plans are translated to appropriate on-the-ground works and maintenance in our reserves.

We will also work with the community to develop a consistent approach to how volunteer groups can be involved with Council reserves. We will be providing advice on the Regional Plan being prepared by Greater Wellington Regional Council.



PROJECTS AND ISSUES BY SIGNIFICANT ACTIVITY



Amenities

Asset management planning for buildings and reserves will continue to be a focus. It is important to know the real lifetime costs of facilities such as playgrounds, halls, and pools to ensure their continuance and upkeep through appropriate allowances.

The strengthening and refurbishment work on the Martinborough Town Hall will be advanced, with loan funding set aside for the strengthening work identified in the LTP. This project will require significant community involvement for the refurbishment phase of the hall.

Provision has been made to undertake some of the actions from the "three pools" report. Work will be prioritised to ensure best value for money results for Council's three outdoor summer pools.

It is proposed to move the old Greytown library from an "investment" property (where the proceeds were to be used to offset the costs of the Greytown Town Centre) to a "community building". This building has proven difficult to find long term tenants, and there has been a request from the community to change the status of this building.

Land Transport

Roading is a vital element to enable social and economic development. With a vast road network and limited money consideration needs to be given to sustainability of maintaining roads over the long term. Council will continue to focus on applying to attract maximum subsidies in the areas of drainage, bridging, road safety and maintenance. Land Transport NZ has removed the seal extension subsidy indefinitely on all

road classes, including Special Purpose Roads.

This year we propose to carry out 2Km seal extension, 1km funded from reserves, 1km funded by rates from the rural ratepayer. There is no subsidy for this work, accordingly the cost will be \$240K.

Water Supply

Council will continue to work to improve the water supply in the three main towns. A subsidy of \$618K has been granted from the Ministry of Health for the Featherston supplementary water supply to ensure the Featherston/Greytown water supply is robust enough to cope with current and future demand.

Council's water supplies are continually reviewed to ensure efficiency of supply. Work will continue on the alternative supply for Featherston, for which grant funding has been approved by the Ministry of Health.

Funding continues to be set aside for the targeted cyclical replacement of water supply infrastructure to ensure a reliable water supply system.

Solid Waste Management

Council will continue to work with Masterton and Carterton district council's to administer the joint waste management contract. Working together with our neighbours is achieving better service for residents and better environmental outcomes which supports the goals in the Wellington Region Waste Management and Minimisation Plan.

Waste Minimisation Levy funds are applied to analysis of solid waste, recycling, education, advertising and other projects. E-waste is a looming issue, Council is investigating options and will finalise an eWaste plan during this year.

Waste Water (Sewerage)

By the time this Annual Plan is adopted, Council will have lodged, and be substantially through, the resource consent process needed for the three main towns' wastewater treatment plants. Working towards increased disposal to land is a target, along with balancing the economic and environment impacts of the treatment and disposal. There is a commitment to making sure that our operation and consents are pragmatic, meet the needs of residents, and allow for adoption of more efficient and effective approaches as they become achievable. Council resolved that the resource consents lodged should be in line with the financial forecasts in the 2012/22 LTP.

We will also be looking at how to reduce infiltration into the sewer system which puts a high load on the treatment plants and increases costs. We may achieve some of this through customer education and a review of policy. Funding continues to be set aside for the targeted cyclical replacement of wastewater infrastructure. Allowance has also been made for closed circuit television (CCTV) investigation which will primarily be used to identify areas where there is excess water inflow into the system, but will also provide information on the condition of the asset.

Stormwater Drainage

It is Council policy that all stormwater from buildings is disposed of onsite through soakpits. The low density of development and the soil type generally means there are few stormwater problems. The Council will continue to monitor the situation to ensure the policy continues to be effective. Council will also respond to ongoing or significant issues of water ponding on roads.

WHAT YOU GET FOR YOUR RATES

RATES EXAMPLES (INCLUDING GST)						
	COMMERCIAL \$		URBAN \$		RURAL \$	
	2013/14	2014/15	2013/14	2014/15	2013/14	2014/15
LOW VALUE						
Land Value	100,000	100,000	125,000	125,000	240,000	240,000
General rate	357	394	223	246	505	512
UAGC	583	608	583	608	583	608
Reserves & Civic Amenities	239	233	239	233	121	117
Water	606	623	606	623		
Sewer	388	412	388	412		
Refuse	129	123	129	123		
	2,302	2,393	2,168	2,245	1,209	1,237
		3.9%		3.5%		2.3%
MEDIUM VALUE						
Land Value	150,000	150,000	250,000	250,000	600,000	600,000
General rate	536	590	447	492	1,264	1,281
UAGC	583	608	583	608	583	608
Reserves & Civic Amenities	239	233	239	233	121	117
Water	606	623	606	623		
Sewer	388	412	388	412		
Refuse	129	123	129	123		
	2,481	2,589	2,392	2,491	1,968	2,006
		4.4%		4.1%		1.9%
HIGH VALUE						
Land Value					4,000,000	4,000,000
General Rate					8,424	8,539
UAGC					583	608
Reserves & Civic Amenities					121	117
Water						
Sewer						
Refuse						
					9,128	9,264
						1.5%



PHOTO: Bruce Levy



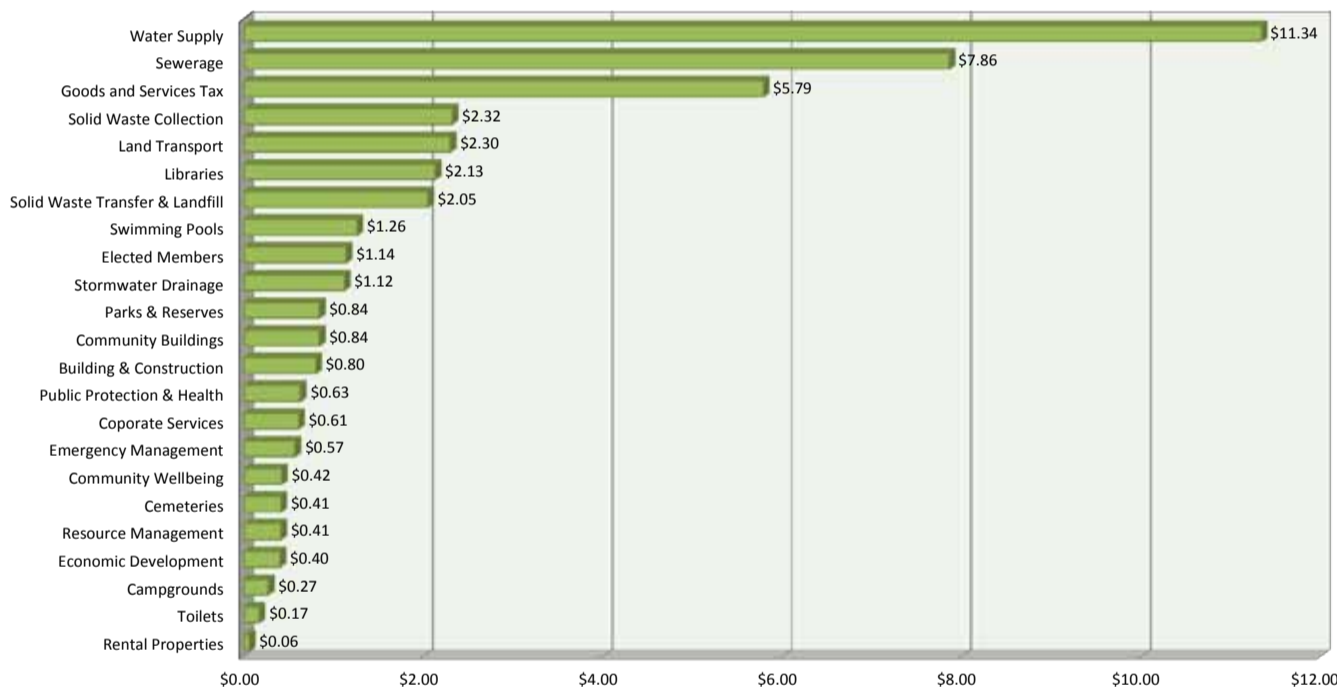


RATES AND CHARGES (INCLUDING GST)				
	2013/14	2014/15	CHANGE%	CHANGE
General Rates – commercial Rate in dollar of LV	0.003574	0.003935865	10.12%	0.00036187
General Rates – Urban Rate in dollar of LV	0.001787	0.001967933	10.12%	0.00018093
General Rates – Rural rate In dollar of LV	0.002106	0.002134741	1.36%	0.00002874
UAGC	583	608	4.29%	25
UAC Urban	236	233	-1.27%	-3
UAC Rural	121	117	-3.31%	-4
Water Charge	606	623	2.81%	17
Sewer Charge	388	412	6.19%	24
Refuse Collection Levy	129	123	-4.65%	-6



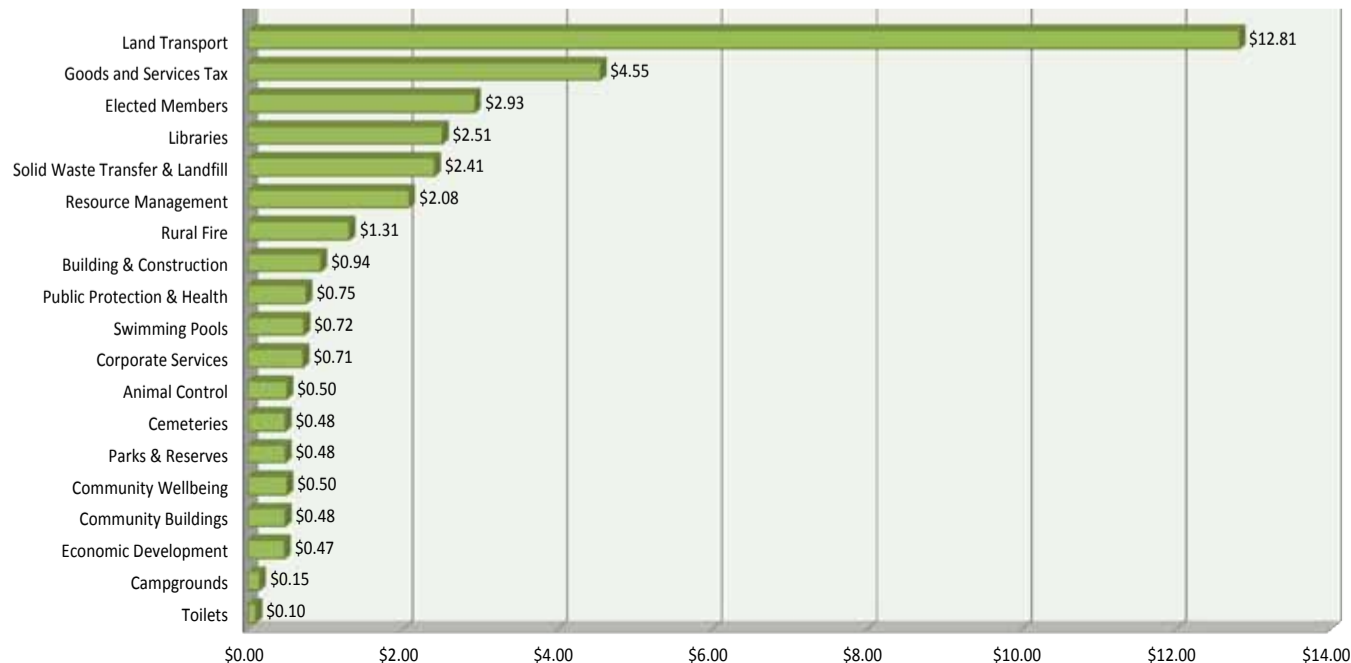
INDICATIVE RESIDENTIAL RATES

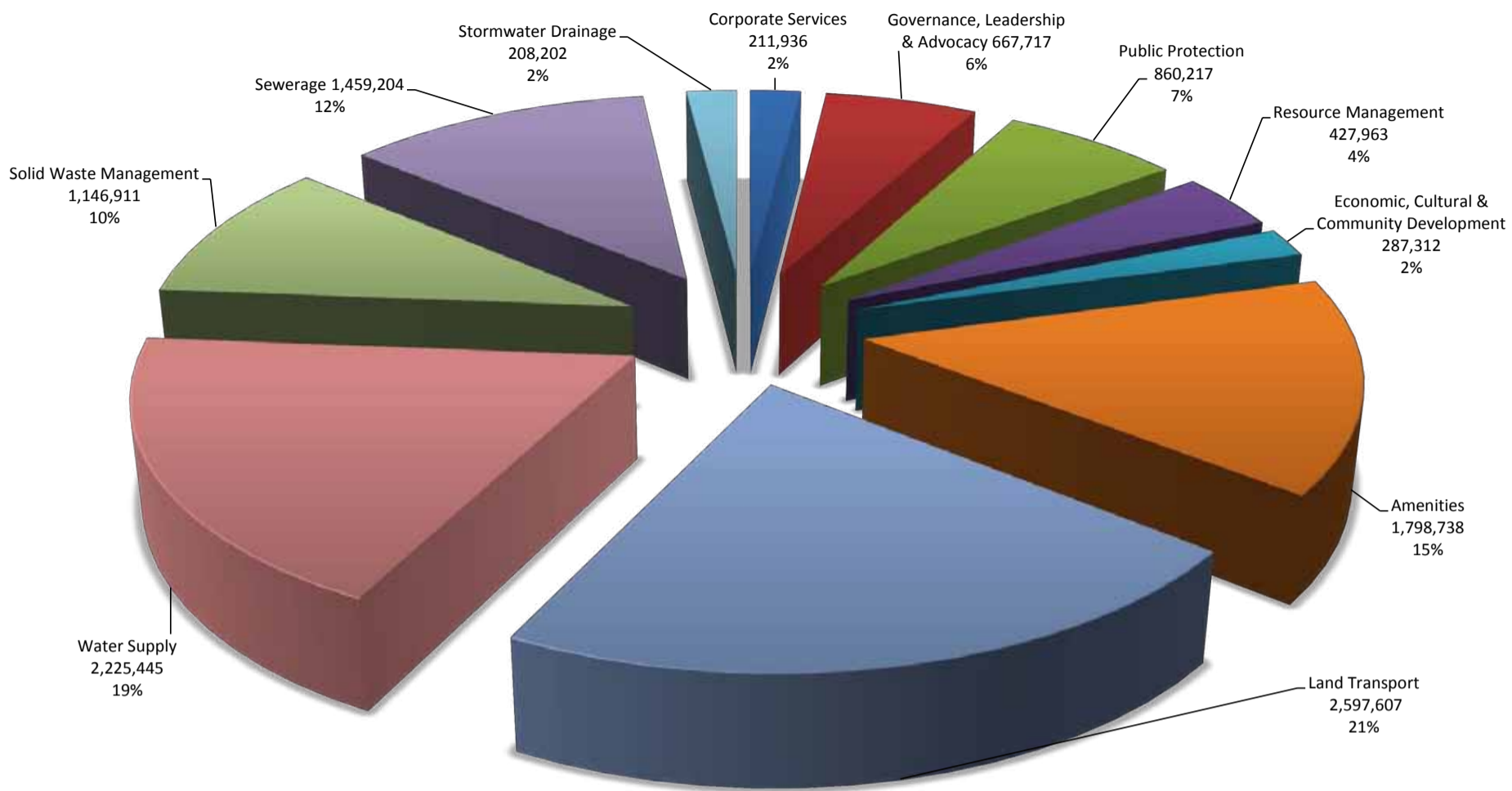
For 2014/15, the rates levy on the average value South Wairarapa home in the urban area will be in the order of \$2,275 or about \$43.75 per week. The indicative rates levy per week (on average) is presented graphically below for each service of Council.



INDICATIVE RURAL RATES

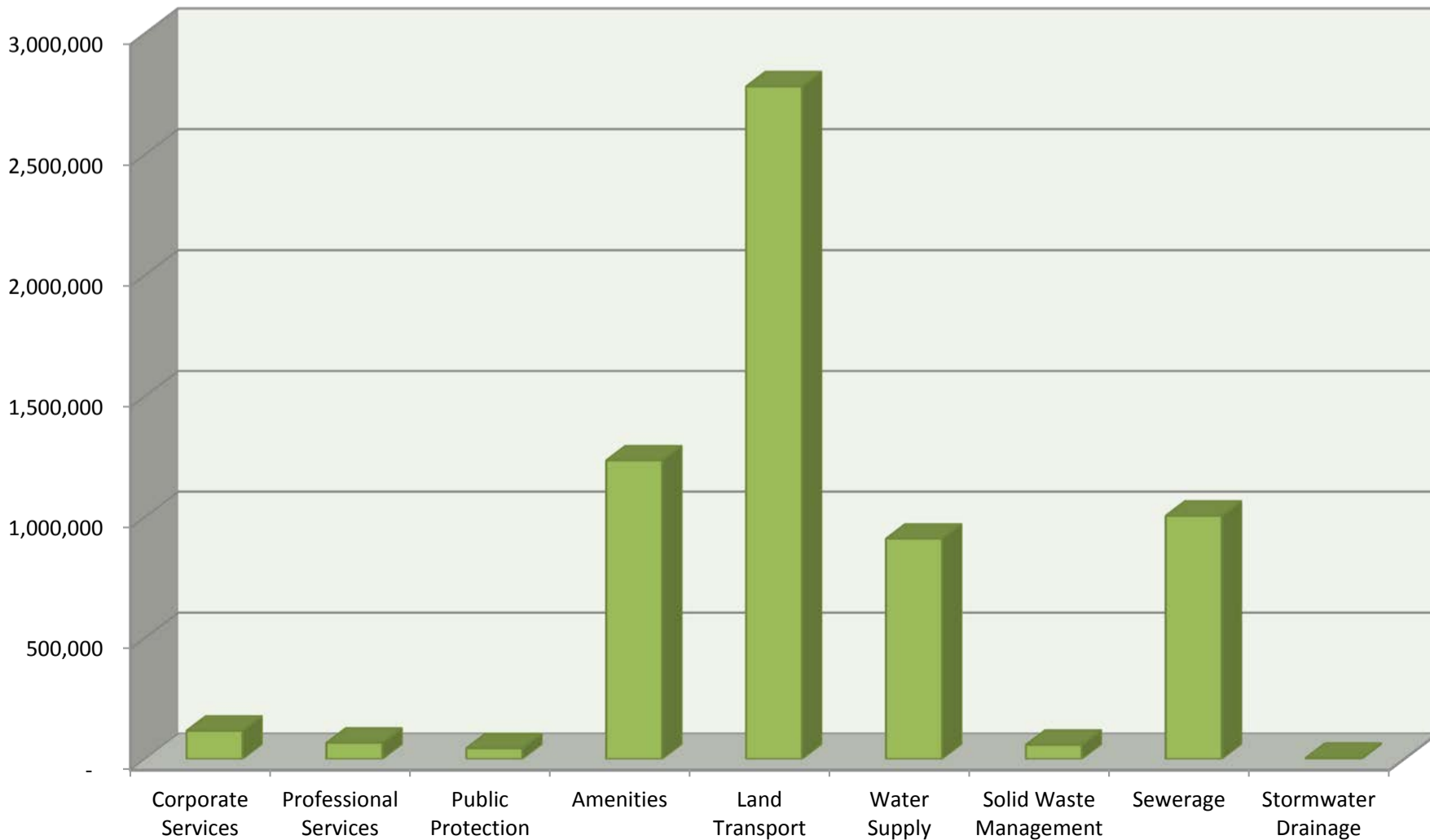
For 2014/15, the rates levy on the average value rural property is in the order of \$1,812 or about \$34.85 per week. The indicative rates levy per week (on average) is presented graphically below for each service of Council.





PROJECTED CAPITAL EXPENDITURE

The following graph represents the projected capital expenditure flows for the term of this Annual Plan.





Draft Annual Plan 2014/2015

To: Draft Annual Plan
 South Wairarapa District Council
 PO Box 6
 Martinborough 5741

Name of Submitter: _____

Address: _____

Phone: (day) _____ **Mobile:** _____

Email: _____

Submission Instructions: Identify the item and page number from the Draft Annual Plan document, state whether you agree or disagree with the proposal, and if you have an alternate suggestion to what has been proposed in the Draft Plan outline the suggestion.

PG NO.	COMMENT

Continue on separate sheets if required.

Please tick your preference:

I would **I would not**

like to discuss my submission with the Council when it meets to hear and deliberate on formal submissions on 9 and 10 June 2014 (reserve day 10 June 2014), commencing at 9.30am each day.

Please note:

- In accordance with the Privacy Act 1993, submissions will be available for viewing by Council and members of the public.
- Submissions will not be returned, so please keep a copy.
- Submissions must reach us no later than 5.00pm, Monday 19 May 2014.
- Council meetings to hear and deliberate on submissions will be open to the public, except as otherwise provided in the Local Government Official Information and Meetings Act 1987

An online submission is available on our website www.swdc.govt.nz. You may deliver your written submission to the Council Administration Office, 19 Kitchener Street Martinborough, fax it to (06) 306 9373, e-mail it to AP@swdc.govt.nz, or post it to Draft Annual Plan Submission, South Wairarapa District Council, P.O. Box 6 Martinborough. Please note submissions close and must be received by **5.00pm Monday 19 May 2014.**

**Appendix 5 – Relevant page
of 14/15 Annual Plan
Showing Results of
Consultation**

2014/2015 ANNUAL PLAN HIGHLIGHTS

Key changes between the 2014/15 Annual Plan, and the 2014/15 year described in the 2012/22 Long Term Plan

The 2014/15 AP should in general terms mirror year three of the 2012/22 LTP, however there have been some events that in specific cases need to be addressed.

The LTP forecast a rates increase of 2.44% for the 2014/15 year. This Annual Plan results in a rates increase of 3.58%.

The two key factors in the increase of 1.04% over that forecast in the 2012/22 LTP are additional seal extension (1.04%); net funding costs following the Papawai land purchase not forecast (1.01%).

Apart from the key variances discussed below, service levels and costs are generally in line with what was anticipated in the 2012/22 LTP.

Key variances against what we said in the LTP for 2014/15 are:

- Council has set aside \$240K to fund 2km's of new seal extensions. This work does not attract a subsidy from NZTA and Council proposes to fund half of this amount from reserves and half from rates, a direct charge against rural ratepayers.
- Council proposes to construct a cycleway from Cross Creek to Featherston. This cycleway links Featherston to the recently completed cycleway that runs from Wellington, across the Rimutaka Incline and back around the coast to Eastbourne. It is proposed to fund the cost of this work, \$205K, from reserves.
- Council purchased land at Papawai of 110Ha more or less during the 2013/14 financial year. This land purchase was signalled in the long term wastewater plan, however the land was purchased many years before it was planned as the land is immediately adjacent to the Greytown Treatment Plant and the opportunity to purchase had to be taken. The net repayment costs of this land has added in the order of 1% to the rates calculation. This increase was not anticipated in the LTP.
- The final configuration of the recently swapped land in Featherston is not yet known, depending on the result additional funds may be required from reserve funds, existing capital or operational budgets, grant funding, or as a last resort rates.

- A by-election was required for the Greytown Community Board; \$20K has been included in this Annual Plan to recover this unbudgeted expenditure.

Martinborough Town Hall Community Centre

The final configuration of the Martinborough Town Hall refurbishment is taking shape and high level costings are known. Council set aside \$900,000 for the earthquake strengthening; on the basis the community funded the refurbishment.

The total project cost is estimated at \$6.2M, funding is to be provided as per the table below.

MARTINBOROUGH TOWN HALL COMMUNITY CENTRE REFURBISHMENT AND STRENGTHENING FUNDING	
SWDC	\$000
Funds allocated for strengthening	\$900
Capitalise Pain Farm revenue into loan for 10 years	\$350
Capitalise library lease currently paid to third party	\$390
Land sale Martinborough land old county yard	\$550
Land sale Cecily Martin – Huangarua Park*	\$200
Other land sales across district/district property reserves	\$860
	\$3,250
COMMUNITY	\$000
Individuals, businesses, public fundraising	\$1,070
Community grants schemes	\$1,110
Lottery CFF	\$500
Plunket / Lions	\$265
	\$2,945

*It is proposed to sell some of the land bequeathed by Cecily Martin adjacent to Wharekaka. This land is in SWDC ownership in "fee simple".

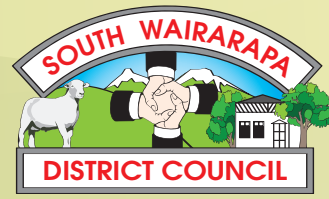
The above funding streams are estimated only, if more or less revenue is generated from one source, less or more is required from the other sources.

In addition, the project can be broken down into stages, if insufficient funds are received to cover the entire \$6.2M, then phase one can be carried out which will complete the strengthening and new buildings, **but leave the "streetscape" works to a later date.**

Appendix 6 – April 2014 Rates Newsletter

April 2014

Looking South



A Message from the Mayor

The year ahead is looking busy and exciting for Council. There are several projects on the horizon as well as business as usual services which are the nuts and bolts of what we do.

The new cycleway over the Rimutakas is proving extremely popular even with the minimal promotion it has had so far. To encourage cycling visitors into Featherston we are looking at ways of linking Cross Creek with Featherston township. This involves forming a cycleway along Western Lake Road to keep the bikes and pedestrians out of the traffic flow. This will improve safety for visitors and locals alike. Also under consideration is the best utilization of the Martinborough Town Hall and the revitalisation of the Featherston Town Centre. Last but not least are the planned upgrades to the waste water plants. This last item often is probably the biggest and most important project this council will undertake in its lifetime.

Please take the opportunity to have your say on all of these matters through our Annual Plan process.



Adrienne Staples
The Mayor

The Martinborough Town Hall

Plans for a new Community Centre in Martinborough were shared with the community at a public meeting on Thursday 3rd April. The Town Hall Working Group and SGL (professional leisure planners and funding advisors) have come up with a proposal that will transform the Martinborough Town Hall and surrounding area into a community hub, with plans incorporating a new Library space, Plunket, the Toy Library and the i-Site.



The new Town Hall from an artist's perspective

The acoustics and history of the existing Town Hall auditorium will be retained ensuring many more years ahead of MadCaps and musical offerings from Jazz in Martinborough and other performers. This project also provides us with a great opportunity to develop a destination playground and outdoor events space which will be exciting for both residents and visitors.

The plan has been developed to have no significant impact on rates, with Council continuing to fund facilities, such as the library, it is currently responsible for.

An amazing amount of work has gone into this project over the last few years and thanks must go to the members of the Town Hall Working Group who have brought the project to this stage.

Now we need your support, particularly during the Annual Plan process. To support this exciting project please complete a submission form by the 19th May. These can be found online at swdc.govt.nz or you can pick one up at the Council offices.



The proposed site plan H



Rubbish and Recycling

Windy days continue to be a concern to both residents and our Waste Operations contractor, please use your discretion as to whether you put your rubbish/recycling out with heavier objects placed on top to help weigh it down and prevent it from blowing around the streets, which has been a regular occurrence on windy days. The contractor endeavours to collect all recycling ahead of potential winds but this is not always possible, your cooperation is appreciated.

Inorganic Collections for 2013

5-9 May 2014 5-8 August 2014

The Inorganic Collection takes place on your normal collection day twice a year:

Items **MUST** be out on the kerbside by 7:30AM. Typical items may include unwanted furniture and small home appliances.

One item per property able to be lifted by one person

Note for Tora, Te Awaiti and White Rock coastal residents:

If your regular collection day falls after one of the above dates, your inorganic collection day will be aligned with your regular collection day.

Cemeteries

The South Wairarapa District is home to four historic cemeteries where the founders of our towns, pioneers and original settlers are buried. Three of these cemeteries are still in use – one in each town – and the fourth is the closed pioneer cemetery in Martinborough.

The Burial and Cremation Act 1964 requires local authorities to establish and maintain cemeteries. While South Wairarapa District Council (SWDC) maintains the grounds of the cemeteries, including gardens and weed spraying, the council is unable to maintain individual family memorials and headstones. Memorial headstones which are erected by families for their loved ones belong to those families, and it is their responsibility to maintain them. There are many memorial headstones in our cemeteries which are over 100 years old, and while some have stood the test of time, a lot are in need of maintenance.

If you have family members interred in a SWDC-administered cemetery and would be interested in restoring or carrying out general maintenance on a memorial headstone, contact your local monumental mason for advice. If you need any help locating a grave or

identifying a plot number, contact us here at the council.

South Wairarapa District Council is also eager to encourage the development of a Friends of the Cemetery group for each cemetery – volunteers who assist the Council

in the preservation and development of the cemetery, particularly the historic areas. Cemetery friends can help by maintaining historic graves which are not maintained by descendants, as well as contributing towards the ongoing development of the cemetery. Future opportunities will include being able to assist with the development of the online database for the cemeteries. If you are interested in forming a group or taking part please contact the council.

The SWDC cemeteries contact is Sara Sutherland, Amenities Administrator, Phone: 06 306 9611 extension 833 or email Sara.Sutherland@swdc.govt.nz.



NZTA FAR review

NZTA is reviewing how the funding assistance rates (the percentage that NZTA funds local roads) are calculated.

The latest information is that under the provisional framework those territorial authorities who have 'special purpose roads' such as the "Cape Palliser Rd", in their districts would receive the same funding assistance rate for those special purpose roads as they would for all the other local roads in their network.

Name of road	Location	Road controlling authority (district)	Approx. length	Date of Board resolution/ (notice)	Gazette notice reference	Reasons why declared a subsidised highway or special purpose road (if known)	Status of the carriageway now
South Wairarapa District							
Cape Palliser Road	From the intersection with Lake Ferry Road to its terminus at Cape Palliser	South Wairarapa District Council (South Wairarapa District)	37.7km	(15 September 1997)	18 September 1997, page 3101	SH Review recommendation. Due to high tourism value and high maintenance costs with minimal local rate income.	SPR

Your Representatives

In this and future editions of the Rates Newsletter we will profile local Councillors and Community Board Members so you can better get to know those whom you have elected to represent your interests both at Council and at the Community Board.

MARGARET CRAIG

Greytown Ward Councillor and Community Board Member since 2007

Always ready to listen to others' points of view, I am a proactive, committed representative and advocate for fair and sensible policy and planning decisions and outcomes for all sectors of our community.

Arriving in the Wairarapa in 1965, both Bruce and I have lived and worked in all three South Wairarapa Wards. Following my retirement in 2007 from a teaching career that spanned 46 years, we finally realised our goal of owning a home in Greytown.

Currently, in addition to my Council commitments, I am the organist at St Andrew's church, a member and past Secretary of the SW Probus Club, and serve on the Arbor House Trust Board.

Council appointments have included the Cobblestones Trust, the Wairarapa Healthy Homes Committee, Waste Minimisation, Reserves & Amenities and Emergency Services Focus Groups, Wellington Region Waste Forum, and I am Chairperson of the Wairarapa Road Safety Council.

My many interests include a passion for ICT, music, reading, gardening and travel. With our children living overseas for many years, we have been fortunate to travel extensively in UK, Europe, Asia and Australia. None of those experiences however, can beat the lifestyle and community that we share with the people of the South Wairarapa.

Water Supply and Waste water Disposal Policy applies from 1 May 2014

The Council water supply systems have capacity limitations and therefore when requests for new connections and sub divisional development are made they will be approved dependant on the system capacity. The available capacity varies from township to township, and while capacity is not currently an issue each application needs to be considered taking into account circumstances that exist at the time of the application.

Where connections to new subdivision lots and other properties (where serviceable rates have not been paid) are made, applicants will be required pay capital contributions to join the existing system at a rate set by the Council from time to time.

Council's obligation to provide town water supply is in reference to Masterton District Council and South Wairarapa District Council Consolidated Bylaw 2012, Part Five: Water Supply. Council's goal, strategies and policies are made public through the Annual Plan process each year and Long Term Plan (LTP) every three years.

New Rural water supply connections are for domestic use only, and to meet that demand, supply is limited to 1500 litres per twenty-four hours. An on demand supply may be offered to urban size property in the rural area at the discretion of the Council. An urban size property is deemed to be 1000 square meters or less.

Waste Water Disposal Policy – Connections to Sewer Reticulation System

Applicants are required to provide as-built plans of connections on completion for Council records. Road opening bonds will not be refunded until as-builts are lodged.

Council's obligation to provide sewer connections is in reference to Masterton District Council and South Wairarapa District Council Consolidated Bylaw 2012, Part Eleven: Wastewater Drainage. Council's goal, strategies and policies are made public through the Annual Plan process each year and LTP every three years.

Urban boundaries are those defined in the Combined District Plan Maps.

Rural areas are those areas defined in the Combined District Plan Maps.

In rural areas, sewer connections, if available, are for domestic use only for a residential size site deemed to be not greater than 1000 square meters in area. The relevant conditions for new connections in the urban zones shall apply equally to new connections in the rural zone.

Draft Annual Plan Meetings

Formal consultation on the Draft Annual Plan will take place over the period **Wednesday 16 April 2014 to Monday 19 May 2014.**

Council will be hosting informal public workshops at the following locations to present and discuss the Draft Annual Plan with interested members of the public:

Featherston: Kiwi Hall, 7pm, 6 May 2014

Greytown: Greytown Town Centre, 7pm, 7 May 2014

Martinborough: Council Chambers, 7pm, 8 May 2014

You are most welcome to attend and discuss the background and content of Annual Plan with Her Worship the Mayor, Councillors and community board members.

Rebates 2013/14

The Rates Rebate Scheme provides a rebate of up to \$595 for low income earners who were paying rates for the home in which they were living on 1 July 2013.

- ◆ Your rebate will be calculated based on your Income, from 1 April 2012 to 31 March 2013, rates and the number of dependants. The income eligibility for a rebate is \$23,870
- ◆ However if your income exceeds this amount you could still be entitled to a rebate depending on the total cost of your rates and number of dependants. You must provide proof of income from your income provider for ALL forms of income, including interest & dividends.
- ◆ Application forms are available from the Featherston and Greytown Libraries as well as the Council office.

Would you prefer to receive your rate demand by email?

We now have the facility to send rate demands by email. If you wish to receive your rate demand by email please email rates@swdc.govt.nz, and we will add your details to our database.

We encourage you to take up this option, some local authorities have up to 20% of rate demands delivered by email and at 70c per envelope the savings are considerable and of benefit to all.

Rates 2013/14 Instalment Four

Enclosed with this newsletter is the fourth rates assessment/invoice for the rating quarter 1 April – 30 June

The last day for payment is 20 May 2014

Please pay by this date to avoid the 10% penalty.

Payment by direct credit is welcomed. Please help us to process these payments by including the property (RID) number for **all** properties you are paying.

Direct Debit Forms

We included with a previous Rates Notice a direct debit form hoping to encourage ratepayers to consider this method of rates payment, if not already signed up. Direct Debit is the cheapest way to pay your rates as we withdraw the funds directly from your bank account at the very last minute. That way you get the benefit of your funds for the longest possible time.

If you have not had the opportunity to do so but would like to pay by Direct Debit please complete

and return that form to us. If you have not kept the form we sent, just contact us by phone or email/post or drop in to one of our service centres to arrange to complete the required form.

We are very pleased with the response to our last notice about paying by Direct Debit with 200 additional ratepayers signed up. Our thanks to all those who pay by this method as administratively it is easier for us and means you not having to stress about paying on time.

GET IT SORTED

To South Wairarapa District Council, P.O. Box 6, Martinborough 5741

From:

Name

Surname

What's the Problem

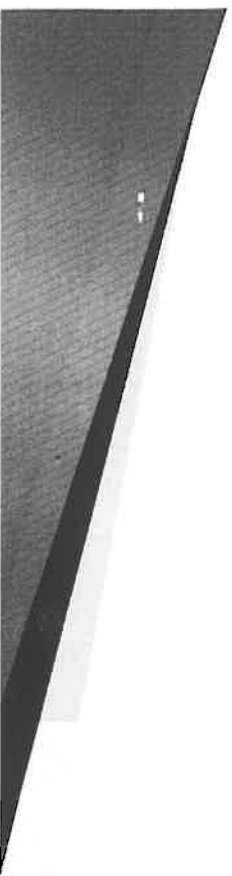
Where Exactly?

Street, Road, Number

**Appendix 7 – Powerpoint
presentation 3 April 2014
Public Meeting**

Making Our New Martinborough Town Hall Community Centre A Reality.....

April 2014



Purpose of Tonight's Meeting

- ▶ Fully inform everyone regarding what's proposed and why

- ▶ We want your feedback (what you like, concerns, suggestions)

Return your feedback form to either the

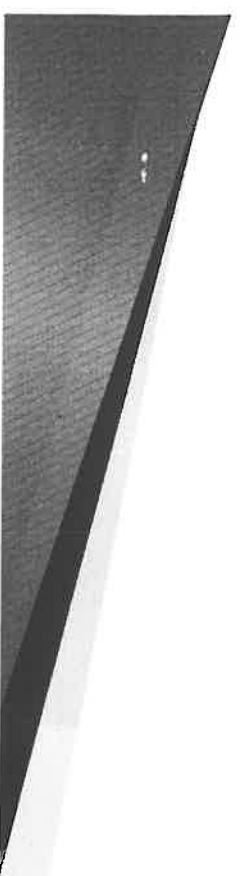
Council Offices, Library or at Pain & Kershaw

by 11 April

- ▶ Submissions needed to Council by 19 May

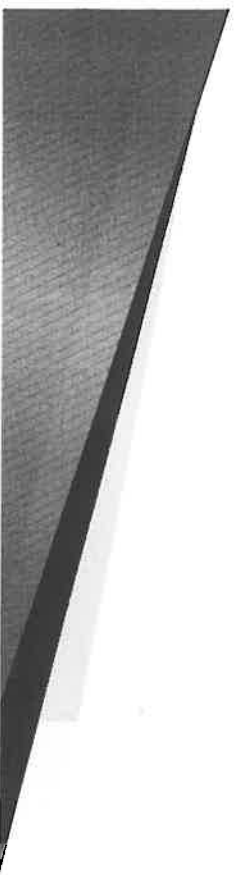
Introducing Our People

Major Gifts Committee	Public Fundraising Committee	Communications Committee
<ul style="list-style-type: none">➤ David Kershaw➤ Ro Griffiths➤ Max Stevens➤ Catherine De Groot➤ James Graham➤ Vicky Read	<ul style="list-style-type: none">➤ Felicity ... <i>Vicky to complete</i>	<ul style="list-style-type: none">➤ Lisa Cornelisson➤ Winifred Bull



Feasibility Process

- Leisure Planners SGL Group, supported by BGSB Team Architects, conducted a Feasibility Study from June to November 2013 for the Martinborough Town Hall Working Group and South Wairarapa District Council
- Interviewed 80 people representing 44 different groups, visited 13 venues, held 8 workshops



Community Facility Directions

- The final direction needs to meet real community need, be achievable and operationally sustainable
- To create cross-activity benefits and to assist to optimise revenue and cost efficiencies, it is desirable to have less community venues of better quality and well designed, which are multi-functional
- Wairarapa already has good examples of co-located functions such as the Carterton Events Centre and the Greytown Town Hall

Current Situation

- The current Town Hall is sitting in a dead zone of the Square, and currently has low utilization (annual visitation currently 385 bookings and 4,315 visits), and requires earthquake strengthening costing about \$1 million
- The current Martinborough Library is sub-standard Currently lease 165m², open 37 hours/week, estimated annual visitation of 24,000
- **Current i-Site owned by SWTC**
Open 52 hours/week, reported annual visitation 41,400

Future Directions

Maintain Town Hall as:

- Theatre and performance venue for South Wairarapa – good acoustics
- Maintain as a public meeting, local wedding and birthday party venue

With Martinborough's wide range of private conference and function venues, the primary future purpose of the Town Hall is not as a conference venue, nor as a venue for out-of-town weddings



Future Directions

Reposition the Town Hall as the most valued and regularly used community facility for the greater Martinborough area:

- Co-locate the library, plus other relevant community services such as the Toy Library and Plunket
- Relocate the i-Site into this same location (and hence take visitors to the other side of the Square, plus provide the opportunity for some shared operational synergies – one staff team)



Future Directions

- Create a unique and destination playground – a marketing opportunity, as well as a valued local play space
- Improved indoor–outdoor event support elements will enhance the future Town Hall’s relevance to Martinborough’s important event activity
- Preferred local meeting venue for Martinborough
- Preferred location for all movement–related activities e.g., Tai Chi, Yoga, Kickboxing



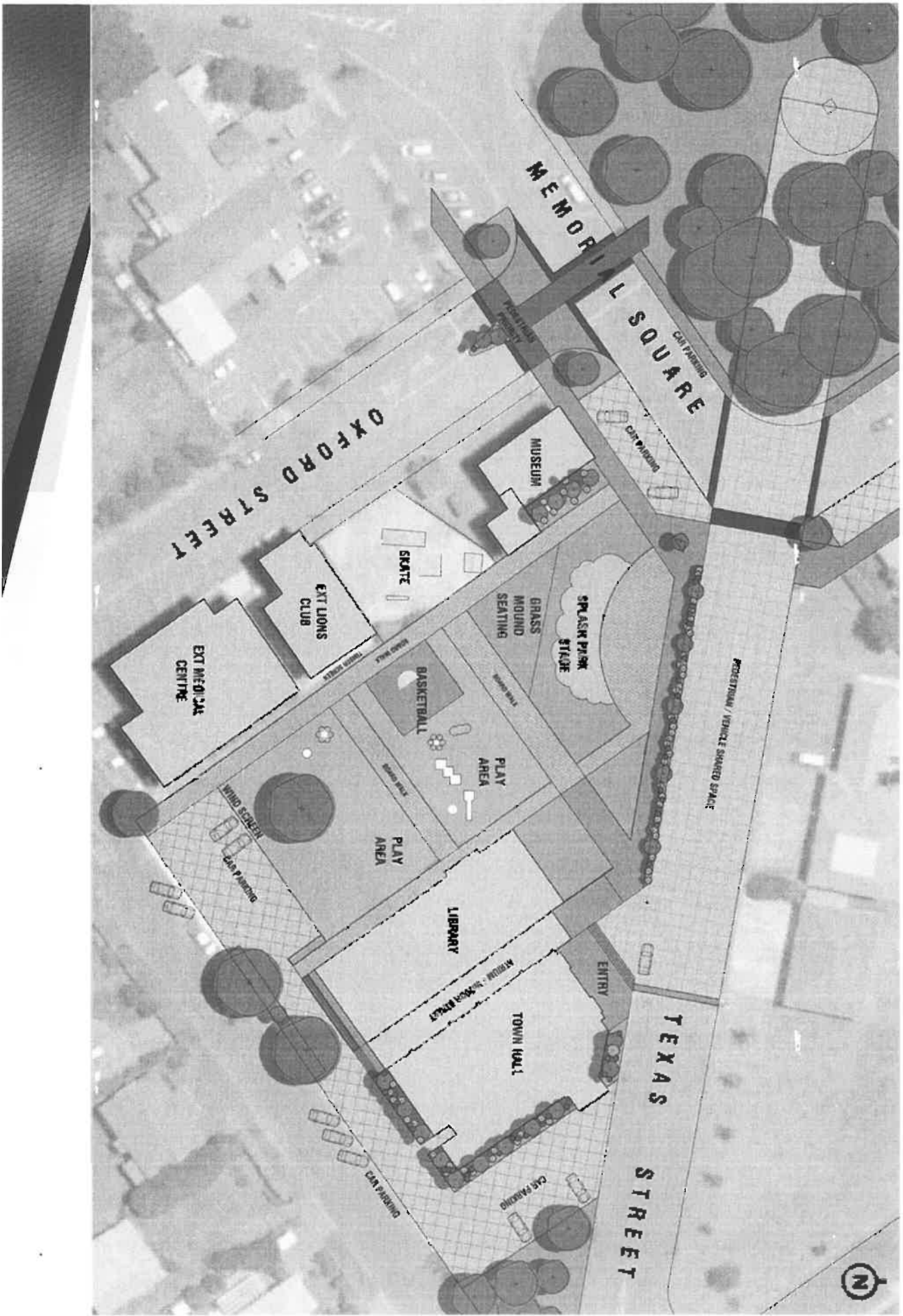
Future Directions

Martinborough is a small community, so if it is to achieve a bold solution it will have to be prepared to, where sensible, consolidate venues and activities, all available resourcing and some leadership and possibly ownership structures

Drive all relevant activity into future Town Hall







OXFORD STREET

MEMORIAL SQUARE

EXT. MEDICAL CENTRE

EXT. LIONS CLUB

SKATE

GRASS MOUND SEATING

SPRINKLER STAGE

BASKETBALL

PLAY AREA

PLAY AREA

LIBRARY

TOWN HALL

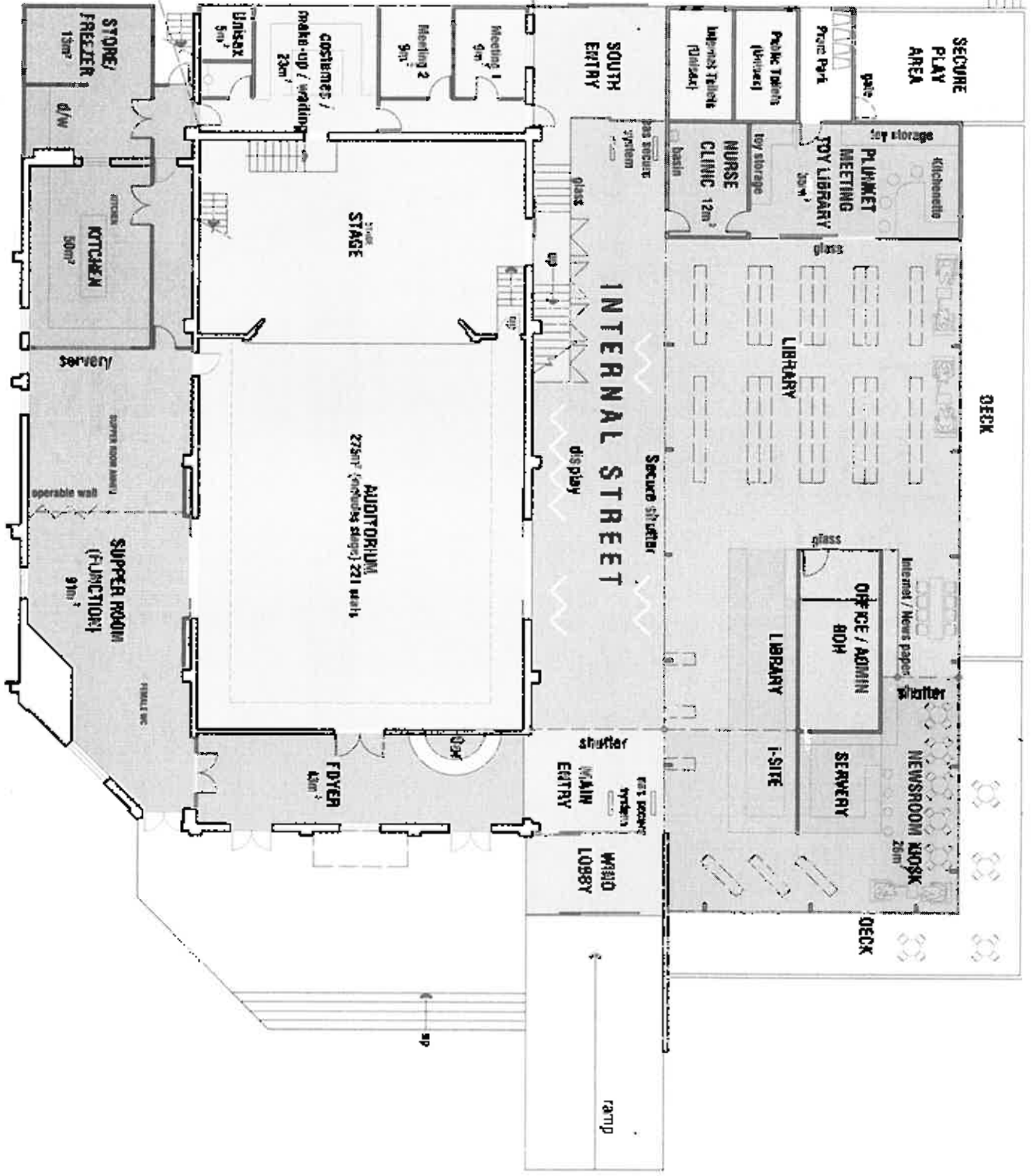
TEXAS STREET



Proposed Basement Plan
Scale: 1:500 (A2)



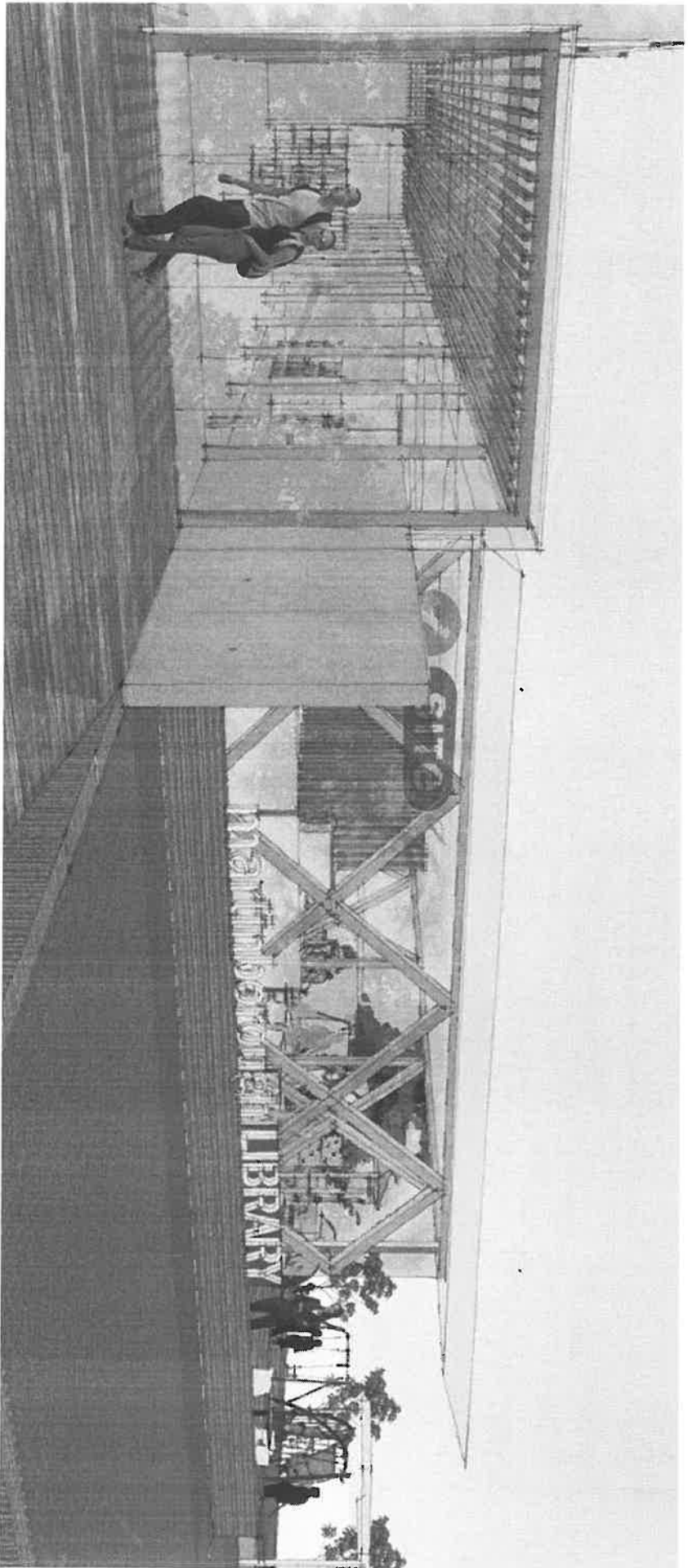
Proposed Ground Floor Plan
Scale: 1:500 (A3)



**Table 14: TOTAL AREA OF STAGE DEVELOPMENT OF
MARTINBOROUGH TOWN HALL COMMUNITY CENTRE (m²)**

Stage		Area m ²
1	Town Hall – full refurbishment and strengthening	726
2A	Main entrance, i-SITE and kiosk	216
2B	Library, Plunket, Toy Library and Internal Street	477
Total		1,419

Current Martinborough Town Hall 623 m²





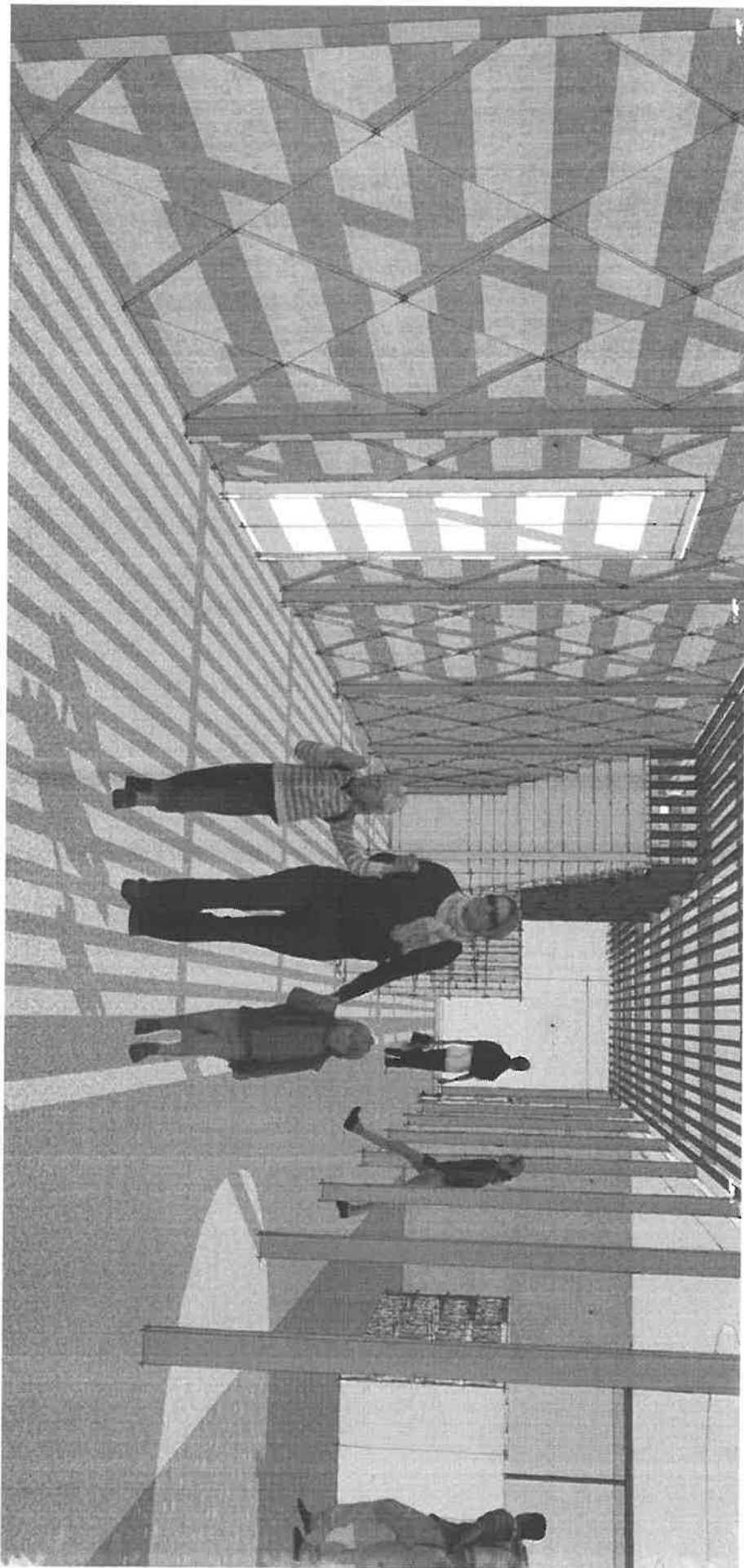


Table 16: MARTINBOROUGH TOWN HALL COMMUNITY CENTRE SUMMARY OF CAPITAL COST ESTIMATE STAGES ex GST (\$)

Stage	Cost \$
Core Project Cost	
Town Hall – Stage 1	2,771,870
Town Hall – Stage 2A	636,452
Town Hall – Stage 2B	1,402,136
Streetscape Works – Option A (essential)	315,035
Consent Fee	55,000
Sub-Total A	5,180,493
Additional Works	
Streetscape Works – Option A (remaining)	882,593
Streetscape Works – Option B (play)	448,202
Sub-Total B	1,330,795
TOTAL	6,511,288

**Table 22: ESTIMATED VISITATION TO MARTINBOROUGH TOWN HALL
COMMUNITY CENTRE**

Stage 1	
Existing	5,085
25% Increase of Existing Activity	1,271
Transferred Activity	12,538
Sub-Total 1	18,894
Stage 2 (all transferred)	
i-SITE & Library	65,400
Plunket, Toy Library & Health Clinic	1,204
Sub-Total 2	66,604
TOTAL	85,498*



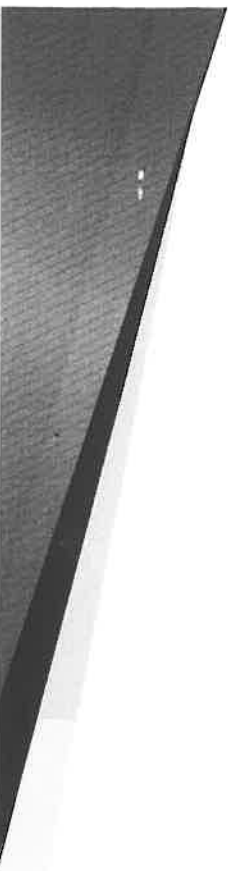
OPERATING COMPARISONS

Facility	Greytown Town Centre	M Library	MTH	M i-SITE	M Total
Area m2	845	165	623	164	952
Annual Revenue	\$10,568	\$15,314	\$4,279	\$23,400	\$42,993
Annual Expenditure	\$91,313	\$231,103	\$25,211	\$126,000	\$382,314
Annual Net Cost of Service	-\$80,745	-\$215,789	-\$20,932	-\$102,600	-\$339,320

Project Funding

All donors, both public and private, are being asked to make a “leadership” contribution to the project

...without leadership gifting at the highest level by each donor, large and small, the community funding target will not be achieved



FUNDING SEGMENTATION Asking SWDC to fund:	
	\$ millions
* Structural Strengthening	0.900
* Stage 2A (i-Site)	0.636
* Stage 2B (Library and Toilets, less Plunket and Toy Library)	1.262
* Streetscape Works – Option A Essential	0.315
* Consent Fees	0.055
TOTAL	3.168

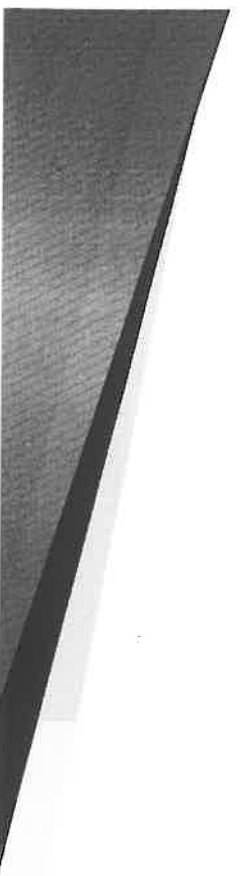
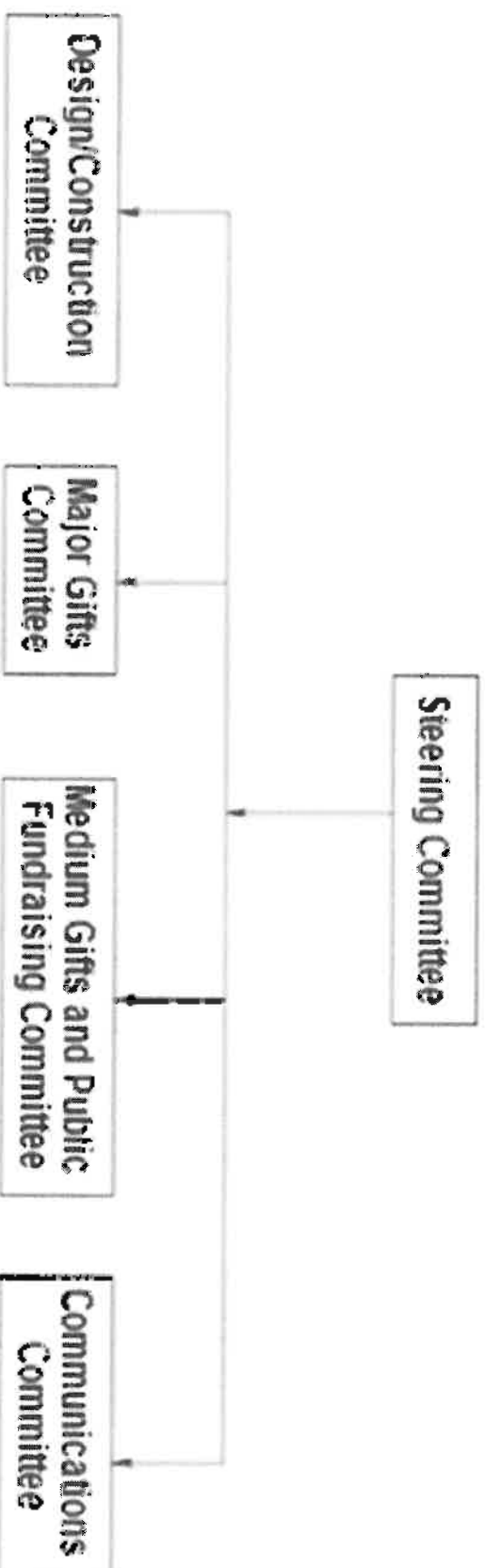
CAPITAL FUNDING PROFILE - DRAFT

Funding Source	Target Level \$000s			
Individuals, Businesses, Public Fundraising, Plunket, Lions	1,020	1,335		1,865
Community Grants	720	1,500		1,750
SWDC	3,168	3,250		3,250
TOTAL	4,908	6,085		6,865

Funding Process

Description	Timeline
February to August 2014	Personal approaches to families and businesses, asking to consider gifts at different levels (emphasis \$15,000 and above)
3 April	Public Meeting
April – May	Feedback to MTHCC, and Submissions to Council Annual Plan
June	Council considers as part of Annual Plan
June – August	Presentations and applications to Major Public Funders
September 2014 to June 2015	Wider business community and public fundraising support

Project Structure



A Very Special Thanks To Our Donors So Far

Tom and Di Bunny	Pain and Kershaw Ltd
Cotter and Stevens	Patuna Farm
Cath and Marco De Groot	Richard Riddiford
Ro and Lyle Griffiths	Max and Liz Stevens and Family
Robin Lockie	Graeme Thompson and Chris Cassels
John and Di Martin	Felicity and Arthur Warren
Tim Martin and Victoria Read	Pam and Garry Wells
The Martinborough Star	
Helen and John Meehan	



Charitable Trust Formation

- ▶ A registered charity is needed to enable individual donations to receive tax benefits
- ▶ More so, the calibre of these Trustees has a very important and trusted funding stewardship role, i.e., with Council representatives these Trustees will take a leadership role in securing of funds
- ▶ In the future, option for this Trust to be the future governance and operating entity for the Martinborough Town Hall Community Centre
- ▶ Should also form Trust, so if appropriate in the future, could vest key local community facilities/assets

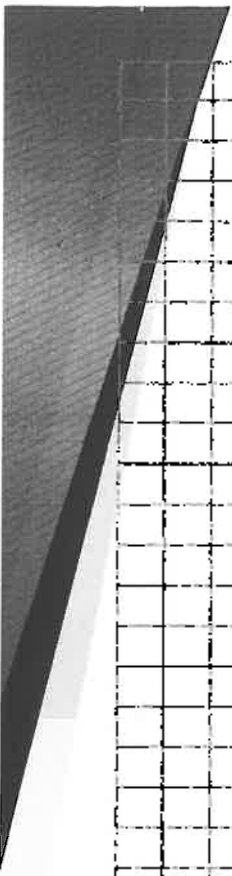
Job Ref 5703 - 12 November 2013

Martinborough Town Hall Redevelopment Project Program

Martinborough Town Hall Redevelopment

2013												2014														
Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Project Planning, including Structural Assessment, SGL (SWDC)																										
												Finalise Design & Cost Plan (SWDC/BGBB, S)														
												Client Approval (SWDC)														
												Developed Design & Cost P														
												Resource Consent (SWDC)														

2015												2016																					
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct												
SGI + Specialist Consultant Inputs																																	
Jan (SWDC, BG/BA, SGI) + Specialist Consultant Inputs																																	
Detailed Design & Building Consent application preparation (BG/BA and specialist Consultants)																																	
Building Consent (SWDC)																																	
Tendering/procurement of contract, tender negotiation/main Contractor selection																																	
Construction 30 months																																	
X Official Opening																																	
Project leadership and fundraising																																	



Appendix 8 – Waihinga Centre Feasibility Study



BOON GOLDSMITH BHASKAR BREBNER
teamarchitects

REPORT

For: South Wairarapa District Council
Name: Feasibility Study for the Revitalisation of the Martinborough Town Hall & Town Centre Precinct
Author: SGL Funding Ltd
Date: October 2013

DOCUMENT

By: SGL Funding Ltd
Address: PO Box 300-555
Albany
Auckland 0752
Telephone: +64 6 757 3200
Email: sbramley@sglgroup.net
Web: www.sglgroup.net

ARTWORK

By: Boon Goldsmith Bhaskar Brebner
Team Architects
Address: 131 Courtenay St,
New Plymouth 4310
Telephone: +64 6 757 3200
Email: newplymouth@teamarchitects.co.nz
Web: www.bgb-ta.co.nz/contact

Feasibility Study for the Revitalisation of the

Martinborough Town Hall & Town Centre Precinct

CONTENTS:

1	Review of Martinborough Town Centre Precinct	6
1.1	Study Objectives and Key Areas of Work	6
1.2	Methodology	7
2	A Shared Community Vision	8
3	About Martinborough	10
3.1	Introduction.....	10
3.2	Location.....	10
3.3	South Wairarapa District Council.....	11
3.3.1	Dwellings and Population	11
3.4	Education Facilities	11
3.4.1	Martinborough School	11
3.4.2	Martinborough Kindergarten.....	12
3.4.3	Martinborough Playcentre.....	12
3.4.4	DOT Kids	12
3.5	Recreation Facilities	12
3.6	Business Organisations	12
3.6.1	Martinborough Business Association	12
3.6.2	Destination Wairarapa.....	12
3.7	Service Clubs	13
3.7.1	Martinborough Lions Club.....	13
3.7.2	South Wairarapa Rotary Club	13
3.8	Emergency Services	13
3.8.1	Martinborough Volunteer Fire Brigade	13
3.8.2	South Wairarapa Order of St John	13
3.8.3	Police Station	13
3.9	Iwi	13
3.9.1	Hau Ariki Marae.....	13
3.10	Martinborough Commentary	14
3.10.1	Winemaking	14
4	Events	15
4.1	Event Destination.....	15
4.2	Established Festivals	17
4.2.1	Toast Martinborough.....	17
4.2.2	Jazz in Martinborough	19
4.3	New Festivals	20
4.3.1	Martinborough Olive Harvest Festival.....	20
4.3.2	Greater Wellington Brewday/Beer Festival	21
4.3.3	Kokomai Creative Festival	21
4.4	Established Fairs	22
4.4.1	Martinborough Fair.....	22
4.5	New Fairs	23
4.5.1	St Andrew's Church Gala Day.....	23
4.6	Fun Ride and Round the Vines	23
4.6.1	Martinborough Charity Fun Ride	23
4.6.2	Round the Vines.....	23
5	Conference and Function Facilities	24
5.1	Key Conference Facilities	24
5.2	Overview	25
5.2.1	Martinborough – Selected Venues	25
5.2.2	Other Towns – Selected Venues.....	26
6	Stakeholder and Leisure Groups	28
6.1	i-SITE Visitor Centre.....	28
6.2	Library	29
6.3	Plunket	31
6.4	Toy Library	33
6.5	Martinborough Museum	34
6.6	St Andrew's Anglican Church.....	35
6.7	Yoga and Kick-Boxing	37
6.8	Tai Chi	37
6.9	Pilates.....	38
6.10	Karate	38
6.11	Bridge.....	38
6.12	Mahjong	38

7	Martinborough Town Hall	39			
7.1	Description	39			
7.1.1	Overview	39			
7.1.2	Building	39			
7.2	Hire Rates.....	40			
7.2.1	Current Utilisation	41			
8	Current Operating Information: for selected key stakeholders	55			
8.1	Operating Expenses Comparison.....	57			
9	Strategy Discussion and Directions	42			
9.1	Process	42			
9.2	Community Facility Directions.....	42			
9.3	Current Situation	42			
9.4	Future Strategy Options.....	43			
9.5	Community Funding.....	44			
9.5.1	Project Positioning	44			
9.5.2	Some Funding Theory	44			
9.6	Future Solution	44			
9.7	Other Future Possible Directions.....	44			
9.7.1	Marae	44			
9.7.2	Council service centre	44			
9.7.3	Emergency Services	44			
10	Future Design	45			
10.1	Design Considerations	45			
10.1.1	Memorial Square	45			
10.1.2	Town Hall Precinct	45			
10.1.3	Town Hall.....	45			
10.2	Proposed Design	46			
10.2.1	Town Hall Precinct.....	46			
10.2.2	Concept Plan.....	46			
10.3	Staging, Component Areas and Cost Estimate.....	46			
10.3.1	Staging	46			
10.3.2	Component Areas	46			
10.3.3	Cost Estimates	46			
11	Future Operation	50			
11.1	New Pricing - Hire Rates	50			
11.1.1	New Pricing Schedule	51			
11.2	Visitation.....	52			
11.2.1	Estimating Visitation	52			
11.3	Revenue	54			
11.3.1	Estimating Revenue	54			
11.3.2	Activity: Existing, Transferred and Growth of Existing.....	54			
11.4	Opex	55			

TABLES:

**Table 1: MARTINBOROUGH DWELLING & USUAL RESIDENT POPULATION COUNT
1996-2006 CENSUS 11**

Table 2: ABOUT MARTINBOROUGH SCHOOL 11

Table 3: ANNUAL EVENTS IN HELD MARTINBOROUGH 16

Table 4: DIRECTORS & SHAREHOLDERS OF TOAST MARTINBOROUGH LTD 18

**Table 5: SUMMARY OF REVENUE & GRANTS FROM MARTINBOROUGH FAIR
2009-2013 ex GST (\$)..... 22**

Table 6: SELECTED WAIRARAPA CONFERENCE FACILITIES 24

Table 7: GREYTOWN TOWN CENTRE UTILISATION: BOOKINGS JAN-JUN 2012* . 26

**Table 8: GREYTOWN TOWN CENTRE ANNUAL ESTIMATED UTILISATION SOUTH
WAIRARAPA BRIDGE CLUB 27**

Table 9: CARTERTON EVENTS CENTRE HIRE RATES ex GST (\$) 27

**Table 10: REGULAR ACTIVITIES OFFERED AT THE ST ANDREW’S ANGLICAN
CHURCH HALL..... 35**

Table 11: MARTINBOROUGH TOWN HALL HIRE CHARGES ex GST (\$)..... 40

**Table 12: COMMUNITY BUILDINGS – FEES & CHARGES IN ADDITION TO HIRE
CHARGES ex GST (\$) 40**

Table 13: MARTINBOROUGH TOWN HALL BOOKINGS SUMMARY 41

**Table 14: TOTAL AREA OF STAGE DEVELOPMENT OF MARTINBOROUGH TOWN
HALL COMMUNITY CENTRE (m²) 46**

**Table 15: PROPOSED DEVELOPMENT OF MARTINBOROUGH TOWN HALL
COMMUNITY CENTRE BY AREA (m²)..... 46**

**Table 16: MARTINBOROUGH TOWN HALL COMMUNITY CENTRE SUMMARY OF
CAPITAL COST ESTIMATE STAGES ex GST (\$) 46**

**Table 17: MARTINBOROUGH TOWN HALL COMMUNITY CENTRE CAPITAL COST
ESTIMATE STAGES ex GST (\$) 49**

Table 18: NEW PRICING - TIME PERIODS..... 50

**Table 19: COMPARISON OF EXISTING ACTIVITY USING ANNUALISED TOTALS
AND NEW PRICING MODEL AT MARTINBOROUGH TOWN HALL ex GST (\$) 50**

Table 20: NEW PRICING - COMMUNITY HIRE RATES ex GST \$.....51

Table 21: NEW PRICING COMMERCIAL HIRE RATES ex GST \$..... 51

**Table 22: ESTIMATED VISITATION TO MARTINBOROUGH TOWN HALL
COMMUNITY CENTRE52**

**Table 23: ESTIMATED ANNUAL VISITATION TO MARTINBOROUGH
EVENTS/ACTIVITIES/SERVICES WITH POTENTIAL TRANSFER TO FUTURE
MARTINBOROUGH TOWN HALL COMMUNITY CENTRE53**

Table 24: EXISTING BOOKINGS - LOADING APPLIED ESTIMATE GROWTH54

Table 25: REVENUE NEW PRICING ex GST EXISTING + TRANSFERRED ACTIVITY (\$) 54

Table 26: REVENUE NEW PRICING ex GST GROWTH OF EXISITING ACTIVITY (\$) 54

**Table 27: REVENUE NEW PRICING ex GST EXISITING + TRANSFERRED + GROWTH
(\$)..... 54**

**Table 28: MARTINBOROUGH i-SITE: ESTIMATED WAGES AND SALARY
CALCULATION55**

**Table 29: MARTINBOROUGH TOWN HALL COMMUNITY CENTRE FRONT OF
HOUSE AND MANAGEMENT: ESTIMATED WAGES AND SALARY
CALCULATION56**

Table 30: WAGES LOADING CALCULATION56

Table 31: INCREASED TOTAL BUILDING AREA.....56

Table 32: INCREASED LIBRARY AND I-SITE BUILDING AREA56

**Table 33: OPERATING COMPARISON - GREYTOWN TOWN CENTRE (GTC),
MARTINBOROUGH LIBRARY (ML), MARTINBOROUGH TOWN HALL (MTH),
MARTINBOROUGH I-SITE (MI), AND PROJECTED OPERATING COSTS FOR
THE MARTINBOROUGH TOWN HALL COMMUNITY CENTRE (MTHCC).....57**

1 REVIEW OF MARTINBOROUGH TOWN CENTRE PRECINCT

1.1 STUDY OBJECTIVES AND KEY AREAS OF WORK

Leisure Planners SGL Funding Ltd (SGL) and BGBB Team Architects undertook this Feasibility Study from June to October 2013 on behalf of the Martinborough Town Hall Committee and South Wairarapa District Council.

SGL and BGBB Team Architects were commissioned to primarily assess, review and concept design a refurbished strengthened Town Hall that has greater functionality, is inviting and comfortable, and is used extensively by the community. It was expected the Hall's integrity and heritage values would be preserved. As part of this process the consultant team were also to consider the enhanced linkage of the Martinborough Town Hall with the Memorial Square, and the Town Hall as part of an expanded community centre environment.

The Feasibility Study involved the following areas of work:

1. Strategic review and demand analysis for relevant community and recreation activities and facilities in the Martinborough area.
2. Specific consideration of the need, location, master planning and capital cost estimates for a shared community/civic centre facility development in the Town Hall Precinct.
3. Consideration of the funding opportunities, achievability, timing and implications of the proposed development programme. Also to consider top-line operating implications.
4. Based on the need, achievability and sustainability findings of the above work complete more detailed planning for the facility developments likely to proceed in the next five year period. In particular:
 - Prepare preliminary concept designs for the Town Hall refurbishment and associated precinct.
 - Develop a detailed utilisation profile and corresponding operating model for the proposed community/civic centre.
5. Also preliminary consideration of the structural implications (ownership, access agreements, governance and management) for the priority facility developments.

1.2 METHODOLOGY

1. In the course of this study SGL supported by Vicky Read and Max Stevens visited 13 venues, held 8 workshops, interviewed and/or undertook workshops with 80 people representing 44 different groups.
2. At an early stage of the Feasibility Study undertook preliminary workshops with the Martinborough Town Hall Committee and representatives of the Martinborough Community Board to gain an understanding of the key strategic issues.
3. Based on key information findings and site understanding, master plan options were prepared for Town Hall precinct, including the development of preliminary concept designs. Facility components considered were the:
 - Refurbishment and enhancement of the Martinborough Town Hall as a function, theatre and meeting venue.
 - Integration of the Library, i-SITE, Plunket and Toy Library.
 - Connection of the Town Hall precinct to Memorial Square.
 - Development of a Destination Playground and improved outdoor event staging, amphitheatre and infrastructure.
4. Reviewed and rebuilt current utilisation data for the Martinborough Town Hall. Then from information review and strategy discussions identified potential activity that could be transferred to the new Centre, and consequently developed utilisation and revenue model. Also accessed current operating expenditure details for relevant facilities and services as a basis for developing the projected operating expenditure for the new Centre.
5. Developed capital cost estimate for the new Centre, and separated into component stages either relevant to potential funders and/or possible timing of the total project.
6. Considered funding opportunities and prepared draft possible approaches for addressing firstly support by South Wairarapa District Council, and also from public and private funders.
7. Considered preliminary ownership, governance and management directions, and also prepared a draft project implementation structure and initial six-month programme.

2 A SHARED COMMUNITY VISION

Community members shared their thoughts on the possible future vision for Martinborough and the Town Hall precinct. Below are three examples received during the feasibility process.

A Possible Vision for Martinborough

Greg Sheehan, Chief Executive - RightWay Limited, Martinborough

Firstly I come from the position that I don't see why we shouldn't have the aspiration of being the coolest small town in the world. Here's why:

It's widely acknowledged that we live in the best country in the world. Most Kiwi's would obviously agree.

Wellington is the coolest city in NZ (small and compact, cosmopolitan and creative) Martinborough is only an hour away from the best city in the best country in the world and smack bang in the heart of the wine country. A region that produces some of the world's best wine.

How much better an opportunity does it get?

I would love to see the following for our town.

1. *A centralised approach to town planning that is aspirational and exciting. I have never caught a vision from our local council. Is there one?*
2. *An economic development group that is well funded and drives the key economic activity of the town (playing to its strengths - e.g. food and wine tourism, events and a place to retreat/holiday).*
3. *The coolest town centre (civic areas, outdoor street cafes, more retail, attractive paved areas and street lighting, parks and reserves for picnics etc).*
4. *The town of choice for Kiwi's to live that are taking on the world in the coolest of ways. In a modern connected world and with NZ's central airport only an hour away what better place is there to live locally and connect globally.*
5. *Imagine start up businesses choosing to base themselves here with high speed broadband/fibre connecting their creative businesses (working from old restored homes etc) because the quality of life is so good.*

To the Town Hall Committee

Adi McMaster, Martinborough Community Board

When I look at the town hall I currently see an unfriendly forbidding presence in our town.

When I close my eyes and think of all the wonderful structures that I have made a point of visiting and looking at in other communities around nz;

I see a bustling, vibrant structure with families coming into the library, paying bills, booking weddings, 21sts, functions, having a coffee whilst their under 5's are playing in the walled sheltered playground, with a security gate for their older kids to go out in the bigger playground.

I see a music festival on with people seated all around in the early evening kids running around, food and wine being sold on the outskirts.

I see overseas tourists coming into the info/internet café getting info for their Martinborough experience; accom, tours, restaurants etc.

We are hoping to host the small town conference next year; wouldn't it have been such a wonderful venue for some of the workshops to have been held?

The words like family, neighbours, bumping spot, welcoming seem to pop up a lot.

The recent community board conference I attended was about youth on councils - I'd love to have a youth room where they have an area they book and do their thing.

The Opportunity

Cath de Groot, Martinborough Business Person

Here's our most exciting chance to date to and create a major public multi-use destination building social connection, community health, local economies and greatly adding to community happiness.

Aside from the benefits to the local area mentioned above, stands an extended opportunity.....

In planning our new Town Hall destination we have the chance to build on the magnificent 'Martinborough' brand and to push through the concept of Martinborough as highly attractive and unique destination with its own personality and irresistible identity.

But we'd have to be brave in ambition, design and execution.

This project lends Martinborough the opportunity to set itself apart, not just from other regional destinations, but from all other NZ towns. Transforming Martinborough through exceptional public spaces should bring civic pride, higher visitor numbers, and jumpstart economic development. And, if executed strongly, I believe the process will identify funding and other resources drawing on the assets and skills of the community and other stakeholders.

Peter Jackson and Jim Cameron are regional locals, let's ask one of them to help us design the best little playground in the world! While we're on that topic, let's ask The Wairarapa Food and Wine Society to design us a community garden or help create the country's best food and wine library/café.....

If Martinborough is up for delivering a truly revitalised and energetic plan then I and many other investors would be interested in getting involved. But put an ordinary plan in front of me and I'm out.

Above all let's create a place people want to go to.

The importance of the Play Ground/Park area to the Town Hall.

There is no doubt in my mind that the play ground/skate park area is vital to triangulating the Town Hall Area. The playground is the only outside area in Martinborough that attracts people all year round. Martinborough is blessed with many sunny, dry days and (despite the playground being very poorly maintained, badly designed and dangerous) it is always well used. The Skate Park is a gathering point for local youth and is a healthy, worthy space.

We have the opportunity to build a fabulous playground and park area in Martinborough which will attract locals and out-of-towners. Ok Greytown is the place for middle aged or empty nesters to go to shop and sip latte; but Greytown is not a destination for families. What if Martinborough welcomed families with open arms and the promise of a great day out? Families are desperate for ideas of 'things to do' with the kids after school, in the weekends and school holidays. What if Martinborough built a playground/park and cultural/social centre so attractive and different that it attracted young families from Masterton and Wellington for the day, a weekend or the rest of their lives!?

The playground/park area should provide compelling places for people to gather, play, relax, socialise and rest.

I believe that to do this exceptionally well we would have to be brave and use humour and comfort and children (see below) as our guides.

Perfect Partners for our Playground/Park Town Hall area

- Town hall; a dynamic space for all cultural and social activities such as theatre, dance, yoga, Pilates, Zumba, night classes
- Outdoor theatre
- Library – including a portable 'outdoor library' for sunny days
- Community garden
- Play group/ toy library
- Café
- Sheltered seating and eating spaces
- Business hub/ hot seat spaces
- Bus Stop
- Toilets
- Market Place (eventual)

Linking a Public Health Agenda to a the Martinborough Town Hall area

Aligning public health with the plan for the area will enhance the project endlessly. Not only by improving public health but also by securing the support and sponsorship of possible partners such as the Ruamahunaga Health Trust, Plunket, the Toy Library and the local School.

If a unique concept for the design of the playground/park were driven by the children of Martinborough School, if the children were included in the discussion of what the area should be about and their ideas harnessed for a truly distinctive and brave design, then not only would you deliver an exceptional facility but you would also have the wholehearted support of parents and locals. Who can deny the dreams and wishes of our children?

3 ABOUT MARTINBOROUGH

3.1 INTRODUCTION

Named after the Hon John Martin MLC¹, Martinborough is a vibrant town. With a 'boutique' atmosphere - famed for producing great wines and hosting popular festivals and fairs as well as being a 'food lover's paradise' - Martinborough is a favourite destination for holiday makers and gastronomes. The Martinborough population swells in the weekend and school holidays.

Martinborough's Union Jack street layout is unique in New Zealand. The town's heritage is obviously valued and is evident in the many restored and refurbished houses and buildings.

Established in the 1880s, Martinborough was originally and still is a rural service town for the surrounding farming area. In the hundred years between 1906 and 2006 the population has doubled from 637² to 1326 residents.

As a popular holiday destination and weekend get-a-way for Wellingtonians and domestic tourists, there are many accommodation options for visitors including motels, guesthouses, B&B's, and camping and cabins at the Top 10 Holiday Park.

3.2 LOCATION

Located in South Wairarapa, Martinborough is 1 ¼ hour drive from Wellington, and 40 minutes from Masterton.

Being close to Wellington and with a train station nearby in Featherston (18km), many Martinborough residents commute to Wellington for work. Daily train services operated between Masterton and Wellington (5x each way Monday - Thursday, 6x each way Friday, 2x each way weekends and public holidays).

¹ Member of the Legislative Council

² 1906 Census

3.3 SOUTH WAIRARAPA DISTRICT COUNCIL

Martinborough together with Greytown and Featherston are the three principal towns comprising South Wairarapa, and all fall within the South Wairarapa District Council area.

The Council has a small ratepayer base of 8,892 residents. Martinborough accounts for 15% of the District's population.

Council Chambers and the Council administration hub are based in Martinborough in Kitchener Street. Council operate a library, an outdoor pool and a hall in each of the three main centres (i.e. Martinborough Town Hall, Anzac Hall in Featherston and Greytown Town Centre).

Local authority amalgamation is under review in the Wellington Region, with either one Super Council for the Region proposed, or an amalgamation of the three Wairarapa councils, i.e. South Wairarapa District Council, Carterton District Council and Masterston District Council.

3.3.1 DWELLINGS AND POPULATION

Non-resident ratepayers comprise 29% of home ownership. Between the 1996 and 2006 census unoccupied (non-resident) dwellings have increased from 13% to 29% of total dwellings and the total dwelling count has increased by from 654 to 831. Occupied dwellings and usual resident population both have remained fairly static during this same period.

Dwelling Type	Dwelling/Year		
	1996	2001	2006
Unoccupied	75	183	240
Occupied	579	573	591
TOTAL	654	756	831
Resident Population/Year			
Usual Resident Population	1,458	1,356	1,326

3.4 EDUCATION FACILITIES

Martinborough has one state co-educational full primary school (year 1-8) and three ECE centres (Early Childhood Education) – these are, Martinborough Kindergarten, Martinborough Playcentre, and DOT Kids (private).

3.4.1 MARTINBOROUGH SCHOOL

Martinborough School has experienced significant roll growth in recent years. Between 2007 and 2013 the roll has increased by 77 students and is expected to reach 294 in 2016. Table 2 outlines roll growth, decile rating and demographics.

This growth has created a shortage of space. Currently the library and the staffroom are being used as classrooms (and part of the hall is being utilised as the staffroom). The latter part of 2013 will see two new permanent classrooms built. This will reinstate the library, staffroom and hall to their intended purpose; it will not address the predicted growth in the coming years.

The school would like to increase and improve the recreational/sport facilities – in particular install a multi-purpose artificial surface (which would be suitable for school netball, tennis, football and hockey). However, other than the current classroom build no other major capital works are planned in the next five years.

Source	Year	About		Demographics %	
		Roll	Decile	Pakeha / Maori / Other	Boys/Girls
ERO ³	2007	157	6	70 / 25 / 5	51 / 59
	2010	211	7	68 / 29 / 3	53 / 47
	2013	234	7	71 / 28 / 1	50 / 50
Predicted ⁴	2014	254			
	2015	274			
	2016	294			

³ www.ero.govt.nz/Early-Childhood-School-Reports/School-Reports/Martinborough-School-16-04-2013

⁴ From Craig Nelson: Martinborough School Principal - based on: 40 new - 20 leavers (net +20 students/year)

3.4.2 MARTINBOROUGH KINDERGARTEN

Martinborough Kindergarten is on MOE land (part of Martinborough School); the building is owned by the school. The Property Occupancy Document stipulates that the Kindergarten is responsible for standards of maintenance and minimum safety and health requirements.

Kindergarten is open 9:00am - 1:00pm, Monday – Friday during term time.

3.4.3 MARTINBOROUGH PLAYCENTRE

Martinborough Playcentre shares a boundary with Martinborough Plunket. The Playcentre leases land from Plunket – this is used as an open play space.

Playcentre is open 9:00am - 12 noon, Monday – Thursday during term time.

3.4.4 DOT KIDS

DOT Kids Early Learning Centre is a private ECE⁵ catering for children between 0-5 years of age. It is the only private ECE in Martinborough. It is situated on Broadway St.

DOT Kids is open 7:30am-5.30pm, Monday-Friday, 49 weeks of the year, closing for a three week break over the Christmas period.

The 20 hours of free early childhood education subsidy is available for children aged 3 and over.

Pricing⁶ (inc GST)

- Hourly Fee \$6.15
- 7+hours/day x 1-4 days capped at \$43.00/day
- 7+ hours/day x 5 days capped at \$32.32/day
- Maximum \$161.60/week

⁵ Early Childhood Education

⁶ GST inclusive

3.5 RECREATION FACILITIES

Martinborough has one public playground adjacent to the Town Hall; a privately owned tennis club with grass courts, a golf club with squash club co-located (land owned by Council); a summer only outdoor pool and the Pony Club at Considine Park (also owned by Council). Sports grounds are at Coronation Park (land owned by Council), which include grass fields for rugby and football, rugby clubrooms and a fitness centre.

There are no indoor recreation venues. The library provides school holiday activities and St Andrews Church has a Friday Club for school-aged children.

3.6 BUSINESS ORGANISATIONS

3.6.1 MARTINBOROUGH BUSINESS ASSOCIATION

The Martinborough Business Association has a current membership of about 90 businesses, with an annual membership fee of \$87 (ex GST). It has an elected committee with an employed secretary. Its role is to facilitate networking (e.g., business breakfasts) and support event start-ups.

3.6.2 DESTINATION WAIRARAPA

38% of Destination Wairarapa membership is from Martinborough businesses (i.e. 71 of 263). The Martinborough i-SITE Visitor Centre in Kitchener Street is operated by Destination Wairarapa. South Wairarapa District Council will contribute \$116,000⁷ in 2013 to Destination Wairarapa for 'marketing services, i.e. towards the promotion of the District.

⁷ South Wairarapa District Council Long Term Plan 2012/22, p.52

3.7 SERVICE CLUBS

3.7.1 *MARTINBOROUGH LIONS CLUB*

The Lions Club own land and a building on Oxford Street, near to Memorial Square. The Medical Centre is also on Lions Club land. Lions have 35-40 members and meetings are once per fortnight. Lionesses have 10-15 members and also meet once per fortnight.

Building: Seating for up to 40 people, toilets, kitchen, and good condition with heating. Lion's recently spent \$6,500 to re-do the kitchen roof.

3.7.2 *SOUTH WAIRARAPA ROTARY CLUB*

Meet weekly at the South Wairarapa Workingmen's Club in Greytown and are the organisers of the Martinborough Fair days.

3.8 EMERGENCY SERVICES

3.8.1 *MARTINBOROUGH VOLUNTEER FIRE BRIGADE*

The building is situated across from the Martinborough Town Hall on Texas Street. It has a meeting room available for hire. This area is the Rotary Club base during the Martinborough Fair days.

3.8.2 *SOUTH WAIRARAPA ORDER OF ST JOHN*

St John Ambulance building is next door to the Fire Brigade building. St John Ambulance owns this building and leases this site on a peppercorn basis from the Fire Service. It also has a meeting room available for hire.

3.8.3 *POLICE STATION*

The Martinborough Police Station is situated on Cork Street at the rear of the Martinborough Town Hall. It is manned part-time.

3.9 IWI

Martinborough is in the Takitimu region⁸. The main iwi in the region are Ngāti Kahungunu and Rangitāne.

3.9.1 *HAU ARIKI MARAE*

Hau Ariki is the community marae for Martinborough. Hau Ariki is situated on Regent Street, on land gifted to the marae by Council. The facilities are owned by the marae and are currently in poor condition. A second section was gifted to Hau Ariki and was subsequently planted in grape vines and for a short period the marae produced its own vintage.

The marae is faced with the challenge of meeting the cost of repairs and maintenance on its buildings with limited income sources. Often when used for gatherings or as accommodation for visiting groups it is understood the koha given can be insufficient to meet the cost of hosting the group (i.e. energy cost, water usage, cleaning, rubbish removal).

⁸ Tipuni Kokiri <http://www.tpk.govt.nz/en/region/takitimu/>

3.10 MARTINBOROUGH COMMENTARY

(From Interviews)

- Wine, dairy and lifestyle area, with some well-established events (Toast Martinborough, Martinborough Fair days).
- Rural country town with 'community solidness'.
- Well-presented town with 'Village life'.
- Lack of economic drivers – successful people often living but not working in Martinborough.
- Seen as a summer visitor destination – can it be less seasonal, less weekend focussed?
- Attractiveness as a retirement area.
- All first time traffic entering Martinborough does the 'Square circuit'.
- Complete disconnect between Square and Hall.
- Create 'Martinborough Town Cryer', similar to Christchurch's Wizard.

3.10.1 WINEMAKING

The 1970s saw the introduction of grape vines to Martinborough, since then Martinborough has become noted for winemaking (and to a lesser extent olive oil production). The wine industry and associated events (especially Toast Martinborough) have established Martinborough as wine lover's destination.

Martinborough has many active wineries and is the seat of winemaking in the Wairarapa. In the national context winemaking in the Wairarapa is small (with 4,271 tonnes of grapes produced in the Wairarapa and 269,000 tonnes nationally i.e. 1.6% of national production). The Wairarapa has 885 hectares planted in vines; this is 2.6% of the national total of 33,400 hectares planted in vines⁹.

⁹ New Zealand Wine Annual Report 2012

4 EVENTS

4.1 EVENT DESTINATION

Martinborough is reknown throughout NZ as being a destination for excellent wine, good food, great fairs and festivals and for its wide range of private conference and function venues. Internationally, Martinborough is known for its wines and attracts visitors through the Classic NZ Wine Trail.

Martinborough is a social and exciting town. The local community have an active and varied events schedule. Also, there are many large events such as Toast Martinborough, the Rotary Fairs, LaDeDa Festival and the Classic Hits Winery Tour. These events attract many visitors from around the region and nationwide.

Working together, local businesses foster the reputation of Martinborough being a great event, conference and function destination. Civic, community, and private venues host small events and participate in some of the larger events (for example Jazz in Martinborough Festival occurs across the town at the Martinborough Town Hall, Cafe Medici, the Village Cafe, Pain and Kershaw's and the Martinborough Hotel).

Martinborough's conference, wedding and function venues are in an idyllic rural setting and have a high standard of accommodation, catering and leisure facilities; together these elements differentiate Martinborough venues from urban function centres and venues.

The Business Association and local business people are looking to capitalise on the reputation of Martinborough as a festival and fair destination and have identified gaps in the market. In 2013, three new festivals were added to the calendar – Greater Wellington Brewday, Olive Harvest Festival and the Kokomai Creative Festival.

Bicycle tours of the region are available from Wellington and Marsterton. Martinborough operators offer bicycle tours of the vineyards.

Table 3 lists annual events held in Martinborough. It should be noted that annual activities and events in Martinborough are likely to be greater than shown, however as a comprehensive list of events was not readily available, this list was compiled from South Wairarapa District Council - Town Hall booking data, interviews and web searches.

Month	Event	Purpose ¹¹	Duration (Years)	Venues		
				Memorial Square	Town Hall	Other
02	Alana Estate Classic Hits Winery Tour	Commercial				<input checked="" type="checkbox"/>
	Carpet Sale	Commercial			<input checked="" type="checkbox"/>	
	Rotary Martinborough Fair	\$ Community	36	<input checked="" type="checkbox"/>	Toilets only	<input checked="" type="checkbox"/>
03	Brewday	Commercial	1			<input checked="" type="checkbox"/>
	Rotary Martinborough Fair	\$ Community	36	<input checked="" type="checkbox"/>	Toilets only	<input checked="" type="checkbox"/>
	Round the Vines FunRun	\$ School (raises about \$35,000)		<input checked="" type="checkbox"/>		
04	ANZAC Day	Community event			<input checked="" type="checkbox"/>	
	Mad Cap Auditions				<input checked="" type="checkbox"/>	
05						
06	Blood Service Collection Day	National Campaign			<input checked="" type="checkbox"/>	
	Garage Sale	\$ Plunket			<input checked="" type="checkbox"/>	
	Martinborough Olive Harvest Festival	Business Association	1	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
07						
08	Collectibles Sales/Purchase	Commercial			<input checked="" type="checkbox"/>	
	Jazz in Martinborough	\$ MTH	3		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Mad Cap Performance ¹²				<input checked="" type="checkbox"/>	
09	Cabaret				<input checked="" type="checkbox"/>	
	Carpet Sale	Commercial			<input checked="" type="checkbox"/>	
	Pukemanu Idol (Pukemanu Hotel)					<input checked="" type="checkbox"/>

Month	Event	Purpose ¹¹	Duration (Years)	Venues		
				Memorial Square	Town Hall	Other
10	Art Exhibition & Sale				<input checked="" type="checkbox"/>	
	Mid-Winter Monster Book Fair	\$ First Church			<input checked="" type="checkbox"/>	
	Kokomai Creative Festival		1			<input checked="" type="checkbox"/>
	Spring Fling (Circus Cinema)	\$ Life Flight				<input checked="" type="checkbox"/>
11	Martinborough Charity FunRide	\$ Fire Brigade \$ St Johns			<input checked="" type="checkbox"/>	
	Martinborough Rose Show				<input checked="" type="checkbox"/>	
	Guy Fawkes	Community event				<input checked="" type="checkbox"/>
	Toast Martinborough	Private	22	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
12	Carpet Sale	Commercial			<input checked="" type="checkbox"/>	
	La De Da NYE (Daisybank Farm)	Commercial	4			<input checked="" type="checkbox"/>
	Christmas Carols	Community event		<input checked="" type="checkbox"/>		
TOTAL				6	18	12

Out of a total of 32 events, 18 utilise the Martinborough Town Hall (although the Fairs only use the toilets).

¹⁰ Note this is not an exhaustive event/activity list, rather it has been populated from interviews and web searches

¹¹ \$ symbol denotes fundraising event

¹² Every two years

4.2 ESTABLISHED FESTIVALS

4.2.1 TOAST MARTINBOROUGH

3rd Sunday of November

The annual Toast Martinborough Festival is billed as New Zealand's Premier Wine and Food Festival incorporating 10 vineyards, 10 selected local Wairarapa and Wellington-based caterers and over 20 entertainers. 2013 is the 22nd year of Toast Martinborough.

With annual ticket sales in excess of 10,000, this is a significant event for the town and region. The festival is held on the third Sunday of November, officially opening at 10:00am and closing at 6:00pm. Tickets typically sell out on the first day of sale; to ensure access to tickets, it is advised to become a "Friend of Martinborough".

Martinborough Memorial Square

The Martinborough Memorial Square is the logistics hub on festival day. Here, festival goers exchange their ticket for a wine tasting glass and wristband, purchase Festival Francs (wine and food at festival sites can only be purchased with Festival Francs) and hop aboard shuttle buses to the participating vineyards (which operate continuously along the festival route).

The Square operates the Festival Bank from 10:00am to 7:00pm, unused Francs become invalid at 7:00pm (from 3:30pm Francs can be exchanged for wine vouchers).

The Festival Manager indicated that the format of Toast is successful and not in need of any major alternation. The current arrangement of "Memorial Square-Buses-Vineyards-Buses-Memorial Square-Home" facilitates a speedy dispatch of festival goers at each end of the day.

Memorial Square provides a natural boundary and containment area for festival-organised activities. Festival security is situated at the Martinborough Hotel, which provides a good viewing point to oversee the Square.

With 10,000+ people; plus coaches, shuttle buses and regular traffic in the surrounding streets; traffic and pedestrian management is difficult. The Festival Manager mentioned that keeping people safe as they cross roads to access coaches and buses is a matter of continual concern particularly towards the end of the day after the festivities.

The future developed Martinborough Town Hall area may provide a dispatch location for transition on and off buses and coaches (this area had not previously been considered by the Festival organisers).

Pricing¹³

Membership

- \$104 (new)
- \$65 (renew)
- Capped at 500 members – the primary benefit of membership is access to 6 tickets two weeks before tickets go on public sale.

Ticket Options

- \$2,990 Corporate Hospitality Pack (10 pax)
- \$1,667 Group Package (10 pax)
- \$61 Individual

¹³ All figures GST exclusive

Ownership¹⁴

The festival is owned by Toast Martinborough Limited. This comprises five directors and 17 shareholders. Shareholders each have a 2% shareholding except for the majority shareholder (68%). The directors and shareholders are primarily winegrowers in the Martinborough area.

Toast Martinborough generates significant income for the region (\$2 million/annum), through both the festival itself and overnight stays. Profits from the festival are distributed to the shareholders and the parent company makes donations to community groups that help on the day. Local community projects have also received financial support (e.g. Martinborough Town Hall project).

Directors and Shareholders

Table 4: DIRECTORS & SHAREHOLDERS OF TOAST MARTINBOROUGH LTD			
Directors	Shareholders		
	68%	2% each	
Bradley Cuff	Norman John Comerford	Alana Estate Ltd	Martinborough Vineyard Estates Ltd
Richard Riddiford (Chairman/Palliser Estate)		Ata Rangi Ltd	Nga Waka Vineyard Ltd
Jeremy Speight		Craggy Range Vineyards Ltd	Palliser Estate Wines of Martinborough Ltd
Raymond Thompson (Tirohana Estate)		Dry River Wines Ltd	S Pearless
Pete Wilkins (Alana Estate)		G Voss and A Atkins	TKR Limited
		John Bell	Tirohana Estate Ltd
	Longrun Group Ltd	Winslow Wines	
	Margrain Vineyards Ltd		

Site Map

The Toast Martinborough 2012 site map (below) shows the shuttle bus route around the 10 participating vineyards.



¹⁴ <http://www.business.govt.nz/companies/> (as at August 2013 as shown on the NZ Companies Register)

4.2.2 JAZZ IN MARTINBOROUGH

August 29 – September 1, 2013

The annual Jazz in Martinborough event is in its 3rd year. The event takes place over four days, with many artists playing in multiple venues around Martinborough town centre. The 2013 Jazz in Martinborough line-up saw three ticketed gigs at the Martinborough Town Hall and one at The Village Cafe, along with a further seven acts playing 19 free gigs at various Martinborough venues.

Martinborough Memorial Square

The Memorial Square proper is not formally programmed for Jazz in Martinborough gigs. However as music played from Pain and Kershaw Supermarket and the Martinborough Hotel balcony during the day, the Memorial Square becomes a natural resting place for the audience and passers-by.

Principal Venue

- Martinborough Town Hall

Secondary Venues

- Circus Cinema and Restaurant
- Martinborough Hotel Bar and Grill
- Medici Café
- Ohio Street Precinct
- Pain and Kershaw Supermarket
- Pepper Parehua
- Pinocchio Pizza
- The Village Café

Pricing¹⁵

- \$26-\$39 per ticket (for each of four gigs)
- \$104 for all four gigs

Ownership

The Jazz In Martinborough Organising Committee is in the process of formalising as a charitable trust with Ian Cresswell, Ted Preston, Bruce McMichael and Lee Quayle as trustees.

The purpose of the Trust would be to assist other potential events with funding and planning – the group is formulating the deed and have suggested “Martinborough Events Trust” as the name.

Revenue

Proceeds from Jazz in Martinborough 2013 will go towards Martinborough Town Hall improvements - \$10,000 was donated in 2012; a similar amount is expected in 2013.

¹⁵ All figures GST exclusive

4.3 NEW FESTIVALS

4.3.1 MARTINBOROUGH OLIVE HARVEST FESTIVAL

June 29-30, 2013

The inaugural Martinborough Olive Harvest Festival was held in the winter of 2013. This event included a tour of olive groves, lunch at one of six eateries, olive oil masterclass, and workshops. Saturday night offered a night market in Memorial Square. Unlike Toast Martinborough with shuttle buses, the Olive Harvest Festival is self-drive.

The purpose of the festival is to highlight the strength of the olive industry in Martinborough; to showcase the excellent olive oils and olive products coming from the area; and to further strengthen Martinborough's position as a gastronomic destination. Additionally the Olive Harvest Festival was held mid-year and this is complementary to the current events calendar.

Martinborough Memorial Square

The Saturday night saw a very successful night market in Memorial Square with 70 stall holders and an estimated 3000+ visitors.

Venues

- Martinborough Memorial Square
- Selected olive groves and restaurants

Pricing¹⁶

Tickets available through the Martinborough i-SITE and iTicket.co.nz

- \$86-\$100 per ticket including lunch

Ownership

The Olive Harvest Festival is the idea of food writer and local business person Susan McLeary. The Organising Committee arranged the programme and the Martinborough Business Association underwrote the Festival. The Martinborough Business Association sees its role to assist to start-up this type of event, and pass it on to others to run.

The Olive Harvest Festival was advertised online and via 'gastronome channels'.

Revenue

Ticket sales were lower than expected (N=160), however the night market was very successful.

The Festival almost achieved breakeven from ticket sales and market site rentals (\$20,000 income, \$26,000 expenditure, \$6,000 loss).

Martinborough Town Hall

The future Martinborough Town Hall development would be considered a likely future venue for master classes and demonstrations. The Festival organiser suggested that consideration should be given to audio-visual equipment in the auditorium to accommodate live demonstrations (i.e. cameras and projection).

The night market was very successful. Memorial Square provided an excellent backdrop and once decorated became a visually attractive venue with fairy lights in the trees and stall holders under up-lit marquees. The Festival organiser noted that the power supply and access needs to be addressed for future markets.

¹⁶ All figures GST exclusive

4.3.2 GREATER WELLINGTON BREWDAY/BEER FESTIVAL

April 04, 2013

2013 saw the first Brewday event featuring 20 boutique breweries and tasting seminars (chocolate/beer and cheese/beer). Like Toast Martinborough, Brewday is an R18 event. The event is organised by Karen Aitken.

The event was held at in a field at 61 Kitchener Street from 11:30 am to 6:00pm. Tickets were available through the Martinborough TicketDirect.co.nz and at the gate. The ticket price and numbers will increase in 2014.

General Admission¹⁷

- 2013 - 1,000 tickets @ \$32 per ticket
- 2014 - 2,500 tickets @ \$35 per ticket

Seminar & General Admission

- \$50 per ticket (70 tickets only)

Future Direction

The Festival organiser is looking to establish a micro brewery in Martinborough.

4.3.3 KOKOMAI CREATIVE FESTIVAL

October 18-27, 2013

Kokomai Creative Festival is Wairarapa's first ever region-wide Arts festival. It will be staged over ten days, and will encompass ticketed workshops and performances of music, visual arts, film, dance, theatre, culinary arts, literature and free community events.

Kokomai Creative Festival is a not-for-profit event, and all proceeds will be reinvested in subsequent events.

Martinborough is hosting six items at five venues.

¹⁷ All figures GST exclusive

4.4 ESTABLISHED FAIRS

4.4.1 MARTINBOROUGH FAIR

The Martinborough Fair is a twice annual family fun day. It is recognised as one of the biggest fairs in New Zealand.

Held on the first Saturdays in February and March, the Fair utilises the Martinborough Memorial Square from 8:00am to 4:00pm. 450 stallholders pack into the Square and a one-block radius surrounding the centre of the town. It is estimated that as many as 25,000 visitors attend each Fair.

Martinborough Memorial Square

The Martinborough Memorial Square is the hub of the Fair. The Town Hall is used for access to toilets and parents' restroom, not for stall holders. Carnival rides are situated in the playground/park area surrounding the Town Hall.

22

Pricing¹⁸

Stallholders pay site rental and associated fees, one payment covers both Fair days.

- \$261, Stall site
- \$87, Power Point
- \$52, Health & Safety (food preparation on site)

Ownership

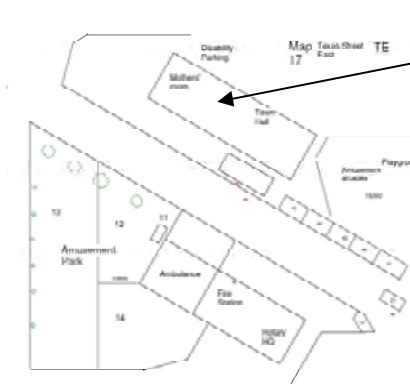
Organised by the Rotary Club of South Wairarapa Incorporated Martinborough Fair Charitable Trust (CC23089), the event provides funds for local community projects as well as national and international Rotary programmes. Current office holders¹⁹ of the Trust are John Bushell, Griff Page and Graham Evans.

Revenue and Grants

It is the intention of the organisers to hold the Fair irrespective of weather. For the first time since its inception in 1977 a Fair day was cancelled (March 2012) and was rescheduled to May of the same year. The table below shows revenue and grant proceeds over the past three years.

Year	Revenue	Released	Grants Made
2012/2013	139,564	64,000	59,011
2010/2011	133,078	72,000	81,079
2009/2010	110,130	60,000	71,828

Town Hall Precinct – site map



Memorial Square – site map



¹⁸ All figures GST exclusive

¹⁹ Source: <http://www.register.charities.govt.nz/CharitiesRegister/ViewCharity?accountId>

4.5 NEW FAIRS²⁰

4.5.1 *ST ANDREW'S CHURCH GALA DAY*

St Andrew's Church is planning a Christmas Gala Day at Considine Park as a fundraiser for the church activities and hall renovations. They hope this will become an annual event.

4.6 FUN RIDE AND ROUND THE VINES

4.6.1 *MARTINBOROUGH CHARITY FUN RIDE*

The Martinborough Charity Fun Ride is an annual event held in November. Proceeds go to the Martinborough Volunteer Fire Brigade and the South Wairarapa Order of St John.

The cycle race starts and ends at Memorial Square and is restricted to 1000 entries.

There are two race lengths: 115km and 48km.

Pricing

- \$57, Individual
- \$78, Tandem

4.6.2 *ROUND THE VINES*

Round the Vines is an annual event held in March. Proceeds go to the Martinborough School.

The run/walk starts and ends at Memorial Square.

There are two race lengths: 21 km and 10km – see route map (to the right).

Pricing

- \$26, Individual
- \$87, Team (4 pax)

²⁰ All figures GST exclusive

5 CONFERENCE AND FUNCTION FACILITIES

5.1 KEY CONFERENCE FACILITIES

Table 6: SELECTED WAIRARAPA CONFERENCE FACILITIES					
Region / Venue	Conference Size	Conference / Meeting Rooms	Accommodation	Restaurant	Leisure
Martinborough (8)					
Peppers Parehua Country Estate	80-90	3 80-90pax large room with supporting lounge area 10-12pax board room	60 beds	1	Pool Tennis Petanque Croquet Bicycles for hire Lake with Jetty
Brackenridge Country Retreat & Spa	200	5 1x 180m ² can be divided 3x 25m ² breakout	64 beds 10 cottages 8 single rooms	1	Indoor pool (2 lane) Spa services(full) Fitness Centre
Poppies Martinborough	120	2 40pax tasting room 120pax dining room	NIL	Catered	NIL
Margrain Vineyard	35 (largest room)	3 77m ² , 19m ² , 15m ²	14 villas 1 suite	1	Target shooting Axe throwing Archery
The Claremont	12				
Aylstone Retreat	12		12 beds	Catered	
Tirohana Estate	30		12 beds	1	
Martinborough Hotel	60	1 68m ² plus breakout in library	32 beds	1	NIL
Masterton (3)					
The Copthorne Hotel & Resort Solway Park	500	7	102 rooms 234 beds	3	Pool/Spa Tennis Volleyball Squash Golf range
Gateway Boutique Hotel	150	1	32 beds 10 rooms	1	NIL
Discovery Motor Lodge	22-25	1 50m ²	40 beds 20 rooms		Pool

Table 6: SELECTED WAIRARAPA CONFERENCE FACILITIES					
Region / Venue	Conference Size	Conference / Meeting Rooms	Accommodation	Restaurant	Leisure
Northern Wairarapa (1)					
Tui HQ	250	2 Conference Centre Rooms 14pax & 60pax 2 Function Rooms 175pax & 70pax	NIL	1	NIL
Carterton/Gladstone (2)					
Carterton Events Centre	350 (auditorium)	Auditorium -350pax Meeting Rooms -50 pax Youth Centre (80 pax) Foyer Space (45 pax) Library (outside of normal working hours) Reception Room (part of Ron Wakelin Wing) Catering kitchen	NIL	External caterers	NIL
Gladstone Vineyard			2 beds	1	NIL
Greytown (1)					
Oak Estate Motor Lodge & Conference Centre	30	2 rooms 61m ² + Breakout room	26-52 beds 13 rooms		Petanque
South Wairarapa including Featherston (1)					
Wharekauhau Country Estate	40 pax		3 suites 26 beds	1	Pool Spa services Fitness centre Clay target shooting ATV Quad biking Archery

5.2 OVERVIEW

The Wairarapa is a popular conference and wedding destination, Martinborough in particular.

Destination Wairarapa have 14 partner conference venues in the region²¹. Table 6 summarises Wairarapa conference and function venues. . Martinborough has a good range of venues offering function rooms, accommodation, catering and leisure facilities, with eight of the 14 partner conference venues listed on the WairarapaNZ.com website being located in Martinborough.

The ease of access and location of Martinborough to Wellington (1¼ hour by car), coupled with the economic downturn has severely diminished the small to mid-size conference market (50-100 pax with multiple bed nights). Destination Wairarapa reports that the conference and seminar/meeting market in Martinborough is now typically 10-20 pax with 0-1 bed nights (i.e. delegates driving back to Wellington rather than spending the night in Martinborough).

Destination Wairarapa reported that at the recent "ShowMeWellington" Tradeshow overall the visitor numbers were down, and visitor interest was primarily in party and wedding venues rather than conference and seminar venues.

Destination Wairarapa is focussing on bidding for large format conferences, recently hosting the Tourism Export Council of New Zealand 2013 Conference (250 pax) and The Warehouse Conference (500 pax). The larger facilities i.e. Copthorne Solway and Tui Brewery can cater for functions of this size. Martinborough venues are better suited for small to mid-sized conferences and seminars, and to the boutique wedding market.

²¹ <http://www.wairarapanz.com/conferences>

5.2.1 MARTINBOROUGH – SELECTED VENUES

Peppers Parihua Country Estate

Location & Description

York Street South, Martinborough

Parihua Country Estate is part of the Peppers Chain of resorts and retreats. Peppers manage 20 venues throughout Australia and New Zealand.

Peppers Parihua Country Estate is a purpose-built wedding and conference/meeting facilities catering for meetings, staff retreats, private functions, product launches and team building. It has three meeting areas: Terrace Room, Board Room and the Pavilion – able to cater for up to 80-90 people. Peppers has 60 bedrooms.

Peppers' facilities include a swimming pool, tennis court, areas for petanque and croquet, has bicycles for hire and a private lake with a jetty for guests to enjoy.

Brackenridge Country Retreat and Spa

Location & Description

White Rock Road, Martinborough

A purpose-built function facility, suited to weddings, mid-sized conferences and seminars. Brackenridge has meeting spaces for 6 to 100 and has accommodation for up to 64 (10 cottages, 8 rooms), a wellness centre with full spa services, 2-lane indoor swimming pool and fitness centre.

Wedding season (October – April) is busy with typically 40+ bookings. The wellness centre is open to the public (\$49/month). Conference room rates range from \$270-\$630/day²².

²² GST inclusive

Poppies of Martinborough

Location & Description

91 Puruatanga Road, Martinborough

Opened in 2012, set in amongst grape vines, Poppies is a two-room function centre with seating for 120 and 40 respectively. It does not offer accommodation. Poppies is an ideal venue for weddings and seminars.

Along with functions, Poppies is open 11:00am – 4:00pm, Friday to Tuesday for lunch and wine tasting.

Martinborough Hotel

Location & Description

The Square, Martinborough

Established in 1882, the Martinborough Hotel is an iconic, local landmark in the town centre. It offers conference facilities catering to up to 60, accommodation for 32 (16 rooms), has a hotel bar (with bar menu) and bistro restaurant.

Martinborough Hotel restaurant and bar is open daily and is an often used venue for small meetings, gatherings and gigs.

5.2.2 OTHER TOWNS – SELECTED VENUES

Greytown

The Greytown Town Centre is home to the Greytown Library; the Greytown Visitors & Information Centre; Greytown Community Sport and Leisure Society and the South Wairarapa Bridge Club.

There are five areas available for hire including three meeting rooms, main forum, the WBS room and the library. The main forum acts as circulation space during the day.

The main forum can accommodate 135 seated theatre style or 94 for dining. To extend the capacity of the main forum dividing screens between the main forum and the WBS room can be removed and these facilities hired together.

The South Wairarapa Bridge meets twice weekly (Monday and Thursday evenings) for up to four hours per session. Other regular user groups include quilting, rug sales, community law, the Community Board and the South Wairarapa District Council.

South Wairarapa District Council provided six months bookings data for the Greytown Town Centre (January to June 2012). Of the 368 hours utilisation, 144 hours were free (39%). Revenue from hire was \$3,300 for this period (see Table 7). Note, the South Wairarapa Bridge Club use the Centre twice weekly for 3-4 hours per session. This utilisation is not captured in the bookings data provided rather is calculated separately in Table 8.

Total annual revenue (from rental/hire/license to occupy) was \$10,568 (ex GST). No facility income is generated from either the Greytown Visitors & Information Centre nor from the Greytown Community Sport and Leisure Society.

The South Wairarapa Bridge Club has a license to occupy paying approximately \$6,000/annum²³ (see Table 8 for utilisation)²⁴.

Room	Count of Bookings	Duration (hours)	Revenue ex GST (\$)
Forum	18	97	1,517
Meet 1/ Joe Rewi	12	29	148
Meet 2/ Green Room	12	29	105
WBS	57	206	1,264
WBS + Forum	1	7	266
Total	100	368	3,300
Not Charged	52	144	-
Charged	48	224	3,300
% Not Charge	52	39	

* Excluding use by the Bridge Club

²³ As provided by Helen McNaught of South Wairarapa District Council (personal communication 17 October 2013)

²⁴ Bridge Club utilisation is not shown in bookings data therefore based on 2 meetings/week of 4 hours each x 48 weeks/annum.

Room	Count of Bookings	Duration (hours)	Revenue ex GST (\$)
Forum	98	384	6,000

Current utilisation of the Greytown Town Centre for this six-month period is 560 hours (being 368 bookings + 192 Bridge), or 1,120 hours for 12 months.

Visitation information was not recorded with the bookings.

Carterton

The Carterton Events Centre provides modern, flexible, spaces for events, weddings, shows, exhibitions, meetings and community gatherings. It includes a new building with a 350 capacity auditorium, i-SITE, Plunket Rooms, Toy Library and Meeting Rooms. The Centre also incorporates the two previous existing buildings - the Scout Hall (now Youth Centre) and the historic Carterton Library.

The Carterton Events Centre received 60²⁵ bookings for the month of August. These were: Plaza (1), Auditorium (6), Dressing Rooms (9), Meeting Rooms (24), Youth Centre (9), Library (5) and Plunket Rooms (6).

The Carterton Events Centre community hire rates are shown in the Table 9. The commercial rate is approximately 2.5x that of the community hire rate, plus there are a range of additional charges such as auditorium seating hire and erection, etc²⁶.

²⁵ Plunket and Scouts are counted as one booking each rather than counting each individual meeting of the respective groups, therefore one could assume at least 1 meeting per group per week thus could add a further 8-10 bookings for the month.

²⁶ For a full list of Carterton Fees and Charges rates see <http://www.cdc.govt.nz/sites/default/files/Annual%20Plan%202013-14%20fees%20and%20charges.pdf>

Room	Community			Commercial (2.5x Loading approx.)		
	Hour	Day	Evening	Hour	Day	Evening
		8.30-5.00	5.00-midnight		8.30-5.00	5.00-midnight
Auditorium	17.4	130.0	130	43.5	348.0	348.0
Auditorium (Pack In/Out)		43.5	43.5		87.0	87.0
Civic Plaza	0.0	69.5	69.5	0.0	139.0	139.0
Foyer	8.7	69.5	69.5	17.4	139.0	139.0
Kitchen	0.0	26.0	26.0	0.0	87.0	87.0
Library	17.4	69.5	69.5	17.4	139.0	139.0
Meeting Room	8.7	69.5	69.5	26.0	209.0	209.0
Meeting (Diva Rooms)	8.7	69.5	69.5	17.4	139.0	139.0
Ron Wakelin Wing (Plunket)	8.7	69.5	69.5	17.4	130.0	130.0
Youth Centre	8.7	69.5	69.5	21.7	174.0	174.0
FEES AND CHARGES IN ADDITION TO HIRE RATES COMMUNITY/COMMERCIAL ex GST (\$)						
After 5pm surcharge - \$17.4/\$17.4			Lighting (per light) - \$17.4/\$17.4			
Staff time (pack in/out) - \$17.4/\$17.4			Lighting (dimmer pack) - \$17.4/\$8.7			
AV (meeting room/auditorium) - \$26/\$65			Lighting (desk) - \$43.5/\$43.5			
Wifi (selected areas) - \$8.7/\$26			Sound (basic conference/meeting) - \$43.5/\$87			
Social event bond (meeting room/youth centre) - \$174/\$174			Sound (musical performance) - \$87/\$174			
Social event bond (auditorium) - \$435/\$435			Staging erection & dismantle - \$26/\$26			
Seating Block erection & dismantle (Auditorium) - \$957/\$1305			Flip Chart - \$8.7/\$8.7			
			Piano - \$0/\$34.8			
			Easy Lift Scaffold - \$13/\$17.4			

Masterton

The Copthorne Hotel & Resort Solway Park (a Millennium Hotel) in Masterton is a Qualmark 4 Star venue; it offers seven conference rooms catering for groups up to 500 and has extensive leisure facilities.

The Tui Brewery offers four meeting spaces and brewing related activities. It can cater for 14-250 people.

6 STAKEHOLDER AND LEISURE GROUPS

6.1 I-SITE VISITOR CENTRE

Location, Hours and Services

18 Kitchener Street, 400m from Martinborough Town Hall.

Open 52 hours/week

(Mon-Fri: 9.00am-5.00pm, Sat-Sun 10.00am-4.00pm).



i-SITE staff assist visitors to Martinborough with planning trips and taking bookings for accommodation and activities, also ticket sales for events, travel bookings and general information. i-SITE revenue is generated from this activity (i.e. clipping the ticket).

In the year to June 2013, i-SITE Martinborough received 41,704²⁷ visitors.

The Martinborough i-SITE is the public face of Destination Wairarapa. South Wairarapa District Council supports the operational costs of Destination Wairarapa with an annual grant of \$116,000 (June 2013) for marketing services and the Martinborough i-SITE building is rent free.

71 Martinborough businesses are members of Destination Wairarapa.

Staffing

i-SITE staff are employed by Destination Wairarapa.

Building

The building is owned by South Wairarapa District Council and has a capital value of \$574,000.

It has a large reception area and ample back office space for administration and for staff meetings. The i-SITE has three workstations (plus hot-desk areas in the back office), a kitchenette, storage, and an area for the photocopier/printer

Future Direction

The General Manager of Destination Wairarapa has looked for other premises and would prefer to move the i-SITE to a more central location – i.e. further along Kitchener Street towards the main retail and hospitality area rather than either end of town.

²⁷ From Destination Wairarapa, General Manger David Hancock by email

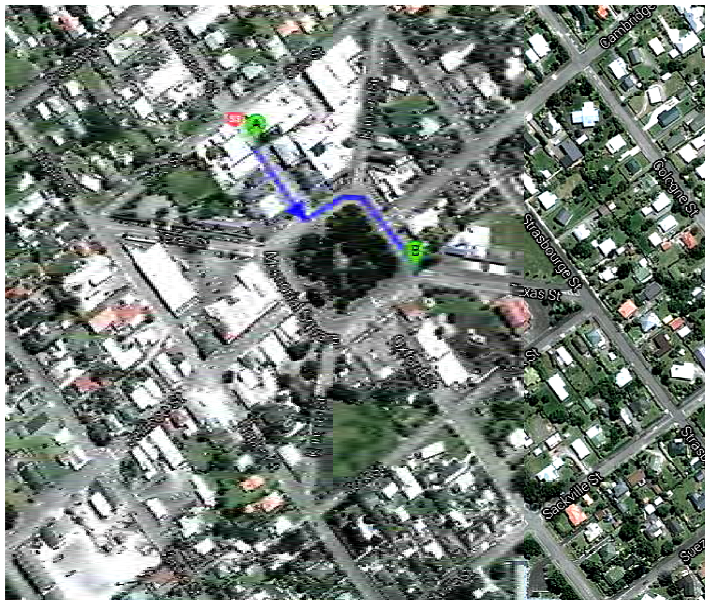
6.2 LIBRARY

Location, Hours and Services

6 Kitchener Street, 250m from Martinborough Town Hall.

Open 37 hours/week

(Mon-Fri: 10.00am-5:00pm, Sat: 10:00am-12:00pm).



The libraries in the South Wairarapa District operate as part of the Wairarapa Library Service, a combined operation with the Carterton District Council.

Mid 2012 saw the previous Martinborough public library building on Jellicoe Street close to the public as it did not adequately meet the New Building Standards. Initially the service was moved to a temporary building located in the Pain and Kershaw supermarket car park, and has since relocated to its current location in a leased building in Kitchener St, behind the Village Cafe (formerly Campbell's Service Station).

Membership has been negatively impacted by the change of location. Total active membership²⁸ has reduced by 18% from 1320 in 2011 to 1088 in 2013.

Door count data is not available. Conservative annual visitation is estimated at 24,000²⁹.

Currently the Library offers a small number of scheduled activities: story time 1x/week, the Law Society provides public consultation 1x/month as well as school holiday programmes (reading and entertainment).

Staffing

1x full time librarian and 2x part time part time assistants with overlapping shifts.

Building

The entire premise is 165m² with one main room with a small annex. The base lease is \$20,000 (ex GST) per annum (plus annual opex contribution) from 1 April 2013, with 2x 3 year right of renewals.

- The reception area has 1 work station and serves as the back-office.
- The Library space is cramped and there is little room to create activity 'areas' i.e. children's floor area for story time, or break-out reading spaces.
- There are 3 desktop computers for general public use in the Library.
- The Library provides 24-hour free wifi access (via the Aotearoa People's Network Kaharoa). This extends to the courtyard and cafe next-door to the Library.
- The adjacent courtyard (not part of the leased area) is used as a holiday programme space when the weather is fine.

²⁸ 'Active' being members that have had library resources (books etc) issued to their card

²⁹ Based on 80 visits/day x 25 days/month x 12 months/year

- The Library is limited in its programme offerings due to space restrictions.
- Wairarapa Archives based at Masterton.
- Has reduced book stock and surplus books currently stored in former Courthouse building on Cork St.

Future Direction

With an improved facility, the Library would expand both its hours and programmes for youth and seniors and introduce clubs (e.g. book club, games night, friendship club). Additionally the Library would expand the suite of public access computers.

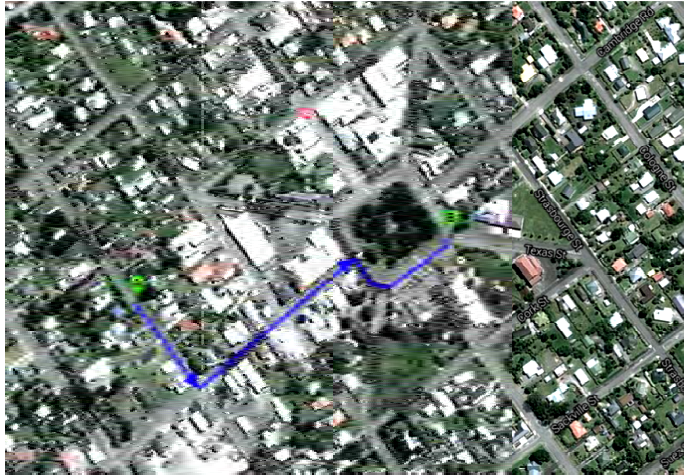
The Library will need to adapt as technology and community demands change. Tomorrow's Library may serve the community in ways not yet conceived and if its future function was to substantively change and require a reduced m². If this were to occur, Council may need to consider alternate use of that space.

6.3 PLUNKET

Location, Hours and Services

36 Venice Street, 500m from Martinborough Town Hall

Variable hours



Martinborough Plunket is part of the Wellington/Wairarapa area of the Royal New Zealand Plunket Society, which provides Plunket nurse and Community Karitane support for babies and children – from new-born through to five years. In Martinborough this may be through home and/or clinic visits.

As at 30 August, 2013 there were 3 babies being cared for by the Plunket nurse in Martinborough.

The Martinborough Plunket Committee (an informal group) organises play group and coffee mornings for parents and children. A coffee group will usually have 3-4 mums and their babies/young children.

Currently the Plunket Rooms are utilised approximately 99x/annum (264 hours); the Plunket Nurse and Karitane Nurse Clinics equate to 55x/annum (154 hours) and the Plunket Committee meetings and coffee groups a further 44x/annum (110 hours).

In the coming year, Martinborough Plunket Committee would like to introduce parenting education classes – perhaps offering up to 6 x SKIP sessions per annum (SKIP examples: Moving on from Nappies; Tantrums/Managing Challenging Behaviours).

Owner

Royal NZ Plunket Society Wairarapa Branch owns the building and land.

Royal New Zealand Plunket Society Wellington /Wairarapa Area Incorporated CC26353
Parcel ID 4009731, Lot 532 DP 248
0.09610Ha, \$155,000 CV, \$ 146,000 LV

Staffing

The building is unmanned. Plunket and Karitane nurses use the clinic room as required. Volunteers open and close the meeting room for coffee group.

Building

The building measures below 10% against the New Building Standards.

The main meeting room is approximately 30m² and the clinic 24m², the annex a further 12m² and kitchen about 10m². It sits on 961m² of land, the back of which is leased to Martinborough Playcentre for use as a play area.

Future Direction

The Martinborough Plunket Committee have \$34,000 invested and a further \$2,000 on call.

The Plunket Committee investigated the cost of bringing the existing building up to meet the New Building Standards, but was too costly. In response to this, the Committee commissioned an architect to design a building for both Plunket and the Toy Library to share; the resulting design shows 100m² floor area. The new building option was also considered too costly and the idea was abandoned. With both renovation and new-build options cost prohibitive, Plunket is seeking an alternative solution.

The Plunket Committee, the Plunket nurse and the Toy Library Committee support the community centre concept and have considered the idea of sharing a modern multi-purpose meeting space; all three groups have a favourable opinion of the Carterton Events Centre.

32

In the Carterton model, the Library, Plunket, Toy Library are co-located. The Plunket Room is able to be booked for public use (except the clinic) and shares toilet facilities with the Library.

Plunket have stipulated the need for adequate floor area for babies to have 'tummy time'; a secure kitchenette; gated outdoor play area (with unhindered viewing from the meeting room) and space for prams to be parked under cover. Plunket also need a dedicated nurse's clinic with space for baby scales, a basin and file storage.

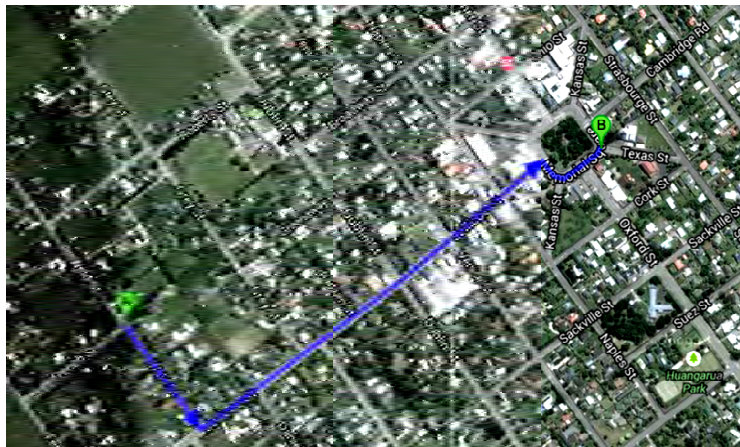
6.4 TOY LIBRARY

Location and Hours

Weld St, 1200m from Martinborough Town Hall

Open 8 hours/month

(Tue: 9.30am-10.30am, Sat: 10.00am-11.30am)



Owner

Martinborough Toy Library Incorporated (CC37756) owns the toys.

Annual revenue is derived from subscriptions (approximately \$1000) and toy rental (around \$1400). 16-20 toys are loaned each week. Toys cost \$0.5-\$2³⁰ per item. Membership is \$30/annum. There are 30-40 members.

Staffing

Volunteers, 5-8 sessions per month (1 hour each).

Building

The Martinborough Toy Library is housed at the Presbyterian First Church Hall in the back stage area. It has about 26m² (the main space plus two smaller rooms); this is a very cold and dark area. Rent is \$400 per annum.

³⁰ GST inclusive

Future Direction

The Presbyterian Church has asked the Toy Library to find other premises.

Like Plunket, the Toy Library are supportive of the developed Martinborough Town Hall Community Centre. By being part of a larger centre and in a more central position, it is thought that Toy Library membership will increase and so too will toy lending.

The Carterton Events Centre model was suggested as ideal (i.e. co-locating Plunket, the Library and the Toy Library). However it is noted it is not desirable to have toys visible to children that are then not available for play). It was suggested that Martinborough should emulate the Carterton model i.e. that the Library could assist with Toy Library loans rather than continuing to run on a session basis.

6.5 MARTINBOROUGH MUSEUM

Location and Hours

7 Memorial Square between Texas and Oxford Streets.

Open 4 hours per week, 2 hours each Saturday and Sunday.



34

Owner and Staffing

Owned and operated by a charitable Trust. Recent change of trustees, currently five trustees – had previously been largely driven by one individual.

A volunteer operation, and operates on a very small budget. Many hours of volunteer time are given by a few to maintain the collection.

Building

A timber building (circa 1894); the Martinborough Museum was the original Library and is on the Schedule of Heritage Properties for the South Wairarapa District Council included in the Wairarapa Joint District Plan. Total footprint is estimated at 230m² (including three outbuildings).

Future Direction

Mate Higgenson is a valued community resource, with a huge local museum and heritage knowledge. It is important for the community to consider succession planning, i.e. that the knowledge held by Mate is transferred to others.

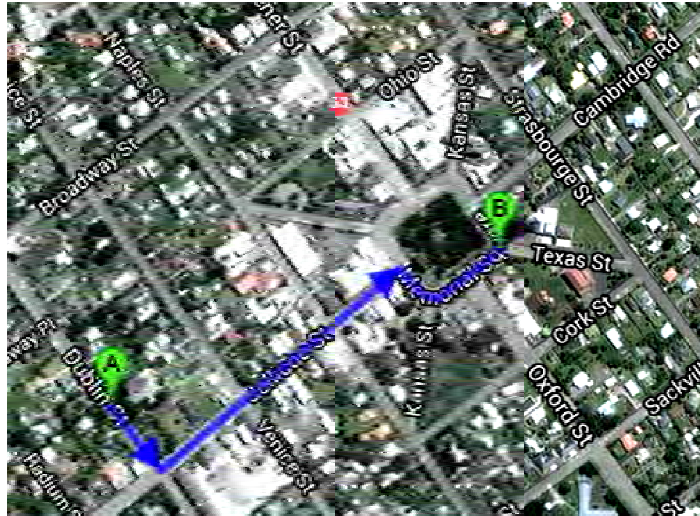
The consultant team considered the possibility of integrating or transferring the Museum to be part of the new Martinborough Town Hall Community Centre, and hence being able to enable the Museum to be accessible for the staffed hours of the future Centre.

The current Museum is providing traditional displays and storage for Martinborough's history and artefacts. To duplicate in a new facility would require at least matching m² for an already stretched and ambitious project budget, so should sensibly be left at this time. Furthermore the operation of the Museum in its current form is only possible by the large number of volunteer hours by a dedicated group, and unless Council was prepared to consider a substantial increase to the future operating support, in particular for curatorial services, then the current situation needs to continue.

6.6 ST ANDREW'S ANGLICAN CHURCH

Location, Hours and Services

Dublin St, 600m from Martinborough Town Hall



St Andrew's Anglican Church Hall is a much loved community activity space. The hall is divided in two, a small area and a larger area. The smaller area (about 9m x 6m) adjoins the newly installed kitchen, the larger area (about 9m x 13m) has a stage and is marked for four square. Both ends of the hall have heat pumps installed and the small hall also has a working double-sided fire place.

The St Andrew's Church hall is the largest single indoor space other than the auditorium in the Martinborough Town Hall.

This is a warm and friendly venue for the many church-led groups and community events. It is also a popular local wedding venue. The St Andrew's community provide a breakfast and homework club for local school children five days per week during term time. Smaller children (babies and toddlers) and their parents enjoy Tippy Toes music and movement programme. A winter season of Bridge was offered

this year, however has returned to 'weekly turn about' in player's homes, as the St Andrew's hall is over subscribed with bookings and regular activities, most of which are provided by the church for the community free of charge.

Pilates is a regular hirer of the hall and charge participants for the class.

Table 10: REGULAR ACTIVITIES OFFERED AT THE ST ANDREW'S ANGLICAN CHURCH HALL

Group	Day						
	M	T	W	T	F	S	S
Breakfast Club	X	X	X	X	X		
Homework Club (both halls)	X	X	X	X			
Tippy Toes					X		
Honouring the Aged			X				
Friday Club (U16)					X		
Pilates \$	X			X			

Staffing

The Archdeacon (May Croft) is full time at the Church.

Owner and Building

The Anglican Diocese of Wellington owns the land and buildings.

The hall kitchen and toilet facilities were renovated last year - total cost of renovation \$250,000. The new kitchen is well appointed for catering large groups. It has a commercial 6-burner gas hob and large oven and there is space allocated for catering ovens to be brought in (with 3-phase power). There are two unisex toilets.

Funding sources for the renovation include: NZ Lottery Board \$30,000; Eastern and Central Community Trust \$50,000; House and Garden Tour \$40,000, Anglican Trust \$70,000.

Pricing

The hall is hired at \$20/hour (inc GST) and is often discounted for community groups. Wedding hire is \$800/day (inc GST) including the kitchen, with use of the full suite of crockery and cutlery.

Future Direction

Further renovation of the hall will be undertaken as funds permit; this is primarily cosmetic work e.g. refurbishing surfaces and hiding cables.

Regular fundraising activity will continue to support the refurbishment of the hall and to enable the delivery and future expansion of the breakfast and homework clubs.

The Book Fair (held at the Martinborough Town Hall) and Martinborough Garden Tour are the main community fundraising activities for First Church. This year will see the introduction of a Christmas Gala Day to be based at Considine Park.

6.7 YOGA AND KICK-BOXING

Both these classes are currently in hiatus as the instructor Kimmy Perrin is due to have a baby in September/October 2013. Kimmy offered three weekly classes at the Martinborough Rugby Clubrooms at Coronation Park (after business hours). The Club received 50% of gross revenue as payment for venue use.

It was Kimmy's responsibility to move bar tables etc and to return the premises back to normal after each session. This premise was less than ideal, as its primary function is a Bar and Clubrooms, not an exercise room. Kimmy also considered offering classes at Brackenridge, however due to lack of appropriate space this did not occur.

The Kick-Boxing classes were 'shadow-only' i.e. no apparatus is used due to the restrictions of the venue and participant numbers were limited by the premises, as Kick-Boxing requires space for 'travelling'.

Participants and Fees

- Yoga up to 8-12 people/class, Kick-Boxing up to 8 people/class
- ³¹Yoga \$5/class, Kick-Boxing \$10/class

³¹ GST inclusive

6.8 TAI CHI

Tai Chi is offered by Kieko Nojima. Keiko has a particular interest in offering exercise to the 60+ years market.

Kieko offers five weekly classes in Wairarapa (1x Featherston, 1x Greytown, 2x Masterton and 1x Martinborough – latter at the First Presbyterian Church Hall in Weld Street) and a further four weekly classes to rest homes in Greytown, Masterton and Martinborough.

The Supper Room at the Martinborough Town Hall was the first choice location for Tai Chi, however the flat rate of \$40/morning (inc GST) was prohibitive (and an hourly rate was not available). Whilst the First Presbyterian Church Hall (at \$20/hour inc GST) is affordable, it is described by Keiko as being less than ideal (i.e. cold, poor natural lighting, long and narrow).

Schedule, Participants and Fees

- Thursday at Wharekaka Rest Home and the First Presbyterian Church Hall
- ³² 10-18 people/class, fees are modest at \$40 for 10 sessions or \$5 per class (inc GST)

Future Direction

Kieko Nojima from Tai Chi and Kimmy Perrin from Yoga/Kick Boxing both expressed strong interest in offering an expanded schedule of exercise classes at the proposed Martinborough Town Hall Community Centre, saying that a central venue would benefit the community and also providers.

Both would like to see a space that can be heated/cooled, with good natural lighting, a quality floor surface and small plinth/stage, and which is affordable to hire. Additional suggestions are wall mirrors.

³² GST inclusive

In good weather, Tai Chi classes are moved outdoors. Kieko commented that the park adjacent to the Martinborough Town Hall would be an ideal outdoor venue.

6.9 PILATES³³

Pilates is offered by instructors from 'BodyMind Pilates' from Masterton. Classes are held in the St Andrew's Church Hall. Pilates was introduced at the Church by Deacon May Croft.

Schedule, Participants and Fees³⁴

- Two classes per week
(Monday at 9.00am and Thursday at 6.00pm).
- 18 pax per class
- 10 sessions (Includes Pilates Mat) - \$125
- 2 or more classes/week for 10 week term - \$175

6.10 KARATE³⁵

Thursdays: 6:00 – 8:30 pm, Martinborough Primary School Hall.

6.11 BRIDGE

Martinborough Bridge players participate in the local social game and some are also members of the Contract Bridge Club in Greytown. There are 20-30 players that meet weekly. The venue is turn-about at homes large enough to accommodate five tables of four.

This winter the group met at the St Andrew's Church Hall, however due to pressure on availability has reverted to being home hosted.

According to Helen Campbell (a Bridge player/host), there is a waiting list to join, although without a larger venue an additional '4' cannot be accommodated.

Helen commented that the Greytown Contract Bridge Club grew very quickly once it had a permanent home at the Greytown Town Centre and the same would likely happen in Martinborough, if Bridge had a 'home'. The Greytown Club meets four hours twice a week.

Players enjoy hosting the game at home as it is a convivial and friendly environment, though would move to a community venue such as the developed Martinborough Town Hall, so long as the room is attractive and comfortable with good seating.

6.12 MAHJONG

Like Bridge, Mahjong is a local social game (i.e. not a club) with 20-30 local players. It too is played once a week in private homes; players enjoy the home environment as it is relaxed and comfortable.

Trish Wilson is the primary host – she suggested that the group would not consider changing venue, especially to the current Martinborough Town Hall (described as cold, unattractive with hard seating).

³³ Pilates was not interviewed

³⁴ GST inclusive

³⁵ Karate was not interviewed

7 MARTINBOROUGH TOWN HALL

7.1 DESCRIPTION

7.1.1 OVERVIEW

The Martinborough Town Hall is located on the corner of Texas Street and Cork Street at the eastern edge of Memorial Square and is surrounded by a grassed playground area and car parking. It is a standalone building of 623.28m².



Available for hire, the Martinborough Town Hall is used by visiting acts and by locals for meetings, performances, exhibitions, fundraising activities and events, as well as the occasional wedding reception, funeral service and birthday party.

The Town Hall auditorium is the largest indoor performance venue in Martinborough. The auditorium (275m²) has a raised stage area and mezzanine floor (now a service area for light and sound for shows) and can accommodate up to 218 seated theatre style or 152 for dining/cabaret. The Supper Room (91m²) is a large open space adjacent to the main auditorium with seating for 104 conference style or 72 for dining/cabaret³⁶. The kitchen is at the rear of the building adjoining the Supper Room, both of which have a lower floor level than the auditorium.

The auditorium is noted for its long reverberation time and its acoustic suitability for musical performance, nevertheless as the general appearance and condition of amenities has declined over time, the Town Hall has become a less and less attractive venue and falls well below expectations of user groups.

The Martinborough Town Hall is owned by the South Wairarapa District Council. Bookings are made through the Council office.

Available hours for hire are calculated at 12 hours per day, 360 days per year (a potential maximum available booking time of 4,320 hours per year³⁷)

7.1.2 BUILDING

The Martinborough Town Hall is an unreinforced masonry structure, built in 1912.

The building achieves between 5%, 10% and 20% of National Building Standards (backstage, annex and auditorium respectively). The building can best be described as 'tired' and in need of structural strengthening, maintenance, repair and refurbishment.

³⁶ <http://www.swdc.govt.nz/martinborough-venues>

³⁷ South Wairarapa District Council 20011/12 Annual Report, page 64

The Martinborough Town Hall is listed on the Schedule of Heritage Properties for the South Wairarapa District Council included in the Wairarapa Joint District Plan. It is not listed with the New Zealand Historic Places Trust as a historic building³⁸.

A conservation plan was completed in August 2011 (commissioned by the Town Hall Sub-Committee) and the South Wairarapa District Council has budgeted \$900,000 for strengthening work³⁹

7.2 HIRE RATES⁴⁰

The Community Building Hire rates are reflected through a hierarchy of factors:

- Nature of the event – meetings, social function, exhibition, performance etc.
- Room utilised.
- Applicant is local/non local.
- Day of the week.
- Time of day.
- Admission is charged/non charged.
- Performers are local/professional.

Table 11 outlines hire charges for Martinborough Town Hall (hire of either Supper Room or Auditorium includes tables and chairs; use of the kitchen in most situations attracts a separate hire fee). Hire charges range from \$0 to \$266, additional fees are shown in Table 12.

Revenue from hire during 2011 and 2012 was \$8,558, annualised to \$4,279 (Table 13).

Nature of the Event	Schools or Free Admission to General Public	Private Use or Admission Charged	Meetings and Services	Dances, Social Functions	Displays, Exhibitions	Sale of Goods	Stage Performance, Musicals	
							Free	Charged
Room utilised	Supper Room Only		Town Hall (including Supper Room)					
Day of the week/ Time of day							Local	Professional
Mon-Fri Morning or Afternoon	26.0	34.8	44.3					
Mon-Fri Full or Part Morning/Part Afternoon	34.8	44.3	70.4					
Evenings or Sat-Sun or Public Holidays			88.7					
Mon-Thu Evening	34.8	44.3						
Evenings or Fri-Sun or Public Holidays	44.3	88.7						
Each Hour After Midnight			88.7	88.7				
Mon-Sun (inc kitchen)				266.0				
Performance							115.7	266.0
Pack In/Out / Rehearsal					0	34.8	0	34.8
Local and Free Admission					0	115.7		
Non Local or Admission Charged					88.7	266.0		

Deposit	177.4
Alcohol Bond	266.0
Cleaning/hour	21.8
Custodian call out	21.8
Access to Kitchen Facilities	17.4
Refreshment Service – setting out and/cleaning up	4.30

³⁸ Kernohan, J. (2011). *Martinborough Town Hall Conservation Plan, August 2011*

³⁹ South Wairarapa District Council LTP 2012-2022 Part 2 Summary, page 23

⁴⁰ All figures GST exclusive

7.2.1 CURRENT UTILISATION

Table 13: MARTINBOROUGH TOWN HALL BOOKINGS SUMMARY					
	Combined 2011 & 2012				Annualised
	Balcony	Supper Room	Hall	Total	Average/Year
Bookings	1	29	109	139	70
Duration (hours)	1	171	597	769	384
Revenue ex GST (\$)	89	1,129	7,341	8,558	4,279

During 2011 and 2012 the Town Hall received 139 booking (769 hours) with associated revenue of \$8,558.

Annually⁴¹ Martinborough Town Hall receives 70 bookings (384 hours), revenue of \$4,279 and an estimated 5,085 visits.

Of these 70 bookings, 19 were free (105 hours), i.e. whether using booking count or sum of hours, 26% of Town Hall activity is free of charge.

Current utilisation is 9% of available hours (385/4,320).

As visitation data was not readily available (i.e. not recorded) a formula was applied to estimate visitation per event and per year (see Table 23, page 53 for calculation).

Approximately \$0.84 is generated per visit (\$4,279/5,085 visits).

⁴¹ Totals divided by 2 - accounts for the year to year variations (for example, Madcaps rehearsals/performance every other year)

8 STRATEGY DISCUSSION AND DIRECTIONS

8.1 PROCESS

The final direction needs to meet real community need, be achievable (the community needs to be able to raise the money) and operationally sustainable).

In this type of exercise, it is important to go wide, to fully consider all options, to then clarify options, opportunities and implications.

8.2 COMMUNITY FACILITY DIRECTIONS

To create cross-activity benefits and to assist to optimise revenue and cost efficiencies, it is desirable to have less community venues of better quality and well designed, which are multi-functional.

Wairarapa already has a couple of good examples of co-located function venues such as the Carterton Events Centre and the Greytown Town Hall, i.e., there are already proven local examples of enhanced facilities and services by consolidation and co-location.

However obviously also, the final scope and cost for Martinborough Town Hall Community Centre must be sensibly managed and achievable.

8.3 CURRENT SITUATION

The Town Hall is currently sitting in a dead zone of the Square, has low utilisation and requires earthquake strengthening costing about \$900,000.

There is no apparent substantive new event activity, but there is a real opportunity to make the future Town Hall more relevant to Square-based events.

Martinborough Town Hall

If the project is only to earthquake strengthen the existing Town Hall, based on the current level of utilization there is a reasonable argument that to spend \$1 million isn't justified.

Library

The current Martinborough Library is sub-standard. Current building 165m², open 37 hours/week, estimated annual visitation of 24,000 (estimation based on: 80/day x 300 days/year).

i-SITE

Current i-SITE is open 52 hours/week, reported annual visitation 41,400 (reported figures: 115/day x 360 days/year).

All first time traffic entering Martinborough does the 'Square circuit', therefore i-SITE can be readily relocated to the Square.

8.4 FUTURE STRATEGY OPTIONS

Maintain Town Hall as:

- Theatre and performance venue for South Wairarapa – good acoustics.
- Maintain as a public meeting, local wedding and birthday party venue.

With Martinborough's wide range of private conference and function venues (some with supporting accommodation), the primary future purpose of the Town Hall is not as a conference venue, nor as a venue for out-of-town weddings.

The best options to reposition the Town Hall as a regularly used community facility are to:

- Co-locate the Library, plus other relevant community services such as the Toy Library and Plunket.
- To relocate the i-SITE into this same location (and hence to take visitors to the other side of the Square, plus provide the opportunity for some shared operational synergies - one staff team).
- Create a unique and destination playground - a marketing opportunity, as well as a valued local play space.
- Public toilets increase visitor traffic/reason to stop.
- Improved indoor-outdoor event support elements will enhance the future Town Hall's relevance to Martinborough's important event activity.
- A coffee kiosk with sensible operating hours will also add to this important local social space plus complement the i-SITE/first visitor stop.
- Preferred local meeting venue for Martinborough.
- Preferred location for all movement-related activities e.g., Tai Chi, Yoga, Kick-Boxing.

- Need to drive all relevant activity into Town Hall:
 - Holiday programme venue
 - Possible future base for Bridge, Mahjong
 - Possible future physiotherapy and massage room hire, also visiting specialist consultants
- Also if future function of libraries was to substantively change, need to consider how space could potentially cater for a future Council Service Centre and/or Museum.

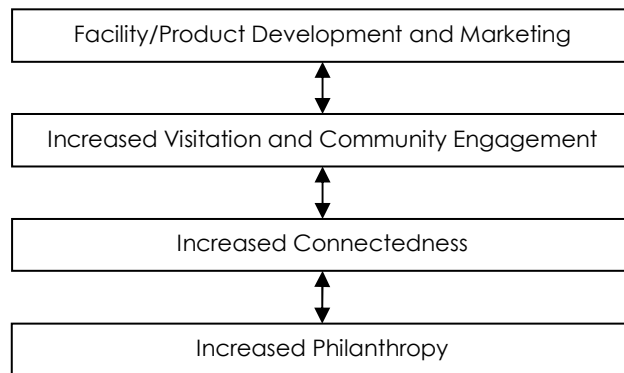
8.5 COMMUNITY FUNDING

8.5.1 PROJECT POSITIONING

To strengthen the community funding positioning, the proposed future must achieve a multi-use facility with significantly increased community utilization, otherwise no NZ Lottery Board, Eastern and Central Community Trust and no Gaming Trust funding will be achieved, let alone any broader individual philanthropic buy-in.

Martinborough is a small community, so if it is to achieve a bold solution it will have to be prepared to, where sensible, consolidate venues and activities, all available resourcing and some leadership and ownership structures.

8.5.2 SOME FUNDING THEORY



8.6 FUTURE SOLUTION

- The solution is foremost about a people solution.
- Potentially an aspirational and marketing solution.
- And a capital funding and operational funding solution.
- Some elements may be discarded as a step too far, but very important to get the master plan right, and fully explore all options regarding what could potentially be achieved.

8.7 OTHER FUTURE POSSIBLE DIRECTIONS

8.7.1 MARAE

Marae to consider future leadership structure and strategic directions e.g. consider reducing current building stock, improving key buildings, and providing real accommodation option for groups such as Wainuiomata Squash and for wine labourers. Also review pricing/koha for tangi.

8.7.2 COUNCIL SERVICE CENTRE

With any local authority amalgamation, unlikely the current Martinborough Council Service Centre would be sold. In the future, likely the building would hold archives, overflow library books, and provide a base for District engineers.

8.7.3 EMERGENCY SERVICES

Could be potential for Police to be located at the Fire Brigade/Ambulance Centre.

9 FUTURE DESIGN

9.1 DESIGN CONSIDERATIONS

(From Interviews)

9.1.1 MEMORIAL SQUARE

- Too many trees, becomes muddy during events, future rotunda in centre?
- Need to better consider wet weather event contingency i.e., Town Hall part of the solution, more paved areas.
- Future traffic controls: Wider footpaths, "narrow" roads, speed humps on Jellicoe Street, no harvesters and trucks around Square.
- Opportunity for enhanced streetscape, i.e., less power lines, plantings. Compare Jellicoe Street versus Kitchener Street.
- Play up 'Union Jack'.
- Improve future interpretation.
- Tar/hot mix causes problems in summer.

9.1.2 TOWN HALL PRECINCT

- Some level of external amphitheatre and provide stage solution, able to face into both grass area and towards Square.
- Important to provide destination playground, with possible water feature. Ensure 'youth involvement and ownership' in playground development.
- Relocate current public toilets to back of area, with good signage.
- Connection to Medical Centre.
- Make family-centred destination.
- Provide windscreen to lessen prevailing wind.

- External sound system, external power access for events, able to readily erect poles for lighting.
- Fire Service land currently provides spill-over car parking for events – landscape/screen this area?
- Effectively use Texas Street width.
- Medical Centre needs more parking and space.
- Base sculpture out front.

9.1.3 TOWN HALL

- Auditorium has good acoustics. Consider acoustic treatment of Supper Room wall?
- Mezzanine is service area for light & sound for Shows.
- Opportunity to provide a sample of local history, e.g. best series of historical photos from the Museum on display.
- Ensure adequate storage.
- 'Supper Room' split provides two meeting room spaces.
- Local Fire Service prepared to provide fire advice.
- Future Town Hall must be inviting, comfortable, convenient.
- 'Youth Room'/area?
- Light up Town Hall externally/using lighting create iconic/magical image.

9.2 PROPOSED DESIGN

Several Design Workshops were held with the Martinborough Town Hall Committee and community representatives to actively develop with the consultant team the master planning for the Town Hall precinct and the for the Martinborough Town Hall Community Centre development.

Please see Appendices for a record of this design progression process.

9.2.1 TOWN HALL PRECINCT

See overleaf

9.2.2 CONCEPT PLAN

See overleaf

9.3 STAGING, COMPONENT AREAS AND COST ESTIMATE

9.3.1 STAGING

The total area of the Martinborough Town Hall Community Centre is 1,419m². For discussion purposes and possible phased development and funding, the following tables and concept design refers to different stages.

Stage		Area m ²
1	Town Hall – full refurbishment and strengthening	726.00
2A	Main entrance, i-SITE and kiosk	215.56
2B	Library, Plunket, Toy Library and Internal Street	477.44
Total		1,419.00

9.3.2 COMPONENT AREAS

Stage	Area	m ²
1	Auditorium (inc stage)	275
1	Back of House	60
2A	Kiosk/i-Site	83
2A / 2B	*Decking Ramps Steps	169
1	Foyer	53
1	Kitchen Freezer Store	77
2B	Library (exc Back-Office)	166
2B	Library Back-Office	34
2A	Main Entry	36
1	Mezzanine	90
2B	Plunket Meeting Toy Library	47
2B	South Entry	21
1	Storage	60
2A/2B	*Street	115
1	Supper Room	91
2B	WC External	11
2B	WC Internal	11
1	WC Supper Room	20

9.3.3 COST ESTIMATES

Stage	Cost \$
Core Project Cost	
Town Hall - Stage 1	2,771,870.00
Town Hall - Stage 2A	636,452.00
Town Hall - Stage 2B	1,402,136.00
Streetscape Works – Option A (essential)	315,035.00
Consent Fee	55,000
Sub-Total A	5,180,493.00
Additional Works	
Streetscape Works – Option A (remaining)	882,592.90
Streetscape Works – Option B (play)	448,201.60
Sub-Total B	1,330,794.50
TOTAL	6,511,287.50

Exclusions: Work beyond Town Hall block kerbline i.e. no work in Texas St, Memorial Square.

Town Hall Precinct



Concept Plan

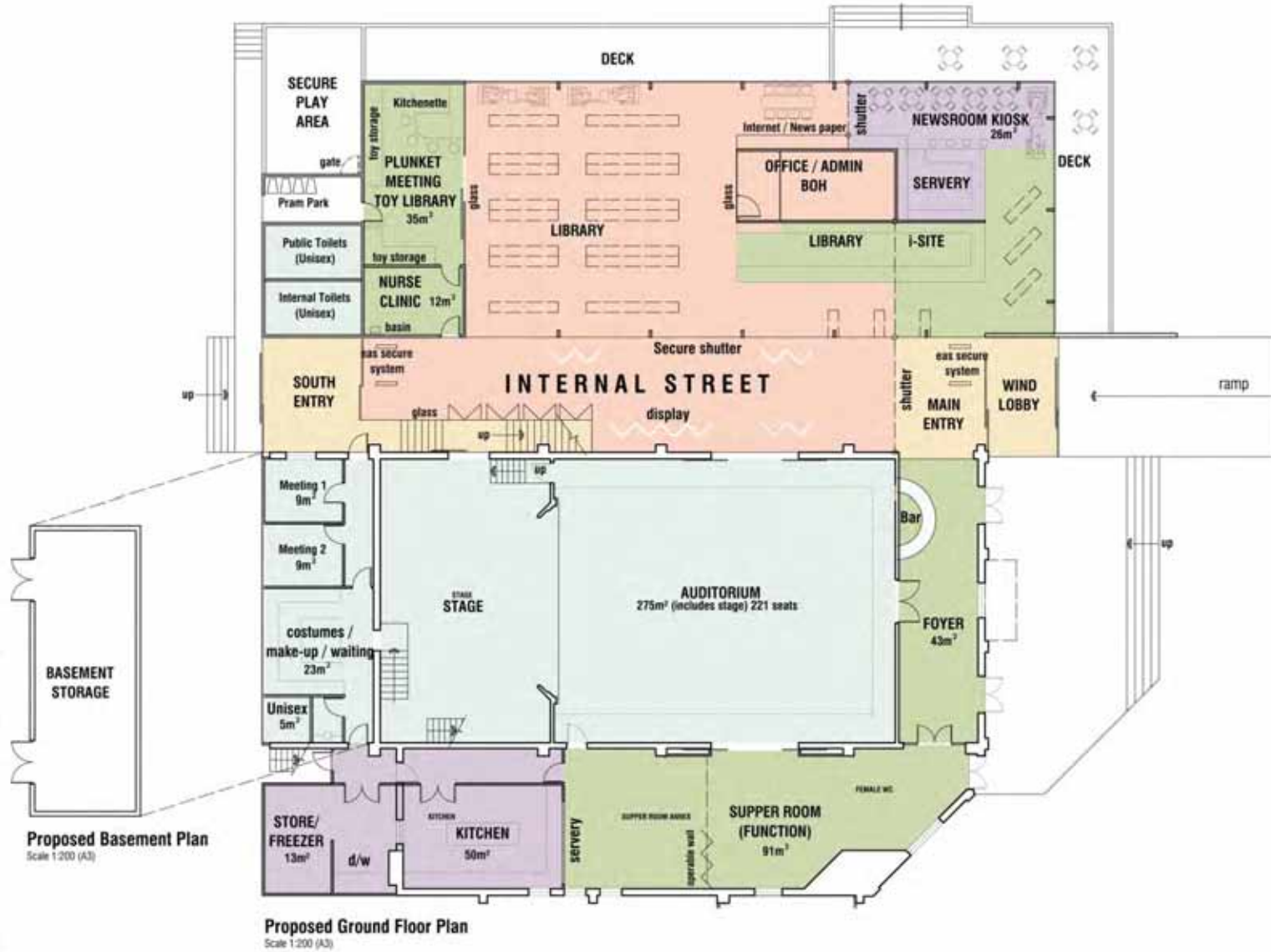


Table 17: MARTINBOROUGH TOWN HALL COMMUNITY CENTRE CAPITAL COST ESTIMATE STAGES ex GST (\$)

Town Hall Stage 1	Area m²	Rate/m²	Amount	Percentage	Total
Demolition work	Sum				150,000.00
New toilets	20	3,500.00	70,000.00		70,000.00
Refurbish auditorium	275	1,000.00	275,000.00		275,000.00
Refurbish foyers	43	1,000.00	43,000.00		43,000.00
Supper room	91	1,000.00	91,000.00		91,000.00
Kitchen fit-out	Sum		100,000.00		100,000.00
New store/Kitchen/Freezer/Corridor	77	2,000.00	154,000.00		154,000.00
New Stage Back of House	60	4,000.00	240,000.00		240,000.00
New Basement Storage	60	2,000.00	120,000.00		120,000.00
Mezzanine upgrade	Sum		80,000.00		80,000.00
Fit-Out	Sum		50,000.00		50,000.00
Exterior Refurbishment	Sum		200,000.00		200,000.00
Project Leadership and Design Team Fees	19%		298,870.00		298,870.00
Structural Strengthening	Sum		900,000.00		900,000.00
					\$2,771,870.00
Town Hall Stage 2A	Area m²	Rate/m²	Amount	Percentage	Total
Atrium/Street	115	3,500.00	402,500.00	34%	136,850.00
Main Entry	36	3,500.00	126,000.00		126,000.00
i-SITE, Kiosk (excluding part of internal street us	83	3,000.00	249,000.00		249,000.00
Decking, ramps and steps	169	400.00	67,600.00	34%	22,984.00
Project Leadership and Design Team Fees	19%				101,618.00
					\$636,452.00
Town Hall Stage 2B	Area m²	Rate/m²	Amount	Percentage	Total
Toilet facilities	22	3,500.00	77,000.00		77,000.00
Atrium/Street	115	3,500.00	402,500.00	66%	265,650.00
South Entry	21	3,500.00	73,500.00		73,500.00
Library, i-SITE, Kiosk (excluding part of internal staircase)	200	3,000.00	600,000.00		600,000.00
Plunket/meetings/Toy Library etc	47	2,500.00	117,500.00		117,500.00
Decking, ramps and steps	169	400.00	67,600.00	66%	44,616.00
Project Leadership and Design Team Fees	19%				223,870.00
					\$1,402,136.00
Streetscape Works - Option A	Area m²	Rate/m²	Amount	Percentage	Total
<i>Note: Two options provided to suit a phased development if required</i>					
Essential Phase					
Paving	1938				50,000.00
Boardwalk/Stage	1015				
Timber Screen to neighbours	60				
Wind screening	29				
Grassed Areas	1802				25,000.00
Soft landscaping/planting	Sum				25,000.00
Signage and markings	Sum				10,000.00
Street Furniture	Sum				25,000.00
Lighting	Sum				50,000.00
Site Services	Sum				80,000.00
Project Leadership and Design Team Fees	19%				50,035.00
					\$315,035.00
All Phases	Area m²	Rate/m²	Amount	Percentage	Total
<i>Note: Includes 'Essential Phase' (above)</i>					
Paving	1938	130.00	251,940.00		251,940.00
Boardwalk/Stage	1015	300.00	304,500.00		304,500.00
Timber Screen to neighbours	60	280.00	16,800.00		16,800.00
Wind screening	29	280.00	8,120.00		8,120.00
Grassed Areas	1802	25.00	45,050.00		45,050.00
Soft landscaping/planting	Sum		40,000.00		40,000.00
Signage and markings	Sum		15,000.00		15,000.00
Street Furniture	Sum		75,000.00		75,000.00
Lighting	Sum		150,000.00		150,000.00
Site Services	Sum		100,000.00		100,000.00
Project Leadership and Design Team Fees	19%				191,217.90
					\$1,197,627.90
Streetscape Works -- Option B	Area m²	Rate/m²	Amount	Percentage	Total
Splash Park	154	600.00	92,400.00		92,400.00
Basketball Court	100	100.00	10,000.00		10,000.00
Skate Park	324	260.00	84,240.00		84,240.00
Playground Equipment	Sum		160,000.00		160,000.00
Soft fall Matting etc	Sum		30,000.00		30,000.00
Project Leadership and Design Team Fees	19%				71,561.60
					\$448,201.60
Consent Fees					\$55,000.00
TOTAL					\$6,511,287.50

(as at 14 October 2013)

10 FUTURE OPERATION

This section outlines the factors considered in determining potential level of use and revenue from hire of the proposed Martinborough Town Hall Community Centre. The model considers:

- New pricing and revenue from hire:
 - Calculation of revenue from hire (excluding Plunket, Toy Library, Library, i-SITE)
 - Discounting
- Hire time periods
- Estimated visitation:
 - Calculation of visitation and utilisation by all groups
- Estimated activity:
 - Growth of existing activity
 - Activity transferred from other venues

50

10.1 NEW PRICING - HIRE RATES

Suggested hire rates are based on both the current South Wairarapa District Council community hire rates and the Carterton Events Centre hire rates.

As discussed on page 40, the South Wairarapa District Council model for community building hire rates are determined through a range of factors (e.g. activity type), whereas the Carterton Event Centre model considers only three factors:

- a. Applicant is community or commercial.
- b. Room utilised.
- c. Time of day/duration of booking.

To consider projected utilisation and operating revenue, a simplified charging model has been adopted.

The new pricing time periods are explained in Table 18. The new prices for the community and commercial hire of the Martinborough Town Hall Community Centre are summarised in

Table 20 and Table 21. The new commercial rate is approximately 2.5x the community hire rate. Note, new community rates for the Martinborough Town Hall Community Centre are about 80% of the Carterton Events Centre.

Time Period	Hours of the Day	Duration (hours)	Loading of hourly rate
Hr		1	
1/2 day	9:00am-1:00pm 1:00am-5:00pm	4	0.8
Day	9:00am-5:00pm	8	0.8
Evening	5:00am-Midnight	7	0.9
Full Day		12+	0.8

Please note, new prices are fundamentally similar to existing prices - using the new pricing, equivalent bookings generate revenue of \$5,773 (ex GST) compared to existing annual revenue of \$4,279 (ex GST) in Table 13. However this revenue difference is not due to higher new prices, but is due to the current level of free community hires i.e. 26% of existing bookings were free.

Projected Utilisation and Revenue

Revenue from hire of the Martinborough Town Hall Community Centre is based on existing activity; projected growth of existing activity and potential transferred activity.

Discounting

100% of the new pricing is applied to commercial hire and a 25% discount is applied to revenue from community hire.

	Annualised	New Pricing	Difference
Revenue	4,279	5,773	+1,494
Discount 25% Community only		1,068	
Adjusted Revenue	4,279	4,705	+426

10.1.1 NEW PRICING SCHEDULE

Table 20: NEW PRICING - COMMUNITY HIRE RATES ex GST \$					
Loading	Period and Rate				
	Hr	1/2 day	Day	Evening	Full Day
1		9.00-1.00 1.00-5.00	9.00 - 5.00	5.00 - midnight	12+ hours
% of hourly rate		0.7	0.8	0.9	0.8
Room					
Auditorium	17.4	48.7	111.3	110	167.0
Supper Room	13.0	36.5	83.5	82	125.2
Supper Room 1/2a	6.5	18.3	41.7	41	62.6
Supper Room 1/2b	6.5	18.3	41.7	41	62.6
Kitchen	8.7	24.3	55.7	55	83.5
Foyer	6.5	18	42	41	62
Make-Up	-	-	-	0	-
Meeting Room change a	4.3	12.2	27.8	27	41.7
Meeting Room change b	4.3	12.2	27.8	27	41.7
Plunket Clinic	-	-	-	0	-
Meeting Room Plunket/Toy Library	4.3	12.2	27.8	27	41.7
Library	4.3	12.2	27.8	27	41.7
Back Office library	0.0	0.0	0.0	0	0.0
Kiosk after hours	8.7	24.3	55.7	55	83.5
iSite	-	-	-	0	-
Entry	-	-	-	0	-
Street	13.0	36.5	83.5	82	125.2
Storage	-	-	-	0	-
WC Internal	-	-	-	0	-
WC External	-	-	-	0	-

Table 21: NEW PRICING COMMERCIAL HIRE RATES ex GST \$					
Loading	Period and Rate				
	Hr	1/2 day	Day	Evening	Full Day
2.5		9.00-1.00 1.00-5.00	9.00 - 5.00	5.00 - midnight	12+ hours
% of hourly rate		0.7	0.8	0.9	0.8
Room					
Auditorium	43	122	278	274	417
Supper Room	33	91	209	205	313
Supper Room 1/2a	16	46	104	103	157
Supper Room 1/2b	16	46	104	103	157
Kitchen	22	61	139	137	209
Foyer	16.3	46	104	102	156
Make-Up	-	-	-	0	-
Meeting Room change a	11	30	70	68	104
Meeting Room change b	11	30	70	68	104
Plunket Clinic	-	-	-	0	-
Meeting Room Plunket/Toy Library	11	30	70	68	104
Library	11	30	70	68	104
Back Office library	-	-	-	0	-
Kiosk after hours	22	61	139	137	209
iSite	-	-	-	0	-
Entry	-	-	-	0	-
Street	33	91	209	205	313
Storage	-	-	-	0	-
WC Internal	-	-	-	0	-
WC External	-	-	-	0	-

10.2 VISITATION

10.2.1 ESTIMATING VISITATION

As activity visitation data was not readily available, a formula was applied to estimate existing and transferred visitation i.e. Pax per Visit x Bookings per Month x Months per Year = Estimated Annual Visits.

10.2.2 PROJECTED VISITATION STAGE 1

Current annual visitation to the existing Martinborough Town Hall is estimated at 5,085.

With the development of Stage 1 (an improved Martinborough Town Hall only), visitation could increase to 18,894 (existing activity, +25% growth of existing, +transferred community group and event activity,). This is net increase of 13,809, which is 2.7x greater than current visitation.

This increase can be achieved by consolidating recreation activities at the Town Hall e.g. Bridge, Mahjong, Pilates, Yoga, Tai Chi, and Kick-Boxing into the one location and by better integrating Martinborough Town Hall as a valued event space for the major events that currently occur at Memorial Square e.g. suggesting 10% of patronage of the Martinborough Fairs and Toast Martinborough would visit the Town Hall if there were related activities occurring at that time.

10.2.3 PROJECTED VISITATION STAGE 2

By developing Stages 2A and 2B, the co-location of the Library, i-SITE, Plunket and Toy Library would provide a further 65,400 visits annually.

Visitation could increase still further should other local groups decide to relocate, but future projections do not include the activities and services listed here e.g. Scouts, Guides; badminton, indoor bowls; dance and group exercise - ballet,

line dancing, Zumba; and community services e.g. community law, WINZ etc.

With a fully developed Martinborough Town Hall Community Centre projected visitation increases to 85,498 (Table 22).

10.2.4 SUMMARY AND DETAILED PROJECTED VISITATION

Table 22 summarises visitation by development Stage, both 'existing' and 'transferred', to a future Martinborough Town Hall Community Centre.

Table 22: ESTIMATED VISITATION TO MARTINBOROUGH TOWN HALL COMMUNITY CENTRE	
Stage 1	
Existing	5,085
25% Increase of Existing Activity	1,271
Transferred Activity	12,538
Sub-Total 1	18,894
Stage 2 (all transferred)	
i-SITE & Library	65,400
Plunket, Toy Library & Health Clinic	1,204
Sub-Total 2	66,604
TOTAL	85,498*

Table 23 lists Martinborough activities by location, estimates visitation and explores which (part) of these activities might be reasonably transferred to the Martinborough Town Hall Community Centre.

Note this activity list is a compilation of information gathered from Town Hall booking data, from interviews and from web searches.

*Note, The difference between the total projected visitation in Table 22 and Table 23 is the 25% increase in existing activity.

Table 23: ESTIMATED ANNUAL VISITATION TO MARTINBOROUGH EVENTS/ACTIVITIES/SERVICES WITH POTENTIAL TRANSFER TO FUTURE MARTINBOROUGH TOWN HALL COMMUNITY CENTRE		
Venue / Programme	Visits at Current Venue	Visits Transferred to MTHCC
Martinborough Town Hall	5,085	5,085
ANZAC Day	200	200
Art Exhibition & Sale	250	250
Blood Service Collection Day	300	300
Cabaret	400	400
Carpet Sale	100	100
Collectibles Sales/Purchase	150	150
Comedy/Music/Entertainment	300	300
Council Meetings	150	150
Fire Brigade	10	10
Garage Sale	300	300
Jazz in Martinborough	600	600
Mid-Winter Monster Book Fair	200	200
Lions/Lionesses	240	240
Mad Cap Auditions	15	15
Mad Cap Performance	340	340
Mad Cap Rehearsals	360	360
Martinborough Rose Show	100	100
Other Dinners and Events	400	400
Other Meetings	20	20
Other Small Events	100	100
School Use	100	100
THC Function	150	150
Weddings	300	300
Anglican Church Hall	4,010	1,760
Breakfast Club	750	
Friday 9-10s	100	
Friday 11-14s	100	
Friday 14-16s	100	
Friday Club	400	
Homework Club both halls	400	
Honouring the Aged	80	
Pilates	1,760	1,760
Tippy Toes	320	
Circus Cinema	60	
Spring Fling Circus Cinema	60	
Coronation St	1,728	1,728
Kick Boxing/Yoga	1,728	1,728

Table 23: ESTIMATED ANNUAL VISITATION TO MARTINBOROUGH EVENTS/ACTIVITIES/SERVICES WITH POTENTIAL TRANSFER TO FUTURE MARTINBOROUGH TOWN HALL COMMUNITY CENTRE		
Venue / Programme	Visits at Current Venue	Visits Transferred to MTHCC
Farm	9,000	
Brew Day	1,000	
La De Da NYE Daisybank Farm	8,000	
Home	1,600	1,600
Bridge	800	800
Mahjong	800	800
Jellicoe St	192	192
Health Clinic	192	192
Kitchener St	65,400	65,400
i-Site	41,400	41,400
Library	24,000	24,000
Presbyterian Church Hall	968	968
Tai Chi	440	440
Toy Library	528	528
Pukemanu Hotel	120	
Pukemanu Idol Pukemanu Hotel	120	
Roberts St	4,000	
Kindergarten	4,000	
Memorial Square	62,030	7,010
Martinborough Charity FunRide	500	500
Martinborough Fair	50,000	5,000
Martinborough Olive Harvest Festival	160	160
Museum	120	
Round the Vines FunRun	250	250
Toast Martinborough	11,000	1,100
Venice St	979	484
Karitane Clinic	132	132
Playcentre	495	
Plunket Clinic	88	88
Plunket Coffee Morning	176	176
Plunket Meetings	88	88
Winery	5,000	
Alana Estate Classic Hits Winery Tour	5,000	
TOTAL	160,172	84,227

10.3 REVENUE

10.3.1 ESTIMATING REVENUE

Existing and Transferred

Existing and transferred activity (Table 25) were put into new pricing and time period categories achieving \$5,773 and \$7,977 respectively (adjusted to \$4,705 and \$6,222)

Existing Growth

Modest growth in bookings was achieved by applying a factor of 1.1 to 5 to the existing bookings (Table 24); this achieved an improvement in revenue of \$6,739 adjusted to \$6,465.

Time Period	Loading	
	Community	Commercial
Hr	1.1	5
1/2 day	1.2	5
Day	1.3	3
Evening	1.5	3
Full Day	1.5	3

Adjustment

A discount of 25% was applied to new pricing community hire, reflecting the current discounting model as explained on pages 41 and 50.

10.3.2 ACTIVITY: EXISTING, TRANSFERRED AND GROWTH OF EXISTING

Rate	Existing	Transferred	Total A
Community	4,273	7,021	11,294
Commercial	1,500	957	2,457
Sub-Total	5,773	7,977	13,751
Discount 25% Community only	1,068	1,755	2,824
TOTAL	4,705	6,222	10,927

Rate	Existing	Growth	Difference
Community	4,273	5,368	1,094
Commercial	1,500	7,145	5,645
Sub-Total	5,773	12,512	6,739
Discount 25% Community only	1,068	1,342	274
TOTAL	4,705	11,170	6,465

Rate	Total A	Difference	Total B
Community	11,294	1,094	12,389
Commercial	2,457	5,645	8,101
Sub-Total	13,751	6,739	20,490
Discount 25% Community only	2,824	274	3,097
TOTAL	10,927	6,465	17,393

10.4 OVERALL OPERATIONAL PERFORMANCE

An initial estimate of the potential net operating cost of the Martinborough Town Hall Community Centre has been prepared below. Please note, further work needs to be undertaken to look at whether further operational efficiencies could be achieved (in particular that staff wage rates and levels are correctly assigned), and that levels of future net cost of service are fairly assigned, including adequate provision for building repairs and maintenance.

Also, at this time, no operating costs for the outside areas have been considered.

10.4.1 CURRENT OPERATING INFORMATION: FOR SELECTED KEY STAKEHOLDERS

Operating revenue and expenditure data for selected key stakeholders is listed in Table 33 against the revenue and expenditure codes used by South Wairarapa District Council. Financial information for Greytown Town Centre, Martinborough Library and Martinborough Town Hall were provided by Council, i-SITE information was provided by Destination Wairarapa. This financial information was based on 2012/13 figures.

10.4.2 REVENUE DISCUSSION

The current annual net cost of service for the Martinborough Library and the Martinborough Town Hall are currently \$215,789 and \$20,932 respectively.

Based on the figures provided by Destination Wairarapa, the current annual net cost of service of the Martinborough i-SITE is \$102,600, and Destination Wairarapa currently receives an annual grant of approximately \$116,000 from South Wairarapa District Council.

In the current operating model, have only applied 50% of the \$116,000 grant to the future operation of the Martinborough i-SITE. However, give the current projected operating deficit of the new Martinborough Town Hall Community Centre need to consider whether a higher level of operating grant should apply.

With regard to the current net cost of service for the Martinborough Town Hall, there is currently almost no annual provision for building maintenance. Suggest a fair figure needs to be applied here.

10.4.3 EXPENDITURE DISCUSSION

The principal costs for the new Martinborough Town Hall Community Centre are staffing and increased building (depreciation, maintenance, insurance and cleaning) and energy costs.

Martinborough i-SITE Wage Cost

Based on the figures provided, \$110,000 or 87% of the current annual operating costs for Martinborough i-SITE is attributed to wages. To try to cross-validate this wage cost, please see table below – the difference between the reported and estimated wage cost figures in the table below could be attributed to assignment of management staffing to the Martinborough i-SITE and/or incorrect assumptions made regarding staffing levels and wage rates.

55

	1 st Staff	2 nd Staff	Total A	3 rd Staff	Total B
	100% of hours	25% of hours (all weekends)		15% of hours (weekends 6 months)	
Wage Rate \$/Hour	22	18		18	
Loading	1.16	1.16		1.16	
Hours/Week	52	13	65	7.8	72.8
Weeks/Year	52	52		52	
Cost Per Year (\$)	69,006.08	14,114.88	83,120.96	8,468.93	91,589.89

Future Staff Costs for Martinborough Town Hall Community Centre

By locating the Library and i-SITE at the new Martinborough Town Hall Community Centre provides the opportunity for one staff team for the whole Centre and the potential for staff efficiencies.

Table 29 provides an estimate of the projected Front-of-House and Management staff costs for the new Centre. Also please see Table 30 for an explanation of the loadings applied for rostered and management staff time.

Table 29: MARTINBOROUGH TOWN HALL COMMUNITY CENTRE FRONT OF HOUSE AND MANAGEMENT: ESTIMATED WAGES AND SALARY CALCULATION					
Front of House					
	1st Staff	2nd Staff	Total A	3rd Staff	Total B
	100% of hours	100% of hours		15% of hours	
Wage Rate \$/Hour	20	18		18	
Loading	1.16	1.16		1.16	
Hours/Week	52	52	104	7.8	111.8
Weeks/Year	52	52		52	
Cost Per Year (\$)	62,732.80	56,459.52	119,192.32	8,468.93	127,661.25
Dedicated Management Time					
Base Rate/Hour					22
Loading					1.05
Hours/Week					52
Weeks/Year					10
Cost Per Year (\$)					12,012.00
TOTAL					\$139,673.25

Table 30: WAGES LOADING CALCULATION		
Levy	Rostered Staff	Management
ACC	0.02	0.02
Annual Leave	0.08	
Statutory Hols	0.02	
Sick/Special Leave and Training	0.01	
Kiwisaver	0.03	0.03
	0.16	0.05

Table 31: INCREASED TOTAL BUILDING AREA	
Area	m²
Current Martinborough Town Hall	623
New Martinborough Town Hall Community Centre	1419
Ratio Increase	2.28

Table 32: INCREASED LIBRARY AND I-SITE BUILDING AREA	
Area	m²
Current	
Library	165
i-SITE	164
Current Total	329
New Martinborough Town Hall Community Centre	
Library (including Interl Street and Main Entry)	351
i-SITE and Kiosk	83
New Total	434
Ratio Increase	1.32

10.5 OPERATING COMPARISON, AND PROJECTED OPERATING COSTS FOR THE MARTINBOROUGH TOWN HALL COMMUNITY CENTRE

Table 33: OPERATING COMPARISON - GREYTOWN TOWN CENTRE (GTC), MARTINBOROUGH LIBRARY (ML), MARTINBOROUGH TOWN HALL (MTH), MARTINBOROUGH I-SITE (MI), AND PROJECTED OPERATING COSTS FOR THE MARTINBOROUGH TOWN HALL COMMUNITY CENTRE (MTHCC)							
	GTC	MBL	MTH	M i-SITE	M Total	MTHCC	Comment
AREA m²	845	165	623.28	164	952.28	1419	
REVENUE							
South Wairarapa District Council:							
Net Operating Grant (YEAR)							
Current Library						215,789.00	
Future Library							
Current MTH						20,931.00	
Future MTH							
i-SITE Grant (based on 50% of current SWDC DW grant 2013/14)						58,000.00	
User Fees							
Fees Featherston					-		
Fees Greytown					-		
Fees Martinborough		13,200.00		23,400.00	36,600.00		
Grants, Subsidies & Donations							
Donations & Grants - FTN					-		
Donations & Grants - GTN					-		
Donations & Grants - MBA		2,114.00			2,114.00		
Recoveries							
Other Recoveries (Taskforce Green)					-		
Rental/Hire Income							
Rental/Hire	10,568.00		4,279.00		4,279.00	13,114.00	See Table 27
Interest Income					-		
Sinking Funds					-		
TOTAL REVENUE	\$10,568.00	\$15,314.00	\$4,279.00	\$23,400.00	\$42,993.00	\$307,834.00	
EXPENDITURE							
Personnel Costs							
ACC Levy	105.00				-	0.00	
CEA Health Benefit reimbursed		1,060.00			1,060.00	1,060.00	
Fringe Benefit Tax		480.00			480.00	480.00	
Meeting Fees					-		
Taskforce Green					-		
Kiwi Saver		1,099.00			1,099.00		
Salaries & Wages	6,202.00	62,374.00	1,019.14	110,000.00	173,393.14	139,673.25	See Table 29
Employee Reimbursements		1,081.00			1,081.00	1,081.00	
Training (Personal Development)					-	1,000.00	
Personnel				2,000.00	2,000.00		
Operating Costs							
Equipment Hire					-		
Staff Wellbeing					-		
Advertising			26.19		26.19	4,000.00	
Public Consultation Expenses					-		
Computer Support		1,585.00			1,585.00	3,000.00	
Conferences, Seminar & Work Training		1,057.00			1,057.00	1,057.00	
Consultants			500.00		500.00		
Entertainment					-		
General Expenses	2,000.00	1,585.00	300.00	1,000.00	2,885.00	2,885.00	
Grants & Donations Expenses (funded Programme Expenses)		2,642.00			2,642.00		
Wairarapa Library Service		6,420.00			6,420.00	6,420.00	
Legal Expenses			100.00		100.00	100.00	
Petty Cash		317.00			317.00	317.00	
Photocopy Expenses		2,114.00		2,400.00	4,514.00	4,514.00	
Postage & Freight		528.00			528.00	528.00	
Storage & Archiving					-		
Printing					-		
Stationery & Consumables (PC)		1,057.00			1,057.00	1,057.00	

Table 33: OPERATING COMPARISON - GREYTOWN TOWN CENTRE (GTC), MARTINBOROUGH LIBRARY (ML), MARTINBOROUGH TOWN HALL (MTH), MARTINBOROUGH I-SITE (MI), AND PROJECTED OPERATING COSTS FOR THE MARTINBOROUGH TOWN HALL COMMUNITY CENTRE (MTHCC)

	GTC	MBL	MTH	M i-SITE	M Total	MTHCC	Comment
Software Licences					-		
Subscriptions & Memberships		2,114.00			2,114.00	2,114.00	
Telephone Expenses		9,511.00		3,500.00	13,011.00	13,011.00	
Travel & Accommodation							
Repairs & Maintenance (Other)	5,284.00	1,057.00	3,274.81		4,331.81	4,331.81	
Kitchen				800.00	800.00	800.00	
Occupancy Costs							
Cleaning	2,114.00	3,170.00	177.84		3,347.84	10,000.00	200/week
Grounds			144.13		144.13	2,400.00	200/month
Utilities	15,852.00	5,812.00	3,000.00	3,000.00	11,812.00	15,591.84	Current cost x 1.32 ratio increase
Repairs & Maintenance (Buildings)	6,000.00	1,057.00	805.06		1,862.06	10,000.00	GTC x 1419/845
Rates/Rent Payable	1,902.00	24,159.00	3,000.00	3,000.00	30,159.00	30,159.00	leave the same as capitalising library base rent
Internal Charges							
Corporate Services	18,733.00	38,732.00	3,538.96		42,270.96	42,270.96	
Professional Services	6,907.00	3,620.00	1,276.06		4,896.06	4,896.06	
Finance Costs							
Bank Charges					-		
Depreciation	19,332.00	55,145.00	3,578.45		58,723.45	63,303.86	Add operating provision, no building
Insurance	6,882.00	3,063.00	4,470.22		7,533.22	10,192.11	Martinborough Town Hall *2.28
Interest					-		
TOTAL EXPENDITURE	\$ 91,313.00	\$231,103.00	\$25,210.85	\$126,000.00	\$382,313.85	\$ 376,806.88	
NET COST OF SERVICE	-\$80,745.00	-\$215,789.00	-\$20,931.85	-\$102,600.00	-\$339,320.85	-\$68,972.88	



APPENDICES

Prepared for
South Wairarapa District Council

November 2013

BOON GOLDSMITH BHASKAR BREBNER
teamarchitects



CONTENTS

1 Stakeholder Consultation.....	3
2 Site Plan Development.....	6
2.1.1 Town Hall Precinct.....	Error! Bookmark not defined.
3 Information Review.....	15
4 Restrictions.....	15

1 STAKEHOLDER CONSULTATION

01-Aug

Site Visit

Martinborough Museum
Mate Higgenson

Martinborough Town Hall

-

Interview

Circus Cinema & Restaurant
Tim Martin

Madcaps Martinborough
Jim Clarke
Kay Mills
Mary Smith

Individual
Cath de Groot

Individual
Deborah Coddington
Colin Carruthers QC

Martinborough Jazz Festival
Ian Cresswell
Ted Preston

Martinborough Museum
Derek Wilson
Mate Higgenson
Richard Airey

Martinborough Plunket
Lia Wood
Patricia Hill (President)

Martinborough School
Amanda McLeod (Chair)
Craig Nelson (Principal)

Martinborough Toy Library
Helen Hickson

Individual
Mike Laven

Medici Café
Nick Arnold

Palliser Estate
Pip Goodwin
Richard Riddiford

Toast Martinborough
Rachel Fletcher

Top10 Holiday Park
Frank Cornnellison
Lisa Cornnellison

Trust House Foundation / Pukemanu Hotel
Allan Pollard

02-Aug

Workshop

Martinborough Community Board
Adi McMaster (CB)
Heather Gibbs (CB)
Jo Guscott (CB)
Julie Riddell (Cr)
Pam Colenso (CB)

Think Tank
Cath de Groot
David Kernohan
David Kershaw
Felicity Warren
Julie Riddell (Cr)
Max Stevens (Cr)
Nick Allan
Ro Griffiths
Vicky Read

Town Hall Committee
Adi McMaster (CB)
Anne Brodie
Ian Cresswell
Julie Riddell (Cr)
Leah Hawkins
Malcolm Blown
Mary Smith
Max Stevens (Cr)
Pam Colenso (CB)
Vicky Read
Winifred Bull

Interview

Brew Day
Karen Aitken

Destination Wairarapa
John Bell

East Central Trust
Kay McAuley

Pain & Kershaw
Ineke Kershaw

Heritage Architect
David Kernohan

Martinborough Fire Service
Gary Jackson
Henry Stechman
Rick Geisler

Martinborough Lion's Club
Graeme Thompson

Olive Harvest Festival
Sue McLeary

Ruamahanga Health Trust
Max Stevens (Cr)
Ro Griffiths

29-Aug

Site Visit

Brakenridge – Country Retreat & Spa/Events

-

Carterton Events Centre
Ewan Hyde (Librarian)

Greytown Town Centre

-

Martinborough iSite
Pixie Tipoki

Martinborough Library
Shirley Nightingale (Librarian)

Martinborough Hotel

-

Peppers Parehua – Accommodation & Dining/Event

-

Poppies – Dining/Events

-

Interview

Group Fitness - Tai Chi
Keiko Nojima

Group Fitness - Yoga & Kick Boxing
Kimmy Perrin

Individual
Cathy Jamieson

South Wairarapa District Council
Adrienne Staples (Mayor)
Paul Crimp (CEO)

Youth Trust
Pat Church
Sue Sullivan

30-Aug**Site Visit**

Martinborough Plunket
Patricia Hill (President)

Martinborough Toy Library
Helen Hickson

St Andrew's Anglican Church
May Croft (Archdeacon)

Workshop

Think Tank
Cath de Groot
Cathy Jamieson
David Kernohan
David Kershaw
Felicity Warren
Julie Riddell (Cr)
Nick Allan
Ro Griffiths
Vicky Read

Town Hall Committee
Adi McMaster (CB)
Anne Brodie
Ian Cresswell
Julie Riddell (Cr)
Leah Hawkins
Malcolm Blown
Mary Smith
Pam Colenso (CB)
Ro Griffiths
Vicky Read
Winifred Bull

Interview

Independent Planner
Phillip Percy

South Wairarapa District Council
Helen McNaught (Officer)
Julie Riddell (Cr)
Shirley Nightingale (Librarian)

St Andrew's Anglican Church
Ann Dodd (Book Fair)

10-Sep**Phone Interview**

South Wairarapa Plunket
Kate Wallace (Nurse)

19-Sep**Phone Interview**

Martinborough Plunket
Lia Wood

20-Sep**Email**

Carterton Events Centre
Dave Sims (Venue Co-ordinator)

23-Sep**Phone Interview**

Destination Wairarapa
David Hancock (GM)

26-Sep**Workshop**

Town Hall Committee
Anne Brodie
Ian Cresswell
Jim Clarke
Malcolm Blown
Mary Smith
Max Stevens (Cr)
Pam Colenso (CB)
Ro Griffiths
Vicky Read
Winifred Bull

Interview

Brew Day
Karen Aitken

Olive Harvest Festival
Sue McLeary

South Wairarapa District Council
Helen McNaught (Officer)
Sara Sutherland

South Wairarapa District Council
Max Stevens (Cr)
Paul Crimp (CEO)

Toast Martinborough
Rachel Fletcher

Wairarapa Rotary
Griff Paige

27-Sep**Workshop**

Funding Committee
Cath de Groot
David Kershaw
Max Stevens (Cr)
Nick Allan
Ro Griffiths
Vicky Read

Town Hall Committee
Anne Brodie
David Kershaw
Ian Cresswell
Jim Clarke
Mary Smith
Max Stevens (Cr)
Pam Colenso (CB)
Ro Griffiths
Vicky Read
Winifred Bull

Interview

Bridge
Helen Campbell

Kokomai Creative Festival
Heidi Holbrook (Artistic Director)
Simon Rayner (Technical Director)

Mahjong
Trish Wilson

Individual
James Graham

Martinborough Lion's Club
Thierry Blacktop

Martinborough School
Craig Nelson (Principal)

02-Oct**Email**

LaDeDa Festival
Josh Mossman (Event Director)

SCHEDULED INTERVIEWS**NOT COMPLETED****02 Aug****Interview**

Hau Ariki Marae
Johnny Shaw
Kevin Haunui
Trevor Hawkins

26-Sep**Interview**

Hau Ariki Marae
Trevor Hawkins
Martinborough FunRide
Jeff Iankour

27-Sep**Interview**

Ruamahanga Health Trust
Pam Shackleton

People = 81

Adi McMaster
Adrienne Staples
Allan Pollard
Amanda McLeod
Ann Dodd
Anne Brodie
Cath de Groot
Cathy Jamieson
Colin Carruthers (QC)
Craig Nelson
Dave Sims
David Hancock
David Kernohan
David Kershaw
Deborah Coddington
Derek Wilson
Ewan Hyde
Felicity Warren
Frank Cornellison
Gary Jackson
Graeme Thompson
Griff Paige
Heather Gibbs
Heidi Holbrook
Helen Campbell
Helen Hickson
Helen McNaught
Henry Stechman
Ian Cresswell
Ineke Kershaw
James Graham
Jeff Iankour
Jim Clarke
Jo Guscott
John Bell
Johnny Shaw
Josh Mossman
Julie Riddell
Karen Aitken
Kate Wallace
Kay McAuley
Kay Mills
Keiko Nojima
Kevin Haunui
Kimmy Perrin
Leah Hawkins
Lia Wood
Lisa Cornellison

Malcolm Blown
Mary Smith
Mate Higgenson
Max Stevens
May Croft
Mike Laven
Nick Allan
Nick Arnold
Pam Colenso
Pam Shackleton
Pat Church
Patricia Hill
Paul Crimp
Phillip Percy
Pip Goodwin
Pixie Tipoki
Rachel Fletcher
Richard Airey
Richard Riddiford
Rick Geisler
Ro Griffiths
Sara Sutherland
Shirley Nightingale
Simon Rayner(Kokomai)
Sue McLeary
Sue Sullivan
Ted Preston
Thierry Blacktop
Tim Martin
Trevor Hawkins
Trish Wilson
Vicky Read
Winifred Bull

Organisation = 44

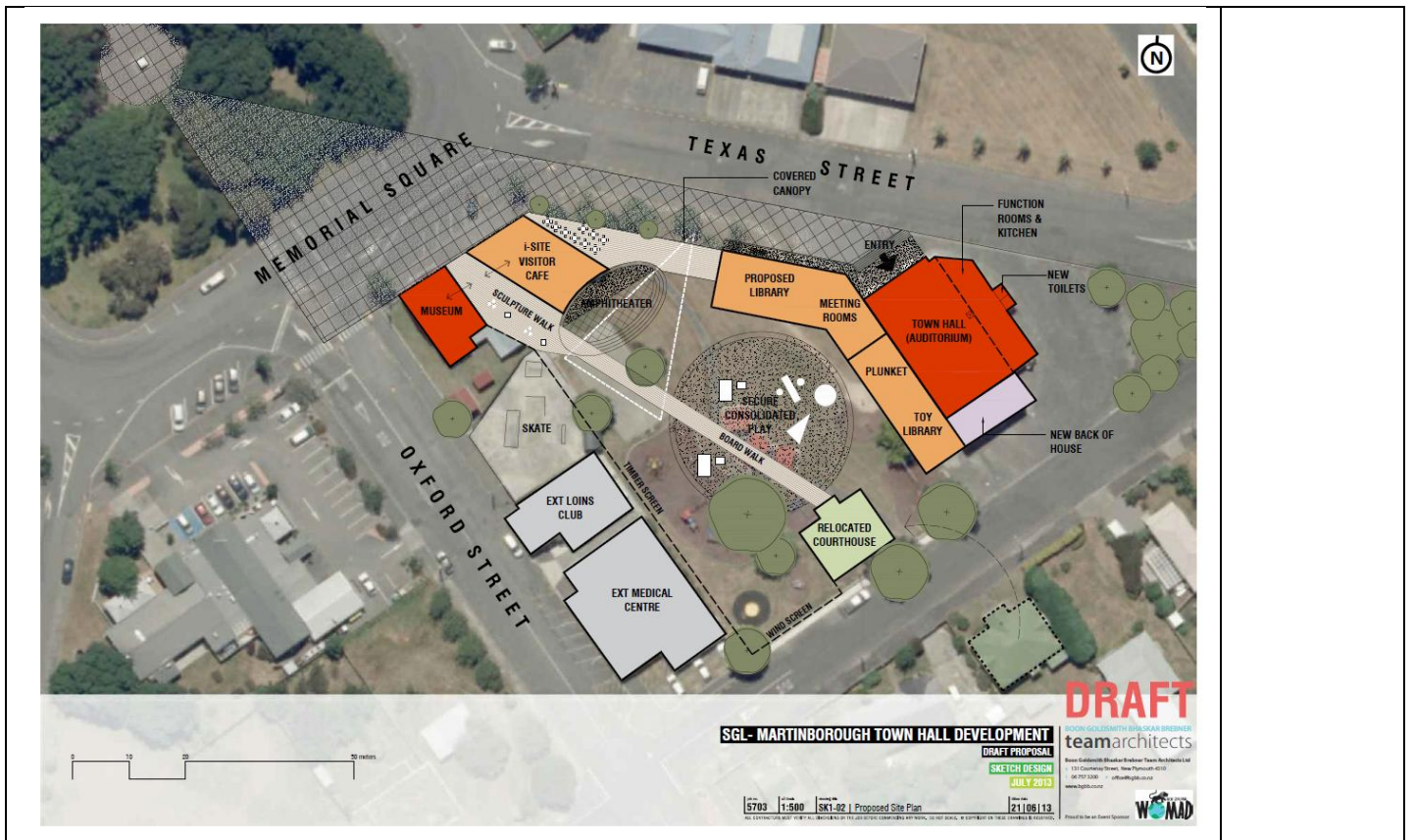
Brakenridge
Brew Day
Bridge
Carterton Events Centre
Circus Cinema & Restaurant
Destination Wairarapa
East Central Trust
Funding Committee
Greytown Town Centre
Independent Planner
Kokomai Creative Festival
LaDeDa Festival
Madcaps Martinborough
Mahjong
Martinborough Community Board
Martinborough Fire Service
Martinborough iSite
Martinborough Jazz Festival
Martinborough Library
Martinborough Lion's Club
Martinborough Museum
Martinborough Plunket
Martinborough School
Martinborough Town Hall
Martinborough Toy Library
Martinborough Hotel
Medici Café
Olive Harvest Festival
Pain & Kerhaw
Palliser Estate
Peppers Parihua
Poppies
Ruamahanga Health Trust
South Wairarapa District Council
South Wairarapa Plunket
St Andrew's Anglican Church
Tai Chi
Toast Martinborough
Top10 Holiday Park
Town Hall Committee
Trust House Foundation &
The Pukemanu Hotel
Wairarapa Rotary
Yoga & Kick Boxing
Youth Trust

2 SITE PLAN DEVELOPMENT

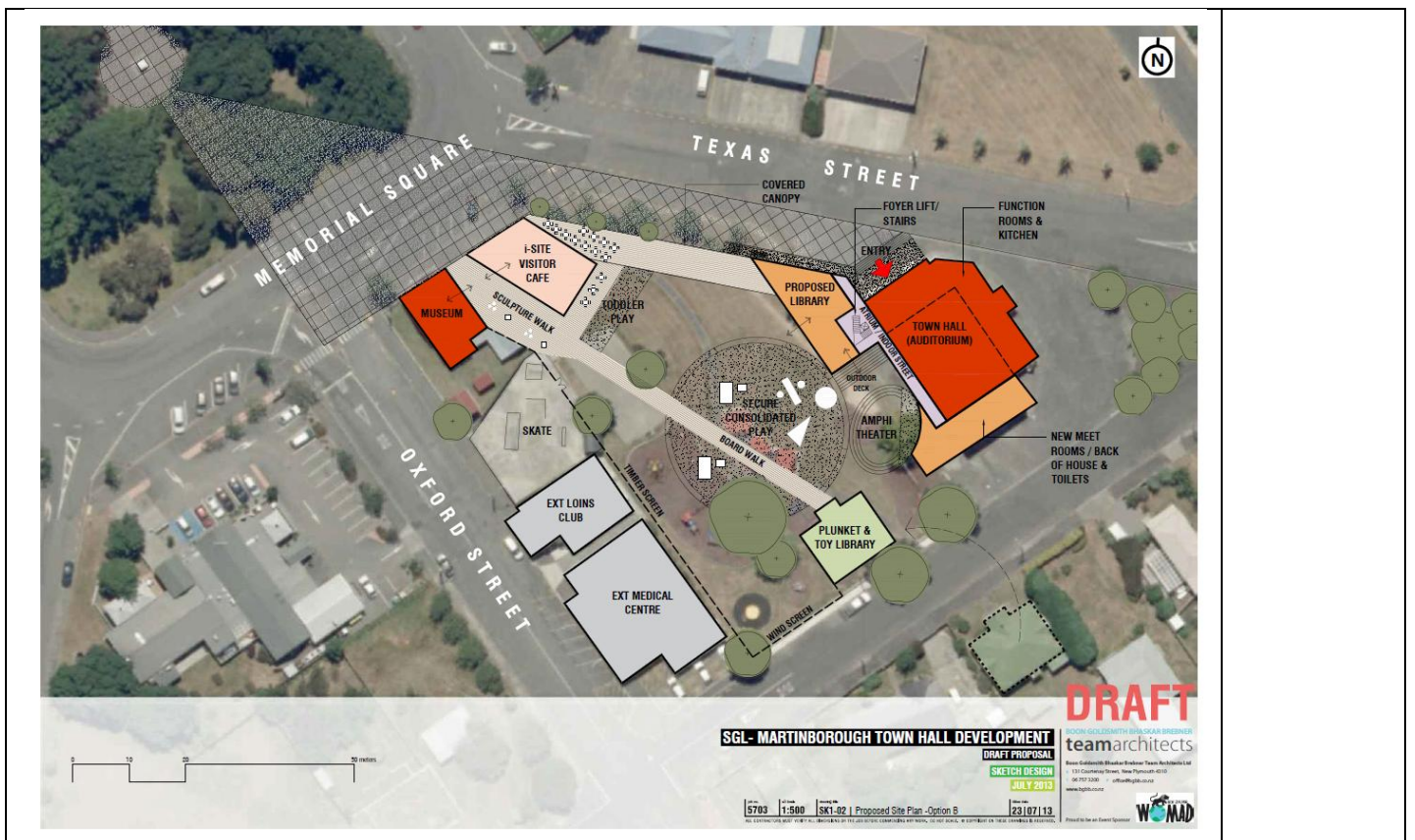
Town Hall Precinct - Existing Layout



Town Hall Precinct – Site Plan - Design 1 – Concept (21-06-2013)



Town Hall Precinct – Site Plan - Design 2 – Concept (23-07-2013)



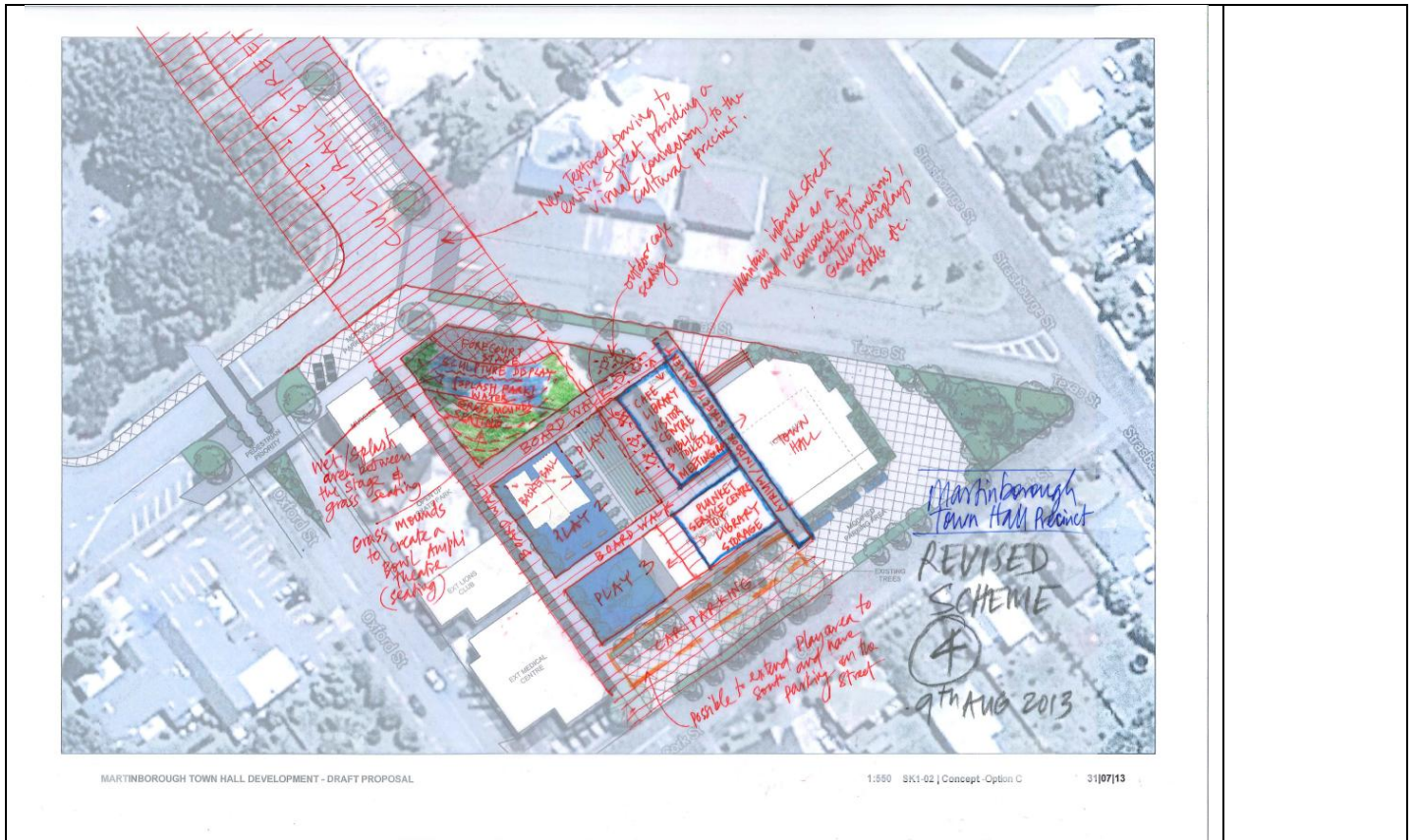
Town Hall Precinct – Site Plan - Design 3 – Workings (25-07-2013)



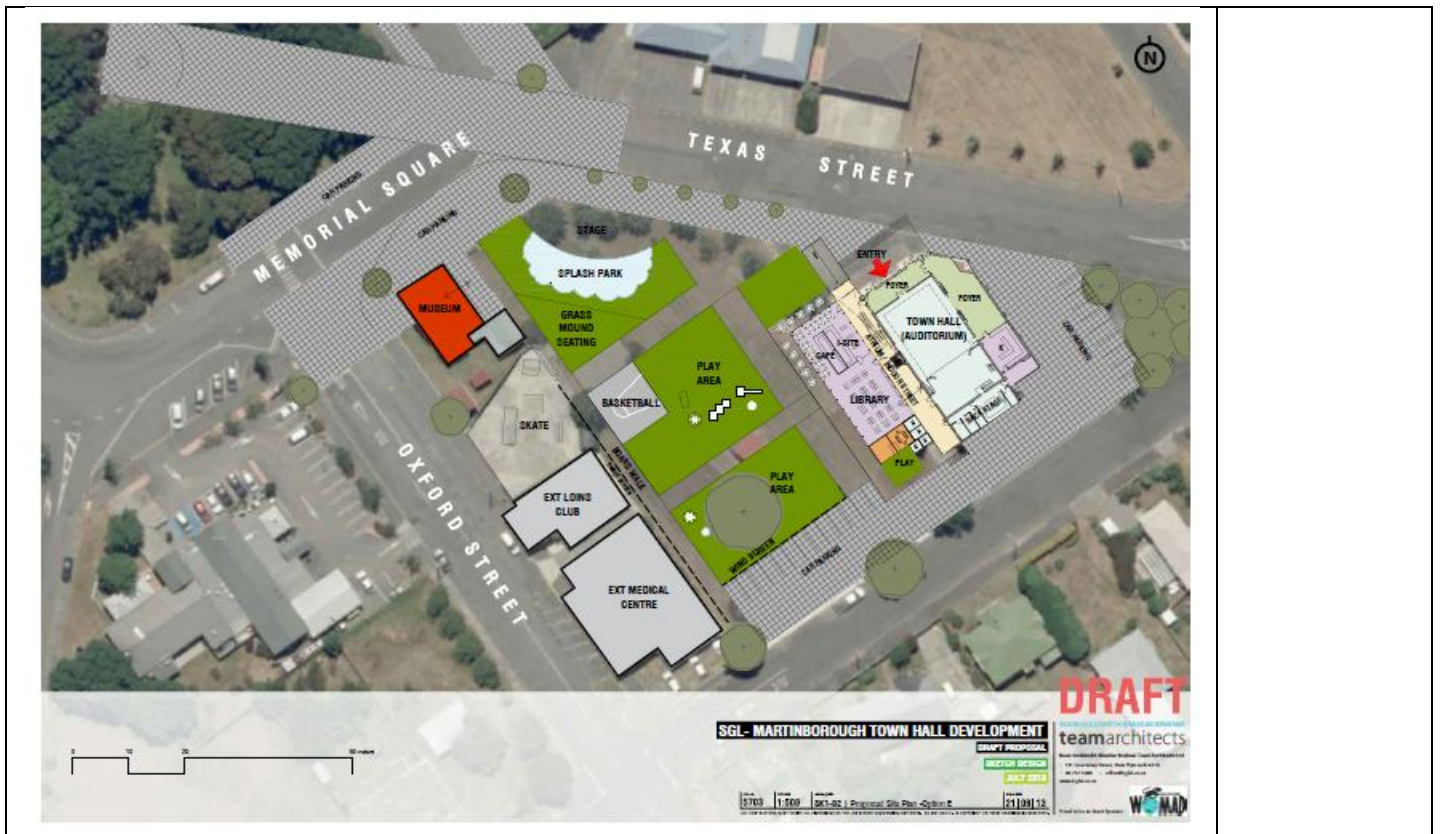
Town Hall Precinct – Site Plan - Design 3a – Workings (26-07-2013)

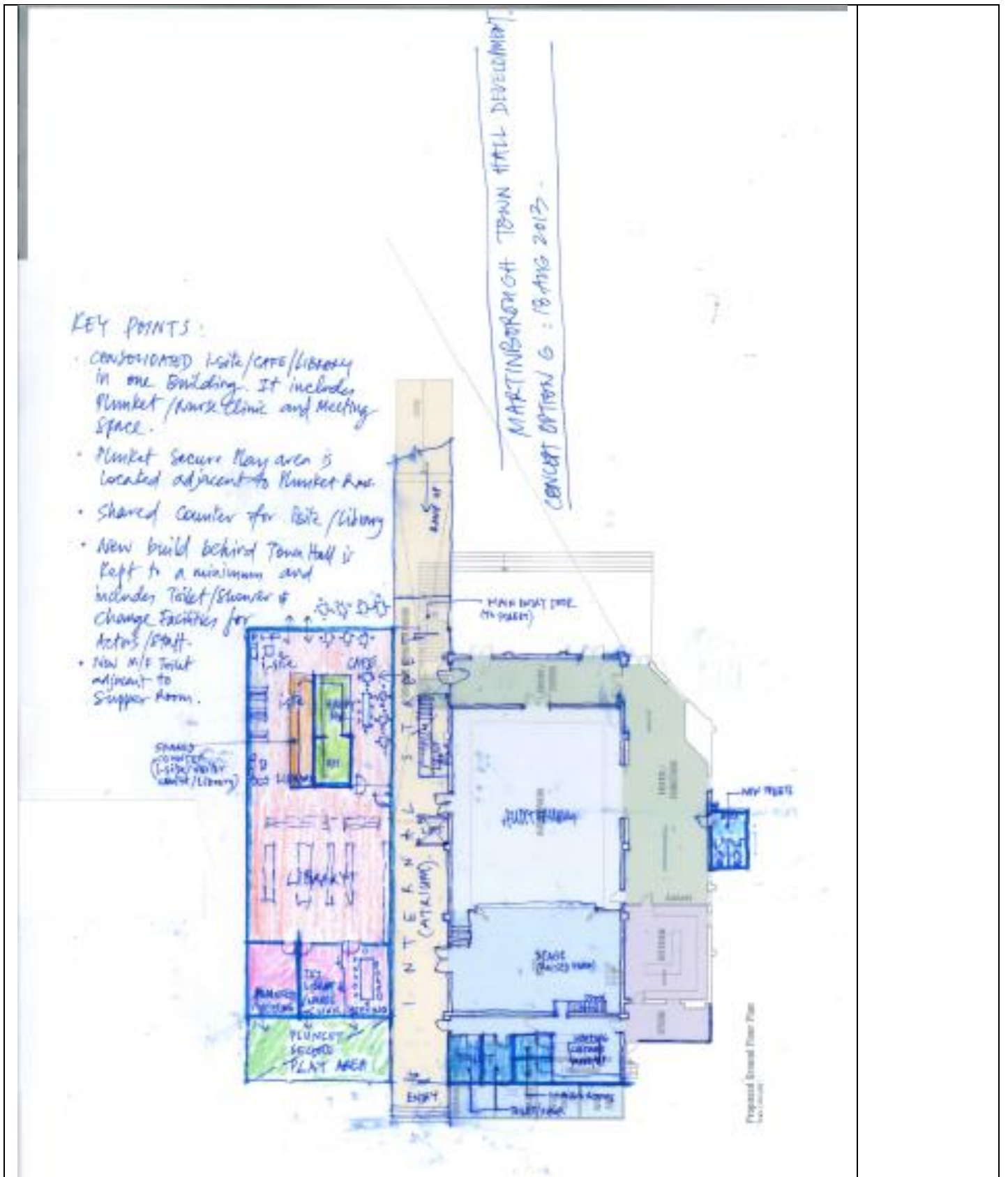


Town Hall Precinct – Site Plan - Design 4 – Workings (09-08-2013)

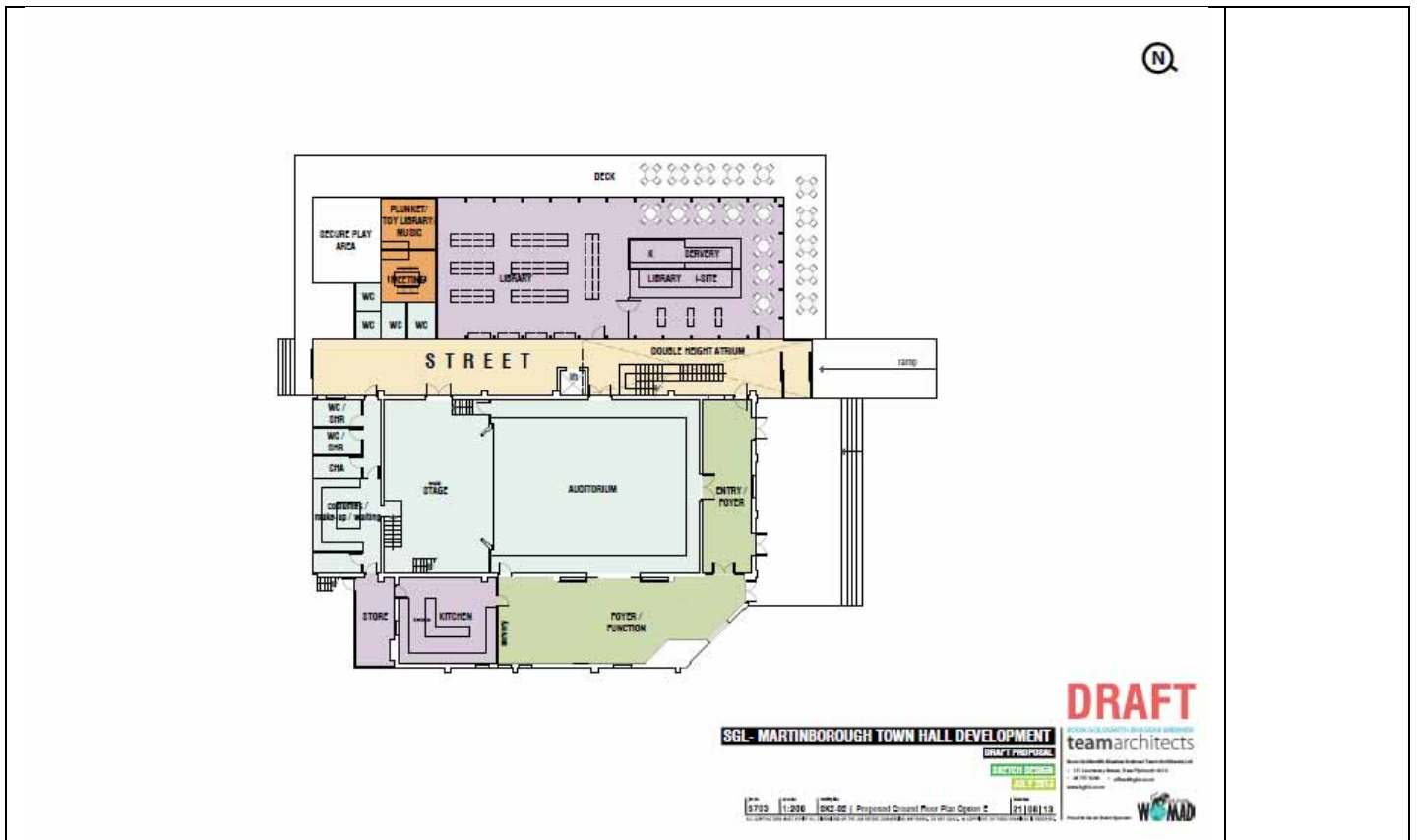


Town Hall Precinct – Site Plan - Design 5 - Option E (21-08-2013)

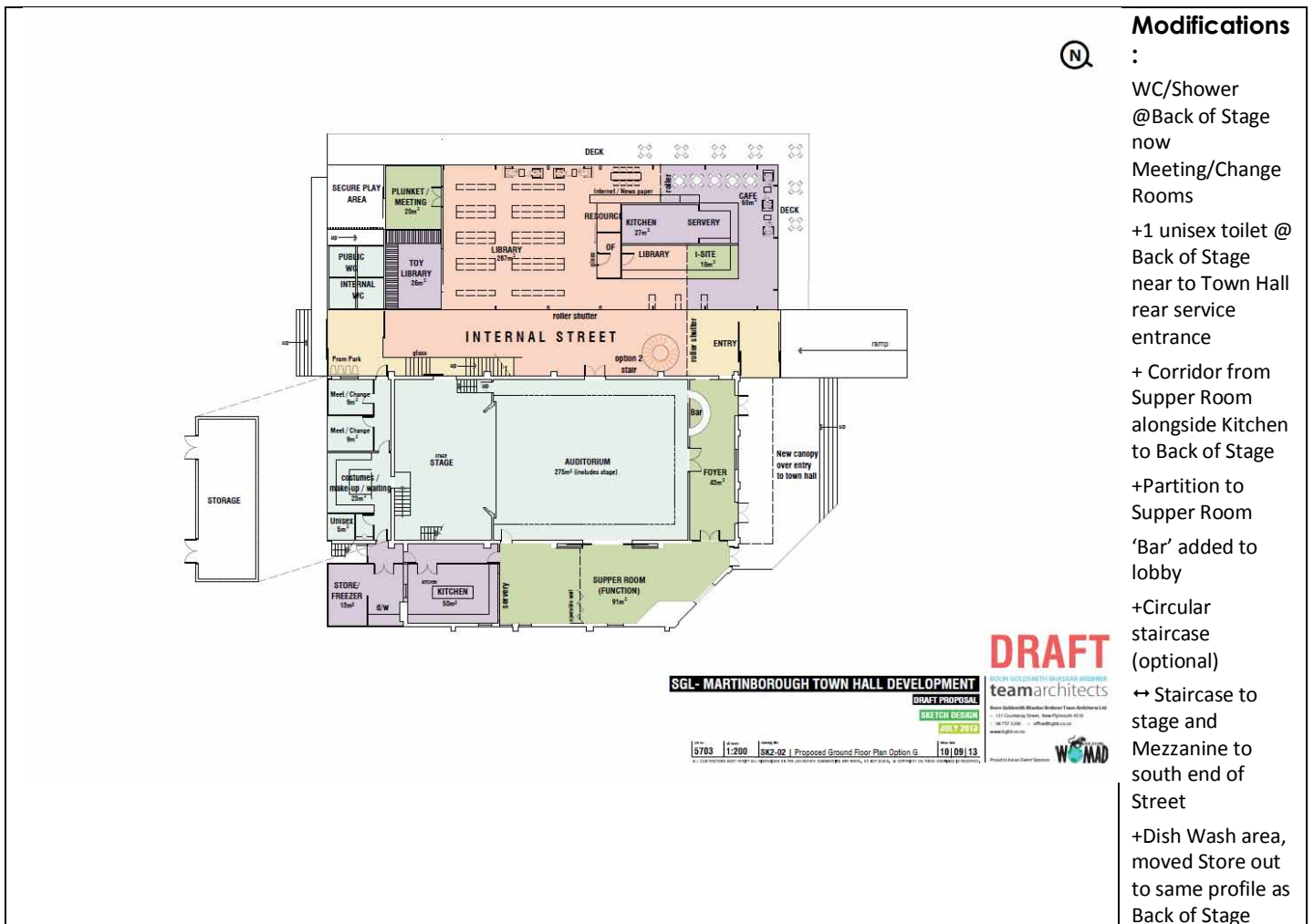




Town Hall – Proposed Ground Floor Plan - Option E (21-08-2013)



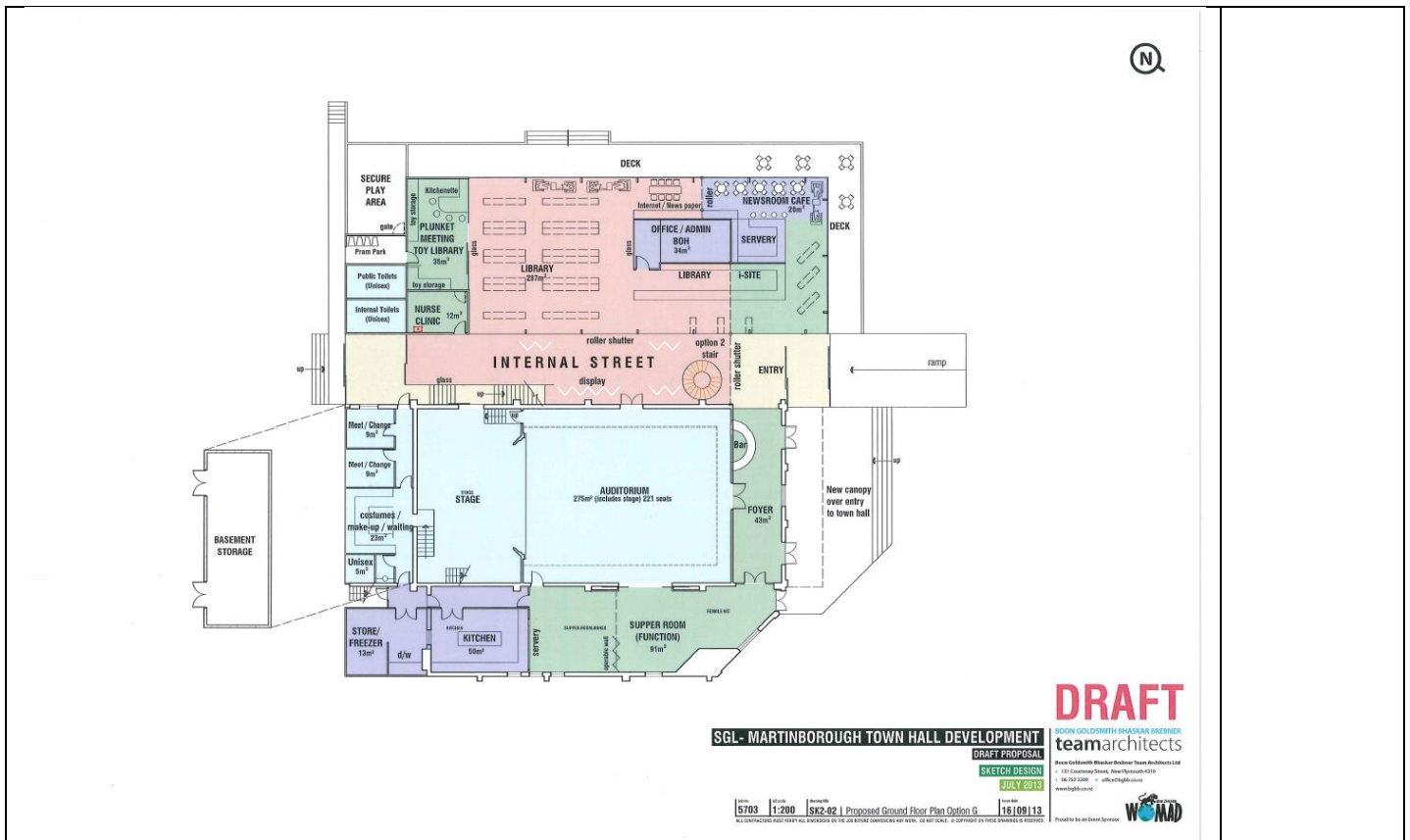
Town Hall – Proposed Ground Floor Plan - Option G (10-09-2013)



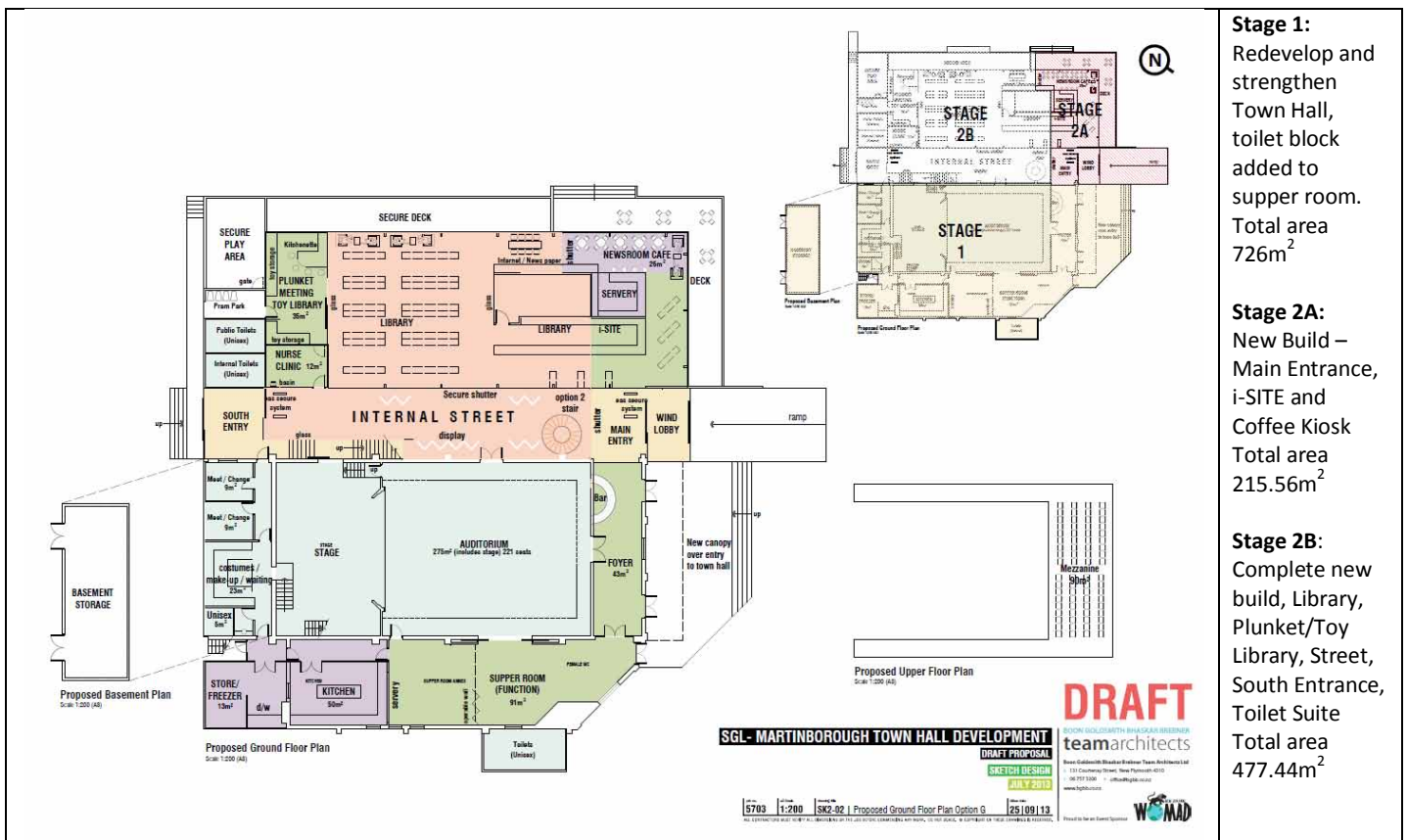
Modifications

- : WC/Shower @Back of Stage now Meeting/Change Rooms
- +1 unisex toilet @ Back of Stage near to Town Hall rear service entrance
- + Corridor from Supper Room alongside Kitchen to Back of Stage
- +Partition to Supper Room
- 'Bar' added to lobby
- +Circular staircase (optional)
- ↔ Staircase to stage and Mezzanine to south end of Street
- +Dish Wash area, moved Store out to same profile as Back of Stage

Town Hall – Proposed Ground Floor Plan - Option G (16-09-2013)



Town Hall – Proposed Ground Floor Plan - Option G - Staged Development (25-09-2013)

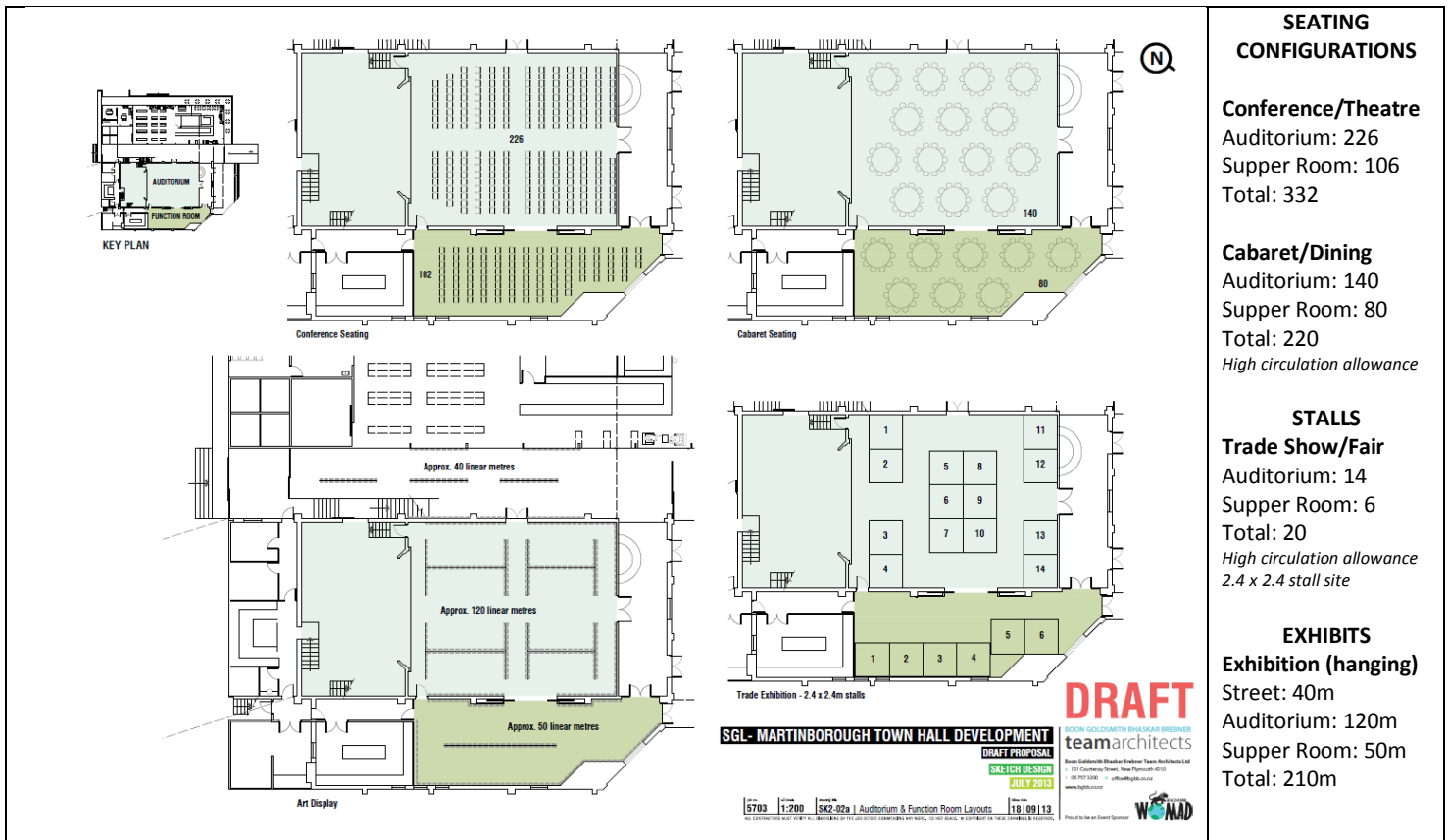


Stage 1: Redevelop and strengthen Town Hall, toilet block added to supper room. Total area 726m²

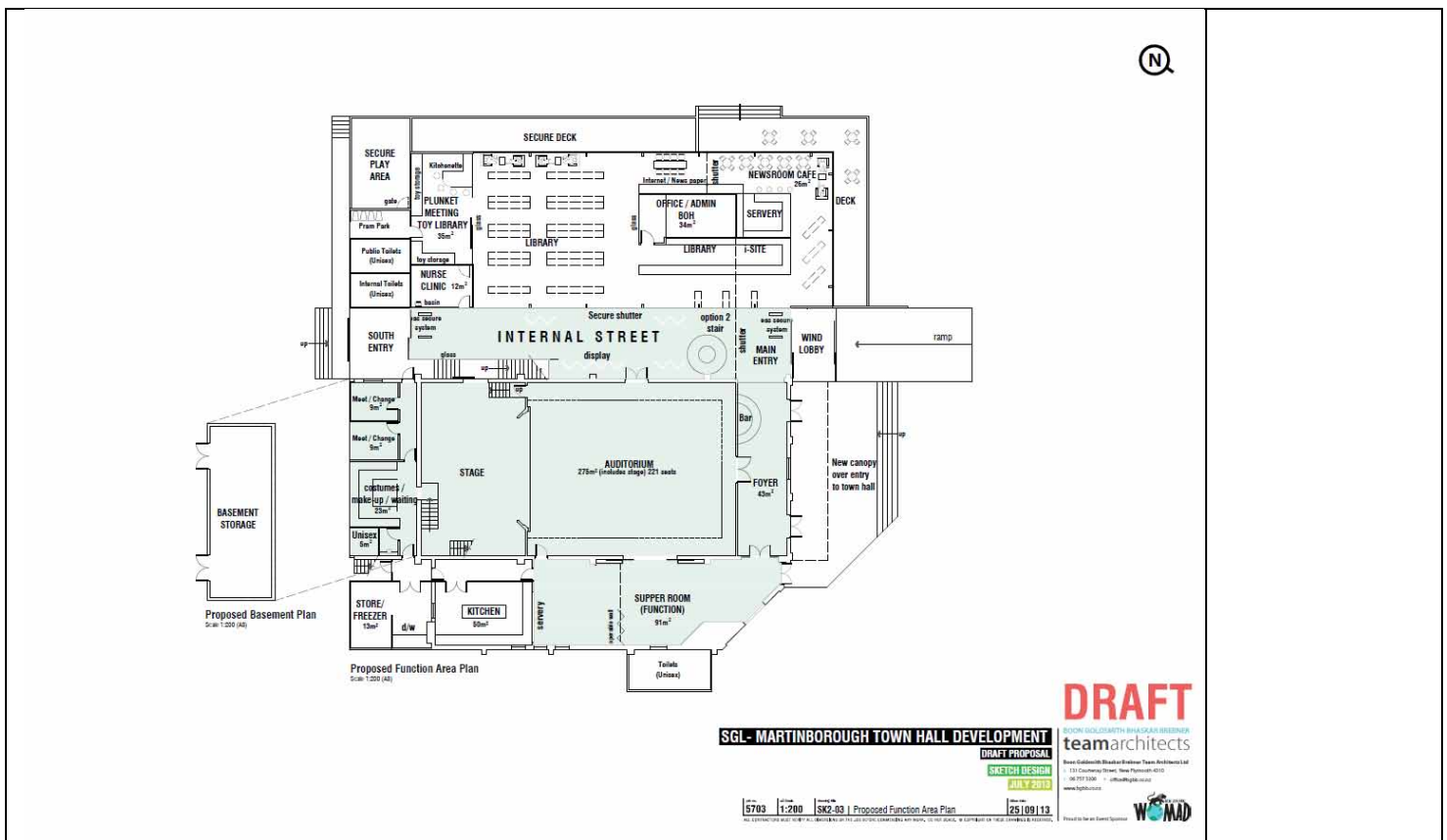
Stage 2A: New Build – Main Entrance, i-SITE and Coffee Kiosk Total area 215.56m²

Stage 2B: Complete new build, Library, Plunket/Toy Library, Street, South Entrance, Toilet Suite Total area 477.44m²

Town Hall – Auditorium & Function Room Layouts (18-09-2013)



Town Hall – Proposed Function Area Plan (25-09-2013)



Artist's Impression of Martinborough Town Hall Community Centre



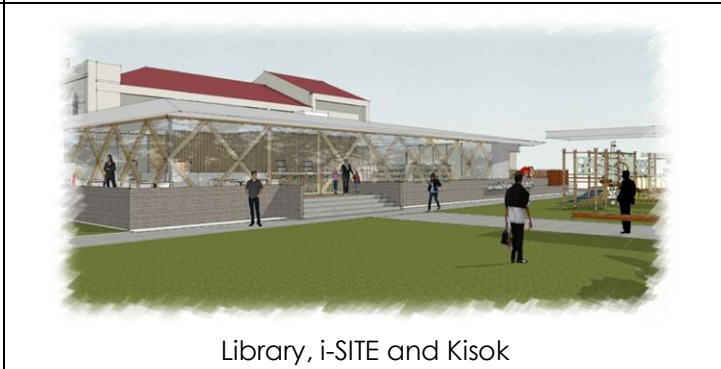
Martinborough Town Hall



Aerial view



Main entrance



Library, i-SITE and Kisok



Internal street



Playground concept



Final Martinborough Town Hall Community Centre Precinct – Concept Plan

3 INFORMATION REVIEW

Key documents only are listed below

Kernohan, D. (August 2011). Martinborough Town Hall Restoration Plan: South Wairarapa District Council.
Boffa Miskell. (August 2012). Martinborough Square Development Plan: South Wairarapa District Council.
South Wairarapa District Council. (August 2012.) *Martinborough Square Development Plan: Adopted by Council 08 August 2012: Author.*
South Wairarapa District Council. (August 2012). *South Wairarapa District Council Long Term Plan 2012/2022: Author*
Wairarapa Combined District Plan Part D – Appendices: Appendix 1 – Schedule of Natural & Historic Heritage Sites. (Last Amended: 25 May 2011).

4 RESTRICTIONS

This Report has been prepared solely for the purposes stated herein and should not be relied upon for any other purpose.

In preparing this Report and forming our opinion, we have relied upon the information available to us from public sources and furnished to us by Stakeholders and South Wairarapa District Council. In turn, we have evaluated that information through analysis, inquiry and review.

This Report has been prepared solely for use by the South Wairarapa District Council and may not be copied or distributed to third parties without our prior written consent.

To the fullest extent permitted by law, SGL Funding Ltd and BGBB Team Architects accepts no duty of care to any third party in connection with the provision of this Report and/or any related information or explanation (together, the "Information"). Accordingly, regardless of the form of action, whether in contract, tort (including without limitation, negligence) or otherwise, and to the extent permitted by applicable law, SGL Funding Ltd and BGBB Team Architects accepts no liability of any kind to any third party and disclaims all responsibility for the consequences of any third party acting or refraining to act in reliance on the Information.

Our Report has been prepared with care and diligence and the statements and opinions in the Report are given in good faith and in the belief on reasonable grounds that such statements and opinions are not false or misleading. No responsibility arising in any way for errors or omissions (including responsibility to any person for negligence) is assumed by us or any of our partners or employees for the preparation of the Report to the extent that such errors or omissions result from our reasonable reliance on information provided by others or assumptions disclosed in the Report or assumptions reasonably taken as implicit.

We reserve the right, but are under no obligation, to revise or amend our Report if any additional information (particularly as regards the assumptions we have relied upon) which exists at the date of our Report, but was not drawn to our attention during its preparation, subsequently comes to light.

**Appendix 9 – Resource
Consent Martinborough
Town Hall**

NOTIFICATION ASSESSMENT UNDER s95 OF THE RESOURCE MANAGEMENT ACT 1991

- Applicant:** South Wairarapa District Council
- SWDC reference:** **140132**
- Application:** Application under Section 88 of the Resource Management Act 1991
(RMA) for Land Use Consent for
- a) the alteration of and an extension to a Heritage Item scheduled in Appendix 1.7 (Martinborough Town Hall (Hs134; Planning Map 68)
 - b) works in an Historic Heritage Precinct (Appendix 1.8 – “Areas of the Martinborough Town Centre” identified on Planning Map 68), including demolition, modification and relocation of existing structures and construction of new structures; and
 - c) access and parking associated with the proposed redevelopment
- Location:** Cork Street / Texas Street / Oxford Street / Memorial Square, Martinborough.
- Legal Description:** Lot 251 & 252 DP248 (WN32/279); Lot 253 DP 248 (WN209/291); Lot 254 & 255 DP 248 (WN526/3); Part Lot 257 DP248 and Part DP 2643 (WN216/206); Lot 258 DP 248WN396/287); and Lot 259 DP 248 (WN/67/185).
- Zoning:** Urban (Commercial) Zone & Historic Heritage Precinct Management Area
- Activity Status:** **Discretionary Activity**
- Notification recommendation:** Process the Application on a Non-notified basis.
- Date Recommendation Issued:** December 11, 2014
-
-

SUMMARY OF RECOMMENDATION

1. That pursuant to sections 95A to 95F of the Resource Management Act 1991 the application be processed on a **non-notified** basis given the findings of this assessment. This recommendation is made by Kerry Geange, Consultant Planner on 11 December 4, 2014 for subsequent decision by South Wairarapa District Council under appropriate delegated authority where relevant.

1.1 **PROPOSAL AND SITE DESCRIPTION**

An application for resource consent has been lodged on behalf of South Wairarapa District Council under section 88 of the RMA for the development of the Martinborough Community Centre, including the redevelopment of the Martinborough Town Hall. The activity site is comprised of nine adjoining lots (described in section 5.1 of the submitted assessment of effects) in the ownership of the Applicant. The site is contained within the Urban (Commercial) Zone and within an Historic Heritage Precinct Management Area as defined by the Wairarapa Combined District Plan.

The Application, including an overview of the receiving environment and the underlying zone and management area, description of the site, proposal, activity status and NES have been described in the *Resource Consent Application and Assessment of Environmental Effects* prepared by Perception Planning, dated November 2014 (“the Application Report”).

This description is accepted and is considered to be generally sufficient for the purposes of this assessment and report, unless an alternative assessment and conclusion affecting the conclusion is specifically documented in the analysis below.

Additional Information

Additional information was supplied on behalf of the Applicant as outlined below:

- A schedule of consultation undertaken including supporting documentation (December 8 2014).

2.1 **ACTIVITY STATUS**

2.2 **THE DISTRICT PLAN**

The activity status of the proposed activity has been assessed within section 6 of the Application Report.

We generally concur with the assessment provided and the conclusion that the application should be undertaken overall as a **Discretionary Activity** in terms of the District Plan and the Act.

2.3 **NATIONAL ENVIRONMENTAL STANDARD FOR ASSESSING AND MANAGING CONTAMINANTS IN SOIL TO PROTECT HUMAN HEALTH**

To our knowledge there is nothing to indicate the site is a HAIL site, and therefore the NES does not apply.

3.0 SECTION 95A & 95B NOTIFICATION

The notification decision must first be undertaken in accordance with section 95A of the RMA.

The following is noted:

A: *The applicant has not requested public notification of the application (s95A(2)(b)).*

AND

B: *No rule or national environmental standard requires or precludes public notification of the application (s95A(2)(c)).*

AND

C: *The consent authority is not deciding to publicly notify the application using its discretion under s95A(1).*

AND

D: *There are no special circumstances that exist in relation to the application that would require public notification (s95A(4)).*

SUCH THAT

E: *A consent authority must publically notify an application if it decides under s95D that the activity will have or is likely to have adverse effects on the environment that are more than minor (s95A(2)(a)).*

AND THAT

F: *Where an application is not publically notification, consideration must be given to potentially affected parties and limited notification (s95B).*

An assessment in this respect is provided below, followed by recommendations as to public or limited notification of the application:

4.1 ASSESSMENT OF EFFECTS ON THE ENVIRONMENT (s95D)

4.2 MANDATORY EXCLUSIONS FROM ASSESSMENT (s95D)

A: *Effects on the owners or occupiers of land on which the activity will occur and*

on adjacent land (s95D(a)).

- B: The activity is a **discretionary** activity, and as such discretion has not been limited by the consenting authority (s95D(c)).*
- C: Trade competition and the effects of trade competition (s95D(d)).*
- D: Written approvals with respect to the application have been provided by the Applicant as detailed at section 7.2 of the Application Report and as such actual and potential effects on those properties excluded for the purposes of this assessment (s95D(e)).*

4.3 PERMITTED BASELINE (s95D(b))

The consent authority **may** disregard an adverse effect of the activity if a rule or national environmental standard permits an activity with that effect. In this case, the site is located with the Urban (Commercial) Zone, which has very flexible development rules, including for bulk and location, and provides for a wide range of activities, providing they comply with Site and Zone Standards, as permitted activities. Subdivision requires resource consent, but it is noted that there are no minimum lot sizes for controlled activity subdivision within the Urban (Commercial) Zone. There are existing consents that have approved building platforms within areas of the site. These form part of the permitted baseline, but are not considered to be relevant to this application.

However, the Heritage Precinct Management Area overlay applies more restrictive permitted activity standards across the site. Rule 21.6(g) provides specifically for any new buildings, including accessory buildings, and the alteration addition, or reconstruction of any buildings as a Discretionary Activity. Only minor repairs and maintenance are permitted within the Precinct (Rule 21.1.3), subject to relatively strict and narrow conditions.

It is therefore considered that the proposed activity falls outside of any permitted baseline for the purposes of s95D(b)

4.4 ASSESSMENT: EFFECTS ON THE ENVIRONMENT

Taking into account sections 4.1 and 4.2 above, the following outlines an assessment as whether the proposed activity will have or is likely to have adverse effects on the environment more than minor.

The Applicant has provided an assessment of actual and potential effects or granting consent within the Application Report. In general the conclusions contained within the Application Report are accepted and concurred with.

For the purposes of the notification assessment, the following matters are considered of specific relevance and have been assessed in further detail as outlined below.

4.4.1 Historic Heritage

The Martinborough Town Hall is included within Appendix 1.7 *Heritage Items* of the District Plan (Hs134). The introduction to the Appendix advises as follows:

The Heritage Inventory held by the District Councils describes the key heritage features associated with each listed building and structure. These features may include external and internal items and attributes, as well as the land and features immediately surrounding the scheduled building or structure where such land and features are intrinsically related to, or have an effect on, the historic heritage values of the heritage item.

Some items have a classification and are identified with a Heritage Covenant, or a Category I or II listing from the New Zealand Historic Places Trust, or a Category A from the Rail Heritage Trust of New Zealand. Other items have no formal classification but are considered by the community to be significant and worthy of protection.

The Martinborough Town Hall is not formally classified nor is it registered with Heritage New Zealand (formerly New Zealand Historic Places Trust). From the above it follows that the heritage values of Martinborough Town Hall are identified as being of significance at a community level, and considered 'worthy of protection'.

Section 22.1.3 outlines those matters associated with Historic Heritage, which include

- (i) The extent to which the heritage value, integrity and character of the site or item will be maintained or enhanced.*
- (ii) The effect of any removal, demolition, relocation, modification, addition or alteration on the historic values of the site or item.*
- (iii) The extent to which any proposed mitigation measures will protect or preserve the value and/or significance of the site or item.*
- (iv) The importance of the site or item in its locality and its contribution to the areas amenity and character.*
- (v) Where additions, alterations or the erection of new buildings are proposed, the extent to which the proposals are consistent with the original period style, design and construction of other buildings in the precinct or area.*
- (vi) The immediate or cumulative effects on local heritage of the alteration, addition or modification to the site or item.*
- (vii) Where the site or item is part of a group of similar features, any adverse effect on the integrity of the group.*
- (viii) The extent to which the alteration, addition or modification of a building*

reflects the architectural style, character and scale of the site.

- (ix) The extent to which the alteration, addition or modification of a building preserves the typical character of building frontages in the street.*
- (x) Whether there are any adverse effects on the curtilage of the site.*
- (xi) The extent to which the site or item will be disturbed or modified as a result of the subdivision, use or development, including earthworks.*
- (xii) Site suitability, and the extent to which alternative sites or locations have been considered.*
- (xiii) Whether the subdivision, use or development can take place on the site without adversely affecting the sites significance.*
- (xiv) Consultation with tangata whenua where applications relate to, or may potentially affect, sites of significance to tangata whenua identified in Appendix 1.5, Appendix 1.6 or Appendix 1.7 of the Plan.*
- (xv) Consultation with the Historic Places Trust where applications relate to, or may potentially affect, heritage items identified in Appendix 1.7 of the Plan.*

The Applicant has supported the application with Design Statements by the architect, Warren and Mahoney. The Architect is accepted as being a professional experienced in heritage identification and architecture. It is clear from the supplied design statements, and from additional consultation material supplied, that the design of the proposed development has been considerate of the existing heritage value, and indeed seeks to protect and enhance that heritage value. The use of guiding documents for heritage conservation in New Zealand in the design (in particular the “*ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage Value*”) is evident in the design, and described by the Architect within the design statement. In particular guidelines relating to compatibility, minimum necessary levels of intervention, and works essential to continued use are given regard in the proposed final design.

It is evident that the proposed design will enhance the heritage values of the existing building, including enhancing original features which have been adversely affected over previous modifications. The integration with the modern elements of the new build, from a heritage perspective, have been designed to enhance rather than compete with that heritage value. In our opinion that has been successfully achieved and the heritage value of the building will be effectively celebrated with the proposed development design.

The surrounding area already accommodates a range of building styles defining different architectural periods. Although more ‘modern’ than any other in the receiving environment, the proposed design is expected to enhance the built receiving environment, adding significant interest and being defining as a key public space. The enhancement of physical links back into Memorial Square are also expected to build

the overall sense of place, and better contextualise the specific heritage values of the Town Hall in an integrated manner.

There is no compulsion for an applicant to consult with Heritage New Zealand. Where an application does not choose to consult, the question then becomes whether it is necessary or appropriate for Council to consult in the processing of an application. We are advised that current practice of Council in implementing the Wairarapa Combined District Plan is to consult with Heritage New Zealand where a building is listed. No part of the proposed development is subject to a Heritage New Zealand listing. This is consistent with relevant policies of the Plan (refer section 10.3.2 of the Plan), which seek to enable the use of heritage buildings, including their enhancement and future protection through appropriate development, and apply greater levels of protection to classified buildings.

The Archaeological Assessment submitted with the application confirms it is unlikely that there were any other significant buildings, uses or sites in the development area. It is however recommended that the standard accidental discovery protocol be adopted as a condition of consent, applying a precautionary approach. This seems reasonable, and leads to a conclusion that any potential adverse effects in that regard are no more than minor for the purposes of this assessment.

On the basis of the assessment undertaken, it is considered likely that any adverse effects on heritage values will be less than minor for the purposes of the s95E RMA assessment.

4.4.2 Heritage Precinct

The site is also included within the “Areas of Martinborough Town Centre Historic Heritage Precinct” (Appendix 1.8 of the District Plan). The Plan identifies the purpose of these Precincts in the Commercial Zones being to recognize collective historical heritage, and ensure the character is maintained through the consideration of the appropriateness of new development in that respect (refer Section 6.3.17 and 6.3.18 of the District Plan).

The Plan seeks to enable attractive town centres where “protected historic character and well-designed new development has added to the vitality and distinctive amenity” of the Precinct (refer section 6.4(f)), using Design Guidelines to assist in the determination of what may or may not be appropriate (refer 6.3.19(e)). The Assessment Criteria support this, effectively seeking to assess the consistency of a proposal against the stated Anticipated Environmental Outcomes, which in this case link back to section 6.4 of the Plan.

The explanation (at 6.3.18) to the relevant policies provides a good summary of the intent of the Plan in terms of the Historic Heritage Precincts:

The central business districts of Greytown, Featherston and Martinborough contain a wide range of buildings with historic heritage values – collectively these warrant being identified and managed as Historic Heritage Precincts to protect and enhance these values. The scale and character of historic features, such as shop frontages, contribute to the appeal of these town centres as pedestrian areas, helping them to be attractive centres to visit and patronise.

New buildings should neither mimic nor detract from the historic styles of their neighbours. The building styles vary considerably in age, character and form throughout each of the town centres – new buildings or changes to existing buildings need to be designed in reference to their immediate context, drawing on their elements to promote coherence in building form.

Appendix 8 of the District Plan then outlines the Design Guidelines relevant to Martinborough.

The Aim of the Design Guide is outlined in section 35.1.2:

The purpose of this plan is to provide guidelines for new development and additions to existing buildings in the district and to provide details of townscape and civic improvements. In particular the Guide aims:

- (i) To encourage increased community awareness of the district's intrinsic heritage, visual and environmental qualities and to promote community involvement in the conservation of these elements.
- (ii) To protect and conserve buildings, structures or sites of heritage and or visual appeal and to retain the prominence of major historical elements in the district.
- (iii) To recognise tourism as an important economic factor and to promote the district as a destination of historic interest and aesthetic appeal.
- (iv) To retain the historic character of the district, created by elements such as:
 - Original architecture;
 - Historic sites, buildings and objects;
 - Mature landscape;
 - Rural setting;
 - Scale of townships;
 - Nature and containment of town centre and market place;
 - Streetscape.
- (v) To encourage the development of the town centre as a focus for community activity and create spaces for public use.

- (vi) To ensure that new development within the district's areas of application (see Section 35.1.3 below) is compatible with the existing visual, treed and built character and to oversee and advise all changes to ensure that the above aims are considered.

The Guidelines then go on to specifically guide the elements of design that are consistent with this aim.

It is noted that the design guides do not seek to avoid new development, but rather encourage new development to promote economic and social wellbeing in a manner that enhances the urban fabric and sense of place by, among other things, being cognoscente of existing heritage. The guidelines are primarily targeted towards established town centres where there are numerous heritage buildings which collectively provide historic heritage. In this case, the Town hall sits on the periphery of the identified Precinct in isolation, and its link to the town centre heritage is through Memorial Square.

The architect has specifically considered the Design Guidelines in the design in terms of retaining the heritage values associated with the Town Hall, as described above. In terms of the contribution of open space the Heritage Precinct, the framework encourages the development of coherent spaces intended for public use and a focal point for community activity. The Proposal, in our opinion, will successfully achieve this.

Significant thought has been given to the new development and its place in the existing precinct, including improving physical and visual connections to Memorial Square and the other heritage buildings and spaces of the Martinborough Town Centre. The resulting proposal is well aligned to the intent of the Design Guidelines and the relevant policy framework of the District Plan in this respect.

The physical scale (including bulk and location) of the proposed new development is well within what the District Plan anticipates for Urban Commercial Zones as provided for by permitted activity standards. The technical non-compliance's with access standards (vehicle crossing numbers) are not considered to have any adverse effect within the receiving environment. As outlined above, it is our assessment that the proposed activity is directly aligned with the intent of the Plan for the Historic Heritage Precinct, the only management overlay applying to this site within the Urban Commercial Zone.

It is noted that the proposed development sits within gazetted Recreation Reserve. Council will need to consider the implications of this in determining the application, and consider whether any additional authority or process is required under the relevant provisions of the Reserves Act, and the relevant Reserve Management Plan. This regulatory process sits outside the RMA consent process, and in particular the s95E assessment provided here.

On the basis of the assessment undertaken, it is considered likely that any adverse effects on the Historic Heritage Precinct will be less than minor for the purposes of the s95E RMA assessment.

4.4.3 Amenity

The proposed activity does have the potential to change the existing amenity experienced by the adjoining residential landuse.

The consideration of the extent of potential effect on amenity is influenced by the anticipated use of the underlying zone. As assessed above, the Urban Commercial Zone anticipates relatively intensive use of the site, far more intensive than that currently proposed. The overlying management zone does not seek to restrict development, but rather ensure development does not compromise the inherent identified heritage values. It is our assessment that the proposed activity will not detract from the intent of the Historic Heritage Precinct, and in fact is complementary to it.

The underlying Reserve Management Plan does identify the values and management framework of the site for public purposes, including reference to the development plan for the site. It also clearly outlines a consultative process for use and development on that land under the provisions of the Reserve Management Plan. The decision on appropriate use (from a community and “public good” perspective) requires public consultation, but ultimately sits with the Council and the Chief Executive.

The Applicant has provided a schedule of consultation undertaken in terms of this project, including Council minutes and resolutions. It is clear that there has been extensive information and consultation with the community on the proposed activity, and that consultation has been factored into the Councils decision on the design of the proposal, and to proceed with the development.

It is therefore considered that the potential adverse effects on amenity, both from the perspective of the immediate neighbours within the receiving environment and the wider community in terms of open space as defined by the Reserve Management Plan will be less than minor in the context of the provisions of the District Plan for the Urban Commercial Zone and the Historic Heritage Precinct, and also the wider community of interest as defined by the Reserve Management Plan.

5.0 CONCLUSION: EFFECTS ON THE ENVIRONMENT (s95(2)(a)) AND PERSONS (s95B(1))

Based on the assessment of the Application Report and the additional specific matters

assessed above, it is our opinion that any adverse effects associated with the proposed activity from the proposed activity will be less than minor for the purposes of both s95(2)(a) and s95B(1).

6.0 OVERALL NOTIFICATION RECOMMENDATION

Given the decisions made above it is recommended that the application be processed on a **non-notified** basis.

Recommendation made on **11 December 2014**, by.

A handwritten signature in blue ink, appearing to read 'Kerry Geange', with a stylized flourish at the end.

Kerry Geange

Principal Planner, Geange Consulting



SOUTH WAIRARAPA DISTRICT COUNCIL

APPLICATION FOR RESOURCE CONSENT UNDER SECTION 88 OF RESOURCE MANAGEMENT ACT 1991

Application No: 140132

Consent Type: Land Use

Applicant: South Wairarapa District Council

Proposal: Alter and extend a building (Martinborough Town Hall) in a Historic Heritage Precinct. Alter and extend a heritage item listed in Appendix 7 of the District Plan. (Martinborough Town Hall). Construct, alter and remove structures (Playground facilities) in a Historic Heritage Precinct. Relocate a building in a Historic Heritage Precinct (Martinborough Public Toilets). Add a second access point of a commercial site frontage.

Location: Cork Street, Martinborough

Legal Description: Lots 251 - 255 DP 248

Zone: Reserve (Commercial overlay), within the Martinborough Town Centre Heritage Precinct - Wairarapa Combined District Plan 2011 Listed Heritage Item – Hs134.

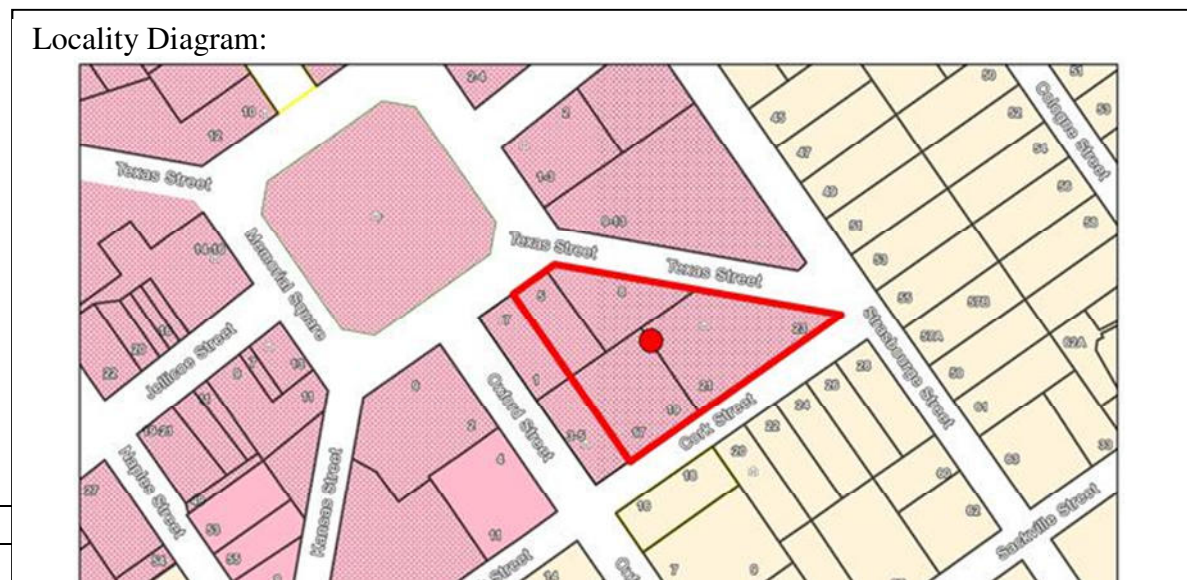
Activity Status: **Wairarapa Combined District Plan (District Plan)**
Discretionary Activity – Rule 21.6(f) for alterations (including partial demolition and additions) to a listed Heritage Item.

Discretionary Activity – Rule 21.6(g) for the alteration of a building within an Historic Heritage Precinct.

Restricted Discretionary Activity – Rule 21.4.14 for an additional entrance to the site.

The application is therefore a Discretionary Activity.

Locality Diagram:



1.0 APPLICATION

The site is located at the intersection of the Memorial Square, Texas Street and Cork Street. The site contains the Martinborough Town Hall, playgrounds and public toilets.

The town hall building does not meet the required earthquake standards and it is proposed to undertake works to bring it to the necessary standard. In addition to the strengthening the building, some of the existing additions are to be removed and a new building is proposed to be constructed along the rear and side walls of the hall. The new building is to contain meeting rooms, the information centre, the town library (including a dedicated children's area), Plunket facilities and a café.

As the town hall is a listed heritage item (Hs134) and the site is within the Martinborough Town Centre Heritage Precinct, and alterations to the building and additions to the site thereby requiring a resource consent under the rules of the District Plan as specified above. There will be a new (additional) entrance point from Cork Street, with the existing entrance retained but with a much reduced length along the Cork Street frontage.

2.0 S95A – 95F NOTIFICATION ANALYSIS AND DETERMINATION

A separate report has assessed that the application need not be publicly or limited notified.

3.0 S104 ASSESSMENT

The relevant statutory provisions that were considered are the Resource Management Act 1991, the Regional Policy Statement and the Wairarapa Combined District Plan.

3.1 The Greater Wellington Regional Policy Statement (RPS)

Objective 15 and Policy 22 seek to protect historic heritage from inappropriate modification, use and development. The policy is not intended to prevent change to historic heritage, but rather to ensure that change is carefully considered. Policy 46 seeks to manage the effects on historic heritage values, but also notes that it would be superseded by similar policies in the relevant District Plan.

3.2 Wairarapa Combined District Plan

The Wairarapa Combined District Plan became operative on 25 May 2011.

The relevant assessment criteria are contained in Section 22 of the District Plan and the relevant objectives and policies of the District Plan are:

- Objectives 6.3.1, 6.3.16, 10.3.1, 17.3.1
- Policies 6.3.2(a), (b), 6.3.17(b), (c), 10.3.2(b), (d), 17.3.2(b)
- Assessment Criteria 22.1.3(i) – (x), (xii), 22.1.4(i) – (vi), 22.1.16(iii), (iv), (vi), (ix)

3.2 District Plan Analysis

Where a proposal does not meet the permitted standards of the District Plan, assessment of the proposal is concerned with avoiding, remedying or mitigating any effects that would derive from not complying with the relevant permitted standards.

With respect to the additional access point from Cork Street, it is noted that while in a different location to the existing 28m wide entrance, the proposal will reduce the total length of entranceways and provide more regulated traffic management by limiting the points of access onto the site. The reduction in the total length of the entrances from Cork Street enables more landscape planting to be undertaken. This would reduce any visual effects of the parking areas from the residential properties on the opposite side of Cork Street.

The additions to the building are for the most part a new building that directly abuts the existing town hall. The District Plan Design Guidelines for New Construction states that the intention of the guide is to not always require exact replicas of historic buildings and past architectural styles. The proposal would expand the civic functions of the site, providing a library and information centre. The proposed new building would be significantly different in character and style to the existing town hall, but does reflect Martinborough's location by using the Nga Waka O Kupe hills in the background to establish the form of the building.

It is considered that the proposal would maintain the integrity of the objectives and policies of the District Plan for the reasons given above, and as supplied in the assessment provided by Perception Planning in their application.

3.3 Part II of the Resource Management Act 1991

Section 5 of the Act identifies the purpose of the Act as being the sustainable management of natural and physical resources. This means managing the use of natural and physical resources in a way that enables people and communities to provide for their social, cultural and economic well-being while sustaining those resources for future generations, protecting the life supporting capacity of ecosystems, and avoiding, remedying or mitigating adverse effects on the environment.

It is considered that the proposal is consistent with sustainable resource management, would not adversely affect any matters of national importance, and would not affect Council's obligations under the Treaty of Waitangi. Section 7 identifies a number of "other matters" to be given particular regard by Council in the consideration of any assessment for resource consent, and includes the efficient use of natural and physical resources, and the maintenance and enhancement of amenity values. The proposal would make the town hall "fit for purpose" through meeting the required earthquake strengthening and provide other community facilities within the new additions. This would be appropriate within the urban town centre and would not adversely affect the amenity of the neighbourhood.

There are no other matters considered relevant to the assessment of this proposal.

4.0 CONCLUSION

It is considered the proposal will have no more than minor adverse effects on the environment, no parties are considered to be adversely affected, and that it is consistent with the relevant objectives, policies and assessment criteria of the Wairarapa Combined District Plan.

5.0 DECISION

That the South Wairarapa District Council hereby grants Land Use consent, to application no. 140132 pursuant to Section 104B of the Resource Management Act 1991, subject to the following conditions:

CONDITIONS

THAT:

1. Except as amended by the conditions below, the development be carried out in general accordance with the following plans and documentation provided with the application.

- a. Plans by Warren and Mahoney titled "Martinborough Community Centre" referenced 7226 dated 26/09/2014, Revision B dated 03/11/2014.
 - b. Assessment of adverse effects by Perception Planning
 - c. Further information supplied to assist the S95 Report
2. Costs, pursuant to Section 36 of the Resource Management Act 1991, be paid by the consent holder.
 3. The new Cork Street entranceway is to be constructed in concrete at the consent holder's expense and be in compliance with the requirements of NZS 4404:2004 and to the satisfaction of Council.
 4. The excess lengths of the existing entranceway are to be restored to kerb (matching existing adjacent kerbing).
 5. Plans for this work (conditions 3 & 4) are to be approved in writing by Council prior to any work being undertaken.
 6. Landscaping shall be carried out in accordance with the site plan (Warren and Mahoney drawing A1-001 Revision B) within the next planting season immediately after construction has been completed.

Notes:

- (a) Please note that, in accordance with Section 125 of the Resource Management Act 1991, this resource consent will lapse if not given effect to within 5 years.
- (b) This land use is based on the plans provided with the application. Any changes to these plans could require further resource consent.
- (c) Compliance in all respects with the Building Act 2004 is required, including the obtaining of a Building Consent.

The Council grants the Consent for the following reasons:


- i) The effects of the proposal, with the conditions imposed, are considered to be no more than minor as the strengthening work will enhance the existing building and the additions will not detract from the character of the Town Hall.
- ii) The proposal is in accordance with the objectives and policies of the Wairarapa Combined District Plan, and with the purpose of the Act.
- iii) No parties are considered to be adversely affected by the proposal.

Prepared by:

Approved by:



Chris Gorman
Senior Resource Management Planner



Murray Buchanan
Group Manager, Planning & Environment

DATED at Martinborough this 23rd day of December 2014
For and on behalf of the SOUTH WAIRARAPA DISTRICT COUNCIL