

SOUTH WAIRARAPA DISTRICT COUNCIL

31 JULY 2013

AGENDA ITEM D3

CHIEF EXECUTIVE

Purpose of Report

To update Councillors on the Chief Executive activities.

Recommendations

Officers recommend that the Council:

1. *Receives the information.*

1. Executive Summary

The period since the last report has been one of trying to change my focus from "in" the business to "on" the business – while still maintaining the operational focus when needed.

1.1 Staffing

There have been a number of staffing matters that have been advanced. As advised earlier, Ian Richards departed on the 19th July after 20 years and 4 weeks service. An interesting and light hearted farewell was held for Ian.

With Ian departing there has been some shuffling of responsibilities and reporting lines.

Vanessa Tipoki has also departed, but will be assisting with the interviews for her replacement, and a couple of other matters. We had an excellent response for the group manager planning and environment role with about 14 applications, of which 7 or 8 would have been able to fill the role. Ultimately we will interview three.

Helen McNaught has taken over most of the district librarian functions, and some of the parks and reserves functions. We have one vacancy to fill, which will be an amenities officer to assist Helen.

Emma Davison has taken over the vacant asset management role. Emma has, among others, good GIS skills and this will provide excellent platform for increasing our analysis of our asset base.

The final recruitment is a pest control officer called Bert. After some lobbying by staff we have apparently adopted a cat.

1.2 Insurance

Discussions regarding insurance have been concluded and adequate cover has been obtained. Premiums are at a similar level to last year.

The Local Authority Protection Program (LAPP) has been under some pressure. Twenty-two local authorities have given notice that they intend to leave the scheme. Not all those that have given notice will ultimately leave the scheme, scheme effectiveness and on-going concern is an issue that will be monitored.

We have had advice from the LAPP; administrators have advised the scheme is still viable.

The three Wairarapa TLA's combined coverage a couple of years ago which generated significant savings, however due to the Canterbury events savings have been subsumed by the significant increase in overall premiums.

1.3 Local Government Commission

As members are aware, the Local Government Commission discussed the reorganisation process on the 9th July.

There is currently somewhat of a respite in activity, I am sure this is a temporary lull.

1.4 Memorandum of Understandings (MOU)

MOU are currently being finalised with the Martinborough Colonial Museum. The Museum has a more formal structure and wish to formalise our relationship, on the same basis as it currently stands.

Jazz in Martinborough are also looking for an MOU, they have surplus funds and wish to purchase some equipment for the Town Hall. This is in early stages of discussion; however there are no real barriers to completing a MOU.

1.5 Flooding

The recent flooding event tested our systems once again and generally things went smoothly. We received compliments on our use of Facebook, the website and our afterhours call centre service.

Afterhours, our call centre will be able to provide the public advice on road closures. The call centre is updated by our contractors as soon as a change in road conditions occurs. In this way we have up to the minute advice available to the public.

This system means we do not have to have someone updating the website / Facebook in the middle of the night. The website / Facebook pages refer users to the phone service after hours.

While the operation went reasonably well we will be having an internal debrief to discuss our response and other relevant matters.

1.6 Annual Plan / LTP actions

The LTP and 2013/2014 Annual Plan actions are attached as Appendix 1.

All annual plan submitters have been contacted, either by email or letter, with the decision relating to their submission.

1.7 Remuneration Authority

The Remuneration Authority has changed, commencing after the election, the way member's remuneration is managed.

There are no longer pools as such; the Authority sets standard rates for mayors, councillors and community board members.

There is a small "pool" capped at 1.5 times a councillor's remuneration, that can be spread across any role that has "additional duties".

For example, the Authority has set SWDC councillors remuneration at \$14,800, so the total "pool" of funds available for roles with additional duties is \$22,200.

In addition, community board chairs are remunerated at twice the remuneration of a member, and councillors "additional remuneration" is capped at 40% above the standard councillor's remuneration.

Local authorities had to apply to the Authority, by 19 July 2013, for any roles that would attract "additional remuneration" and provide a justification for the additional amounts.

1.8 Rate Demands

NCS is designed to issue one rate demand per property. We have completed this upgrade and this change will be effective for the first instalment.

While this will mean there will be quite a number of additional rate demands issued (ACS was able to collate more than one property onto one rate demand) it is always preferable to use software systems the way they were designed.

All NCS users use this methodology.

1.9 Water Meter Readings

The final 2012/13 water meter readings were carried out over the last couple of weeks.

For the first time we have utilised electronic devices to capture this data and while there were a few teething problems data entry directly into an electronic device will be the preferred option.

1.10 Elections

SWDC Electoral Officer, Warwick Lampp from Electionz.com, has prepared all our election material and this was available for the start of enrolments.

Electionz run the complete election process, apart from receiving some nominations, including counting and publishing the vote count.

1.11 Greater Wellington Regional Council consultation –Whaitua Committee

This Committee is being set up to address the requirements on regional councils to set fresh water standards.

The freshwater standards will set objectives, limits, and timeframes for addressing nitrogen, phosphorus, sedimentation and e.coli levels in freshwater systems.

The Ruamahanga catchment will be the first catchment to undergo this process.

The purpose of the Ruamahanga Whaitua Committee is to facilitate community and stakeholder engagement in the development of the Whaitua Implementation Programme (WIP). A WIP is a non-statutory report to Council which will contain recommendations for specific plan provisions and work programmes for the integrated management of land and water resources within the whaitua boundary. The WIP may contain both regulatory and non-regulatory proposals.

The Ruamahanga Whaitua Committee will operate in partnership with tangata whenua and develop recommendations guided by the five principles created as part of the Regional Plan review process.

In due course there will need to be one SWDC councillor representative on this committee.

1.12 Pensioner Housing

A report was requested analysing whether there was a need for a financial reserve fund to be set up to cover capital improvements to pensioner houses and their surrounds.

I have requested a review of the current state of the pensioner housing stock (including parking and footpaths etc.) and will feed this into the report.

The reserve will need to be funded from rents as pensioner housing is self-funding.

2. Discussion

2.1 Financial Statements

No financial statements are included in this report.

2.2 Rate Arrears

Efforts continue on rate arrears. The table below outlines the situation as at 17 June 2013, and excludes multi ownership Maori land.

Date	Amount \$'000	Number	Days since instalment due	SWDC component \$'000 (81%)
30 June 2011	\$851	631	31	\$689
1 August 2011	\$780	463	64	\$632
28 November 2011	\$969	760	7	\$785
1 March 2012	\$925	690	7	\$740
16 March 2012	\$830	602	23	\$672
23 March 2012	\$790	555	30	\$640
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739

These levels are disappointingly high. Follow up letters have been sent.

An additional "annual" penalty is applied to all outstanding amounts as at 30 June – this is applied in the first couple of weeks of July.

Following the application of this penalty we will be writing to those who have an interest in any of the properties (e.g. mortgagors) demanding payment.

As has been requested by Council, a more aggressive approach will be taken on arrears.

2.3 LGOIMA Requests

Request From	Request Detail
Robyn Ramsden (transferral from GWRC) George McCarron	Seeking detail of fluoride levels in drinking water.
Vanessa Forest TV 3 Campbell Live	Seeking the numbers of infrastructure contributions that have been levied upon issue of building consents since 26 August 2006. Required for court case. Lower Hutt address, not evident to us the nature of court case and as yet unclear as to how much work required to source data.
David Farrar, KiwiBlog	Inquiring about funding of churches – donations, grants and contributions to churches including donations for building and renovations.
Jamie Morton NZ Herald Alex Fensome NZ Herald Stephanie Morrison	Seeking a wide range of rating information. The same request has been sent to other Councils.
	Average Rates charge and rates set.
	IANZ correspondence and reports for past 2 years.
	Mayor and Councillors remuneration.

3. Appendix

Appendix 1 – LTP Actions and 2013/2014 Annual Plan Actions

Contact Officer: Paul Crimp, Chief Executive

**Appendix 1 – LTP Actions
and 2013/2014 Annual Plan
Actions**

2013/2014 Annual Plan Actions

No.	Focus Group	Submission No.	Name of Submitter	Summary of Submission	Annual Plan Decision	Priority	Responsible Manager	Status	Notes
1		1	Wellington Free Ambulance	Part 3 – E, C & C Development: Requests financial assistance in the region of \$10,000 - \$12,000.	Granted \$4,495, or 50c per head of South Wairarapa population at the last census.		Kyra	Actioned	Submitter notified by letter, this will be processed when an invoice is received
2	Transport	2	Vivienne Deighton	Part 3 – Land Transport: Requests Council repair footpaths which have a 2.5cm or greater 'trip factor'.	Council policy to be applied to footpath repair and funded from budget. For information, provide a copy of the Footpath Strategy and AP footpath budget.		Mark	Actioned	Submitter notified by letter, strategy included with letter.
3	Amenities	3	Rhona Fraser	Part 3 – Amenities: Requests an aviary and fish pond be built at Greytown Park or a vacant piece of land so the elderly can be taken for outings.	Development of an aviary or fish pond will be considered when Soldiers Memorial Park Development Plan is reviewed in 2017.		P&E	Actioned	Submitter notified by letter, current reserves management plan forwarded to submitter.
4		4	The Bee Friendly Farming Group	Part 3 – E, C & C Development: Requests financial assistance in the region of \$250-\$5,000 in order to analyse pollen protein content to ascertain which species can be planted that are the most nutritious for bees (ongoing project)	Grant request declined.		Paul	Actioned	Have been notified of decision via email, will have formal letter sent
5	Amenities	5	Gerry Morris	Part 4 – Amenities: Requests the site of the Zuleika shipwreck at Ngawi be enhanced with signposts and interpretation panels.	To be forwarded to the Martinborough Community Board and Ngawi Rate Payers Association for consideration as a project.		Paul	Actioned	Included in July MCB agenda
6		6	Martinborough Colonial Museum Trust	Part 3 – E, C & C Development: Requests \$750 to meet non specified expenses as per previous years. Also seeks \$3000 to cover costs associated with stage 1 of implementing a museum strategy - compilation and recording of the collection.	Granted \$750, as a contribution to general expenses. The request for additional funding would be forwarded to the Martinborough Community Board for consideration as a project.		Paul	Actioned	Noted as actioned, this will be processed when an invoice is received

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7		6	Martinborough Colonial Museum Trust	Part 3 – E, C & C Development: Invites Council to meet with the Trustees and tour the Museum.	Councillors will meet with trustees.		Mayor	Open	
8	Reserves & Amenities	7	Martinborough Community Board	Part 4 – Amenities: Requests that works already started are able to be finished in the coming year and budget is also allowed for additional works/amenities that will be of benefit to the MBA community.	Approved works will be completed or carried forward		Mark	Actioned	This is a general request, approved works will be carried forward
9	Reserves & Amenities	7	Martinborough Community Board	Part 4 – Amenities: Requests that the fence from Centennial Park down to the entrance of the pool is completed.	Contract has been awarded and will be funded from Pain Farm funds.		Mark	Open	
10	Reserves & Amenities	7	Martinborough Community Board	Part 4 – Amenities: Requests that provision is made in the AP for exercise equipment (as per the Management Plan) in Considine Park. MCB will seek sponsorship towards the costs.	Officers to assist MCB with installation of exercise equipment in Considine Park (per the Management Plan), however all costs must be met by the MCB or sponsor.		Mark	Actioned	This is an action to MCB from MCB - MCB will liaise with Officers
11	Reserves & Amenities	7	Martinborough Community Board	Part 4 – Amenities: Requests that a price is obtained for a seat in the Martinborough Square and the seat is then purchased and installed by 30 June 13 or works carried over to 13/14.	Officers to continue to work with Martinborough Community Board.		Mark	Open	
12	Reserves & Amenities	7	Martinborough Community Board	Part 4 – Amenities: Requests that the feasibility study for moving the old Court House from Cork Street to the Square is completed.	Council will not undertake feasibility study for 13/14. Refer to MTHWG to see if it can be included as part of the Town Hall strategic review project.		Cr Stevens	Actioned	No action required
13	Reserves & Amenities	7	Martinborough Community Board	Part 4 – Amenities: Requests that the garden around the Martinborough toilets is completed.	Creation of a garden is currently in progress.		Mark	Open	

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14	Reserves & Amenities	7	Martinborough Community Board	Part 4 – Amenities: Supports the restoration and strengthening of the Martinborough Town Hall.	Noted.		Paul	Actioned	
15	Reserves & Amenities	7	Martinborough Community Board	Part 4 – Amenities: Requests that the Martinborough Swimming Pool continues to be upgraded and provision is made to complete and install shade cloth cover and erect a water slide.	Officers to assist MCB, however costs must be met by the MCB.		Mark	Actioned	This is an action to MCB from MCB - MCB will liaise with Officers
16	Reserves & Amenities	7	Martinborough Community Board	Part 4 – Amenities: Requests that budget is allowed for further equipment replacement in Martinborough Playground.	Budget for playgrounds across the three towns is to remain at \$20,000.		Mark	Actioned	Officers will work with MCB as part of normal operations
17		8	The Wairarapa Arts Festival Trust	Part 3 – E, C & C Development: Requests financial assistance of \$15,000 towards the inaugural Kokomai Creative Festival in October.	Granted \$5,000 for the 13/14 year. Officers to refer to the Community Boards for further financial assistance consideration.		Kyra	Actioned	Trust notified by email with a formal follow up letter to come. Funding request has been included in the July Community Board agendas
18	Reserves & Amenities	9	Maori Standing Committee	Part 4 – Amenities / Part 3 – E, C & C Development: Requests that Marae be recognised as community assets and requests funding of \$30,000 so Marae representatives can work with Council (supported by MSC) to identify budget support to ensure marae can operate effectively as such. The initiative will identify opportunities for 1. financial and promotional assistance to marae 2. community partnerships with marae 3. transfer of skills/resources between marae and their wider communities.	CEO to continue working with representatives from the MSC to progress the concept of marae as community assets and payment in kind opportunities.		Paul	Open	
19	Transport	10	Lake Ferry Ratepayers Association	Part 3 – Land Transport: Requests that an additional speed bump is placed at the start of the Lake Ferry settlement and that the existing speed bumps are raised to reduce traffic	Mayor Staples to write to Police and notify them of Council findings relating to speed. Officers to investigate installation of a		Mark	Open	

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				speed further.	chicane similar to the one at Riversdale.				
20	Reserves & Amenities	10	Lake Ferry Ratepayers Association	Part 3 – Amenities: Requests additional erosion control (suggests boulders) along the edge of Lake Onoke a. the track to the beach and b. the eastern edge.	Mayor Staples to write to GWRC requesting erosion control at Lake Onoke.		Mayor	Open	
21	Reserves & Amenities	10	Lake Ferry Ratepayers Association	Part 3 – Amenities: Resubmission of last years approved items: Requests budget is allowed for roping off of certain areas of general reserve to vehicle access.	Officers to relook at restricting reserve access as per Glenn Bunny's letter to Ngawi Rate Payers Association. Work with Cr Jephson/ residents to determine whether posts could be installed by locals.		Mark	Open	
22	Reserves & Amenities	10	Lake Ferry Ratepayers Association	Part 3 – Amenities: Resubmission of last years approved items: Requests budget is allowed for a toilet in 13/14 instead of 'as funds allow LTP decision'.	No further toilet to be installed - there is a toilet available at the northern end of the campground.		Mark	Actioned	Emailed resolution to ratepayers association, to be followed up by formal letter
23	Reserves & Amenities	11	Friends of Stella and Sarah	Part 3 – Amenities: Requests a financial commitment to the repair and maintenance schedule of the Reserve Management Plan for Stella Bull Park incl. Sarah's Garden so that the Park can be fully utilised in the near future.	Maintenance will be undertaken utilising existing budgets.		Mark	Actioned	Maintenance already included in normal maintenance budget. Submitter notified by email and will be notified by formal letter.
24	Transport	12	Helen Campbell	Part 3 – Land Transport: Requests that Te Muna Road is sealed.	No funds available for sealing, however officers are to investigate whether safety improvements could be undertaken on the road to widen it. Officers to query why Te Muna road is graded and metal laid in the rain.		Mark	Open	

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25	Transport	12	Helen Campbell	Part 3 – Land Transport: Requests that the broken white railing at the Hinakura end of Te Muna Road is fixed.	Officers to undertake general maintenance.		Mark	Open	
26	Transport	13	Liz Bondy	Part 3 – Land Transport: Requests that the bus seat outside Trusthouse Greytown on SH2 is replaced with a 6-8 seat covered shelter.	Noted that this was referred to GWRC on the 24 May 2013.		Mark	Open	
27	Transport	13	Liz Bondy	Part 3 – Land Transport: Requests that the rubbish bins are relocated away from the kerb as they obstruct bus access.	Officers to relocate the rubbish bins.		Mark	Open	
28	Transport	13	Liz Bondy	Part 3 – Land Transport: Requests that a No Exit from the Trusthouse carpark onto Main Street is created and that carpark traffic are directed to exit via West Street. Requests reinstatement of kerb on Main Street so the bus kneeler can work effectively.	Officers to take on an advocacy role with Transit, GWRC and Trusthouse to determine whether the No Exit to Main Street could be closed, or the bus stop moved to another location.		Mark	Open	
29	Transport	14	Joanna Barkus	Part 3 – Land Transport: Requests a footpath on Roberts Street, Martinborough between Grey and Weld Streets.	Officers to continue implementing the three year Footpath Strategy. For information, provide a copy of the Footpath Strategy and AP footpath budget.		Mark	Actioned	Submitter to be notified otherwise no further action required.
30	Transport	15	Victoria Read & Tim Martin	Part 3 – Land Transport: Requests a footpath on Roberts Street between Weld Street and Martinborough School	Officers to continue implementing the three year Footpath Strategy. For information, provide a copy of the Footpath Strategy and AP footpath budget.		Mark	Open	Submitter to be notified otherwise no further action required.
31		16	Destination Wairarapa	Part 3 – E, C & C Development: Requests financial assistance (a share of \$17,500), over and above the regular SWDC contribution, to fund the 2013 Tourism Export Council NZ in August 2013.	The request for additional funding is declined, Councillors noted a DW budget surplus.		Paul	Open	

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32		17	Destination Wairarapa	Part 3 – E, C & C Development: Requests continued funding be included in the 13/14 AP to ensure the ongoing promotion of Wairarapa and the economic benefits of tourism.	Operational funding to be continued as per the LTP 12/22.		Paul	Actioned	No further action required, funding agreement under negotiation
33	Transport	18	Destination Wairarapa	Part 3 – Land Transport: Requests that Council consider lowering the speed limit and installing signage as necessary to reflect a rate considered more suitable for Western Lake Road, its environment and its current and future users.	Officers to investigate.		Mark	Open	
34	Transport	19	Destination Wairarapa	Part 3 – Land Transport: Notes that several tourism products will require more than one sign to guide visitors and the cost for a single operator to pay for two or more signs is prohibitive and jeopardises the development of the network.	Council agreed to the appropriate use of brown tourist signs. Officers to review on a site by site, cost share basis with priority given to the list as supplied by Destination Wairarapa.		Mark	Open	
35	Transport	20	Craggy Range Vineyards	Part 3 – Land Transport: Requests that Council seal Te Muna Road to reduce the risks associated with using and living on or near the road.	No funds available for sealing, however officers are to investigate whether safety improvements could be undertaken on the road to widen it. Officers to query why Te Muna road is graded and metal laid in the rain.		Mark	Open	
36		21	Rangitane o Wairarapa Inc.	Part 3 – E, C & C Development: Requests a grant of \$20,000 to host 400 Rangitane visitors from Wairau, Manawatu and Tararua to run Ahurei Rangitane (a celebration of all things Rangitane) over 4 days.	The request for funding is declined.		Paul	Actioned	Applicant notified by letter
37		22	Cobblestones Trust	Part 3 – E, C & C Development: Requests a one off capital contribution of \$20,000 towards the Cobblestones new entrance building incorporating collection store and exhibition areas.	Granted \$10,000 for operations in the 13/14 year. An additional grant of \$20,000 is to be given split over the 13/14 and 14/15		Kyra	Actioned	Applicant notified by email, and will be followed up by formal letter. Will pay as invoices received and criteria met

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					year, and given on the condition that the project goes ahead.				
38	Transport	23	Joan Taylor	Part 3 – Land Transport: Requests that Council budget for a section of White Rock Road to be raised between Fullers Bridge and Tukurumuri School to eliminate flooding across the road and subsequent access problems.	Officers to petition GWRC to allow locals to remove gravel from the river and/or to arrange for commercial gravel removal in order to reduce flooding occurrences. Council will carry out the works when and if NZTA subsidy are available.		Mark	Open	
39		24	NZ Festival	Part 3 – E, C & C Development: Requests financial assistance of \$3,500 towards the costs of presenting the 2014 NZ Festival and the Wellington Region's Art on the Move programme.	Grant request declined.		Paul	Actioned	Applicant notified by email, and will be followed up with formal letter
40	Reserves & Amenities	25	Friends of the Park	Part 3 – Amenities: Requests that Council continue to set aside budget for the Friends of the Park to continue maintenance work in O'Connor's Bush and that the amount is raised from \$1500 - \$1800	Council thank the 'Friends of Park' for their work in O'Connor's Bush and will raise the budget allocated.		Paul	Actioned	No further action required, applicant will be notified of decision.
41	Reserves & Amenities	25	Friends of the Park	Part 3 – Amenities: Requests that the permanent walkway through O'Connor's Bush be resurfaced and access for prams or wheelchairs be improved by removing the wooden style that impedes access.	Officers to review the request.		Mark	Open	
42	Reserves & Amenities	25	Friends of the Park	Part 3 – Amenities: Requests that two Council 'No Dog' signs be provided and erected at both entrances of the walkway.	Request is under action.		Mark	Open	

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43	Reserves & Amenities	25	Friends of the Park	Part 3 – Amenities: Requests that the native trees recently removed be replaced in accordance with the Soldiers Memorial Park Reserve Management Plan.	Request is under action.		Mark	Open	
44	Reserves & Amenities	25	Friends of the Park	Part 3 – Amenities: Requests that a permanent barrier be erected for Korthesalla Lindsyi which lives on 3 rohutu trees in the campground.	Officers to investigate why barriers were removed and arrange for them to be reinstated.		Mark	Open	
45	Reserves & Amenities	25	Friends of the Park	Part 3 – Resource Management: Requests that Soldiers Memorial Park Reserve Management Plan be reviewed to strengthen and incorporate 'trees as assets'.	Officers have noted the suggestions made but a review will not take place in this financial year (requirement is 2017).		P&E	Actioned	Submitter will be formally notified of the decision, no further action required
46		26	Sport Wellington	Part 3 – E, C & C Development: Requests \$5000 financial assistance to continue to provide services via the Sport Wellington Wairarapa regional office for sport and recreation in the district.	Granted \$5,000 for the 13/14 year. Council strongly supported the initiative for future planning of sports facilities on a regional basis. Council requested Sport Wellington provide a copy of their draft strategic plan so officers can provide input.		Kyra	Actioned	Submitter has been advised by email and will be formally notified. Will process payment once invoice received
47		26	Sport Wellington	General: Supports the decision to retain the well beings. Acknowledges and thanks Council for the management, planning, administration and maintenance of pools (including increased funding), outdoor sports and recreation areas, playgrounds, parks, and reserves.	Noted.		Paul	Actioned	
48		27	Southern Wairarapa Safer Community Council	Part 3 – E, C & C Development: Requests \$5000 financial assistance towards the salary of the Safer Wairarapa Coordinator.	Granted \$5,000 for the 13/14 year.		Kyra	Actioned	Submitter has been advised by email and will be formally notified. Will process payment once invoice received

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49		28	Southern Wairarapa Safer Community Council	Part 3 – E, C & C Development: Requests \$10000 financial assistance contribution towards the Life to the MAX programme – an early intervention/prevention to offending programme.	Granted \$10,000 for the 13/14 year.		Kyra	Actioned	Submitter has been advised by email and will be formally notified. Will process payment once invoice received
50		29	Enviroschools	Part 3 – E, C & C Development: Requests a \$10,000 financial contribution towards the cost of running the Enviroschools Network in Southern Wairarapa. Requests that if \$10,000 is not available through EC&C budget that the Waste Minimisation Levy Fund is considered to make up any shortfall.	Granted \$9,000 for the 13/14 year, officers to determine what (if any) of that would be funded using the Waste Minimisation Levy.		Kyra	Actioned	Submitter has been advised by email and will be formally notified. Will process payment once invoice received
51		30	Martinborough Camping	General - Rates: Supports moves by Council to investigate leasing facilities to commercial operators and expanding shared services to reduce costs. Encourages Council to seek opportunities to defer Capital Expenditure until the economy improves.	Noted.		Paul	Actioned	
52		30	Martinborough Camping	General: Supports shared services where cost savings can be achieved. Support a review of the possibility of amalgamation subject to a referendum.	Noted.		Paul	Actioned	
53	Transport	30	Martinborough Camping	General: Requests SWDC work to get the Sunday bus service from Fstn to MBA operational again.	Officers to refer the request to the Transport Focus Group.		Mark	Open	
54	Transport	30	Martinborough Camping	Part 3 – Land Transport: Requests installation of a street light on the pole closest to the Martinborough public dump station directly outside the Holiday Park at 10 Dublin St West.	Officers will investigate options, including the use of LED lights.		Mark	Open	

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55	Reserves & Amenities	30	Martinborough Camping	Part 3 – Amenities: Requests that the cedar hedge outside the MBA Pool is topped and trimmed and that notable trees in the Holiday Park are checked annually.	Officers to undertake works as required.		Mark	Open	
56	Three Waters	30	Martinborough Camping	Part 3 – Storm Water: Requests that the soak-pit behind the MBA Pool is fixed – drainage is inadequate.	Officers to investigate and undertake work as required.		Mark	Open	
57	Reserves & Amenities	30	Martinborough Camping	Part 3 – Amenities: Requests installation of a vehicle barrier at the entrance to the pool to reduce the number of vehicles staying overnight in pool grounds.	Officers will investigate the installation of a drop down barrier or chain.		Mark	Open	
58	Reserves & Amenities	30	Martinborough Camping	Part 3 – Resource Management: Supports Council approach to coastal camping and requests that Council consult on any changes to freedom camping rules and facilities.	The Draft Coastal Reserves Management Plan addressed specific locations for freedom camping and facility upgrades on the coast. The plan has been publicly notified and it is anticipated that a hearing will take place June - July 2013.		P&E	Actioned	Submitter has been advised by email and will be formally notified. Coastal plan hearings have been held
59		30	Martinborough Camping	Part 3 – Resource Management: Requests Council consider charging non-de-sexed dangerous dog breeds an annual registration fee in the order of \$1,000 and that only legitimate breeders should keep these dogs.	2013 /2014 dog registration fees were considered at the Council meeting of 15 May 2013, no further changes are to be made.		P&E	Actioned	Submitter will be formally notified of the decision
60		30	Martinborough Camping	Part 3 – E, C & C Development: Supports Council funding of Destination Wairarapa.	Noted		Paul	Actioned	
61		31	Martinborough Business Association	General: Supports amalgamation of councils as long as MBA retains face-to-face access to regulatory officers and customer service centres.	Noted, comments will be passed on to the Governance Working Party.		Mayor	Actioned	Passed on to WGRWP

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62		31	Martinborough Business Association	General: Some members remain concerned about additional costs associated with the proposed unitary authority.	Noted, comments will be passed on to the Governance Working Party.		Mayor	Actioned	Passed on to WGRWP
63	Three Waters	31	Martinborough Business Association	General: Support the investigations and research into sustainable irrigation projects would requests that the association be kept informed.	Noted.		Mark	Actioned	
64		31	Martinborough Business Association	Part 3 – E, C & C Development: Supports Council funding of Destination Wairarapa.	Noted.		Paul	Actioned	
65	Reserves & Amenities	31	Martinborough Business Association	Part 3 – Amenities: Requests continued consultation from Council officers on reserve management and development plans.	Public consultation will continue as development plans are reviewed.		P&E	Actioned	Submitter will be notified of decision
66		31	Martinborough Business Association	Part 3 – Amenities: Appreciates the support Council provides for events and requests that the Square become the central hub for events (submission made to Square Management Plan).	Noted.		P&E	Actioned	
67	Transport	31	Martinborough Business Association	General: Requests SWDC work to get the Sunday bus service from Fstn to MBA operational again.	The request is to be passed to the Transport Focus group so district priorities can be reviewed and GWRC can be lobbied.		Mark	Open	
68	Reserves & Amenities	32	Toi Wairarapa	Part 3 – E, C & C Development: Requests that Council contribute towards the review of the combined councils' art, culture and heritage strategy published 2005. MDC has contributed \$10k.	Granted \$7,500 for the 13/14 year for continued operations. Granted \$5,000 towards an inhouse review of the strategy.		Kyra	Actioned	Submitter has been notified by email and will be followed up with formal letter. Payments will be processed as invoices received.
69		32	Toi Wairarapa	Part 3 – E, C & C Development: Requests that Council support the submission by Cobblestones Museum Trust in which they seek a \$20,000 capital grant contribution.	Noted, Council have made an additional grant contribution to Cobblestones for this purpose.		Kyra	Actioned	Submitter has been notified by email and will be followed up with formal letter.
70		33	Bob Petelin	General: Requests that rates are not increased more than the rate of	Noted.		Paul	Actioned	Submitter notified by letter

No.	Focus Group	Submission No.	Name of Submitter	Summary of Submission	Annual Plan Decision	Priority	Responsible Manager	Status	Notes
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71	Three Waters	33	Bob Petelin	Part 3 – Storm Water: Requests that drains are regularly maintained as they are mainly the cause of flooding footpaths.	Noted, Council is changing contractor commencing 1 July 2013, better service is envisioned.		Mark	Actioned	Submitter notified by letter
72	Transport	33	Bob Petelin	Part 3 – Land Transport: Resealing of damaged footpaths should have priority and requests that a walking inspection be undertaken.	Footpaths will be repaired against policy and budget.		Mark	Actioned	Submitter notified by letter, copy of policy sent to submitter
73	Transport	33	Bob Petelin	Part 3 – Land Transport: Requests that the footpaths in Naples St and Venice St (between Broadway and Princes) be repaired.	Officers to organise for the street sign at the end of Naples Street reinstated. Officers to review the Naples and Venice Street footpaths for repair against policy and budget.		Mark	Open	Submitter notified by letter
74	Transport	33	Bob Petelin	Part 3 – Land Transport: Requests that a footpath is placed in Ester Street.	Officers to continue implementing the three year Footpath Strategy. For information, provide a copy of the Footpath Strategy and AP footpath budget.		Mark	Actioned	Submitter notified by letter, copy of policy sent to submitter
75		33	Bob Petelin	General: Expresses concern about the money spent on disputes and legal settlement costs.	Noted		Paul	Actioned	Submitter will be notified with formal letter.
76	Transport	34	Patricia Hill, Residents of Wharekaka Rest Home	Part 3 – Land Transport: Requests repair of Oxford St (between Pukemanu Tavern and Cork Street) so path is level all the way across to the road edge. The residents thank Council for work undertaken in the location to date.	Officers are to investigate and fix, as a priority, what can be done within current budget. If the repairs can't be undertaken within current budget prepare a report and quote for Council.		Mark	Open	
77	Three Waters	35	J Couling	Part 3 – Storm Water: Requests that the statement of service performance target of 50% satisfaction rate for storm water drainage is too low.	Noted.		Mark	Actioned	

No.	Focus Group	Submission No.	Name of Submitter	Summary of Submission	Annual Plan Decision	Priority	Responsible Manager	Status	Notes
78	Three Waters	35	J Couling	Part 3 – Storm Water: Requests that the Moroa Water race where it runs through urban residential sections needs twice yearly inspections for overgrowth to mitigate flooding. Or alternately urgent consideration should be given to piping the Moroa Water race where flooding occurs from open drains.	Bylaw and current practises are currently being reviewed.		Mark	Open	
79	Transport	36	Scott Andrew, GWRC – Awhea Opouawe Catchment Scheme	Part 3 – Land Transport: Requests that Council budget in 13/14 and 14/15 for a section of White Rock Road to be raised between Fullers Bridge and Tuturumuri School to eliminate flooding across the road and subsequent access problems. The Awhea Opouawe Catchment Scheme would put forward \$15k to the project.	Officers to petition GWRC to allow locals to remove gravel from the river and/or to arrange for commercial gravel removal in order to reduce flooding occurrences. Council will carry out the works when and if NZTA subsidy are available.		Mark	Open	
80	Waste Management	37	Margaret Cole	Part 3 – Solid Waste Management: Requests that Council investigate a self-funding skip in the Transfer stations where people in rural areas buy rubbish bags and can put them in the skip (similar to Mstn scheme).	Officers are to investigate further.		Mark	Open	
81		38	Emily Greenberg	Part 3 – Governance, Leadership, Advocacy: Supports performance measures for community boards, but suggest changes to make community board meetings and members are more accessible to the public. Asks what community boards will do to meet or exceed targets?	Meetings are public and publicly notified.		Paul	Open	
82	Reserves & Amenities	38	Emily Greenberg	Part 3 – Amenities: Requests that if Otaruia Reserve and Barr-Brown Reserves are Council owned and maintained they are included on pg 41.	Names of the reserves will be added to the Annual Plan on page 41.		Mark	Actioned	Updated

No.	Focus Group	Submission No.	Name of Submitter	Summary of Submission	Annual Plan Decision	Priority	Responsible Manager	Status	Notes
83	Transport	38	Emily Greenberg	Part 3 – Amenities/Land Transport: Requests that the Johnson Street Reserve area has signs/maps/arrows so people arriving on the train know how to reach toilets, museums, cafes etc.	Officers will investigate and discuss with the Featherston Community Board.		Mark	Open	
84	Transport	38	Emily Greenberg	Part 3 – Land Transport: Requests that the footpath along the railway be extended along the 'reserve' on Johnson St to cater to commuters.	Officers are to consider installation of a lime path through the reserve.		Mark	Open	
85		39	Federated Farmers	General: Requests that Council maintain a tight rein on costs to keep rates low, thanks Council for indicative rural rates graph but requests clarification on why urban residents do not appear to contribute to animal control.	Officers are to clarify the rural/urban split for animal control.		Paul	Actioned	This was addressed at the hearings, will be included in the formal response to the submitter
86		39	Federated Farmers	General: Requests that Council clearly state the proportion of the rate take collected under the UAGC formula and use the UAGC % to the maximum 30% allowance.	Officers to clarify the UAGC rate take amount.		Paul	Actioned	This disclosure was not included
87		39	Federated Farmers	Part 3 – E, C & C Development: Requests that Council coordinate an approach/review with MDC and CDC in reviewing criteria for disbursement of funding against the new and more restrictive purpose.	Officers have reviewed the Draft Annual Plan 13/14 against the new purpose of local government		Paul	Actioned	Annual Plan reviewed against new purpose statement
88	Transport	39	Federated Farmers	Part 3 – Land Transport: Requests that Council keep up with ongoing maintenance requirements of gravel roads.	Noted.		Mark	Actioned	
89		40	Wairarapa Balloon Society	Part 3 – E, C & C Development: Requests that Council contribute \$6k (to match CDC contribution) to financially support the 2014 Balloons Over Wairarapa event.	Grant request declined.		Kyra	Actioned	Submitter advised by email and will be followed up with formal letter

No.	Focus Group	Submission No.	Name of Submitter	Summary of Submission	Annual Plan Decision	Priority	Responsible Manager	Status	Notes
90		41	Wairarapa Healthy Homes	Part 3 – E, C & C Development: Requests that Council contribute \$12k to the Healthy Homes project (\$6k CDC, \$106k MDC)	Granted \$12,000 for the 13/14 year.		Kyra	Actioned	Submitter has been notified by email and will be followed up with formal letter. Payments will be processed as invoices received.
91	Amenities	42	Greytown Community Sport & Leisure	Part 3 – Amenities: Requests that Council investigates options to improve the parking under the lime trees along Kuratawhiti Street to alleviate damage to the surface condition of the grass and improve safety.	Officers to investigate improving parking at Kuratawhiti Street in Greytown and Underhill Road in Featherston.		Mark	Open	
92	Amenities	43	Featherston Community Board	Part 3 – Amenities: Requests the replacement of the Featherston Swimming Pool covers and repair of broken tiling around pool.	Officers are to ensure this work has been undertaken.		Mark	Open	
93	Amenities	43	Featherston Community Board	Part 3 – Amenities: Requests that Anzac Hall is painted without delay.	Officers are to ensure that painting will be undertaken in the 13/14 year.		Mark	Open	
94	Transport	43	Featherston Community Board	Part 3 – Land Transport: Requests that yellow no parking lines by the intersection of Daniel St and SH2 are painted to stop people parking close to the corner.	Officers are urgently to investigate.		Mark	Open	
95	Reserves & Amenities	43	Featherston Community Board	Part 3 – Amenities: Replace the broken flag pole on top of Anzac Hall.	This item is on the Anzac Hall maintenance plan and will be repaired in due course.		Mark	Open	
96	Reserves & Amenities	43	Featherston Community Board	Part 3 – Amenities: Requests that the carpark outside the swimming pool is asphalted.	There is no budgetary allowance for an asphalted carpark. Officers are to have the area tidied up and pot holes are to be filled in.		Mark	Open	
97	Reserves & Amenities	43	Featherston Community Board	Part 3 – Amenities: Requests that Council investigates whether it would be more economical to replace the hot water cylinder in the kitchen of Anzac Hall with gas.	Officer to investigate.		Mark	Open	

No.	Focus Group	Submission No.	Name of Submitter	Summary of Submission	Annual Plan Decision	Priority	Responsible Manager	Status	Notes
98	Reserves & Amenities	43	Featherston Community Board	Part 3 – Amenities: Requests that the footpath around the outside of Anzac Hall is asphalted.	Officer to investigate.		Mark	Open	
99	Reserves & Amenities	44	Officers Submission	Part 3 – Amenities: Requests that \$10k is allowed for plants and planting work at the coastal reserves.	Officers to determine whether this can be included in budget.		Mark	Open	
100		45	Officers Submission	Part 5 – Fees and Charges: Requests that the Anzac Hall Committee Room is added to the Schedule of Fees and Charges as a small venue.	Officers are to amend the Annual Plan and include it as a Small Venue in the Schedule of Fees and Charges.		Paul	Actioned	Done
101	Transport	46	Andrew Shackleton	Part 3 – Land Transport: Requests that footpaths are developed from Daniel Street in the South East area of Martinborough to town. Including a new footpath on Ester, an extension along Jellicoe Street - Malcolm to Ester and to the estate entrance.	Officers to continue implementing the three year Footpath Strategy. For information, provide a copy of the Footpath Strategy and AP footpath budget.		Mark	Open	
102	Transport	46	Andrew Shackleton	Part 3 – Land Transport: Requests a pedestrian crossing on Jellicoe Street located at the end of Daniel Street.	Officers to investigate.		Mark	Open	
103	Transport	46	Andrew Shackleton	Part 3 – Land Transport: Requests that the Daniel Street footpath is resealed as it is in poor condition.	Officers are to investigate the condition of the Daniel Street footpath and repair against the Footpath Strategy and Budget.		Mark	Open	
104		47	Pam Davis	Part 3 – Resource Management: Thanks Council for the coastal bylaw officer working at the coast over summer but requests an extension of time to cover April due to increased visitor numbers and associated problems.	Officers to consider extended hours.		P&E	Open	

No.	Focus Group	Submission No.	Name of Submitter	Summary of Submission	Annual Plan Decision	Priority	Responsible Manager	Status	Notes
105	Reserves & Amenities	47	Pam Davis	Part 3 – Amenities: Endorses the Sandy Bay lease but queries whether any maintenance/signage/upkeep will be undertaken by Council to enable the influx to be catered for.	Noted. The lease arrangements include an obligation for signage and maintenance.		Paul	Open	
106	Reserves & Amenities	47	Pam Davis	Part 3 – Amenities: Supports a charge for launching being implemented at Sandy Bay, but queries how this will be done.	Noted. It is not anticipated an individual user charge will be instituted; other funding sources will be investigated.		Paul	Open	
107	Reserves & Amenities	47	Pam Davis	Part 3 – Amenities: Requests that if a charge is implemented for launching then campers are also charged as ratepayers are subsidising the use of facilities.	Noted. It is not anticipated an individual user charge will be instituted; other funding sources will be investigated.		Paul	Open	
108		48	Wairarapa Sports Artificial Surface Trust	Part 3 – E, C & C Development: Provides an update on their project to replace an artificial turf in Clareville, and requests the grant allocated in the 12/22 LTP for payment starting 13/14 be carried forward to commence in the 14/15 year as the project has been delayed by one year.	12/22 LTP Decision: WSAST are to be granted \$10,000 in 13/14 and for the three years (\$30,000 in total) tagged to the success of the project. Council agreed to continue with LTP decision, but to hold the funds until the 14/15 year.		Kyra	Actioned	No further action required, submitter will be notified
109		49	Greytown Community Board	Part 3 – E, C & C Development: Requests that Council assist the GCB to identify needs and trends for Greytown Citizens and visitors.	Officers are to work with GCB to ascertain requirements.		Paul	Open	
110		49	Greytown Community Board	Part 3 – E, C & C Development/ Amenities: Requests that Council assist the wider community by starting a dialogue between all sporting and recreational bodies in the South Wairarapa district, to work towards a central administrative body based on the Greytown Sport and Leisure Model, which includes all three towns.	Officers are to follow-up the work undertaken by Greytown Sport and Leisure on this initiative and request coordination assistance from Sport Wellington.		Paul	Open	

No.	Focus Group	Submission No.	Name of Submitter	Summary of Submission	Annual Plan Decision	Priority	Responsible Manager	Status	Notes
111	Reserves & Amenities	49	Greytown Community Board	Part 3 – Amenities: Requests that dialogue is developed between the three towns in the South Wairarapa District to ensure that future facilities and initiatives are not duplicated but to ensure that each town retains its autonomy.	Officers are to follow-up the work undertaken by Greytown Sport and Leisure on this initiative and request coordination assistance from Sport Wellington.		Paul	Open	
112	Reserves & Amenities	49	Greytown Community Board	Part 3 – Amenities: Requests that Council continue to improve the opportunity for youth recreational activities in Greytown.	Officers are to work with GCB to identify opportunities for youth.		P&E	Open	
113	Reserves & Amenities	49	Greytown Community Board	Part 3 – Amenities: Requests that a Greytown Cemetery carpark is developed where the old trees were removed – or that improved planting is undertaken.	Officers are to investigate options.		Mark	Open	
114		50	Aratoi Regional Trust	Part 3 – E, C & C Development: Requests continued funding from SWDC for \$25,000 for running Aratoi Museum and associated services.	Granted \$25,000 for the 13/14 year.		Kyra	Actioned	Submitter has been notified by email and will be followed up with formal letter. Payments will be processed as invoices received.
115	Transport	51	Catherine Mitchell	Part 3 – Land Transport: Requests that sealing along Te Muna Road is recommenced.	No funds available for sealing, however officers are to investigate whether safety improvements could be undertaken on the road to widen it.		Mark	Open	Submitter notified by letter
116	Reserves & Amenities	52	Martinborough Community Board	Part 3 – Amenities: Requests that Council approve the donation of Pain Farm Funds to the Martinborough Town Hall Working Group to be put towards the cost of refurbishing the Martinborough Town Hall, subject to MCB resolution on the 10 June 2013, as follows; \$50k in the 13/14 year and \$50k in the 14/15 year.	Council approval given for release of the Pain Farm funds to the Martinborough Town Hall refurbishment on the provision that the MCB endorse the proposal via resolution.		Kyra	Open	

No.	Focus Group	Submission No.	Name of Submitter	Summary of Submission	Annual Plan Decision	Priority	Responsible Manager	Status	Notes
117		53	Officers Submission	Part 5 – Fees and Charges: Requests that fees and charges for MBA Transfer Station are increased (to align with Carterton fees & as a cost recovery method for disposing of used tyres)	Appendix 5 - Fees and Charges is to be updated to show the new charges. Officers to advise Councillors where the tyres are disposed.		Paul	Actioned	Done
118		54	Officers Submission	\$12,000 for additional meeting fees as a result of Remuneration Authority determination	The \$12,000 of additional fees are a requirement of the Remuneration Authority and are to be included in the Annual Plan.		Kyra	Actioned	Done
118		55	Officers Submission	Loan raising and interest cost for Greytown land	Officers to keep Council informed.		Paul	Open	
119		LATE	Featherston Community Centre	Part 3 – E, C & C Development: Requests support to achieve Code of Compliance with the Centre, which involves installation of a new toilet and shower facility with access for disabled persons as well as improved emergency exit provisions.	Granted up to \$2,000 of 'in kind' discount on building consent fees. Officers are to forward the request for assistance to the FCB for consideration. Officers to review their rating file to ensure the 50% discount is being applied.		Kyra	Open	

2012/22 Open LTP Actions

#	Focus Group	Sub No.	Name of Submitter	Summary of Submission	LTP Decision	Priority	Responsible Manager	Status	Notes
5	Reserves & Amenities	2	Lake Ferry Ratepayers Association	Part 3 – Amenities: Allow for planting and repair of fencing on the land across the road from the Hotel.	No budgetary change to LTP. Fence to be repaired and planting of suitable trees can be undertaken within existing budget.		Mark	Open	As per works for consent and other plantings
6	Reserves & Amenities	2	Lake Ferry Ratepayers Association	Part 3 – Amenities: Install a new single toilet as close as possible to the beach.	No budgetary change to LTP. The provision of a toilet is granted and will be provided for under normal budgetary requirements long term.		Mark	Open	No funding action to be reviewed. Double unit supplied
		9	Wairarapa Development Group LTP Submission	Part 3 – E, C & C Development: Committed to seeing the Wairarapa develop for the social and environmental wellbeing of citizens. Wish to promote the development of an indoor sports facility for the region.	No budgetary change to LTP. Officers are to initiate work with other Councils to develop an overall Wairarapa plan for sports and recreation which rationalises all sporting and recreational provisions and assets in the community in the work programme for 14/15 year.		Glenn	Open	LTP Decision Notification Letter Sent. No action in 12/13, logged in 14/15 Register
9	Transport	13	Destination Wairarapa – David Hancock	NZ Cycle Trail: Launch of a Western Lake Road cycle trail is expected in summer and Council is requested to contribute funds for signage and upkeep of the toilet block on the East West Access Road.	No budgetary change to LTP. The provision of signs for the NZ Cycle Trail will be provided within the current budget. Maintenance of the toilet block on the East West Access Road will form part of the new services contract. Officers are to take a proactive approach to reviewing the speed limit, with a view to reduction, on Western Lake Road between the Reserves area as it is narrow with poor visibility.		Mark	Open	close to full approval, officer to write report with proposal to reduce speed limit.
13	No Focus Group	24	Task Holdings Ltd	Part 5 – Funding and Financing Policies: Proposes a review of the current targeted rate policy for the sewage disposal rate for serviced connections. In particular, properties with multiple toilet pans are paying charges which are unrelated to actual use of waste water services (more detail in submission of what is proposed)	No budgetary change to LTP. Council Resolved (DC2012/83) that the targeted rating policies for the disposal of sewage be reviewed with changes ready to be adopted in the 13/14 Annual Plan (Cr Stevens/Cr Gray).		Paul	Open	LTP Decision Notification Letter Sent.

#	Focus Group	Sub. No.	Name of Submitter	Summary of Submission	LTP Decision	Priority	Responsible Manager	Status	Notes
14	No Focus Group	25	Wairarapa Workforce Development Trust – Lyn Patterson	Part 3 – E, C & C Development: Requests a contribution from Council of \$7,500 in order to continue to work with businesses across the Wairarapa region.	Wairarapa Workforce Development Trust to be granted \$1,000 to assist with the costs of holding a graduation function.		Paul	Open	LTP Decision Notification Letter Sent Paid 5 November
21	Reserves & Amenities	32	Greytown Community Sport & Leisure Society	Part 3 – Amenities: Requests that a development plan, which includes a vision of the future, for the upgrade and redevelopment of Soldiers Memorial Park in the long term be developed.	No budgetary change to LTP. A development plan for Soldiers Memorial Park will not be advanced. Officers are to initiate work with other Councils to develop an overall Wairarapa plan for sports and recreation which rationalises all sporting and recreational provisions and assets in the community in the work programme for 14/15 year.		Vanessa	Open	Money has not currently been allocated to develop an overall Wairarapa plan for sports and recreation. If Council would like Officers to advance this in the next financial year then Officers will make a submission for additional funding. Recommend closing this action pending Governance review outcomes.
22	Reserves & Amenities	32	Greytown Community Sport & Leisure Society	Part 3 – Amenities: Requests that a maintenance plan for the avenue of Council trees and other notable Council trees at Soldiers Memorial Park be developed.	No budgetary change to LTP. A tree maintenance plan is to be developed with maintenance to the trees noted in the District Plan to be maintained first		Mark	Open	Need AMP for trees
31	No Focus Group	37	Wairarapa Healthy Homes Project – Bob Francis	Part 3 – E, C & C Development: Requests a community grant of \$12,000 so support to the community can continue to be provided via the Healthy Homes Project.	Wairarapa Healthy Homes Project is to be granted \$12,000 to provide continued community support to the community via the Healthy Homes Project. Council officers are to review the funding split equality between the Wairarapa councils for the 2013/14 AP process		Paul	Open	LTP Decision Notification Letter Sent.
35	Reserves & Amenities	38	Martinborough Community Board – Pam Colenso	Part 3 – Amenities: Requests that the swings in Martinborough playground be replaced (could be funded by Pain Farm Estate).	No budgetary change to LTP. The Asset Management Plan for renewal is to be developed. Once this has been completed the swings in the Martinborough Playground can be considered for replacement (as suggested possibly by Pain Farm Estate)		Mark	Open	Report to be completed

#	Focus Group	Sub No.	Name of Submitter	Summary of Submission	LTP Decision	Priority	Responsible Manager	Status	Notes
40	Reserves & Amenities	39	Greytown Community Board	Part 3 – Amenities: Requests that a development plan for the future of Soldiers Memorial Park be developed (regarding the future of the swimming pool/sports stadium/skate park etc) and that a maintenance plan is put in place. The maintenance plan should include the refurbishment of the public toilets in the camping ground.	No budgetary change to LTP. A development plan for Soldiers Memorial Park will not be advanced. Officers are to initiate work with other Councils to develop an overall Wairarapa plan for sports and recreation which rationalises all sporting and recreational provisions and assets in the community in the work programme for 14/15 year.		Vanessa	Open	Money has not currently been allocated to develop an overall Wairarapa plan for sports and recreation. If Council would like Officers to advance this in the next financial year then Officers will make a submission for additional funding. Recommend closing this action pending Governance review outcomes.
52	No Focus Group	41	Martinborough Business Association	Future Local Government: Support amalgamation with Carterton and Masterton District Councils but request that the Martinborough council office remain open for public access to regulatory officers, resource management, land information and bill payments.	No budgetary change to LTP. Public consultation of the two options identified by Morrison Low will take place once financial implications and physical and service considerations, such as you have identified, have been investigated further.		CEO	Open	LTP Decision Notification Letter Sent
61	No Focus Group	45	Federated Farmers	Part 5 – Revenue and Financing Policy: (pg 42). Notes that Council intend to complete the review of the Revenue and Financing Policy and recommend that full details of the assessment of benefits and costs for rural and urban ratepayers, and the mix of rating instruments (land or capital value, and use of the UAGC) be tabled to enable proper discussion prior to review completion.	No budgetary change to LTP. Council officers will prepare this work as requested.		Paul	Open	LTP Decision Notification Letter Sent
62	No Focus Group	45	Federated Farmers	Rates: Supports the inclusion of the 'What you get for your Rates' table (pg 34) as well as the 'Indicative Residential Rates' table (pg 35) and asks that a similar table is developed for rural residents.	No budgetary change to LTP. Council officers will look at including this information in next years AP.		Paul	Open	

#	Focus Group	Sub No.	Name of Submitter	Summary of Submission	LTP Decision	Priority	Responsible Manager	Status	Notes
78	No Focus Group	57	Regional Public Health	Community Outcomes: Recommends Council encourage smokefree vehicles for children and expand smokefree spaces in South Wairarapa to all recreational zones.	Noted.		Vanessa	Open	Officers seek direction from Council on the extent of smokefree measures considered necessary in the South Wairarapa.
81	No Focus Group	57	Regional Public Health	Part 3 – Public Protection: Recommends Council investigates passing a by-law to restrict the number of tobacco outlets in low deprivation areas and in close proximity to schools.	Noted.		Vanessa	Open	Officers seek direction from Council on the necessity for this measure.
87	No Focus Group	60	Aratoi	Part 3 – E, C & C Development: Recognising the important ongoing relationship between Aratoi Regional Trust, the SWDC and the community Aratoi requests an additional \$3,000 to existing funding and a CPI adjustment for the 2012-2022 period.	<i>COUNCIL RESOLVED (DC2012/84)</i> Aratoi Regional Trust is to be granted \$25,000 in the 12/13 year, however funding is to be held until the issues with the Board are resolved and Council have been told of this in person by the Chairperson or the Commission (Mayor Staples/Cr Gray).		Paul	Open	LTP Decision Notification Letter Sent
	Reserves & Amenities	65	Kate Clark	Part 3 - Amenities: Supports the Greytown Toilet upgrade, asks that Council ensure it has appropriate nappy changing facilities and be buggy accessible.	Noted.		Mark	Open	LTP Decision Notification Letter Sent. Action moved to 13/14 year
103	No Focus Group	76	Featherston Anzac Club Society Inc -	Part 1 – Governance: Request that a MOU be established between Council and the Club.	No budgetary change to LTP. Council officers will progress a MOU between Council and the Featherston Anzac Club.		CEO	Open	
104	Reserves & Amenities	76	Featherston Anzac Club Society Inc -	Part 3 – Amenities: Request approval to place a large landscape rock beside the driveway on the south eastern side of the hall (FCB support this). A display panel telling the story of the military camp and the link to the hall would be placed on the rock in due course.	No budgetary change to LTP. <i>COUNCIL RESOLVED (DC2012/85)</i> that a landscape rock may be placed beside the driveway on the south eastern side of Anzac Hall provided it is installed into a concrete base for ease of mowing and it has some form of reasoning to be there. (Cr Gray/Cr Sexton)		Mark	Open	No longer to be placed beside driveway
115	Reserves & Amenities	81	Greytown Soldiers Park Memorial Users Group	Part 3 – Amenities: Requests that a padlock is placed on the gate adjacent to the cricket nets to prevent unauthorised vehicle access.	No budgetary change to LTP. Officers to investigate placing a padlock on the gate.		Mark	Open	Refer to 26

