

FEATHERSTON COMMUNITY BOARD

**Agenda
21 November 2017**

Notice of a meeting to be held in Kiwi Hall, 62 Bell Street, Featherston on Tuesday 21 November 2017 commencing at 7.00pm.

MEMBERSHIP OF THE COMMUNITY BOARD

Brenda West (chair), Claire Bleakley, Robyn Ramsden, Mark Shepherd, Cr Dayle Harwood and Cr Colin Olds

PUBLIC BUSINESS

1. APOLOGIES:

2. CONFLICTS OF INTEREST:

3. PUBLIC PARTICIPATION:

- | | | |
|-----|--|---------------|
| 3.1 | Roz Harding, Cross Creek Railway, speaking on an entertainment development beside the engine shed. | 7:00pm |
| 3.2 | Mary Byrne, to request the Board make a remit to Local Government NZ to request to central government that if the Wairarapa District Health Board (DHB) takes over decision making for fluoridation, that the DHB be required to consult with the community and be responsible for the cost. | 7:05pm |
| 3.3 | Jo Dean, Wairarapa Zero-waste Coordinator, introducing herself and explaining her role. | 7:10pm |
| 3.4 | Kara Pennington, Fab Feathy, speaking on community-led development in Featherston. | 7:15pm |
| 3.5 | Leslie Austin, speaking about vehicles parked on footpaths and on yellow lines by the supermarket pedestrian crossing. | 7:20pm |
| 3.6 | Maree Patten, speaking on a Kuranui College initiative for making the school a one-stop-shop for wellness needs. | 7:25pm |

4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

5. COMMUNITY BOARD MINUTES:

- 5.1 Minutes for Approval: Featherston Community Board Minutes of 10 October 2017 **Pages 1-6**

***Proposed Resolution:** That the minutes of the Featherston Community Board meeting held on 10 October 2017 be confirmed as a true and correct record.*

6. CHIEF EXECUTIVE AND STAFF REPORTS:

- 6.1 Officers' Report to Community Boards **Pages 7-43**
Mark Owen, NZTA to address roading and other NZTA matters
- 6.2 Action Items Report **Pages 44-53**
- 6.3 Income and Expenditure Report **Pages 54-57**
- 6.4 Financial Assistance **Pages 58-60**
- 6.5 Cross Creek Railway Proposed Mini Putt Golf Development Adjacent to Engine Shed **Pages 61-66**
- 6.6 Wind Sculpture Triangle Clifford Square Park Bench Report **Pages 67-69**

7. NOTICES OF MOTION:

- 7.1 None advised

8. CHAIRPERSON'S REPORT

***Proposed Resolution:** That the Featherston Community Board workshop minutes from 26 October 2017, the workshop agenda for 11 December 2017 and the draft Featherston Community Board Strategic Plan be received.*

- 8.1 Workshop Report **Pages 70-73**
- 8.2 Draft Strategic Plan **Pages 74-76**

9. MEMBER REPORTS (INFORMATION)

- 9.1 Wairarapa Library Service **Page 77**
- 9.2 Featherston Facebook Page Report **Page 78**
- 9.3 Featherston Information Centre **Page 79**
- 9.4 Long Term Plan

10. CORRESPONDENCE:

***Proposed Resolution:** That the inwards correspondence be received.*

- 10.1 Inwards **Page 80**
From Danielle Sargent, Featherston Amateur Wrestling Club, to Featherston Community Board, dated 6 Nov 2017

PUBLIC EXCLUDED

11. PUBLIC EXCLUDED BUSINESS

11.1 Payment of Grant for 2016 Featherston Christmas Parade

PE1-16

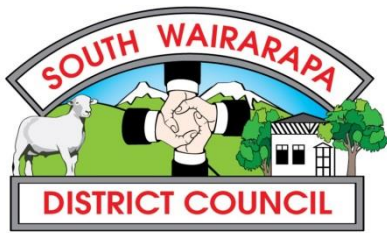
PROPOSED RESOLUTION: **That** the public be excluded from the following part of the meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Payment of Grant for 2016 Featherston Christmas Parade	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
a) protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)



Featherston Community Board

Minutes – 10 October 2017

- Present:** Brenda West (Chair), Claire Bleakley (until 9:42pm), Robyn Ramsden, Mark Shepherd, Cr Dayle Harwood and Cr Colin Olds.
- In Attendance:** Mayor Viv Napier, Paul Crimp (Chief Executive).
- Conduct of Business:** The meeting was held in Kiwi Hall, 62 Bell Street, Featherston. The meeting was conducted in public between 7:00pm and 10:36pm.
- External Speakers:** Tracey Shepherd (Wairarapa REAP), Mark Bateman (Featherston RSA), Nick Young (Anglican Diocese) and Martine Bijker (Featherston First Fridays).

PUBLIC BUSINESS

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

Mark Shepherd declared a conflict of interest with applications from Wairarapa REAP (White Ribbon Riders) and Featherston Muay Thai included in agenda item 6.5 Applications for Financial Assistance.

FCB RESOLVED (FCB 2017/66) that Mark Shepherd would retain speaking rights on the applications for financial assistance from White Ribbon Riders and Featherston Muay Thai but not voting rights.

(Moved Cr Olds/Seconded West)

Carried

3. PUBLIC PARTICIPATION

3.1 Wairarapa REAP

Mrs Shepherd presented Wairarapa REAP's application for financial assistance for the Featherston Schools Writers in Schools Project and answered members' questions.

3.2 Wairarapa REAP

Mrs Shepherd presented Wairarapa REAP's application for financial assistance for White Ribbon Riders and answered members' questions.

3.3 Mark Bateman, Featherston RSA

Dorset Square was a local heritage area that Mr Bateman believed was not well maintained. Mr Bateman proposed that a community group manage the area and queried what, if any, health and safety restrictions

would be placed on community groups undertaking maintenance in the Square.

3.4 Nick Young, Anglican Diocese

Mr Young said the Diocese worked with communities to see how they could assist vulnerable people. The Anglican Diocese was not currently a community housing provider.

4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Wairarapa REAP

The item was deferred until agenda item 6.5.

4.2 Wairarapa REAP

The item was deferred until agenda item 6.5.

4.3 Featherston RSA

FCB NOTED:

1. Action 614: Contact the caretakers of the defunct Featherston Walkways Reserves Trust to see if funds could be redirected to a community group willing to take care of ground maintenance in Dorset Square; Cr Harwood

5. COMMUNITY BOARD MINUTES

5.1 Featherston Community Board Minutes – 29 August 2017

FCB RESOLVED (FCB 2017/67) that the minutes of the Featherston Community Board meeting held on 29 August 2017 be confirmed as a true and correct record.

(Moved West/Seconded Bleakley)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Officers' Report to Community Boards

Mr Crimp discussed public education on safety around dogs and the progress on the Featherston wastewater consent application.

FCB RESOLVED (FCB 2017/68):

1. To receive the Officers' Report to Community Boards.
(Moved West/Seconded Ramsden) Carried
2. Action 615: Circulate minutes from the Wairarapa Rail Services Forum Group meeting; P Crimp
3. Action 616: Investigate what other Councils do in the dog safety and public education sector (in relation to KPI's); M Buchanan
4. Action 617: Write to GWRC requesting a presentation for the Featherston Community Board on the SWDC Featherston wastewater consent application and process once the application

notification has been made (this is in addition to the public meeting); P Crimp

5. Action 618: Hold a workshop to collate a list of roading questions and concerns to be forwarded to NZTA prior to attendance at the next Community Board meeting; B West

6.2 Action Items Report

FCB RESOLVED (FCB 2017/69):

1. To receive the Action Items Report.
(*Moved West/Seconded Cr Harwood*) Carried
2. Action 619: Provide an update to FCB members on when the Featherston Playground fence and flying fox will be reinstated, what is happening regarding the solar tubing at Featherston Pool and whether the tree stumps at Card Reserve around the artificial turf are going to be removed; M Allingham
3. Action 620: Invite the Wairarapa councils' Waste Minimisation Officer to present to the Featherston Community Board and to share ideas on how to reverse the trend of increased waste to landfills; P Crimp
4. Action 621: Write to organisers of the Featherston Market regarding traffic flow concerns on market days and ask for voluntary action to manage the risk to pedestrians as cars enter and exit the area; P Crimp
5. Action 622: Cancel the SPARK service to the Featherston Information Centre; M Allingham

6.3 Income and Expenditure Report

FCB RESOLVED (FCB 2017/70):

1. To receive the Income and Expenditure Report for the period 1 July 2017 – 31 August 2017
(*Moved West/Seconded Shepherd*) Carried
2. Action 623: Remove the Featherston Christmas Parade, Chor Farmer, petty cash and Featherston Phoenix commitments from the FCB I&E; J Mitchell

6.4 Schedule of Ordinary Meetings

FCB RESOLVED (FCB 2017/71):

1. To receive the Schedule of Ordinary Meetings Report.
2. To adopt the 2018 schedule of ordinary meetings for Featherston Community Board.
3. To set a regular meeting time of 7:00pm for the Featherston Community Board.
(*Moved West/Seconded Ramsden*) Carried

6.5 Applications for Financial Assistance

Martine Bijker presented the Featherston First Friday's application for financial assistance.

FCB RESOLVED (FCB 2017/72):

1. To receive the Applications for Financial Assistance Report.
(*Moved West/Seconded Shepherd*) Carried
2. To grant the Fell Locomotive Museum \$500, on the basis that the project proceeds, to help with the costs associated with upgrading the protective safety barriers at the Museum.
(*Moved West/Seconded Ramsden*) Carried
3. To grant Wairarapa REAP (White Ribbon Riders) \$300 to help with the costs associated with feeding and providing accommodation to riders when they visit the Wairarapa.
(*Moved Cr Olds/Seconded Cr Harwood*) Carried
4. To grant Wairarapa REAP \$500 to help with the costs associated with the Featherston Schools Writers in Schools Project.
(*Moved Cr Harwood/Seconded Ramsden*) Carried
5. To grant Featherston Muay Thai \$500 to help with the costs associated with offering reduced or free training to children from families in need.
(*Moved West/Seconded Cr Harwood*) Carried
6. To grant Featherston First Fridays \$500 to help with the costs associated with running community music and creative events over the summer months.
(*Moved Cr Olds/Seconded West*) Carried

6.6 Community Board Grants Accountability Report

FCB RESOLVED (FCB 2017/73):

1. To receive the Community Board Grants Accountability Report.
(*Moved West/Seconded Ramsden*) Carried

7. NOTICES OF MOTION

7.1 Notice of Motion Pensioner Housing

Mrs Bleakley presented her notice of motion. Recommendation three was lost as pensioner housing is a strategic asset and any proposed change must be consulted on as part of a long term plan process. Recommendation four was lost due to its operational nature. Recommendation five was lost as supporting evidence did not fully relate to the motion as written.

FCB RESOLVED (FCB 2017/74):

1. To receive the Notice of Motion – Pensioner Housing.
2. To provide clarification to pensioners about rental cost increases and options for paying (including paying off and lump sum payment).
(*Moved West/Seconded Bleakley*) Carried

Mrs Bleakley left the meeting at 9:42pm.

8. CHAIRPERSONS REPORT

There was no report to consider.

9. MEMBER REPORTS (INFORMATION)

9.1 Long Term Plan

The submitted report was received as read.

9.2 Featherston Community Facebook Page

The submitted report was received as read.

9.3 Infrastructure and Planning Working Group Tour

The submitted report was received as read.

9.4 Parking and Traffic Signs at Featherston Railway Station

Cr Harwood presented his report as included with meeting papers.

FCB NOTED:

1. Action 624: Review the stop signs at the intersection of Harrison Street and Johnston Streets to determine whether give way signs would be more appropriate for vehicles leaving the Featherston Railway Station given road rule changes; M Allingham
2. Action 625: Work with GWRC to provide additional car parking at the Featherston Railway Station to alleviate cars being parked on both sides of Harrison and Johnston Streets; M Allingham
3. Action 626: Advocate for the installation of security cameras for the entire Featherston Railway Station facility including the carpark with GWRC; M Allingham
4. Action 627: Review whether the Card Reserve toilets can be coordinated to be open for arriving trains; M Allingham

9.5 Poppy Trust Street Names Project

There was no update.

10. CORRESPONDENCE

10.1 Inwards

To Brenda West, Featherston Community Board, from Victim Support, dated 5 September 2017

To Brenda West, Featherston Community Board, from KittyCat Rehoming Wairarapa, dated 7 September 2017

To Featherston Community Board, from Rhonda Jones, dated 17 September 2017

To Brenda West, Featherston Community Board, from Nim Grewal, dated 20 September 2017

To Brenda West, Featherston Community Board, from Leslie Austin, dated 9 October 2017 (tabled)

10.2 Outwards

To Vicky Alexander, from Claire Bleakley, Featherston Community Board, dated 18 July 2017

To Jennifer Muth, Featherston School's Cluster, from Featherston Community Board, dated 14 September 2017

To Emily Greenberg, from Featherston Community Board, dated 14 September 2017

To Martine Bijker, from Featherston Community Board, dated 14 September 2017

FCB RESOLVED (FCB 2017/75) to receive the inwards and approve the outwards correspondence.

(Moved West/Seconded Ramsden)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

FEATHERSTON COMMUNITY BOARD

21 NOVEMBER 2017

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To report to Council on general activities.

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the Officers' Report.*

CHIEF EXECUTIVE

1. Executive Summary

Finalisation of the 2016/17 Annual Report is progressing to plan, and was adopted on the 25 October 2017. The audit team have completed their field work, and final matters are being resolved. As is usual these days, only minor matters have been raised through the audit process, this is testament to the systems and processes we have in place, particularly in Jennie and Kyra's teams, but also including the more onerous requirements placed on us in the three waters space, Lawrence's team.

The recent SOLGM conference held in Rotorua provided some useful thoughts as we continue with our Long Term Plan preparations. The theme "Today: Tomorrow Transforming today's vision into tomorrow's reality" is quite pertinent given our current approach.

One of "Today's vision's" nearly ten years ago was the Waihinga Centre, and this progresses nicely into reality.

2. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output.

GOVERNANCE, LEADERSHIP AND ADVOCACY MEASURING SERVICE DELIVERY PERFORMANCE					
SERVICE LEVEL	KEY PERFORMANCE INDICATORS			COMMENTS	
		2016/17 TARGET	2016/17 ACTUAL		
Opportunities are provided for the community to have its views heard	Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%	79%	The National Research Bureau (NRB) Customer Satisfaction survey was carried out late 2016. In addition to the 79% (2014:73% 2011 75%) positive response, 13% (2014; 16% 2011 14%) felt they were unable to comment.	
	Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	72%	63%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 63% (2014; 62% 2011 55%) positive response, 23% (2014:21% 2011 28%) felt they were unable to comment.	
Council determines what activities it should engage in through consultation and regulatory requirements then sets clear direction	Ratepayers and residents are satisfied with Council's decisions and actions	80%	70%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 70% (2014; 76% 2011 73%) positive response, 14% (2014; 8% 2011 9%) felt they were unable to comment.	
	Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)	79%	65%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 65% (2014; 64% 2011 59%) positive response, 14% (2014; 14% 2011 9%) felt they were unable to comment.	
Community Boards make decisions that consider local issues	Community Board decision - making reports on local issues	90%	Greytown 98% Featherston 97% Martinborough 97%	This measure reports on the percentage of resolutions made that relate solely to local issues. (year ended 30 June 2016)	
	% of ratepayers and residents who know how to contact a community board member	68%	69%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 69% (2014; 64% 2011 59%) positive response, 0% (2014; 14% 2011 9%) felt they were unable to comment.	
Opportunities are available to raise local issues and understand what will happen as a result	Ratepayers and residents satisfied with the way Council involves the public in the decision it makes	70%	47%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 47% (2014; 49% 2011 50%) positive response, 31% (2014; 26% 2011 25%) indicated they were neither satisfied nor dissatisfied, and 5% (2014; 5% 2011 5%) felt they were unable to comment.	
Opportunities are available to raise issues relating to Maori through the Maori Standing Committee	The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications	100% applicable applications	100%	Maori Standing Committee met on 6 occasions. In total 5 resource consent applications were considered, however due to the timing of the meetings 1 was considered outside normal meetings.(Year ended 30 June 2016)	

2.1 Local Government Commission

The Local Government Commission released their "Final Proposal For A Wairarapa District Council" on 18 July.

A valid petition has been received and a binding poll will be held closing midday 12 December 2017. It will be good to have this matter resolved one way or the other.

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executive Forum

One CE forum was held; topics included NZTA update; City/Region Deal; and a couple of discussions from Wellington Water.

The City Deals involve the devolution of money and powers to a local level (from Central to Local Government on an agreed basis) as well as negotiated bespoke variations to national policies, where local performance could be improved or solutions need to be tailored to local conditions.

Central Government officials are travelling to the UK shortly to observe City Deals in operation, so it would appear there is some commitment to this approach. The Wairarapa Councils will be involved in these discussions, not only through our participation from a regional perspective, but from an individual Wairarapa perspective (which will still need to be as part of the regional initiative).

3.1.2. Mayoral Forum

No Mayoral forum was held during the reporting period.

3.1.3. Community Boards

A further round of Community Board meetings were held.

4. Corporate

4.1 Occupational Health and Safety

We continue to make good progress on health and safety matters.

Attached as appendix 1 is the report for the period.

I have also included some background information as a refresher for councillors. No action is required from this, it is simply an update.

4.2 Waihinga Centre/Martinborough Town Hall

The project continues as planned, completion as previously advised will be somewhere around May next year.

Fortnightly construction team meetings continue to be held, ensuring the project is monitored closely. The construction team includes Mayor Napier, Vicky Read (Waihinga Trust / users rep), Max Stevens (Waihinga Trust / user rep), David Borman (SWDC project Manager), Mike Arnopp (Riggs) and

I. The pleasing aspect of this group is we are all working toward a common goal, having an excellent facility for the best price.

The financial summary, attached as Appendix 1, is reviewed by the construction committee and also presented and discussed at the audit and risk meeting. This summary includes variations to the original programme; variations are approved at the construction team meetings.

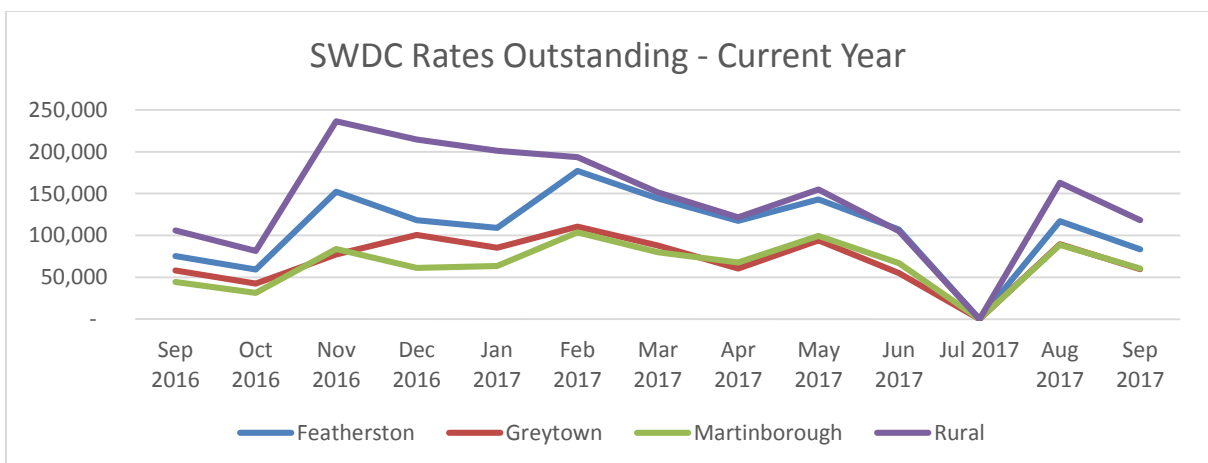
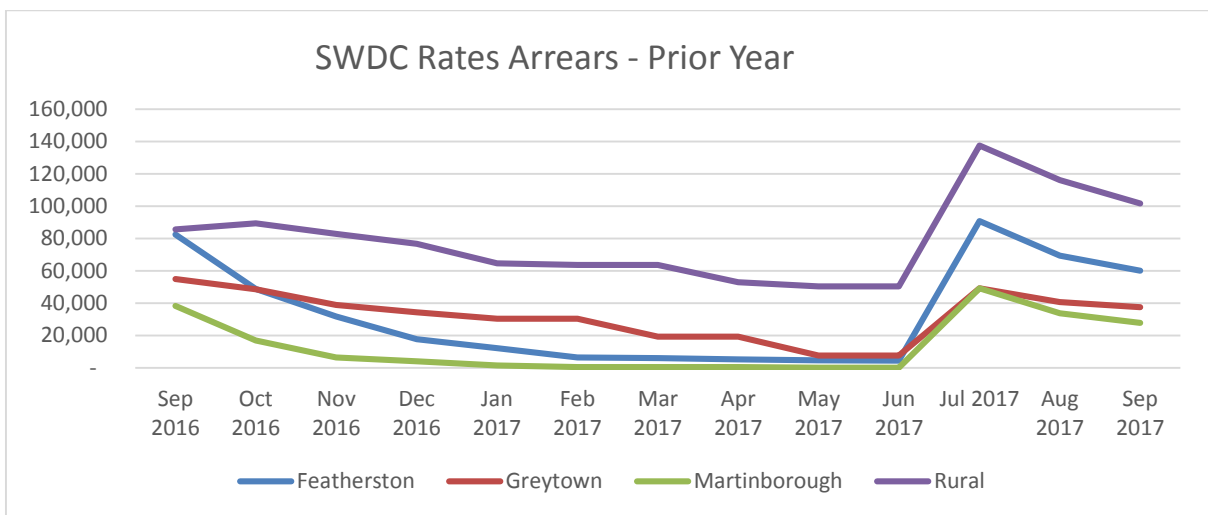
The project is progressing well, and there are no red or even orange flags at this stage.

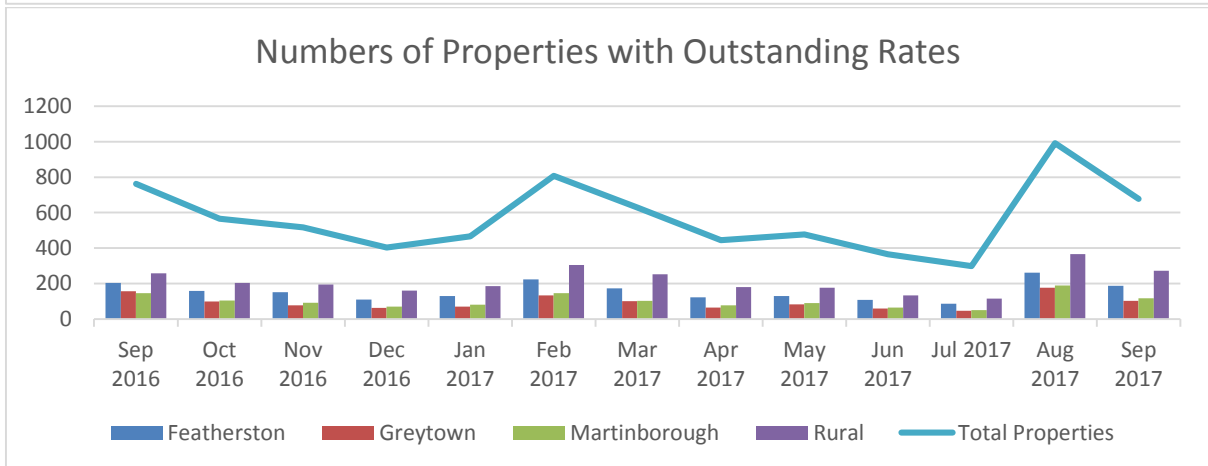
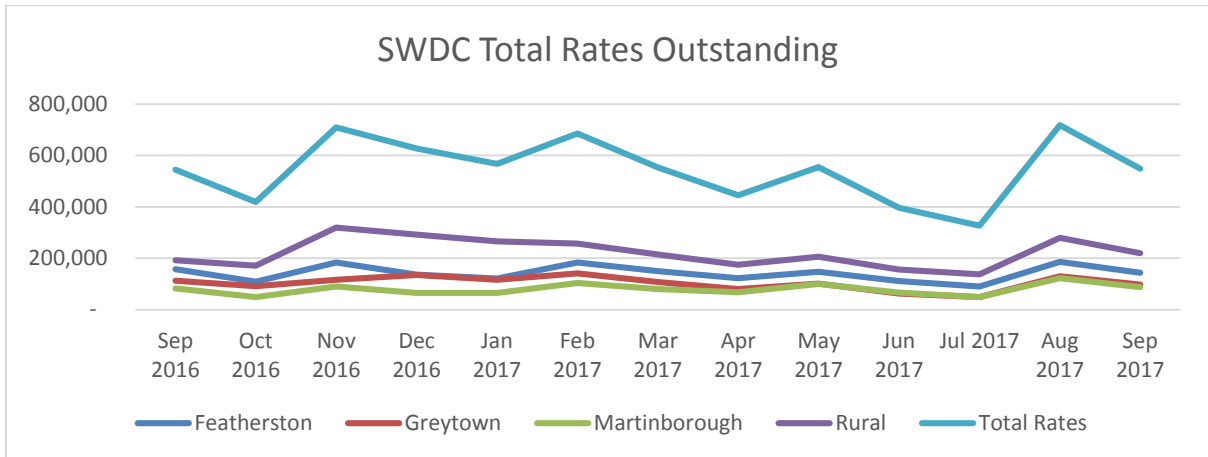
4.3 Rates Arrears (Incl. GST)

The continued good work on the rates debt front shows in the trends. As previously discussed, these trends are very sensitive and can change, however our consistent approach appears to be paying dividends.

Total rates outstanding is slightly down on the same period last year.

Total outstanding is very similar to the same time last year, we continue to monitor the situation closely.





4.4 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
13 September 17	Collecting a range of data about Municipal Water Supply Bores in NZ.	Details provided.
3 September 17	Method of euthanizing dogs impounded.	Vet by injection.
10 October 17	How much revenue has the council collected annually in fines per financial year, since the 1st July 2013? Please provide the figures in categories for fines relating to vehicles, noise, animals and other matters.	
11 October 17	Details as to funding spent on legal services including in-house legal team.	

We continue to charge for those requests that require more than 1 hour and 20 pages of material. This charging regime is standard and used by central Government.

5. Appendices

Appendix 1 – Waiinga Centre Financial Summary

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Waihinga Centre Financial Summary

**SWDC
Waiinga Centre
Project forecast - Actuals to August 2017**

Per Council decision 18.1.2017

\$ 5,132,010

Made up as follows:	Budget	Invoiced to 31.8.2017	Invoices to come	Forecast spend
Rigg Zschokke Construction Contract	4,223,709	488,543	3,735,166	4,223,709
Rigg Zschokke Agreed Variations*		34,383	28,089	62,472
		<u>522,926</u>	<u>3,763,255</u>	<u>4,286,181</u>
Professional fees (design team) to Jan-17	509,459			
Adamsons Survey		6,581		
Engeo Geotech		17,160		
Holmes Consulting - Design & Fire		137,425		
HVAC Design		14,175		
Perception Planning		6,918		
Warren and Mahoney - Design		327,200		
		<u>509,459</u>	-	<u>509,459</u>
Other fees to Jan-17 (including SGL, QS)	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	-	<u>268,343</u>
Architect & Engineer construction monitoring	80,000			
Holmes Consulting - Construction Monitoring		32,397	15,103	
Warren and Mahoney - Site Monitoring		22,933	18,067	
Warren and Mahoney - Variations*		11,578		
		<u>66,907</u>	<u>33,170</u>	<u>100,078</u>
Development & Design Variations**		69,504	12,531	82,034
QS Services to completion	50,000			
Venture Consulting		5,000	25,000	
Clendon Burns & Park		13,438	3,562	
		<u>18,438</u>	<u>28,562</u>	<u>47,000</u>
Budgeted Core costs	5,132,010			
Plus Contingency	200,000			162,084
Overall budget	\$ 5,332,010	1,455,576	3,837,518	\$ 5,294,094

***Construction Variations to date:**

	Invoiced to 31.8.2017	Invoices to come	Forecast spend
Rigg Zschokke			
Removal of asbestos	7,310		
Insurance obtained directly		(20,000)	
JLT Insurance	20,108		
Concrete Foundation to supper room well	6,965		
Replace piles and joists supper room		7,500	
Replace ceiling joists supper room		2,500	
Temporary structural support		9,500	
Concrete under existing foundation		1,000	
Site concrete under existing beams		500	
Supper room lintel beams		500	
Supper room framing connection to external wall		1,000	
Extend concrete overlay to areas of demolished chimney		3,500	
Retain brick wall to supper room		(1,500)	
Overlay existing stage floor		5,000	
Remove existing structural steel bracing		5,000	
Supper room brick wall connections		1,000	
Toilet to back of house		3,704	
Delete recessed floors to toilets, tiles to floor		(1,000)	
Foundation and wall plaster where chimney removed		2,000	
Holmes Construction issue		4,000	
Foundation beam kitchen		3,885	
	<u>34,383</u>	<u>28,089</u>	<u>62,472</u>
Warren and Mahoney			
Alternative cladding product (Rodeca)	10,678		
Additional monitoring costs		6,000	
Revision re additional toilet	900		17,578
JNL and Other Savings	To be confirmed		

****Development & Design Variations:**

SGL	5,500		
Engeo Geotech	11,460	1,380	
Holmes Consulting - Design & Fire	8,475		
HVAC Design	2,515	6,150	
Rawlinsons (Quantity Surveyers)	5,000		
Warren and Mahoney - Design(SWDC excl from original budget)	36,554	5,001	
	<u>69,504</u>	<u>12,531</u>	<u>82,034</u>

Net cost/(savings) from Variations:

162,084

PLANNING AND ENVIRONMENT

1. Resource Management

1.1 Resource Management Act - District Plan

SERVICE LEVEL – Council has a Combined District Plan that proves certainty of land-use/environmental outcomes at the local and district levels.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	75%	92%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	Consultants have been working with the 3 Councils to establish which data is recorded and how it is stored so as to enable effective reporting against AER's in WCDP. A draft monitoring strategy has been completed and comments passed back to the consultants undertaking the work.

Council's consultant arborist and Council Planner have been working their way through the existing scheduled trees list in the WCDP, doing a reassessment of each tree. This reassessment will form a key basis for any decision to remove/retain each tree in the schedule, with landowner preference being the other critical factor.

This work has to date taken over 3 full weeks in the field. The only outstanding trees are those in remote rural locations. These should be reviewed over the next 2-3 weeks.

There has been some comment in the Featherston Phoenix about the effect of protected tree status which while partly accurate, does not present the full story. A brief press release outlining the actual effects of a schedule listing will be supplied to the Phoenix so that it can hopefully be published.

The Greytown Tree Advisory Group is still working on its submission on trees to be scheduled, they now expect to make it available in early November.

If this list is substantial, site visits to assess the recommended trees (by Councils consultant arborist and Council planner) will take some time to complete (perhaps some weeks).

We are still on time (just) to be able to present a plan change to Council in December, but if there are delays because of the scope of the TAG's proposals, it is possible it will have to go to the February 2018 Council meeting for consideration.

1.1 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	46/46 RCA's completed within statutory timeframe. NCS.
s.223 certificates issued within 10 working days	100%	88%	15/17 s223's completed within statutory time frame. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	15/15 s224's completed within Councils timeframes. NCS.

Council received 26 resource consent applications between 1st September and 30th September 2017. We continue to contract out applications to keep this workload under partial control.

Officers provide detailed information on resource consents as part of regular updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

1.2 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	Yes	0	It is not anticipated that any updates will be undertaken this year as the RMP's are current and appropriate.

1.3 Local Government Act – LIM's

SERVICE LEVEL – Land Information Memoranda: It is easy to purchase information on any property in the District.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMS
Non-urgent LIMs are processed within 10 days	100%	100%	G:\LIMS

We have been having a few difficulties with applications for LIMs. Applicants are looking up forms on the internet and the search engines are pulling up old forms with incorrect requests for applicant information and fees.

Applicants should go to the SWDC website for this information which has the correct forms and charges, however users of search engines do not understand this.

When the wrong form and fees are used, this causes administrative issues because staff then have to ask for a re-submitted correct form and of course, a corrected fee from the applicant. Correcting both of these matters causes "some grief" for applicants and for staff. Other Councils face the same problem, which is a systematic issue with the search engines and user choices, not Council.

The number of LIMs lodged has fallen in the first quarter of the year relative to last year. This seems to reflect the slow-down through that period in the property market. According to Real Estate companies the pressure around sales has subsided but the market is still active.

Our figures tend to support a slower period as the biggest fall off is in "urgent" LIMs; non-urgent are at 86% while urgent are at 60% of last year.

To confuse the data slightly, for September standard LIMs are ahead of last year (plus 14%), but urgent are at 40%. Whether these changes persist will be a truer measure of a shift in the residential market.

TYPE	YTD 1 JULY 2017 TO 30 SEPTEMBER 2017	PREVIOUS YTD 1 JULY 2016 TO 30 SEPTEMBER 2016	PERIOD 1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017	PREVIOUS PERIOD 1 SEPTEMBER 2016 TO 30 SEPTEMBER 2016
Standard LIMs (Processed within 10 working days)	50	58	24	21
Urgent LIMs (Processed within 5 working days)	14	23	4	10
Totals	64	81	28	31

2. Public Protection

2.1 Building Act - Consents and Enforcement

SERVICE LEVEL - Council certifies all consented work complies with the building code, ensuring our communities are safe. The Council processes, inspects, and certifies building work in my district.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	97.27%	NCS – Continued monitoring of processing days. 107 of 110 CCC's were issued within 20WD. NCS status error caused incorrect report data.
Building consent applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days. 126 of 126 consents were issued within 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next IANZ review set for January 2018. Council was re-accredited in January 2016.
Council inspects new building works to ensure compliance with the BC issued for the work, BWOFS and Swimming Pools	Yes	Yes	Council are currently inspecting all work to insure compliance for the building consents. BWOFS – Total 169 - Required 3 audits a month. 4 audited in September. Swimming Pools – Total 279 - Required 8 audits a month. 4 audited in September
Earthquake prone buildings reports received	90%	64.62 %	Previous figures from the old legislation: 148 of 229 known premises had been addressed. Under the new legislation, Council is required to identify potential Earthquake Prone Buildings (EQP). The new methodology may change the total amounts of the potential EQP Buildings in the South Wairarapa. Staff and consultants are in the process of reassessing which buildings should on the register. The outcome of these assessments may exclude some new

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			buildings along with those previously thought to be EQP. The review is approximately 60% complete.

Building consent operations have been under some pressure in recent times due to the absence of staff for annual, sick and maternity leave, but also because of workloads. This situation has increased our reliance on contractors to process consents. Additional resources have been brought in to ensure we continue to meet statutory deadlines for processing of building consents. The available qualified staff have in the meantime been directed onto field work so that we can keep up with inspections and not cause undue delays for the building trades onsite. By late October we expect to have all staff back on board.

Work on swimming pools and BWOFF's has slowed through this period because of the staff absences with the officer involved providing office coverage for enquiries instead.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	2	231,200
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	6	203,000
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	29	5,422,226
Other (public facilities - schools, toilets, halls, swimming pools)	2	102,000
Totals	39	\$5,958,426

2.2 Dog Control Act – Registration and Enforcement

SERVICE LEVEL – Dogs don't wander freely in the street or cause menace to humans or stock.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	0	Programme will be undertaken once staffing matters resolved.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 51/51
Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	100%	No attacks on people or stock however 2 attacks on pets were reported during this period

INCIDENTS REPORTED 1 SEPT 17 – 30 SEP 17	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	-	-	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking and whining	-	-	-
Lost Dogs	2	-	1
Found Dogs	2	-	1
Rushing Aggressive	-	1	-
Wandering	5	3	3
Welfare	-	-	-
Fouling	-	-	-
Total	9	4	5

A request for a review of an Officer decision to declare a dog dangerous under the Dog Control Act has been made. Due to availability issues for various parties involved, this hearing has been delayed, but is now likely to take place in the first or second week of November. Council's hearings committee will consider the review request. The particular case is complex and has already been subject to judicial decisions at the District Court.

2.3 Public Places Bylaw 2012 - Stock Control

SERVICE LEVEL – Stock don't wander on roads, farmers are aware of their responsibilities.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 2 incidents
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	100%	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 1 incident (previously reported)

INCIDENTS REPORTED	TOTAL (1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017)
Stock	0

2.4 Resource Management Act – afterhours Noise Control

SERVICE LEVEL – The Council will respond when I need some help with noise control.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	100%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls

Activity levels to date are lower than for last year, as is shown in the following table. The cause of this variation is unclear from the data, but may reflect the lack of clear dry weather so far this spring. Better weather tends to bring people outdoors for events which in turn gives rise to noise complaints.

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2017 TO 30 SEPTEMBER 2017	PREVIOUS YTD 1 JULY 2016 TO 30 SEPTEMBER 2016	PERIOD 1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017	PREVIOUS PERIOD 1 SEPTEMBER 2016 TO 30 SEPTEMBER 2016
Total	13	22	3	4

2.5 Sale and Supply of Alcohol Act - Licensing

SERVICE LEVEL – The supply of liquor is controlled by promoting responsible drinking.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	22.6%	There are 31 premises that are high or medium risk. Of these, 7 have been inspected. The premises yet to be inspected have been scheduled to have an unannounced compliance check during the 2017/18 reporting period.
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	0%	The CLEG is yet to meet this year to agree the programme.

Over the last few months there have been a number of interpretative issues arising from the implementation of the Sale and Supply of Alcohol Act. These have mainly been around the supply of alcohol at events and re-licencing processes.

We have sought legal advice in relation to these matters. That advice has generally indicated that the Licencing Inspectors have correctly used and interpreted the Act and in some cases, adopted usages that while not specifically provided for in the Act, are practical and legally sustainable.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2017 TO 30 SEPTEMBER 2017	PREVIOUS YTD 1 JULY 2016 TO 30 SEPTEMBER 2016	PERIOD 1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017	PREVIOUS PERIOD 1 SEPTEMBER 2016 TO 30 SEPTEMBER 2016
On Licence	4	4	1	1
Off Licence	2	7	1	3
Club Licence	1	3	1	0
Manager's Certificate	35	31	10	8
Special Licence	10	10	2	4
Temporary Authority	0	0	0	0
Total	52	55	15	16

These types of issues can arise at any time particularly with relatively new legislation, and staff have tried to accommodate alternate views where that is practicable and legal.

However these problems have resulted in views being expressed that the Council is not acting reasonably and is wrong. There is little that can be done to address those opinions other than by obtaining and having and making available the independent legal advice in support of Councils licencing inspector's position, which we do.

The Chair of the District Licencing Committee (Mrs Julie Riddell) has also been kept fully informed of these matters so that she can when, determining applications under the Act, take account of them if raised by a party such as the applicant or Police or Medical Officer of Health.

2.6 Health Act - Safe Food

SERVICE LEVEL – Food services used by the public are safe.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	NCS data
Premises are inspected in accord with regulatory requirements.	100%	100%	NCS data

2.7 Bylaws

From 1 Sept 2017 to 30 Sept 2017, one notice was issued relating to trees and hedges obstructing a public place. There were no complaints relating to litter. Three abandoned vehicle complaints were received and dealt with.

Contact Officer: Murray Buchanan, Group Manager, Planning and Environment

3. Group Manager highlights

The month has been spent with the Office of the Auditor General's Audit on the Annual report and the preparation of the Long Term plan.

The tender for the Transport Professional Services was awarded to Calibre Consulting under the New Zealand Transport Agency's (NZTA) procurement rules and SWDC's procurement guidelines. Ben Turner, Engineering Officer has joined the council in the transport area to add to council's capabilities and allow for greater customer contact.

The Asset Management Plans are being reviewed which need to be cognisant of the changed landscape in transport with other active modes of travel (walking, cycling horses etc.) being included into the documents. Also the future of the Special Purpose Road, Cape Pallier Road, and the inclusion of 50max, One Network Road Classification (ONRC) and other elements of the transport transformations will be included in the Asset Management Plans.

Focus is being applied on customer service and the linkages to emergencies and general works with particular application to post work updates and informing the customer of outcomes.

With the Christmas break rapidly approaching there is also a focus on the aesthetics of the amenities areas and roading spring works including vegetation and unsealed maintenance.

4. Water supply

SERVICE LEVEL – Council provides reliable and safe drinking water supplies. Water provided is safe to drink and there is adequate water for urban firefighting.

4.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		SEPTEMBER	YTD	SEPTEMBER	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		605		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		100%		
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%		98%		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	95%		98%		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.25 per1000 (1 complaint)	1.01 per1000 (4 complaint)	1	4

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.25 per1000 (1 complaint)	0.25 per1000 (1 complaint)	1	1
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0	0.76 per1000 (3 complaint)	0	3
Ratepayers and residents satisfied with level of service for water	77%			NRB Survey:	59%
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(4/4) 100%	-	4	12
Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption	< 8 Hrs	(1/4) 25%	-	4	12
Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 2 working days	(14/21) (67%)	-	21	57
Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm	< 5 working days	(19/21) 90%	-	21	57
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%		20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		38.5%		

4.2 Water supply capital improvements

4.2.1 Featherston water supply

Stage 2, the treatment improvement works and commissioning have been completed. To date the plant has been operating well although more recently there have been some issues around bore water turbidity and air ingress which are currently being addressed.

The claim for the remaining subsidy is now under preparation.

2.2.2 Water reticulation renewal

Preparatory work for Stage 3 of the renewal contract from the railway line to the plant is now underway and this work is expected to be tendered in early November.

4.3 Water treatment plants

The Martinborough plant operated routinely over the period with some replacement of monitoring equipment. The Waiohine plant has been having issues with air as highlighted above, which gives a false reading on the turbidity sensor and interrupts production. This has been covered by storage tank with no interruption of supply

The extended Waiohine water treatment plant has now been commissioned and is in service for Featherston communities. Greytown was supplied from Greytown Bore while a contractor stabilises Bore 1 at Woodside which had deteriorated since construction. This work will at the start of November.

Pirinoa pipeline replacement is due to start this week, with 300m of replacement MDPE pipe being laid. The upgrade is expected to reduce the supply failure rate.

4.4 Water reticulation

There were 17 reticulation repairs reported and rectified during the period.

A large leak on 10 October was caused by a washout of Boar Bush Gully Road. This was isolated and replaced back within the road over two days with a new 40m long section of PE pipe. Pressure fluctuations in the system at the same time are suspected to be the cause of 3 con-current leaks on 11 October. This caused a loss of approximately 500,000L and the contractors worked overnight to repair.

4.5 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by City Care Ltd (CCL) to maintain satisfactory flows. There was 1 account for blockage clearing or no water flow for the Moroa network. None were reported for the Longwood network over the period.

5. Waste water

SERVICE LEVEL – Council provides waste water services that effectively collect and dispose of waste water. Waste water does not create any smells, spill or health issues and causes minimal impact on the natural environment.

5.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		SEPTEMBER	YTD	SEPTEMBER	YTD
Number of blockages per 1000 connections	<10	1.46per 1000 (6 complaint)	4.38 per1000 (18 complaint)	6	18
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	0.97	0.97 per 1000 connections (4 overflow)	0.97 per 1000 connections (4 overflow)
Attendance time: from notification to arrival on site	< 1 Hr	5/10 (50%)	15/25 (60%)	10	25
Resolution time: from notification to resolution of fault	< 4 Hrs	6/10 (60%)	17/25 (68%)	10	25
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0
No. of complaints per 1000 connections received about sewage odour	< 15	0	0	0	0
No. of complaints per 1000 connections received about sewage systems faults	< 15	0.98per 1000 (4 complaint)	1.71per 1000 (7 complaint)	4	7

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		SEPTEMBER	YTD	SEPTEMBER	YTD
No. of complaints per 1000 connections received about sewage system blockages	< 15	1.46per 1000 (6 complaint)	4.38 per1000 (18 complaint)	6	18
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0	0	0	0
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	10/10 100%	-	10/10 (100%)	88% (22/25)

5.2 Waste water treatment plants

5.2.1. Capital and consents

Featherston waste water consent application

The consent application was lodged on 28 February 2017. Greater Wellington Regional Council (GWRC) has responded on the 19 April with an s92 request for information, which the Council replied to at the start of June. Subsequently further questions around stream clarity and land treatment methodologies have been received.

Further information obtained through additional in stream data collection in August/September has now been collated and sent to GWRC. Remaining queries around land treatment are currently being addressed and it is expected that the known issues will have been addressed before the end of October. GWRC are then expected to determine consent ability matters prior to public notification which can be expected in November. This is provided that no further questions arise; this cannot be ruled out unfortunately.

Staged improvements at Martinborough and Greytown WWTPs

Improvement works at the Martinborough site continue with the plant building construction well underway. However it is clear that the 1 November consent deadline for irrigation to land will not be able to be achieved in full and GWRC has been advised in advance.

At the Greytown site, contractual, design and cost finalisation are under discussion with Water Force NZ and site establishment is expected in the near future.

3.3 Operational

Featherston, Greytown, and Lake Ferry plants operated routinely during the period with no reported issues.

The equipment failure in July at Martinborough is due to be replaced and the plant has returned to normal operation, though the flows are still high compared to the last few years.

5.2.2. Wastewater reticulation

There were 4 pipeline blockages reported during the period.

6. Storm water drainage

SERVICE LEVEL – Stormwater drains are well operated and maintained by the Council.

6.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	55%			NRB survey:	57%
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatement notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

7. Solid waste management

SERVICE LEVEL – Recycling stations are accessible and maintained. Refuse and recycling collection services are provided and waste minimisation actively promoted.

7.1 Key Performance Indicators

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6		6		
Volume of waste disposed out of district	Decreasing by 2.5%	Increase of 11% compared to May 2016	Current average month increased 26% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

7.2 Waste management

Routine services have been delivered successfully over the period. The recycling centres operated satisfactorily.

8. Land transport

SERVICE LEVEL – Roads are maintained to ensure they are safe and comfortable to travel on. Footpaths can be safely used to get around town.

8.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		SEPTEMBER	YTD	SEPTEMBER	YTD
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%				
Ratepayers and residents fairly/very satisfied with the roads	80%			NRB Survey:	73%
5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%				
The pavement condition index as measured by the NZTA pavement integrity index	95%				
The number of crashes causing injuries is reduced	Group and control average				
The number of fatalities and serious injury crashes on the local road network	<7				
Ratepayers and residents are satisfied with footpaths in the district	70%			NRB Survey:	63%
Availability of footpaths on at least one side of the road down the whole street	88%				
Footpath Condition rating 95% compliant with SWDC AMP Standard	95%				
The % of customer service requests relating to roads and footpaths responded to within 48 hours	95%	36/39 (92%)	115/154 (75%)	39	154
Meet annual plan footpath targets	Yes				

8.2 Roothing maintenance – Fulton Hogan

Works for September were a continuation of the reinstatement of the network following the July 13 event. Associated costs for the initial response and reinstatement totals approximately \$320,000.

Road stability due to prolonged wet periods are an ongoing issue on Cape Palliser, White Rock and Te Awaiti Roads.

Culverts have been renewed and upsized on Fraters, Moiki and Hikawera Roads.

Road closures during the month were on White Rock Road at Tututurmuri due to flooding, and Ushers Hill due to washouts.

Preseal repairs are ongoing and include the removal of high shoulders in the rural area as positive storm water control and the removal of water ponding on the surface as a hazard.

Maintenance grading of unsealed roads remains a focus while there is moisture present in the pavement.

8.3 Other activities

Whittaker Contracting have completed the bridge maintenance contract.

A final variation has been approved to the Cape Palliser Road Whatarangi Cliffs contract.

Reseal design have been submitted for approval by Higgins with an expected start after labour weekend.

Logging operations are present in the district along Dry River, Haurangi, Ponathi and White Rock Roads.

9. Amenities

The Amenities team is responsible for the management of council's parks, reserves and other amenities. The team looks after 12 parks, 31 reserves, 41 buildings, five sports facilities, four cemeteries, seven public toilets and 22 other properties. The Amenities Manager is the contract manager for the City Care parks and reserves contract, and also for the management of the libraries.

SERVICE LEVEL – Parks and reserves enhance the quality of life in our communities. Our playgrounds are safe and enjoyed by the community. Clean safe public swimming pools can be accessed in the District. Provision of some low cost housing for the elderly (or in line with Council policy) in each town. Well maintained hall facilities that are available for the public to book. Public toilets are convenient, clean and safe. There is a wide range of library stock including up to date material.

9.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Users satisfied with parks and reserves	90%			NRB Survey:	94%
Ratepayers and residents are satisfied with Council playgrounds	80%			NRB Survey:	82%
Council playground equipment that meets national standards	100%				
Council pools comply with NZ swimming pool water testing standards	100%				
Ratepayers and residents satisfaction with Council swimming pools	67%				
Occupancy of pensioner housing	94%			Actual:	99.8%
Ratepayers and residents satisfied with town halls	76%			NRB Survey:	74%
Cycle strategy	Developed				
Ratepayers and residents satisfied with public toilet facilities	90%			NRB Survey:	85%
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library				
% of ratepayers and residents satisfied with libraries	90%			NRB Survey:	91%

9.2 Parks and Reserves

9.2.1. Featherston

The hedge on Underhill Road beside the Card Reserve artificial surface has now been removed, and we are waiting on pricing for stump removal. In the meantime, the Card Reserve Artificial Surface Trust are able to go ahead with replacing the turf. Work is now in progress to trim/remove trees along the SH2 side of Dorset Square and Otairua reserve, as they are getting into the power lines

9.2.2. Greytown

The change of codes is underway on the Soldiers' Memorial Park sportsfields, with soccer equipment being removed and the grass length reduced ready for cricket. The soccer goal mouth areas are being re-sown with grass. We have added a chain across the entrance of Kowhai Reserve in East St as there is evidence people have been taking vehicles in there.

9.2.3. Martinborough

The long-awaited work to tidy the plantings at the SH53 entrance to Martinborough (Todd's Cutting) is underway. The olive trees are being trimmed away from the power lines and shaped. Most of the hebes along the roadside are coming out – many past their best, and a number killed by overspray from roading weed spraying operations) and replaced. The replanting will commence shortly.

Draft terms of reference for the Considine Park Committee have been submitted to the Martinborough Community Board for their agreement.

9.3 Community housing

The Cicely Martin flats in Martinborough six-monthly flat inspections were completed on Wednesday, 20 September 2017. The Burling and Matthews flats in Featherston are due for inspection in early October.

9.4 Cemeteries

9.4.1. Purchases of burial plots/niches 7 September to 10 October 2017

	Greytown	Featherston	Martinborough
Niche		1	1
In-ground ashes Beam		1	
Burial plot	5		
Total	5	2	1

9.4.2. Ashes interments/burials 7 September to 10 October 2017

	Greytown	Featherston	Martinborough
Burial	4		1
Ashes in-ground		1	
Ashes wall			
Total	4	1	1

9.5 Property

9.5.1. Greytown

Options for the replacement coverings for the tree-pits at Greytown Town Centre have been given to Greytown Community Board for their input. The present pebble mats have worn badly, and some appear to have been deliberately damaged, and more durable replacements are required.

9.6 Events

9.6.1. Featherston

Completed events:

Modern Maori Quartet held Thursday, 28 September 2017 – ANZAC hall, Featherston



Future events:

NZ Trio: Exotica and Tapas (part of Kokomai Creative Festival) being held Saturday, 14 October 2017 – ANZAC hall, Featherston



The Wine Project & Tell Me My Name (part of Kokomai Creative Festival) being held Saturday, 21 October 2017 – ANZAC hall, Featherston



Featherston Christmas Parade being held Saturday, 9 December 2017 – Revans, Fitzherbert & Lyon Streets, Featherston

Cross Creek Railway Ride the Rail – Friday Nights, Saturday, Sundays & Public Holidays being held from 22 September 2017 – April 2018

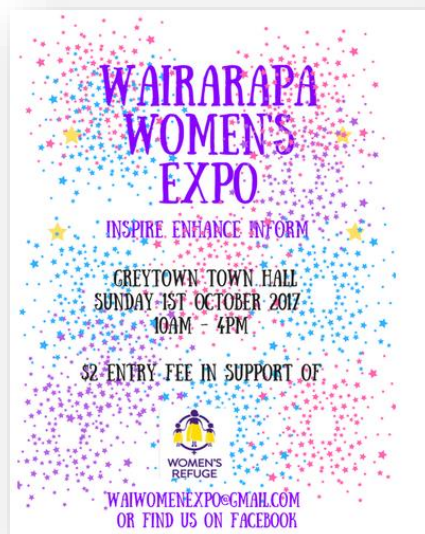


Featherston 1st Fridays being held from 1 December 2017, 5 January, 2 February & 2 March 2017

9.6.2. Greytown

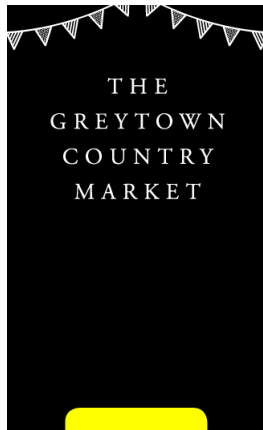
Completed events:

Wairarapa Women's Expo being held Sunday, 1 October 2017 – Greytown Town Centre, Greytown



Future events:

The Greytown Country Market being held every third Sunday of the month starting from Sunday, 15 October 2017 through to Sunday, 18 March 2018 – Stella Bull Park, Greytown



Greytown Christmas Market being held Saturday 16 December 2017

Greytown Christmas Parade being held Saturday 16 December 2017

9.6.3. Martinborough

Completed events: Nil

Future events:

Rotary Martinborough Charity Fun Ride being held Sunday 29 October 2017



Friends of Martinborough Library – Family Movie Night being held Friday 3 November 2017

Martinborough Community Guy Fawkes Display being held Saturday 4 November 2017



Toast Martinborough being held Sunday 19 November 2017



Te Heke Tuna Ki Onoke Whanau Day being held Saturday, 28 October 2017 at Lake Ferry Reserve

Martinborough Madcaps Christmas Parade & Carols in the Park being held Saturday, 16 December 2017

Pick Your Own Lavender being held 6-7 January 2018

Cruise Martinborough being held between 25-28 January 2018, Saturday, 27 January 2018 – Street Show & Shine around the Martinborough Square



Rotary Martinborough Fair being held on Saturday, 3 February and 3 March 2018



9.7 Libraries

As part of their school holiday programme, Featherston Library held a very successful soft-toy sleep-over adventure early in October. The toys came to story time with their owners, and then stayed on in the library overnight, with their activities reported on Facebook....



Other activities included craft mornings making bird feeders and Halloween crafts.

Greytown library's holiday programme was Maths is Fun, for children in years 1-8.

Martinborough Library's holiday programme included pet rock painting, wind chime making, competitive chess, and Harry Potter-themed activities including wand making. This leads into the Friends' of Martinborough Library fund-raising event on Saturday 14 October – a Harry Potter evening at the library.



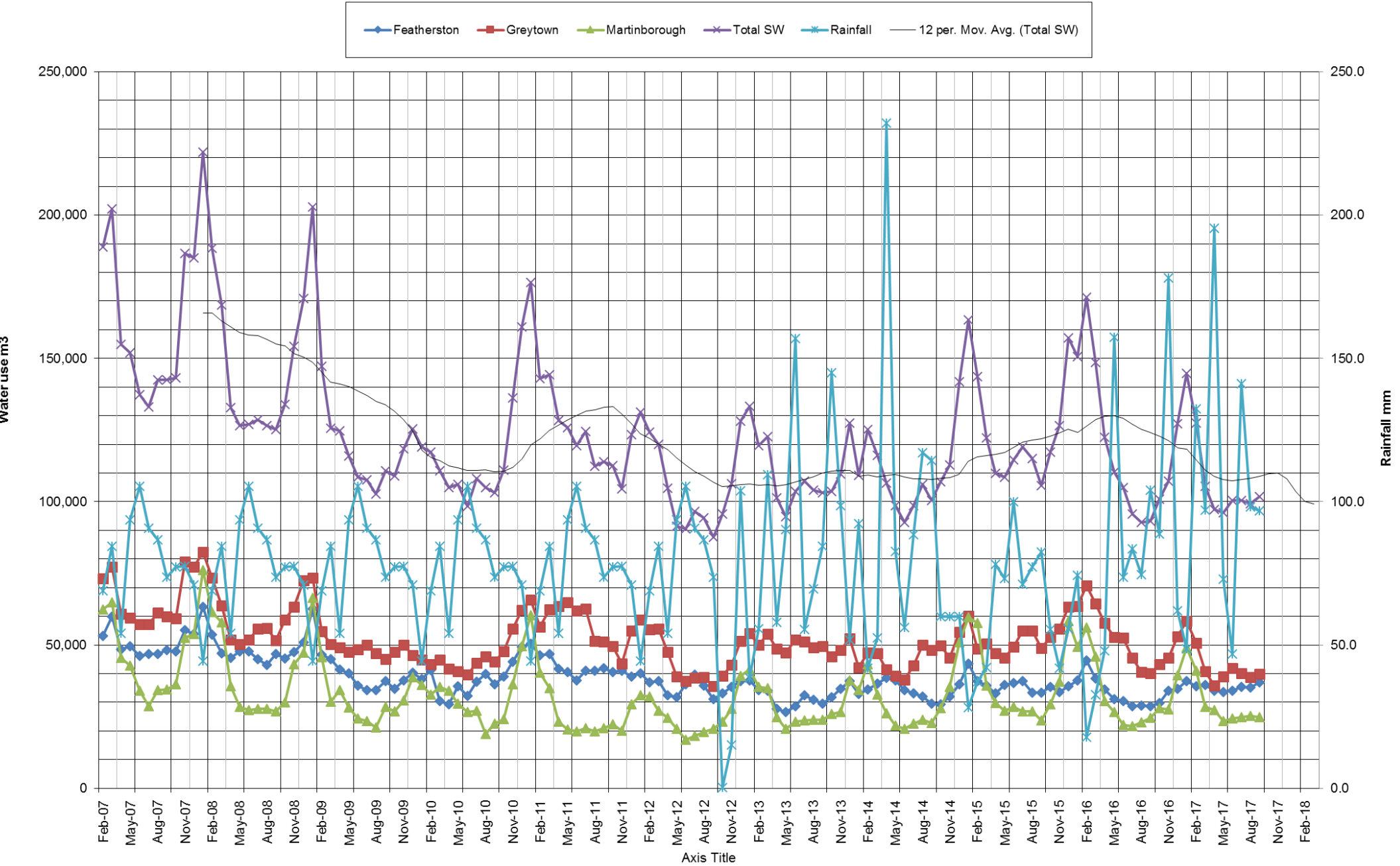
10. Appendices

- Appendix 1 Monthly water usage
- Appendix 2 Waste exported to Bonny Glen
- Appendix 3 Library statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

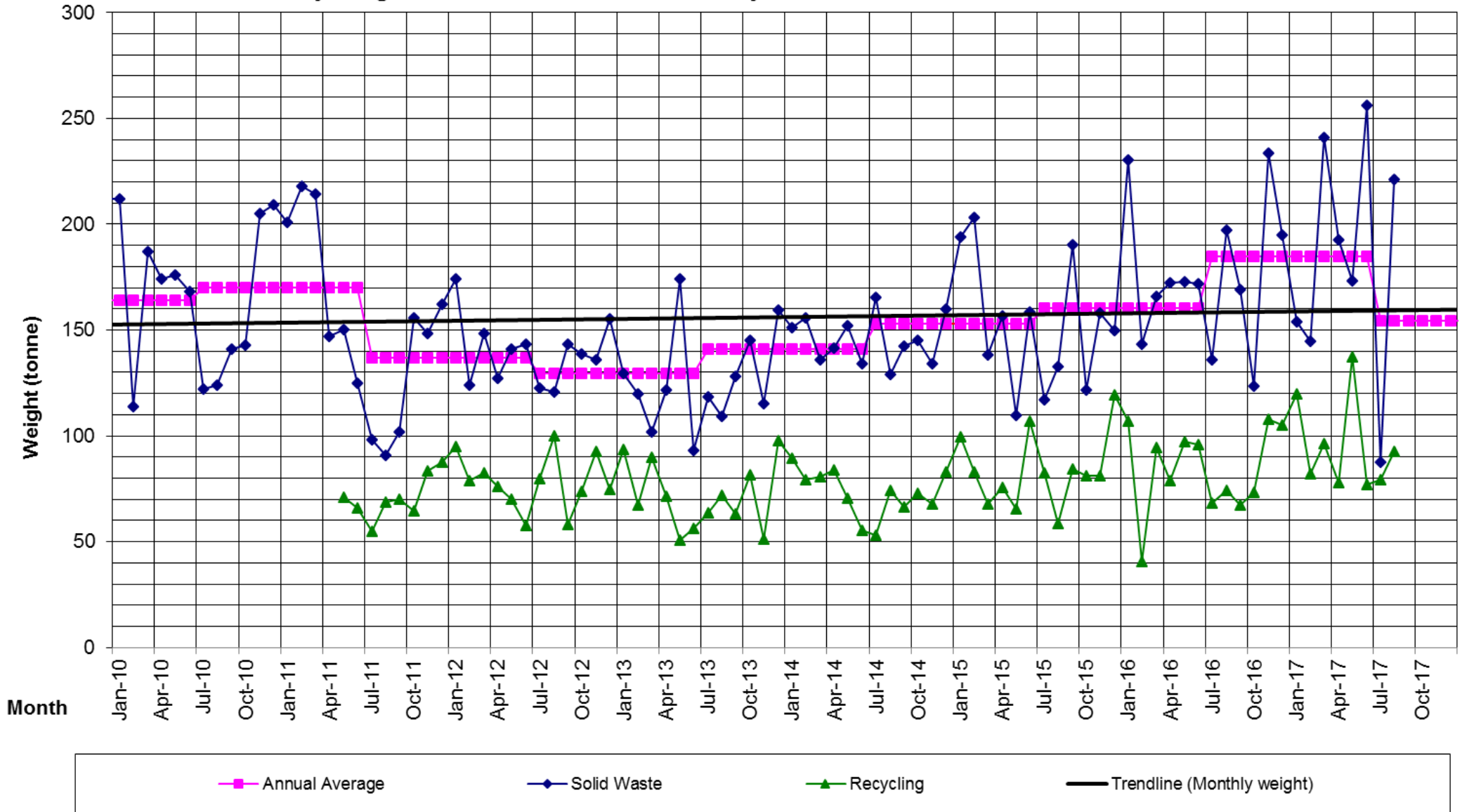
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



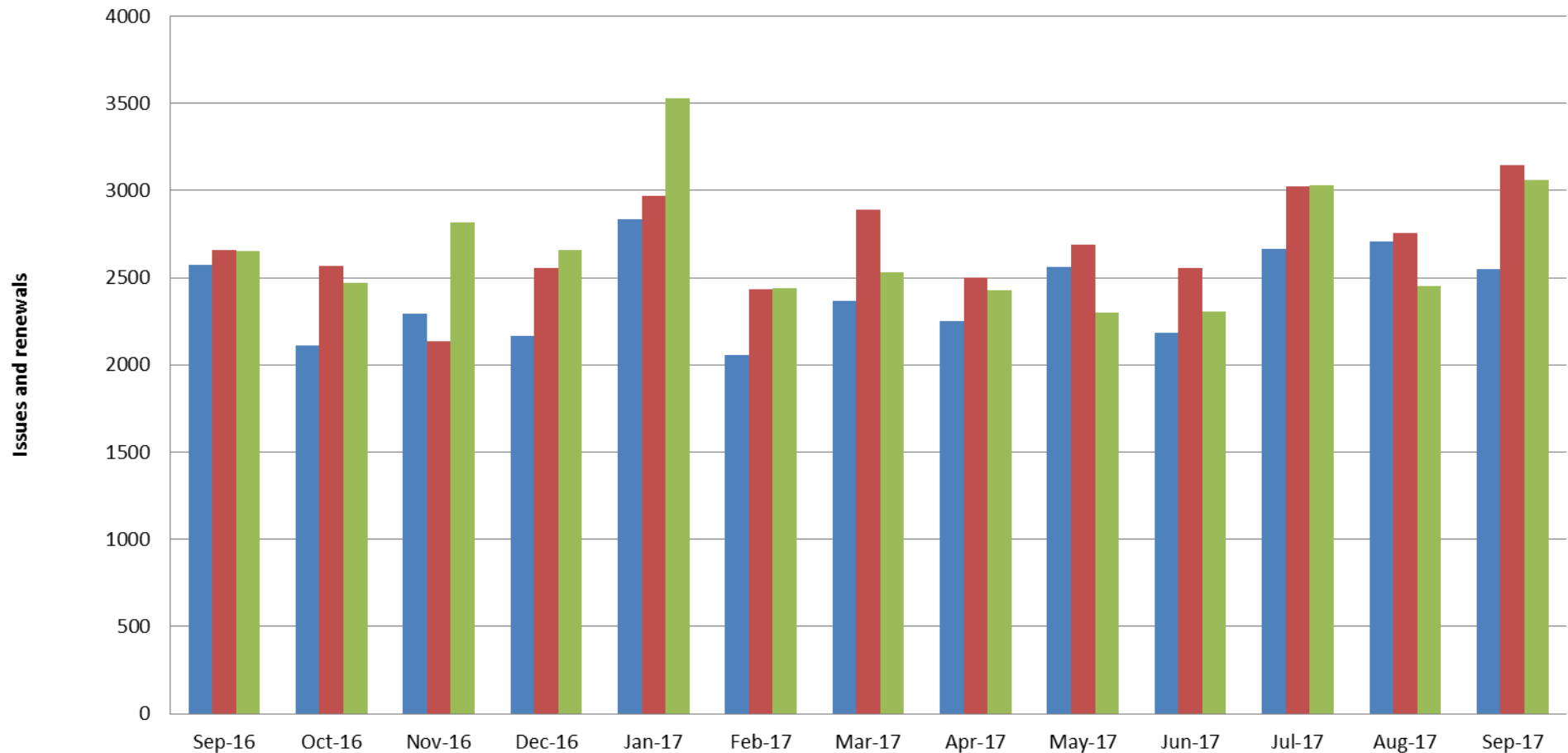
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



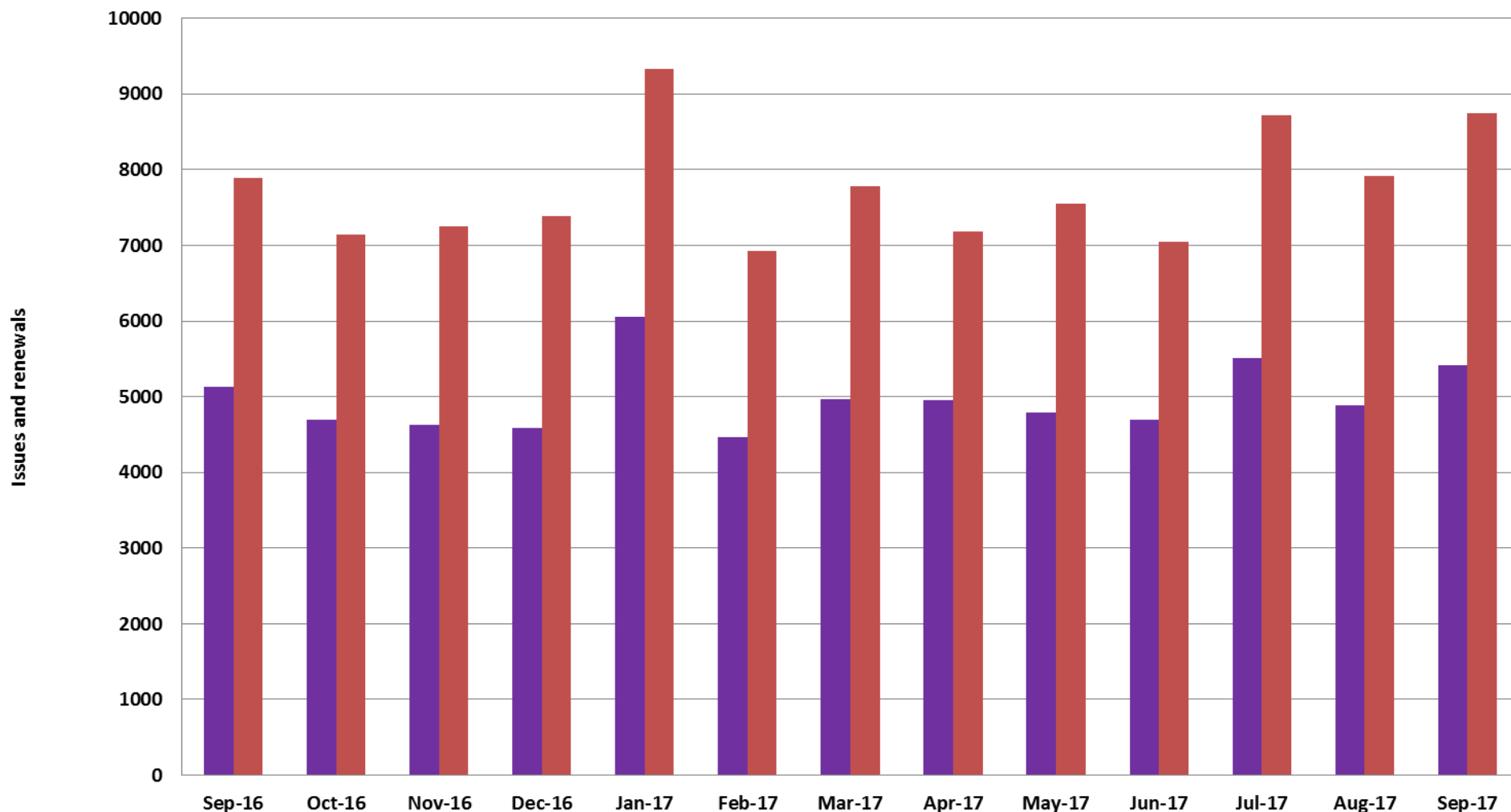
Appendix 3 – Library statistics

South Wairarapa libraries - issues and renewals to September 2017



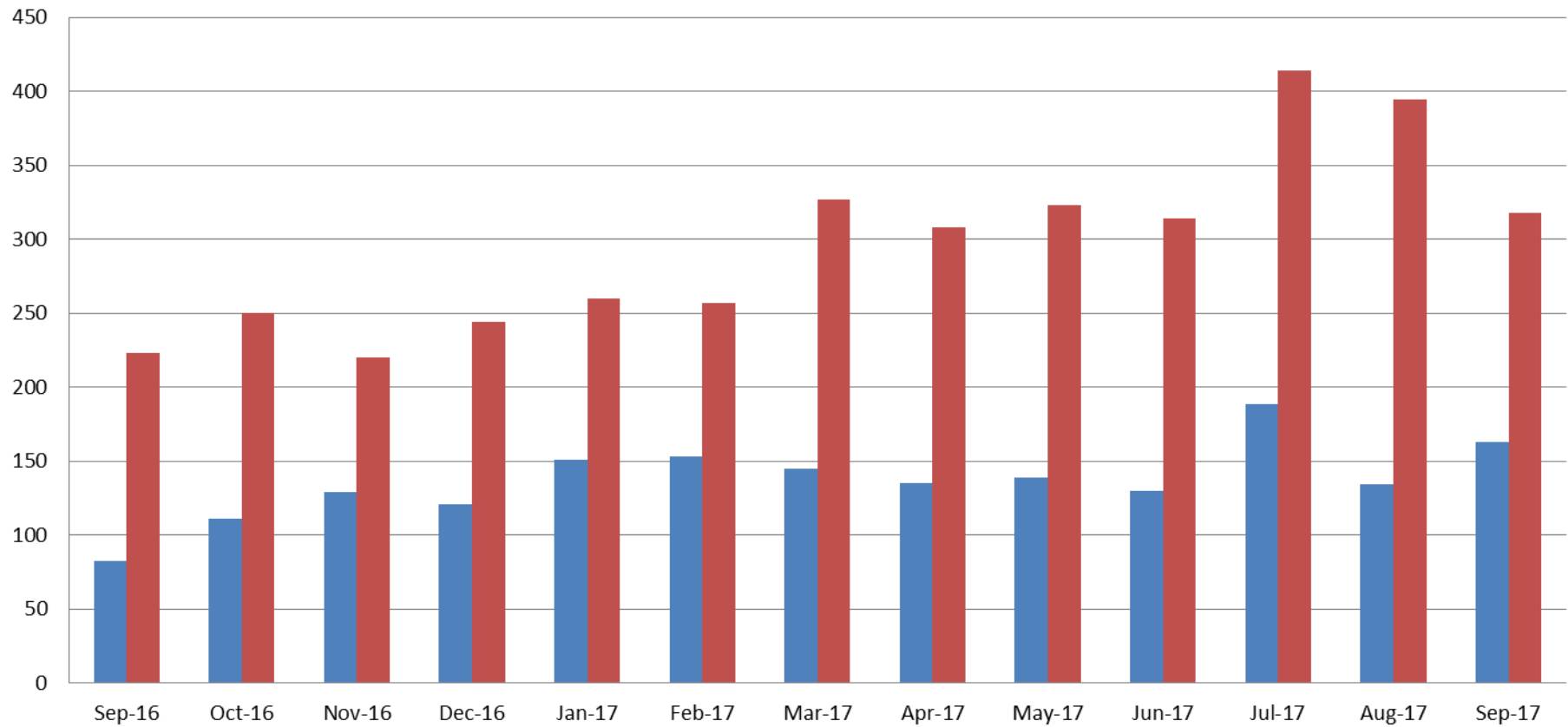
	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17
■ Featherston	2574	2113	2296	2167	2836	2057	2369	2254	2563	2186	2663	2707	2550
■ Greytown	2659	2567	2136	2556	2967	2432	2888	2503	2687	2558	3023	2756	3143
■ Martinborough	2654	2467	2819	2661	3526	2442	2529	2427	2302	2306	3027	2451	3058

Wairarapa Library Service - issues and renewals to September 2017



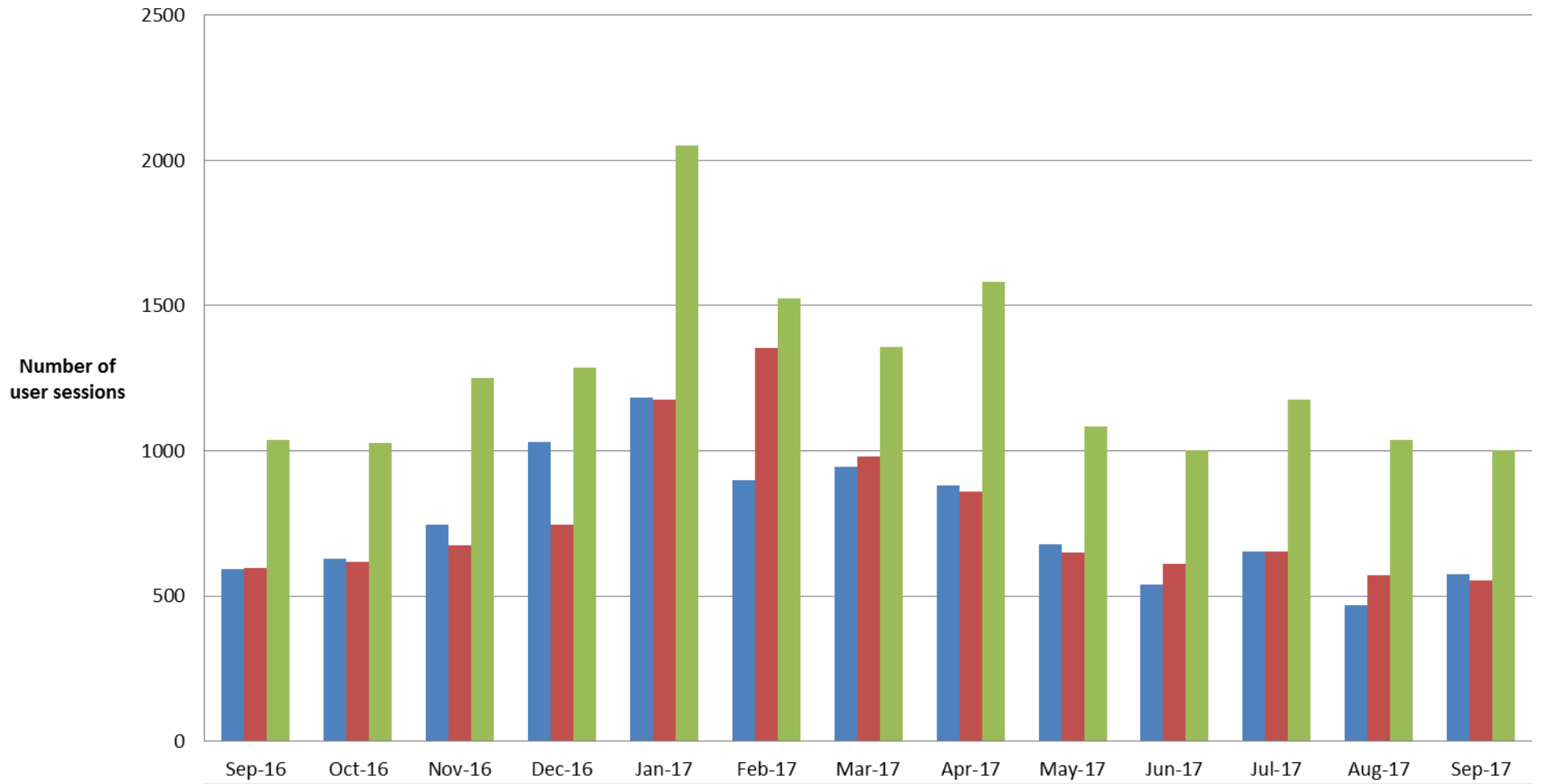
	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17
■ Carterton	5126	4698	4629	4586	6051	4468	4972	4951	4794	4694	5505	4887	5422
■ South Wairarapa	7887	7147	7251	7384	9329	6931	7786	7184	7552	7050	8713	7914	8751

Wairarapa Library Service - audio and e-book issues to September 2017



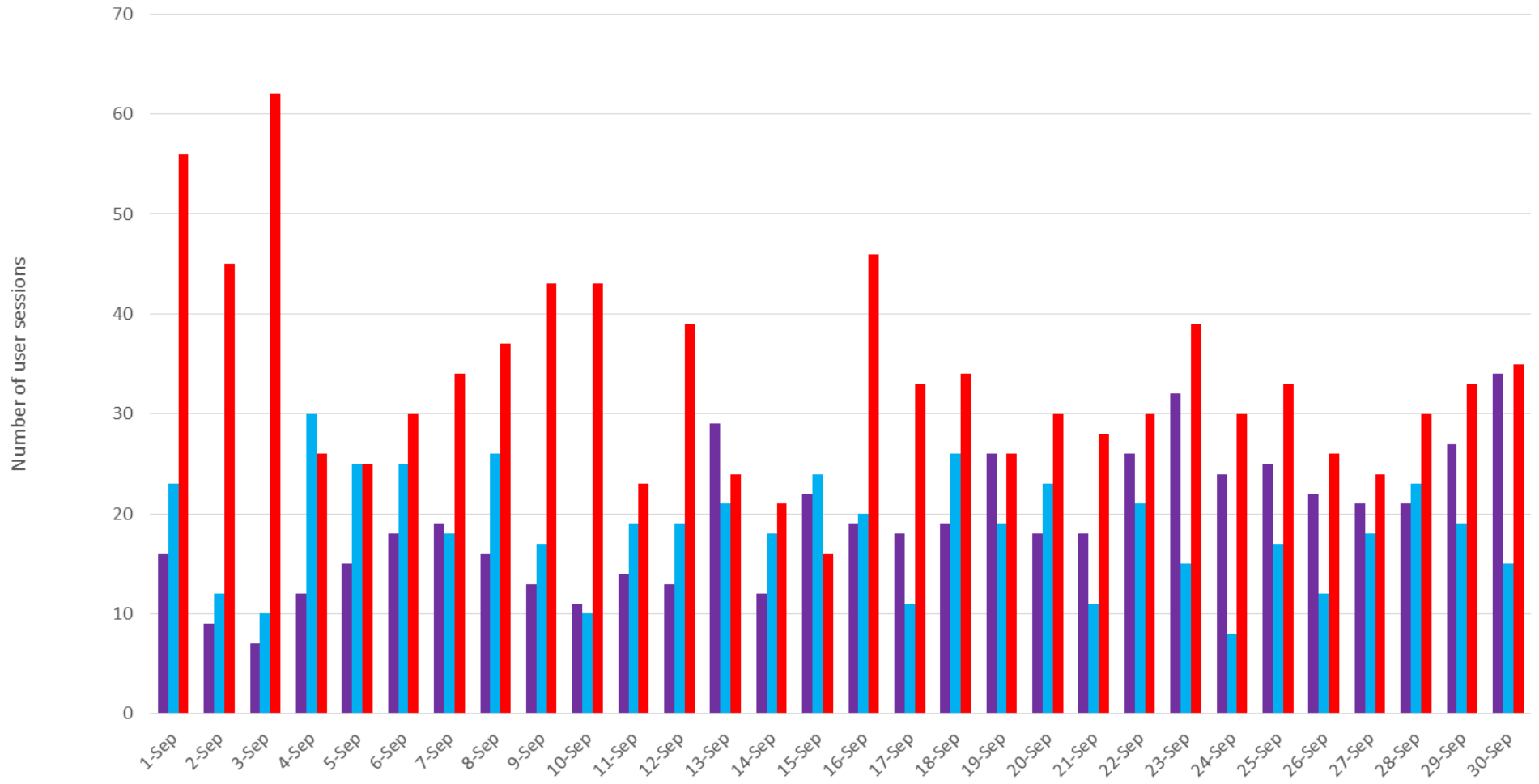
	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17
Audiobooks	82	111	129	121	151	153	145	135	139	130	188	134	163
E-books	223	250	220	244	260	257	327	308	323	314	414	394	318

APNK Wi-fi user sessions to September 2017



	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17
■ Featherston	593	628	745	1030	1183	900	945	882	678	540	655	469	576
■ Greytown	597	617	675	745	1177	1354	979	861	650	610	653	572	555
■ Martinborough	1036	1026	1251	1288	2050	1524	1356	1581	1085	1003	1177	1036	1001

Library wifi user sessions September 2017



	1-Sep	2-Sep	3-Sep	4-Sep	5-Sep	6-Sep	7-Sep	8-Sep	9-Sep	10-Sep	11-Sep	12-Sep	13-Sep	14-Sep	15-Sep	16-Sep	17-Sep	18-Sep	19-Sep	20-Sep	21-Sep	22-Sep	23-Sep	24-Sep	25-Sep	26-Sep	27-Sep	28-Sep	29-Sep	30-Sep
Featherston	16	9	7	12	15	18	19	16	13	11	14	13	29	12	22	19	18	19	26	18	18	26	32	24	25	22	21	21	27	34
Greytown	23	12	10	30	25	25	18	26	17	10	19	19	21	18	24	20	11	26	19	23	11	21	15	8	17	12	18	23	19	15
Martinborough	56	45	62	26	25	30	34	37	43	43	23	39	24	21	16	46	33	34	26	30	28	30	39	30	33	26	24	30	33	35

FEATHERSTON COMMUNITY BOARD

21 NOVEMBER 2017

AGENDA ITEM 6.2

ACTION ITEMS REPORT

Purpose of Report

To present the Community Board with updates on actions and resolutions.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Community Board for information. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 21 November 2017

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 21 November 2017

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
347	7-Jun-16	Resolution	Claire Bleakley	Permitted Signage Under the Wairarapa Combined District Plan (WCDP) FCB RESOLVED (FCB2016/39): 1. To receive the information. 2. To work with Jenniefer Grey (For the Love of Books) and other businesses for the purposes of creating multi-use directional signs that could be erected on public land. (Moved Carter/Seconded Jackson) Carried	Open	22/11/16: Reassigned to Claire 31/01/17: Claire visited all businesses in Fstn and has met with Council's planning staff. Will be working to action an appropriate sign for discussion but there will be a delay due to other priorities 2/5/17 Claire would followup with Council
533	30-Aug-16	Resolution	FCB	Featherston Footpath Journey in a Wheelchair FCB RESOLVED (FCB 2016/69): 1. To receive the information. 2. To support the need for continuous improvement of our footpaths for people who are in wheelchairs and mobility scooters. 3. To support early attention to wheelchair access to the Featherston Library, upgrade of the gradient to the crossing on State Highway 2, and footpath access on the corner of Fox and Daniel Streets. 4. To recommend that Council officers address footpath concerns as addressed in the 'Featherston Footpath Journey in a Wheelchair Report' and present a report to the incoming Board in November 2016. (Moved Carter/Seconded Beattie) Carried	Open	Done, read and supported. FCB to approve repairs from footpath budget. 18/11/16 Council officers have a list of works from the previous CB's for the years 2015/16, planned works from 2016/2017 and forward works 2017/2018 for each town. Starting point is for council officers to compare what is left on planned/ forward works and the Featherston Footpath Journey in a Wheelchair report. Review footpath priorities in a workshop forum with a view to including 'wheelchair friendly additions' to the Community Board priority list 27/3/17: Merger of 2 actions: Review footpath priorities in a workshop forum with a view to including 'wheelchair friendly additions' to the Community Board priority list FCB can then make their priorities from this and then these can be addressed by council officers depending on allocated budget. Featherston library alterations completed 2/5/17: Brenda to forward a list of previous pathing priorities as well as a list of new suggestions for priorities to members

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
676	22-Nov-16	Action	Brenda West	Arrange a FCB workshop to discuss what level of support, including financial, the FCB want to provide to the Featherston Information Centre	Open	2/5/17: Action 127 condensed into 676. Work with the Featherston Information Centre to strengthen the relationship with the Community Board
131	14-Mar-17	Action	Mark	Investigate options for strengthening the WiFi signal at the Featherston Library with the goal of enabling the Featherston Information Centre to access the WiFi from their building	Actioned	24/05 In progress - wi-fi extender being ordered from APNK who supply the library wi-fi 23/09/17 Completed - wifi extender installed - no testing of the range yet, looking for a volunteer to do it
132	14-Mar-17	Action	FCB	Submit a list of approved road names to Council	Open	
133	14-Mar-17	Action	Jennie	Locate work already undertaken regarding options for extending the Featherston Library	Actioned	Nothing on file at Council offices
134	14-Mar-17	Action	Brenda West	Formalise recommendations to Council on a path forward for providing a larger space for Featherston Library in a workshop forum	Open	
227	2-May-17	Resolution		FCB RESOLVED (FCB 2017/23) to consider financial assistance applications from Cross Creek Railway, Wairarapa Mathematics Association, the Featherston Schools' Cluster, Featherston Booktown and Wairarapa Kitties at this meeting because they were received late and several could not be delayed until the next funding meeting due to projects commencing. (Moved Cr Harwood/Seconded West) Carried	Actioned	
228	2-May-17	Resolution		FCB RESOLVED (FCB 2017/24) that the minutes of the Featherston Community Board meeting held on 14 March 2017 be confirmed as a true and correct record. (Moved Cr Olds/Seconded Shepherd) Carried	Actioned	
229	2-May-17	Resolution		FCB RESOLVED (FCB 2017/25) to receive the Action Items Report. (Moved West/Seconded Ramsden) Carried	Actioned	
235	2-May-17	Resolution	Paul	FCB RESOLVED (FCB2017/31): 1. To receive the information. 2. To decline the grant application form Wairarapa Kitties but provide a letter of support	Actioned	22/5/17: All advised, Wairarapa Maths and Fstn Booktown Paid 22/05/17, awaiting invoice from Fstn Schools' Cluster

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				<p>for the project.</p> <p>3. To decline the application for financial assistance from Cross Creek Railway, but request that the application is resubmitted for the July 2017 and that a member of the Cross Creek Railway present the application at the meeting.</p> <p>4. To decline the application for financial assistance from the Wairarapa Citizens Advice Bureau.</p> <p>5. To grant Wairarapa Mathematics Association \$200 to assist with the costs associated with running the annual maths competition. (Moved Cr Olds/Seconded Bleakley) Carried</p> <p>6. To grant the Featherston Schools' Cluster \$500 to assist with the costs associated with taking students to the Strike Percussion Group performance noting that it would be appreciated if future applications were submitted in a timely manner. (Moved Cr Olds/Seconded West) Carried</p> <p>7. To grant Featherston Booktown Trust \$500 to assist with the costs associated with running the Featherston Booktown event. (Moved West/Seconded Cr Harwood) Carried</p>		
236	2-May-17	Resolution	FCB	<p>Notice of Motion – Featherston Wastewater FCB RESOLVED (FCB2017/32):</p> <p>1. To receive the information. (Moved Bleakley /Seconded Shepherd) Carried</p> <p>2. To make a submission on the Featherston wastewater plan once the plan had been notified by GWRC. (Moved Bleakley/Seconded Cr Olds) Carried</p>	Open	
237	2-May-17	Resolution		<p>FCB RESOLVED (FCB 2017/33) to approve the outwards correspondence. (Moved Ramsden/Seconded West) Carried</p>	Actioned	

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
241	2-May-17	Action	Claire Bleakley	Write to the Returned Services Association and the Anzac Club seeking their interest in being involved with the Poppy Road Signs Project	Open	On hold until project has moved forward
388	18-Jul-17	Action	Murray	Utilise local newspapers and social media, including the Featherston Phoenix, to publicise the request for the community to participate in updating of the Notable Tree Register in the District Plan	Actioned	Work progressing in accord with work programme, for December report to Council. Article forwarded to Phoenix.
391	18-Jul-17	Action	Brenda West	Provide information to FCB members on the proposed bypass changes to Revans Street	Open	30/8/17 Officer meeting with NZTA 12-9-17. Will update CB after meeting. 10/10/17: FCB to hold workshop to collate a list of questions for NZTA
394	18-Jul-17	Action	Brenda West	Work with the Planning team to discuss resource consent requirements for the 89 Featherston Street mural project and then prepare a report for Community Board consideration	Open	
478	29-Aug-17	Resolution	Claire Bleakley	FCB RESOLVED (FCB 2017/59): 1. To receive the Action Items Report, including the tabled Poppy Trust Street Names Project Update from Claire Bleakley. (Moved West/Seconded Bleakley) Carried 2. That local schools be approached to seek permission for their students to research the history of the roads identified as possible Poppy roads (Birdwood Street, Camp Road, Churchill Crescent, Messines Way and Soldiers Settlement Road). (Moved Bleakley/Seconded Cr Olds) Carried	Open	
479	29-Aug-17	Resolution	Brenda West	FCB RESOLVED (FCB 2017/60) to engage a facilitator within the next 6-8 weeks to provide assistance to progress the Featherston Community Board Strategic Plan. (Moved Cr Olds/Seconded Bleakley) Carried	Actioned	Meeting 26th October 2017

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
486	29-Aug-17	Action	Mark	Follow-up why external access to the Featherston Stadium toilets had not been completed	Open	25/09 Looking for someone else to do the drawings 7/11 Drawings expected to be completed 24/11
487	29-Aug-17	Action	Mark	Find out what public toilets are available or could be made available in the vicinity of the Featherston Railway Station, and consider signage to public toilets as you leave the Station as the Station toilets are not open in the weekend	Actioned	25/09 The toilet block on Card Reserve (corner of Johnston St and Harrison St, beside campervan dump station) is not in regular use - we clean and stock it for events on the reserve when required. It could be put into service for weekend use, but there will be additional operating costs for cleaning and stocking. The building could probably use a bit of a tidy up as well.
610	10-Oct-17	Resolution	Jennie	FCB RESOLVED (FCB 2017/72): 1. To receive the Applications for Financial Assistance Report. (Moved West/Seconded Shepherd) Carried 2. To grant the Fell Locomotive Museum \$500, on the basis that the project proceeds, to help with the costs associated with upgrading the protective safety barriers at the Museum. (Moved West/Seconded Ramsden) Carried 3. To grant Wairarapa REAP (White Ribbon Riders) \$300 to help with the costs associated with feeding and providing accommodation to riders when they visit the Wairarapa. (Moved Cr Olds/Seconded Cr Harwood) Carried 4. To grant Wairarapa REAP \$500 to help with the costs associated with the Featherston Schools Writers in Schools Project. (Moved Cr Harwood/Seconded Ramsden) Carried 5. To grant Featherston Muay Thai \$500 to help with the costs associated with offering reduced or free training to children from families in need. (Moved West/Seconded Cr Harwood) Carried 6. To grant Featherston First Fridays \$500 to help with the costs associated with running	Actioned	Commitments in the Income and expenditure report for October

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				community music and creative events over the summer months. (Moved Cr Olds/Seconded West) Carried		
612	10-Oct-17	Resolution	Mark	FCB RESOLVED (FCB 2017/74): 1. To receive the Notice of Motion – Pensioner Housing. 2. To provide clarification to pensioners about rental cost increases and options for paying (including paying off and lump sum payment). (Moved West/Seconded Bleakley) Carried	Open	
614	10-Oct-17	Action	Cr Harwood	Contact the caretakers of the defunct Featherston Walkways Reserves Trust to see if funds could be redirected to a community group willing to take care of ground maintenance in Dorset Square	Open	
615	10-Oct-17	Action	Paul	Circulate minutes from the Wairarapa Rail Services Forum Group meeting	Open	
616	10-Oct-17	Action	Murray	Investigate what other Councils do in the dog safety and public education sector	Actioned	4.5 years ago officers investigated education initiatives which could be undertaken by Council. Consequently Council commenced a programme which involved staff going into schools to teach children about dog behaviour and how to take steps to prevent dog attacks (part of Christchurch City Council's "Dog Smart" programme - used by many other Council's). Some 6 schools annually took part in that programme for the first 2 years. Subsequently it has proven to be more difficult to find a space in the school curriculum for more of these sessions. Consequently it is now proposed to undertake a wider community based programme in accord with the "CCC "Dog Smart" programme, as and when opportunities arise, including school visits if invited.
617	10-Oct-17	Action	Mark	Write to GWRC requesting a presentation for the Featherston Community Board on the SWDC	Open	

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				Featherston wastewater consent application and process once the application notification has been made (this is in addition to the public meeting)		
618	10-Oct-17	Action	Brenda West	Hold a workshop to collate a list of roading questions and concerns to be forwarded to NZTA prior to attendance at the next Community Board meeting	Actioned	
619	10-Oct-17	Action	Mark	Provide an update to FCB members on when the Featherston Playground fence and flying fox will be reinstated, what is happening regarding the solar tubing at Featherston Pool and whether the tree stumps at Card Reserve around the artificial turf are going to be removed	Open	9/11 Featherston playground fence - not yet scheduled, likely to be after Christmas. Flying fox - awaiting repair work to the platform legs following annual playground audit. Solar heating at Featherston pool - decision report to November FCB meeting. Removal of tree stumps by artificial turf - was on hold until turf replacement completed. Aiming to complete before Christmas, pending contractor availability.
620	10-Oct-17	Action	Paul	Invite the Wairarapa councils' Waste Minimisation Officer to present to the Featherston Community Board and to share ideas on how to reverse the trend of increased waste to landfills	Open	
621	10-Oct-17	Action	Paul	Write to organisers of the Featherston Market regarding traffic flow concerns on market days and ask for voluntary action to manage the risk to pedestrians as cars enter and exit the area	Open	6/11/17: Requested contact name and address from FCB. The market is held on private land so amenities team and public protection not involved with consents so Market has no contact with Council.
622	10-Oct-17	Action	Mark	Cancel the SPARK service to the Featherston Information Centre	Actioned	
623	10-Oct-17	Action	Jennie	Remove the Featherston Christmas Parade, Chor Farmer, petty cash and Featherston Phoenix commitments from the FCB I&E	Open	FCB need to review the Chor Farmer one as it was money given to be spent on the garden of remembrance so - Kyra
624	10-Oct-17	Action	Mark	Review the stop signs at the intersection of Harrison Street and Johnston Streets to determine whether give way signs would be	Open	

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				more appropriate for vehicles leaving the Featherston Railway Station given road rule changes		
625	10-Oct-17	Action	Mark	Work with GWRC to provide additional car parking at the Featherston Railway Station to alleviate cars being parked on both sides of Harrison and Johnston Streets	Open	
626	10-Oct-17	Action	Mark	Advocate for the installation of security cameras for the entire Featherston Railway Station facility including the carpark with GWRC	Open	
627	10-Oct-17	Action	Mark	Review whether the Card Reserve toilets can be coordinated to be open for arriving trains	Open	11/10 Looking at logistics and costs of doing this. Not in budget for 2017/18 but once costs known, can be included for 2018/19 onwards at LTP

FEATHERSTON COMMUNITY BOARD

NOVEMBER 2017 ACTIONS:

241 – Poppy Trust

I have approached St Teresa's and asked if they could write two stories on the place names. We have identified two new areas when talking to Ms Muth. The Centotaph in the centre of town and the cemetery where there are many soldiers graves.

We expect that the stories will be actioned early next year.

It is expected that on Armistice day 2018 with the unveiling of the memorial statue we can also launch the Poppy signs.



Long Term Planning Meeting

I have attended three long-term planning meetings and two sector group ones. The meetings have identified many areas to consider when putting the LTP together. We have also heard sector groups' ideas of what they would like to see in the LTP. We heard from leading economist Mr. Ganesh Nana from BERL about the new way of looking at community demographics. Instead of looking only at economic growth measures there is a move to consider social and environmental impacts when looking at communities.

Waste Water meeting

Paul Crimp outlined the Wasterwater Plan and some of the areas it covered. It is still not open for submissions as there are one or two resource consent questions to be worked out. We will be notified as s on as submission process is open. There will only be two weeks for submissions.

The out standing questions of high water table and high wind area were still of concern to the meeting attendees. The water to land will still contain high levels of nitrates and phosphorous. The urban Featherston ratepayers will pay for the costs of the upgrade. The costs will go from \$460 – \$800 over the next decades.

Solutions like tree planting and underground pipes to take the wastewater were mooted. These were answered by telling people to address these issues in their submissions.

Claire Bleakley

15/11/2017

FEATHERSTON COMMUNITY BOARD

21 NOVEMBER 2017

AGENDA ITEM 6.3

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statement for the 17/18 year.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Report for the period 1 July 2017 – 31 October 2017.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2017 – 31 October 2017 is attached in appendix 1. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

The Chor Farmer commitment has been retained as this was a donation received from the Chor Farmer group for use in the Featherston Garden of Remembrance. The Community Board may wish to consider undertaking a small project in the garden.

2. Appendices

Appendix 1 - Income and Expenditure Report for the period 1 July 2017 – 31 October 2017

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

**Appendix 1 - Income and
Expenditure Report for the
period 1 July 2017 – 31
October 2017**

Featherston Community Board		
Income & Expenditure to 31 October 2017		
	<u>INCOME</u>	
	Balance 1 July 2017	7,606.84
	Annual Plan 2017/18	26,868.00
	TOTAL INCOME	34,474.84
	<u>EXPENDITURE</u>	
	Members salaries	5,238.06
	Mileage reimbursements	84.68
	Total Personnel Costs	5,322.74
26/07/2017	AP Spark Fsn Info Centre Jul/Aug 17	99.89
17/08/2017	AP Featherston Inf Petty cash Feb-July 2017	85.40
26/08/2017	AP Spark Fsn info centre - Aug 17	99.98
28/08/2017	Information centre - morning tea Colin Olds	43.48
7/09/2017	AP Local Governmen Annual CBD levy 2017/18	216.66
26/09/2017	AP Spark Fsn info centre August charges	99.73
	Total General Expenses	645.14
28/07/2017	AP Cross Creek Rai FCB grant costs two new motors for locom	300.00
28/07/2017	AP KittyCat Rehome Kittycat rehoming - Wairarapa FCB grant to create new website	300.00
	Total Grants	600.00
	TOTAL EXPENDITURE	6,567.88
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	27,906.96
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2018	10,675.94
	Chor Farmer Donation for Garden of remembrance (from intial 1,000 donation)	265.53
	Fell Locomotive Museum	500.00
	Wairarapa REAP (White Ribbon Riders)	300.00
	Wairarapa REAP - Featherston Schools Writers in Schools Project	500.00
	Featherston Muay Thai	500.00
	Featherston First Fridays	500.00
	Total Commitments	13,241.47
	<i>add back Mileage not budgeted for as decision by remuneration authority not made when AP finalised</i>	84.68
	BALANCE TO CARRY FORWARD	14,750.17

<i>Featherston Beautification budget</i>	
Budget	
2013/2014	10,300.00
2014/2015	10,000.00
2015/2016	10,220.00
2016/2017	10,460.00
2017/2018	10,710.00
Total Budget	51,690.00
16/17 expenditure	
15/16 expenditure	
14/15 expenditure	
Featherston town Centre Topographic Survey	1,710.00
13/14 expenditure	
Total Expenditure	1,710.00
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	49,980.00
<u>LESS: COMMITMENTS</u>	
Committed to Sculpture	45,000.00
Total Commitments	45,000.00

FEATHERSTON COMMUNITY BOARD

21 NOVEMBER 2017

AGENDA ITEM 6.4

APPLICATIONS FOR FINANCIAL ASSISTANCE

Purpose of Report

To present the Community Board with applications received requesting financial assistance.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Consider the application from Alexander Cox against the grant criteria and consider allocating the requested \$500 to help with the costs associated with undertaking a Commerce Degree in Otago.*
3. *Consider the application from PK Events Karen Coltman against the grant criteria and consider allocating the requested \$500 to help with the costs associated with holding a family concert on the day of the Christmas Parade.*
4. *Consider the application from Featherston Community Centre Charitable Trust against the grant criteria and consider allocating the requested \$500 to help with the costs associated with an anticipated financial shortfall for running the community facility.*
5. *Set dates for consideration of financial assistance applications in 2018.*

1. Executive Summary

The Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget as shown in the Income and Expenditure Report.

Applications will be provided to members in confidence.

2. Criteria

The criteria of the grant are:

To be eligible, applications must be from non-profit organisations that are benefiting the local Featherston community. All grants will be considered on a case by case basis and must list all funding raised at time of application. Grants are considered every second meeting throughout the year.

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, have relevance to the Community and do not qualify for Creative Communities New Zealand funding.
2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.
3. An accountability in report form, together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. All questions must be completed.
- 5. The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).**
6. Applications must reach the Council not less than ten days before the relevant Community Board is to consider an application.
7. In 2017 grants will be considered on the 31 January, 2 May, 18 July, 10 October and 21 November.

3. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
Alexander Cox	No outstanding accountability forms
PK Events Karen Coltman	No outstanding accountability forms
Featherston Community Centre Charitable Trust	No outstanding accountability forms

4. Future Funding Rounds

The Community Board has been considering financial assistance applications every second meeting, with the exception of the November meeting which was added to counter anticipated applications relating to Christmas as well as the long break between the October and January meetings.

It is recommended that the Board set funding round dates at this meeting so the form and Council's website can be modified in a timely manner.

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

FEATHERSTON COMMUNITY BOARD

21 NOVEMBER 2017

AGENDA ITEM 6.5

CROSS CREEK RAILWAY – PROPOSED MINI PUTT GOLF DEVELOPMENT ADJACENT TO ENGINE SHED

Purpose of Report

To inform Community Board Members of the proposed mini putt golf development adjacent to the Cross Creek Railway engine shed in Fox Street, and to request the Board's approval for Cross Creek Railway to proceed with the proposal.

Recommendations

Officers recommend that the Community Board:

1. *Receives the information;*
2. *Approves the proposed mini putt golf development by Cross Creek Railway adjacent to their engine shed.*

1. Executive Summary

The Cross Creek Railway Society (CCR) proposes developing a mini putt golf development adjacent to their engine shed on Fox Street as part of their ongoing development of this amenity.

2. Background

The 2002 Clifford Square Reserve Management Plan (RMP) was developed under the Reserves Act 2002, and incorporates a development Master Plan for the entire Clifford Square precinct. This plan details proposed works for the development of the Square, many of which have been implemented since 2002.

The intention of the plan is for community groups wishing to carry out development works on the Square to enter into Memoranda of Understanding with Council and FCB agreeing the process and responsibilities for the development. This did not happen with the Cross Creek Railway Society at the time of adoption of the RMP.

The Clifford Square RMP was developed prior to the adoption of the Combined District Plan, and due to this and the lack of a MoU with CCR, the approvals process for developments is unclear. However, in a paper to the 26 April 2016 meeting of the Board, it was noted that intended process was for the Board to make approvals under its delegated authority from Council resolution 2010/54¹.

The Community Board has previously approved the alteration to the railway station building on the Clifford Square Village Green. This was approved by the Board (FCB 2016/27), changes to two of the track features and the extension of the engine shed on Fox Street.

3. Discussion

3.1 Cross Creek Railway proposal for removable mini putt golf

Cross Creek Railway proposes the development of a removable mini putt golf course adjacent to their engine shed on Fox St see Appendix 1 for proposal. The golf course would be on land which is part of the Clifford Square Reserve between the engine shed and Fox St. At the moment it is in grass with a single tree. The tree would not be affected by the development, and would provide some shade to the golf course in summer. Access to the golf course would be controlled by Cross Creek Railway.

3.2 Considerations

There is some potential effect on the Featherston Menz Shed from the sixth hole and the proposed surrounding fence, which would sit between part of the Shed's container shed and Fox St. It would not interfere with access for Shed members to the container or any other part of the Menz Shed.

The mini putt golf course is proposed to be installed for use this summer. Cross Creek Railway have an excellent track record of carrying out their developments in a timely manner and for doing tidy work.

The mini putt golf course would be a further attraction for both residents and visitors to the Clifford Square precinct.

No funding is sought from Council or FCB by Cross Creek Railway Society for this project.

4. Conclusion

Officers recommend that the Community Board approves the proposal by Cross Creek Railway Society to develop their proposed mini putt golf course on the part of Clifford Square between Fox Street and the Cross Creek Railway shed.

¹ Council resolution 2010/54 gave community boards decision-making authority over urban amenities, parks and reserves : "all matters relating to urban reserves, urban amenities and town main streets that meet current Council policy or management plans, fall within the Annual Plan budget and the LTCCP be delegated to the appropriate Community Board for decision. Any matter that does not meet any of these criteria will be referred to Council who may seek a recommendation from the Community Board."

5. Appendices

Appendix 1 – Cross Creek Railway proposal for mini putt golf course

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

Appendix 1 – Cross Creek Railway proposal for mini putt golf course



Cross Creek Railway:

'Portable Mini Putt'

Cross Creek Railway has the opportunity to place a **PORTABLE MINI PUTT** course under the Oak Tree beside the Cross Creek Railway Engine Shed.



Ground Surface:

1. A light scraping of the ground around the Oak Tree to level the surface for the placement of the **PORTABLE MINI PUTT** mats (layout plan attached)
2. A layer of recommended sand as a base
3. A layer of fine gravel to allow water to permeate down toward the tree roots. There are no surface roots to damage.
4. **Portable Putting Mats** will consist of artificial grass backed with a rubber surface and have the potential of been portable or pegged to the ground for use over the summer season.
5. When mats are raised for the winter the area will be neat with gravel
6. Added interest will be the 'putt- through objects' themed as Wairarapa Towns

Fencing:

1. A wooden fence similar to the Mini Fell Complex will be placed along the Fox Street side of the area
2. A walkway strip will be provided along the fence on the Fox Street boundary
3. The placement of a wooden fence from the corner of the Men's Shed Container to Fox Street

Cross Creek Railway is offering to Featherston another public entertainment situated to support the new Town Centre and the 1st Friday programme.

Thank you for your consideration.

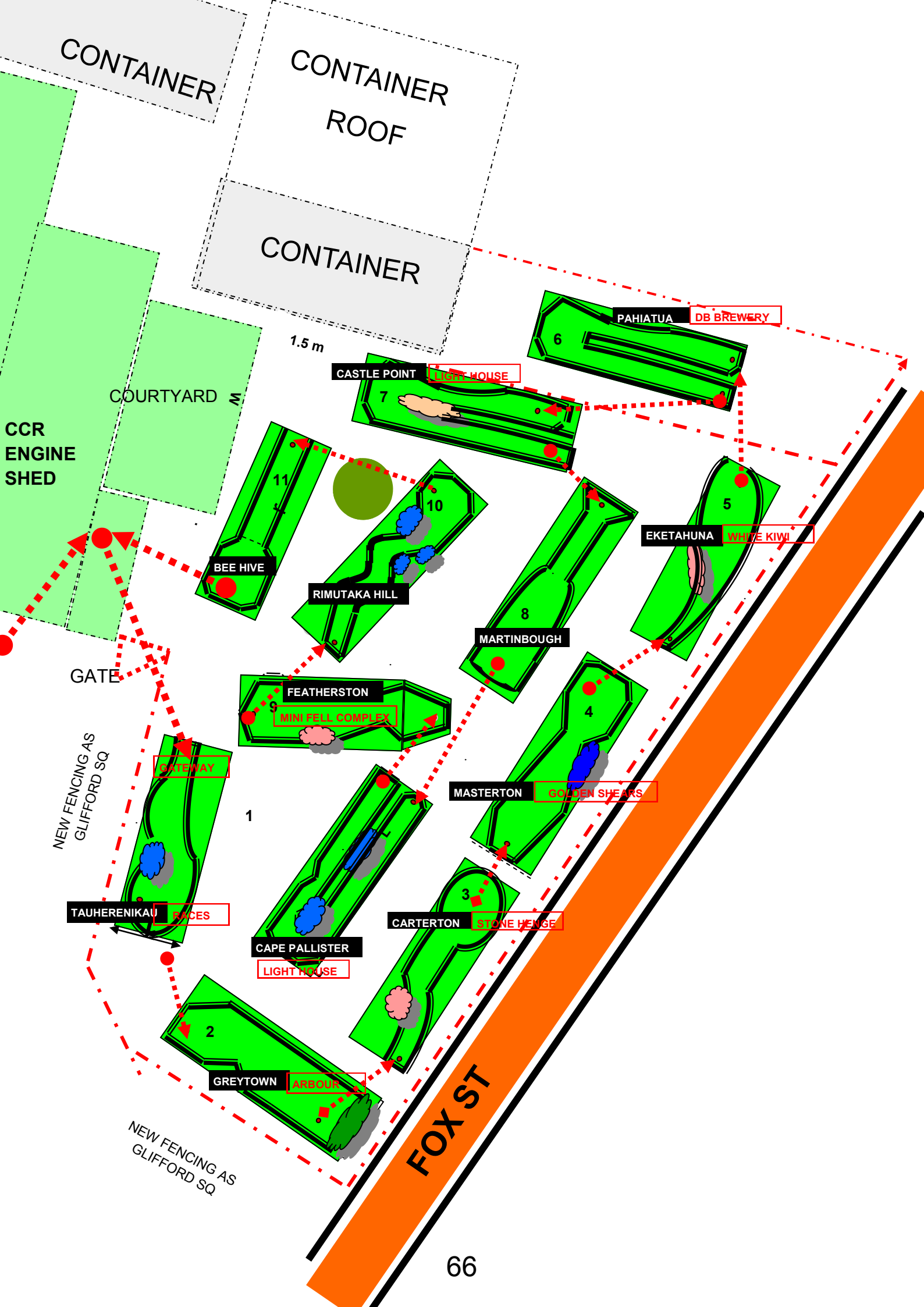


Cross Creek Railway Society Inc



'MINI FELL COMPLEX'
Clifford Square Featherston

Featherston's Own Railway (Est 1999)



FEATHERSTON COMMUNITY BOARD

21 NOVEMBER 2017

AGENDA ITEM 6.6

WIND SCULPTURE TRIANGLE CLIFFORD SQUARE PARK BENCH

Purpose of Report

To seek Community Board agreement in principle to locate a park bench in the wind sculpture triangle of Clifford Square.

Recommendations

Officers recommend that the Council:

1. *Receive the Wind Sculpture Triangle Clifford Square Park Bench Report.*
2. *Agree in principal to a park bench being located in the wind sculpture triangle section of Clifford Square in the general location of one of the two places as marked.*

1. Executive Summary

On behalf of Peter Noredon's family, the Featherston Beautification Group are seeking permission to place a park bench in the wind sculpture triangle section of Clifford Square in Mr Noredon's memory. Mr Noredon has been involved in many community groups over the years and was a key supporter of the Welcome to Featherston signs, a member of the Beautification Group, volunteer at the Featherston Information Centre and was church treasurer.

It is anticipated that the bench would face inwards towards the sculpture and possible locations are shown in Appendix 1.

The bench design is still being finalised and the Featherston Beautification Group will seek input and approval from the Community Board before installation. Financial arrangements and implications will be addressed at that time.

2. Appendices

Appendix 1 – Possible Locations of Park Bench in Clifford Square

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Helen McNaught, Amenities Manager

Appendix 1 – Possible Locations of Park Bench in Wind Sculpture Triangle Section of Clifford Square



FCB workshop

ANZAC Committee Room cnr Bell and Birdwood Streets, Featherston

Present: Brenda West (Chair), Mark Shepherd, Robyn Ramsden, Colin Olds and Dayle Harwood.

Footpaths

1. Railway station into Main Street.

Bell street curbing on and off road from the existing railway path. New concrete path in place of the existing lime path between Bell Street and Fox Street. A safe crossing over the railway line. Proper curbing across Fox Street and up onto the path on Daniell Street.

Reasoning: We want to enable people to travel safely from the railway station to Featherston township. This includes residents and visitors, foot traffic, wheel chair users and parents with pushchairs.

2. Fox Street from Railway Line to Birdwood Street

Repair the existing footpath along Fox Street from the Railway Line to Birdwood Street.

Reasoning: Residents, especially older residents need to have easy and safe access to the Featherston Clinic and getting into the centre of our town. Tidying up and fixing the broken footpaths along fox street would meet this requirement.

3. Fiztherbert Street

Curbing from old BNZ building on the corner of Fiztherbert Street and Fox Street. All on/off curbing across Lyon Street, and across Daniell Street. Most transitions too steep for wheelchairs and difficult for pushchairs.

Reasoning: We need Fiztherbert Street to be accessible for all residents and visitors. At the moment crossing roads is hazardous for wheelchair users and difficult for parents with pushchairs.

4. Fox Street

New footpath along Fox Street on the park side. This 'finishes' the path from where it stops at the Railway line to where it meets up with Daniell Street.

Reasoning: At the moment to use the footpath to get to the Daniel Street footpath if you start outside turret house you need to cross Fox Street, then the railway line, then fox street again. This is safety issue for young families moving around Featherston.

5. William Benton Street between Lyon Street and Wallace Street

Put in curbing along both sides of this road.

Reasoning: In the winter this street has flooding issues as the water is not channelled away. It sits on the berm and turns into muddy lakes. Children and people in wheel chairs have to use the road to keep out of the mud and grass. Curbing this street is the first step in catching it up to the rest of town and will encourage people to stop walking on the road.

6. Hart Street and Brandon Street to Moore Street

No curbing or footpaths along the top of Brandon Street or Hart Street. Street lighting also poor.

Reasoning: There is no safe way to get into town without walking on the road.

All present agreed that this list of 6 locations is our priority for Featherston footpaths.

Saturday Market Parking

Brenda is to add her conversation with the Market space owner about the safety concerns at the location.

We will follow up Brenda's conversation with Caroline regarding the safety concerns previously brought p by a member of the public, at the Saturday Market, with a letter.

Hart Street

Colin to investigate the ongoing issue around a resident having blocked the Hart Street public walk way. He will report back to the next workshop.

Waste Water

Brenda had a discussion with Campbell Moon about the Waste Water. This has highlighted the publics general mis-understanding of the current application process and the actual mechanics of spraying grey water to land.

Colin, Dayle and Robyn to meet with Lawrence, who is going the talk on Monday 6 November about the use of laymans terms for residents. Need to cover the history of the application to bring people up to speed.

NZTA Questions

Action Point for everyone: send all your questions to Brenda, who will forward them to Paul.

Crossing outside Super Market. There is a new crossing design with islands on each end. This work is already scheduled.

Revans Street Intersection

Closing Revans Street but leaving access to the petrol station and the Royal via Daniell Street. Then traffic would be redirected down to Boundry Road. There is an awareness that NZTA will do as they see fit, probably without input from the local Community. The reclaimed land could become parking. NZTA are coming to the 21 Nov FCB meeting. We want feedback for our Community. We want them to take it out to Community Consultation. Need something to bring up with people who ask the questions.

Strategic Planning

Waste minimisation strategy. Invite to speak at the Community Board.

Building relationships with Fab Feathy and the Community centre.

Need to show our partnerships in the strategic plan.

Card Reserve

CRAST – Card Reserve Artificial Surfaces Trust

The sports stadium is a Council Facility. Don't need an MOU to hire the space, its done through the usual booking system.

The stadium needs a paint. There was an artist who looked at a proposal to paint images of the sports played at Card Reserve. This didn't go anywhere, but could be returned to.

The trees by the tennis courts. These have been moved but the stumps remain. CRAST is keen to be part of a solution. They are coming to speak at the FCB meeting on 21 Nov.

Idea to put exercise machines, like at Carrington Park in Carterton, around Card Reserve, Starting at the tree stumps.

FCB Agenda

Clarify with Suzanne about motions due before a meeting. 8 days or 5 days. How can that be brought into alignment.

For public participation can people supply at least a topic they are talking about and if they have a paper then can we get that a reasonable time before the meeting.

Clarify public participation and financial assistance. People can only speak during the public participation time. This is because Martine spoke during the financial assistance discussion but we think it should have been done at the public participation.

Dog Park

Agility structures are being made by the Menzshed on behalf of Sharlene. Dayle to talk to her about coming to the FCB.

Chairperson's report

This can be used to highlight issues and add action points to the list.

Featherston Community Board Workshop

Date and Time: Sunday 11 December 2pm

Location: Community Board Meeting Room (was Playcentre), ANZAC Hall, Featherston

Agenda (Draft)

1. Meeting rules
 - a. Some items may need a separate workshop possibly with public participation.
2. Strategic Plan
 - a. http://www.swdc.govt.nz/sites/default/files/FCB%20Strategic%20Plan%202014%20-%202016_0.pdf
3. Communication: What are our avenues for communication to our Community?
 - a. SWDC website <http://www.swdc.govt.nz/FCB>
 - b. Newspapers: Phoenix, Wairarapa News, Wairarapa Midweek
 - c. Social Media (Facebook, Twitter, Instagram etc.)
 - d. Featherston Information Centre
 - e. Community Notice Board
 - f. FCB Website
4. Recommendations from outgoing Featherston Community Board
 - a. FCB Website
 - b. Featherston Community Response Plan
 - c. Featherston Business Meeting
5. Footpaths
6. Guidelines for use of Featherston Town Square
7. Student/Youth Representative: Do we want one? What are the pros and cons? How does it work?
8. Meetings about meetings – propose to hold pre-meetings a couple of days before the Board meeting to go over questions and have time to get answers.



Our community – Our Vision

Featherston Community Board
Strategic plan 2017 – 2019

Vision for Featherston Community Board

- A proactive Community Board that fosters and promotes an innovative, vibrant and inclusive community.

Mission for Featherston Community Board

- To support, advocate and facilitate ideas and initiatives on behalf of our community

The purpose of this plan is to:

- Develop a vision for Featherston Community Board
- Identify priority areas
- Guide priorities for allocating discretionary funding
- Provide a basis for discussions with and submissions to SWDC



Goals

An engaged and involved community

- Engage with our community and act as an interface with SWDC
- Share information and communicate with our community.
- Promote the role of the Community Board and it's relevance to our community.
- Support our community to understand and become actively involved in the processes of the town and district.

A safer and inclusive community

- Communicate, engage and work with our community groups and organisations.
- Foster a sense of community belonging
- Promote a positive profile for Featherston
- Promote and support community events and groups

An environmentally aware community

- Promote and support environmental awareness

A sustainable, vibrant community

- Promote a creative and vibrant community
- Promote and preserve our history and special places.
- Encourage economic growth.

Featherston Community Board Members

Brenda West
(Chairperson)

Phone (06) 308 6594

Cell (021) 273 6325

Email <mailto:west.bren@gmail.com>

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Cell (027) 432 9951
Email colin.olds@swdc.govt.nz

**Cr Dayle
Harwood** Cell (021) 562 953
Email dayle.harwood@swdc.govt.nz

Priority projects and initiatives

Consider listing priority projects and initiatives here.

Or you could list key groups/organisation for community engagement (careful though, someone always gets missed!)

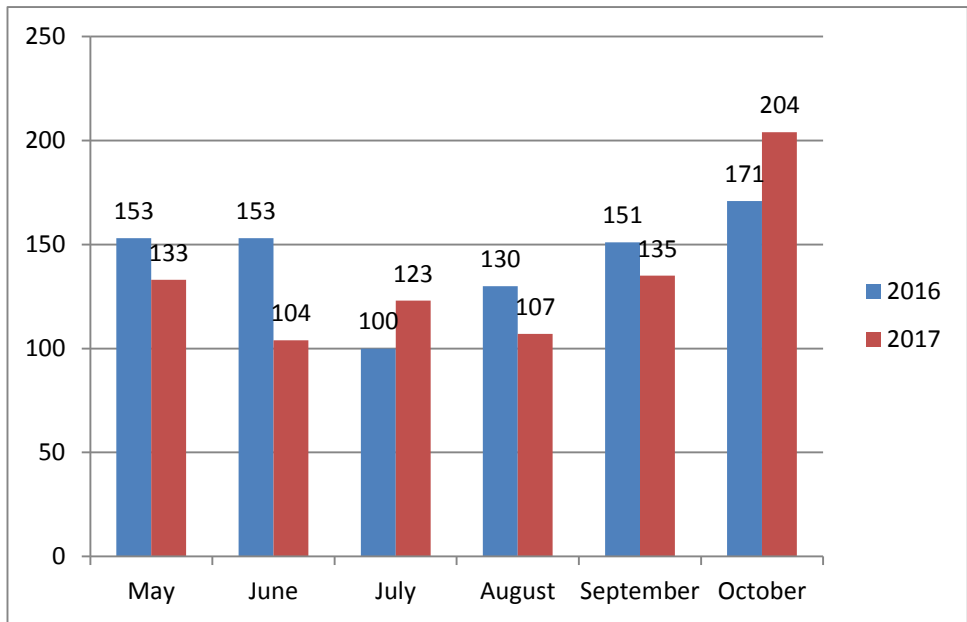
MEMBER REPORT
For Featherston, Greytown & Martinborough
Community Board Meetings
21 November 2017

Member Name	Robyn Ramsden Featherston Community Board
Group Name	Wairarapa Library Service
Group Members	Councillor Pam Colenso - SWDC Robyn Ramsden - SWDC Featherston Community Board Helen McNaught - SWDC Amenities Manager Councillor Ruth Carter - CDC Councillor Tracey O'Callaghan - CDC Anne Hughes - Carterton District Library Manager
Meeting Date	31 October 2017
Key issues from meeting	<ol style="list-style-type: none"> 1. Finished off the policy updates 2. Discussed revenue from print material and fines 3. Supervised visits are still happening in our libraries. 4. Robyn's annual plan submission to expand Featherston Library. 5. Scheduled meeting for the rest of this year and next year.
Specific item/s for Community Board consideration	None.
General	We had a really good forward focused meeting. We finalised the Policies which will now go to SWDC and CDC for confirmation.

MEMBER REPORT
for
Featherston Community Board Meeting
21 November 2017

Member Name	Robyn Ramsden Featherston Community Board
Topic	Featherston Community Board Facebook Page
Date	As of 10 November 2017
Total Page Likes	101 (previous report was 94)
	15 posts since 29 Sept 2017 Waste 1 Wastewater 3 Civil Defence 1 Dogs 3 Council Activities 3 War Commemoration 1 Parks & Reserves 1 GWRC 1 Promote FCB meetings 1
Key issues	None.
Specific item/s for Community Board consideration	As discussed in the workshop we will be using Facebook as a platform to educate, with the assistance of Council, good dog ownership and responsibilities. This will increase time I spend on the page.
General	We are getting better reach. This is mainly because of the dog issues, but this has brought our page to the attention of more people, so more of the 'other' things I post are getting seen. I'm still trying to work out what is more useful to report on, so your feedback is welcome.

MEMBER REPORT
for
Featherston Community Board Meeting
21 November 2017

Member Name	Robyn Ramsden Featherston Community Board																					
Group Name	Featherston Information Centre																					
Group Members	Jocelyn Konig – Information Centre Manager Colin Olds – SWDC Councillor Robyn Ramsden – Featherston Community Board Member																					
Meeting Date	Tuesday 17 October 2017																					
Key issues from meeting	<ol style="list-style-type: none"> 1. We need to make an action point for the Amenities Manager the MOU and License to Occupy need to be reviewed and/or sourced from the Council officer concerned. 2. Wi-Fi is still an issue post meeting. While the Wi-Fi is fast for people not on the computer it is very slow and times out on the computer. 																					
Specific item/s for Community Board consideration	<ol style="list-style-type: none"> 1. If we cannot get the Information Centre PC to work with the Wi-Fi system we will need to workshop alternatives. 																					
General	<p>The Information Centre Manager has provided recent visitor statistics.</p>  <table border="1"> <thead> <tr> <th>Month</th> <th>2016</th> <th>2017</th> </tr> </thead> <tbody> <tr> <td>May</td> <td>153</td> <td>133</td> </tr> <tr> <td>June</td> <td>153</td> <td>104</td> </tr> <tr> <td>July</td> <td>100</td> <td>123</td> </tr> <tr> <td>August</td> <td>130</td> <td>107</td> </tr> <tr> <td>September</td> <td>151</td> <td>135</td> </tr> <tr> <td>October</td> <td>171</td> <td>204</td> </tr> </tbody> </table>	Month	2016	2017	May	153	133	June	153	104	July	100	123	August	130	107	September	151	135	October	171	204
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June	153	104																				
July	100	123																				
August	130	107																				
September	151	135																				
October	171	204																				
Next Meeting	Tba.																					

From: Danielle Sargent [featherstonamateurwrestling@gmail.com]
Sent: Monday, November 06, 2017 9:42 PM
To: Councillor Paora Ammunson; Councillor Dayle Harwood
Cc: liz@ngahuru.maori.nz
Subject: Grant applications

Kia ora

I am the Treasurer for the Featherston Amateur Wrestling Club and I am applying for grants for our club.

I am wondering if you are please able to write a letter of recommendation for our club or if you may know anyone else I may be able to approach? I am looking to get as many letters as possible from each of the Wairarapa towns as we have children attending from right across the region.

We currently need a new roof for our premises and are taking children away for club champs and nationals in 2018. However they need regulation togs to wrestle in which are \$220US per pair (not including postage). We have affiliation fees to New Zealand Olympic Wrestling Union to pay per child. They are set at their AGM each year (April) and normally increase \$5-\$10 per year. This year they were set at \$150 per wrestler. This gives the club nothing but the child the ability to compete at competitions.

Our subs are set at \$30 for one child, \$50 for two and capped rate of \$75 for three or more children. Our club sponsors one to five children their fees if the need is there. For the year 2015/2016 we ran at no cost to gauge interest. 2017 has been our first financial year and we set our subs to cover our operational costs only.

The club is looking to subsidise as much as we can for the children but with our operational costs to cover as well (biggest being rates and insurance) grant applications are our best bet.

Our financial season goes for terms one and two of the school terms. In term three training is free for children that are going to compete at a national level.

I appreciate it is close to Christmas but any help or suggestions you could provide could mean the difference between a child competing or not next year!!

If you would like any more details please don't hesitate to contact me and please feel free to forward this to any of your colleagues.

Nga mihi nui

Dannii Sargent
Featherston Amateur Wrestling Club
0279206751