



Featherston Community Board

Minutes 13 May 2014

- Present:** Lee Carter (chair), Katie Beattie, Cr Dean Davies, Cr Solitaire Robertson and Garry Thomas.
- In Attendance:** Mayor Adrienne Staples, Mark Allingham (Group Manager Infrastructure & Services) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in Kiwi Hall, 62 Bell Street, Featherston. The meeting was conducted in public between 7:00pm and 8:34pm.
- Public Participation:** Sharon Jackson van der Weyer, Jacqueline Brookman, Mike Van Woerkom (Wairarapa Mathematics), Perry Cameron, Marc Van De Loo, Robyn Ramsden, Hamish Donald.
- Also in Attendance:** Deborah Davidson, South Wairarapa Safer Community Council.

PUBLIC BUSINESS

The Community Board agreed to consider documents tabled by Mrs Carter under agenda items 8.1 and 9.1; those being the Chair's Report and Community Board Analysis of the Town Centre Submissions.

1. APOLOGIES

FCB RESOLVED (FCB 2014/31) to receive apologies from Peter Jackson and Paul Crimp.

(Moved Thomas /Seconded Cr Davies)

Carried

2. CONFLICTS OF INTEREST

Mr Thomas declared a conflict of interest with agenda item '10 Featherston Menz Shed Location' as Mr Thomas was a member of that organisation.

3. PRESENTATIONS TO COMMUNITY BOARD:

3.1 Sharon Jackson van der Weyer and Jacqueline Brookman

Attendance apologies were given for Mr McDonald. Ms Jackson van der Weyer and Ms Brookman requested further public consultation on development for the Town centre and believed the land should produce an on-going revenue stream via a joint partnership/commercial venture. Disrepair of buildings was a cause of frustration.

3.2 Mike Van Woerkom, Wairarapa Mathematics

Mr Van Woerkom requested Community Board financial support for the 2014 Maths Wairarapa competition. Mr Van Woerkom advised that all schools were invited to attend and if attendance gaps had been identified

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suggested the Community Board encourage these schools to get involved.

3.3 Perry Cameron

Mr Cameron noted that only 6% of the questionnaires distributed were returned and queried whether this was a representative result. Mr Cameron requested that a business case be made available so the public could be satisfied that the best use for the Town Centre land had been determined and suggested that the next steps were a further public meeting and then engaging in urban design consultation.

3.4 Marc Van De Loo

Mr Van De Lo tabled a discussion document on commercial zones as defined by the Wairarapa District Plan and requested a response be made to questions posed in this document. Mr Van De Lo asked that the proposal be justified against the District Plan and stated that the space should be reserved for commercial use.

3.5 Robyn Ramsden

Ms Ramsden was not in support of placing the Menz Shed at the proposed Town Centre location and suggested that 10 Daniell Street be purchased for use by the Menz Shed organisation. Ms Ramsden proposed a multi-function events centre be built in the Town Centre after consultation with the community and then consensus of requirements.

3.6 Hamish Donald

Mr Donald supported the Menz Shed concept but did not support placing the Menz Shed in a commercial zone. Mr Donald proposed retail shops were developed in the Town Centre location and believed the Town Centre questionnaire was worded inadequately.

4. PRESENTATION TO COMMUNITY BOARD

4.1 Deborah Davidson – Youth Development Coordinator

Ms Davidson addressed the Community Board on her role as youth services coordinator for the area. The role has been established to bring like-minded people together, facilitate, and advise on funds available to support community ideas for youth. Ms Davidson spoke of the initiatives and experiences of the Carterton youth group and said she was seeking funding to implement similar youth experiences and programmes in the South Wairarapa community.

5. ACTIONS FROM PUBLIC PARTICIPATION AND PRESENTATION

The Community Board elected to defer discussion of the subject matter of all public participants as the items were on the agenda for discussion latter in the meeting.

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6. COMMUNITY BOARD MINUTES/EXPENDITURE

6.1 Featherston Community Board Minutes – 1 April 2014

FCB RESOLVED (FCB 2014/32) that the minutes of the Featherston Community Board meeting held on 1 April 2014 be confirmed as a true
(*Moved Cr Robertson/Seconded Thomas*)

Carried

6.2 Matters arising

There were no matters arising.

6.3 Action items from previous meeting

The Community Board reviewed the action items and Mrs Carter confirmed she would be making a draft annual plan submission to Council on behalf of the Community Board.

6.4 Income and Expenditure Statement

FCB RESOLVED (FCB 2014/33) that the Income and Expenditure Statement to 31 March 2014 be received.
(*Moved Cr Davies/Seconded Cr Robertson*)

Carried

7. OPERATIONAL REPORTS – COUNCIL OFFICERS

7.1 Officers' Report to Community Boards

The Community Board considered the report and in response to a query about waste water project predicted cost increases and fiscal responsibility, the Group Manager Infrastructure and Services advised that Council were looking to shared Wairarapa contract efficiencies as one means of saving money.

FCB RESOLVED (FCB2014/34):

1. To receive the Officers' Report.

(*Moved Carter/Seconded Thomas*)

Carried

2. Action 278: Provide an update on the Featherston playground equipment upgrade; M Allingham

7.2 Featherston Information Centre Expenses

The Community Board undertook to take a strategic look at funding the Featherston Information Centre and incorporate the Centre within their strategic plan.

FCB RESOLVED (FCB2014/35):

1. To receive the information.

(*Moved Carter/Seconded Thomas*)

Carried

2. To reimburse Jocelyn Konig the amount of \$207 for printer consumables associated with running the Featherston Information Centre.

(*Moved Thomas/Seconded Carter*)

Carried

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8. COMMUNITY BOARD – COUNCILLORS REPORTS

8.1 Chairperson's Report

FCB RESOLVED (FCB 2014/36) to receive the tabled Chairperson's Report.

(Moved Carter/Seconded Thomas)

Carried

8.2 Community Board Communications

The Community Board agreed that progress had been made on public communications but to continue to review the topic on a quarterly basis.

8.3 Rimutaka March Re-enactment

Mayor Staples spoke about a proposal for the re-enactment of the march from the Featherston Garden of Remembrance over the Rimutaka Ranges which was planned for September 2015. The organiser sought local involvement and Community Board support and would like to progress the concept with members.

The Community Board agreed that the concept was something they wished to investigate further and requested contact details from Mayor Staples so a meeting could be organised.

9. FEATHERSTON TOWN CENTRE ANALYSIS

9.1 Analysis of Featherston Town Centre Survey

Mrs Carter tabled Community Board findings of the Town Centre submissions which had been prepared by Cr Robertson, Ms Beattie and Mrs Carter (other members of the Board had submitted apologies for not being available to assist).

Mrs Carter and Ms Beattie queried Council's conclusion, and the quality of communication with the public. Ms Beattie stated that the survey was not promoted as a vote or a referendum, it was called a feedback form. Ms Beattie quoted advice received from a SWDC Council officer's email to a Featherston citizen Chris Miller about the process as follows. "This feedback is an initial process to gauge the views of the people of Featherston. Once the feedback is received the Council together with the FCB will consider all the feedback and then decide the next steps." Under the Local Government Act Section 39 we have a responsibility to ensure that our governance processes are open and transparent.

Mrs Carter encouraged Her Worship and councillors to print out the 396 page feedback document and use this as reference to understand the feedback responses as you had to read the answers to understand the choice of yes and no for question one.

Cr Robertson believed the survey results showed that the people of Featherston wanted the Town Centre and a coordinated approach to include retail space on the land could be accommodated.

FCB RESOLVED (FCB 2014/37) to receive the tabled Community Board findings of the Town Centre submissions.

(Moved Carter/Seconded Cr Robertson)

Carried

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FCB RESOLVED (FCB 2014/38) to recommend to Council that a final version of the FCB findings be made publically available.

(Moved Carter/Seconded Beattie)

Carried

FCB RESOLVED (FCB 2014/39) to recommend to Council that the next step for Council is to consult with the Featherston community before any decision is made regarding the Town Centre and Menz Shed location.

(Moved Beattie/Seconded Carter)

Carried

Cr Robertson voted against this motion.

Mr Thomas voted against this motion.

Cr Robertson did not agree with the motion as worded and believed the survey results gave a good indication of what the people of Featherston wanted which. The ideas from the various submissions, including retail development, could be incorporated into a design plan for the Town Centre to go out for further consultation.

FCB RESOLVED (FCB 2014/40) to recommend to Council that a partnership be formed with the Featherston Community Board and that the Community Board is consulted on all aspects of the Featherston Town Square.

(Moved Carter/Seconded Beattie)

Carried

Cr Robertson voted against this motion.

Mrs Carter thanked members of the public for speaking at the meeting, making a submission and attending the annual plan meetings.

10. FEATHERSTON MENZ SHED LOCATION

10.1 Recommendation to Council Following Analysis of Community Feedback

Mrs Carter put a motion to defer any recommendation or decision relating to Resolution FCB 2013/73 that the FCB agreed on 10 December 2013, until the Featherston Community Board had received a full brief from Council on the analysis and met to discuss the analysis in full and in detail.

The motion was lost.

Members noted:

- That the resolutions on the Town Centre already made meant that the specific conditions of resolution FCB2013/73 had not yet been met and therefore a motion was not required.

Mrs Carter expressed concern about the lack of information available in order to be confident that the Trust House building would be fit for purpose and queried if the Menz Shed organisation had a budget and/or a plan for converting the building into a suitable venue in a timely manner. Mayor Staples clarified that the building would be owned by Council and that the Menz Shed organisation were waiting on a decision about the site and building before progressing plans.

FCB NOTED:

1. Action 279: Organise a meeting with the Menz Shed to establish their position in relation to the feedback to the Town Square concept; Lee Carter

11. CORRESPONDENCE

11.1 Inwards

From Department of Conservation to Featherston Community Board dated 1 May 2014.

FCB RESOLVED (FCB 2014/41) to receive the inwards correspondence.

(Moved Thomas/Seconded Cr Robertson)

Carried

11.2 Outwards

To Featherston Lions, from Lee Carter, chair Featherston Community Board, dated 30 April 2014.

To Featherston Lionesses, from Lee Carter, chair Featherston Community Board, dated 30 April 2014

To Rotary Club of South Wairarapa, from Lee Carter, chair Featherston Community Board, dated 30 April 2014

To Monique Black, from Katie Beattie, Featherston Community Board, dated 19 April 2014.

FCB RESOLVED (FCB 2014/42) to receive the outwards correspondence.

(Moved Thomas/Seconded Cr Robertson)

Carried

12. FINANCIAL ASSISTANCE

- 12.1 Wairarapa Maths Association, requesting financial assistance towards the annual round of Maths Wairarapa competitions held in August 2014.

The Community Board agreed to defer consideration of the application until June, subject to receiving an application on the correct form.

Confirmed as a true and correct record

.....Chairperson

.....Date

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**Featherston Community Board
Action Items
From 13 May 2014**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
185	FCB	1-Apr-14	Resolution	Kyra	FCB RESOLVED (FCB 2014/28) to grant the Citizens Advice Bureau \$500 to continue the provision of services in Featherston for 2014 on the provision that the service is operated from an appropriate private location. (Moved Thomas/Seconded Cr Robertson) Carried	Open	Citizens Advice Bureau advised, awaiting further correspondence.
855	FCB	10-Dec-13	Resolution	Lee Carter	Proposed Redeployment of Police CCTV system to Featherston FCB RESOLVED (FCB 2013/82): 1. To make a submission to the SWDC 14/15 Annual Plan supporting the use of a CCTV system camera (or alternative) in Featherston. (Moved Carter/Seconded Thomas) Carried	Actioned	
187	FCB	1-Apr-14	Resolution	Kyra	FCB RESOLVED (FCB 2014/30) to grant the Fell Locomotive Museum up to \$408 for the cost of the resource consent application fee; to be paid once the application is lodged with Council. (Moved Carter/Seconded Cr Davies) Carried	Actioned	Fell Museum advised, awaiting application. Application lodged w/c 9 June 14. Grant paid.
245	FCB	18-Feb-14	Action	Lee Carter	Liaise with Gavin Smith, Child Youth and Family, to ensure an article is published in the Featherston Phoenix educating the community on who to call if there are concerns about children's welfare	Open	Advert to be tabled 24 June 14
276	FCB	13-May-14	Action	Mark	Provide an update on the Featherston playground equipment upgrade	Open	12/6 Officer to email FCB Chair with update
277	FCB	13-May-14	Action	Lee Carter	Organise a meeting with the Menz Shed to establish their position in relation to the feedback to the Town Square concept	Open	

Featherston Community Board	
Income & Expenditure to 31 May 2014	
INCOME	
Balance 1 July 2013	24,392.01
Annual Plan 2013/14	20,959.00
TOTAL INCOME	45,351.01
EXPENDITURE	
Members salaries	8,615.58
Total Personnel Costs	8,615.58
AP F Telecom New Z Fsn Info Centre	78.57
AP Featherston Pho Full page Phoenix	75.00
AP F Telecom New Z Fsn Info Centre	78.70
AP 16 guests 10/9/13 C/Brds	37.10
AP F Telecom New Z Fsn Info Centre	78.50
AP Featherston Inf Reimb exp-coffee,stationery,print cartr	71.20
AP SOLGM Desk/Pocket Diaries 2014	31.80
AP F Telecom New Z Fsn Info Centre	79.19
AP 5 x 50mtr LED Fairy Lights	3,043.48
AP Flagz Limited Christmas Banners	1,760.00
AP F Telecom New Z Fsn Info Centre	80.62
AP Power Services Replace flags attach brackets	539.20
AP NZ Local Govern Annual Com Brd levies	166.66
AP Masterton Distr Xmas Parade 2013	200.00
AP Featherston Pho 1/2 page in phoenix	90.00
FSTN Information Center Computer/Printer	1,490.00
fstn community patrol committee room hire fstn community patrol	100.00
AP F Telecom New Z Nov/Dec Telecom charges	78.10
AP Power Services FCB remove banners	216.00
expenses x wages exps x wages Dec	49.50
AP F Telecom New Z Fsn Info Centre - January	78.71
fstn community patrol committee room hire fstn community patrol - Dec	20.00
AP The Sign Factor Fsn Christmas signs	30.00
AP F Telecom New Z Fsn Information Centre	80.97
AP Featherston Inf Reimb exp - Oct 2013-Feb 2014	99.90
AP Grey Town Tree Lights in Oak Tree Fell Locomotive Museu	400.00
Remb Lee Carter exps - Jan	139.00
AP F Telecom New Z Fsn Info Centre	81.12
FSTN pool free day	461.00
AP F Telecom New Z Fsn Info Centre phone	80.21
AP Featherston Inf Blk & Colour cartridges	103.50
expenses x wages exps x wages APRIL	43.37
AP Masterton Distr Donation - ANZAC Day	200.00
AP F Telecom New Z Fsn Info Centre	79.95
Total General Expenses	10,241.35
AP Wairarapa Mathe Community Board Grant 2013	200.00
AP Kokomai Creative Festival 2013	1,000.00
AP Featherston Com Upgrade toilets - grant	2,000.00
AP Grant-Regional Tournament attendance	250.00
AP Featherston Mai "Welcome to Featherston" sign	2,500.00
AP NZ Council of V Victim Support Grant FCB	500.00
AP Masterton Safe FCB Grant Neighbourhood support prog	1,000.00
AP Wairarapa & Sou FCB Grant	500.00
AP Santa FCB Christmas Parade 2013	100.00
AP Citizens Advice FCB Grant CAB Clinic Fsn	500.00
Total Grants	8,550.00
TOTAL EXPENDITURE	27,406.93
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	17,944.08
LESS: COMMITMENTS	
Salaries to 30 June 2014	1,389.42
Emergency Fund	2,000.00
Chor Farmer Donation for Garden of remembrance	265.53
Plaque for Messines Shelter	50.00
Men's shed site development 2,500 13/14 and 2,500 14/15	5,000.00
Featherston Lights	1,856.52
Life Education Trust	500.00
FSTN Fell Museum - resource consent application fee	408.00
Total Commitments	11,469.47
BALANCE TO CARRY FORWARD	6,474.61

FEATHERSTON COMMUNITY BOARD

24 JUNE 2014

AGENDA ITEM 7.1

OFFICERS' REPORT

Purpose of Report

To report to the Maori Standing Committee/Community Boards on general activities since the last meetings.

Recommendations

Officers recommend that Committee/Board:

1. *Receive the information.*

CEO REPORT

1. Executive Summary

The Draft Annual Plan continues to dominate proceedings with public meetings being held, and generally well attended, in Featherston, Greytown and Martinborough.

Good debate was had on a range of issues that will feed into the annual plan deliberations.

155 submissions have been received at the time of writing this report; we continue to receive a few late submissions. Analysis of these submissions is well underway and these are due to be sent to Councillors by 30 May.

NZTA have generally concluded their review of the FAR rates, attached as appendix 1 is the letter advising SWDC of their rates. The treatment of Special Purpose Roads is still to be finalised.

2. Governance/Leadership/Advocacy

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

GOVERNANCE/LEADERSHIP/ADVOCACY KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%	73%	NRB Survey 3 yearly*
Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	75%	62%	NRB Survey 3 yearly
Ratepayers and residents are satisfied with Council's decisions and actions	50%	76% (very or fairly satisfied)	NRB Survey 3 yearly
Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)	78%	64%(very or fairly satisfied)	NRB Survey 3 yearly
Community Board decision - making reports on local issues	90%		Community Board reports and minutes
% of ratepayers and residents who know how to contact a community board member	65%	65%	NRB Survey 3 yearly
Ratepayers and residents satisfied with the way Council involves the public in the decision it makes	65%	49%	NRB Survey 3 yearly
The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications	100% applicable applications		Maori Standing Committee minutes

2.1 Local Government Commission/Governance Review

The Local Government Commission (the Commission) continues its background work.

A presentation was made to the Chief Executives forum where it was indicated the draft determination was being written up, and should be released mid June.

We continue to field questions from the Commission on various matters, including the land transport integration across the region.

Councillors will be updated as new information comes to hand.

3. Strategic Planning and Policy Development

3.1 Meetings

3.1.1. Civil Defence

Discussions are ongoing with WREMO regarding the updated "concept of operations".

While there is a lot of focus on preparing for "declared events, the majority of incidents in the Wairarapa are localised impacting one or two local authorities.

This initiative will be useful in providing more resource to the local controllers in the event of an emergency.

3.1.2. Chief Executives Forum

A brief presentation on the FAR review was given, this review is largely complete and attached as appendix 1 is a copy of a letter received indicating our FAR rate.

An update on key shared services initiatives was given, these initiatives being Economic Development, ICT, Water Spatial Planning

Kevin Lavery, WCC Chief Executive also gave a brief update on the airport extension project.

3.2 Legislation

We continue to work toward implementation of the various legislation changes that have been, or are about to be made.

3.3 Wastewater Consents

The three wastewater consents are tracking generally as planned, the timeframe for issuance is still planned to be late 2014 for all consents.

As a slight aside, I spent an interesting couple of hours on a tour of Masterton's Homebush plant. This is an impressive and large site, construction is not due for completion for another year or so.

3.4 Wastewater Funding

The Ministry of Health provided some quite substantial subsidies for the provision of potable water to small communities.

The Ministry for the Environment issued a National Policy Statement for Freshwater Management.

I approached the Ministers for Local Government; Health; and Environment to ascertain whether the Government had considered similar subsidies to that administered by the Ministry of Health. The letter was really on behalf of all small inland local authorities in New Zealand.

Attached as appendix 2 is the letter to the various Ministers, and the response from Hon Amy Adams. The response is fairly straightforward, the implication of this is that we need to lobby strongly the groups charged with setting the freshwater standards.

4. Monitoring and Reporting

4.1 Rates Arrears

DATE	AMOUNT \$'000	NUMBER	DAYS SINCE INSTALLMENT DUE	SWDC COMPONENT \$'000 (81%)
30 June 2011	\$851	631	31	\$689
1 August 2011	\$780	463	64	\$632
28 November 2011	\$969	760	7	\$785
1 March 2012	\$925	690	7	\$740
16 March 2012	\$830	602	23	\$672
23 March 2012	\$790	555	30	\$640
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773

9 ratepayer accounts have been referred to our lawyers for an initial letter. If there is not response to these initial letters formal legal action will commence. The cost of this formal legal; action is recovered from the ratepayer.

A further 45 demands have been made to organisations who have an interest in properties that are in arrears. This is mainly banking institutions.

4.2 Annual Plan/Annual Report

The 2014/15 draft Annual Plan was adopted for public consultation on 9 April 2014.

The draft includes a proposed rates increase of 3.48% which is 1.04% above that included in the 2012/22 LTP for the 2014/15 year. This increase is driven by the purchase of land for the disposal of treated wastewater at Papawai (1.01%) and the proposed commencement of seal extension (1.04%).

The matters under consideration included in the draft plan are open for public consultation from 16 April until 19 May.

Public meetings have been held, with submissions closing 19 May (however we are still receiving some late submissions)

Officers are incorporating comments and recommendations where able, distribution is due by Friday 30 May.

5. Corporate

5.1 Staffing

For the role vacated by JP Irwin, Bill Sloan has agreed to take this position over. There will be a change to the administration in the I & S department to support this move. Some aspects of Mr. Sloan's previous role will need to be contracted out (e.g. asset management plans) however it is believed this move will provide stability back into the I & S department.

Local Authorities around the country are finding it difficult to recruit in this area, with the Christchurch situation soaking up most staff.

5.2 Collective Employment Agreement

Negotiations have commenced on a new collective, it is hoped these will conclude in a month or so.

5.3 Occupational Health and Safety

There were no incidents reported since the last Council meeting.

As reported at the previous Council meeting, there has been a change in legislation signaled which will come into effect mid/late this year.

This is a significant change in direction with more liability placed on organisations, and this flows through to contractors working for those organisations.

As more information comes to hand we will brief Council.

5.4 Insurance

JLT (Jardines) presented their draft insurance proposal for Councils insurance needs.

As in previous years, we have a combined policy with MDC and CDC, which generates good savings.

Premiums are anticipated to be at similar levels to previous years.

The LAPP scheme has been under some pressure and in the last year the scheme plan resulted in local authorities being exposed to a greater risk of financial contribution if a major event occurred in another district. This exposure has now been eliminated and we are effectively back to the same scheme as a couple of years ago which has proven quite robust.

A number of local authorities have withdrawn from the scheme and the impact of this will be monitored.

5.5 LGOIMA Requests

DATE	REQUEST MADE BY	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
14-April	May Kerry Stevens	Details of rates income, number of rateable properties. Funding spend on Tourism and Economic Development	Income \$10,386,000 excluding GST. 5,932 properties. Destination Wairarapa paid \$111,000 excludes GST for Tourism. SWDC contribute to Grow Economic Development contribution made to Grow Wellington through Greater Wellington District Council rate.
17 April	Neil Mongomerie-Crowe	Expenditure on floral planting in towns of SW - the cost to each town itemised	Details provided.
24 April	Gordon Jensen	Disposal of asbestos, fire permits and disposal of hazardous waste.	Information provided
30 April	Ratepayer, Greytown	Seeking papers relating to Council approval of widening of the Moroa water race into a private pond.	Information provided
15 May	W. Eaglesome	Number of Property seizures in District as result of non-payment of rates or abandonment of property.	None
21 May	Ratepayer, Greytown	Requesting clarification of information provided in response to earlier papers provided relating to Council approval of widening of the Moroa water race into a private pond.	

6. Appendices

Appendix 1 – NZTA advice letter

Appendix 2 – Letters Regarding Wastewater Funding

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – NZTA Advice Letter



NATIONAL OFFICE
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Wellington 6141
New Zealand
T 64 4 894 5400
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www.nzta.govt.nz

8 May 2014

Mayor Adrienne Staples
South Wairarapa District Council
PO Box 6
Martinborough 5741

Dear Mayor Adrienne Staples

Funding Assistance Rates Review

The Board of the NZ Transport Agency recently made some initial decisions on the review of the Funding Assistance Rates (FARs). This letter sets out those decisions and outlines the additional work that is required to complete this review and determine the Funding Assistance Rates for individual Councils and other Approved Organisations.

Reviewing how we set FARs is a complex task concerned with apportioning the costs of our national transport network appropriately between the road user and the ratepayer. FARs are part of a wider investment system where we engage on questions of the transport network outcomes we are seeking, and where we identify and invest in those projects and service levels that best deliver those outcomes. As such, the One Network Road Classification and its focus on fit-for-purpose standards, is an important partner to the Funding Assistance Rate review.

The feedback on our provisional framework for setting FARs has been valuable. It clarified many aspects and has enabled the Board to make some important initial decisions.

The submissions also delivered insight into some issues that need more consideration. The Board considered that the decisions on how to distinguish Councils from each other when setting FARs, and determining the final rate for each Council for the 2015-18 investment period, need further work and consideration. As a result we will undertake further sensitivity testing of options once the 2013 New Zealand Index of Deprivation is available, along with testing other evidence and data. We will also discuss with Councils that manage a special purpose road the specific transition arrangements for those roads, as this was raised by many as a concern. Both these issues affect the final rates to be determined by the Board.

The submissions also raised issues of the timing of decisions on FAR rates and how they affect long term plan and regional land transport plan processes that are to be developed over the coming months. We want to support these processes and provide you with as much certainty as we can. Accordingly the Board has made some important initial decisions to provide certainty on key elements and enable all of us to make progress. These are outlined below.

The Board confirmed the overall framework for setting FARs. It approved an overall co- investment rate of 53%, and confirmed that each Council will get one rate for all activities (other than for emergency works or targeted rates). The normal FAR rate for many Councils following completion of the transitional period, ie those that do not receive a higher rate, will be 52%. The higher rates to assist specific Councils, and the basis on which those will be derived, have yet to be determined.

In response to concerns around avoiding substantial rate drops, the Board confirmed the transitional arrangements to ensure all changes to the FAR are completed in the next nine years or over the next three NLTP cycles. No Council will drop more than 1% from their current normal FAR in each year of the 2015/18 NLTP period and subsequent NLTPs if necessary. We have calculated that the start rate for transition for South Wairarapa District Council is 51% and the detail of how we derived this is explained in the attachment. This does mean however, that rates rises from this current rate will also need to be transitioned in a similar and matching manner.

Principles around FARs that apply for emergency works are confirmed to provide clear guidance as to how this issue will be managed, and we will be revising our current policy in line with these principles.

Principles around road/rail level crossings have also been clarified, but in recognition of the issues raised around this, we will engage further with Kiwirail to investigate and implement an appropriate funding assistance rate system for those level crossing warning devices that both provides for on-going maintenance and renewal of those devices in a manner that is consistent with the funding assistance rates framework and principles. FARs for total mobility services will remain as they are for the next NLTP period and we will also initiate a separate review of that operational policy.

These decisions are set out in the attachment. Submissions are summarised and available, together with the relevant Board Paper, at www.nzta.govt.nz/far.

We will now engage with those Councils with special purpose roads to discuss transitional arrangements, and undertake sensitivity testing of the model so that the NZTA Board can decide your final Funding Assistance Rate.

We expect this work to be completed by the last quarter of 2014. We will also engage further on the reviews around emergency works operational policy, total mobility services and level crossings.

Thank you for your engagement and contributions on this complex topic.

Yours sincerely

A handwritten signature in black ink, appearing to read 'G Dangerfield', written in a cursive style.

Geoff Dangerfield
Chief Executive

Appendix 2 – Letters Regarding Wastewater Funding

29 April 2014

Hon Amy Adams
Minister for the Environment
Parliament Buildings
Wellington

Dear Minister

South Wairarapa District Council Wastewater Costs

This letter is a request for financial assistance.

South Wairarapa District Council is in the process of filing resource consents to discharge treated wastewater for its three main towns Greytown, Featherston, and Martinborough.

As part of this process we have completed a significant body of scientific and technical analysis on the options available. The analysis has shown the only options available are:

- Greytown, discharge to land, require 140Ha approx, adjacent to waterway so need to irrigate sparingly
- Featherston, "high rate treatment plant" as land and underground structures do not allow discharge to land
- Martinborough, discharge to land, require 140Ha approx. adjacent to waterway so need to irrigate sparingly

We now know the total project cost will be in the order of \$34M servicing 4,100 properties, and we require 50 years to stop discharge to freshwater completely. The maximum consent available is 35 years and over this time we hope to achieve 85% to 90% non river discharge.

The Government gave a clear signal in its NPS for Freshwater that discharge to fresh waterways must effectively stop.

While this Council (and probably most New Zealanders) would agree with the sentiments of that NPS, it does put (generally small) inland communities at a disadvantage over (generally large) coastal communities. The former have no real option but to either discharge to expensive land or if there is no suitable land purchase even more expensive "high rate treatment plants", the latter simply "build a longer pipe" into the sea (I acknowledge it isn't quite that simple!).

South Wairarapa has some significantly financially deprived areas particularly in Featherston, but none of the three towns is immune as there are a number of fixed income ratepayers in all three towns. It is anticipated our wastewater rates alone will increase from \$366 to \$889, or

from 1.9% to 4.7% of the living alone allowance by 2043. We do not have the benefit of economies of scale.

I request consideration be given to the wider issues impacting the many small inland local authorities that now have little choice but to either discharge to land or install high rate treatment plants and the significant burden this will place on those small communities.

I have not requested a specific sum as there are many complex issues in each locality, however some form of subsidy (similar to the Ministry of Health drinking water subsidies) would be useful to ease the burden, and accelerate the implementation of an environmentally sustainable solution.

Happy to discuss further.

Thank you.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Paul Crimp', with a stylized flourish at the end.

Paul Crimp
Chief Executive Officer



23 MAY 2014

Office of Hon Amy Adams

Member of Parliament for Selwyn

Minister for the Environment

Minister for Communications and Information Technology



ENV 11951

Mr Paul Crimp
Chief Executive Officer
South Wairarapa District Council
PO Box 6
MARTINBOROUGH 5741

Dear Mr Crimp

Thank you for your letter of 29 April 2014 regarding financial assistance to contribute towards the upgrade of your District's wastewater treatment plants.

As you are aware, the Government is currently undertaking a series of reforms to improve the quality of freshwater in New Zealand, including the proposed amendments to the National Policy Statement for Freshwater Management 2011 (NPS-FM). These reforms are substantial and it is anticipated that integration of them in the way we manage our fresh water will take a generation. While I acknowledge that these reforms present challenges for territorial authorities and their communities, at this time the Ministry for the Environment has no capacity to provide financial assistance towards wastewater upgrades.

A key feature of the NPS-FM is the National Objectives Framework (NOF). This decision support tool is intended to help communities identify the objectives, values, and the freshwater quality outcomes they aspire to for their fresh water. The NOF process requires communities to contribute to defining the acceptable economic impacts associated with management decisions. It also requires communities to be involved in deciding the appropriate timeframes for achieving the desired freshwater quality outcomes. I believe that the NOF will be of considerable assistance to those that are facing significant challenges associated with improving the management of fresh water. It will enable communities and councils to work together to find acceptable solutions to challenges, such as those outlined in your letter.

Yours sincerely

Hon Amy Adams
Minister for the Environment

INFRASTRUCTURE AND SERVICES

1. 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.

1.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		Council provides annual report to Greater Wellington for water supply consents. The compliance reports are available to Council Sept/Oct yearly.
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000**	95%		Ministry of Health supplies Council with compliance reports 6 months after year end. Reports apply to previous year.
Ratepayers and residents satisfied with level of service for water	75%	60%	NRB Survey 2013
Urgent (dirty, cloudy, smelly, or bad tasting water or no water at all) requests for service responded to within 1 day	95%		CEMs and drinking water complaints. Officer to complete
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	100%	33% per year	There is a requirement of testing all Council hydrants over a 5 year period. Citycare will be undertaking this work as part a variation to the contract.

1.2 Consents

2.2.1 Water

There were no consent issues or variances during the reporting period.

2.2.2 Water Supply Capital Improvements

Power to site was available at the end of May. This will enable test pumping of the bore-field to commence.

Detailed design of the pipeline and process improvements at the plant will commence once the sustainable bore-field yield (available daily flow) has been established.

2.3 Water Treatment Plants

The Greytown, Featherston and Martinborough water treatment plants operated routinely throughout the period. The ultra-filtration plant servicing Featherston however operated close to its limitations due to consistently high turbidity levels in the Waiohine River during the period.

At Pirinoa on 9 May 2014 a power outage caused a malfunction of the bore pump. As a non-monitored site no pre-warning was available to operational staff until residents and the school ran out of water on 11 May. The shutdown meant that the Pirinoa School was closed for the day on Monday 12 May. Water was restored later in the day and staff are considering what low cost remote monitoring measures can be put in place to better manage the supply in the future.

2.4 Water Reticulation

Transgressions for E Coli at very low levels were recorded in the Martinborough reticulation on 17 April 2014. Levels were well below that required for boil water notice.

To achieve a clearance in a potable water supply three consecutive negative results are required and these were achieved.

It is thought that a point source of bacteriological contamination has been occurring near the Martinborough Water Supply Reservoirs. This potential source of contamination (a private pipeline terminating at Shooting Butts Road) has now been eliminated with the installation of an industrial grade back flow preventer.

Investigation into water supply security is continuing on property serviced by this private line to ensure robustness of the community supply.

Elsewhere over the three urban supplies here were 21 water reticulation repairs reported and rectified during the period.

2.5 Water Races

The routine monthly inspections and blockage clearing of the water race network has been performed by Council Contractors City Care Ltd to maintain satisfactory flows. There were three reported accounts for blockage clearing or no water flow for the Moroa and Longwood network over the period. Notices issued to land owners where required for water race cleaning.

2. 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.

2.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of blockages per 1000 connections	10		
Ratepayers and residents satisfaction with waste water services	70%	60%	NRB Survey 2013
% of resource consent conditions complied with to mainly complying or better**	90%		Council provides annual report to Greater Wellington for water supply consents. The compliance reports are available to Council Sept/Oct yearly.
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%		

2.2 Consents

3.2.1 Martinborough WWTP

The final Martinborough consent application that had been lodged and accepted by GWRC has resulted in a request for further information.

This request needs to be satisfactorily addressed before the consent application can be publically notified and needs to be responded to by 2 June 2014 and Council's advisors are responding to this request.

Once this request has been addressed satisfactorily, the consent application will be publically notified. No date is available at this stage for public notification.

3.2.2 Featherston WWTP

The Featherston final draft application has been presented to GWRC and will require finalisation with GWRC officers prior to formal lodgment. The final formal application is expected to be with GWRC early June.

3.2.3 Greytown WWTP

As earlier advised resources are being applied to complete and lodge the final draft consent application as soon as that can be achieved and is expected to now be mid to late June 2014.

3.3 Wastewater General

In pipeline investigation in targeted areas of the Featherston reticulation programme has been completed. Reporting is due within two weeks and is expected to assist with the finalisation of a significant renewal programme which will be procured over 2014/15.

3.4 Wastewater Treatment Plants

The Greytown, Martinborough, Featherston and Lake Ferry wastewater treatment plants operated routinely over the period. Normal monitoring for flow and compliance reporting continued throughout the period.

3.5 Wastewater Reticulation

There were two reported pipeline blockages during the period.

3. Storm Water Drainage

Due to the severe weather over the Easter period there were 5 reports of flooding. These were responded to within 5 hours.

Due to the severity of the rainfall over the Easter period, there was a lot of flooding that was not reported to Council. Some of this may have abated naturally; the extent to which this was aided by City Care workers is not known.

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

3.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of ratepayers and residents satisfied with stormwater drains	50%	54%	NRB Survey 2013
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	90%		

4. Solid Waste Management

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

4.1 Key Performance Indicators

WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of communities with recycling centres	6	6	Recycling centres at Greytown, Featherston, Martinborough, Pirinoa, Tukurumuri and Hinakura.
Volume of waste disposed out of district	Decreasing by 2.5%	30.4%	
% of ratepayers and residents satisfied with the level of service	90%	66%	NRB Survey 2013

4.2 Waste Management

Feedback from residents of Tukurumuri regarding the pending closure of the recycling station was received, a separate report to Council has been provided.

5. 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.

5.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
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	82%	75%	NRB Survey 2013
(20km ± 10% variation) 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		
Ratepayers and residents are satisfied with footpaths in the district	70%	66%	NRB Survey 2013

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Availability of footpaths on at least one side of the road down the whole street	90%		

6.3 Roading Maintenance

Council has experienced numerous issues relating to unsealed road maintenance over the past 6 week period. This is being addressed with the current heavy metaling programme across the district. It is also taking into consideration the possible candidate sites for future seal extensions.

Works are underway on the Hikunui Bridge with a new bridge deck being replaced. Normal road closure procedures are being implemented to ensure minimal disruptions to public and users.

The Hinakura rehabilitation is almost complete with sealing expected to take place in the week of the 26th of May.

Work is starting on the set up of RAMM and the implementation of systems for the new contract to move toward a more streamline approach to the development of work programs and maintenance management.

6.4 Asset management plans

There has been acceptance by the three Wairarapa councils to move to a single standardised Asset management plan for all three councils. The general concept has been that while there will be a single plan covering the 3 councils an individual sub-document will be developed per council covering the individual works plans and renewal programs.

This is seen as an excellent way forward and fits with the "One Network Road Classification"

5.2 One Network Road Classification

The One Network Road Classification project has three elements. The first is classifying roads into categories based on their function in the national network. This was completed in December 2013.

The second element is the Customer Levels of Service (CLOs), which define what the fit for purpose outcomes are for each category in terms of mobility, safety, accessibility and amenity. Provisional CLOs have been developed and will remain provisional until they can be fully tested through an iterative process of developing detailed performance measures for network operation and maintenance.

The third element is the development of the performance measures and targets, which will effectively determine how the categories and customer levels of service translate into specific maintenance, operational and investment decisions. This work has started and will be completed during 2014.

In line with the development of the functional classification and the provisional CLOs, The Road Efficiency Group will again be undertaking

engagement with RCAs and other stakeholders as it develops the performance measures and targets.

In light of the 3 Wairarapa Councils combining their AMP's there is an excellent strategic fit to the principals of consistency, coherence (route continuity) and local knowledge (tourism, scenic routes, and criticality e.g. the closing of the Waihenga Bridge during flooding).



Figure 1 workshop on development of the performance measures and targets

5.3 Footpaths

The joint SWDC/CDC contract for the footpath renewals and maintenance has been let to Higgins Wairarapa (formally Oldfield's). The initial walk over will take place in the week of the 26th reviewing the previous footpath plans work required.

The first years' work expected to start in July.

5.4 Street lighting contract

The contract was prepared by Council officers in conjunction with Masterton, Carterton and South Wairarapa Councils, with the aim of producing a single contract for the inspection and maintenance of all three Council's street light networks.

The contract comprises the:

- Inspection of street lights (including those on-charged to NZTA on urban State Highway),
- The repair of isolated outages,
- The programmed bulk replacement of lamps, and
- Emergency repairs for accident damage.

The Contract commences on 1 July 2014 and terminates on 30 June 2017. There is the provision of two annual extensions on completion of the initial period through until 30 June 2018 and 30 June 2019 respectively, at the sole discretion of the Principal.

The tender was evaluated using the Price Quality Method in accordance with Councils Roading Procurement Strategy, by a tender evaluation team (TET) comprising:

- W Potts – MDC (Qualified Evaluator)
- D Patten – Technical consultant

The contract is structured such that payment is made only for work carried out, and contains a portion of capital works (being the programmed bulk lamp replacement), the scope of which can be adjusted to suit the Council's budgets.

This contract was won by Power Services Wairarapa.

6. Amenities

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.

6.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULTS	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Users satisfied with parks and reserves	90%	95%	NRB Survey 2013
Ratepayers and residents are satisfied with Council playgrounds	75%	94%	NRB Survey 2013
Council playground equipment that meets national standards	95%		
Council pools comply with NZ swimming pool water testing standards	95%	0	Season over
Ratepayers and residents satisfaction with Council swimming pools	70%	78%	NRB Survey 2013
Occupancy of pensioner housing	97%	98%	Pensioner housing records
Ratepayers and residents satisfied with town halls use	77%	84%	NRB Survey 2013
Ratepayers and residents satisfied with public toilet facilities	60%	95%	NRB Survey 2013
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library	6 per library	Library records
Ratepayers and residents satisfied with libraries	97%	87%	NRB Survey 2013

6.2 Playgrounds

A replacement slide for Martinborough playground has been ordered.

6.3 Sports fields and facilities

A meeting of Soldiers' Memorial Park users was held on 14 April, with SWDC represented by Cr Napier and member Stevenson along with Helen McNaught, and Karl Nesbitt from City Care. One outcome of this meeting was a second meeting specifically for Greytown Swimming Pool stakeholders to discuss proposed works on the pool over the winter.

6.4 Pensioner housing

There has been no change in tenants in any of the flats. The waitlist has grown by another two people since last report. The waitlist is currently seven people for Martinborough, five for Greytown and twelve for Featherston.

Helen McNaught (SWDC) and Karl Nesbit (City Care) carried out the first of the exterior inspections of the flats at Matthews Flats, Featherston, on 16 May. Exterior inspections are planned for the remaining flats over the next few weeks, with the final outcome being a costed future management plan for each of the buildings. One immediate result of the visit to Matthews Flats was an awareness of the difficulty some elderly residents have in disposing of unwanted items which are not recyclable. A waste collection day has been planned in which City Care will collect unwanted rubbish from the residents of all of SWDC's flats; this may become an annual event.

6.5 Parks and Reserves

6.5.1. Greytown



Greytown off-leash dog park is now complete and fully fenced, although the car-parking area on Cotter Street is yet to get a hard surface. The Greytown Menz Shed has been commissioned to provide seats.

6.5.2. Featherston

A formed walkway has been constructed along Johnston Street Reserve along the well-worn commuter track. Directional signage is also being installed from Featherston train station, along the walkway to the town centre, as requested by the Featherston Community Board.

Fly-tipping continues to be a problem in Featherston, particularly at Otairua Reserve.



6.6 Toilets

6.6.1. South coast

Planning is in hand for a replacement to the current “long-drop” toilet at the Ngawi surf break. The new Norski self-contained toilet, the same model installed at Cape Palliser light-house, has been ordered.

6.7 Properties

6.7.1. Featherston

The Amenities Manager will meet with district councillors and the Featherston Community Board later this month to present the condition reports and programme for the Anzac Hall works.

6.7.2. Greytown

The Old Library in Stella Bull park is listed with Property Brokers and is currently being advertised as available for lease. There have been three or four enquiries but no proposals have yet been received. Meanwhile the building continues to attract short-term hires, particularly as retail space over weekends.

6.7.3. Martinborough

New tenants moved into Pain Farm Homestead on 16 May 2014, and they are already beginning work on restoring the gardens to their former glory. The tenant in Pain Cottage remains the same. Quotes for cleaning, scraping and repainting the Homestead and Cottage are currently being sourced. Officers plan to replace the old "Bed and Breakfast" sign with a new one which will restore the homestead's name ("Okoroire").

6.8 Cemeteries

The April rates newsletter featured an article on cemeteries, outlining the historical sections and how although SWDC maintains the cemetery grounds, we do not maintain the individual headstones and memorials. The article encourages families of people interred in SWDC cemeteries to maintain the headstones and memorials and if they would like to carry out any restoration work to get in touch with their local monumental mason. In this article we encouraged the development of 'Friends of the Cemetery' groups. So far, there has been interest in groups for Featherston and Martinborough's Dublin Street Cemeteries.

6.8.1. Featherston

There was one burial in April. The third ashes wall at Featherston Cemetery is complete, officers are waiting on a Producer Statement Construction Review (PS4) from the engineer then the wall will be ready for ashes placement.

There have been four counts of vandalism at Featherston Cemetery in the last two weeks. In block three, three headstones were kicked over, and in block two, which is part of the older area, one marble headstone has been kicked over and broken into bits.

Work has resumed on the Featherston Cemetery extension which is located over the road from the current cemetery. City Care staff have weeded and cleaned up the native corridor plantings along Cundy's Road. Officers and City Care are now reviewing plantings for the next stage of development at the north-western end of the cemetery. A meeting with representatives of Te Waka Iti reached agreement on the process for development of that section of the new cemetery.

6.8.2. Greytown

There were no burials in April.

6.8.3. Martinborough

There was one burial on April.

6.9 Swimming Pools

6.9.1. Featherston

Loose tiles around the pool have been grouted and re-fixed. Plumbing and electrical repairs to the changing rooms are in progress. The main pool has been water-blasted and inspected, pending re-painting prior to the start of next season. A replacement planting programme for the trees around the outside of the pool compound has been developed and will be implemented progressively.

6.9.2. Greytown

Plumbing and electrical repairs to the changing rooms are in progress. The main pool has been water-blasted and inspected, pending fibre-glassing prior to the start of next season. The major repairs to the skimmer system are largely complete. A key outcome of the April meeting with the pool stakeholders was unanimous support for a proposal to enable the pool to be operated at the standard 25-metre length instead of its current 33½ yards. An engineering report has been commissioned from Opus to look at the best way this might be achieved. Quotes are being sought for a solar hot-water heating system and pool cover. The Greytown Swimming Club will be seeking external funding towards these.

6.9.3. Martinborough

The pool has been water-blasted and inspected. The intention is to repaint the pool before the start of the next season. A proposal to extend the pool compound towards Princess Street with a grassed area is in development. The functioning of the solar heating system is being checked, and we are also investigating ways to make the operation of the main pool cover easier for staff when it is windy.

6.10 Campgrounds

Neil and Ann Smith surrendered their lease of Greytown Campground at the end of April. Some documentation and financial work has yet to be completed to finalise this. Stan Mantovich has been appointed as temporary campground manager while the leasing process is under way.

7. Libraries

7.1 Statistics

Statistics are attached as Appendix 3.

7.2 Staffing

Recruitment to fill vacant library assistant positions has resulted in the appointment of Christina Finn at Greytown library, and Richmel Castleton and Jennifer Holmstrom (job –share) at Martinborough library. The pool of casual library assistants has been expanded with the appointment of seven casual staff.

7.3 Te Puna

Branch library managers met with representatives of Te Puna, which National Library's cataloguing and interloan service to other libraries. This provided an opportunity for an exchange of information, and as a result, the south Wairarapa libraries have joined Te Puna's IBS system which automates billing for interloans. Participation in this system will lead to cheaper interloan charges from many libraries. In addition, we are developing our own reciprocal free interloan agreements with other libraries previously all interloans were done through Carterton, but we now need our own arrangements.

8. Civil Defence and Emergency Management

SERVICE LEVEL – People are prepared for a civil defence emergency.

8.1 Key Performance Indicators

CIVIL DEFENCE AND EMERGENCY MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULTS	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents are prepared for an emergency	65%		NRB Survey 2013
Regional Civil Defence Emergency Plan developed and implemented	Implemented		The Wellington Region Civil Defence Emergency Management Group Plan 2013-2018 has been implemented and available through the get prepared website.

9. Libraries

9.1 Statistics all Libraries

See Appendix 3 for issues and transactions statistics.

10. Appendices

Appendix 1 - Monthly Water Usage

Appendix 2 - Waste Exported to Bonny Glen

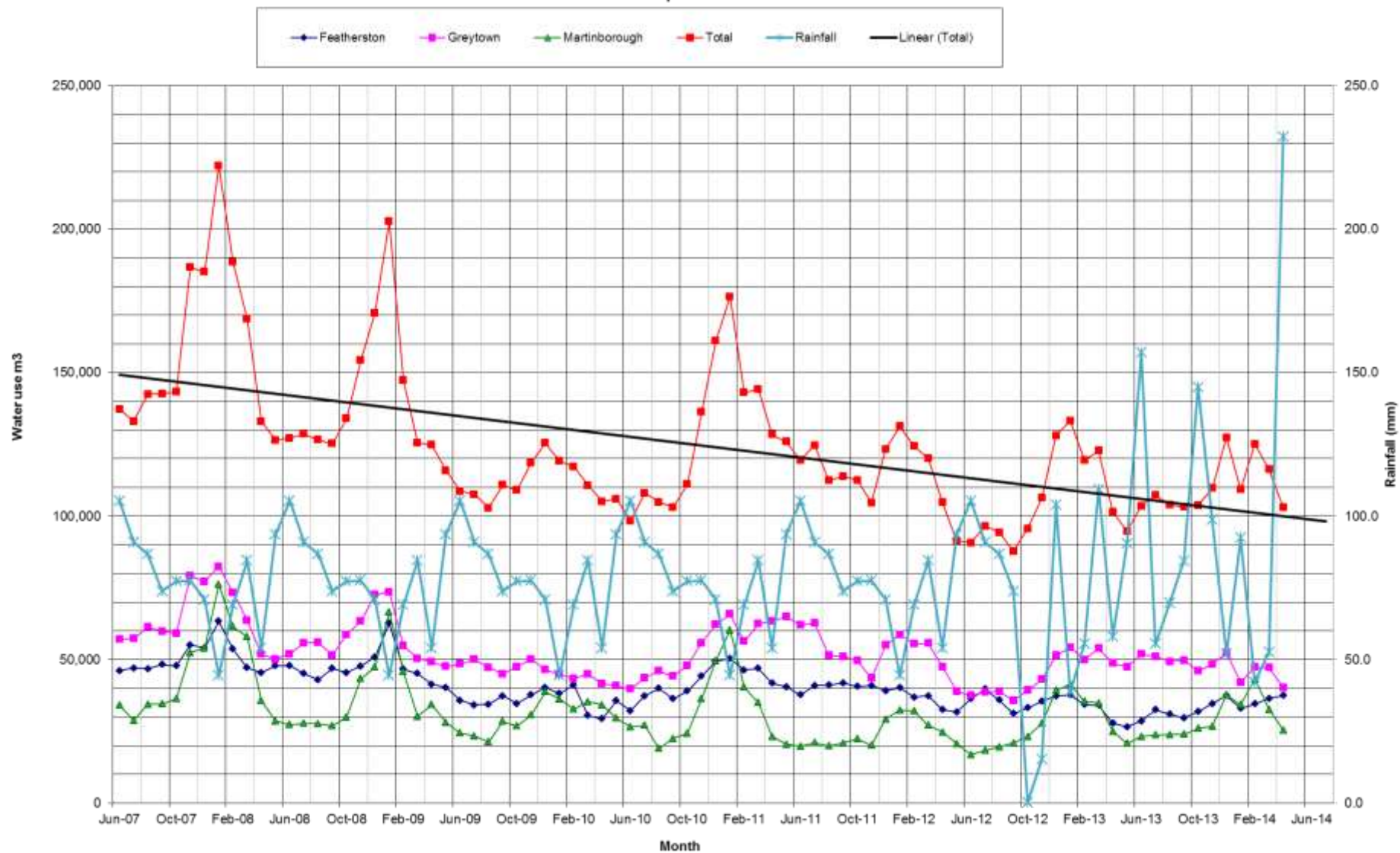
Appendix 3 - Library Statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed By: Paul Crimp, Chief Executive

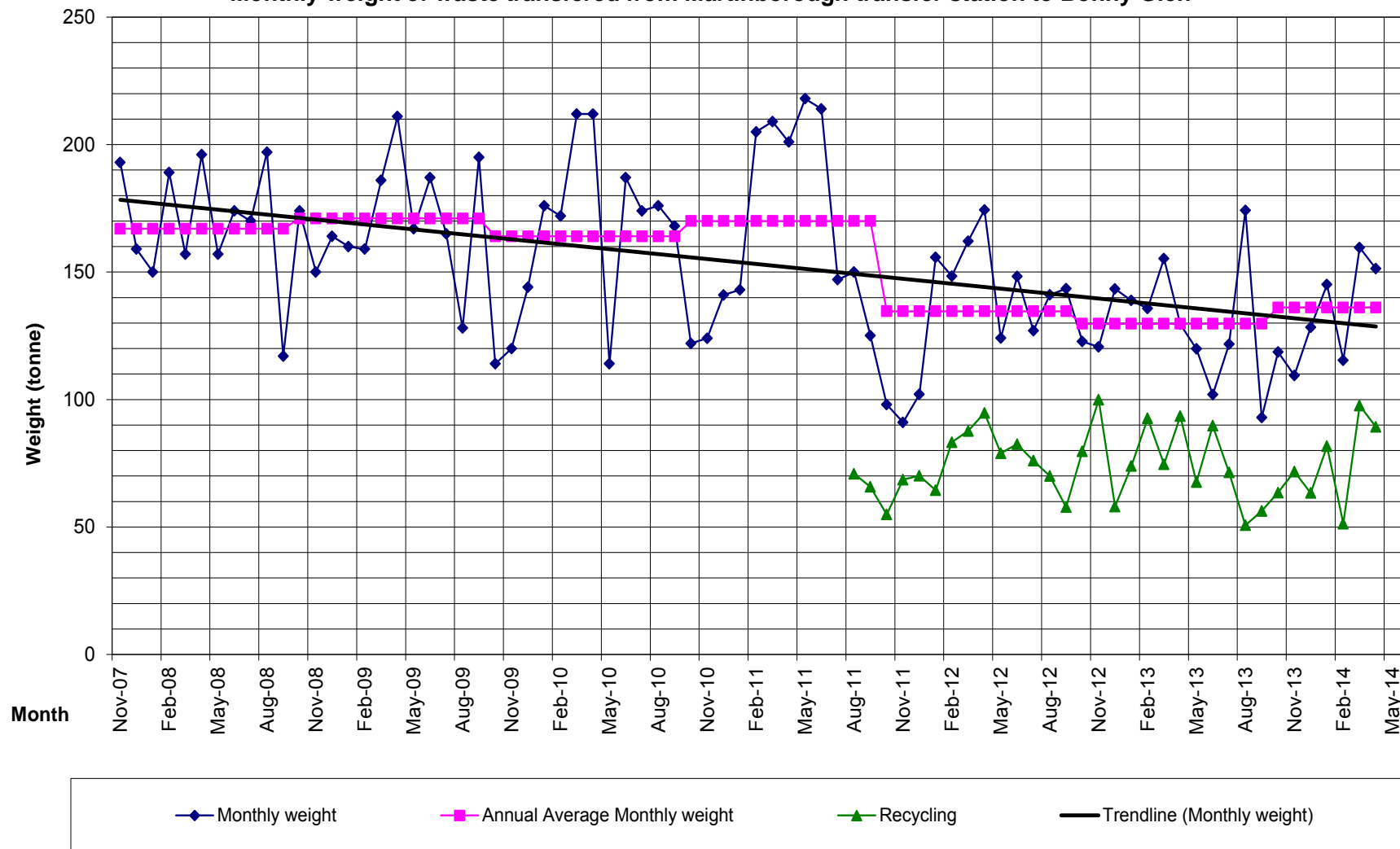
Appendix 1 – Monthly Water Usage

Water use South Wairarapa District Council



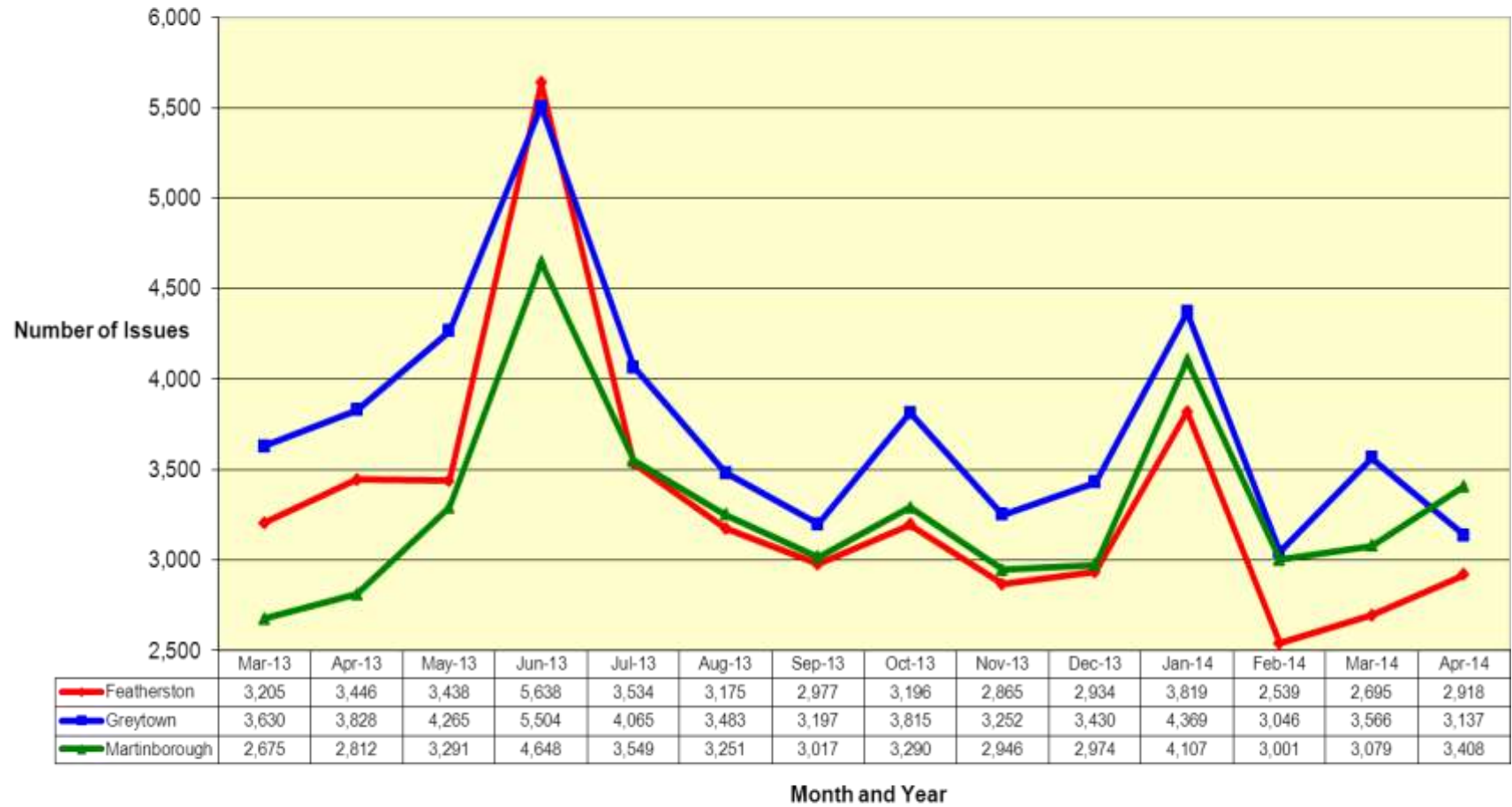
Appendix 2 – Waste Exported to Bonny Glen

Monthly weight of waste transferred from Martinborough transfer station to Bonny Glen



Appendix 3 – Library Statistics

Issues to April 2014



PLANNING & ENVIRONMENT

1. Group Overview

The Planning and Environment Group of Council is responsible for the resource management (district plan, resource consents, reserve management plans, LIM's) and public protection (liquor, health, safe food, after-hours noise, building, stock and animal control) significant activities of Council, as set out in the Annual Plan 2013-14.

This report sets out the Group's performance against the Annual Plan targets and provides general comment to update Council on topical issues.

2. Resource Management

2.1 Resource Management Act - District Plan Policy

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the District as a "better" place to live	65%	N/A	NRB Survey 2013
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%	N/A	NRB Survey 2013

2.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	99%	NCS data
s.223* certificates issued within 10 working days	100%	100%	NCS data
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	96%	NCS data

2.2.1. Consent Processing

Council has processed 97 resource consents this year (01/07/13 to 21/05/14). In the same period last year (01/07/12 to 21/05/13) the Council had processed 88 resource consents. From 01/04/14 to 21/05/14 Council has processed 11 resource consents.

NB: Officers provide detailed information 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.

2.2.2. Pinot Grove Subdivision

The Pinot Grove 70 lot residential development at 95-107 Jellicoe Street has been signed off by Council.

2.2.3. Latest (and last) MfE Survey of Local Authority Performance

Recently the Ministry for the Environment released the latest survey results relating to processing performance under the RMA, with a particular focus on resource consents.

Both the Masterton and Carterton District Councils were rightly commended by the Minister for the Environment for achieving 100 % compliance with resource consent processing deadlines for the survey period (1 July 2012-30 June 2013).

This Council's processing performance was recorded as 97 % compliance with deadlines (note: this is also the overall average result for all TA's). Council's compliance figure was affected by 3 consents out of 100 processed, crossing the 20 working days limit prescribed in the Act.

Two of those consents were issued at 21 W/D's while one went 5 W/D's overtime. This later consent was a clear error.

The other two consents were "overdue" by one day because we do not normally take advantage of the S.37 "stop clock" provisions in the Act when seeking additional information (we let the clock tick). However, when this means a timeline is not achieved (even to a very small extent) our processing statistics are adversely affected.

This approach is beneficial to applicants because rather than extending the processing period, we instead push hard to issue a consent decision within the 20 W/D's regardless.

As noted, Council did not exercise S.37 during the year, while in comparison CDC exercised it 5 times or 13% of the time. MDC did so once which is comparable to our use. The overall average for use by local authorities of S.37 was 17% of the time.

If all forms of consents issued under the RMA are considered, such as granting of easements (these are not included in the MfE statistics), then Council's processing performance reached 99% compliance, as was recorded in the 2012-13 Annual Report.

Lastly, it should be noted that Council processes the highest number of consents as recorded by MfE (SWDC 100; MDC 86; CDC 39).

2.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of Management and/or Plans adopted or revised	1	1	Council resolution

2.4 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	Yes	Yes	Council's LIM template covers all statutory matters required to be included in LIM
My non-urgent LIM is processed within 10 days	100%	100%	NCS data

The following data provides a snapshot of the actual number of LIM's processed in this period.

ADDITIONAL INFORMATION TYPE	YTD	PREVIOUS YTD	PERIOD (8/4/14 TO 22/5/14)	PREVIOUS PERIOD
Standard LIMs (Processed within 10 working days)	113	116	9	19
Urgent LIMs (Processed within 5 working days)	98	64	12	16
Totals	211	180	21	35

3. Public Protection

3.1 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	99.60%	Processing times since the last meeting was 100%.
Building consent applications are processed within 20 working days	100%	98.89%	Processing times since the last meeting was 100%.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 2016
Earthquake prone buildings reports received	100%	129/222	The government is proposing to make changes where by the assessments will need to completed by a certain time. No further information from the government has been provided.

Building consent numbers from 1 July 2013 to 16 May 2014 (Year to Date) total 360 consents.

For the same period the year before (2012 – 13) the total was 369.

The following table provides a snapshot of the number and types of building consents granted for the period.

ADDITIONAL INFORMATION TYPE	NUMBER	VALUE
Commercial	0	\$0
Industrial	5	\$201,100
Residential	45	\$1,733,082
Other	5	\$269,000
Totals	55	\$2,203,182

3.2 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 2013/14	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	6 visits	No visits	None to date. Visits are planned for Greytown School before June 2014, subject to having suitable staff available to deliver the programme.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	NCS

As at 22 May 2014 there are 2,855 registered dogs with 1,635 owners. There are currently 36 unregistered dogs, with 30 owners who have been or are in the process of being infringed for this offence.

The following table provides a snapshot of dog control incidents by type and location for the period.

ADDITIONAL INFORMATION INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Attack on Pets	0	1	0
Attack on Person	0	0	0
Barking and whining	0	0	0
Lost Dogs	0	0	0
Found Dogs	0	1	0
Rushing Aggressive	1	4	1
Wandering	0	1	0
Total	1	7	1

3.3 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	
Council responds to complaints regarding animals within 40 hours	100%	100%	

The following table provides a summary snapshot of stock control incidents between 8 April 2014 and 22 May 2014.

ADDITIONAL INFORMATION INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Stock	0	2	1
Total	0	2	1

3.4 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	100%	NCS data

The following table provides a summary snapshot of noise control incidents between 7 April 2014 and 22 May 2014.

ADDITIONAL INFORMATION AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD (2013/2014)	YTD (2012/2013)	PERIOD (7/4/14 – 22/5/14)	PREVIOUS PERIOD (7/4/12 – 22/5/13)
Total	159	200	21	17

3.5 Sale and Supply of Liquor Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises that sell liquor that are checked prior to	100%	100%	All applications for renewals have been checked for

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
renewal to make sure they comply with the Sale of Liquor Act 1989			compliance with the Sale and Supply of Alcohol Act 2012 which replaced the Sale of Liquor Act 1989.

The following table provides a summary snapshot of liquor related activities between 8 April 2014 and 22 May 2014.

ADDITIONAL INFORMATION ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD (2013/2014)	PREVIOUS YTD (2012/2013)	PERIOD (8/4/14 – 22/5/14)	PREVIOUS PERIOD
On, Off and Club Licences	28	91*	0	4
Manager's Certificates	121	39*	14	13

* Partial data only due to new computer system introduced mid 2012

3.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises failing to comply with Food Hygiene regulations that are re-inspected within a 3 month period and enforcement is affected if offence continues	100%	100%	No enforcement has been required

3.7 Food Bill Update

The Food Bill is set down for its third reading on 22 May 2014 and is likely to be enacted before the end of May 2014. However a commencement date has not been advised at this time. The latest commencement date is March 2016. Until commencement it will be essentially business as usual for Council. Officers are taking the opportunity to ensure as many businesses as possible are using template food control plans so that we do not get "swamped" in the three year transition period. Council has been receiving a steady stream of applications from businesses wanting to change to Food Control Plans. There are currently 19 businesses using FCP's and a further 4 are trialing the system.

The Ministry of Primary Industries aim to have all implementation questions answered in guidance material, and provide other forms of support, so that the implementing of the new regime is completed around six months before March 2016.

3.8 Bylaws

From 7 April 2014 to 22 May 2014, one abandoned vehicle was reported and one general complaint (graffiti) was received.

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

FEATHERSTON COMMUNITY BOARD

24 JUNE 2014

AGENDA ITEM 7.2

FEATHERSTON WALKWAYS AND RESERVES TRUST

Purpose of Report

To provide details of the Memorandum of Understanding between the Featherston Community Board, Council and the Featherston Walkways and Reserves Trust.

Recommendations

Officers recommend that the Community Board:

1. *Receive the information.*
2. *That the Featherston Walkways and Reserves Trust are formally contacted to ascertain active/non-active status as per the Memorandum of Understanding.*

1. Executive Summary

The Featherston Walkways and Reserves Trust currently exists as a community group, with no formal reporting mechanism through to the Community Board or Council except via a Memorandum of Understanding(MOU). The MOU is contained in Appendix 1.

2. Relationship with Board

By default any committee or subordinate working group established during a previous triennium lapses and must be re-established if the group is to continue its formal relationship with the local authority.

At the first meeting of the triennium in November 2010, the Featherston Walkways and Reserves Trust was established as a committee and Mr Robertson was appointed to the Trust.

At the first meeting of the triennium in November 2013, the Board agreed to defer a decision on the reestablishment of the Featherston Walkways and Reserves Trust as a subordinate decision-making body until a later date. It is now appropriate for the Board to review the status of the Trust to determine next steps. Should the Trust be found to be 'no longer functioning/and or is no longer performing its obligation as set out in this

Memorandum', the agreement may be terminated. It is therefore the recommendation of officers that the status of the Trust is ascertained so next steps can be determined.

3. Finances

The Trust has been given access to funds via local authority resolutions as follows:

The Trust received a grant of \$340 from the Featherston Community Board in February 2011 to assist with the costs of a sign to Barr-Brown Reserve.

During the 12/22 LTP the Trust were given a path to secure funds for the action plan as adopted, the decision being as follows:

Council resolved the work as proposed is to be funded through the Council Reserves budget at a rate of \$5,000 per year for the next 3 years. The Trust is to work with Council officers and a meeting will be setup with the new Council contractors once the new service contract has been awarded. Funds will not be given to the Trust as a grant but works orders will be provided as and when required.

4. Appendices

Appendix 1 – Featherston Walkways and Reserves Trust MOU

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive Officer

Appendix 1 – Featherston Walkways and Reserves Trust MOU

RECEIVED
21 MAR 2012



21 March 2012

37 Daniell Street
Featherston 5710

Attention: Suzanne Clark
South Wairarapa District Council
MARTINBOROUGH

Dear Suzanne

As discussed please find enclosed (3) copies of the Memorandum of Understanding for the Featherston Walkways and Reserves Trust which has been signed by the Acting Chairman of the Trust and by the Chairman of the Featherston Community Board.

Graham Guy is the Acting Chairman until the AGM of FWRT on 9 May as agreed at the meeting on 14 March 2012.

The Action Plans of the (4) Reserves will remain as they are at present.

Thank you

Regards


Thava Guy

Secretary

Phone: 06 308 8205

Email : graham.guy@xtra.co.nz

Enclosure: (3) Copies of the Memorandum of Understanding



**MEMORANDUM OF UNDERSTANDING
FOR IMPLEMENTATION OF VOLUNTEER-BASED MANAGEMENT
PURSUANT TO THE RESERVES ACT 1977
BARR BROWN RECREATIONAL RESERVE, DORSET SQUARE RESERVE,
FEATHERSTON DOMAIN AND OTUAIRA RESERVE**

1. THE PARTIES

This Memorandum of Understanding is an agreement among the following parties:

- The South Wairarapa District Council, hereafter known as "Council".
- Featherston Community Board, hereafter known as "the Community Board".
- Featherston Walkways and Reserves Trust, hereafter known as "the Trust".

2. PURPOSE OF MEMORANDUM OF UNDERSTANDING

The purpose of the Memorandum of Understanding is to set out the roles and responsibilities of Council, the Community Board and the Trust in the implementation of the volunteer based management of Featherston's Barr Brown Recreational Reserve, Dorset Square Reserve, Featherston Domain and Otuaيرا Reserve.

3. COUNCIL RESOLUTIONS ACTION PLANS

The Trust will manage the operational details and governance requirements relating to the following reserves, as detailed in the Action Plan for each reserve and in this Memorandum of Understanding. This shall be carried out according to the responsibilities outlined in Section 5, noting particularly that a Councillor and/or Community Board member shall be appointed to any action plan committee, and the Trust shall liaise with the Council's Group Manager Infrastructure and Services regarding operational issues. The Trust will review and update the Action Plans as needed, obtaining approval from Council and Community Board for the updated Action Plans.

Barr-Brown Recreational Reserve

Council resolved (DC2008/347) on 24 September 2008 to approve the Trust's Barr Brown Recreational Reserve Action Plan (appendix A).

Dorset Square Reserve

The Trust's Dorset Square Reserve Action Plan was adopted by the Featherston Community Board at the March 2010 meeting and by Council at their March 2010 meeting (appendix B).

Featherston Domain

The Trust's Featherston Domain Reserve Action Plan was adopted by the Featherston Community Board at the March 2010 meeting and by Council at their March 2010 meeting (appendix C).

Otuaira Reserve

The Trust's Otuaira Reserve Action Plan was adopted by the Featherston Community Board at the March 2010 meeting and by Council at their March 2010 meeting (appendix D).

4. PARTNERSHIP PRINCIPLES

By this MoU the parties record their intention and commitment to establish a responsive, positive and balanced working relationship exercising co-operation, flexibility and trust.

In doing so the parties;

- Will work together towards maintaining and developing the health, vitality, functionality, sustainability and appearance of the respective areas;
- Recognise that these projects require a long term approach and commitment;
- Agree to always act in the best interests of the respective areas and the community;
- Will work together to proactively resolve any issues that arise in the delivery of the respective action plans;
- Acknowledge that the management of the areas is a dynamic process that may need to be reviewed from time to time in order to achieve the best results.
- Agree that the key deliverable of the MoU is the effective and successful implementation of the respective action plans.

5. ROLES AND RESPONSIBILITIES OF THE PARTIES INVOLVED

The roles and responsibilities of the main parties to the agreement are clearly identified below.

South Wairarapa District Council:

Ensures that concept designs, detailed drawings and construction works comply with the Reserves Act 1977 and meet other statutory requirements i.e. RMA and Building Act, OSH, (particularly those areas affecting functioning of roads and footpaths so that vehicle and pedestrian safety are maintained)

- Ensures that any roading or network utility operators (including NZTA, TranzRail, PowerCo, Infrastructure and Services) requirements are met re. roading, railway, lighting underground services
- Ensures appropriate project management skills are applied to any development works
- Approves final plans, expenditure and processes payments

Featherston Community Board: –

- Approves concept designs for restoration and amenity enhancements.
- Endorses expenditure of funds from any funding secured by the Trust in consultation with Council.
- Monitors and addresses issues affecting local businesses and the wider community.
- Works with the Trust in seeking funds for restoration and amenity development.

Featherston Walkways and Reserves Trust: –

- Includes a Councillor and/or a member of the Featherston Community Board any Action Plan Committee convened by the Trust.
- Includes a Councillor and a member of the Featherston Community Board on the Trust Board.
- Liaises with Council's Group Manager Infrastructure and Services on all operational issues including any aspects requiring compliance with statutory requirements (i.e., OSH requirement regarding felling of trees), roading (i.e., traffic safety) or network utility operators.
- Initiates and seeks funds for restoration and amenity development.
- Coordinates volunteers to implement the approved Action Plan.
- Obtains Community Board and Council approval for any proposed changes to approved Action Plans and any other development plans.
- Recommends restoration and amenity development works and budgets to the Community Board and the Council within available funds.
- Liaises with wider community on general matters.
- Monitors work progress against approved budgets in conjunction with the Council.

6. OWNERSHIP

The ownership of any capital works and improvements on the reserves or other Council land (i.e., road reserves) as a result of the implementation of the Action Plans and any other Council approved development plans are the assets of the Council. Any equipment purchased by Council or with funds allocated by Council associated with the implementation of the action plans remains the ownership of Council.

7. ISSUE RESOLUTION

Should any issue or disagreement arise in relation to the interpretation, application or operation of this agreement, it shall be addressed, in the first instance, between the Community Board and the Trust to see if the issue or disagreement can be resolved. The three parties will act in good faith to resolve the issue or disagreement.

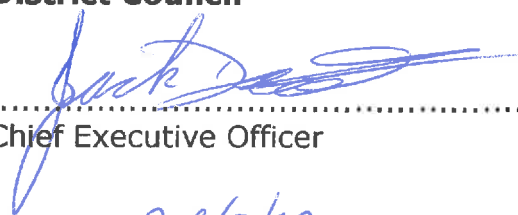
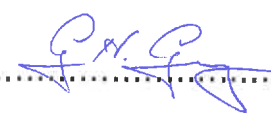

If the issue cannot be resolved then Council will agree to provide an independent mediator.

8. REVIEW

This agreement will be reviewed on a three yearly basis or earlier if all the parties agree.

9. TERMINATION

This agreement may be deemed to be terminated if the Trust ceases. This agreement may also be terminated by Council if, in Council's sole view, the Trust is no longer actively functioning and/or is no longer performing its obligations as set out in this Memorandum. This agreement may also be terminated at any time by the written agreement of the parties. Any termination of this agreement shall be without prejudice to the rights of either party against the other and the Council in terminating this Memorandum under this clause shall not be required to give reason or any explanation as to why pursuant to this clause, it has elected to terminate the Memorandum.

<p>Signed on behalf of South Wairarapa District Council</p> <p></p> <p>.....</p> <p>Chief Executive Officer</p> <p>Date <u>26/3/12</u></p>	<p>Signed on behalf of Featherston Walkways and Reserves Trust</p> <p></p> <p>.....</p> <p>Chair/Acting</p> <p>Date <u>14/3/12</u></p>
<p>Signed on behalf of the Featherston Community Board</p> <p></p> <p>.....</p> <p>Chairperson</p> <p>Date <u>19/3/12</u></p>	

Appendices: Action Plans

Mrs Barrow queried the opening hours of the Featherston public toilets, and noted that the motor caravan camping ground area needed to be opened to the public for use as soon as possible.

Garry Thomas

Mr Thomas reported that he was in the process of inviting members from the various Featherston community groups together with the aim of achieving better coordination of community projects.

FCB NOTED:

1. Action 7: That graffiti on the Featherston Playground equipment be urgently removed; M Allingham
2. Action 8: On behalf of the Community Board write to Minister Paula Bennett and MP John Hayes requesting meetings to discuss assistance for Featherston youth in need; Lee Carter
3. Action 9: Advise the Community Board the Featherston public toilet opening hours during winter and summer and when a repair to the toilets will be progressed; M Allingham
4. Action 10: Advise the Community Board when the Information Centre will be painted using the Dulux paint grant; M Allingham
5. Action 11: Trim, clean, tidy and spray the Featherston motor caravan area so it can be opened. Liaise with Brian Allen of the Motor Caravan association regarding assistance with signage; M Allingham

9. FEATHERSTON WALKWAYS AND RESERVES TRUST MOU

FCB RESOLVED (FCB 2012/07) to accept the Memorandum of Understanding between Featherston Walkways and Reserves Trust, the Featherston Community Board and Council subject to the referenced 'Works and Services Manager' being replaced by the 'Infrastructure and Services Manager'.

(Moved Thomas/ Seconded Barrow)

Carried

10. FINANCIAL ASSISTANCE

10.1 Wairarapa Victim Support

The Community Board reviewed the application for financial assistance from Wairarapa Victim Support. The Community Board wanted to obtain additional information such as how support is being provided to the community, the benefit of the support given, the number of victims supported, and the number of volunteers that reside

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

6. MESSINES WAY MEMORIAL

Mr Thomas reported that he had sourced pictures of the Featherston War Memorial Camp cookhouse and had a concept design for a BBQ area drawn up based on the original building. Mr Thomas was getting the design priced.

7. FEATHERSTON STREET FLAGS

The Community Board discussed the quotes and expressed concern regarding the durability and life of the flags given exposure to the Featherston elements versus the capital outlay. Options such as a shorter display period, an alternative mechanism for attaching the flags to the poles and neon lights were discussed.

FCB RESOLVED (FCB 2012/06):

1. That the purchase of flags for permanent display along Featherston Main Street be put on hold for review in July 2012.

(Moved Barrow/ Seconded Thomas)

Carried

8. COMMUNITY BOARD/COUNCILLORS REPORTS

Phil Robertson

Mr Robertson felt that Feathers tons' appearance was disheartening due to non working street lights, graffiti, empty sections, derelict buildings and bad behaviour by youth. The Community Board expressed a desire to make a change and the CEO undertook to continue working with Powerco to correct the street light problem.

Lee Carter

Mrs Carter reported that on behalf of the Community Board she was sending a sympathy note to the families impacted by the balloon disaster. Mrs Carter was to take part in the earthquake readiness practice at the Featherston Community Centre which was being run by the Red Cross.

Cr Robertson

Cr Robertson had meet with the Aratoi Foundation and updated the Community Board on the sculpture project. Aratoi were seeking expressions of interest from five artists.

Cr Sexton

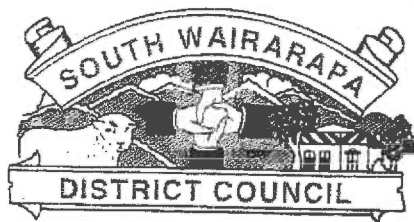
Cr Sexton reported that a fence at the Featherston Cemetery required repairs however this was being progressed through the Reserves and Amenities Focus Group.

Tenders had been received for removing the macrocarpa trees on Underhill Road. These trees would be removed when the contract had been awarded.

Helen Barrow

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness



POLICY AND FINANCE COMMITTEE AGENDA – 27 August 2008

A Conduct of Business

- A1.** The meeting will be held in the District Council Chambers in Martinborough and will commence at the conclusion of the District Council meeting. The meeting will be held in public (except for any items specifically noted in the agenda as being for public exclusion).
- A2.** Apologies
- A3.** Public Participation
None.
- A4.** Minutes for confirmation: meeting of Committee held on 23 July 2008. Pages 1-2

B. DISCUSSION TOPICS

- B1.** Financial Discussion
Accounts
- B2.** Committees - Terms of Reference
- B3.** Featherston Walkways and Reserves Trust – letter dated 15 July 2008 and Proposed Action Plan: Pages 3-27

Recommendation from Featherston Walkways Reserves Trust that Council approve the Trust's Action Plan for the Barr-Brown Reserve, noting:

- 1. The plan is for a volunteer-based management of the Barr-Brown Reserve by the Trust.*
- 2. Under S42 of the Reserves Act 1977, Council has responsibilities for the preservation of trees and bush.*
- 3. Action 8 contains a proposal to change the status of the reserve, which will involve public notification, and a submission that "hopefully these costs will be borne by Council".*



The Acting CEO, and Mayor
South Wairarapa District Council
P O Box 6
MARTINBOROUGH

Featherston Walkways and Reserves Trust
C/o P O Box 57
FEATHERSTON

15 July 2008

Dear Adrienne

Attached is the Trust's Action Plan for the Barr-Brown Reserve which we are submitting for Council's endorsement.

The ecological management of the reserve is of primary importance in this plan. There are other considerations, such as the need for a bridge over the Boarbush Stream, which would help maximize its *social* usefulness, but as it is the ecological health of the reserve currently most under threat, that is our focus for the first three years included in this plan.

We are aware that the Council has limited resources. We have made submissions to the Annual Plan and (and the Rural Reserves Management Plan) putting forward arguments in support of raising the priority of the Barr-Brown (and other Featherston Reserves) for Council attention in the expectation that this will raise their prospects for funding eligibility. We will, nonetheless, be seeking grants from philanthropic organizations, and government. Organisations we will be approaching include Prime Community Trust, Lion Foundation, J R Mathews Trust, Ron Greenwood Trust, Lottery Environment and Heritage Fund, Eastern and Central Community Trust, Trust House Charitable Trust. We will start this process once you accept the Action Plan.

The quotes we have included for work required in the Barr-Brown Reserve are from All Seasons Tree Services (already known to you), and Forest Protectors, which has a well-known track record for weed control and forest management, and comprehensive knowledge of NZ plant ecology. The owner also runs the local branch of the Kiwi Conservation Club and so has experience with volunteers which we hope to draw on. We will, however, be seeking additional quotes for the tasks we have outlined in the Action Plan.

Maintenance of the Reserve (and this applies to the other reserves in the proposed walkway) is currently mostly in the hands of Department of Corrections Community Workers (formerly PD workers). As we establish ourselves we will undertake a campaign to recruit volunteers. We believe this is essential to develop a sense of ownership by the Featherston Community as a whole, including school children, and to complement the skills and tasks performed by the Community Workers. We are seeking to formalize our relationship with Department of Corrections so that we can better co-ordinate with their Featherston visits with the maintenance needs of the Trust. This might best be achieved by using the Council's already established connection with the Dept of Corrections.

Support is already coming from the community and Council. Featherston Community Board has contributed to signage (now waiting for Council approval) for Barr Brown (and the walkway system in general), and individuals have spontaneously expressed an interest in volunteering for maintenance work. Apart from SWDC (through Featherston Community Board), SW Rotary have already, and Featherston Lions will be contributing to the improved management of Barr Brown. (Featherston Lioness Club, SW Rotary, and Featherston Lions, have either

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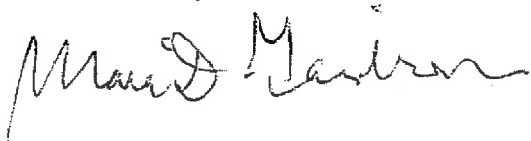
already been very generous with financial support for the walkway concept, and Featherston Lions have pledged their support for erecting the new signs.

Current access to the Barr-Brown Reserve is limited. It is restricted by the steep approach (soil filled tyres) from Underhill Road where there is no hand rail for the less able-bodied. The Kereru Grove entrance is also restricted for a good part of the year when Boarbush Stream has water running through it. The Trust believes that the Kereru Grove approach is safer for walkers requiring parking than Underhill Road which is rather narrow and is now in quite regular use. A bridge over the stream within the reserve would encourage the use of this safer alternative entrance and open it up more for use by a greater number of people. We have not sought quotes for a bridge because of our focus at this time is on the restoration and health of the bush. However, we think it desirable that a bridge be built as soon as possible.

We have established contacts with organizations, apart from funders, with an overlapping mutual self-interest in the reserve - Wairarapa Department of Conservation, Department of Corrections Community Workers, Wairarapa Branch of Forest and Bird, and Greater Wellington Regional Council.. (Contacts made in regard to the walkway in general include - Destination Wairarapa, Featherston Promotional Group, Featherston Phoenix, Featherston Information Centre, and other Featherston tourism attractions). We intend to keep in regular contact with all these and other groups.

We look forward to continuing the relationship we have already developed with the Council and look forward to a more formal partnership both for restoring Barr Brown Reserve and developing a walkway system for Featherston. Please contact me if you require further information, or an electronic copy of this proposal.

Yours sincerely



Maria Fairburn
Convenor
Featherston Walkways and Reserves Trust

Cc
Chairman
Featherston Community Board

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**Barr-Brown Reserve
Featherston**

Proposed Action Plan



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**Barr-Brown Reserve, Featherston
Proposed Action Plan**

To: The Acting CEO, South Wairarapa District Council

Date: 22 July 2008

From: Maria Fairburn, Convenor, Featherston Walkways and Reserves Trust

Address: c/o P O Box 57, Featherston 5741.

Phone: 06 308 8294

Email: fwrtrust@gmail.com

Request: To accept the following plan for volunteer-based management of the Barr-Brown Reserve by the Featherston Walkways and Reserves Trust.

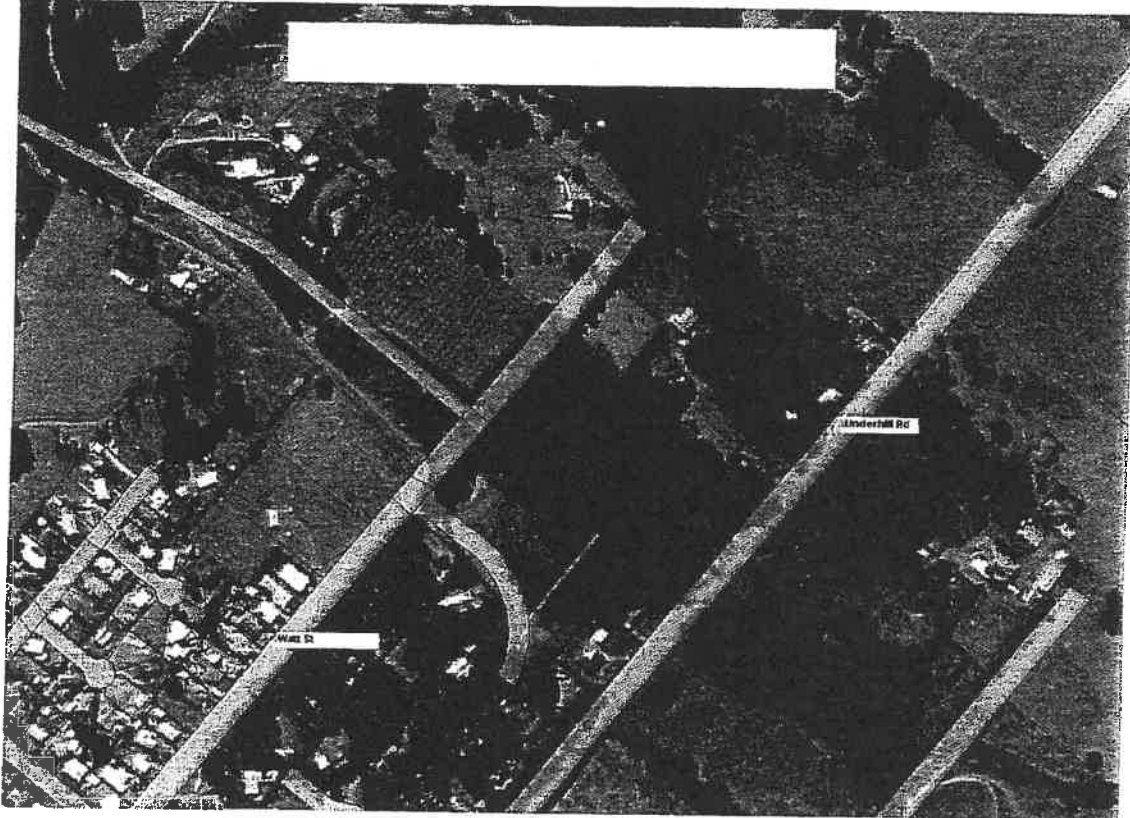
Location: Underhill Road, Featherston

Legal Description: Lot 31 DP 46642 and a portion of Watt Street (paper road)

Size: approximately 20,000m²

Ownership: South Wairarapa District Council

Barr-Brown Reserve, Featherston: (a better quality and larger print is included at the end of this document)



Purpose: To manage Barr Brown Reserve to retain and enhance its natural values while increasing its availability to the public. The benefit of this work would be a great boost to the biodiversity of the whole area, far in excess of the limits of the site itself. In addition, the reserve is well used as a walking track, so the enhancement of its natural integrity will be enjoyed by old and young.

Introduction: Barr Brown Reserve is a lovely remnant lowland forest within the Urban Zone of Featherston. This relatively small reserve (20,000m²), supports some large, old totara, matai, and kahikatea. These trees were once a part of the primary forest that clothed the entire Wairarapa Plains. This area has had two extensive botanical surveys, by Tony Druce in 1977 (Appendix A) and Pat Enright in 2004 (Appendix B). Druce's survey emphasises the importance of this bush area, and compares the forest type at Barr Brown Bush with one in a Scientific Reserve in Otaki, the Kiripiti Scientific Reserve.

Barr Brown Reserve has frontage on Underhill Road and Boarbush Stream flows along its southern edge. The interior of the reserve is crossed by a number of well formed tracks, and the site is popular with local families.

Tony Silbery of the Department of Conservation, Wairarapa Area Office, (see Appendix C) notes that the main threats to the sustainability of the native plants and animals in the reserve come from its small size and, as a result of this, the likelihood that it could eventually succumb to the spread of weeds. (Note, that Pat Enright, a Featherston resident and botanist, last month identified another weed, *Lonicera japonica*, to add to the list he compiled in 2004 in Appendix B).

While not a great deal can be done to increase the land area of the reserve, Mr Silbery has identified an Action Plan, outlined below, to maintain and enhance the natural values of the reserve. The Featherston Walkways and Reserve Trust is committed to help achieve this programme.

Association with Other Activities: The Featherston Walkways and Reserves Trust (FWRT) is currently publishing a brochure showing the walking connections amongst four of the reserves in Featherston. Barr Brown is one of these reserves.

The Trust's long term goal is to develop a network of tracks, highlighting special natural features, including the Barr-Brown and other reserves, for the enjoyment, and education of residents and visitors. Promoted properly, such a development will also enhance Featherston's economic development opportunities.

Barr Brown Reserve Action Plan: The following eight (8) tasks outline an Action Plan for the Reserve. The primary tasks of replacing large exotic trees and invasive groundcover with native plants would take place over the next several years. Ongoing weed control will be required to maintain the health of the reserve. Animal pest control is also necessary. Animal pest control can start as soon as Council agree to this plan. Weed control will begin once funds are raised.

The management of Barr Brown is regulated under the Reserves Act 1977, which requires South Wairarapa District Council to authorise any maintenance of bush, including the felling of trees (see Appendix D).

Task 1: Council Endorsement

Obtain South Wairarapa District Council Resolution endorsing the Barr Brown Reserve Action Plan and the management of this Action Plan in cooperation with the Featherston Walkways and Reserves Trust.

Task 2: Removal and continued control of ground cover weeds.

Weeds that pose the greatest threat to the integrity of the forest include the climbers Old man's beard, Ivy, Japanese honeysuckle and German ivy, all of which have the potential to smother large areas of forest canopy. On the ground, the creeping Wandering Willie and Veldt grass can smother smaller understory plants, along with seedlings of the taller trees and shrubs.

This work will be initiated along the frontage with Underhill Road as a way to generate publicity and to make these first efforts more visible to the general public.

Because exotic tree removal (Task 6) may require branches to be left to rot down naturally beside the tracks, we have opted for an initial blitz in the first two years on understory weeds so that they are less likely to spread amongst the rotting branches which would make future maintenance difficult. (see attached Forest Protectors quotes for \$3150 + gst, and \$2110 + gst).

Removal of the ground cover weeds will be a demanding and painstaking task that will in all likelihood take some years to achieve. After the first two years, volunteer labour, coordinated by the Featherston Walkways and Reserves Trust will be put into effect and some additional costs will be incurred for gloves, tools and refreshments.

Task 3: Seed collection from native plants in the reserve, and cultivation to a plantable size.

Planting in the reserve should be confined to those species that are already there and ideally, seed for the plants would be taken from the reserve itself. It would take a year or two for the plants to grow to a plantable size.

Advice on seed collection and cultivation is available from the Greater Wellington Regional Council's Take Care Programme, the Department of Conservation and the book

Native Forest Restoration: a Practical Guide for Landowners (1993) by Tim Porteous, published by QEII.

A basic shade house could be constructed, perhaps on ground associated with the Featherston Community Centre or one of the local schools, and plants will be nurtured by Featherston Walkways and Reserves Trust volunteers until ready for planting. Funding is necessary for building supplies, compost and planting bags.

Task 4: Planting on areas cleared of ground cover weeds.

This would be an on-going task undertaken by volunteers in association with Tasks 3 and 6. FWRT have made a presentation at the AGM of the Wairarapa Branch of the Royal Forest and Bird Society, and the Society has expressed interest in seeking South Wairarapa members involvement.

Task 5: Initiate and sustain animal pest control.

No signs of possums were seen during a visit on 11 April 2008 by Mr Silbery. He notes that the wider area is part of a Regional Council/Animal Health Board possum control zone for bovine TB, so numbers are likely to be low.

However, it will be important to bait to target rats initially and continue to target possums, and where possible, rabbits. Mr Silbery also notes that due to the size of the reserve and proximity to housing, care will have to be taken to avoid any unintended kills.

The Trust puts public safety first and foremost. As a consequence, FWRT will forgo trapping at ground level and will focus on control of predators, especially rats, with Brodifacoum, well known as a domestic rat poison (used by GWRC, in, or close to, urban areas). GWRC have inspected the reserve and have agreed to supply six discretely coloured bait stations (olive, brown, so as not to attract vandal attention) which will be attached about 4 m up trees towards the centre of the reserve away from the walking tracks, and which will require a ladder to re-bait. Volunteers (we already have two who live near the reserve) will be trained by GWRC to manage the bait stations. GWRC will assist with the appropriate signage indicating predator control, and will be covering the cost of the training, bait stations, baits and signage.

Task 6: Staged removal of the larger exotic trees done in a controlled manner.

This should be carried out so that the potential for damage to the reserve from the removal operations and resulting wind movements are minimised.

If left to nature, as the mature exotic eucalypt, pine, macrocarpa and poplar, age and begin to fall, light gaps would allow the establishment of aggressive weeds to the detriment of the native plants. Staged removal of the largest exotic trees is a prudent

action to undertake before this could happen. (Note - South Wairarapa Rotary have already provided FWRT with \$450 towards this task).

Staged removal, as the name implies, is a long-term and gradual process. Large exotic trees would be removed from the interior of the forest first, then from the area on the perimeter of the bush where competition from exotics for light and space is currently causing die-back of natives and preventing natural regeneration.

A thick band of windbreak trees will remain as they are on the southern, and western boundaries (on the south and western sides of the main exterior track) to maximise protection for the natives closer to the centre of the reserve.

The principle of gradual staged removal, is somewhat in conflict with the simplest method of extraction. All four aborists consulted, and a firewood merchant have highlighted the fact that the easiest way to remove the wood is through private property on the northern side of the reserve. We have consulted with Paul and Liz Pepper, Janice Chappell, and Brian Adamson (one co-owner has yet to be consulted). They have agreed in principle to access through their properties where it is practicable provided all damage is minimised and rectified. However, we would want to minimise inconvenience and disruption to these landowners by removing as much material as possible in a single exercise rather than repeatedly returning. A trade-off is therefore necessary to minimise wind-damage to the native trees, on the one-hand, and the inconvenience to neighbours (and expense to FWRT) on the other. We believe the proposed 3-stage removal will achieve this and would require 2 extractions, one through the Pepper's property and one through the Chapple/Hoedemeackers property. Bryan Adamson has agreed to a local wood merchant to use his olive grove for access. Extraction of trees would occur in summer when the ground is hard to minimise damage to the forest floor and to the private properties concerned.

Another option for extraction for some logs is through the Boarbush Stream bed, when dry, at the end of Watt Street. This is acceptable to the GWRC but this would have to be negotiated and discussed with the Council as well.

Other possibilities for extraction include using a chopper to lift out one very large macrocarpa near the bush centre which would have value as timber - Amalgamated Helicopters have provided us with costs for such an operation, and leaving logs/branches in situ to rot down.

Priorities for staged removal will be based on the amount current damage that competition causing with native flora so the few exotics amongst the natives in the centre of the reserve would be removed first. These include 1 pine, 1 douglas fir, 1 macrocarpa, and 2 poplars. This will be the most expensive removal as the trees have to be dismantled rather than felled to avoid damage to surrounding natives. (See attached All Season's Tree Services quote for \$8,500 + GST). A quote for using a chopper to remove these has not been quoted for but should be considered.

Second priority for removal are the 27 macrocarpas within the perimeter of the track on the western side of the reserve. These can be felled rather than dismantled. (See attached Forest Protectors' quote for \$3000 + GST). Extraction through the Chappel/Hoedemaecker property on the northern side of the reserve is assumed.

Third priority is the removal of 1 poplar, 2 gums, and 10 pines from the northern side of the reserve. (See attached All Seasons Services' quote for \$11,806 + GST).

Fourth priority is the pruning of the pines on the southern side of the reserve where they are preventing light getting into the centre of the reserve but which are simultaneously providing shelter from the south.

Task 7: Plant suitable native species where exotic trees have been removed.

Areas cleared of large exotic trees need to be replanted with suitable native species as soon as possible after clearance and weed control. Small native replacement trees for these areas will be collected locally (transplanted) with advice from the Regional Council Take Care Programme. All trees and plants will be eco-sourced from seeds collected from the reserve (Task 2).

Task 8: Public awareness and proposal to re-classify the status of the reserve.

A small sign currently identifies the reserve, and another, which actually names the reserve, is now awaiting Council approval. This sign provides a contact for potential volunteers to make contact with FWRT, should they wish to help with maintenance.

Currently, the reserve status, under the Reserves Act 1977, is Recreation Reserve (see Appendix D). This is a status more appropriate to an area used for playing fields, such as the nearby Card Reserve. We wish to propose a status change to Scenic Reserve to better reflect its value and management purpose. Changing the status will involve public notification and hopefully these costs could be borne by Council.

This subject has already been raised informally with the Mayor and she has been looking at other more appropriate status classifications.

Anticipated Costs over 2008 - 2010:

Year	2008	2009	2010
Task 1: South Wairarapa District Council Resolution (July 2008).	\$0	-	
Task 2: Spraying weeds	\$3150	\$2110	\$0
Spraying/clearing weeds, gloves, tools, and refreshments (on going)	\$0	\$0	\$150
Task 3: Seed Collection - Construct shade house - building supplies, compost and planting bags (2008 start)	\$100	\$50	-
Task 4: Planting on areas cleared of ground cover weeds (June – November of each year)	\$0	\$0	\$0
Task 5: Possum and rat bait and bait stations (year round)	\$0	\$0	\$0
Task 6: Staged removal of the larger exotic tree (Summer)	\$0	\$8,500	\$3000
Task 7: Plant replacement trees (June – November of each year)	\$0	\$0	\$0
Task 8: Signs at entrances to reserve and proposal to reclassify (July 2008)	\$500 (in hand)	-	-
Total costs	\$3,750	\$10,660	\$4,150
			\$18,560

Appendix A

NATIVE PLANTS IN BARR BROWN BUSH AND ATKINSON BLOCK BUSH.

FEATHERSTON

- B - Barr Brown Bush
 A - Atkinson Block Bush
 () - Uncommon

TREES AND SHRUBS

<i>Alseodendron excelsum</i> var. <i>excelsum</i>	titoki ✓	B, A
<i>Boelschmidia rava</i>	rava ✓	B, A
<i>Brachyglottis repanda</i> var. <i>repanda</i>	rangiara	(B)
<i>Coprosma acrolata</i>	small leaved coprosma	(B) (A)
<i>C. australis</i>	raurekara	(B)
<i>C. crassifolia</i>	small leaved coprosma	(A)
<i>C. rhamnoides</i>	" "	(B)
<i>C. robusta</i>	karamu	(B)
<i>Cardyline australis</i>	cabbage tree	B, A
<i>Elaeocarpus dentatus</i>	hinau	(B)
<i>Griselinia lucida</i>	broadleaf	(B) (A)
<i>Madycarya arborea</i>	pidgeon wood	B, A
<i>Knightsia excelsa</i>	rewarewa ✓	(B) (A)
<i>Macropiper excelsum</i> var. <i>excelsum</i>	kawakawa ✓	B, A
<i>Melicope simplex</i> (WAKAKAUA)	poatanika	B, A
<i>Melicope ramiflorus</i> var. <i>ramiflorus</i>	mahor ✓	B, A
<i>Myoporum laetum</i> var. <i>laetum</i>	ngai	B, A
<i>Myrsine australis</i>	red matipo, mapou	(B) (A)
<i>Nestegis lauccolana</i>	white maire	(B) (A)
<i>Paratrophis banksii</i>	large leaved milk tree	(B) (A)
<i>P. microphylla</i>	milk tree	(B) (A)
<i>Pennantia corymbosa</i>	halkomako	B, A
<i>Pittosporum eugenioides</i>	lemonwood, tarata ✓	A
<i>P. tenuifolium</i> var. <i>tenuifolium</i>	black matipo, Kohuhu	(A)
<i>Podocarpus spicatus</i>	Matai	B, A
<i>P. rotundifolius</i>	rotuna	B, A
<i>Pseudopanax crassifolius</i>	lanewood	(B) (A)

- (1) The prospective owners would be forced to clear most of the remaining trees in order to gain sufficient sunshine especially in winter; and
- (2) The value of the bush for both present and future inhabitants of Featherston will be lost, and how much better for everyone, including the surrounding future owners of sections, to leave the bush intact. It will then be both a suitable backdrop for these owners, and a future indication of the far-sightedness of the present people of Featherston (developer, Council and citizens).

NOTES ON BARR-BROWN BUSH AND ATKINSON BLOCK BUSH, FEATHERSTON

A.F. DRUCE, March 1977

(Member of Wellington Botanical Society)

Barr Brown Bush is mature primary totara-matai-titoki forest developed on a gently sloping gravel fan, the estimated age is 300-400 years.

Atkinson Block Bush is immature secondary totara-matai-titoki forest developed on the same gently sloping gravel fan. This forest probably dates from the time the original forest was cleared when Featherston was first ^{settled} etc. its age is over 100 years - at a guess 125 years.

The soil is very stony, excessively well drained, and subject to a moisture deficiency in late summer. This limits the number of species that can survive. The total of 57 higher plants (that is excluding mosses, liverworts and lichens) is quite low and ferns in particular are noticeably few in number compared with wetter areas.

To my knowledge there is only one reserve of Totara-matai-titoki forest on gravel at the present time, and that is on the Otaki Plain, where five acres is fenced as a Scientific Reserve. It is important, therefore, that Barr Brown bush be well looked after. Several honorary rangers should be appointed, if this has not already been done. I was saddened to see the number of trees that had been cut down and hacked into on my visit.

Atkinson Block bush, being much younger, complements Barr-Brown very nicely and should be reserved for that reason alone. However the main reason why the Atkinson Block Bush should be retained is an ethical one, namely that no native bush in an urban setting should be destroyed, for the simple reason that so little is left in such a setting today, and once destroyed that little bit can never be resurrected.

Several introduced weeds are present in these patches of bush and should be controlled as far as possible. It should be possible to eliminate the first five of the following list without too much trouble. It may be impossible to control the last two.

1. Japanese Honeysuckle (*Lonicera japonica*) CUT STEMS
2. Blackberry (*Rubus fruticosus*) SPRAY
3. Ivy (*Hedera helix*) CUT STEMS
4. Holly (*Ilex aquifolium*) CUT
5. Jerusalem cherry (*Solanum pseudocapsicum*) PULL
6. Wandering Jew (*Tradescantia flummensis*)
7. German Ivy (*Senecio Mikanoides*) MARGINAL ONLY

Finally, it seems to be the developers' plan to have sections, houses within the bush is undesirable for two reasons:

CLIMBING PLANTS

<i>Calystegia tugurionum</i>	native convolvulus	B
<i>Metrosideros colensoi</i>	white climbing rata	B,
<i>M. perforata</i>	" " "	(A)
<i>Muehlenbeckia australis</i>	poluakhu	B,
<i>Parsonsia heterophylla</i>	" " "	B,
<i>Passiflora tetrandra</i>	native passionfruit	(A)
<i>Rubus schmidalioides</i>	lawyer	(A)

FERNS

<i>Arthropteris tenella</i>		B,
<i>Asplenium bulbiferum</i>		W,
<i>A. falcatum</i>		(A)
<i>A. hookerianum</i>		(B)
<i>A. lucidum</i>		(B)
<i>A. Sp (A. flaccidum aggregate)</i> (common forest species)		B,
<i>A. bulbiferum</i> X <i>A. hookerianum</i>		(B)
<i>Hypolepis rennifolia</i>		(B)
<i>Lastreopsis microsora</i>		
subsp. <i>pentangularis</i>		---
<i>Pellaea rotundifolia</i>		B,
<i>Phymatodes diversifolium</i>		N
<i>Polystichum richardii</i>		(B)
<i>Pyrenosia serpens</i>		B,

ORCHIDS

<i>Earina mucronata</i>		B,
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GRASSES

<i>Microstachya stipoides</i>	rice grass	B,
<i>Notodanthonia racemosa</i>	danthonia	(B)
<i>Oplismenus imbecillus</i>		(B)

SEDGES

<i>Uncinia laxiflora</i>	hookgrass	(B)
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HEREB - OTHER THAN ORCHIDS, GRASSES, Sedges

Astelia-fragrans

(B)

Culcaspermum hastatum

B, 1/2

Hydrocotyle elongata

(B)

Ononis sp. (stems slender, flowers yellow)

(C)

Parietaria debilis

(A)

Schizolema trifoliatum

(C)

If the Council wants an official report, they should write to:

The Director,
Botany Division, N.S.I.R.
Private Bag,
Christchurch.

Appendix B

Barr Brown Reserve on Underhill Rd., Featherston

Original list "Indigenous Vascular Plants of Atkinson Block Bush and Barr Brown Bush, Featherston, Wairarapa, 200ft" A. P. Druce March 1977

Grid Ref. Topomap S27 058085

Subsequent Surveys:

Pat Enright, Olaf John (1hr) 24/1/04 Around loop track
Pat Enright, Olaf John (1½hrs) 7/02/04 Up the creek bed (now dry) around perimeter and then through the centre of the reserve
Pat Enright 28/2/04 (1hr) Around the outside perimeter track

* = species on original list not sighted on subsequent surveys
h = herbarium specimen taken
n = species added on subsequent surveys

Site Description: This is a small reserve situated in Underhill Road Featherston and administered by the South Wairarapa District Council. It is bounded on one side by the Boar Stream and is surrounded by private property except for its frontage on Underhill Road. Large old pines, macrocarpas, gums and poplars provide shelter from the wind on the southern and western boundaries. There are a number of large totara (*Podocarpus totara*), matai (*Prumnopitys taxifolia*) and kahikatea (*Dacrydium dacrydioides*) as emergent species and scattered tawa (*Beilschmiedia tawa*), titoki (*Alectryon excelsus*) and maires (*Nestegis* spp.) as the main canopy. The understory is mainly kawakawa (*Macropiper excelsum*) with scattered coprosma species in the more open areas.

There is walking access from Underhill Road and the interior of the reserve is crossed by a number of well formed tracks.

The stream banks provide the main area of variation with the filmy ferns and several of the shrubby species noted only in this area. The big totaras provide an excellent perch for a number of epiphytic species including both earina orchids and Lady's slipper orchid (*Winika cunninghamii*), a species not common on the plains.

There is not a lot of ground cover but notable amongst the species seen was *Oplismenus imbecillus* which forms a couple of large patches in the reserve. This grass is very uncommon on the plains and the only other site that I know of is on the coast near Flat Point. Another Plains' rarity was the climbing fern (*Arthropteris tenella*) which has a somewhat tenuous hold on a couple of trees in the reserve.

There is quite a bit of regeneration of matai on the bank in the southwestern corner and of other species where sufficient light is available, mainly on the periphery.

At the time of the last visit a large opening had been created by the felling of a large pine on the southern boundary. This must have been brought down in the recent storm. It will be interesting to note the colonisation of this area in future.

There is quite a weed problem in the reserve with the main problem species being Canary Island Ivy (*Hedera helix* subsp. *canariensis*) which is throughout and a patch of cape ivy (*Senecio mikanoides*) up in the northwest corner.

There was not any pest control evident

Gymnosperm trees and shrubs

n *Dacrycarpus dacrydioides*
Podocarpus totara
Prumnopitys taxifolia

kahikatea
tōtara
matai

13

010

This would need to be done from the interior of the forest (where the trees would essentially be dismantled and taken out in small pieces, a job for a skilled arborist) to its margins so that the forest is not suddenly opened to the wind. The forest would gain greatest benefit if the areas where trees were removed were immediately planted with suitable native species so that when the last trees are removed there is some wind protection already established on the bush edge.

Weeds present that pose a threat to the integrity of the forest include the climbers *Clematis vitalba* (Old man's beard), *Hedera helix var canariensis* (Ivy), *Lonicera japonica* (Japanese honeysuckle) and *Senecio mikanooides* (German ivy), all of which have the potential to smother large areas of forest canopy.

On the ground, the creeping *Tradescantia fluminensis* (Wandering Willie) and *Ehrhata erecta* (Veldt grass) can smother smaller understory plants, along with seedlings of the taller trees and shrubs.

Tree and shrub weeds, while present, do not of themselves present a huge threat at the moment – though this can change frighteningly quickly following damage to the canopy from wind or snow and there are a number of species involved, such as *Prunus* (2 spp), and *Berberis darwinii*, that are known to be highly aggressive when conditions permit.

Removal of the ground cover weeds will be a demanding and painstaking task that will in all likelihood take some years to achieve. In the first instance, though, *Tradescantia fluminensis* can be raked into piles and then taken off site in wool fadges. Following this, there will need to be searches for any fragments that are sprouting in the soil and these will need to be removed piece by piece. Though the effort involved in this will quickly decrease, vigilance will need to be continuous.

Planting can take place on these cleared sites once the initial clearing has been completed, but it is probably best left for a season so that any resprouting and regeneration of the weeds can be taken care of without worrying about disturbance to freshly planted seedlings.

Planting into the reserve should be confined to those species that are there already, and seed for the plants would be taken from the reserve itself. It would take a year or two for the plants to grow to plantable size, and probably (for some species at least) as long for seed trees to be identified and for seed to be collected.

This time lag can be used quite profitably to undertake most of the heavy work, which would involve most of the disturbance, in the reserve, knowing that when it is done there will almost immediately be a supply of plants available to heal the scars.

The size of the reserve and its proximity to housing means that any animal pest control would have to be carried out with great care, to avoid any unintended kills, yet would have to be more or less continuous as the reserve will always be prone to reinfestation.

Bait to target both possums and rats should be used, at least initially, with a switch to a more rat oriented bait once possum numbers are low.

No possum sign was seen during this visit, and the wider area is part of a Greater Wellington / Animal Health Board possum control zone for bovine TB, so numbers are likely to be low already.

Barr Brown Resever is one of a number of small sites in and about Featherston – sustained weed and animal control over all these sites would provide a great boost to the biodiversity of the whole area, far in excess of the treatment of just one or two.

Appendix D
Excerpts of The Reserve Act 1977

17) Recreation reserves

- (1) It is hereby declared that the appropriate provisions of this Act shall have effect, in relation to reserves classified as recreation reserves, for the purpose of providing areas for the recreation and sporting activities and the physical welfare and enjoyment of the public, and for the protection of the natural environment and beauty of the countryside, with emphasis on the retention of open spaces and on outdoor recreational activities, including recreational tracks in the countryside.

19) Scenic reserves

- (1) It is hereby declared that the appropriate provisions of this Act shall have effect, in relation to reserves classified as scenic reserves—
 - (a) For the purpose of protecting and preserving in perpetuity for their intrinsic worth and for the benefit, enjoyment, and use of the public, suitable areas possessing such qualities of scenic interest, beauty, or natural features or landscape that their protection and preservation are desirable in the public interest:
 - (b) For the purpose of providing, in appropriate circumstances, suitable areas which by development and the introduction of flora, whether indigenous or exotic, will become of such scenic interest or beauty that their development, protection, and preservation are desirable in the public interest

24A Change of purpose of reserve by territorial authority or regional council

- (1) Notwithstanding section 24 of this Act, where any local purpose reserve is vested in a territorial authority or regional council, that territorial authority or regional council may, by notice in the *Gazette*, change the purpose for which that reserve is classified within its classification as a local purpose reserve.
- (2) Before the specified purpose of any local purpose reserve is changed pursuant to subsection (1) of this section,—
 - (a) The territorial authority or regional council shall publicly notify the proposed change of purpose, specifying the reason or reasons for the proposal:
 - (b) Every person claiming to be affected by the proposed change of purpose shall have a right of objection to the change, and may, at any time within 1 month after the date of the first publication of the notice of the proposal, give notice in writing of his objections to the proposed change and of the grounds thereof to the chief executive of the territorial authority:
Provided that, where the date of the first publication of the notice of the proposal falls between the period commencing with the 10th day of December in any year and ending with the 10th day of January in the next succeeding year, notice of objection to the proposed change may be given at any time before the 10th day of February next following that period:

- o (c) The territorial authority or regional council shall as soon as practicable consider all objections lodged in accordance with paragraph (b) of this subsection:
- o (d) Any person who does not lodge an objection in accordance with this subsection shall be deemed to have assented to the change of purpose set forth in the public notification.

42) Preservation of trees and bush

(2) The trees or bush on any recreation reserve, or Government purpose reserve, or local purpose reserve shall not be cut or destroyed, except in accordance with a permit granted under section 48A of this Act or unless the administering body of the reserve [**which in this case is South Wairarapa Council**] is satisfied that the cutting or destruction is necessary for the proper management or maintenance of the reserve, or for the management or preservation of other trees or bush, or in the interests of the safety of persons on or near the reserve or of the safety of property adjoining the reserve, or that the cutting is necessary to harvest trees planted for revenue producing purposes.

(3) Where in the case of any recreation reserve or Government purpose reserve or local purpose reserve the administering body [**which in this case is South Wairarapa Council**] is satisfied that the cutting or destruction of trees or bush is necessary for any of the reasons mentioned in subsection (2) of this section, the administering body shall not proceed with the cutting or destruction and extraction except in a manner which will have a minimal impact on the reserve and until, as circumstances warrant, provision is made for replacement, planting, or restoration; and the administering body shall not proceed to authorise the cutting or destruction, except subject to conditions as to the method of cutting or destruction and extraction which will have minimal impact on the reserve and, as circumstances warrant, replacement, planting, or restoration; and any other conditions which the administering body considers to be appropriate in the circumstances.

Maria Fairburn

From: "Trevor Thompson" <t.m.thompson@xtra.co.nz>
To: "Maria Fairburn" <fairburnm@paradise.net.nz>
Sent: Monday, June 23, 2008 9:25 PM
Subject: quote weed control

Trevor Thompson
forestoprotectors
Riversong
Mt Bruce rd1
Masterton
forestoprotectors@xtra.co.nz
ph.027 3333243

QUOTE 22/6/08
Bar Brown reserve

to Bar Brown trust

please find below quote details for noxious plant control over a 3 year period.
All work carried out by personnel qualified and experienced in controlling weeds in a native forest environment.
Weeds spp to be targeted including but not limited to tradescantia flumenensis, ivy, japanese honeysuckle,
hawthorn, stinking iris, holly.

Year 1
4 x 2 days/2 pers control sessions 7 to 10 weeks apart
total cost \$3150 +gst (includes travel and herbicide/chainsaw costs)

Year 2
3 x 2 days/2 pers control sessions 7 to 10 weeks apart
Total cost \$2110 +gst (including travel and herbicide/chainsaw costs)

Year 3
as per year 2

as the effectiveness of the control operation takes effect, more time is spent searching rather than spraying.
signage to warn the public and work scheduling to take place in quiet times will be carried out.
It cannot be expected to totally eradicate these weed spp completely from the reserve, however the weed spp will
be much reduced and difficult to find, their negative effect on the native flora will be negligible.
There will always be a need to maintain a low level of weed maintenance after the operation has finished.
Boundaries of operation
underhill rd in the east, the boundary fences in the north and west, and top of the bank overlooking the creek in
the south.

6/26/2008

25

020

— Original Message —

From: trevor thompson

To: Maria Fairburn

Sent: Sunday, June 29, 2008 8:01 PM

Subject: Emailing: Barr Brown reserve

Hi Maria

attached is an aerial view. shown in red the likely most logical access to be able to remove macs from reserve. i need you to organise access from neighbours, access into reserve is thru corner of olive grove.

there are a couple of large Macs that i have told you may produce good timber i can make enquires on your behalf if you like for buyers, this may help offset costs , i would mill these on site . the big tree we have talked about is a lot of work to remove and milling on site will effectively dismantle it for removal. an arborist needs to delimb this tree prior to felling ,perhaps as part of the other tree's that also need work by an arborist.

this quote is conditional on access being granted through neighbouring properties to get vehicles to job site. There will be a need for heavy machinery .

QUOTE

27/6/08

T.Thompson

forestprotectors

Mt Bruce rd1

Masterton

gst no 28 229 496

26

024

Bar Brown reserve tree removal

quote to fell, winch as needed, remove logs and carry out, clean up of slash (gather into discrete heaps on outer edge of reserve) and cut fences for access and restore same.

27 macrocarpa tree's within the perimeter track in the western side of the reserve.

every effort made to fell tree's and assist by winching if needed to area's causing least collateral damage to existing native growth.

The reserve within 2 tree lengths of the operation will have to be closed to the public for this operation. (OSH requirement)

total cost \$3000 + gst (milling on site will have to be a certain amount xtra.)

Your message is ready to be sent with the following file or link attachments:
Bar Brown reserve

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ALL SEASONS TREE SERVICES
R D 3 Featherston
www.allseasonstreeservices.co.nz
tel 3088031

16.6.8

To whom it may concern,
The following is the quote to remove some large
trees from the Barr Brown Reserve in Featherston.

The trees on the northern boundary and about half way along the boundary.
This lot of trees consists of 1 Poplar, 2 gums, 10 pines. The trees would be
totally removed using the neighbours paddock to extract them and the cost of restoring
the paddock to grass is included in the price.

Price \$11,806 + GST

A further lot of trees are inside the reserve and consist of 1 pine, 1 Douglas fir,
2 poplars, 1 macrocarpa.

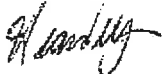
These trees would be dismantled and the branches chipped and left on site as
mulch and as much of the timber would be extracted as possible without impacting on
the surrounding flora. The rest would be left to break down in the forest over time.

Price \$8,500 + GST

These prices will be valid for 3 months from the above date.

Please feel free to contact me with any queries or if you would like us to
proceed.

Yours sincerely



Henri van de Weyer

From: Maria Fairburn <maria.fairburn@gmail.com>
To: Lee Carter <jadetui@xtra.co.nz>
Sent: Tuesday, 3 June 2014 1:39 PM
Subject: Re: Letter to Community Board - problem opening document

Maria Fairburn
P O Box 57
Featherston

1 June 2014

Dear Lee

I am concerned that the needs of visiting and local cyclists in Featherston are not being sufficiently addressed. Although businesses such as Rimutaka Shuttles and Green Jersey Cycle Tour Company, clearly see the need for cycle support and seek to fill this gap, not enough is being done to develop cyclist infrastructure in the town. Cyclists need to believe that Featherston welcomes cyclists, encourages cycling, and that Featherston is a safe place for cycling.

Geographically, Featherston is the logical place for cyclists to access bike repairs, or medical help, or other back-up, being the closest town to the Trail. However, the town is in danger of losing this advantage unless it can urgently persuade cyclists Featherston is the place to go. If it does not, other towns will do this to their advantage and to the disadvantage of cyclists who will have to wait longer for the services they need. While South Wairarapa District Council in tandem with Destination Wairarapa have responsibility for overall planning, at town level it is important for the community to seize these opportunities to make Featherston more cycle-friendly.

I would like to suggest, firstly, that a Cycling Advisory Group be formed to work with the Community Board to provide cycling and cycling support advice and initiatives with a view to achieving the goals outlined. (As a cyclist, with experience of many cycling destinations and tours in NZ and different countries, I would like to volunteer to be part of that group).

Secondly, I believe the Community Board could act on the first four low-cost suggestions almost immediately. The other three could be considered for future development:

1. Erect cycle racks close to shops cyclists are likely to frequent, e.g. Cafés, supermarket. At present, the Library appears to be the only public place with such a facility.
2. Indicate a central source of free water to top-up drinking bottles and camelbaks.
3. Repair the footpath adjacent to the Donald's Creek bridge on Martinborough Rd and raise it to the height of the concrete of the bridge. This would improve safety for cyclists and motorists by reducing constriction, and would be welcomed by people walking and wheeling children.
4. Erect a sign, only when the above are completed, welcoming cyclists to Featherston similar to the Motorhome friendly sign.

There are other more visible and dramatic steps Featherston can take to prove it is cycle-friendly and to promote the town as a safe place to cycle:

5. Plan a programme of rides spanning outwards from the centre of town to its environs, the most important would be a trail to Wairarapa Moana. This will open up access to another significant Wairarapa/Featherston natural asset which is currently only safely accessible by vehicle, and only indirectly, from Featherston .

(Planning for cycleways should be have the dual or multi – purpose: a combination of cycleway, walkway, and horse trail (as in many of the Hawke's Bay trails) given the scarcity of resources)

6. Create cycle lanes along Fitzherbert, Fox and Bell Sts, and Martinborough Rd and other streets leading to the two schools to encourage cycling to and from schools.
7. Create a BMX track on the town-side of Otairua Reserve.

I look forward to Featherston capitalising on the presence of the NZ Cycle Trail to both promote Featherston as a cycle-friendly destination, to build on this once-in-a-lifetime opportunity to secure an economic advantage, while at the same time improving the opportunities for safe cycling and healthy recreation for the Featherston community.

Yours sincerely

Maria Fairburn

cc. Rimutaka Shuttles

Green Jersey Tours

Cr Colin Olds

Destination Wairarapa



11 June 2014

The Chairperson
Featherston Community Board
C/- South Wairarapa District Council
P O Box 6
Martinborough 5741

PO Box 41
34 Chapel Street
Masterton
New Zealand
T 06 378 2484
F 06 378 7994
www.gw.govt.nz

Dear Sir/Madam

Project Aorangi – Haumanu kia Haumako

I wish to update you regarding progress for the aerial possum control operation to be carried out within the Aorangi Forest Park and adjoining farmland, from late June 2014 onwards. The operational area can be easily accessed from public walking tracks leading into the area from Tauanui, Ruakokoputuna, Te Kopi, Mangatoetoe, Cape Palliser, White Rock or accessed through many of the properties adjoining the Forest Park.

The operation is being undertaken on behalf of TBfree New Zealand, by BioWorks, which are part of the Greater Wellington Regional Council.

One application of prefeed baits will occur from approximately 23 June 2014 onwards, this will be followed approximately 1 to 2 weeks later with an application of 1080 pellets proposed to commence from 30 June onwards. However both applications can only occur when suitable weather conditions exist, so some delay may occur.

Baits will be applied by helicopter over approximately 30,000 hectares. Prior to the application of 1080 baits, warning signs will be erected at all entrance ways where poisons are laid.

You are requested not to touch or remove any baits, if you consider poisoning has occurred please seek medical aid or call 111.

Please read the attached information sheet which provides more detail regarding the operation and precautions to be taken. An operational map is included within the sheet.

I would be most grateful if you could advise others within your family or organisation of this operation.

If you require further information please don't hesitate to contact:

Debbie Viner
TBfree New Zealand
PO Box 9078
Terrace End
Palmerston North 4441
Phone: 06 353 2712
debbie.viner@tbfree.org.nz

Graeme Butcher
Greater Wellington Regional Council
PO Box 41
Masterton 5740

Phone: 06 826 1520
graeme.butcher@gw.govt.nz

Yours sincerely



Graeme Butcher
Team Leader, BioWorks
graeme.butcher@gw.govt.nz

Encl: Project Aorangi Aerial Possum Control Information

Featherston Community Board

Chair: Lee Carter
34 Lyon Street
Featherston 5710
06 308 9843

16 May 2014

Richard Brugess
Menz Shed Secretary
Featherston Menz Shed Inc
Featherston 5710

Dear Richard and Members of the Menz Shed Group

On Tuesday 12 May 2014, the Featherston Community Board discussed the Menz Shed in relation to our commitment to fund the relocation of the gifted building from Trust House to Council to Fitzherbert Street to the amount of \$5000, subject to public consultation.

As the Menz Shed is a key stake holder in the proposed Town Square Concept per the recent feedback form distributed by South Wairarapa District Council to the Featherston Community; I put to the Board on Tuesday night that it would be in our best interest to meet with the whole of the Menz Shed group.

This is an invitation to the whole of the Menz Shed group to attend our next Featherston Community Board meeting to tell us about your group, where you see yourselves as a group within the Featherston Community now, and in the future, and your vision plan. It would also be good to establish your position in relation to the recently proposed feedback on the Town Square Concept.

On behalf of the Featherston Community Board, we would be delighted to have you all attend our meeting on 24 June 2014. Richard, if you could let me know the decision of the group, that would be much appreciated.

Yours Sincerely



Lee Carter
Featherston Community Board Chair
jadetui@xtra.co.nz

Cc: All members of the Featherston Menz Shed Group

FEATHERSTON COMMUNITY BOARD

24 JUNE 2014

CHAIRPERSON'S REPORT – MAY/JUNE

1. Communications

1.1 Phoenix:

Peter Jackson wrote a superb piece for the June edition on behalf of the Featherston Community Board.

2. Meetings

2.1 Community Board Chairs Meeting 26 May

I attended the regular quarterly meeting of the Chairs. These meetings are designed to share information from Featherston, Greytown and Martinborough areas. Main topics of conversation were the Featherston Town Square and the Martinborough Town Hall projects.

2.2 Public Meeting held 29 May

My presence at this meeting was to understand the purpose of this meeting, what would come of the content from this meeting and what is it that the public want to achieve moving forward from this meeting. This meeting had a mixture of content, relating to Featherston, Martinborough, and Council initiatives as identified in the draft Annual Plan. I note that the Chair of the Martinborough Community Board attended accompanied by another Martinborough Community Board member, for the purpose of understanding the issues relating to Martinborough content and also to assist sharing helpful information in relation to Martinborough.

2.3 South Wairarapa District Council Meeting 4 June

Peter Jackson and I requested to be on the agenda to speak to Council following the Featherston Community Board meeting held 13 May 2014. The message was re-laid in a form of a written speech to Council promoting "working together moving forward" with relation to the Town Square Concept.

2.4 Informal Featherston Community Board Meeting 8 June

I called this meeting to discuss the resolution passed by Council on 4 June. Full attendance was had with an invite extended to Councillor Colin Olds to attend for the purpose of discussing the Menz Shed (tied into the 4 June resolution by Council).

This meeting provided an opportunity to discuss options moving forward. From this meeting, an agreed option was put to Council recommending an informal workshop with Featherston Community Board and Council to work "together" to establish a road map relating to the Town Square Concept moving forward.

3. Events

3.1 Citizenship Ceremony 28 May

I and other members of Featherston Community Board attended the Citizenship Ceremony held in the Greytown Town Hall. A wonderful evening enjoying the celebration of people becoming New Zealand citizens.

3.2 Wairarapa Bush vs Horowhenua-Kapiti 31 May

Enjoyed watching this at the Featherston Rugby Grounds (Card Reserve). Excellent weather and great public turnout for this event.

4. Looking Ahead

4.1 I will be attending the Graffiti Working Party on 25 June 2014.