



## Featherston Community Board

**Minutes 12 March 2013**

- Present:** Garry Thomas (Chair), Helen Barrow, Philip Robertson (until 7:00pm), Lee Carter, Cr Solitaire Robertson and Cr Keith Sexton.
- In Attendance:** Mayor Adrienne Staples, Paul Crimp (Acting Chief Executive Officer), Helen McNaught (Property and Facilities Officer), Kara McKelvey (Administration Assistant) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in the Family Works Centre, Featherston. The meeting was conducted in public between 6:00pm and 7:30pm.
- Public Participation:** Carole Needham and Phil Dittmer, representing the Fell Locomotive Museum (until 6:15pm).

### **PUBLIC BUSINESS**

The Community Board agreed to add an application for financial assistance from Meta Riddiford Kindergarten.

#### **1. APOLOGIES**

No apologies were received.

#### **2. CONFLICTS OF INTEREST**

Garry Thomas declared a conflict of interest with the public presentation by the Fell Locomotive Museum.

#### **3. PUBLIC PARTICIPATION**

Carole Needham and Phil Dittmer, representing Fell Locomotive Museum, tabled presentation notes and spoke on the costs of running the museum and the reduction in paid staffing hours as a result of rising costs. Mrs Needham felt that there was little tangible evidence that Featherston as a whole supported the Museum and there was anecdotal evidence of displeasure with the hours the Museum was open. Mrs Needham asked for help from the Community Board to assist with changing any negative public perception of the Museum.

#### **4. ACTIONS FROM PUBLIC PARTICIPATION**

The Community Board discussed Fell Locomotive Museum promotion options.

### **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*

*FCB NOTED:*

1. Action 125: Request that Destination Wairarapa make contact with the Fell Locomotive Museum and offer assistance and advice in the areas of marketing, financial planning and development of a grant application strategy; G Thomas
2. Action 126: See if a bulk purchasing arrangement could be made for the Fell Locomotive Museum public liability and contents insurance if purchased and managed through Council; P Crimp

**5. COMMUNITY BOARD MINUTES/EXPENDITURE**

5.1 Featherston Community Board Minutes – 29 January 2013

*FCB RESOLVED (FCB 2013/08)* that the minutes of the Featherston Community Board meeting held on 29 January 2013 be confirmed as a true and correct record.

*(Moved Barrow/Seconded Carter)*

Carried

5.2 Matters arising

Due to other commitments only Garry Thomas would be attending the LGNZ Community Board Conference.

5.3 Action items from previous meeting

The Community Board reviewed the action items and updates were provided Mr Crimp advised that cameras would be installed at the Featherston Toilets in order to deter vandalism.

5.4 Income and Expenditure Statement

*FCB RESOLVED (FCB 2013/09):*

1. That the Income and Expenditure Statement to 28 February 2013 be received.

*(Moved P. Robertson/Seconded Cr Sexton)*

Carried

2. Action 126: Remove from commitments the Information Centre domain name funds and conference funds; P Crimp

**6. OPERATIONAL REPORTS – COUNCIL OFFICERS**

6.1 Officers' Report to Community Boards

The Community Board reviewed the report and Mr Crimp further explained the change resulting from the enactment of the Better Local Government Amendment Bill 2012 and its impact on financial Community Board decisions.

*FCB RESOLVED (FCB 2013/10)* to receive the Officer's Report.

*(Moved Thomas/Seconded P. Robertson)*

Carried

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6.2 Street Banners and Flags Policy Report

*FCB RESOLVED (FCB 2013/11)* to receive the information.

*(Moved Barrow/Seconded Cr Sexton)*

Carried

6.3 District Swimming Pools Update

The Community Board considered the report and noted that the increasing operating expense reflected the actual cost of operating the pools.

*FCB RESOLVED (FCB 2013/12)* to receive the information.

*(Moved Thomas/Seconded Cr Robertson)*

Carried

6.4 New Equipment for Featherston Playground Report

The Community Board reviewed the report noting that any fencing changes would need to be aligned with the Clifford Square Reserve Management Plan. The concept of outdoor gym equipment for adults was discussed.

*FCB RESOLVED (FCB 2013/13):*

1. To receive the Officer's Report.
2. That Council officers should undertake repairs to the tractor in Featherston Playground to eliminate dangerous edges.
3. That Council officers obtain a quote for a rocking donkey.
4. That Council officers maintain the existing fence in the Featherston Playground by replacing sections requiring repair and then painting the entire fence.
5. That Council officers undertake the necessary maintenance on the flying fox at the Featherston Playground to ensure rider safety.

*(Moved Thomas/Seconded Cr Sexton)*

Carried

6.5 Recommendations on Priority Items for 2013/2014 Annual Plan

Mr Crimp asked the Community Board to advise of any priority work for inclusion in the Draft Annual Plan by 15 March 2013.

Mr Phil Robertson left the meeting at 7:00pm.

**7. FEATHERSTON INFORMATION CENTRE**

Mrs Barrow advised that the condition of the carpet in the Featherston Information Centre was poor and that the carpet required either cleaning or replacing.

Lack of volunteers at the Information Centre was an issue. Mayor Staples noted that all volunteer organisations needed to continually think about succession planning.

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*FCB NOTED:*

1. Action 127: Investigate whether the carpet at Featherston Information Centre could be satisfactorily cleaned or whether it needed replacing. Obtain a quote for carpet replacement if the carpet can not be brought back to an acceptable standard; M Allingham

**8. COMMUNITY BOARD – COUNCILLORS REPORTS**

**Lee Carter**

Mrs Carter requested that a sign on State Highway 53 be corrected.

**Helen Barrow**

Mrs Barrow had nothing to report.

**Cr Solitaire Robertson**

Cr Robertson suggested that community organisations are approached in the near future to see whether they could assist with the Featherston Christmas Parade organisation this year due to election commitments of Community Board members.

**Cr Keith Sexton**

Cr Sexton advised that a deliberate fire had been lit behind the Featherston Scout Hall but it had been brought under control quickly.

**Garry Thomas**

Mr Thomas had nothing to report.

**Mayor Staples**

Mayor Staples provided an update on progress by the regions councils for progressing their preferred local governance options. The Wairarapa Council's Working Group had commissioned a report to test the viability of Wairarapa operating as a unitary authority which was now due. Mayor Staples advised that any new model of governance would require a new rating and funding policy and changes were likely.

*FCB NOTED:*

1. Action 128: Request that Fulton Hogan fix the sign on State Highway 53 ( located on the Martinborough side of the Ruamahanga River) as it incorrectly advises that Western Lake Road is closed; M Allingham

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**9. FINANCIAL ASSISTANCE**

9.1 Citizens Advice Bureau - Wairarapa

The Community Board considered the application noting that a condition of the grant would be a project report of numbers utilising the service in six months time.

*FCB RESOLVED (FCB 2013/14)* to approve a grant of \$150 to the Citizens Advice Bureau for setup costs in Featherston provided that the Community Centre or a more appropriate venue than the Featherston Library was utilised.

*(Moved Cr S. Robertson/Seconded Carter)*

Carried

9.2 Meta Riddiford Kindergarten (tabled)

The Community Board considered the application noting that the Kindergarten already had an outdoor area and it wasn't clear what additional equipment proceeds would be put towards. The Board did not feel it was appropriate to use ratepayer funds to fund this event.

*FCB RESOLVED (FCB 2013/14)* to decline a grant to Meta Riddiford Kindergarten.

*(Moved Cr S. Robertson/Seconded Carter)*

Carried

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

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**Featherston Community Board  
Action Items  
From 12 March 2013**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
656	FCB	20-Nov-12	Action	Mark	Arrange for trees overhanging the eastern end of SH2 in Featherston be trimmed	Open	Trees on private property. Officers have requested the owner to trim and will monitor.
658	FCB	20-Nov-12	Action	Cr Robertson	On behalf of Featherston Community Board write a letter to Trusthouse requesting that supermarket development is undertaken or that the site is tidied up	Open	Drafted
9	FCB	29-Jan-13	Action	Mark	Assess the row of trees planted at the Moore Street entrance to Dorset Square for health and maintenance requirements and assess whether removal would be a better option	Open	
10	FCB	29-Jan-13	Action	Lee Carter	On behalf of the Featherston Community Board, write thank you letters to those businesses who donated items for the Christmas Parade	Open	Drafted
122	FCB	12-Mar-13	Resolution	Mark	<b>New Equipment for Featherston Playground Report</b> FCB RESOLVED (FCB 2013/13): 1. To receive the Officer's Report. 2. That Council officers should undertake repairs to the tractor in Featherston Playground to eliminate dangerous edges. 3. That Council officers obtain a quote for a rocking donkey. 4. That Council officers maintain the existing fence in the Featherston Playground by replacing sections requiring repair and then painting the entire fence. 5. That Council officers undertake the necessary maintenance on the flying fox at the Featherston Playground to ensure rider safety. (Moved Thomas/Seconded Cr Sexton) Carried	Open	Currently in progress
123	FCB	12-Mar-13	Resolution	Paul	<b>Citizens Advice Bureau - Wairarapa</b> FCB RESOLVED (FCB 2013/14) to approve a grant of \$150 to the Citizens Advice Bureau for setup costs in Featherston provided that the Community Centre or a more appropriate venue than the Featherston Library was utilised. (Moved Cr S. Robertson/Seconded Carter) Carried	Open	Letter sent advising them of condition. Return correspondence/ acknowledgement not received.
125	FCB	12-Mar-13	Action	Garry Thomas	Request that Destination Wairarapa make contact with the Fell Locomotive Museum and offer assistance and advice in the areas of marketing,	Open	

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					financial planning and development of a grant application strategy		
126	FCB	12-Mar-13	Action	Paul	See if a bulk purchasing arrangement could be made for the Fell Locomotive Museum public liability and contents insurance if purchased and managed through Council	Open	
127	FCB	12-Mar-13	Action	Paul	Remove from commitments the Information Centre domain name funds and conference funds	Actioned	
128	FCB	12-Mar-13	Action	Mark	Investigate whether the carpet at Featherston Information Centre could be satisfactorily cleaned or whether it needed replacing. Obtain a quote for carpet replacement if the carpet can not be brought back to an acceptable standard	Open	Helen to email FCB with quote for replacement of carpet. Carpet problem is actually only a symptom of a larger problem, being poor drainage of rainwater from the roof. A plan has been developed to remedy the problem and is currently awaiting pricing. In the meantime, mats will be provided inside the Information Centre to reduce the trip hazard from the baggy carpet. The carpet will only be repaired/replaced once the damp problem has been fixed.
129	FCB	12-Mar-13	Action	Mark	Request that Fulton Hogan fix the sign on State Highway 53 (located on the Martinborough side of the Ruamahanga River) as it incorrectly advises that Western Lake Road is closed	Actioned	Sign completed

<b>Featherston Community Board</b>	
<b>Income &amp; Expenditure to 31 March 2013</b>	
<b>INCOME</b>	
Balance 1 July 2012	20,233.62
Annual Plan 2011/13	19,020.00
Fstn Lioness Donation	500.00
Lions Club Donation	500.00
CHOR FARMER CHIOR DONATION (VI	1,000.00
Flag Money- sold by Mayor	17.39
Fstn Lions Club Donation-Xmas	250.00
Fstn Lioness Club Donation-Xma	500.00
G Thomas/Flag purchase	17.39
fstn book x 99072719 x 99072719	40.00
3 Fstn 150 yrs books	104.34
<b>TOTAL INCOME</b>	<b>42,038.40</b>
<b>EXPENDITURE</b>	
Members' Salaries	6,149.88
<b>Total Personnel Costs</b>	<b>6,149.88</b>
AP F Telecom New Z RF26 Fsn Info Centre	78.51
AP F Telecom New Z RF119 Fsn Info Centre	78.60
AP Pope & Gray Con RF59 Memorial Garden fencing Fsn	631.40
AP F Telecom New Z RF63 Fsn Info Centre	78.60
AP F Telecom New Z RF189 Aug & Sept - Fsn Info C	157.72
AP Featherston Inf RF276 Petty cash April-Sept 2012	65.40
AP Johnson Bros Fe RF415 Work on shelter Camp Site Fsn	1,000.00
AP Local Governmen 2012/13 Annual Community Board Levy	166.66
AP Masterton Distr Featherston Xmas Parade	200.00
AP Needham John Featherston Xmas Parade	100.00
AP Featherston Xmas Parade	900.00
AP South Wairarapa Featherston Xmas Parade	500.00
AP F Telecom New Z Fsn Info Centre	79.86
AP F Telecom New Z Fsn Info Centre	78.65
AP F Telecom New Z Fsn Information Centre	80.54
corr coding Fairfax media road closures corr	89.60
AP Featherston Inf Misc purchases 10/12-02/13	56.00
AP F Telecom New Z Fsn Info Centre	79.43
<b>Total General Expenses</b>	<b>4,421.21</b>
AP Hi-Tech Merchan RF73 Pergola/Seat	229.08
AP PFS Muay Thai C RF367 Donation-Russia World Champs	500.00
AP Hi-Tech Merchan RF73 Pergola/Seat	5.39
AP Featherston Com RF77 Clean Up Featherston Day	90.00
AP Flagz Limited Street banners	2,495.65
AP NZ Council of V Grant from Fsn Community Brd	500.00
<b>Total Grants</b>	<b>3,820.12</b>
<b>TOTAL EXPENDITURE</b>	<b>8,241.33</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>33,797.07</b>
<b>LESS: COMMITMENTS</b>	
Salaries to 30 June 2013	2,255.12
Emergency Fund	2,000.00
Chor Farmer Donation for Garden of remembrance	265.53
Community Board Conference	800.00
<b>Total Commitments</b>	<b>5,320.65</b>
<b>BALANCE TO CARRY FORWARD</b>	<b>28,476.42</b>



# FEATHERSTON COMMUNITY BOARD

30 APRIL 2013

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## AGENDA ITEM 6.1

### OFFICERS' REPORT

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#### **Purpose of Report**

To update community boards and the Maori Standing Committee on Corporate Support, Infrastructure and Services and Planning and Environment Group activities.

#### **Recommendations**

Officers recommend that the Committee/Community Board:

1. *Receives the information.*

### CORPORATE SUPPORT GROUP REPORT

#### **1. Executive Summary**

The 2013/14 Annual Plan has been a key focus. The next workshop is planned for 3 April following the Council meeting with the draft due for adoption Tuesday 17 April.

Governance matters have taken a new importance for the Writer, with a couple of interesting meetings being attended, including reviewing and providing feedback (with the MCD and CDC CE's) on the Martin Jenkins draft report.

John O'Connell has been appointed our new Audit Director, taking over from Leon Pietersie. This follows Audit New Zealand's policy of rotating Directors every six years. John has previously been an Audit Director for SWDC.

Our Bankers (BNZ) presented various topics last week. The Economy seems to be trundling along, however it is the BNZ's view that the economy is still delicate. Confidence is higher than it has been for a while. Also, it would appear that the global economy is recovering from any financial shock quicker than in the past.

A pleasant morning was spent at Sandy Bay discussing issues around the lease. It is intended Sandy Bay be included in the coastal reserves management plan to ensure consistency of approach.

We welcome Brandon Dittmer to the engineering team. Brandon will take over from Simon Leary who is moving on for personal reasons.

Mike Sims, one of our BCO's, has also decided to move on, and we welcome Derek Staines (back) to the building team.

Discussions continue on the utilization of City Care's customer request system for all SWDC customer requests. City Care's system is web based and can be used and managed from any location.

## 2. Discussion

### 2.1 Rate Arrears

Efforts continue on rate arrears. The table below outlines the situation as at 11 February 2013, and excludes multi ownership Maori land.

<b>Date</b>	<b>Amount \$'000</b>	<b>Number</b>	<b>Days since instalment due</b>	<b>SWDC component \$'000  (81%)</b>
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

The fragility of rate arrears has unfortunately reared its ugly head. I have no view on why this instalment has increased, however we will be pursuing the outstanding amounts as usual.

### 2.2 Sandy Bay

Draft lease conditions have been received from Hiwi trust and these will be reviewed in the next week or so. I spoke to our valuers who indicated the price may have been at the high end of the range but was "reasonable".

### 2.3 Annual Plan

The next workshop is planned for April 3 (after the Council meeting).

The Draft Annual Plan is due for adoption 17 April, and we are on track to achieve this.

## **2.4 Governance**

I attended my first Governance meeting last week, and have provided feedback to the Martin Jenkins draft report on financial viability. This report is due to be presented to the Governance working party on 26 March.

Contact Officer: Paul Crimp, Group Manager Corporate Support

# PLANNING & ENVIRONMENT GROUP REPORT

## 1. Planning

### 1.1 Resource Consents

#### 1.1.1. Consent statistics

Officers processed 12 resource consents since 1 February 2013, 92% of which were completed within the statutory timeframes (one resource consent fell outside the timeframe). Officers now provide detailed fortnightly updates on all consents direct to Councillors, Community Board and Maori Standing Committee members, so consent details are not listed here.

#### 1.1.2. La De Da 2012/13 festival debrief

Resource Consent 3932 was issued in 2010 allowing the La De Da New Year's Eve festival to take place at Daisy Bank Farm, Dry River Road, Martinborough, for three consecutive years. After each annual event officers and festival organisers meet to discuss the consent conditions and whether any of them need to be changed. This year's debrief meeting was held on 18 March 2013. Officers agreed that the festival went well on the day but that some minor changes to conditions are required. At the time of the Council meeting a formal review process is underway to make those (yet to be determined) minor changes.

### 1.2 Policy

#### 1.2.1. Plan Changes

The submission period has closed for Wairarapa Combined District Plan Changes (the process being administered by the Masterton District Council) which were initially notified on 22 November 2012. Plan Change 8 has had no submissions. Plan Changes 6 and 7 did attract submissions and will therefore be re-notified for further submissions.

## 2. Building

### 2.1 Building consents

Processing statistics for: 1 February 2013 to 28 February 2013

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	29	280	24	N/A
Consent processing performance (within 20wd's)	100%	97.27%	100%	90%
COA processing performance	N/A	N/A	N/A	N/A
CCC processing performance	100%	98.11%	95.83%	100%

COA                      Certificate of Acceptance  
CCC                      Code Compliance Certificate

Consents granted by project: 1 February 2013 to 28 February 2013

Type	No. of consents	Value
Factories - alterations & additions	1	284,000
Swimming Pools & Spa Pools	1	45,000
Marquees	1	850
Implement Shed - farm building	1	8,100
Spa/Swimming Pool	1	40,000
Garage	3	81,000
Motel	1	300,000
Dwelling - unattached	3	335,001
Dwelling - alterations	5	305,002
Relocation - dwelling	1	50,000
Heater	1	5,000
Solid Fuel Heater	1	3,500
	20	1,457,453

Building consent numbers from 1 July 2012 to 21 March 2013 show as 308. For the same period the year before the number was 231.

## 2.2 Enforcement

None to report.

## 2.3 Policy

None to report.

## 2.4 Other matters

The building department continues to be busy with new building consent applications and inspections. As shown above there has been an increase in building consent numbers compared with the previous month last year and an increase in the year to date numbers.

The quality of building consent documentation submitted to council continues to be a problem. This was to be addressed in the introduction of the Licenced Building Practitioners (LBP) scheme introduced in March of last year. However, evidence that a higher level of documentation is still to be seen. Consents are placed on hold where insufficient information has been supplied creating frustration for the applicants.

The departments new Plumbing and Drainage Inspector has started and has settled in well. Derek has already shown a level headed, polite approach to dealing with queries and issues. Derek is a great asset to the building team.

### 3. Environmental Health

#### 3.1 Liquor Licensing

##### **3.1.1. More FM concert Martinborough:**

Council staff actively monitored the liquor licence conditions imposed. The event operated under a comprehensive alcohol management plan. Overall the event was well run.

##### **3.1.2. Liquor Licencing Numbers**

Ten Liquor Licences were issued in the month of February 2013.

- One Off Licence was issued.
- Two On Licences were issued.
- Six General Manager's Certificates were issued.
- No Temporary Authority's were issued.

##### **3.1.3. Sale and Supply of Alcohol**

#### **POLITICAL DECISION-MAKING**

The following table shows a timeline of decisions that are likely to arise.

March	Identify likely resource implications to implement Act
March-April	Consider District Licencing Committee (DLC) options (based on volume of applications)
April	Ministry of Justice releases new fees regime discussion document
May-June	Start identifying potential DLC members
July-August	Ministry of Justice consultation on draft regulations (except fees)
September	Ministry of Justice consultation on draft fee regulations
September	DLC members identified
October-November	Training for DLCs and inspectors
December 18	New Act goes live

The two major work activities required are:

#### **District Licensing Committee**

The DLC process should be started now. Below are some key steps.

1. Determine the resources and systems required to implement the legislation, and where it is possible and appropriate, include these into the Annual Plan, for example:
  - the resources and business systems necessary for supporting the DLC(s) and inspectors
  - systems necessary to ensure inspectors can operate independently
  - methods for communicating with the public, applicants, and objectors.

2. Determine the number of DLCs that are likely to be required. This will depend on the volume of all applications for the district:

- number of unopposed and opposed applications
- by licence type (i.e. on-licence, off-licence, club and special licences)
- level of objections (by type or location)
- over a period of years (e.g. the last 3 years)
- outcome (was licence issued, withdrawn, declined).

3. Establish the DLC(s) and appoint members. The number of DLC(s) will depend on the likely volume of applications and that the DLC(s) will be considering all applications. You may want to consider:

- whether to have a joint list of community members with another TA
- whether to appoint an elected member as chair or a commissioner
- identifying key people in your community to appoint to your DLC(s).

LGNZ is preparing guidance to assist identifying and appointing appropriate people in the community. LGNZ will also be offering a webinar to help councils with their decision-making on issues relating to DLCs.

LGNZ and the Ministry of Justice will be offering training to all DLC members. This will be available late October – November

4. Appoint and train the inspectors:

- inspectors will need to be re-appointed by the Chief Executive under the new Act
- training is being developed for all enforcement agencies including inspectors
- the first set of training should be available April-May, followed by a second module October-November.

### **Local Alcohol Policies**

The LAP is optional however where it is in place the licensing bodies will have to consider LAP's when deciding licence application.

A LAP is essentially a set of decisions made by each TA about the sale and supply of liquor for its geographical area.

A LAP will be able to:

- Restrict or extend maximum licensing hours
- Limit the location of licences in relation to broad areas or facilities of particular kinds ( e.g. schools or churches)
- Limit the density of licences by specifying whether further licences or type of licences should be issued for a particular area
- Impose conditions on licences e.g. a one way door policy.

Policies relating to density and location will not apply to existing licences.

There are six broad steps to developing a LAP:

1. Develop a draft LAP in consultation with Police, licensing inspectors and Medical officers of Health
2. Consult with the community on the draft policy using the special consultative procedures
3. Prepare a provisional policy based on consultation feedback
4. Give public notice of the provisional policy. This is subject to appeal
5. Adopt the provisional policy- this becomes final 30 days after its publically notified or any appeals are resolved
6. Give public notice of the adoption of the LAP and the dates on which the LAP will come into force- determined by Council resolution.

At this stage Masterton District Council has signalled an interest in developing a LAP with South Wairarapa. A working group is likely to be set up in mid April to begin the preparation work to develop the draft policy.

### **Training**

- Webinars are available for council staff on the alcohol reforms, developed by the Ministry of Justice, Health Promotion Agency, LGNZ and SOLGM (28 February, 19 March and 17 April). Council staff have attended the first two Webinars
- LGNZ is preparing a webinar for elected members on the Act.
- The Ministry of Justice, LGNZ, and the Health Promotion Agency are working together to develop training for DLAs and DLCs.
- A working group has been set up to develop training for enforcement officers (including inspectors).

### **3.2 Food Bill Update**

There has been no further update on progress with this Bill.

Councils Environmental Health Team Leader has been participating in the Wellington Regional working party. Standardised documentation for food control plan audits process is not almost complete. SWDC are currently trialling the new forms and procedures.

### **3.3 Food Hygiene Regulations**

#### ***3.3.1. Martinborough Fair:***

All participating food operators at Martinborough Fair were inspected as usual during the March Fair. In general terms there was good compliance.

### **3.4 Noise Control**

There were 13 noise control complaints within South Wairarapa throughout February 2013.

Seven noise control complaints in Featherston.

Three noise control complaints in Greytown.

Three noise control complaints in Martinborough.



### 3.5 By-laws and animal control

#### 3.5.1. Dog and stock control

INCIDENTS REPORTED	Martinborough	Featherston	Greytown
Attack on Pets	0	0	0
Attack on Person	0	2*	0
Barking and whining	1	2	0
Lost Dogs	1	4	1
Found Dogs	0	2	1
Rushing Aggressive	0	1	0
Wandering	2	2	1
Welfare Concerns	0	1	0
Stock	2	2	1
<b>Total Overall</b>	<b>6</b>	<b>16</b>	<b>4</b>

\*(both attacks were relatively minor and did not warrant classification of the dogs as menacing)

#### 3.5.2. Dog Registration:

Dog registrations as at 19<sup>th</sup> March 2013:

Registered 2804    Unregistered 7    Total number of dogs 2811

Total no's of owners 1565

99.8% of dogs are now registered.

Microchipping: Reminder letters have been sent to 54 dog owners that are required to have their dogs micro chipped. To date 36 have complied. The next stage in the process is for infringements notices to be issued.

#### 3.5.3. 1.5.2 Bylaws

##### Long Grass:

Bylaws officers have been actively checking and issuing long grass notices to properties where conditions are likely to cause a hazard

**32** Long grass notices have been issued

**31** have complied with the notice (or had the work done at Councils request)

Council is in the process of actively following up with the owner who has failed to comply.

##### General Complaints:

Three rooster complaints have been dealt with by Council staff.

One litter complaint has been actioned. The culprit was unable to be identified.

### **3.6 Colony Cat issue**

Val Ball of the SPCA attended the Martinborough Community Board meeting held on 11 March 2013 and requested Council assistance with trapping and destroying colony cats in the Martinborough Township.

Council could provide assistance by educating the public about the colony cat issue but we do not have the resources to lead any initiative for trapping. Officers have discussed the issue with Greater Wellington staff and it was agreed that the project should be driven by the SPCA.

Contact Officer: Vanessa Tipoki, Group Manager Planning & Environment  
(Acting)

# **INFRASTRUCTURE AND SERVICES GROUP REPORT**

## **1. Consents**

### **1.1 Wastewater (All sites)**

Consultation with affected parties has taken place during the period by way of a monthly update outlining progress during the period. Work has largely revolved around land suitability investigation at Featherston and Martinborough.

A Combined Steering group meeting is planned for 11 April 2013 to further consult with the group membership.

The timeline for application completion for all sites is 30 June 2013.

### **1.2 Wastewater Strategy Overall**

Efforts continue as above to undertaking more in depth assessment of adjacent land that might be available (Council owned land included) for land treatment in the future for all sites.

In addition, Council has been approached by two separate landowners near the Greytown site on the basis that they are interested in taking treated waste water for irrigation purposes.

Given this interest and to maintain probity within the process, it is intended to publically seek expressions of interest from landowners in the vicinity of the three wastewater treatment plants.

### **1.3 Water**

Nil to report.

### **1.4 Coastal**

Consent applications for coastal works are in process, these include retrospective approvals for past emergency work, rehabilitation of damaged rock structures and for new works required in specific locations.

### **1.5 Gravel Pit Extraction**

Several river gravel extraction consents in the rural areas south and east expire in November 2013 and preparation of renewal processes including consultation and documentation is underway.

### **1.6 Land Fill Consent**

The Martinborough landfill consent application is still in progress.

### **1.7 Wastewater and Water Reticulation**

A contract for wastewater and water pipeline renewal work in Featherston and Greytown has been awarded to Bruce Buchanan Ltd in the sum of \$739,501.41 GST excl.

Two tenders were received with other tenderer being Perkinson Civil Ltd whose comparable tender was \$856,275.75 GST excl.

The contract calls for pipeline renewal work (wastewater and water), wastewater joint testing and remediation and additional condition investigation works in Featherston and Greytown and is expected to take five months to complete.

This contract will deliver two years of budgeted renewal work.

### **1.8 Wastewater Treatment Plants**

Planning and delivery for capital work at the treatment plants will be initiated this when consent certainty and agreed environmental outcomes are available. This is not expected to occur until the 2013/ 14 financial year.

### **1.9 Water Supply**

The Capital Assistance Funding application for the Featherston Water Supply upgrade project has been lodged with the Ministry of Health. A decision is not expected for several months.

Community water usage and rainfall records and trending is attached for Council's information in Appendix 1.

## **2. Operations Utility Assets and Services**

### **2.1 Wastewater Treatment Plants**

Greytown, Martinborough and Featherston Wastewater treatment plants operated routinely over the period. Normal monitoring for flow and compliance reporting continued throughout the period with one non-compliance issue.

The breach occurred at the Martinborough Wastewater Treatment Plant. The exceedance of the allowable parameters for discharge to the river was caused by a UV sensor fault combined with low sewage flows through the pond system over the summer period.

City Care Ltd has taken over the routine weekly maintenance at the Lake Ferry Wastewater Treatment plant. Auckland Contractors S3 has completed the six monthly plant checks during this period.

The programming to tidy up each Wastewater Treatment plant site is currently underway by CCL.

### **2.2 Wastewater Reticulation**

2 pipeline blockages were reported and rectified during the period.

### **2.3 Water Treatment Plants**

Martinborough and the Featherston/Greytown Water Treatment Plants operated routinely throughout the period. River levels had triggered Resource Consent low flow and low water level conditions. Public advertising and letter mail outs were done over the period.

Council officers have also been preparing alternative source of supply for the Featherston & Martinborough water supply as a contingency to any further restrictions due to falling river levels.

At present all Water Treatment Plants are drawing the minimum water take from rivers and bores as per the resource consents.

The Pirinoa Water Treatment Plant is now under CCL for the routine maintenance. During this period an additional water tank was installed for the treated water. This installation is to maintain continuation of supply. The pricing of telemetry for external plant monitoring is the next item.

The Boar Bush silt trap and intake structure was repaired to improve the water quality to the main storage pond.

The annual UF filter replacements have arrived from the overseas supplier for the Greytown Water Treatment plant. The filter exchange is programmed late in March for a quarter of the plants filters.

## **2.4 Water Reticulation**

There were 51 water reticulation repairs reported and rectified during the period.

## **2.5 Water Races**

To comply with the water race resource consents low flow and low water level condition the water take from the Tauherenikau and Waiohine Rivers are at the lowest setting. Council did a letter mail out to the Longwood users of the scheme advising continuation of supply may be compromised to comply with the resource content condition.

## **2.6 Waste Management**

Operations continued on a routine basis throughout the period.

Efficient light bulb recycling boxes are in place at the 3 main transfer station sites to manage the disposal of this type of bulb.

Waste export and recycling tonnage data for the period is attached in Appendix 2.

## **2.7 E-Waste Collection Region Wide**

Earthcare Environmental Ltd is working through the associated issues with MDC on the e-waste collection to get a programme underway.

# **3. Roading and Reserves**

## **3.1 Roading Maintenance – Oldfield Asphalts**

Grading of unsealed roads has continued despite the dry weather to relieve corrugations and satisfy complaints from residents.

Signs maintenance slipped for approximately two weeks while Oldfield's "sign man" was on leave but is now back to a satisfactory standard.

Recent ordered works include:

- Cleaning 200 culverts on the White Rock Rd.
- Repair of a dropout on the Blue Rock Rd.
- Dig out repairs White Rock Rd.
- Minor maintenance to boulder beaches on the Cape Palliser Rd.

- Drop out repairs on the Hinakura and Hikawera Roads.
- Completion of the resealing contract.

Planned ordered work for the next two months includes:

- Repair of a persistent drop out on the western side of the Whakapuni Hill by a minor realignment of the road.
- Cutting back high vegetation for sight improvements.
- Cleaning of water table drains.
- Dig out repairs to the worst of the pavement failures on Lake Ferry Rd. (Other repairs will have to be delayed until 2013/2014 financial year).
- The replacement of the wooden bridge deck on the Wards Line Bridge.

## 4. Property and Facilities

### 4.1 City Care Contract

Maintenance of parks and reserves is generally satisfactory although there are still some minor issues around what is included as routine work and what is ordered work. In preparing their "maintenance rounds" City Care need to ensure that the specified levels of service are met.

Berm mowing has been limited at times during February due to the high fire risk, and staff have been requested to be extremely cautious when using machinery in dry areas.

The allowance for berm mowing in the initial months of the contract is insufficient to meet the expectations of the residents. City Care has been doing their best to minimize costs but still provide mowing where needed. The budget for berm mowing needs to be reviewed for the 2013/2014 financial year.

### 4.2 Graffiti

**Table 1 – Graffiti strikes February 2013**

Town	No. of strikes	Location
Featherston	7	Rubbish bins outside Kia Ora dairy; lamp-posts
Greytown	0	
Martinborough	16	Barrier arm cnr Watt & Ludlam Sts; M'boro Square tables

**Table 2 – Graffiti strikes October 2012 – February 2013**

Town	Oct 2012	Nov 2012	Dec 2012	Jan 2013	Feb 2013	TOTAL
Featherston	13	0	17	102	9	141
Greytown	0	0	9	0	0	9
Martinborough	5	0	5	0	14	24
<b>TOTAL</b>	<b>18</b>	<b>0</b>	<b>31</b>	<b>102</b>	<b>23</b>	<b>174</b>

### **4.3 Playgrounds**

Martinborough – a further attempt has been made to repair the roundabout but this was not successful. This equipment is now recommended for replacement.

Featherston – Community Board has been advised of available budget for additional equipment.

### **4.4 Trees**

Greytown southern entrance – concepts for this have been discussed between City Care, Greytown Community Board and the Tree Advisory Group. Community Board has agreed to proceed with City Care's proposal up to the \$10,300 budget available this year.

Farley's Oak, Greytown – Greytown Community Board has agreed to maintain and monitor the tree, while simultaneously proceeding with the resource consent application process for its removal, when this becomes necessary.

### **4.5 Sports Fields and Facilities**

Soldier's Memorial Park, Greytown – an additional soccer team will be competing this year, and the club has raised a concern that the sports pavilion showers will be inadequate for four teams. Officers are costing a proposal to put showers into the Greytown Swimming Pool changing rooms. Hot water heating would be by gas, with the winter sports codes taking responsibility for refilling the gas bottles. The external door to the women's changing room would be reinstated, and an external door would be added to the men's, to enable access without going into the pool complex.

### **4.6 Events**

#### ***4.6.1. Events completed in February***

- Martinborough Fair, 2 February – turn sprinklers off in Square; additional toilet cleaning and rubbish removal requirements

#### ***4.6.2. Events in March***

- Martinborough Fair, 2 March – turn sprinklers off in Square; additional toilet cleaning and rubbish removal requirements.
- Round the Vines, 17 March – additional toilet cleaning and rubbish removal requirements, Martinborough.

### **4.7 Parks**

O'Connor's Bush, Greytown – following a complaint from a resident on West St backing onto the Bush, pest control specialists were brought in to deal with a wasp problem. Three wasp nests were found close together near the West St boundary – the exterminator noted it was unusual to see nests so close together.

## **5. Libraries**

### **5.1 Statistics all Libraries**

Refer Appendix 3 for statistics:

- Issues
- Transactions

## **6. Civil Defence and Emergency Management**

The teams are continuing to make steady progress with the establishment of their Civil Defence Centres. Paul Walker has supplied them with basics for their kits and expects them to increase as the teams develop. The three community team leaders have met with Paul and discussed operational issues including that of ward boundaries and a flooding scenario affecting two wards. Discussion around training for the teams and at this stage have agreed that it will be kept very simple and relevant.

Paul will continue to monitor and work alongside the three teams.

## **7. Appendices**

Appendix 1 – Monthly Water Usage

Appendix 2 – Waste Exported to Bonny Glen Including Recycling

Appendix 3 – Statistics all Libraries

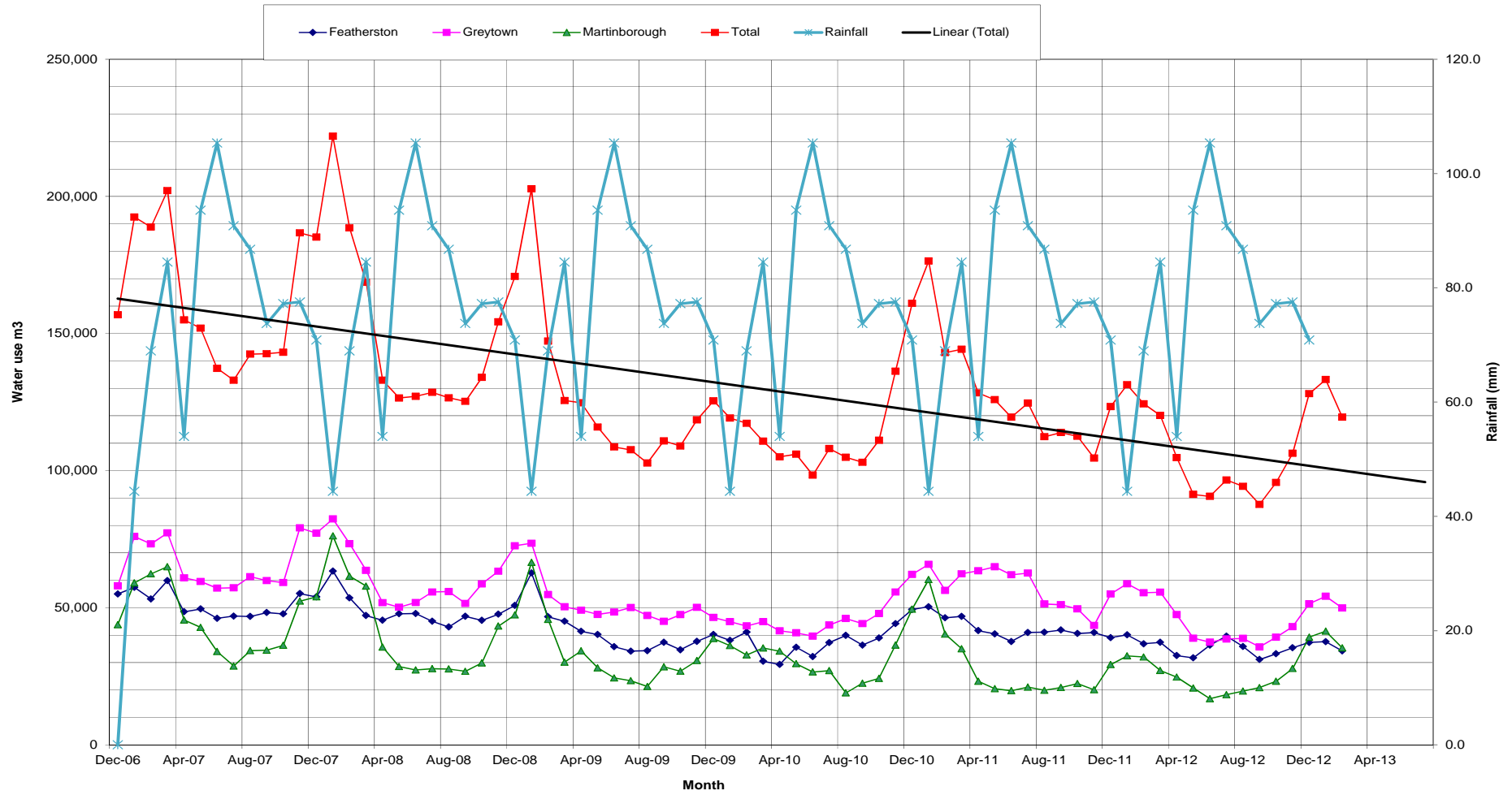
Contact Officer: Mark Allingham, Group Manager Infrastructure & Services

Reviewed By: Paul Crimp, Chief Executive (Acting)



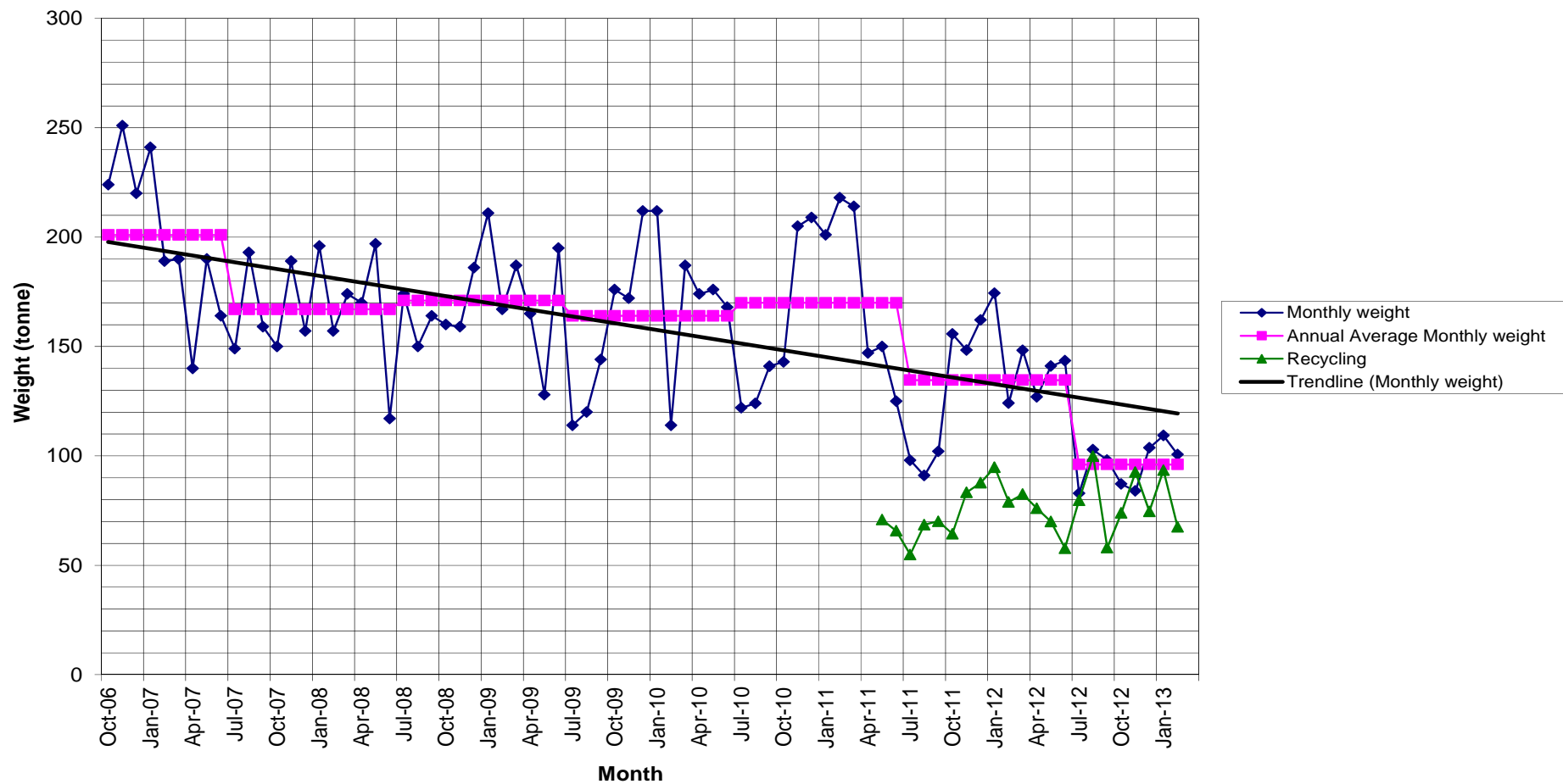
# **Appendix 1 – Monthly Water Usage**

Water use South Wairarapa District Council



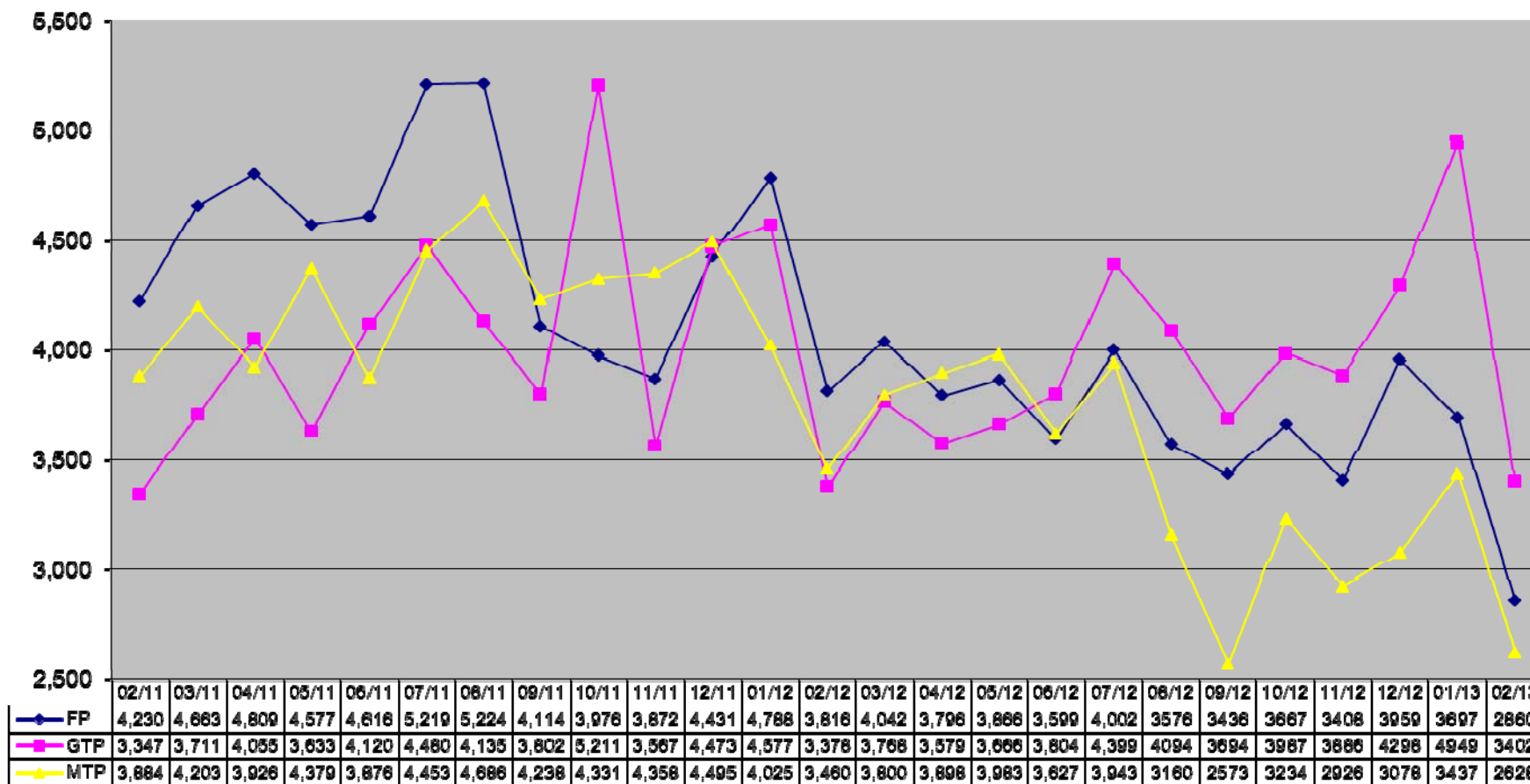
# **Appendix 2 – Waste Exported to Bonny Glenn Including Recycling**

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



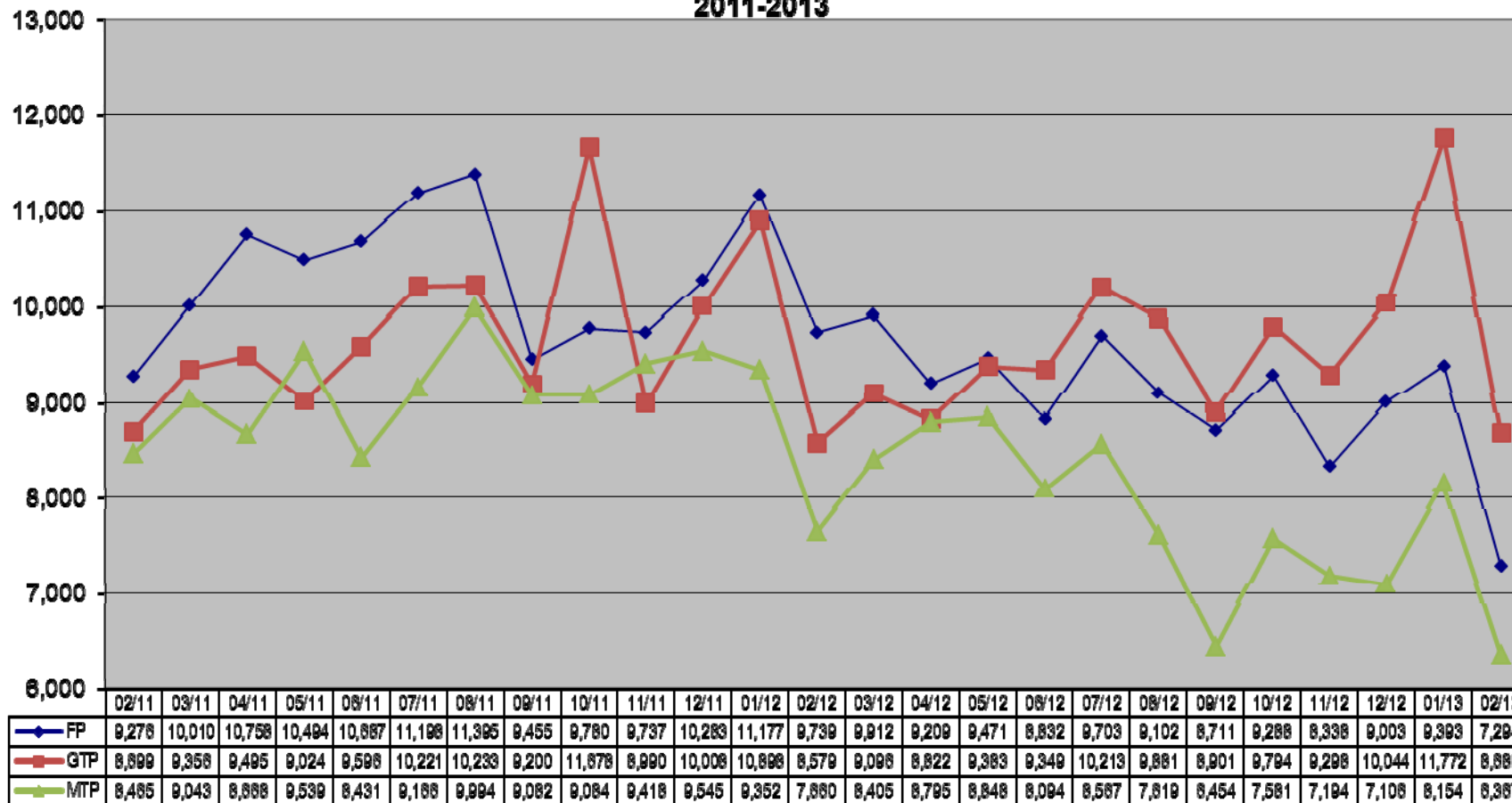
## **Appendix 3 – Statistics all Libraries**

**Issues: Featherston, Greytown and Martinborough Libraries: 2011-2013**



Each library has a similar drop in numbers and the only common denominators are children back to school and the weather.

**Transactions (excluding Council functions) for Featherston, Greytown and Martinborough Libraries  
2011-2013**



# FEATHERSTON COMMUNITY BOARD

30 APRIL 2013

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## AGENDA ITEM 6.2

### DONATION OF SEAT TO FEATHERSTON CEMETERY

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#### **Purpose of Report**

To inform Community Board members of the request to donate a seat to the Featherston cemetery and seek approval to accept the donation.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receives the information; and*
2. *Accepts the donation of the seat by the Granley family.*

## **1. Executive Summary**

The Lea family wishes to donate a garden seat made by Cliff Lea for his wife to the Featherston cemetery in her memory. The family would like the seat placed near ashes wall #2 as Mrs Lea's ashes are in this wall.

## **2. Background**

The garden seat, pictured below, was made by Cliff Lea for his wife to sit in their Hayward St garden. Mr Lea has now moved to a rest home, and his house is being sold. It is Mr Lea's wish that the seat be donated to the community to be placed in the cemetery in the area of ashes wall #2.

Officers would arrange for City Care staff to affix the seat to a concrete base, and to ensure that the seat is located in a position which would not hamper mowing. Despite its rustic appearance and thick coating of lichen, the seat is robust and well-made. There is no other seating in the cemetery and this seat would provide a useful resting spot for older visitors.

### **2.1 Financial Considerations**

Costs for accepting the donation would be in the region of \$300-\$400, for transportation and concreting. This would be met from the budget for the cemetery.



## 2.2 Other

The family may wish to affix a memorial plaque to the seat. In time, the seat will degrade and may need to be replaced. If so, it would no longer be a memorial seat. Alternatively the seat might not be replaced at all.



## 3. Conclusion

Officers recommend that Community Board accepts the donation of the seat for Featherston cemetery.

Contact Officer: Helen McNaught, Facilities and Parks Officer

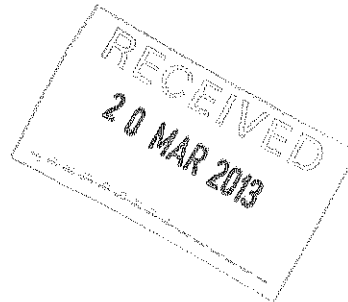
Reviewed By: Mark Allingham, Group Manager Infrastructure Services



554 Main Street  
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info@tbfree.org.nz  
www.tbfree.org.nz

13 March 2013

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



Dear Sir/Madam

**Aerial possum control Rimutaka Range Aerial Project area – caution period expiry**

We wish to advise that the six month caution period for the above operation has now expired.

Visual monitoring of both baits and possum carcasses within the treatment area indicates that it is now safe to remove all warning notices.

Total breakdown of cereal pellets was complete three months ago. Carcass breakdown is such that it is now deemed safe to take dogs into the treatment area and also to take feral animals as a food source. However, it should be noted that we can only determine the level of carcass breakdown from observations of our monitored possum carcasses.

If for any reason you suspect any people or animals have been affected by 1080, please contact the Animal Health Board immediately on 06 353 2710 to assist in any investigation and testing.

For any questions regarding the TBfree New Zealand programme, please visit our website [www.tbfree.org.nz](http://www.tbfree.org.nz) or contact us on 06 353 2710, or email [vectorsni@tbfree.org.nz](mailto:vectorsni@tbfree.org.nz)

Yours sincerely

Alan Innes  
**Programme Manager**  
**Southern North Island**

10 April 2013

Suzanne Clark  
Committee Secretary  
South Wairarapa District Council  
PO Box 6  
Martinborough

Dear Suzanne

**FEATHERSTON COMMUNITY BOARD GRANTS**

Please find our accountability report for the grant of \$500.00 from the Featherston Community Board. I have provided our March YTD variance report as proof of expenditure; and all amounts exclude GST.

The funding has been spent on the following items:

Volunteer Expenses	\$ 195.80
Administration	\$ 276.75
Training	\$ 52.85
<b>TOTAL</b>	<b>\$ 525.40</b>

Your grant has helped Victim Support provide quality and comprehensive services to victims of crime and trauma in the Featherston community, while continuing to maintain all operational functions. Our volunteers have supported victims with court support, victim impact statement preparation, financial assistance applications, referrals to counselors and other support agencies, and we have provided advocacy and information under the Victims Rights Act 2002.

Our service is assessed by way of Consumer Evaluations which are sent to the majority of victims who receive our services. Surveys are generated through our electronic web based database – VIVA (Victim Information, Volunteer Actions). Feedback is documented in our publications and our Annual Report. In our most recent Consumer Evaluation Survey, 98% of respondents stated that they found Victim Support to be helpful or very helpful overall. Volunteers also give us feedback through their debriefing and supervision sessions, so we can continue to improve our services, our training to staff and volunteers, and our working relationships with Police, other community agencies & emergency services.

Victim Support continues to focus on providing an organisational approach, delivering quality services to our clients ensuring monitored health and safety, the provision of psychosocial and practical support, provision of information, advocacy for victims' rights, and referrals to and liaisons with Police, other emergency services, and community agencies.

Thank you again for your support of the work we do.

Yours sincerely



Denise Graham  
Regional Administrator/Fundraiser

OFFICE	FUNDER	DATE FUNDING RECEIVED	PURPOSE	APPLIED TO	Variance June 2012	Variance July/Aug 2012	Variance September 2012	Variance October 2012	Variance November 2012	Variance December 2012	Variance January 2013	Variance February 2013	Variance March 2013	Variance April 2013	Variance May 2013	Variance June 2013	RUNNING TOTAL
Waikarapa	Sih Waikarapa District Council (featherston) 1903SWDC12/13	4.02.13	Staff Expenses	200.00													\$ -
			Volunteer Expenses	200.00								144.50	51.30				\$ 195.80
			Administration Expenses	200.00							93.80	182.95					\$ 276.75
			General Travel									52.85					\$ -
			Training	100.00													\$ 52.85
				\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 93.80	\$ 380.30	\$ 51.30	\$ -	\$ -	\$ -	\$ 525.40

38/2013



Branches : 1903  
March 2013 YTD

VARIANCE REPORTING

	March 2013			Year To Date			Last Yr YTD		Full Year		Last Year
	Actual	Budget	Variance	Actual YTD	Budget YTD	Variance	Actual	Budget	Budget	Actual	
1903-41110	Min Justice Core Funding	2,167.00	2,167.00	0.00	19,503.00	19,503.00	0.00	21,375.00	26,000.00	30,875.00	
	Central Government Funding	2,167.00	2,167.00	0.00	19,503.00	19,503.00	0.00	21,375.00	26,000.00	30,875.00	
1903-43301	Local Committee Donation	844.00	0.00	844.00	0.00	844.00	0.00	0.00	0.00	500.00	
1903-43302	General Donations	7.70	0.00	66.40	0.00	66.40	0.00	0.00	0.00	37.31	
1903-43303	Diversions	100.00	0.00	100.00	0.00	100.00	0.00	50.00	0.00	50.00	
1903-44101	Events Fundraising	0.00	0.00	295.20	0.00	295.20	0.00	611.00	0.00	611.00	
1903-44201	General Fundraising	400.80	1,000.00	(599.20)	646.50	2,000.00	(1,353.50)	0.00	2,000.00	148.00	
1903-44310	Street Appeal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	212.00	
1903-44410	Sponsors	0.00	875.00	(875.00)	0.00	875.00	(875.00)	0.00	875.00	0.00	
1903-46100	Lotteries	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1903-46200	COGS	0.00	0.00	0.00	5,000.00	4,700.00	300.00	4,701.00	4,700.00	4,701.00	
1903-46300	Council Funding	0.00	0.00	0.00	4,000.00	2,500.00	1,500.00	3,500.00	2,500.00	3,500.00	
1903-46900	Trusts & Foundations	0.00	0.00	0.00	4,807.23	6,000.00	(1,192.77)	0.00	6,710.00	2,035.54	
	Fundraising	1,352.50	1,875.00	(522.50)	15,759.33	16,075.00	(315.67)	8,862.00	16,785.00	11,794.85	
	Sundry	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1903-49400	Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	<b>INCOME</b>	<b>3,519.50</b>	<b>4,042.00</b>	<b>(522.50)</b>	<b>35,262.33</b>	<b>35,578.00</b>	<b>(315.67)</b>	<b>30,237.00</b>	<b>42,785.00</b>	<b>42,669.85</b>	
1903-62111	Salaries	2,698.92	2,785.00	(86.08)	25,000.20	25,065.00	(64.80)	24,160.36	33,415.20	31,799.30	
1903-62112	Annual Leave Provision	(177.03)	28.00	(205.03)	(9.20)	252.00	(261.20)	1,246.87	334.15	1,692.03	
1903-62150	ACC Levies	12.00	12.00	0.00	108.00	108.00	0.00	126.83	140.34	172.83	
1903-62203	Staff Recruitment Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1903-62204	Staff Supervision	0.00	120.00	(120.00)	80.00	240.00	(160.00)	0.00	240.00	0.00	
1903-62301	Misc Staff Expenses	0.00	20.00	(20.00)	0.00	180.00	(180.00)	14.35	240.00	14.35	
1903-62302	Subscriptions/memberships	0.00	0.00	0.00	0.00	25.00	(25.00)	21.74	25.00	14.35	
1903-63310	Staff Visits to Victims	0.00	0.00	0.00	0.00	50.00	(50.00)	0.00	50.00	21.74	
1903-64535	Service Support	0.00	0.00	0.00	0.00	300.00	(300.00)	0.00	300.00	0.00	
	Staff Related Expenses	2,533.89	2,965.00	(431.11)	25,179.00	26,220.00	(1,041.00)	25,570.15	34,744.69	33,812.97	
1903-63101	Volunteer Equipment & Resource	42.11	0.00	42.11	61.84	300.00	(238.16)	515.81	500.00	1,067.82	
1903-63102	Volunteer Acknowledgement	51.30	0.00	51.30	122.17	350.00	(227.83)	318.87	350.00	512.78	
1903-63103	Volunteer Expenses	0.00	0.00	0.00	18.77	400.00	(381.23)	316.09	500.00	616.47	
1903-63104	Volunteer Recruitment	0.00	0.00	0.00	0.00	100.00	(100.00)	0.00	100.00	0.00	
1903-63105	Volunteer Supervision	18.35	50.00	(31.65)	173.69	200.00	(26.31)	0.00	300.00	493.86	
1903-63210	Volunteer Visits to Victims	53.90	170.00	(116.10)	1,162.05	1,190.00	(27.95)	1,509.24	1,700.00	1,892.74	
1903-63220	Volunteer Debriefing	0.00	20.00	(20.00)	0.00	200.00	(200.00)	0.00	270.00	0.00	
1903-63401	Resources for Victims	0.00	0.00	0.00	551.24	0.00	551.24	635.91	0.00	813.48	

VARIANCE REPORTING

	March 2013			Year To Date			Last Yr YTD		Full Year		Last Year
	Actual	Budget	Variance	Actual YTD	Budget YTD	Variance	Actual	Budget	Budget	Actual	
1903-63402 Non VAS Emergency Grants	0.00	0.00	0.00	121.74	0.00	121.74	0.00	0.00	0.00	0.00	
Volunteers	165.66	240.00	(74.34)	2,211.50	2,740.00	(528.50)	3,295.92	3,720.00	3,720.00	5,397.15	
1903-63510 Telecommunications/Pagers	263.30	50.00	213.30	1,030.13	450.00	580.13	847.28	600.00	600.00	1,110.24	
1903-63520 Internet (Xtra)	35.65	40.00	(4.35)	320.85	360.00	(39.15)	320.85	500.00	500.00	427.80	
1903-64311 Software License & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
ICT	298.95	90.00	208.95	1,350.98	810.00	540.98	1,168.13	1,100.00	1,100.00	1,538.04	
1903-64110 Office Equipment & Repairs	0.00	100.00	(100.00)	78.26	200.00	(121.74)	187.66	200.00	200.00	547.66	
1903-64120 Office Supplies & Expenses	0.00	0.00	0.00	224.54	400.00	(175.46)	354.17	600.00	600.00	505.48	
Administration Expenses	0.00	100.00	(100.00)	302.80	600.00	(297.20)	541.83	800.00	800.00	1,053.14	
External Meetings	0.00	100.00	(100.00)	0.00	200.00	(200.00)	46.80	200.00	200.00	156.91	
Domestic Travel & Accommodatio	0.00	100.00	(100.00)	0.00	200.00	(200.00)	46.80	200.00	200.00	156.91	
1903-65505 Event Fundraising	0.00	200.00	(200.00)	0.00	400.00	(400.00)	0.00	400.00	400.00	0.00	
1903-65510 General Fundraising	28.65	0.00	28.65	28.65	200.00	(171.35)	0.00	400.00	400.00	0.00	
1903-65690 Advertising our services	0.00	0.00	0.00	84.86	200.00	(115.14)	0.00	200.00	200.00	180.00	
1903-66110 AGM/National Conference	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Communications & Fundraising	28.65	200.00	(171.35)	113.51	800.00	(686.49)	0.00	1,000.00	1,000.00	180.00	
1903-66140 District/Area Meetings	0.00	120.00	(120.00)	455.60	380.00	75.60	731.61	500.00	500.00	858.16	
1903-66410 N.Z. Conferences	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1903-67105 Introductory Training	0.00	0.00	0.00	0.00	450.00	(450.00)	0.00	900.00	900.00	0.00	
1903-67110 Training Resources ITP	14.37	0.00	14.37	14.37	0.00	14.37	0.00	0.00	0.00	0.00	
1903-67120 Trainer/Facilitator Fees ITP	47.24	0.00	47.24	47.24	0.00	47.24	38.76	0.00	0.00	125.86	
1903-67130 Accomm/Venue Hire ITP	23.33	0.00	23.33	23.33	0.00	23.33	0.00	0.00	0.00	0.00	
1903-67150 Meals/incidentals ITP	146.66	0.00	146.66	187.02	0.00	187.02	42.79	0.00	0.00	169.00	
1903-67160 Mileage ITP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	140.00	
1903-67205 Volunteer Ongoing Training	0.00	0.00	0.00	0.00	200.00	(200.00)	120.00	200.00	200.00	120.00	
1903-67220 Trainer/Facilitator Fees OTP	0.00	0.00	0.00	172.78	0.00	172.78	97.39	0.00	0.00	182.60	
1903-67250 Meals/incidentals OTP	46.35	0.00	46.35	158.18	0.00	158.18	104.56	0.00	0.00	281.68	
1903-67260 Mileage OTP	127.40	0.00	127.40	872.50	0.00	872.50	0.00	0.00	0.00	838.76	
1903-67320 Training to other Agencies	0.00	0.00	0.00	0.00	80.00	(80.00)	0.00	200.00	200.00	120.90	
1903-67340 Sexual Violence Training	0.00	0.00	0.00	0.00	150.00	(150.00)	0.00	150.00	150.00	0.00	
1903-67350 Homicide Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1903-67351 Homicide Training Mileage	68.60	0.00	68.60	68.60	0.00	68.60	0.00	0.00	0.00	0.00	
1903-67380 Domestic Violence Training	0.00	0.00	0.00	0.00	150.00	(150.00)	0.00	150.00	150.00	0.00	
1903-67610 Induction Staff Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1903-67620 Ongoing Staff Training	0.00	0.00	0.00	0.00	650.00	(650.00)	731.68	650.00	650.00	731.68	
Training	473.95	120.00	353.95	1,999.62	2,060.00	(60.38)	1,866.79	2,750.00	2,750.00	3,568.64	