



## Featherston Community Board

### Minutes 1 May 2012

- Present:** Garry Thomas (Chair), Helen Barrow, Lee Carter, Phil Robertson (from 6:15pm), Cr Solitaire Robertson, and Cr Keith Sexton.
- In attendance:** Mark Allingham (Group Manager Infrastructure and Services) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in the Group Room of Family Works Centre, Featherston. The meeting was conducted in public between 6:00pm and 7:25pm.

#### PUBLIC BUSINESS

##### 1. APOLOGIES

*FCB RESOLVED (FCB 2012/17)* to receive apologies from Dr Jack Dowds.  
(*Moved Barrow/ Seconded Sexton*)

Carried

##### 2. CONFLICTS OF INTEREST

Mr Thomas and Cr Robertson declared an association with the Anzac Club and a conflict of interest with agenda item 9 'Featherston Anzac Hall Landscaping'.

##### 3. PUBLIC PARTICIPATION

There was no public participation.

##### 4. COMMUNITY BOARD MINUTES/EXPENDITURE

###### 4.1 Featherston Community Board Minutes – 13 March 2012

*FCB RESOLVED (FCB 2012/18)* that the minutes of the Featherston Community Board meeting held on 13 March 2012 be confirmed as a true and correct record.

(*Moved Cr Robertson/ Seconded Carter*)

Carried

###### 4.2 Matters arising

There were no matters arising.

#### **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*

- 4.3 Action items from previous meeting  
The Group Manager Infrastructure and Services undertook to provide an update on the removal of Featherston recycling bins to members before the next meeting.

- 4.4 Income and Expenditure Statement  
*FCB RESOLVED (FCB 2012/19)* that the tabled Income and Expenditure Statement to 31 March 2012 be received.

*(Moved Cr Sexton/ Seconded Thomas)*

Carried

## **5. OPERATIONAL REPORTS – COUNCIL OFFICERS:**

- 5.1 Officers' Report to Community Boards  
The community board reviewed the report and discussed water metering, planning and environment streamlining, noise complaints, swimming pool income, and the WLS library opening hours survey and outcome.

*FCB RESOLVED (FCB 2012/20):*

1. To receive the information.

*(Moved Thomas/ Seconded P. Robertson)*

Carried

2. Action 215: Break down the dog and stock control incidents by town and provide to Featherston community board members; G Bunny

## **6. COMMUNITY BOARD/COUNCILLORS REPORTS**

### **Phil Robertson**

Mr Robertson gave an update from a meeting of the Featherston Walkways and Reserves Trust, and noted graffiti on Wakefield Street in Featherston was worsening. The Group Manager Infrastructure and Services advised that it was the property owners responsibility to remove graffiti and even larger councils only removed graffiti on private property if it faced a major road.

### **Lee Carter**

Mrs Carter requested that Council look at relocating a rubbish bin in Fitzherbert Street to where the school bus stopped. Mrs Carter also noted the poor condition of the fence at the Featherston Cemetery. The Group Manager Infrastructure and Services noted that quotes were being obtained to replace this fence. Implementing the Lake Domain Development Plan was also discussed.

### **Cr Robertson**

Cr Robertson reported that there was good public support of the Featherston Anzac Day celebration.

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**Cr Sexton**

Cr Sexton reported that there had been four smoke nuisance complaints from the Featherston area.

**Garry Thomas**

Mr Thomas noted the LGNZ invitation to community boards to attend the LGNZ Community Board Conference later in the year.

*FCB RESOLVED (FCB2012/21):*

1. That Garry Thomas and Phil Robertson should attend the 2012 LGNZ Community Board Conference and that the Featherston Community Board would cover Mr Robertson's attendance costs.  
*(Moved Cr Solitaire Robertson/ Seconded Barrow)*
2. Action 216: Arrange for the rubbish bin outside Cindys in Fitzherbert Street to be moved to where the school bus stops (the next set of buildings south); M Allingham
3. Action 217: Look at the pedestrian crossing islands by St Teresa's School and Anzac Hall and investigate if anything can be done to improve access to the Anzac Hall car park; M Allingham

Carried

**7. FEATHERSTON COMMUNITY HALL HIRE**

Mayor Staples reported that the Featherston Swimming Club had requested use of Anzac Hall free of charge to celebrate the clubs 100-year centenary. Council policy was approved for this event which gave them a 50% discount. The community board discussed subsidising hall fees beyond a 50% discount and agreed that grants would not be allocated to charitable and like community organisation already in receipt of a Council concession of fees for hall hire.

**8. PINE TREES AROUND FEATHERSTON SKATE PARK**

Mr Thomas proposed that the trees overshadowing the Featherston Skatepark be removed as they were potential hazards. Cr Robertson advised that the trees were historic montereys planted in 1890 and had a high amenity value (as per the Clifford Square Reserve Management Plan). Prior consultation on the trees future had already been undertaken and it was unlikely community sentiment had changed.

*FCB NOTED:*

1. Action 218: Arrange for an arborist to look at the montereys in the vicinity of the Featherston Skatepark to provide advice on trimming them for tree health and public safety; M Allingham

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**9. FEATHERSTON ANZAC HALL LANDSCAPING**

On behalf of the Anzac Club Mr Thomas presented their concept of placing a large greywacke rock retrieved from the Rimutaka Hill by the fence as a landscaping project. Mr Thomas said it would be mounted in concrete and could have a plaque erected on it telling the rock's story. The community board agreed that the Anzac Club could progress this concept.

**10. FINANCIAL ASSISTANCE**

10.1 Maths Wairarapa

*FCB RESOLVED (FCB 2012/22)* to grant Maths Wairarapa \$200 for the Wairarapa schools' maths week competition.

*(Moved Cr Robertson/ Seconded Cr Sexton)*

Carried

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

**DISCLAIMER**

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**Featherston Community Board  
Action Items  
From 1 May 2012**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
539	FCB	15-Mar-11	Action	Garry Thomas	Provide a written report to Officers on footpath development priority and identify any other areas where new footpaths should be placed	Open	
1060	FCB	22-Nov-11	Action	All	The Community Board undertook to meet and clarify funding criteria on the grant application form	Open	
17	FCB	31-Jan-12	Resolution	All	FEATHERSTON STREET FLAGS 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	Open	
114	FCB	13-Mar-12	Action	Garry Thomas	Write to the Featherston Main Streets Beautification Group and the Featherston Covered Pool Group and advise them of the outcome of the Community Board meeting	Open	
116	FCB	13-Mar-12	Action	Cr Robertson	Find out the status of Featherston Wi-Fi including the information centre domain not being connected	Open	
214	FCB	1-May-12	Resolution	Paul	Maths Wairarapa FCB RESOLVED (FCB 2012/22) to grant Maths Wairarapa \$200 for the Wairarapa schools' maths week competition. (Moved Cr Robertson/ Seconded Cr Sexton) Carried	Actioned	
215	FCB	1-May-12	Action	Glenn	Break down the dog and stock control incidents by town and provide to Featherston community board members	Actioned	
216	FCB	1-May-12	Action	Mark	Arrange for the rubbish bin outside Cindys in Fitzherbert Street to be moved to where the school bus stops (the next set of buildings south);	Actioned	25.5.12. Rubbish bin removed.
217	FCB	1-May-12	Action	Mark	Look at the pedestrian crossing islands by St Teresa's School and Anzac Hall and investigate if anything can be done to improve access to the Anzac Hall car park	Open	25.5.12. Crossing islands installed at the request of the Police for the childrens safety. Access will remain unchanged .
218	FCB	1-May-12	Action	Mark	Arrange for an arborist to look at the monterey pines in the vicinity of the Featherston Skatepark to provide advice on trimming them for tree health and public safety	Open	25.5.12. All Season Tree Services asked for advice.

<b>Featherston Community Board</b>											
<b>Income &amp; Expenditure to 30 April 2012</b>											
		Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12
<b>INCOME</b>											
Balance 1 July 2011		13,180.47	13,180.47	13,180.47	13,180.47	13,180.47	13,180.47	13,180.47	13,180.47	13,180.47	13,180.47
Annual Plan 2011/12		20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00
Tier from FSTN book Sales						6,722.13	6,722.13	6,722.13	6,722.13	6,722.13	6,802.08
Misc income FSTN promotional						300.00	300.00	300.00	300.00	300.00	300.00
Funds for annual Xmas Parade						434.78	434.78	434.78	434.78	434.78	434.78
Cross Creek Railway - Security Cameras									869.57	869.57	869.57
The Lions Club of Fstn - Xmas Parade										217.39	217.39
Donation x Mayoral fund											1,000.00
<b>TOTAL INCOME</b>		<b>34,110.47</b>	<b>34,110.47</b>	<b>34,110.47</b>	<b>34,110.47</b>	<b>41,567.38</b>	<b>41,567.38</b>	<b>41,567.38</b>	<b>42,436.95</b>	<b>42,654.34</b>	<b>43,734.29</b>
<b>EXPENDITURE</b>											
Members' Salaries		673.50	1,366.64	2,049.96	3,243.70	4,093.88	4,944.06	5,794.24	5,466.59	6,149.91	6,833.23
Members' Expenses		-	-	-	-	-	-	-	-	-	-
<b>Total Personnel Costs</b>		<b>673.50</b>	<b>1,366.64</b>	<b>2,049.96</b>	<b>3,243.70</b>	<b>4,093.88</b>	<b>4,944.06</b>	<b>5,794.24</b>	<b>5,466.59</b>	<b>6,149.91</b>	<b>6,833.23</b>
Printing.com - H Barrow business cards		102.50	102.50	102.50	102.50	102.50	102.50	102.50	102.50	102.50	102.50
Petty Cash - Info Centre		40.09	40.09	140.09	140.09	140.09	140.09	214.79	293.31	346.81	346.81
Telephone - Info Centre		79.97	159.30	239.16	239.16	239.16	398.57	477.82	477.82	556.32	634.77
Wages - Info Centre Staff				1,235.52	2,260.44	2,990.52	2,822.04	2,822.04	2,822.04	2,822.04	2,822.04
Sign Factory - Banner					600.00	600.00	600.00	600.00	600.00	600.00	600.00
Wairarapa Times-age - Consultant FCB for RWC					182.40	182.40	182.40	182.40	182.40	182.40	182.40
Dittmer Earthmovers - Campervan					3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
Featherston Phoenix					90.00	90.00	90.00	90.00	90.00	90.00	90.00
Local Government - Community Board Levy 11/12						166.66	166.66	166.66	166.66	166.66	166.66
Masterton Brass Band - Fstn Xmas Parade							200.00	200.00	200.00	200.00	200.00
Petty Cash - Fstn Xmas Parade							700.00	700.00	700.00	700.00	700.00
Banner signage/xmas signs							606.88	606.88	606.88	606.88	606.88
Robertson Sol - Fstn Xmas Parade expenses								360.80	360.80	360.80	360.80
Safe Guard Alarm - CCTV System Fstn										3,500.00	3,500.00
<b>Total General Expenses</b>		<b>222.56</b>	<b>301.89</b>	<b>1,717.27</b>	<b>7,114.59</b>	<b>8,011.33</b>	<b>9,509.14</b>	<b>10,023.89</b>	<b>10,102.41</b>	<b>13,734.41</b>	<b>13,812.86</b>
Featherston Community Centre					130.43	130.43	130.43	130.43	130.43	130.43	130.43
Featherston Community Patrol					500.00	500.00	500.00	500.00	500.00	500.00	500.00
NZ Council of Victim Support										500.00	500.00
<b>Total Grants</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>630.43</b>	<b>630.43</b>	<b>630.43</b>	<b>630.43</b>	<b>630.43</b>	<b>1,130.43</b>	<b>1,130.43</b>
<b>TOTAL EXPENDITURE</b>		<b>896.06</b>	<b>1,668.53</b>	<b>3,767.23</b>	<b>10,988.72</b>	<b>12,735.64</b>	<b>15,083.63</b>	<b>16,448.56</b>	<b>16,199.43</b>	<b>21,014.75</b>	<b>21,776.52</b>
<b>ACTUAL NET SURPLUS(DEFICIT) YEAR TO DATE</b>		<b>33,887.91</b>	<b>32,441.94</b>	<b>30,343.24</b>	<b>23,121.75</b>	<b>28,831.74</b>	<b>26,483.75</b>	<b>25,118.82</b>	<b>26,237.52</b>	<b>21,639.59</b>	<b>21,957.77</b>
<b>LESS: COMMITMENTS</b>											
Salaries to 30 June 2012		9,890.50	9,197.36	8,514.04	7,320.30	6,470.12	5,619.94	4,769.76	5,079.41	4,414.09	3,730.77
Emergency Fund		2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Information Centre domain name etc		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Community Centre - Clean Up Featherston Day				150.00							
2011 Christmas Parade				1,500.00	1,500.00	1,500.00	1,500.00				
Chor Farmer Donation for Garden of remembrance						1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Community Board Conference											800.00
<b>Total Commitments</b>		<b>12,890.50</b>	<b>12,197.36</b>	<b>13,164.04</b>	<b>11,820.30</b>	<b>12,470.12</b>	<b>11,619.94</b>	<b>9,269.76</b>	<b>9,579.41</b>	<b>8,914.09</b>	<b>9,030.77</b>
<b>BALANCE TO CARRY FORWARD</b>		<b>20,323.91</b>	<b>20,244.58</b>	<b>17,179.20</b>	<b>11,301.45</b>	<b>16,361.62</b>	<b>14,863.81</b>	<b>15,849.06</b>	<b>16,658.11</b>	<b>12,725.50</b>	<b>12,927.00</b>

# FEATHERSTON COMMUNITY BOARD

5 JUNE 2012

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## AGENDA ITEM 5.1

### OFFICERS' REPORT

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#### **Purpose of Report**

To update members on the activities of Corporate Support, Planning and Environment and Infrastructure and Services Group activities.

#### **Recommendations**

Officers recommend that the Community Board/Committee:

1. *Receive the information.*

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

Following an intensive Audit New Zealand review, the Draft Long Term Plan was adopted on 2 May 2012, with final clearance given 8 May 2012.

Progress is being made on the replacement local authority software suite, the RFP has been let and two vendors shortlisted. These two vendors made presentations to members of staff on the 19<sup>th</sup> April, and 27 April 2012. A final recommendation will be made Council at the 27 June 2012 meeting.

Rates installment 4 has been posted; the due date is 21 May 2012.

Financial statements for the 9 months ended 31 March 2012 are presented.

The archiving project is progressing, with an inventory of archive materials nearing completion. The initial work is underway, and a draft two stage plan has been prepared.

An internal review of motor vehicle usage and the types of vehicles required by each department / role is underway. The end result of this will be a fleet strategy which will allow better decisions on future replacement programs.

Following on from the LTP audit, up to four Audit New Zealand staff were onsite for a week for the interim audit in relation to the year end financial statements.

## **2. Discussion**

### **2.1 LTP**

The Draft LTP was finally adopted, subject to signoff on minor amendments, on 2 May 2012. The draft has been circulated and is available to the public. The summary was circulated with the Wairarapa News on Wednesday 9 May 2012.

The requisite advertisements have been placed, and submissions will close on 8 June 2012, with adoption planned for 27 June 2012.

### **2.2 Operating System Replacement**

The RFP time for submissions closed on Friday 23 March 2012 and the three vendors who were targeted submitted proposals before the deadline.

The RFP is the first phase of a comprehensive upgrade of SWDC systems. The second key system will be an electronic data and records management system. Sufficient budget has been allowed in the 2012/13 LTP for the purchase and implementation of both systems.

Limited guidance from Splice Group has been sought, however it is anticipated we will not require much in the way of external assistance. Splice Group were recommended by MDC and have experience in this area.

The following table outlines the broad timetable:

<b>Description</b>	<b>Duration</b>	<b>Timeframe – no later than</b>
RFP Preparation	5 weeks	27 February 2012
RFP Response time	4 weeks	23 March 2012
RFP Evaluation	1 week	30 March 2012
Shortlist – 2 Suppliers		30 March 2012
Product demonstrations and site visits	2 weeks	18 April 2012
Decision – recommendation to Council		4 May 2012 (For 16 May Council Meeting)
Implementation	?	To be decided

Presentations were made by the two shortlisted vendors, which was attended by various staff.

A recommendation was made to Council under “public excluded” as there was sensitive commercial matters to be considered.



### 2.3 Rate Arrears

Efforts continue on rate arrears. The table below outlines the situation as at 23 March 2012.

The following table summarises the rate arrears excluding 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

Since my discussion with MDC over collection procedures, I have spoken to Adam Parker from Gawith Burrige to discuss their involvement in the MDC processes.

As indicated in the previous report, while we are generally following the same procedures, we may need to take a stricter line in how we follow the arrears up. That said it has taken many years of consistent pressure by MDC to achieve their low level of arrears.

### 2.4 Archival Project

The archiving project is progressing, with stage one being completed.

Contact Officer: Paul Crimp, Group Manager Corporate Support

# PLANNING AND ENVIRONMENT GROUP REPORT

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## 1. Planning

### 1.1 Staffing

Vanessa Tipoki is on parental leave from 30 April 2012 to 29 April 2013. To cover her leave, Russell Hooper (previously of Adamson Shaw consultants) has joined us for the next 12 months as Resource Management Planner.

### 1.2 Resource Consents

Officers received 20 consent applications since 1 March 2012. 12 consents were approved since 1 March (1 of which was received in a previous month) 11 of which within the statutory timeframes. Officers now provide detailed fortnightly updates on all consents direct to Councillors and Community Board members, so consent details are not listed here.

#### ***1.2.1. Featherston supermarket consent 3812 approval***

The Trust House Ltd application for a commercial development (supermarket) in Featherston was heard on 19 April 2012 and approved on 27 April 2012. The appeal period on the decision ends on 18 May 2012.

#### ***1.2.2. Private Plan Change 3858 appeal***

Private Plan Change 3858 was approved by the Combined Planning Committee on 15 February 2012. On 26 March 2012 The New Zealand Transport Agency (NZTA) appealed the Committee's decision to approve rezoning the properties near the SH 2 / Bidwills Cutting Road intersection. The Senior Planner has had subsequent discussions with the applicant and considers agreement could be reached through mediation. Council is also seeking some clarification from NZTA prior to formal mediation.

### 1.3 Policy

#### ***1.3.1. Reserve Management Plans***

The Martinborough Square Reserve Management and Development Plans were re-notified on 21 March 2012 and submissions close on 30 May 2012.

The Coastal Reserves Management Plan is the next plan to be reviewed. Officers anticipate having a draft out for public consultation in August/September 2012 and completing the plan by the end of 2012.

The Rural Reserves Management Plan will then be reviewed in 2013 with the expectation to complete it by the end of 2013.

#### ***1.3.2. Wairarapa Moana Management Group***

Officers are still actively participating in the Wairarapa Moana Management group. The Lake Domain Development Plan was approved by Council on 4 April 2012 and physical works are underway. The first upgrade will be to make an attractive entrance gate to the Western Recreation area and officers are in the process of costing this initial part of the development project.

## 2. Building

### 2.1 Building consents

Processing statistics for: 1 March 2012 – 31 March 2012

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	20	313	39	N/A
Consent processing performance (within 20wd's)	100%	99.67%	100%	90%
COA processing performance	100%	72.73%	0%	N/A
CCC processing performance	100%	99.33%	93.94%	100%

Consents granted by project: 1 March 2012 – 31 March 2012

Code	Type	Avg. Duration (Days)	No. of consents	Value
AF	Single Story Weatherboard with P&D	11.0	1	50,000
AG	Single Story Stucco/Txt Ct etc	11.0	1	25,000
CF	Commercial/Industrial <\$50,000	13.0	2	58,000
MA	Solid Fuel Heater	2.6	9	36,412
MB	Minor Plumbing Work	11.0	2	9,300
NF	Single Story Stucco/Texture Coat etc – Rural	0.0	1	218,000
SA	Garden Sheds/Retaining Walls/Carports	6.0	1	3,000
SC	Minor Farm Buildings	4.3	3	47,500
SJ	Garages, Custom Design	7.0	1	18,000
SK	Garages, Custom Design incl. P&D	8.0	1	44,000
SM	Residential Demolition	2.0	1	5,000
		6.0	23	514,212

Processing statistics for: 1 April 2012 – 31 April 2012

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	30	313	30	N/A
Consent processing performance (within 20wd's)	100%	99.66%	100%	90%
COA processing performance	0%	72.73%	0%	N/A
CCC processing performance	86.36%	98.32%	100%	100%

Consents granted by project: 1 April 2012 – 31 April 2012

Code	Type	Avg. Duration (Days)	No. of consents	Value
AB	Internal Alterations with P&D	6.0	2	33,000
MA	Solid Fuel Heater	2.2	5	17,700
MB	Minor Plumbing Work	4.0	1	5,000
NE	Single Story Stucco/Texture Coat etc – Urban	12.5	2	802,894
NF	Single Story Stucco/Texture Coat etc – Rural	13.0	1	330,000
NL	Multi Story Stucco/Texture Coat etc – Rural	10.0	1	350,000
NQ	Single Story Weatherboard Rural detached garage	5.0	1	190,000
RB	Relocated Residential Dwelling - Rural	12.0	1	80,000
SF	Proprietary Garages Standard	7.0	1	13,900
		7.0	15	1,822,494

COA Certificate of Acceptance

CCC Code Compliance Certificate

Building consent numbers from 1 July 2011 to 1 May 2012 show as 251. For the same period the year before the number was 288.

## 2.2 Enforcement

None to report

## 2.3 Policy

None to report

## 2.4 Other matters

### Licensed Building Practitioners (LBP)

The Licensed Building Practitioners (LBP) scheme has now been in place for two months. Due to the current backlog of licensing applications some designers/builders are still waiting to become licensed by the Department of Building and Housing. This is causing frustration for the designers as a consent that has restricted building work cannot be submitted until they are licensed or they are supervised by a licensed LBP.

Some contractors that are licensed feel their license removes the need for inspections. This is not the case. The Building Consent Authorities (BCA) legal requirement for certifying building work has not changed. The BCA is still required to issue the Code Compliance Certificate based on being satisfied on reasonable grounds, through the process of plan checking and completing inspections.

There has been an issue with the wording of the design memorandum the designer is required to submit with a consent. The memorandum was created by the DBH. Some designers are refusing to sign the prescribed form due to liability issues. The BCA has only accepted one change that has been approved by the DBH and refuses any other

change to the form. This is currently being addressed by the Department of Building and Housing.

There is an increasing amount of frustration within Building Consent Authorities (BCA's) with regards to the changes to the Building Act 2004. The DBH are asking BCA's to implement changes to the act but are not providing clear explanations for issues that are raised about any particular change. The DBH has advised that BCA's should seek their own legal advice where applicants are making changes to the wording of a DBH form, putting the onus back on processing officers. It is not practical to seek legal advice every time a form is changed.

Council officers are also spending a considerable amount of time dealing with designers to achieve compliance the NZ Building Code on their plans and specifications. There is a clear lack of competency with regards to some designers and a complaint to the LBP boards is being considered if the issues continue.

### Building Act amendments

Several amendments to the Building Act 2004 have now been passed by government. The two main changes are owner/builder exemptions and compliance schedule changes for building warrant of fitness's.

If an owner wants to build their own house, where restricted building work is identified, the owner is required to meet certain prescribed requirements and completes declarations to state this. There is no change in how a consent is processed by the BCA where the owner is the builder. Any LIM for the property will state the building work has been completed by the owner.

The second main change is that all existing compliance schedules are required to be amended. Letters are being sent to owners of buildings where a compliance schedule exists asking that an amendment is required. These letters are being sent out on the anniversary date of the building warrant of fitness to spread the workload over a 12 month period.

The changes will increase the administrative workloads within the department.

Future building act changes are currently being processed by the Government which may introduce different categories of building consents that will require a reduced number of inspections depending on the type of consent being submitted. The proposal is to have 4 different consent types,

- standard building consent
- low risk building consent
- simple residential building consent
- commercial building consent

A date has not been given when this amendment will be approved but could happen by the end of the year. Processing days for 2 of the consents will be 5 workings days. Due to the limited involvement of Council in processing these consents, reliance will be on the licensed building practitioners i.e. designer, builder, roofer etc to be accurate and compliant.

A change to the ACS system will be required to acknowledge the new consent types. A significant change to our procedures manual will also be required. Reduced inspections may be required on these types of consents.

### Fees

An amendment to the building department's fee schedule is required and has been included in the Draft LTP 2012/22. To create consistency within the region our fee schedule has been amended to match Masterton's fees schedule.

### Forms

Two new national building consent application forms have been created by local government. The first is for a Residential dwelling and the second is for a Commercial and Complex Residential building. A decision has been made at a recent cluster group meeting to use the new forms. This will create consistency between the lower North Island BCA's and depending on whether other BCA's implement the new forms it will create consistency throughout the country. The form will be implemented on 1 July 2012.

## **3. Environmental Health**

### **3.1 Liquor licencing**

Alcohol Reform Bill update: The Alcohol Reform Bill, complete with amendments, is set to return to Parliament for final consideration next month. The Bill contains a broad set of measures to reduce alcohol-related harm in our communities. It will empower local communities to determine where and how alcohol is sold, increase personal and parental responsibility for the supply of alcohol and introduce a risk-based licence fee regime. It reduces availability of and access to alcohol, for example by stopping sales from dairies and convenience stores. A split purchase age of 18 for on-licence premises such as bars, restaurants and 20 for off-licences such as supermarkets and liquor stores is proposed.

The Bill was introduced to Parliament in November 2010 and was reported back from Parliament's Justice and Electoral Committee in August 2011.

The government has since addressed detailed policy issues arising from the Bill and the select committee recommendations, and is now ready to progress the Bill through its remaining stages in Parliament.

Parliament will consider the proposed split purchase age as a conscience vote during committee stage consideration of the Bill.

19 liquor licenses were issued during April 2012

### **3.2 Food premises**

Officers have been processing applications for the Martinborough Fair rerun on 5 May and will be undertaking inspections on site.

### **3.2.1 Food Bill:**

There have been no further updates on the Food Bill

Food Control Plans: One new food premise in Featherston has agreed to participate in the Voluntary Implementation Programme for the new food system. SWDC has had a very good uptake of food premises changing to the new Food Control Plan system in anticipation of the new legislation.

### **3.2.2 By-laws and Animal Control**

11 Dog complaints were received during April 2012.

Five in Featherston, two in Martinborough and four in Greytown.

### **3.3 Noise Control**

18 noise complaints were received during April 2012.

Twelve in Featherston, five in Martinborough and one in Greytown.

### **3.4 Policy**

Gambling Policy Review: At a joint Wairarapa hearing, Councillors have heard the submissions for the Gambling Policy Review and are currently deliberating.

### **3.5 Other matters**

Bylaw Review: Council staff are currently working with Masterton District Council officers in preparation for the Bylaw review.

Contact Officer: Glenn Bunny, Group Manager Planning and Environment

# INFRASTRUCTURE AND SERVICES GROUP REPORT

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## 1. Contracts

### 1.1 Utilities and Facilities Management

The process for the procurement of the new services contracts has begun. The Request for Information has been released and there has been a positive amount of interest in both the contracts with a number of responses received at closure on April 20<sup>th</sup> 2012. Evaluation of these responses will result in the shortlisting of two or more providers who will then be asked to submit full tenders for both contracts.

### 1.2 Resealing and Roads

Percentage of contracts completed.

Reseals	95%
Bridge Maintenance	25%
Road Rehabilitation	100%
Rock delivery at Cape Palliser boulder beaches	50%

Line Marking contracts have just started.

### 1.3 Utilities

Jet Co. has been undertaking inspection work for waste water pipeline leaks with a report due in 2-3 weeks. This will be used to develop the future works program for ingress and infiltration on the Featherston waste water reticulation system.

## 2. Consents

### 2.1 Consent meetings

Ongoing meetings are being held with Greater Wellington Regional Council on all consents, current and future renewals. There are several outstanding issues in older consents that are being resolved and the prioritisation of these issues is being mutually agreed upon.

### 2.2 Significant Water Consents

#### 2.2.1. Wastewater

Delays continue to be experienced with consent application lodgement for the Greytown WWTP and the latest timeline indicates lodgement by end of June 2012. Pre –lodgement specialist report previewing by Greater Wellington independent experts in the areas of ecological and in stream/river discharge dynamics has resulted in an extensive delay to this process.

The AEE and consent application lodged for the Martinborough WWTP consent renewal has been considered but returned to Council because the application was considered to be incomplete and did not meet the requirements of Section



88 of the RMA. Officers are presently reviewing the reasons for the rejection and preparing a replacement application.

The Featherston WWTP consent renewal application is being developed and the application is expected to be lodged by 25 May 2012. The application will focus on improvements to existing infrastructure treatment and reticulation in the short term with a commitment to be made later within the consent term toward the long term solution for disposal with lesser environmental impacts

### **2.2.2. Water Takes**

The water take consents for Greytown and Martinborough community water supplies were lodged before the end of March 2012. Council has since been requested to provide further information for both consents in relation to usage (domestic, non-domestic and irrigation) within the communities.

In addition it is understood that the Greater Wellington's new *Proposed Conjunctive Water Management Framework* policy document is having some bearing on how the application(s) are being viewed. The policy, as it may affect Council, is based around allocation of water and the relationship of bore sourced water to nearby surface waters.

What is certain is that the previously consented annual volumetric allocations across both takes will be needed to be significantly reduced to allow Council to successfully acquire long term consents. Officers are reasonably comfortable with this approach provided that maximum daily take limits are not compromised for the Martinborough and Greytown communities.

## **2.3 Other consents**

The Martinborough landfill consent has been submitted and further information has been requested. This involves cover material and the details of the previous closure plan.

Gravel extraction consents require the submission of returns where no gravel has been taken to finalise records.

The water Race consents require work to be done on the conditions for demand management and water quality. As council is currently reviewing the code of practice and the bylaw, this work is being carried out concurrently.

## **3. Utilities**

### **3.1 Wastewater**

#### **3.1.1. Operations**

Wastewater treatment plants operated routinely over the period. Normal monitoring for flow and compliance reporting continued throughout the period with no non-compliance issues reported.

New UV infrastructure at the Featherston and Martinborough wastewater treatment plants continue to perform well with more than acceptable pathogen reduction levels being achieved although regular observation and maintenance of the UV units is necessary to ensure that maximum pathogen reduction results are achieved. Two pipeline blockages were reported and rectified during the period.

Currently in Featherston contractors are cleaning and inspecting some of the larger underground sewers south of Fitzherbert Street to establish the condition and the need or otherwise for rehabilitation or renewal work. This is part of the annual programme now in place to identify and reduce the incidence of infiltration into the Councils reticulation.

### **3.1.2. Capital**

No capital works programmed or implemented during the period.

## **3.2 Water Supply**

### **3.2.1. Operations**

A graph of water consumption is attached.

## **3.3 Water Supply**

### **3.3.1. Operations**

The repair work recently completed on the delivery main to Featherston cost in the vicinity of \$55,000. The Featherston community was supplied from the Boar Bush supplementary supply for 9 days and normal supply to Featherston from the UF Plant was resumed on March 15.

A search of pipeline flow records indicate that this pipeline leak was in existence since at least January 2006 and was caused by a steel pipeline joint failure. The cause of the failure is unknown but considered to be an unlikely future recurring event within the service life of this section of pipeline which was renewed in 2000.

Leak detection work has been completed in Featherston. The survey identified leakage across the distribution zone (on public land and private property) and when repairs are made will add value to the usage management regime already in place (e.g. comprehensive metering and mandatory summer usage restriction) that this Council is striving to achieve.

Community water usage records and trending is attached for Council's information.

### **3.3.2. Capital**

Martinborough Water Supply Capital Assistance Programme.

This program of work was commenced in 2008 when subsidy was made available to Council from the Ministry of Health CAP programme aimed at assisting small communities to deliver a safe and secure public water supply.

The approved program and associated cashflows were as follows:

	Projected	Subsidy Component
<b>Income</b>		
Community Contribution	\$444,267.98	
MoH Subsidy( As approved)	\$406,456.02	\$406,456.02
Other	\$0.00	\$0.00
<b>Total income</b>	<b>\$850,724.00</b>	<b>\$406,456.02</b>

	Projected	Subsidy Component
<b>Expenditure</b>		
<b>Milestone 1: Source works</b>	\$16,255.00	\$7,769.25
Seal boreheads 1-3		
<b>Milestone 2: Install fourth bore</b>	\$224,101.00	\$106,961.54
Drill and test Bore # 4		
<b>Milestone 3: Treatment, Building Extension</b>	\$317,126.00	\$249,565.44
UV Treatment, pH correction, Chlorination, Building Extension etc		
<b>Milestone 4: Remote Equipment</b>	\$14,980.00	\$7,159.79
Telemetry Upgrade, O &M Manuals ,Project Management etc		
<b>Milestone 5: Distribution</b>	\$278,262.00	\$35,000.00
Install new Reservoir		
<b>Total expenditure</b>	<b>\$850,724.00</b>	<b>\$406,456.02</b>
The delivery of the work has been protracted for several reasons however the physical work for the project is now complete and a claim is being prepared to uplift the balance of the subsidy.		
It is anticipated that the project cost will total approximately \$860,000 +GST.		

No other capital works planned for the balance of the financial year except the purchase of a bulk water meter for the emergency Taits Creek supply which was a replacement consent requirement.

### 3.4 Water Races

Water races operated normally during the period.

The bylaw project has been subject to delay and will now be fast tracked with any further consultation to take place during the submission phase to the Statement of Proposal which will be publicly notified after Council has considered and agreed to the draft proposal.

It is aimed to have the "*Statement of Proposal*" completed for Council consideration by the end of June 2012 within the framework of the LGA Special Consultative Procedures.

The *Statement of Proposal* will include:

- The Draft Bylaw
- Reason for Proposal
- Report on Determinations under Section 155 (appropriateness of a bylaw)
- Summary of Information

## **3.5 Waste Management**

### **3.5.1. Operations**

A proposal for the processing and collection of kerbside green waste is under consideration in addition to the creation of e-waste facilities at one or more of Council's sites and Council will be advised when more information is to hand.

Repairs to the netting enclosure at the Martinborough Transfer Station were finally completed late last month.

An inorganic collection was held over the week beginning 30<sup>th</sup> April – 4<sup>th</sup> May 2012 for all areas.

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

### **2.5.2 Consents**

Officers are pursuing the renewal of the expired consent at the Transfer Station in Martinborough.

Greater Wellington have asked for further information mainly in relation to the green-waste mulching and covering operations and it seems likely that an additional consent will be required to legitimize this activity.

## **4. Roding**

### **4.1 Roding maintenance – Oldfield Asphalts**

Routine maintenance activities, grading unsealed roads, repairing potholes, straightening signs, and clearing vegetation, has continued normally.

Oldfields are currently crushing maintenance metal which they intend to spread on our unsealed roads during May and June.

Over the last month Oldfields have repaired flood damage on the Cape Palliser Rd near Ngawi and at the coastal end of White Rock Rd. There is further shoulder and culvert work planned for Cape Palliser Rd.

Elsewhere most of the budget for pavement repairs has been expended and ordered pavement works over May and June will be limited to urgent repair work.

## **5. Parks and Reserves**

Maintenance is satisfactory and Transfield have responded quickly to any request for additional service.

Council was recently complimented by the Greytown Soccer Club on the state of Memorial Park which reflects Transfield's current level of maintenance.

## **6. Property and Facilities**

### **6.1 Properties**

Featherston Information Centre has been painted on the inside throughout the whole building. Some of the windows and the front doors have been removed and are being restored. The outside will be painted by mid June.

The Featherston Library ramp is being replaced and should be completed by the end of May.

## **6.2 Pensioner Housing**

Roofs have been replaced on Featherston Burling Flats, Units 1 & 2 and 7 & 8.

## **6.4 Pain Farm**

Chimneys have been completed and are now safe; the two existing fireplaces have been serviced and restored. A new inbuilt log burner has been installed in the front lounge and has received code of compliance.

Pink Batts and Wool Top-ups are being installed in the ceiling. A 60% saving has significantly reduced the price by using the leasee's community services card. Also the old water cylinder blew and as a result a new one was installed.

## **6.5 Cemeteries**

Featherston Cemetery Extension Stage 1 shelter belt planting was started on 30 April and will be completed within the following 2 weeks. There are a total of 600 plants being planted.

Featherston Cemetery is having a new ashes wall built in June.

## **6.6 Camping Grounds**

Greytown Camp Ground lease tender has closed. Two proposals were received and the following actions will now take place:

- Paper to Community Board 2 May 2012
- Papers to Council 1 May to 4 May. Council Meeting 16 May 2012
- Negotiations 17 May to 29 June 2012
- Lease commences 1 July 2012

## **6.7 Leases and Licenses**

Pain Farm Land tender has been advertised from 18 April with tenders closing on 14 May 2012. Lease commences 1 June 2012.

## **6.8 Playgrounds**

The donkey has been removed from Greytown Playground and the fixing plate which holds the donkey to the ground has been ordered.

## **6.9 Toilets**

Featherston 24 Hour Toilet is being repaired by Holmes Construction and will be finished by 18 May.

# **7. Libraries**

## **7.1 Survey of opening hours**

158 surveys were completed. Featherston had the largest number of respondents with 60 returned surveys, closely followed by 59 surveys from Martinborough. Greytown had a total of 39 returned surveys.

A copy of the survey questions are attached in Appendix 1 together with the analysis of the results. The Joint Library Committee has received the results but has not made any recommendations at this stage. Also attached in

Appendix 1 is a sample of the comments received. Thanks go to Liz Stevens who conducted the analysis.

Refer Appendix 2 for statistics all libraries:

- Issues
- Transactions
- New Borrowers
- Wifi Internet Usage
- Summer Reading Programme
- Door Count

## **8. Appendices**

Appendix 1 – Library Survey results

Appendix 2 – Statistics all Libraries

Appendix 3 – Monthly Water usage

Appendix 4 – Waste exported to Bonny Glen including Recycling

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed by: Dr Jack Dowds, Chief Executive Officer

# **Appendix 1 – Library Survey Results**

## Survey Questions

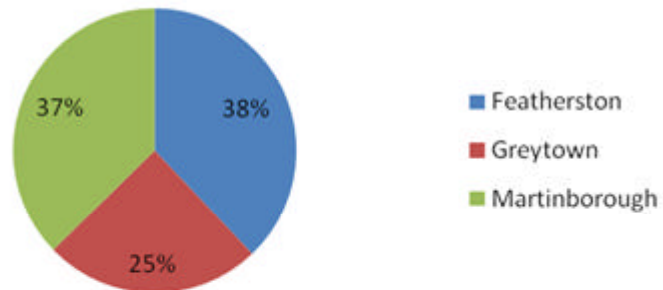
Please tick when you would use the library	<input type="checkbox"/> Saturda	<input type="checkbox"/> Sunday	<input type="checkbox"/> None
Which hours would you use on a weekend?	<input type="checkbox"/> 10-2	<input type="checkbox"/> 9-1	<input type="checkbox"/> 11-3
Please tick which library hours During the week you would prefer	<input type="checkbox"/> 8.30-4	<input type="checkbox"/> 9.30-5	<input type="checkbox"/> 10.30-6
Would you use a late night in the week?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
To enable longer weekend hours would you be prepared to accept any of these options?	<input type="checkbox"/> Close 1 weekday	<input type="checkbox"/> None	<input type="checkbox"/> Close 2 half weekdays
Any other comments.			

## Sample of comments

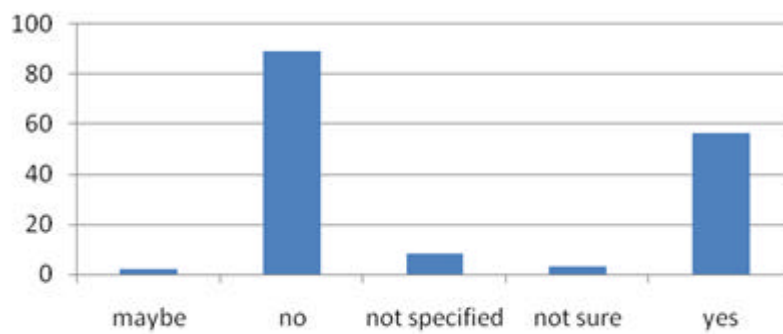
(mornings) you do wonderful job  
 a bit noisy sometimes  
 also choose 11-3 sat opening  
 always someone needed a computer to send or receive something if it is in late evening  
 any hours are excellent  
 as long as the service is as fabulous as it is now  
 close 2 mornings on a weekday  
 close M'day or T'day. I need the library 9-5  
 commute during week only use weekends  
 commuter, if not open at weekend would not use it at all  
 fantastic Fn Lib. Penny is a wonderful leader librarian. It's the heart of Fn because of her  
 good as it is!  
 great service  
 great service and appreciated  
 great service at all times  
 great service excellent little library  
 great to be open for later hours for us who travel  
 happy with excellent service  
 happy with existing hours  
 hope we are getting more experienced staff to do the work  
 hours good as they are  
 hours suit as is, would utilise whatever times available  
 I am easy  
 I am happy with the present hours other than I would prefer earlier opening hours  
 I don't think it is possible to please everyone  
 I love our library and the wonderful staff



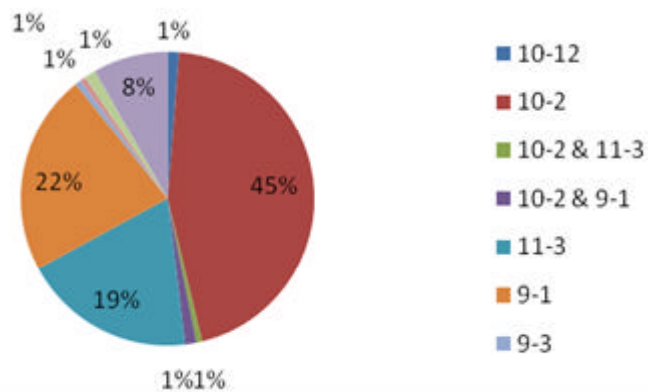
### Total of Returned Surveys by Location



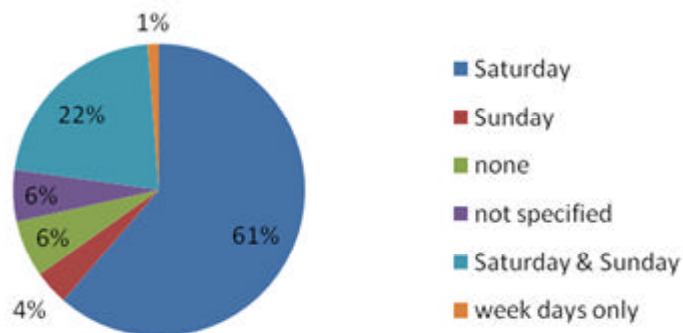
### Total of Perferred Late Night Service



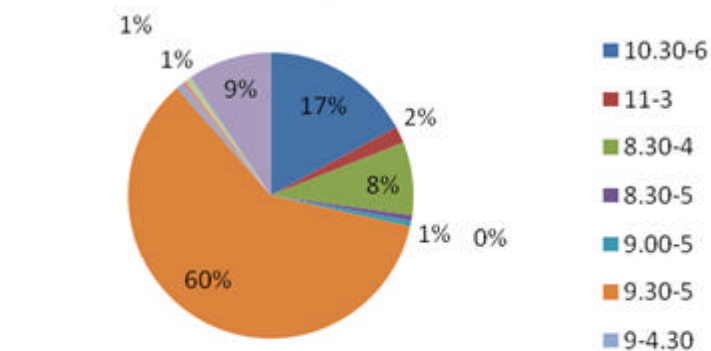
### Total Preferred Weekend Hours



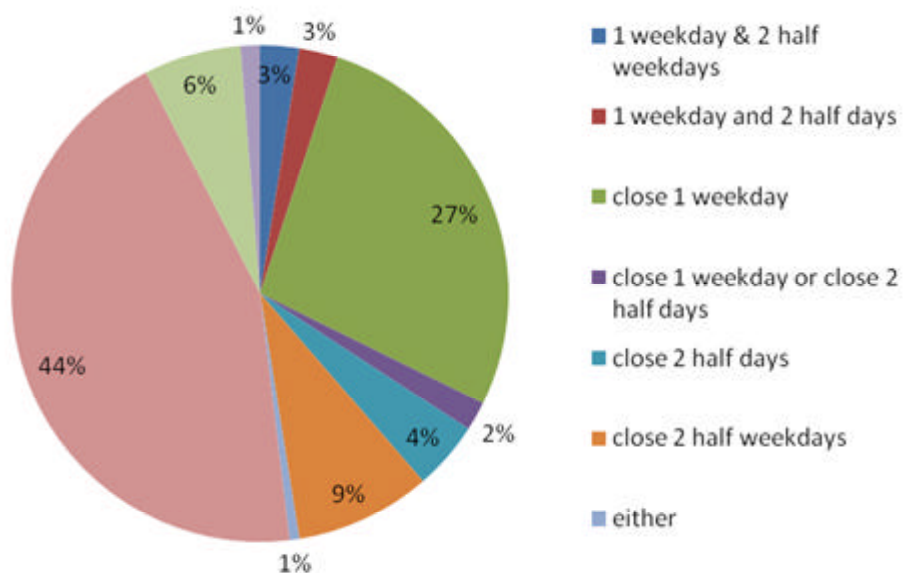
### Total Preferred Weekend Library Day



### Total Preferred Library Hours During the Week

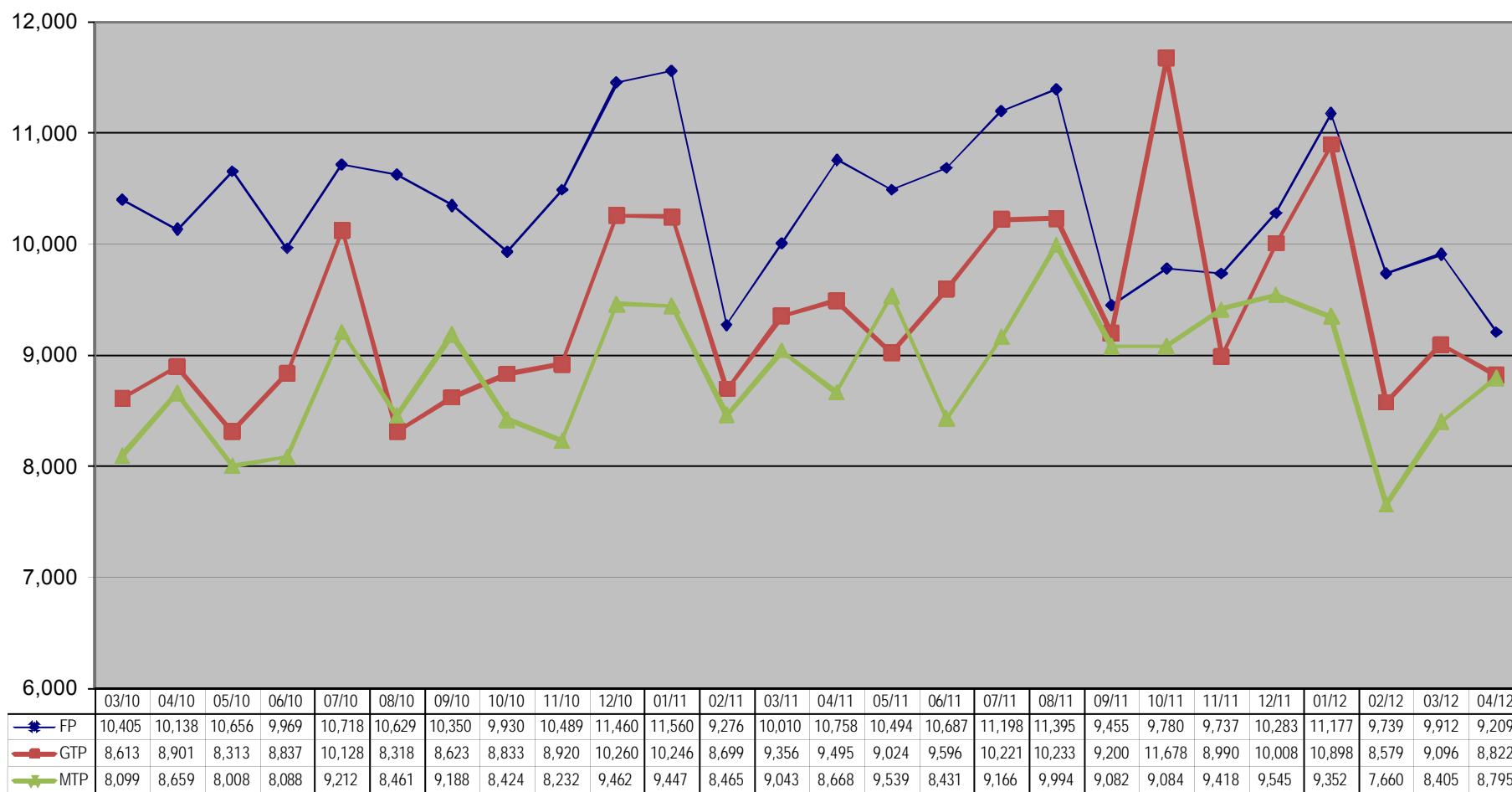


### Total of Preferred Hours to 'Give Up' if hours are extended on other days

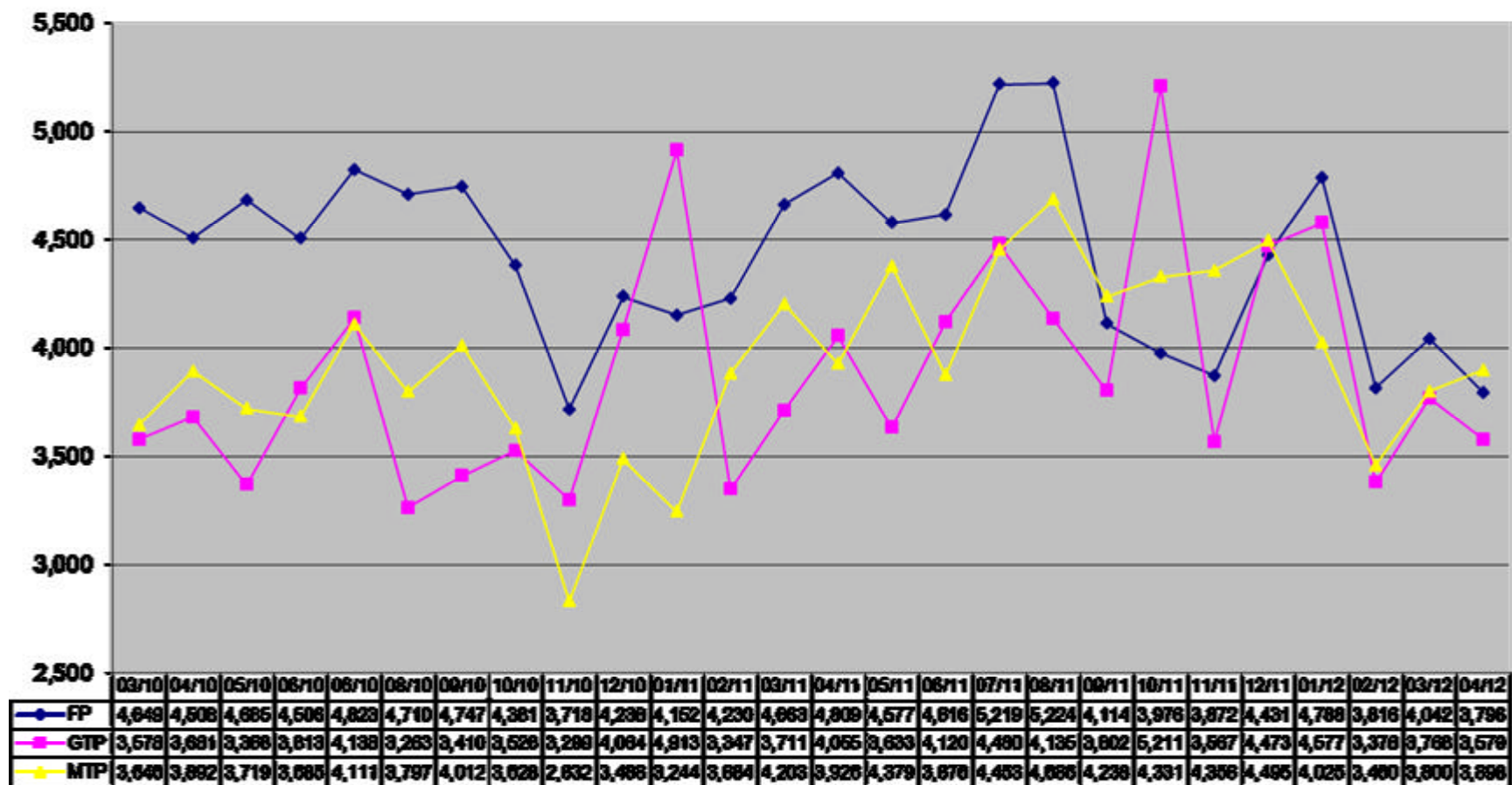


## **Appendix 2 – Statistics all Libraries**

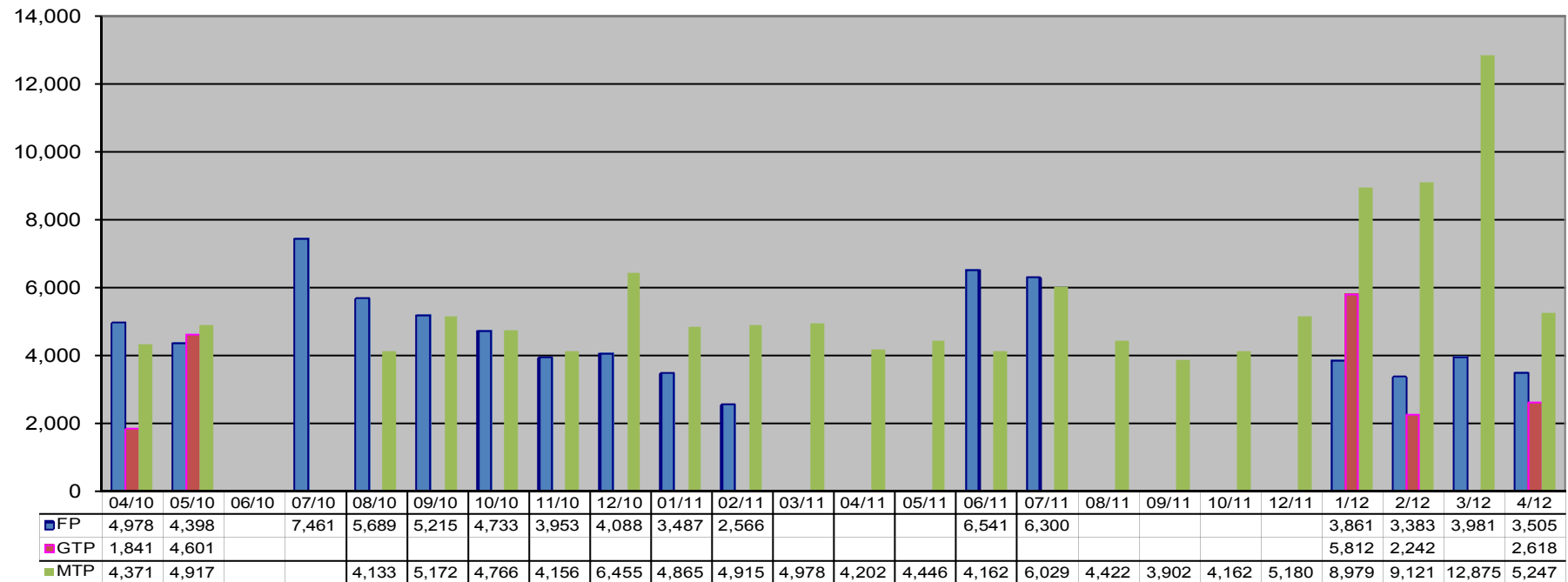
**Transactions (excluding Council functions) for Featherston, Greytown and Martinborough Libraries  
2010-2012**



**Issues: Featherston, Greytown and Martinborough Libraries: 2010-2012**



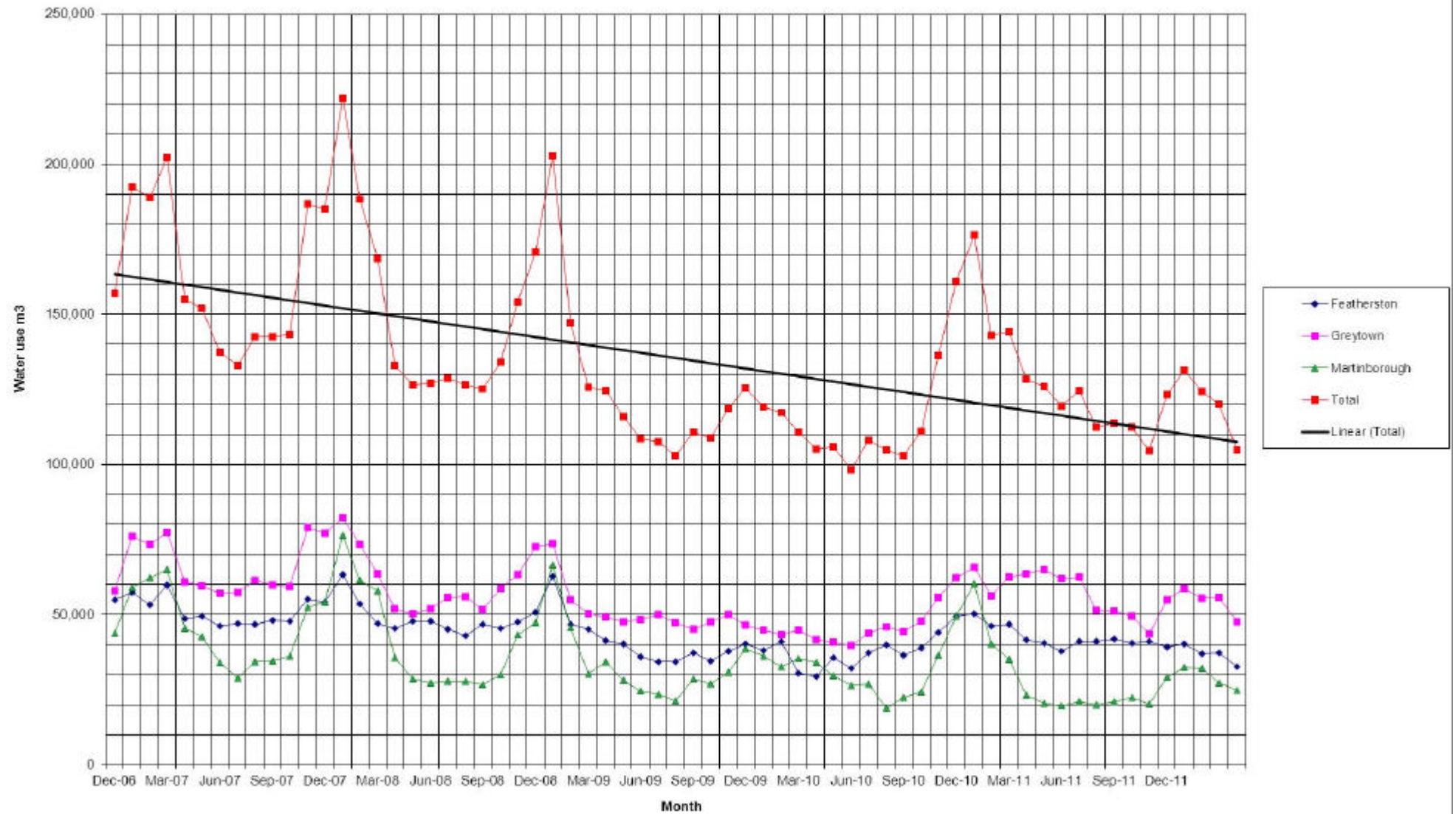
**Door count, Featherston, Greytown, Martinborough libraries**  
(no count = battery failure or human error)



Martinborough Library has a high usage by tourists and seasonal workers to make use of the internet which may help to account for the high usage during the early part of 2012.

## **Appendix 3 – Water Usage**

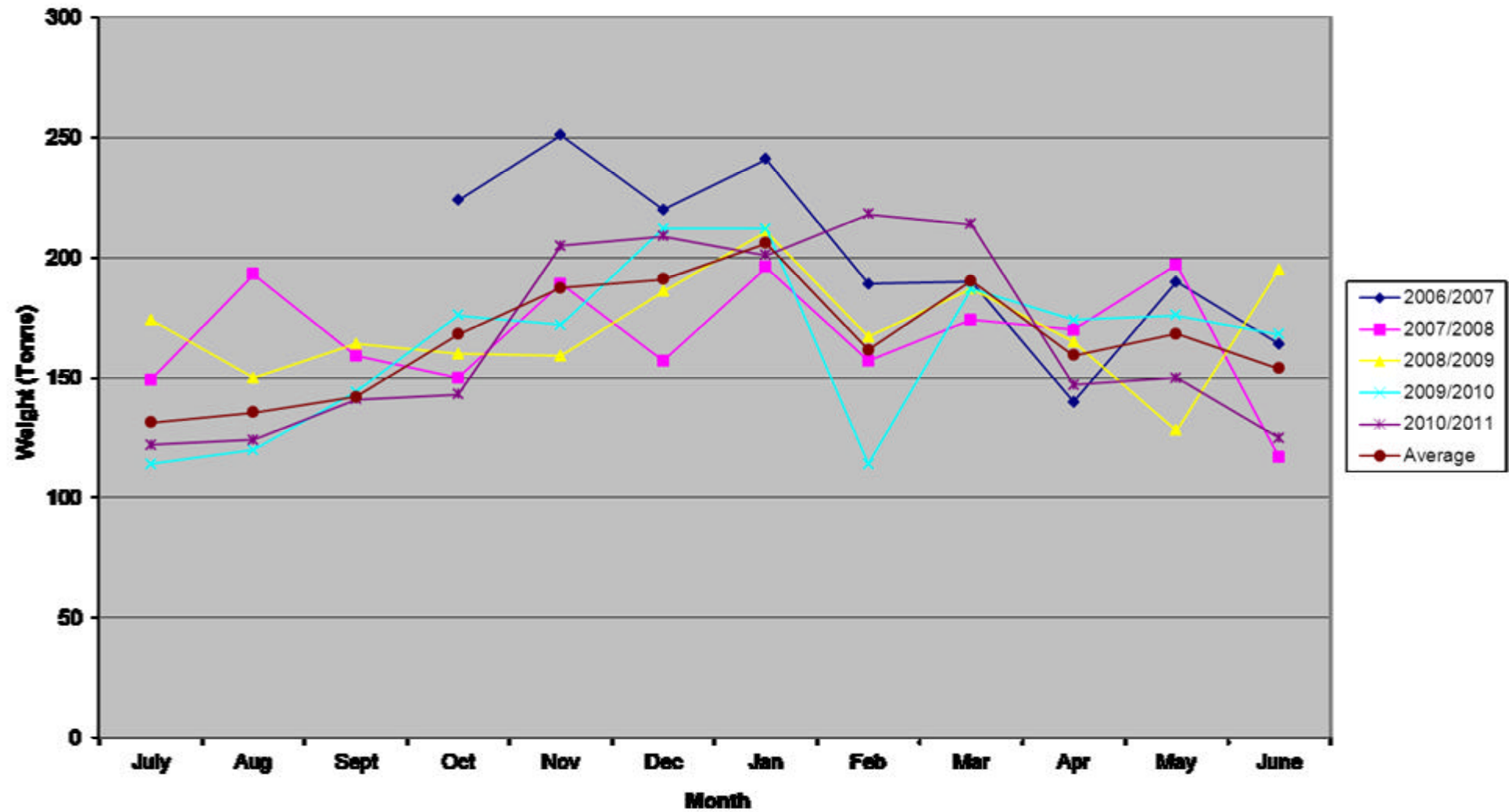
Water use South Wairarapa District Council





## **Appendix 4 – Waste Exported to Bonny Glenn including Recycling**

**Waste transported from Martinborough transfer station to Bonny glen by year**



# FEATHERSTON COMMUNITY BOARD

5 JUNE 2012

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## AGENDA ITEM 5.2

### FEATHERSTON SWIMMING POOL REPORT

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#### **Purpose of Report**

To update the Featherston Community Board regarding a recent assessment of the Featherston Swimming Pool.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the information.*
2. *Consider making a recommendation to Council regarding next steps.*

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

Thompsons Fibreglassing has undertaken an assessment of SWDC's three swimming pools and presented a report regarding their findings and recommendations for each pool on 24/04/2012.

Please refer to Appendix 1 for the Featherston swimming pool report and details regarding their recommendations and associated cost.

#### **2. Appendix**

Appendix 1 – Thompsons Fibreglassing Letter dated 20/04/2012 & Featherston Pool Report

Contact Officer: Sandra Barns, Property and Facilities Officer

Reviewed By: Mark Allingham, Works and Services Manager

# **Appendix 1 – Featherston Pool Report**

**DATE: 24/4/12**

# Report

The South Wairarapa District Council  
19 Kitchener Street  
Martinborough

Attention Wendy  
Donnella

Please find enclosed copies of the Featherston , Martinborough , Greytown Public Swimming Pools.

While all of the requirments need doing we are aware that it needs to be done over a period of time that can be meet by Council.

So I have listed what should be done first.

1/ The Council needs to upgrade the Filtration on the pools that do not meet the NZ standard. As Public pools are being checked and the Council needs to have a plan for this.

2/ The Greytown Pool needs to have the Skimmer troughs re installed and the pool Fibreglassed to bring the pool up to its NZ standard requirments.

3/ All three main pools need their over flow tanks sealed.

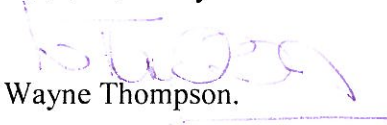
4/ Featherston pool needs the tile work redone and deviding wall fibreglassed to the main pool.

All prices in our report are valid for 60 days

If I can be of any further assistance to you or you need any further information please don't hesitate to contact me.

We look forward to working with you through the upgrade

Yours Faithfully



Wayne Thompson.

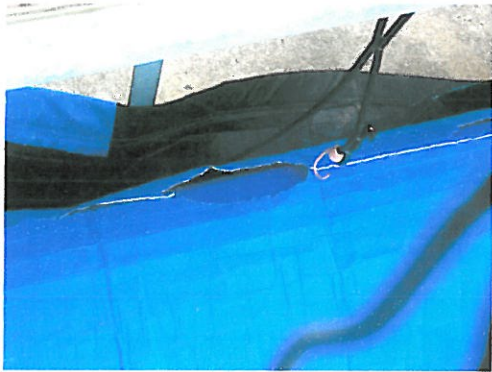
# Featherston Pool Report

## Report Featherston Pools

### Covers:

2 x Covers need replacing 5.400 x 6820 \$ 2.795.73 *each*

1 x Covers need replacing 5.900 x 9325 \$ 2.020.30

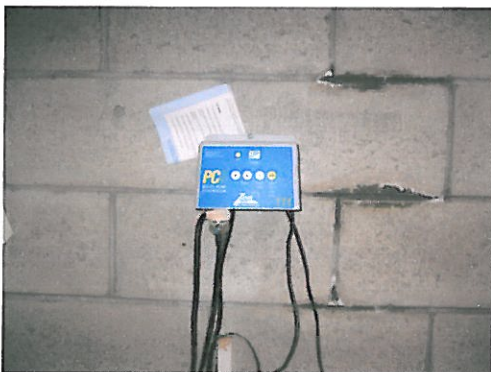


### Solar System:

The Solar System is now running fine. The pumps are running ok 1 x H/P Davey pump is old but ok. The Poolrite ¾ H/P pump is only 5 months old.

This Solar controller is new supplied only 5 months ago.

The solar panels on the rugby grounds building are fine, and the system on the pool roof admin area is also fine. (This is part of our yearly service check)





**Chemigem:**

The CM100 Chemigem was service 3 months ago and is working well. The Chemigem at the learner's pool is also working well.

**Filters:**

Filters in Featherston are very old and do not meet the current requirements for filtering the pool this size NZS standard 444/:2008.

The following is required to meet NZ standards.

6 x 1.6 Fiber pool filters      @ \$ 11,932.40 =    \$ 71,594.40

6 x Value systems manifold   @ \$ 2,818.07 =    \$ 16,908.42

2 x FD 131 pumps                @ \$ 11,208.00 =    \$ 22,416.00

Filter media glass diamond clean

6 x                                    @ \$ 5,872.00 =    \$ 35,232.00

A P/C sum for all filter pipe work                                    \$ 21,000.00

At present the system only has 1x150mm pipe feed the suction line from the balanced tank to the pumps should be 2 x 150mm pipes minimum.

It has currently 1x only pipe, this would need another pipe put in place to feed. More holes are needed in the barge pipe to cope with the extra water flow.

Cost:                                    P/C Sum                                    \$ 15,000.00

Total:    \$ 182,150.82





**Main Swimming Pool:**

The new main dividing wall put in has worked well. The blue Gellcoat, put directly onto it is peeling off on each side of the walls facing into the pools. These walls need to be fibreglassed to the existing pool walls to make a permanent seal. This would mean to fibreglass two walls 15.1m long and 1.4m deep and re Gellcoating to the fibreglass which would be permanent.

Cost for job:

\$ 13,641.72

The new maid training pool at the end of the main pool has delaminations in the previous fibreglass. This is at ne end and at one side of the pool. This should be addressed as soon as possible, to stop further fibreglass problems

Cost for job:

\$ 2 970.00

**Tiles:**

The tiles around the pool are lifting off due to the incorrect way they have been glued down. The fibreglass that goes up the walls and over the edge of the pool is finished only 100mm from the edge. No glass is under the tiles. This leaves just bear concrete, it is then fibreglassed at the edge of the water return valley.

The tiles have been grouted down and the chlorine has eaten out the grout and concrete. The water from the pool is also getting behind and under the fiberglass skin. This will create a structural delamination failure of the fiberglass skin on the pool wall. Once the water gets between the concrete and fiberglass, this cannot be removed.

The area under the tiles needs to be fibreglassed and the tiles re-glued back on with the appropriate adhesive.

Cost of job: P/C Sum

\$ 26,000.00



**Over Flow Tank:**

The tank needs sealing on the walls and floor, if this is not done it will lead to water and chemical loss. The tanks need emptying and a sealer applied to stop further erosion to the concrete.

Cost:	P/C Sum	\$ 8,570.00
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**Intermediate Pool:**

This pool shows no sign of leaks.

# FEATHERSTON COMMUNITY BOARD

5 JUNE 2012

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## AGENDA ITEM 5.3

### COMMUNITY RESPONSE PLAN

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#### **Purpose of Report**

To present the Draft Community Response Plan to community boards and Maori Standing Committee and to provide members an opportunity to provide input.

#### **Recommendations**

Officers recommend that the community board/committee:

1. *Receive the information.*
2. *Provide feedback to council officers by 27 June 2012.*

## **1. Background**

A Community Response Plan (Appendix 1) is being prepared to ensure that our community can respond to an emergency event and independently sustain life for a period of 72 hours without outside assistance.

Community board and Maori Standing Committee input is required before this plan is finalised.

## **2. Appendices**

Appendix 1 – Draft Community Response Plan

Contact Officer: Glenn Bunny, Group Manager Planning and Environment

# **Appendix 1 – Draft Community Response Plan**

## **SOUTH WAIRARAPA DISTRICT COUNCIL COMMUNITY RESPONSE PLAN**

### **Purpose**

This plan has been prepared to ensure that "XXX Community" can respond to an emergency event and independently sustain life for a period of 72 hours without outside assistance. Community members who are at higher risk or particularly vulnerable to threats need to be specifically addressed and catered for.

During such an event communities can become isolated and the provision of core services and utilities may cease. This plan sets out the immediate steps required to be self-reliant until outside agencies can respond and offer assistance, and details who and what physical resources are available and where they are located.

### **Plan Activation**

The plan sits under the South Wairarapa District Council Emergency Response Plan and can be activated by any 2 members of the Community Response Team (CRT), in conjunction with advice from a senior manager from SWDC, following the occurrence of an emergency event, or upon a Civil Defence warning.

The Plan can be activated in response to an unexpected event or in preparation for a situation such as a storm where the community is concerned about potential impacts.

The plan is also designed to be activated as a standalone measure when contact with or services from Civil Defence, emergency services or the SWDC has been severely reduced.

### **Alerting the Community**

The primary responsibility for notifying the public of an emergency event lies with Civil Defence. These messages will be broadcast on the radio XX Add stations.

The XXX Community Response team will support and assist in conveying this information throughout the community. All forms of communication will be used in doing so including phone calls, email, text, social media, and door knocking. As part of being prepared, these mass communication strategies should be prearranged for example group texts.

The XXX community has the following warning and communication systems in place;

- Phone tree
- SWDC Facebook page (currently being developed)
- XX

### **Community Response Team (CRT)**

The XXX CRT will work the South Wairarapa District Council and under the Councils Incident Management Structure (refer to SWDC Emergency Management Plan). The CRT will comprise of;

- CRT Leader
  - Overall coordination of team and event response, mobilising team in an event, liaise with Civil Defence controller and Council, allocate and deploy community resources, maintenance of the Plan.
- Personnel Officer
  - Administers number of people required in any event for particular tasks for example sand bagging, cooking, arranges relief for team members and ensures appropriate personal levels.
- Resource Officer
  - Identifies what resources the community has available prior to and during an event, works with team leader and equipment owners to safely allocate equipment, maintains a register of available resources.
- Welfare Officer(s)
  - Ensures welfare and evacuation centres are cleared for use, and resourced appropriately, registers people who arrive at the centre and that these details are passed onto the Team Leader and SWDC Incident Management.
- Communications Officer
  - Responsible for manning the CD radio in the area and communicating between the community and Council, ensure communications are clear and consistent across the different parties and mediums.
- Team members
  - Carry out any tasks as required by the Team Leader, including initial communication and alerts to the community.

### **General Key Roles and Responsibilities**

#### **Prior to an event – Preparedness measures**

- The CRT is required to meet every 6 months and ensure that the detail in the Plan is correct.
- A key component of the success of the Plan if it is required to be actioned is the preparedness of the community. The CRT should therefore encourage individuals to take some responsibility for their own safety and arrange provisions.
- Identified communications protocols should be arranged in advance and be easily implemented at short notice, eg phone trees. (build into document)

- All available resources and welfare sites should be pre identified.

### During an event

- The CRT shall work with Civil Defence and Council, engaging in consultation as soon as possible.
- Support any lead agency, ie CD, Police, Fire
- Set up welfare sites
- Assist with relocation or evacuation of residents
- Organise provisions and supplies for people's survival and comfort, and equipment for emergency response, ie 4wd vehicles.
- Support community and provide information to people
- Maintain a log of actions, costs, equipment used and where it is, and persons arriving at a welfare centre

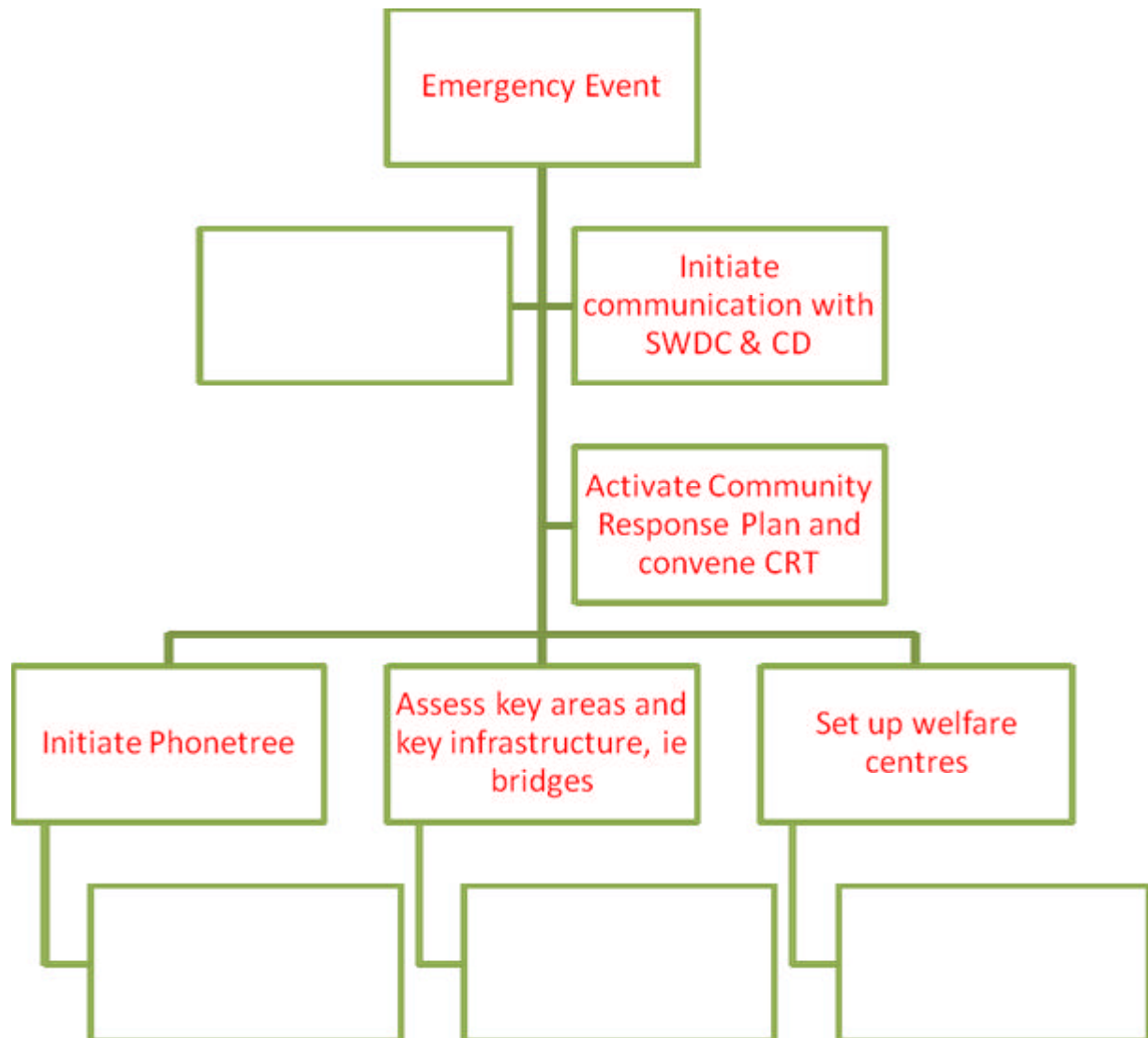
### After an event

- Assist CD, Council or lead agency with recovery and clean up, and if required other services such as CYF
- Return resources and equipment to owners, identify damage or loss of gear
- Debrief with other agencies involved
- Review Plan in light of event and make changes where identified

### XXX Community Response Team

Role	Name	Email	Mobile Phone	Home Phone
Leader				
Personnel				
Resource				
Welfare				
Communications				
Members				

### XXX Community Response Protocol – edit as required





## Community Resources – add/delete rows/categories where necessary

Welfare and Evacuation Centres		
Name of Site	Address / Location	Amenities
Holey Hall		Kitchen, toilets, heating

Equipment and Resources		
Item	Address / Location	Contact Details
Generator	Hirepool	

Transportation		
Vehicle	Address / Location	Contact Details
4wd	Joe Bloggs	

People with Specialised Skills (ie first aid)		
Name of Person	Skill or Qualification	Contact Details
Jane Bloggs	GP	

Water Supplies		
Type/ Capacity	Address / Location	Contact Details
Swimming Pool 120,000l		

## Emergency and Other Agency Contact Lists

Emergency Services		
Service	Address / Location	Contact Details
Fire		111 or
Ambulance		111 or
Police		111 or

Health & Medical		
Wairarapa DHB		

Wellington Regional Civil Defence		
Service	Address / Location	Contact Details

Council and Government		
Organisation	Address / Location	Contact Details
SWDC		
GWRC		

Water Supplies		
Type/ Capacity	Address / Location	Contact Details
Swimming Pool 120,000l		

Utility Providers		
Company	Service	Contact Details

Mapping??

Show Location of Emergency assets?

# FEATHERSTON COMMUNITY BOARD

5 JUNE 2012

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## AGENDA ITEM 5.4

### OFFICER'S REPORT

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#### **Purpose of Report**

To obtain approval for the Featherston Walkways & Reserves Trust Action Plans 2009 and Memorandum of Understanding 2012.

#### **Recommendations**

Officers recommend that the Council:

1. **Adopt** the Dorset Square Reserve, Otairua Reserve and Featherston Domain Draft Action Plans 2009.
2. **Adopt** the Memorandum of Understanding between the Council, Featherston Community Board and Featherston Walkways and Reserves Trust 2012.
3. **Recommend** that Council adopt the Dorset Square Reserve, Otairua Reserve and Featherston Domain Draft Action Plans 2009.
4. **Recommend** that Council adopt the Memorandum of Understanding between the Council, Featherston Community Board and Featherston Walkways and Reserves Trust 2012.

#### **1. Background**

On 16 March 2010 the Featherston Community Board resolved to receive the Featherston Walkways and Reserves Trust's Draft Action Plans for Dorset Square Reserve, Otairua Reserve and Featherston Domain (Appendix 1).

In July 2012 the associated Memorandum of Understanding between the Council, Featherston Community Board and the Featherston Walkways and Reserves Trust (Appendix 2) was accepted by the Featherston Community Board.

It has come to Council officers' attention that the Draft Action Plans have not been formally adopted by the Featherston Community Board or the Council.

The associated Memorandum of Understanding has been accepted by the Featherston Community Board, but not adopted by Council.

When the documents were brought forward in 2009 they were generally accepted and have been used to get work done on the ground. The documents are effective and do not need changing; they just need to be retrospectively formalised.

## **2. Appendices**

Appendix 1 – Dorset Square Reserve, Otairira Reserve and Featherston Domain Draft Action Plans 2009

Appendix 2 – Memorandum of Understanding 2012

Contact Officer: Jen Olson, Resource Management Officer

Reviewed By: Glenn Bunny, Group Manager Planning and Environment

# **Appendix 1 – Dorset Square Reserve, Otairua Reserve and Featherston Domain Draft Action Plans 2009**



## **FEATHERSTON WALKWAYS & RESERVES TRUST DORSET SQUARE DRAFT ACTION PLAN June 2009**



### **Description**

Dorset Square is approximately one hectare of land in Featherston, bounded by Moore, Ludlam/SH2, Renall and Brandon Streets. It is owned by the South Wairarapa District Council, as per Section 338 of the District Plan.

### **Vision**

#### **What we hope to accomplish & why**

Since the planting out of the former paddock/wasteland in 1995-1997 the Square has been left to grow more or less unchecked, with only minimal maintenance of paths. While this has resulted in some impressive growth and healthy regeneration of native bush (1-4 metres in height), it has also raised some serious concerns about safety, aesthetics, functionality, and honoring of commemorative trees.

The most pressing concern is safety. There is virtually no visibility from the outside roads (SH2/Ludlam, Moore, Brandon and Renall Streets) into the Square, and within the Square itself the paths are overgrown to the extent that it is impossible to see beyond a few metres in any direction. The border fence increases both the perceived and the actual threat to safety in the Square. There is no lighting within the Square and unauthorised vehicles are able to drive in through the Renall Street entrance. Currently, the Square is the most sheltered/secluded public space in the central town area for vandalism and other crime to occur without detection. We are fortunate that to date there have been only relatively minor episodes of vandalism in the Square, but there is growing concern about the potential for more serious crime in this area.

Aesthetically, the Square is long overdue for a good 'spring clean'. Many of the paths have been overgrown by as much as half their width, self sown seedlings (including many pest species) are rampant, and the Square generally looks untidy and unkempt.

The key problem with the functioning of the Square is the stone drain that runs along the Brandon and Moore Street edges of the reserve. Because it is completely overgrown and filled with forest debris it floods easily and spills out onto the roads. Local residents have been monitoring this and contact Transfield for maintenance. A more efficient system needs to be set in place so that it is maintained proactively rather than reactively.

Lastly, many of the memorial trees and benches throughout the Square

have been neglected and their plaques are no longer visible. This is potentially insulting or distressing to those who planted the trees and is deserving of immediate attention.

## **Strategies How we can achieve this**

We propose a cooperative approach between the FWRT and the SWDC. The Trust would outline the work to be done, suggest a reasonable timeline for achieving it, advertise to the general public in order to organise volunteer labour for manageable tasks, provide for signage, plaques, maps and seating within the Square, oversee the project from start to finish, and draft plans for the maintenance and upkeep of the Square in the future. The Council would contract for the use of heavy or specialised equipment such as chain saws, diggers and chippers, be responsible for the removal or mulching of green waste, oversee the maintenance of the drain, remove the border fence wires, install parking on Moore Street and signs on SH2, and contribute to the ongoing maintenance of the Square. We have indicated below under Operations, Ongoing Maintenance and Wish List how we envisage the work will be shared by FWRT and SWDC.

We have consulted the CEPTED Principles (Crime Prevention Through Environmental Design) throughout the process of drawing up this Action Plan. Please see the attached summary of these principles.

### **Prioritisation of six areas (see map)**

1. RSA/Maori Battalion (July 11<sup>th</sup>, 2009 & ongoing)
2. Corner of Ludlam/SH2 and Moore Streets
3. Corner of Moore and Brandon Streets
4. Corner of Ludlam/SH2 and Renall Streets
5. Corner of Brandon and Renall Streets
6. Interior

### **Operations**

1. Removal of exotic nursery species (i.e. lucerne) (FWRT)
2. Thinning of native trees (FWRT)
3. Clearing undergrowth (FWRT)
4. Digging up flax along Ludlam and Brandon Streets (SWDC)
5. Mulching and redistributing/removal of green waste (SWDC)
6. Clearing paths back to their original size/width (shared)
7. Clearing growth around all commemorative trees & maintenance of plaques (FWRT)
8. Clearing drain (SWDC)
9. Shifting Moore Street sign out 2 metres towards road (SWDC)
10. Installing new Messines sign at entrance to Messines Walk with \$100 donation from Delia Smith and free artwork by Michele



Stokes (FWRT)

11. Removal of border fence wires (leave posts to prevent vehicle access) (SWDC)
12. Dividing the Square into quarters and putting in new paths to allow for easier access at all times (see map) (shared)
13. Installment of locked bollard/chain on Renall Street to keep out unauthorised vehicles (provide key access for maintenance vehicles and police) (SWDC)
14. Installment of vandal-proof street light in middle of Square (SWDC)
15. Installing map signage at both entrances for orientation and safety (FWRT)
16. Installation of a parking area along Moore Street (SWDC)
17. Signage along SH2 (both directions) indicating Square parking (SWDC)

### **Ongoing Maintenance**

1. tree thinning (FWRT)
2. path clearance (shared)
3. clearing drain (SWDC)
4. organising regular events or gatherings at the Square (FWRT)
5. rubbish removal (SWDC)

### **Wish List (apply to community organisations for funds)**

1. new picnic table (FWRT)
2. new benches (FWRT)
3. interpretive signage (FWRT)
4. plaques on trees (FWRT)

# FEATHERSTON WALKWAYS & RESERVES TRUST

## OTAUIRA RESERVE DRAFT ACTION PLAN

OCTOBER 2009

### Description

Otauirā Reserve (Part Section 338 Featherston Suburban) is approximately six and a half hectares of South Wairarapa Council reserve near the southern entrance to Featherston. The site is bounded by State Highway 2 and Abbott's Creek.

The reserve is frequently used by travelers as a rest and picnic stop and caravans sometimes overnight at the site. Before the pine plantation across the stream grew to a height that blocked the views, the reserve was known as Lookout Reserve and Lake Wairarapa was visible from the picnic area.

The picnic area is a grassy hill. The fairly short entrance off of State Highway 2 loops around this hill. The hill is a historic dump that is now grassed over. A small section of the hill is still used for clean fill and is progressively being earthed over and seeded in lawn.

The Wairarapa faultline crosses the site and a slip caused by the 1855 earthquake is easily visible across the creek from the grassy hill. This large slip altered the course of Abbott's Creek, which once flowed almost due south from this point, to its present course which is in a more southeasterly direction.

The northern half of the site is regenerating bush with a few large beech and matai trees. The understory is mainly manuka and tree lucerne. A walking track circles the inside of the bush and is the starting point for the larger track network promoted by the Featherston Walkways & Reserves Trust (FWRT) that connects Otauirā Reserve, Dorset Square, the Featherston Domain (One Tree Hill) and Barr-Brown Reserve.

### Vision      What we hope to accomplish & why

As one of the first stops for travelers to Featherston, the area used as a rest and picnic stop needs to be tidied up. This requires: 1. the remaining area used as a dumping ground to be earthed over and seeded; 2. barriers (e.g., post fence or boulders) placed to keep vehicles off the lawn; 3. the loop road resealed; 4. two additional picnic tables; 5. vandal-proof rubbish bins and an information sign (such as a blue rest stop sign or a yellow Otauirā Reserve sign) installed on SH2; 6. an interpretive/informational sign giving details about Featherston installed within the reserve..

We envision the entranceway can be made more attractive with native plants (flax and kowhai) and the sign to the bush walk can be moved closer to the picnic area and native plants used around this sign and along the start of the walk. Fruit trees planted now could provide sun-ripened treats to picnickers in the future. In addition, the site lends itself to an informative sign on the Wairarapa

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faultline.

The track through the regenerating bush area should continue to be maintained with volunteer labour from the Department of Corrections. The tree lucerne should remain for now as a valuable food source for the numerous kereru and tui. A native forest will naturally regenerate underneath these bushes or could be assisted by planting and pest control at some time in the future. Expanding the track so it links to the Lake Wairarapa Domain will also be pursued in the future.

The old toilet block within the bush needs to be demolished and the concrete from the small building put into the remaining dump site.

A FWRT sign should be located at the end of Brandon Street to direct people walking to the reserve from Dorset Square.

Finally, the Welcome to Featherston sign (First Stop Featherston!), currently located near the Hi-Tech lumber store, should be moved just north of and opposite to the entranceway to the Otairua Reserve (near where the Fire Danger Level sign is). A welcome sign to town at this location would alert people to slow down before they approach the curving descent into town, where several speed related crashes have occurred, and where people walk along the road to the reserve. Ideally the speed limit should be reduced at this location, but we suggest the relocation of the welcome sign as an alternative until the speed limit can be reduced.

### **Strategies    How we can achieve this**

We propose a cooperative approach between the FWRT and the SWDC. Council would arrange for the tidy-up of the rest stop and picnic area, installation of the two signs on SH2 and removal of the old toilet block. Council would also be responsible for the ongoing maintenance of the lawn, rubbish bins and road.

The Trust would use our volunteers and advertise to the general public to help beautify the entrance to the reserve and to the walking track with native plants. Young fruit trees would be planted discretely along the edges of the lawn to reduce the risk of them being stolen. The Trust would continue liaising with the Department of Corrections to maintain the track through the bush, and the Trust would seek grants and sponsorships to pay for the new picnic tables, signs and plants.

### **Actions**

1. Remove toilet block
2. Earth over and lawn the remaining dump area
3. Reseal loop road
4. Install vehicle barriers along loop road
5. Replace plastic rubbish bins with vandal-proof bins
6. Relocate "First Stop Featherston" sign
7. Install blue or yellow information sign opposite entrance
8. Install FWRT sign at end of Brandon Street
9. Install two additional picnic tables
10. Plant around entranceway

11. Relocate sign to walkway and plant around sign and start of walk
12. Plant fruit trees

### **On-going maintenance**

1. Lawn maintenance and rubbish collection
2. Track maintenance through the bush

### **Wish List (apply to community organisations for funds)**

1. Design and placement of sign regarding Wairarapa faultline
2. Linking reserve to Lake Wairarapa Domain
3. Design and placement of interpretive Featherston sign

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**FEATHERSTON WALKWAYS & RESERVES TRUST**  
**FEATHERSTON DOMAIN ACTION PLAN**  
**Adopted by the FWRT Board March 2010**

**Description**

The Domain is approximately twenty hectares of forest and scrub land on a ridge to the west of Watt Street in Featherston. Much of the land is steep, and the reserve is traversed by the Wairarapa Fault. It is owned by the South Wairarapa District Council. The Domain is commonly known as "One Tree Hill" and has a popular, but steep, walking track accessing two different viewpoints.

The Domain consists of a mixture of exotic and native forest, and several open areas including a hilltop offering panoramic views. Most of the native forest has regenerated in recent decades and therefore has less amenity value than the "old-growth" forest in the nearby Barr-Brown Reserve. As a result, the main amenity values associated with the Domain are larger area, and opportunity for a vigorous walk to achieve a panoramic view. The "lone pine" is also viewed by many as a local landmark.

**Vision: What we hope to accomplish & why**

The main management requirement for Domain is the maintenance of the footpath and viewpoints. Erosion in steep areas is the main threat to the footpath, while regenerating vegetation endangers views, particularly at the upper viewpoint. We propose to trial and employ suitable trail building techniques to control erosion and to establish a plan for managing vegetation near viewpoints.

**Strategies: How we can achieve this**

We propose a cooperative approach between the FWRT and the SWDC. The Trust would outline the work to be done, suggest a reasonable timeline for achieving it, advertise to the general public in order to organise volunteer labour, oversee the project from start to finish, and draft plans for the maintenance and upkeep of the Domain in the future. The Trust would continue liaising with the Department of Corrections to help with this work. The Council will assist where possible with materials and equipment.

### **Actions**

- Improve structures to remove water from walking track, focusing on steep areas (various) and blocked drain (100 m up from Bell St.).
- Improve steps, addressing areas where steps are too high for many walkers or have adjacent erosion which will someday undermine the steps.
- Close and revegetate "bootleg" tracks.
- Work with the community to identify and implement a plan for the hilltop viewpoint that is becoming overgrown with broom.
- Add fill to areas of track with excessive exposed roots on the section connecting Bell St. to West Harrison St.
- Examine the potential to develop a forest management plan for the area of large pines and eucalypts above the Revans St. entrance, with the purpose of abating tree fall as a hazard and potential reason for trail closure.
- Improve accessibility and traction (apply gravel) for winter use.

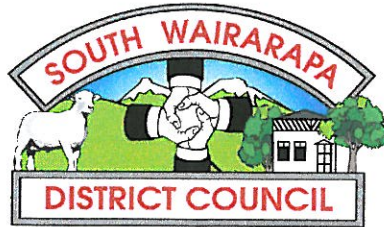
### **Ongoing Maintenance**

1. tree thinning
2. path clearance
3. clearing drains
4. planting and revegetation

### **Wish List**

1. Materials for steps and water control structures (apply to community organisations for funding).
2. Plant appropriate vegetation in hilltop area currently overgrown with broom. Suggestion include mountain flax, native tussock grasses or other sub-alpine and escarpment-dwelling natives
3. Weed control
4. Evaluate opportunity to extend tracks through private land

## **Appendix 2 – Memorandum of Understanding 2012**



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

**Appendices: Action Plans**

23 April 2012

PO Box 41  
34 Chapel Street  
Masterton  
New Zealand  
T 06 378 2484  
F 06 378 7994  
[www.gw.govt.nz](http://www.gw.govt.nz)

To Whom it May Concern

### **Rimutaka Range aerial possum control operation**

I wish to advise you of a possum control operation to be carried out in the Rimutaka Ranges and adjoining areas from May 2012 onwards.

The operation is being undertaken by the Animal Health Board (AHB) and Greater Wellington Regional Council.

Approximately 28,000 hectares will be treated with 1080 pellets which will be applied by helicopter or laid by hand in some areas. A further 2,700 hectares will be treated with Feratox (cyanide). Poison warning signs will be erected at all entrance ways where poisons are laid.

One application of 1080 pellets will be applied from 14 May 2012 onwards, but it is dependant on suitable weather conditions. Please read the attached information sheet which provides more information regarding the operation and precautions to be taken.

Feratox (cyanide) baits will be laid in bait bags or strikers from Monday 30 April 2012 onwards in areas adjoining the aerial treatment block near Kaitoke, Mangaroa Valley and Whitemans Valley.

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

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

Debbie Viner  
Animal Health Board  
PO Box 9078  
Terrace End  
Palmerston North 4441

Phone: 06 353 2712  
[debbie.viner@tbfree.org.nz](mailto: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](mailto:graeme.butcher@gw.govt.nz)

WGN\_DOCS-#1041786-V1



Please read the attached information sheet which provides more detail on the operation and an operational map which details where 1080 pellets will be applied.

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

Yours sincerely

A handwritten signature in black ink, appearing to read "G. Butcher".

**Graeme Butcher**  
Team Leader, BioWorks

graeme.butcher@gw.govt.nz

Encl: Information sheet



## Biodiversity benefits

Possums eat a wide range of native plants and prey on forest birds, eggs, reptiles and invertebrates. Possums can severely damage the forest canopy and dramatically reduce populations of threatened plants such as mistletoe.

Possum control has the additional benefit of delivering a "triple hit" on possums, rats and stoats. The operation can achieve secondary benefits by killing species that eat poisoned carcasses. A reduction in numbers of these three introduced predators will protect native plants and birds. This approach is similar to that seen in the combined AHB and Department of Conservation (DOC) Project Kaka operation in the Tararua Ranges in November 2010.

## Is there any risk to public drinking water during or after the operation?

No. 1080 is highly soluble in water and biodegradable, so does not persist in water or soil. Over 100 water tests have been carried out within the Wellington Region during previous aerial 1080 operations. None have shown any trace of 1080 contamination.

The water in the supply rivers and streams will be independently monitored and GW will not take water from the Water Catchment Area during or directly after the operation. The Medical Officer of Health will not allow either public or private supplies to be used until he is satisfied it is safe for drinking.

The Medical Officer of Health requires that any trace of 1080 in water supplies must not exceed a concentration level of two parts per billion parts of water. At two parts per billion, a 60kg person would need to drink 2,300 litres every day for several weeks for any illness to occur.

## What precautions should be taken?

Warning signs will be erected at all main access points to the operational area and everyone must follow the cautions on these signs. There is no health risk in using this area if the following precautions are observed:

- **DO NOT** handle any bait. Cereal baits containing 1080 are dyed green.
- **DO NOT** allow children to wander unsupervised.
- **DO NOT** take animals for eating.
- **DO NOT** bring dogs into this area during the caution period.

The area will be safe once the warning signs have been officially removed. These signs will remain in position for at least four months following the operation.

## What are the effects of 1080?

**Humans:** All baits are toxic. Keep children under close supervision and do not interfere with baits.

**Dogs:** Dogs are ten times more susceptible to 1080 poisoning than other species - even a tiny amount will kill them. It is critical that they do not access bait and are not allowed to scavenge carcasses, which remain toxic to dogs until they are fully decomposed. Dog owners must NOT take dogs into the control area until the warning signs have been removed. Free dog muzzles will be provided on request. Please contact **Debbie Viner** on (06) 353 2712.

Similar dog walking opportunities are available at Akatarawa Forest, Belmont Regional Park, East Harbour Regional Park's northern forest or other local parks. For more information see [www.gw.govt.nz/parks](http://www.gw.govt.nz/parks) or your city council website.

**Deer and pigs:** It is an offence to sell meat products which have been exposed to 1080. Do not hunt or take game from within a 2km radius of the poison area either for sale or for personal consumption (human or pet). Hunting can recommence four months after control or after 2 months if 100mm of rain has fallen.

## What do I do if I suspect poisoning?

**Contact:**

- Local hospital, or 111.
- National Poisons Centre Tel. 0800 POISON - 0800 764766.
- In the case of a domestic animal being poisoned contact a local veterinarian.

## Further information

If you require any further information please contact:

**Graeme Butcher**  
Greater Wellington Regional Council  
PO Box 41  
Masterton 5840  
Ph: 06 378 2484  
[graeme.butcher@gw.govt.nz](mailto:graeme.butcher@gw.govt.nz)

**Debbie Viner**  
Animal Health Board  
PO Box 9078  
Palmerston North 4410  
Ph: 06 353 2712  
[debbie.viner@tbfree.org.nz](mailto:debbie.viner@tbfree.org.nz)

For more information on how and why sodium fluoroacetate is used in New Zealand, please visit [www.1080facts.co.nz](http://www.1080facts.co.nz)

# Rimutaka Range Aerial Possum Control



## What is planned

The Animal Health Board (AHB) and Greater Wellington Regional Council (GW) are planning a joint aerial possum control operation within the Rimutaka Range in 2012.

## Area

The proposed operational area covers approximately 28,000 hectares of the Rimutaka Range and surrounding land. See map overleaf.

The project includes the bush clad hills surrounding the Kaikohe Basin and extends to the Rimutaka Summit. South of State Highway 2, the project includes the Pakuratahi forest and extends into the Waiatarapa, including the Rimutaka Rail trail and up to Pigeon Bush. The project extends southwards along the Rimutaka Ranges to Ocean Beach and also includes the Wainuiomata-Orologoro Water Collection Area (WCA).

These areas have all undergone aerial possum control operations in the past. The last within the operational area was in 2007.

## Why is it being done?

- To protect cattle and deer herds on surrounding properties from bovine tuberculosis
- To protect the health of the forest in the Wainuiomata/Orologoro WCA to ensure the continuation of a high-quality water source for treatment and supply.

## The Animal Health Board

The AHB's mission is to eradicate bovine tuberculosis (TB) from New Zealand. Bovine TB is an infectious disease that affects domestic cattle and deer herds. In New Zealand, the main carriers and transmitters of TB to livestock are possums.

In order to eradicate bovine TB, possum numbers need to be kept extremely low – around one or two animals over 10 hectares. Monitoring within the Rimutaka Range during 2011 has indicated that the possum numbers are up to five times the level required for effective TB control. It is vital to minimise the risk of TB-infected possums sustaining the disease in their own populations and passing it to farmed cattle and deer.

## Greater Wellington Regional Council

Maintaining a healthy and intact forest catchment ensures the continuation of a high-quality water source for treatment and supply. The roots of the trees bind the soil and help keep sediment out of the water, making it much easier and less expensive to treat. Possum browse damages our forests and makes them less effective at filtering our water.

Possums are targeted in the water collection area because they carry diseases such as bovine tuberculosis, and transmit organisms such as giardia and cryptosporidium, which are a contamination risk to the water supply and may lead to serious illness. International best practice advocates effective catchment management as part of a multi-barrier approach in guarding against contaminated water supplies.

The Wainuiomata/Orologoro WCA provides about 20 per cent of the tap water for the Wellington metropolitan area.

## Planned control method

Non-toxic, tan-coloured cereal pellets will be distributed in the operational area by helicopter one to two weeks before the operation. This "pre-feed" gives possums a taste for the pellets and overcomes bait shyness.

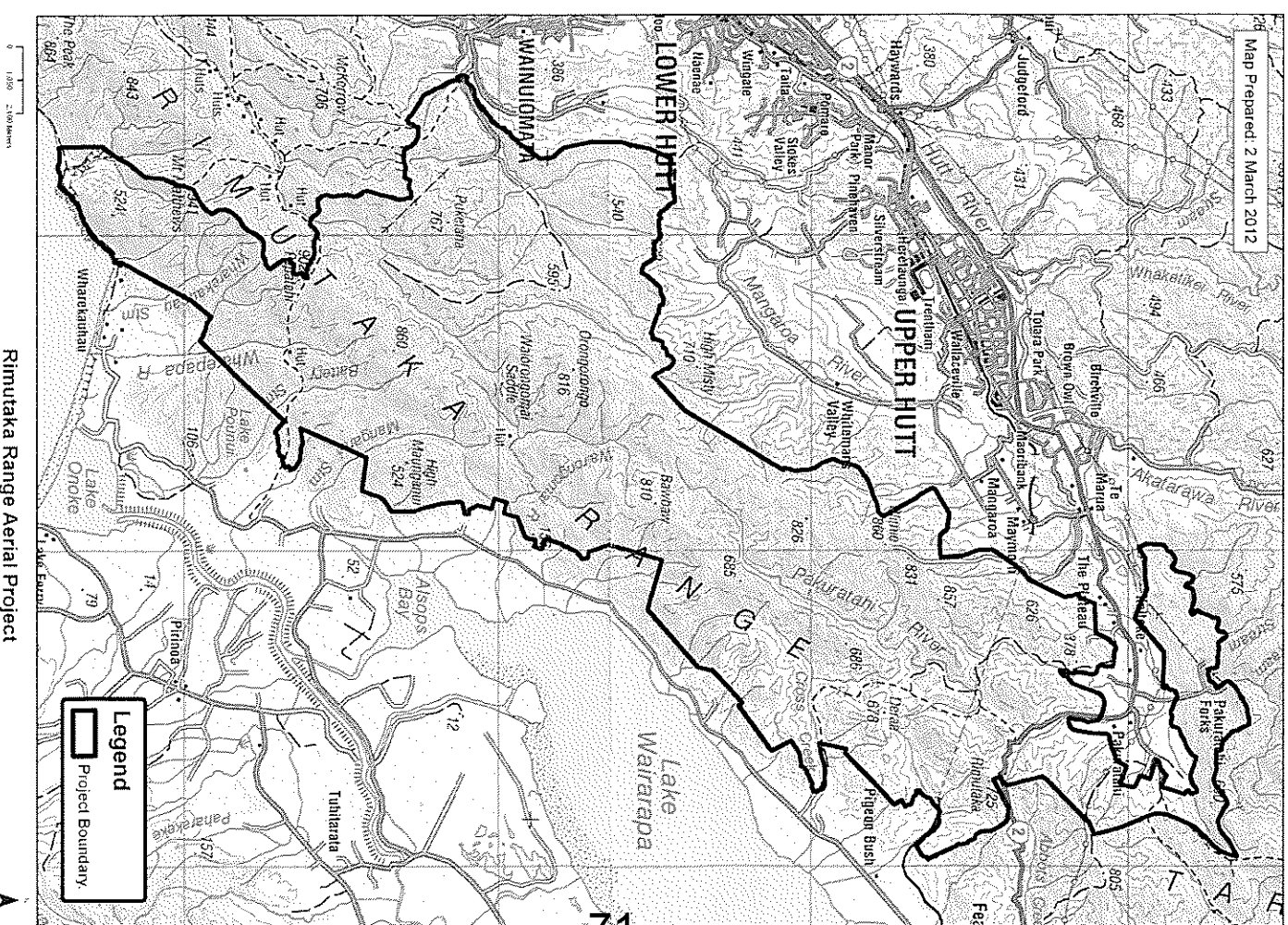
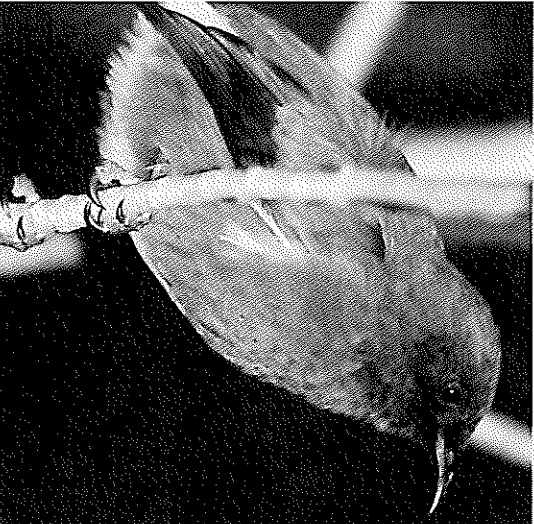
Toxic, green cereal pellets, 20mm in diameter and 30 to 40mm long, containing biodegradable sodium fluoroacetate (also known as 1080), will then be distributed in the operational area by helicopter at the rate of two kilograms per hectare (roughly one bait to every 50-60 square metres).

GPS navigational equipment will be used to ensure the accuracy of bait placement.

This method has historically been very successful in controlling possum numbers to extremely low levels.

## Why have we chosen this method?

Sodium fluoroacetate is particularly suited for this operation given the size of the area to be treated and the rugged nature of the terrain. It is a highly effective, cost-efficient and safe method of controlling non-native pests, particularly possums, rats and stoats. In June 2011, the Parliamentary Commissioner for the Environment strongly endorsed its continued use in New Zealand.



**From:** carol.mike@xtra.co.nz [mailto:carol.mike@xtra.co.nz]  
**Sent:** Monday, 28 May 2012 8:30 p.m.  
**To:** Garry Thomas  
**Cc:** Solitaire Robertson  
**Subject:** Card Reserve Artificial Surface Trust submission

Garry,

Find attached a letter to the SWDC annual planning round asking for some work around the turf area to be funded in the forthcoming fiscal year.

Have a read, let us know what you think.

Could you see that it gets tabled at the next available Featherston Community Board meeting for their comments and, hopefully, their support.

Cheers

Mike van Woerkom  
Treasurer  
CRAST

P.S I have not sent it to the CEO of Council yet. We await FCB comment.

I have cc'd in Solitaire as I have her email address.

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No virus found in this message.

Checked by AVG- [www.avg.com](http://www.avg.com)

Version: 2012.0.2171 / Virus Database: 2425/5026 - Release Date: 05/27/12



South Wairarapa District Council  
P.O Box 6  
Martinborough

16 April 2012

**- SUBMISSION TO THE ANNUAL PLAN -**

To whom it may concern,

During a phone call to Ian Richards on April 14 on another matter, a brief discussion was had about the shelter belt of conifers on the Card Reserve boundary running from the Harrison St corner to the entrance to the Sports stadium in Featherston.

The concern was when the next trimming/topping of the hedgerow might occur.

Subsequent discussion alluded to the possibility of total removal of the row (as it may have outlived its usefulness – a section did snap off in a storm and damage the top railing of the perimeter fence to the turf).

Closely related is the now near non-existent storm water ditch which runs parallel to Underhill Rd from the Sports stadium entrance down to the Harrison St corner.

As the group most affected by these issues we are asking the ***Council to make allowance in the upcoming Annual plan for some expenditure in this area.***

Suggested works would include:

- Total removal of the current conifer hedgerow.
- Full piping of the ditch, from the carpark entrance to Harrison St corner.
- Some replacement planting to beautify the area.  
(perhaps more user-friendly, more appealing, more manageable)
- Re-sealing of the Stadium carpark is also well overdue.

We have raised the issue of the ditch several times in the past. The maintenance of the hedge has occurred semi-regularly, as other Card Reserve perimeter hedgings were tended. The carpark has been swept on one occasion.

**Our group feels that the above-listed works would be of great benefit to this area of Card Reserve and we would request that such a course of action be funded in the Annual Plan for the fiscal year July 2012 – June 2013.**

We await your reply,

Mike van Woerkom  
Treasurer, Card Reserve Artificial Trust  
19 Bell St, Featherston  
308-9808 H 308-9832 F 027 7731 776 M  
carol.mike@xtra.co.nz E