



Featherston Community Board

Minutes 28 October 2014

- Present:** Peter Jackson (Chair), Katie Beattie, Cr Dean Davies, Cr Solitaire Robertson and Garry Thomas.
- In Attendance:** Paul Crimp (Chief Executive) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in Kiwi Hall, 62 Bell Street, Featherston. The meeting was conducted in public between 7:00pm and 8:30pm.
- Public Participation:** Mike van Woerkom, Sue Fox and Anne Devitt (Featherston Ratepayers and Residents Association (FRRRA)) and Sonya Logan (Featherston Community Centre).

PUBLIC BUSINESS

1. APOLOGIES

FCB RESOLVED (FCB 2014/80) to receive apologies from Lee Carter and Mayor Adrienne Staples.

(Moved Cr Robertson/Seconded Cr Davies)

Carried

2. CONFLICTS OF INTEREST

Ms Beattie declared a conflict of interest with the applications for financial assistance from the Featherston Community Centre as her partner was on the Board, the Muay Thai Club as she attended classes and the Featherston Community Youth Programme as she was assisting the group.

3. PUBLIC PARTICIPATION

3.1 Colin Robinson

Mr Robinson tendered his apologies.

3.2 Mike van Woerkom

Mr van Woerkom posed questions to the Community Board regarding yearly budgets, discretionary spending and the criteria for allocating grants. Mr van Woerkom encouraged the Board to review the criteria with a view to granting financial assistance to individuals in special circumstances.

3.3 Anne Devitt and Sue Fox, Featherston Ratepayers and Residents Association

Ms Fox with support from Ms Devitt expressed disappointment that a landscape architect had been engaged rather than an urban designer and this appeared to predetermine a town square concept as opposed to

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commercial development. The FRRA did not believe the Featherston Town Square feedback information could be relied on as a basis for developing the area. The FRRA were concerned at the lack of consultation by the Featherston Town Centre Working Group and tabled correspondence noting it had been omitted from agenda papers. Ms Devitt stated to the best of her knowledge the FRRA had not been speaking to a lawyer about town square matters.

3.4 Sonya Logan, Featherston Community Centre

Ms Logan requested the Board approve the funding application from the Featherston Community Centre for new tables as the existing tables were heavy and didn't meet the needs of the Centre's users.

4. ACTIONS FROM PUBLIC PARTICIPATION AND PRESENTATIONS

4.1 Mike van Woerkom

FCB NOTED:

1. Action 621: Write to Mike van Woerkom and advise that the FCB would review the financial assistance criteria again and would aim to better communicate information regarding grant funding to the public; P Crimp

4.2 Featherston Rate Payers and Residents Association

The Community Board agreed to receive the tabled correspondence and a verbal update would be provided under agenda item 7.4 'Featherston Town Square'.

4.3 Featherston Community Centre

The application for financial assistance from the Featherston Community Centre would be reviewed under agenda item 9 'Financial Assistance'.

5. COMMUNITY BOARD MINUTES/EXPENDITURE

5.1 Featherston Community Board Minutes – 16 September 2014

FCB RESOLVED (FCB 2014/81) that the minutes of the Featherston Community Board meeting held on 16 September 2014 be confirmed as a true and correct record.

(Moved Thomas/Seconded Beattie)

Carried

5.2 Matters arising

There were no matters arising.

5.3 Action items from previous meeting

The Community Board reviewed the action items and updates were provided.

5.4 Income and Expenditure Statement

Cr Robertson explained that the plaque was printed in brass as opposed to plastic (as originally planned) and was part sponsored by The Sign Factory to attract a reduced rate.

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FCB RESOLVED (FCB 2014/82) that the Income and Expenditure Statement to 30 September 2014 be received.

(Moved Cr Davies/Seconded Thomas)

Carried

FCB RESOLVED (FCB 2014/83) to approve the invoice from The Sign Factory for \$125 plus GST for a plaque for Messines Shelter, noting that resolution FCB2013/35 approved \$50 for this purpose.

(Moved Thomas/Seconded Cr Davies)

Carried

6. OPERATIONAL REPORTS – COUNCIL OFFICERS

6.1 Officers' Report to Community Boards

Mr Crimp reported that Council had requested that Greater Wellington Regional Council (GWRC) schedule the Featherston waste water consent hearing to follow the Martinborough and Greytown hearings. Council had lodged the three applications based on a catchment approach where gains on one consent offset gains in other areas. GWRC had advised that they couldn't support the Featherston waste water consent application until there was a demonstrable reduction in the impact to Donald's Creek.

Ms Beattie requested Mr Crimp provide evidence to prove to the Featherston people why this is the best option for the waste water solution. Ms Beattie advised that the related strategy document was never completed for this multi million dollar project.

FCB RESOLVED (FCB2014/84) to receive the information.

(Moved Thomas/Seconded Cr Robertson)

Carried

6.2 Schedule of Ordinary Meetings

FCB RESOLVED (FCB2014/85):

1. To receive the information.

(Moved Thomas/Seconded Cr Davies)

Carried

2. To adopt the 2015 schedule of ordinary meetings for Council, community boards and committees.

(Moved Cr Davies/Seconded Cr Robertson)

Carried

3. To set a regular meeting time of 7:00pm.

(Moved Jackson/Seconded Thomas)

Carried

7. COMMUNITY BOARD – COUNCILLORS REPORTS

7.1 Chairperson's Report

FCB RESOLVED (FCB 2014/86) to receive the Chairperson's Report.

(Moved Cr Davies/Seconded Thomas)

Carried

7.2 Victoria University Landscape Architecture Project

Ms Beattie reported that the Victoria University students had finished their architectural designs. An opening night celebration was scheduled

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for the 4 November 2014 and a public exhibition would be open from 4 November to 16 November 2014 in Anzac Hall.

7.3 The Crossing 2015

Cr Robertson updated members on The Crossing 2015 planning progress which was well under way.

7.4 Featherston Town Square

Cr Robertson reported that the Featherston Town Square Working Group had held two meetings and had engaged Earthwork Landscape Architects. A design discussion plan was being prepared which would utilise information from the Featherston Town Square feedback forms, the Clifford Square Management Plan as well as a desire from the community to retain a commercial area. Following review of the plan by the Working Group, key stakeholders would be consulted prior to public consultation.

7.5 Civil Defence

FCB RESOLVED (FCB 2014/87) that a meeting be arranged between Kim Whiteman (WREMO), FCB members and Cr Colin Olds (Featherston CDEM community response team leader) to discuss the proposed civil defence changes and determine the best civil defence solution for Featherston.

(Moved Jackson/Seconded Beattie)

Carried

7.6 Rubbish Collection

Mr Jackson said there was public concern that rubbish was not collected from Main Street until late in the day on Thursdays and asked if there was scope to clear Main Street first thing in the morning. Mr Crimp acknowledged the problem saying it was scheduled this way as it was an optimum route and changes to route would incur costs. A review of solid waste services was being included as part of the LTP process.

FCB RESOLVED (FCB 2014/88) to receive the verbal reports from community board members.

(Moved Thomas/Seconded Cr Davies)

Carried

8. CORRESPONDENCE

8.1 Inwards

The Community Board believed there was a procedural problem with correspondence sent to the FRRA. The correspondence sent on behalf of the Board had not been reviewed by members prior to being sent.

From Mike Kelly, Citizens Advice Bureau, to Featherston Community Board dated 11 September 2014

From Featherston Community Centre, to Featherston Community Board dated 16 September 2014

From Maths Wairarapa to Featherston Community Board received 3 October 2014

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From Perry Cameron, Featherston Rate Payers and Residents Association to Featherston Community Board dated 26 September 2014 (tabled)

FCB RESOLVED (FCB 2014/89) to receive the inwards, including tabled, correspondence.

(Moved Thomas/Seconded Jackson)

Carried

8.2 Outwards

Letter of support for Cross Creek Railway Society, from Lee Carter, chair Featherston Community Board, dated 15 September 2014

Letter of support for Featherston Christmas Market, from Lee Carter, chair Featherston Community Board, dated 17 September 2014

To Colin Robinson, Cross Creek Railway Society, from Committee Secretary on behalf of the Featherston Community Board dated 25 September 2014

To Maria Fairburn from Committee Secretary on behalf of the Featherston Community Board dated 25 September 2014

FCB RESOLVED (FCB 2014/90) to receive the outwards correspondence.

(Moved Cr Robertson/Seconded Cr Davies)

Carried

9. FINANCIAL ASSISTANCE

9.1 Life Education Trust

FCB RESOLVED (FCB 2014/91) to grant Life Education Trust \$500 to assist with the costs of providing the mobile classroom in the Featherston area.

(Moved Cr Davies/Seconded Thomas)

Carried

Ms Beattie left the meeting at 8:20pm.

9.1 Muay Thai Club

The Community Board noted that no financial statements had been presented with the application, membership numbers and attendance at classes wasn't covered and the application wasn't signed.

FCB RESOLVED (FCB 2014/92) to defer consideration of the application for financial assistance from Muay Thai until the 9 December 2014 and to invite Muay Thai to present their application in person at that meeting.

(Moved Jackson/Seconded Thomas)

Carried

9.1 Featherston Community Centre

FCB RESOLVED (FCB 2014/93) to grant the Featherston Community Centre \$500 for the purchase of 1 of the 6 needed trestle tables.

(Moved Cr Robertson/Seconded Thomas)

Carried

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9.2 Featherston Community Youth Programme
*FCB RESOLVED (FCB 2014/94) to grant Featherston Community Youth Programme \$500 to help fund a Ki O Rahi set for regular games.
(Moved Cr Davies/Seconded Cr Robertson)*

Carried

Ms Beattie returned to the meeting at 8:28pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

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**Featherston Community Board
Action Items
From 28 October 2014**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
529	FCB	16-Sep-14	Resolution	Mark	Anzac Hall Landscaping FCB RESOLVED (FCB2014/74): 1. To receive the information. 2. To approve in principal a garden which includes the landscape rock and up to three flagpoles, the design of which should take into consideration outputs from Victoria University architecture students. (Moved Jackson/Seconded Beattie) Carried	Open	17/10/14 Awaiting outputs from Vic Uni students. 24/11/14: Officer to review output from Vic Uni students.
534	FCB	16-Sep-14	Resolution	Cr Robertson	The Crossing 1915-1918 Memorial Design and Dedication FCB RESOLVED (FCB 2014/79): 1. To receive the information. 2. To approve the memorial design proposal subject to the clarification of the competition design rules. (Moved Carter/Seconded Cr Davies) Carried	Open	
540	FCB	16-Sep-14	Action	Lee Carter	Confirm the FCB footpath repair priority list with the Group Manager Infrastructure and Services so that should the streets as identified in Annex 1 be more than 800m priority of action is clear	Open	
544	FCB	16-Sep-14	Action	Cr Robertson	Work with Mayor Staples for guidance on height and size restrictions of the Rimutaka war memorial and put together competition design rules to take into account any regulatory restrictions	Open	
609	FCB	28-Oct-14	Resolution	Kyra	FCB RESOLVED (FCB 2014/83) to approve the invoice from The Sign Factory for \$125 plus GST for a plaque for Messines shelter, noting that resolution FCB2013/35 approved \$50 for this purpose. (Moved Thomas/Seconded Cr Davies) Carried	Actioned	
613	FCB	28-Oct-14	Resolution	Peter Jackson	Civil Defence FCB RESOLVED (FCB 2014/87) that a meeting is arranged between Kim Whiteman (WREMO), FCB members and Cr	Open	

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					Colin Olds (Featherston CDEM community response team leader) to discuss the proposed civil defence changes and determine the best civil defence solution for Featherston. (Moved Jackson/Seconded Beattie) Carried		
617	FCB	28-Oct-14	Resolution	Kyra	Life Education Trust FCB RESOLVED (FCB 2014/91) to grant Life Education Trust \$500 to assist with the costs of providing the mobile classroom in the Featherston area. (Moved Cr Davies/Seconded Thomas) Carried	Actioned	in hand, shown in commitments awaiting invoice
618	FCB	28-Oct-14	Resolution	Paul	Muay Thai FCB RESOLVED (FCB 2014/92) to defer consideration of the application for financial assistance from Muay Thai until the 9 December 2014 and to invite Muay Thai to present their application in person at that meeting. (Moved Jackson/Seconded Thomas) Carried	Actioned	
619	FCB	28-Oct-14	Resolution	Kyra	Featherston Community Centre FCB RESOLVED (FCB 2014/93) to grant the Featherston Community Centre \$500 for the purchase of 1 of 6 needed trestle tables. (Moved Cr Robertson/Seconded Thomas) Carried	Actioned	\$500 is to be removed from commitments as invoice received
620	FCB	28-Oct-14	Resolution	Kyra	Featherston Community Youth Programme FCB RESOLVED (FCB 2014/94) to grant Featherston Community Youth Program \$500 to help fund a ki O rahi set for regular games. (Moved Cr Davies/Seconded Cr Robertson) Carried	Actioned	in hand
621	FCB	28-Oct-14	Action	Paul	Write to Mike van Woerkom and advise that the FCB would look at the criteria again and would aim to better communicate and explain the process to the public	Actioned	

<i>Featherston Community Board</i>	
<i>Income & Expenditure to 31 October 2014</i>	
<u>INCOME</u>	
Balance 1 July 2014	14,179.97
Annual Plan 2014/15	20,954.00
Vic Uni Wgtn Reception 16/7/14	216.00
TOTAL INCOME	35,349.97
<u>EXPENDITURE</u>	
Members salaries	3,333.36
Total Personnel Costs	3,333.36
AP Guten Appetit C 35 x Guests/Uni Students-finger food Project on town design	350.00
AP F Telecom New Z Fsn Info Centre June/July	80.92
AP Pain & Kershaw Milk and supplies July 2014 Fsn Community Board	389.67
AP Pain & Kershaw Milk and supplies July 2014 Returns Fsn Community Brd (-71.60
expenses x wages VIC STUDENTS HOSTING COSTS	47.94
AP F Telecom New Z Fsn Info Centre August	78.02
AP The Sign Factor Engraved brass plaque	125.00
expenses x wages VIC STUDENTS HOSTING COSTS	739.87
L Carter minicrisps/brownflat/chocfish	30.20
Total General Expenses	1,770.02
AP Wairarapa Mathe FCB Grant - Maths Competition	200.00
AP Featherston Com Grant-trestle tables purchase	500.00
Total Grants	700.00
TOTAL EXPENDITURE	5,803.38
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	29,546.59
<u>LESS: COMMITMENTS</u>	
Salaries to 30 June 2015	6,666.64
Emergency Fund	2,000.00
Chor Farmer Donation for Garden of remembrance	265.53
Men's shed site development 2,500 13/14 and 2,500 14/15	5,000.00
Victoria University advanced landscape architecture case study	1,729.92
Life Education Trust - assist with mobile classroom	500.00
Featherston Community Centre Centre - Trestle tables	500.00
Featherston Community Youth Program - a ki O rahi set for regular games	500.00
Total Commitments	17,162.09
BALANCE TO CARRY FORWARD	12,384.50

Actual expenditure Vic Uni Project design phase

Actual Costs (GST exclusive where possible)	Out	Reception/ Welcome	Sundry	Food for Guests	Awards & Community Display
Community Board Costs					
Katie Beattie Reimbursement Food	\$110.37	\$110.37			
Katie Beattie Reimbursement Sundry	\$413.50		\$413.50		
Lee Carter Reception	\$30.20	\$30.20			
Guten Appetit reception	\$350.00	\$350.00			
Reception preparation (wages)	\$47.94	\$47.94			
Pain & Kershaw Reception	\$318.07	\$318.07			
Accommodation for lecturers	\$156.52			\$156.52	
Community Display Cost (cleaner wages)	\$156.75				\$156.75
Award prizes	\$1,000.00				\$1,000.00
<i>New Expenditure this period</i>	<i>\$1,313.27</i>				
Total FCB Cost	\$2,583.35	\$856.58	\$413.50	\$156.52	\$1,156.75
Council Costs					
Share of reception/welcome food costs	\$216.00	\$216.00			
Awards	\$1,000.00				\$1,000.00
Community Display Cost (catering)	\$300.00				\$300.00
Community Display Cost (catering)	\$523.60				\$523.60
Community Display Cost (catering)	\$523.60				\$523.60
Community Display Cost (catering)	\$86.96				\$86.96
VUW Orientation/Food Costs	\$2,637.34			\$2,637.34	
Total Council Cost	\$5,287.50	\$216.00	\$0.00	\$2,637.34	\$2,434.16
Total Project Costs to date	\$7,870.85	\$1,072.58	\$413.50	\$2,793.86	\$3,590.91

Date updated 27 Nov 14

Approved Budget

Breakdown of FCB budget Vic Uni Project design phase

Description	Total cost	FCB cost	Council cost
People's choice or similar award	1000	1000	0
Sundry costs (like printing for flyers & gift bags)	500	500	0
Community reception	500	500	0
Food for our guests	1000	500	500
Council welcome	1000	500	500
Total	4000	3000	Refer to work programme

Date prepared 10 July 2014

FEATHERSTON COMMUNITY BOARD

9 DECEMBER 2014

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To report to Community Boards and the Maori Standing Committee on general activities since the last meeting.

Recommendations

Officers' recommends that the Community Board/Committee:

1. *Receive the information.*

CHIEF EXECUTIVE REPORT

1. Executive Summary

The 2013/14 Annual Report was signed off by Audit New Zealand on 31 October. Preparation of the Annual Report dominated proceedings since the last Council meeting.

Audit New Zealand Director; John O'Connell commented that the audit process went very well, and that management controls are appropriate for a council of this size.

Taking a broader view, Mr O'Connell said that South Wairarapa District ratepayers were well served by Council management and elected members.

Attention now turns to the 2015/25 Long term Plan. Internally budgets are being prepared and service performance measures being considered. The Long Term Plan is one of Councils key strategic documents.

I had the pleasure of attending the inauguration of John Booth as Mayor of Carterton District Council, and also the farewell of Ron Mark. I also had the pleasure of attending another citizenship ceremony where a dozen or so people have chosen to make New Zealand, and more importantly South Wairarapa their home. These ceremonies are a chance to reflect that we are lucky to live in such a wonderful country, something we take for granted a lot of the time.

2. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output [note this report is as at 30 June 2014]

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

2.1 Local Government Commission/Governance Review

... still no word

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executive Forum

This provides an update on regional matters at CE level, general matters discussed are roading and rail, regional economic development and Civil Defence. Other matters discussed include shared services, highlighted by the combination of water services across the Wellington basin. There are a number of IT initiatives that the Wairarapa Councils are keeping a watching brief on.

3.1.2. Mayoral Forum

This was highlighted by the attendance of the Local Ministers, where key issues for the region were discussed.

3.1.3. Wairarapa Water Use Project

The project team presented an update on progress. All five previously identified sites are still under consideration.

It is planned to have key project findings around May next year.

3.2 Legislation

While no new legislation has been introduced recently, we are still bedding down the various pieces of legislation recently enacted, and I believe it will

be some time before we fully understand the resourcing implications required to comply.

The cost of enforcing Government driven legislation has come to the fore once again, highlighted by the recent well publicised case where this enforcement has cost \$12,000 so far, with the chance of recovering only a quarter of this. We have no choice but to enforce this legislation, as we have no choice to enforce all legislation, but there is a cost. The cost of enforcing dog control matters is not a cost on the general ratepayer; these are funded from dog licence fees.

3.3 Wastewater Consents

As was previously advised, the Featherston Wastewater consent will not now be heard until after the Martinborough and Greytown consent, later next year.

There appears to have been a change in thinking whereby we had been operating on a "catchment based" approach, gains in one part of the catchment could be offset across the catchment, unfortunately the first time this was tested that approach failed.

In the scheme of things this delay is not great; we now have to come up with some mitigation options for the intervening period between when the consent is issued and when we had planned to install the High Rate Treatment plant. This mitigation work had not been factored in to the overall costings and therefore will be in addition to the overall cost already estimated.

4. Monitoring and Reporting

4.1 Annual Report

As indicated earlier, the Annual Report was approved on 31 October

4.2 Long Term Plan

Work has commenced internally on the LTP, with our first two workshops being held, and timetable set.

4.3 Rates Arrears (Incl. GST)

DATE	AMOUNT \$'000	NUMBER	DAYS SINCE INSTALMENT DUE	SWDC COMPONENT \$'000 (81%)
30 June 2011	\$851	631	31	\$689
1 August 2011	\$780	463	64	\$632
28 November 2011	\$969	760	7	\$785
1 March 2012	\$925	690	7	\$740
16 March 2012	\$830	602	23	\$672
23 March 2012	\$790	555	30	\$640
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773
19 August 2014	\$818	592	91	\$663
30 September 2014	\$1,008	809	37	\$816
11 November 2014	\$770	627	83	\$623

As at 30 September the balance outstanding amounted to \$1,008K of which \$608K related to prior year (30 June 2014 and earlier).

For those properties that have a mortgage, all mortgagors have been written to and while we cannot demand payment until mid-January \$121K has been paid, leaving \$487K of arrears.

We will be demanding payment in January as soon as we are able. For those properties that do not have a mortgage, legal action has commenced.

5. Corporate

5.1 Staffing

Pamela Atrill has joined us in the planning department and is settling in well.

The Infrastructure and Services team has been joined by Melanie Maynard and Tim Langley. Melanie will be looking after customer services admin requests (among other things) and Tim has been appointed to the roading manager role.

Finally, Brodie Simmons joins us as part time by laws officer. Brodie will be carrying out the coastal ranging duties during the summer period.

5.2 Occupational Health and Safety

There were no OH & S matters since the last reporting period.

5.3 General Revaluation

Quotable Value will be carrying out a revaluation across the Wairarapa shortly which will provide updated valuation data for our rates database.

This valuation is specific for the rates database, the aim of which is to split up the district by property values so that rates can be calculated from a consistent and comparable base.

The revaluation will be as at 1 September 2014 and will apply to the rates database from 1 July 2014.

5.4 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
3 October	Details of plan for the building in Main Street, Greytown owned by T Base 2 Limited	Details provided
21 October	Private Training Establishment located in Dunedin delivering the Licence Controller Qualification want all the names of Licensed establishments	Details provided
21 October	Requests Climate Change Risk Assessment and/or Adaption Plans the Council holds	
28 October	Attendance of members on committees, their responsibilities, their membership of other boards etc. and length of time served on Council.	Details provided
5 November	Liability for maintenance and repair of sewer laterals	

PLANNING AND ENVIRONMENT GROUP

1. Resource Management

1.1 Resource Management Act - District Plan

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2014/15	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the District as a "better" place to live	65%	N/A	NRB Survey (xx%)
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%	N/A	NRB Survey (xx%)

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2014/15	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	NCS data
s.223* certificates issued within 10 working days	100%	100%	NCS data
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	100%	100%	NCS data

1.2.1. Consent Processing

Council has processed 47 resource consents during the year to date (01/07/14 to 06/11/14). In the same period during the previous year (01/07/13 to 06/11/13) the Council processed 40 resource consents.

In the period since the last report (01/09/14 to 30/09/14) Council have received 7 new applications and processed 13 resource consents. Officers provide detailed information as part of regular updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

1.2.2. "One Stop Shop"

Discussions have been ongoing in preparation for lodging building consents for the "trial run" proposal (by GTLT) being considered under the One Stop Shop process.

The benefits identified to date relate to the applicant being more aware of the information required prior to lodging consents. Council is expecting the building consent for this trial project to be lodged during the week of 10 November, with technical aspects already peer reviewed.

This will enable Council's approval process to be shortened considerably.

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2014/15	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of Management and/or Plans adopted or revised	0	0	Work is currently underway to check whether additional RMP's should be developed.

1.4 Local Government Act – LIM's

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

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

TYPE	YTD (1 JULY 2014 TO 5 NOVEMBER 2014)	PREVIOUS YTD (1 JULY 2013 TO 5 NOVEMBER 2013)	PERIOD (1 OCTOBER 2014 TO 5 NOVEMBER 2014)	PREVIOUS PERIOD (1 OCTOBER 2013 TO 5 NOVEMBER 2013)
Standard LIMs (Processed within 10 working days)	45	42	17	13
Urgent LIMs (Processed within 5 working days)	42	31	24	10
Totals	87	73	41	23

2. Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days.
Building consent applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 2016
Earthquake prone buildings reports received	100%	136/225	The government is proposing to make changes where by the assessments will need to be completed by a certain time and more exemptions may be applied. No further information from the government has been provided.

Building consent numbers from 1 July 2014 to 30 October 2014 (Year to Date) total 131 consents. For the same period the year before the total was 137. The following table provides a snapshot of the number and types of building consents granted for the period.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	6	\$185,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	4	\$156,454
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	25	\$1,535,140
Other (public facilities - schools, toilets, halls, swimming pools)	1	\$55,000
Totals	36	\$3,725,445

3. Public Protection

3.1 Resource Management Act – afterhours Noise Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	100%	

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD	PREVIOUS YTD	PERIOD (1 OCTOBER 2014 TO 5 NOVEMBER 2014)	PREVIOUS PERIOD (1 OCTOBER 2013 TO 5 NOVEMBER 2013)
Total	34	34	10	10

3.2 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises that sell liquor that are checked prior to renewal to make sure they comply with the Sale and Supply of Alcohol Act 2012	100%	100%	NCS data and Inspectors reports to the District Licensing Committee

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD	PREVIOUS YTD	PERIOD (1 OCTOBER 2014 TO 5 NOVEMBER 2014)	PREVIOUS PERIOD (1 OCTOBER 2013 TO 5 NOVEMBER 2013)
On Licence (New)	4	2	1	0
On Licence (Renewal)	3	3	1	2
Off Licence (New)	3	1	0	0
Off Licence (Renewal)	5	8	2	5
Club Licence (New)	0	0	0	0
Club Licence (Renewal)	0	1	0	0
Manager's Certificate (New)	16	15	7	4
Manager's Certificate (Renewal)	20	39	9	13

3.3 District Licensing Committee

The District Licensing Committee held one hearing to determine a Temporary Authority order. All other applications were determined by the deputy Chairperson on the papers.

3.4 Toast Martinborough

The Inspector has attended a pre event meeting with the Toast management, the nine participating vineyards and NZ Police to finalize the licensing requirements for this event.

Each participating winery had been granted a special licence under the Sale and Supply of Alcohol Act by the DLC.

Additional conditions have been included on the licenses including the requirement to have at least two substantive food items priced at or below \$10 and the provision of security for each site.

3.5 Wairarapa Combined Agency Agreement

The Wairarapa Combined Agency Agreement 2014, which sets out the compliance and enforcement roles and responsibilities for NZ Police, Masterton District Council, Carterton District Council, South Wairarapa District Council, NZ Fire Service and Regional Public Health has been agreed.

3.6 Wairarapa Alcohol Working Group

The hearings panel drawn mostly from the working group has now heard all the verbal submissions on the draft Local Alcohol Policy. The panel will be meeting in due course to consider a report and recommendations on all the submissions currently being prepared by the TAG (senior officers from each Council).

The draft LAP with any changes agreed by the panel, will be referred back to Council for adoption once that process is completed.

One of the initiatives of previously advised to Council sponsored by the TAG has been the Licensed Venue Compliance Essential Manual. This manual is a useful resource where licensees can store all their important documentation in one place. The manual includes essential compliance requirements, training for staff, incident recording and host responsibility.

Most premises in the South Wairarapa have now been given the manual. The response from the premises to this initiative has been very positive.

3.7 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises failing to comply with Food Hygiene regulations that are re-inspected within a 3 month period and enforcement is affected if offence continues	100%	100%	

Annual audits of food premises using the template FSP continue to generate a steady and substantial workload.

3.8 Legal Proceedings

The appeal by John Phelps to the High Court against his conviction in the District Court on 10 counts of failing to microchip a dog was heard on Tuesday the 21st of October at the High Court in Wellington.

The basis of the appeal was substantively dismissed. The sitting judge did however determine that the level of fines imposed by the District Court should be reduced from \$300 per offence to \$100 per offence.

3.9 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	6 visits	0	None to date.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	

As at 5th November 2014 there are 2811 registered dogs with 1589 owners who have registered their dogs. There are currently 72 unregistered dogs, with 34 owners. Of the unregistered dogs 33 have paid but tags are yet to be issued because of incomplete application information.

38 infringements have been issued for failure to register a dog.

The following table provides a snapshot of dog control incidents for the period.

INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Attack on Pets	0	0	2
Attack on Person	1	0	0
Attack on Stock	0	1	0
Barking and whining	0	0	1
Lost Dogs	0	2	1
Found Dogs	0	1	0
Rushing Aggressive	0	0	1
Wandering	0	3	0
Total	1	7	5

3.10 Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	CEM & NCS service requests
Council responds to complaints regarding animals within 40 hours	100%	100%	CEM & NCS service requests

The following table provides a summary snapshot of stock control incidents between 2 October 2014 and 5 November 2014.

INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Stock	2	3	2
Total	2	3	2

3.11 Bylaws

1 litter complaint, 2 abandoned vehicles and 3 general complaints were received from 2 October to 5th November.

INFRASTRUCTURE AND SERVICES GROUP

1. Group Manager Highlights

There has been continued work done on the three council waste water consents. There is still work to be done on the variation to the existing Featherston/Greytown water consent as well as the consent for council's retired landfill. Meetings continue with GWRC on the new and existing consents with some reporting still required for the end of year narrative around results for the councils water races.

The new Roding Manager starts on 17 November and will bring the Infrastructure and Services department up to full staffing. This role is much anticipated as the transport area requires some dedicated efforts over the coming months with the starting of councils Rehabilitation program, seal extensions, reseals, re-metaling programs and other summer programs.

With the resignation of the Asset Engineer there will also be further recruitment in the near future. The roles GIS focus over the past year has assisted the Council develop its GIS capabilities and the recruitment needs to be cognisant of the developing systems in council at present.

Civil defence is also undergoing some change with recent personnel changes and a review of structure. The WREMO is continually developing to match the regional needs and align with CDEM needs and funding.

A new Waste Minimisation Officer has been appointed. The successful applicant has in depth experience in project management and extensive environmental expertise. This role should assist with the current contract and have the ability to develop initiatives in the solid waste area.

2. Water Supply

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

2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		Council provides annual report to Greater Wellington for water supply consents. The compliance reports are available to Council Sept/Oct yearly.
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000**	95%		Ministry of Health supplies Council with compliance reports 6 months after year end. Reports apply to previous year.
Ratepayers and residents satisfied with level of service for water	75%	60%	NRB Survey 2013
Urgent (dirty, cloudy, smelly, or bad tasting water or no water at all) requests for service responded to within 1 day	95%		CEMs and drinking water complaints. Officer to complete
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	100%	33% per year	There is a requirement of testing all Council hydrants over a 5 year period - The costs to this will be about \$20 per test. Requirements will be 40 hydrants over 3 towns annually = 120. x \$20 = \$2400 annually to meet the required amount of testing

2.2 Services

2.2.1 Water Supply Capital Improvements Featherston

Slower than expected progress with design and documentation of Stage 1 of the works comprising the pipeline and bore intake infrastructure has meant that the physical work will not be able to be tendered until the New Year. The third bore is expected to be drilled and proven before Christmas with the water take consent expected to be lodged before Christmas.

2.3 Water Treatment Plants

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

2.4 Water Reticulation

There were 19 reticulation repairs reported and rectified during the period

2.5 Water Races

Routine monthly inspections and blockage clearing of the water race network has been performed by Council contractors, City Care Ltd, to maintain satisfactory flows. There was 1 reported account for blockage clearing or no water flow for the Moroa and Longwood network over the period.

3. Waste Water

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

3.1 Key Performance Indicators

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

3.2 Resource Consent Acquisition Progress Report

The hearing for the Featherston WWTP consent application has been re-scheduled for later in 2015. This has come about because advice was received from our advisors that Council was effectively facing a short term consent outcome (of four years or less) given that no improvements to effluent quality were planned until 2025 at this site. Consequent to this

advice, in spite of Councils catchment based approach, Greater Wellington Regional Council were approached to see if that they would consider a mitigation programme in the interim period aimed at securing small but positive improvements to environmental outcomes and resulting in a longer consent term.

Greater Wellington have favourably considered Council's request to develop a programme which in principle would include land based discharge to adjoining Council owned land at time of low summer flow and possibly the establishment of a riparian planting program at Donald's Creek.

The detail of this programme has to be submitted by the end of January 2015 and all submitters to the process have been advised.

All of this means that the Featherston consent will heard after the Martinborough and Greytown applications and the Martinborough WWTP application is as earlier advised expected to be heard in March 2015 with the Greytown application expected to follow in June 2015.

The Greytown WWTP application has been lodged with the Regional Council. However, it is subject to a S92 request which requires some additional assessment of discharge effects in the Papawai Stream. This request is currently being processed.

3.3 Wastewater Treatment Plants

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

A new generation inflow meter has been installed and commissioned at the Featherston site. This infrastructure will be an underlying requirement for the new consents at all three sites with public notification expected later in November

3.4 Wastewater Reticulation

There was 1 pipeline blockage reported during the period.

4. Storm Water Drainage

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

4.1 Key Performance Indicators

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

5. Solid Waste Management

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

5.1 Key Performance Indicators

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

5.2 Waste Management

The contracted kerbside collection and transfer station services were delivered routinely over the period over the District.

The Tukurumuri recycling depot was closed on 13 October and signage erected. Ratepayers on the collection route have been given the opportunity to participate in the roadside refuse and recycling service and so far four eligible property owners on route have elected to subscribe to the service.

6. Land Transport

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

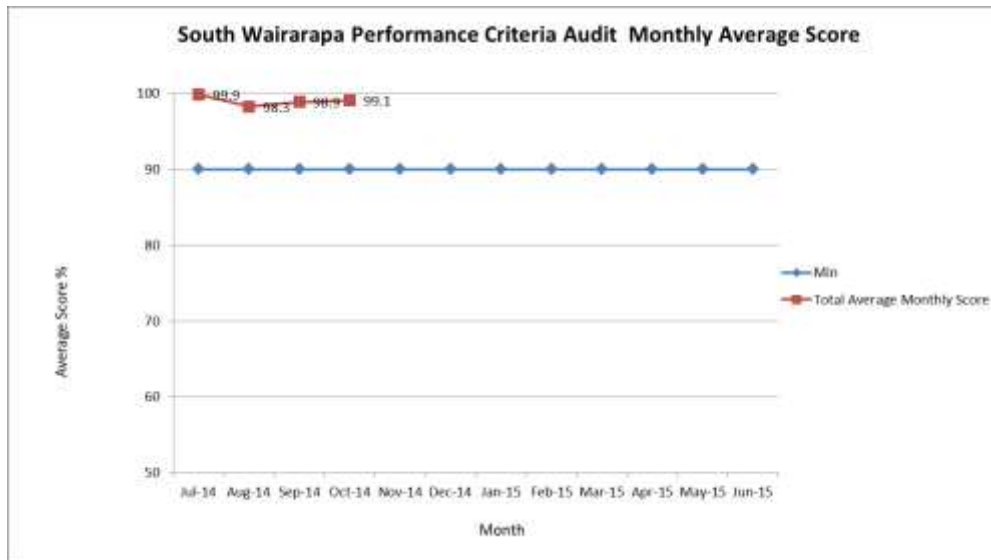
6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%		
Ratepayers and residents fairly/very satisfied with the roads	82%	75%	NRB Survey 2013
(20km \pm 10% variation) sealed roads are resealed each year subject to availability of NZTA subsidy	100%		
The pavement condition index as measured by the NZTA pavement integrity index	95%		
The number of crashes causing injuries is reduced	Group and control average		
Ratepayers and residents are satisfied with footpaths in the district	70%	66%	NRB Survey 2013
Availability of footpaths on at least one side of the road down the whole street	90%		

6.2 Roading Maintenance – Fulton Hogan

Council has now received 4 months of performance data from Fulton Hogan on the new contract. This data is now able to be represented into a combined graph to monitor overall contract performance.

Performance measures are KPI's such as 1 pothole per 10km of sealed road and unsealed potholes are not to exceed 50mm. These measures are managed via RAMM.



The forward works program has been set preliminarily at \$401k for the next 3 months.

Estimate Status	Total	November 14	December 14	January 15
- Network Owner Account Code: 100000 (Default)				
Open Estimates	\$2,017.48	\$2,017.48		
Presented	\$112,090.99		\$4,920.48	\$107,170.51
Accepted	\$32,802.97	\$32,802.97		
Total Estimates	\$146,911.44	\$34,820.45	\$4,920.48	\$107,170.51
- Network Owner Account Code: 66062603 (Pavement Maintenance Sealed (LR))				
Presented	\$50,622.85		\$225.00	\$50,397.85
Accepted	\$18,897.00	\$18,897.00		
Total Estimates	\$69,519.85	\$18,897.00	\$225.00	\$50,397.85
- Network Owner Account Code: 66062607 (Drainage Sealed & Unsealed (LR))				
Presented	\$10,479.96		\$10,479.96	
Accepted	\$18,922.15	\$18,922.15		
Total Estimates	\$29,402.11	\$18,922.15	\$10,479.96	
- Network Owner Account Code: 66062614 (Bridge Maintenance (LR))				
Presented	\$1,000.00		\$1,000.00	
Accepted	\$16,576.36	\$16,576.36		
Total Estimates	\$17,576.36	\$16,576.36	\$1,000.00	
- Network Owner Account Code: 66064618 (Vegetation Maint. & Safety (LR))				
Accepted	\$11,607.77	\$11,607.77		
Total Estimates	\$11,607.77	\$11,607.77		
- Network Owner Account Code: 98860247 (Signs/Guardrails other Roads (LR))				
Presented	\$494.02	\$494.02		
Total Estimates	\$494.02	\$494.02		
- Network Owner Account Code: 98860253 (Reseals (Other Roads) (LR))				
Presented	\$39,580.75	\$878.70	\$25,056.00	\$13,646.05
Accepted	\$17,074.70	\$17,074.70		
Total Estimates	\$56,655.45	\$17,953.40	\$25,056.00	\$13,646.05
- Network Owner Account Code: 98860255 (Rehabilitation (Other Roads) (LR))				
Presented	\$46,100.28		\$39,424.90	\$6,675.38
Accepted	\$25,425.53	\$25,425.53		
Total Estimates	\$71,525.81	\$25,425.53	\$39,424.90	\$6,675.38
- Total				
Open Estimates	\$2,017.48	\$2,017.48		
Presented	\$260,368.85	\$1,372.72	\$81,106.34	\$177,889.79
Accepted	\$141,306.49	\$141,306.49		
Total Estimates	\$403,692.81	\$144,696.69	\$81,106.34	\$177,889.79

7. Amenities

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

7.1 Key Performance Indicators

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

7.2 Sports fields and facilities

7.2.1 Greytown

Greytown Park Users group meeting was held on the 30 October 2014. All clubs going well and sportsfield users gave very positive feedback to City Care for their work on the grounds. A few items noted for attention/maintenance. The proposed shortening of the Greytown swimming pool was the subject of some debate.

7.3 Pensioner housing

There are five applicants on the wait list for Martinborough, three for Greytown and seven for Featherston. One flat is vacant at Featherston – it is one of the smaller bedsits, at the Burling Flats, and has been turned down by people on the Featherston waitlist. First right of refusal has been given to people on the waitlists for other towns with no success – the flat will be advertised in the coming weeks, and we do not anticipate any difficulty in finding a tenant. Flat inspections were completed at the end of October, with just routine repairs and maintenance identified, most of which has now been carried out.

7.4 Parks and Reserves

7.4.1. Featherston

The Youth programme has been running in Featherston with very positive turn outs. The group have been using Clifford Square for games. City Care has carried out the line-marking for athletics at Card Reserve.

7.4.2. Greytown

Soldiers' Memorial Park playing fields have had maintenance work done on them. The swimming pool carpark has been resealed ahead of the proposed relocation of the memorial gun.

7.5 Toilets

7.5.1. South coast

The Ngawi surf break toilet is under construction. The foundations for the unit have been laid, but we are now waiting on engineering certificates for the anchoring of the unit to the site. Once these are approved the installation of the actual toilet should only take a day.

7.6 Properties

7.6.1 Featherston

The foundations for the Featherston Menz Shed have been laid and the building is expected to be shifted onto the site in mid-November.

7.7 Cemeteries

7.7.1. Featherston

There was one burial in October. An old burial of baby twins from 1926 received a headstone in October. It is really lovely to see this in old parts of the cemeteries. We have recently received a further two enquires from families regarding erecting headstones on unmarked graves at Featherston cemetery and one person is currently carrying out restoration work on an older existing grave.



7.7.2. Greytown

There was one burial in October.

Again in Greytown Cemetery restoration of a few old graves has been completed. The Maxton, Dunn and McKenzie families were all early settlers of Greytown. Below the headstones of Samuel, Francis and Susannah Maxton, Joseph O'Connor, Mary McKenzie and Mary Dunn have been restored and new plaques attached. Grave restoration was co-ordinated by a local descendant of the above families.



7.7.3. Martinborough

There was one burial and one ashes burial in October.

7.8 Swimming Pools

7.8.1. Greytown pool

The 2014/15 season dates have been confirmed as 29 November 2014 to 15 March 2015, a 15-week season as last year. Preparation work is well under way to ensure the pools are ready and bookings from schools and the swimming clubs have already been received. CLM continues as the sub-contractor providing lifeguards and operating the pools. A new handover system is to be implemented between the lifeguards and the swimming clubs/schools to ensure all parties have addressed health and safety issues.

7.9 Campgrounds

7.9.1. Greytown campground

There were no responses to the RFP for the lease of the Greytown campground. A late proposal which looked promising has now been withdrawn. Officers propose to continue running the campground through

the summer season with additional staff being taken on as required and will look to go back to the market early in 2015.

7.10 Events

Numerous planned events have been logged with City Care for this summer, particularly in Martinborough. This system worked well last year ensuring extra toilet cleaning and restocking was booked in where necessary and extra emptying of rubbish bins or extra rubbish bins put in place. The 4-7th December will see hundreds of hot rods descend on Martinborough and surrounding towns for 'Cruise Martinborough', and there are of course the annual events, Toast Martinborough, Christmas parades and Martinborough Fairs.

7.11 Libraries

7.11.1. Featherston

Featherston Library is currently enjoying very good attendance at their Book Bugs pre-school programme. Next week's guests will include some spring lambs. The last school holiday competition, to design a Dr Seuss-inspired letterbox, went very well. They are now preparing for the summer reading programme. Staff are busy dealing with rates payments at the moment.

7.11.2. Greytown

Greytown Library held the Maths is Fun programme over the school holidays. This culminated in a marathon K'NEX bridge-building effort across the library floor, and a great prize-giving. Like Featherston, Greytown is dealing with rates payments, and staff is gearing up for the summer reading programme.

7.11.3. Martinborough

Martinborough Library held a Facebook "book-face" competition in October. Pictures are on the library Facebook page (worth a look!!). Two winners were chosen out of eight entries. The Te Reo Maori and bilingual Books Babies sessions are under way. The picture shows the Te Reo session on 5 November. Staff enthusiastically participated in Talk Like A Pirate Day in full costume, and also created astonishing hats for Melbourne Cup Day. Martinborough Library will also be running the summer reading programme this year.

8. Civil Defence and Emergency Management

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

8.1 Key Performance Indicators

CIVIL DEFENCE AND EMERGENCY MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULTS	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents are prepared for an emergency	65%		NRB Survey 2013
Regional Civil Defence Emergency Plan developed and implemented	Implemented		

9. Libraries

9.1 *Statistics all Libraries*

See Appendix 3 for statistics. Library managers have agreed to stop reporting monthly issues by individual south Wairarapa library and instead report on total South Wairarapa issues and total Wairarapa Library Service issues. Reporting by individual library created the impression that the three libraries were competing with each other for highest monthly issues. The inclusion of a figure for WLS issues as a whole gives a guide as to whether monthly issues in South Wairarapa are following a wider trend.

10. Appendices

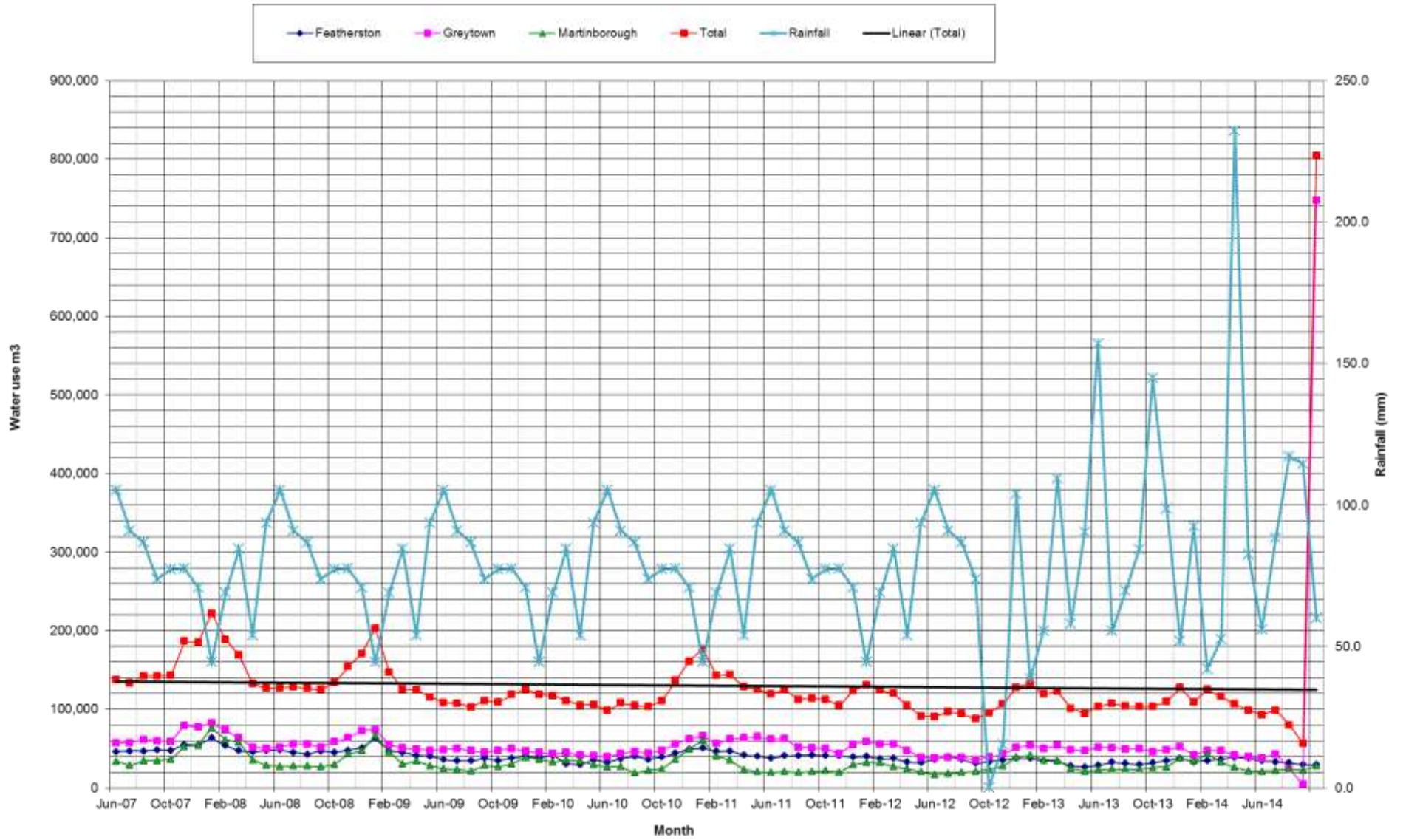
Appendix 1 - Monthly Water usage

Appendix 2 – Waste exported to Bonny Glen

Appendix 3 – Library Statistics

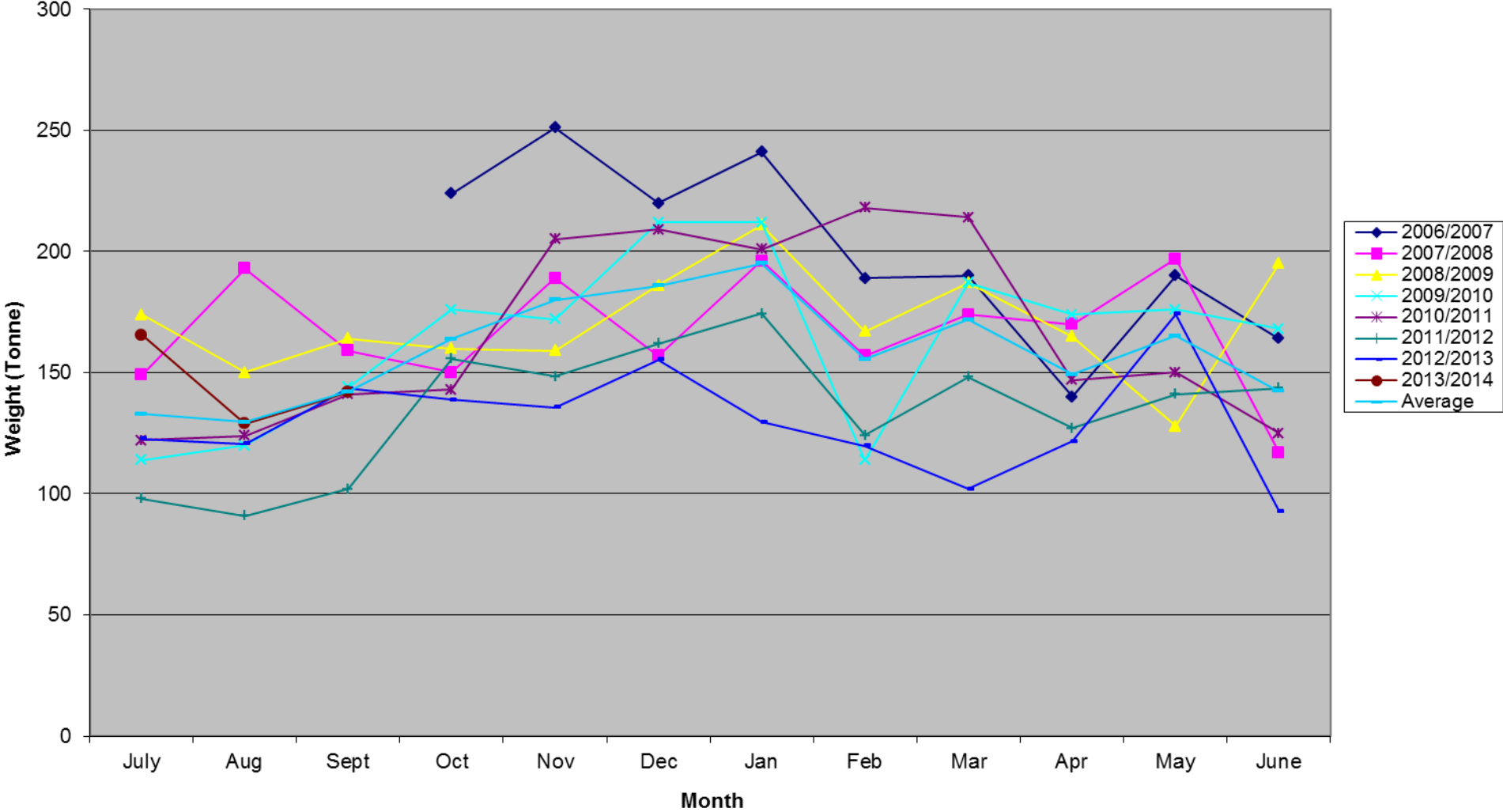
Appendix 1 – Monthly Water Usage

Water use South Wairarapa District Council



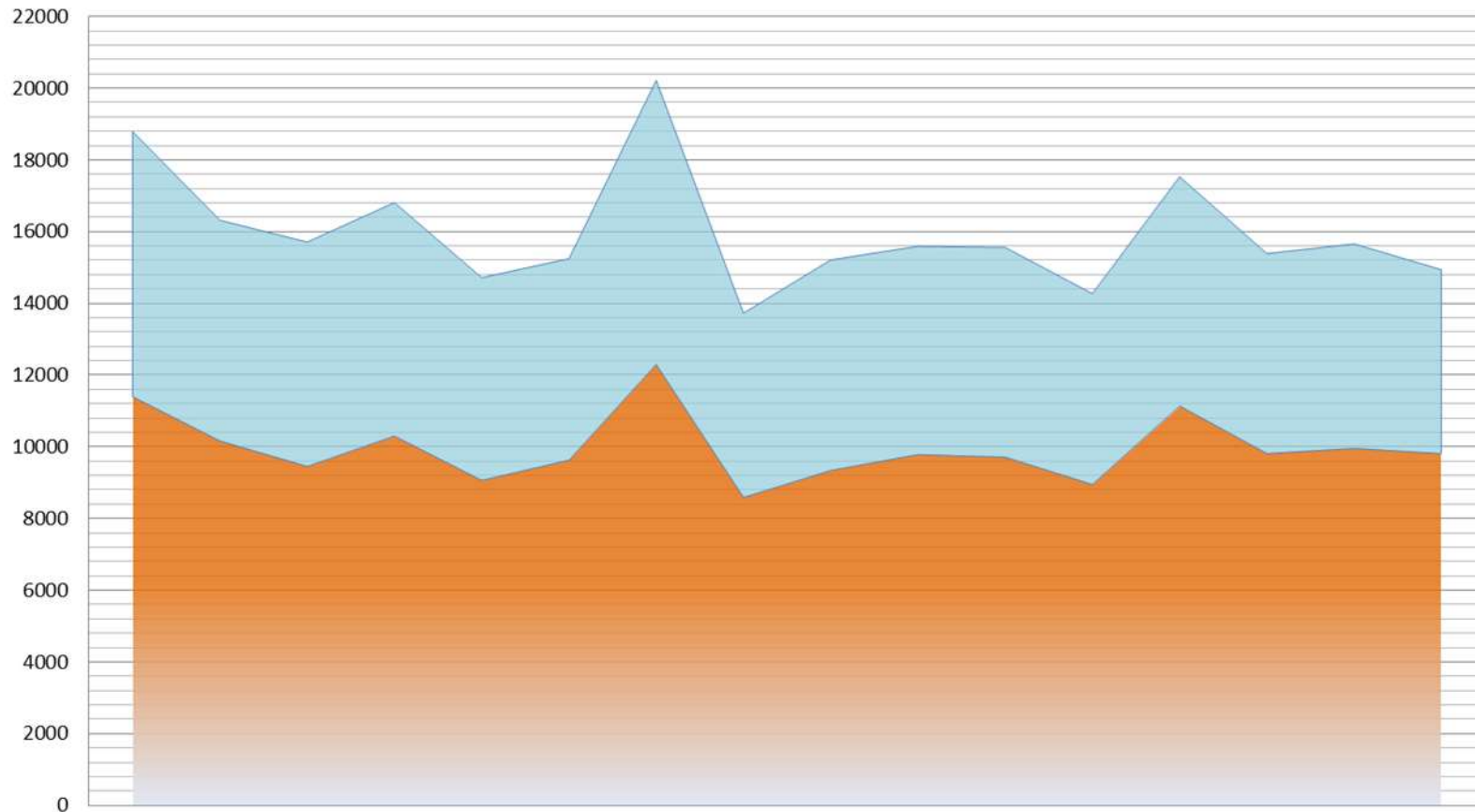
Appendix 2 – Waste Exported to Bonny Glen

Waste transported from Martinborough transfer station to Bonny Glen by year



Appendix 3 – Library Statistics

Wairarapa Library Service - monthly issues



	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14
Carterton	7394	6157	6259	6509	5654	5620	7924	5139	5870	5808	5851	5324	6390	5577	5708	5128
South Wairarapa	11394	10160	9450	10301	9063	9626	12295	8586	9340	9783	9708	8948	11140	9811	9951	9810

FEATHERSTON COMMUNITY BOARD

9 DECEMBER 2014

AGENDA ITEM 6.2

SPONSORSHIP OF 10 TRIP SWIM CONCESSION PASSES

Purpose of Report

To seek sponsorship of swim tickets and free family fun day at Featherston pool.

Recommendations

Officers recommend that the Community Board:

1. *Receive the information.*
2. *Approve sponsorship of 30 ten-swim concession tickets.*
3. *Approve sponsorship of a free family swim day on Wellington Anniversary Day (19 January 2015).*

1. Executive Summary

Last year Featherston Community Board (FCB) agreed to sponsor 30 ten-swim concession tickets. The proposal to provide free concession tickets came to the Community Board as a request for financial assistance from the South Wairarapa Graffiti Working Party. The intention was to get more children into the supervised environment of the swimming pool in the hope of reducing some of the graffiti and vandalism in the town.

The free family swim day was intended purely as a celebration of Wellington Anniversary day.

The Graffiti Working Party request FCB to sponsor the same initiative for the 2014/15 swim season.

2. Background

Twenty of the ten-swim tickets were passed to social service agencies for distribution to needy families. Ten tickets were issued to the Safer Community Council, and ten to Child, Youth and Family. Ten tickets were issued to Lee Carter on behalf of FCB. The free family swim day held on the 20th January 2014 was advertised with posters around the town, at the pool, and on the SWDC and Featherston Facebook pages.

The success or otherwise of the free 10-swim concession tickets cannot be quantified for privacy reasons. However, Featherston Community Board chair Lee Carter reported that CYF staff picked up the tickets the same day they were advised of their availability, and went directly to Featherston to give them out to their clients. CYF staff commented that these would be greatly received at this time of the year. They thought the idea was extra special and very kind giving at Christmas/school holidays. No feedback was received from the remaining 20 tickets.

Based on comparing attendance numbers from the 2014 Wellington anniversary day with the free swim initiative to the 2013 Wellington anniversary day without them, the free family swim day appears to have been successful in bringing a greater number of swimmers to the pool.

3. Discussion

When graffiti statistics are compared from the 2012/13 summer holidays and the 2013/14 holidays, we can see that graffiti was noticeably down. There is a possibility that swim tickets had contributed to this by keeping the kids busy at the pools.

Graffiti Statistics Comparison

	Dec-12	Dec-13	Jan-13	Jan-14	Feb-13	Feb-14
Featherston	17	12	102	9	9	3
Greytown	9	0	0	0	0	1
Martinborough	5	0	0	24	14	0
Total	31	12	102	33	23	4

Officers started recording vandalism statistics in October 2013, so cannot accurately compare the two seasons, but even with these vandalism numbers added to the 13/14 graffiti stats above, records are still down on the 2012/13 season.

	Dec-13	Jan-14	Feb-14
Featherston	2	8	10
Greytown	0	2	0
Martinborough	1	3	0
Total	3	13	10

3.1 Financial Considerations

The total charge to FCB for last season was:

Featherston Pool free swim day (20 January 2014)

25 adult swimmers, 43 child swimmers

25 x \$3 = \$75.00 adult

43 x \$2 = \$86.00 child

Total charge = \$161.00

10 trip concession swimming tickets

30 x 10 trip concession swimming passes

30 x \$10 = \$300

Total charged: \$461.00

Officers estimate similar costs this season.

4. Conclusion

SWDC officers on behalf of the South Wairarapa Graffiti Working Party request the same sponsorship be made this year in the form of 30 x ten-swim concession tickets and a free family swim day on Wellington anniversary day. This a positive contribution to the community which was well-received last year and will be again this year.

Contact Officer: Helen McNaught, Amenities Manager
Reviewed By: Mark Allingham, Infrastructure Services

FEATHERSTON COMMUNITY BOARD

9 DECEMBER 2014

AGENDA ITEM 6.3

FEATHERSTON YOUTH GROUP STREET ART

Purpose of Report

To inform Community Board Members of the street art created by members of the Featherston Youth Group for Featherston and to recommend a location for displaying it in the town.

Recommendations

Officers recommend that the Community Board:

1. *Receives the information; and*
2. *Approves the placement of the art panels at the Featherston Skate Park.*

1. Executive Summary

Members of the Featherston Youth Group participated in a street art workshop at the Community Centre on 12 November. They have produced two pieces of street art which they are eager to see displayed in the town. Officers propose the Fox Street frontage of the Skate Park as a suitable location. Featherston Community Board has the delegated authority to make this decision if members regard this kind of display as suitable under the Clifford Square Management Plan.

2. Background

The street art workshop was initiated by Paul Adamson, Alternative Education Co-ordinator for South Wairarapa. His vision was for Featherston youth to attend a workshop to learn the skills and to create art for the town. It was attended by youth from the Carterton and Featherston youth programmes. The workshop was delivered by Bryan 'Juse One' Visala, who had previously delivered a similar successful workshop in Carterton.

The youth selected key words which held strong meaning for them to illustrate on two large panels – "respect" and "mana". The panels also include other messages of support and encouragement for youth, such as "be the change", "make good choices" and "kia kaha – live life".



The youth group members are donating their completed art to Featherston, and are eager to see the panels displayed in a suitable location. Council officers working with the Graffiti Working Party undertook to find a suitable location.

Council motion DC2010/54 delegates to Community Boards "all matters relating to urban reserves, urban amenities and town main streets that meet current Council policy or management plans, fall within the Annual Plan budget and the LTCCP".

3. Discussion

3.1 Proposed location

The proposed location for the panels is the Fox Street frontage of the Featherston Skate Park. This location is a natural gathering place for youth. The installation of authorised street art at this location may help to reduce some of the unauthorised tagging in the area, by showing that the town supports the youth group. It is also directly opposite the village green, where there are now regular Ki-O-Rahi games organised for youth during the week.

The Skate Park is in the "Central Triangle Area" of the Clifford Square Reserve. The Management Plan does not provide for art works (other than the Windgrass sculpture), nor does this art fall within the ambit of the interpretive signage envisaged by the Plan. However, the art work is a natural complement to the Skate Park area, and Featherston Community Board could choose to define it as an element of the Skate Park, and approve its placement accordingly. This does not need to be a permanent

location, and could be revisited during the development of the final plans for the Town Square. The proposed location is indicated in the image below.



3.2 Proposed installation of the panels

Officers propose that the panels be installed in a timber frame, with one panel facing across Fox Street and the other on the reverse facing the Skate Park. The panels would be graffiti-coated before being erected. The Featherston Menz Shed will be invited to build the frame and carry out the installation, with SWDC providing the materials if sponsorship for them cannot be found.

3.3 Unveiling of panels

The Featherston Youth Group coordinator advises that an unveiling ceremony with the participation of the Mayor would be appropriate to celebrate the efforts of the Featherston youth participants. A further funding request may result from this.

4. Conclusion

Featherston youth have created the street art panels for the town. Choosing to display the panels in one of the town's reserves recognises a legitimate way for youth to contribute to the town, and shows support for the Featherston Youth Group. The Skate Park is the appropriate location for the placement of the panels as it is one of the main youth gathering areas in Featherston.

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Infrastructure Services

FEATHERSTON COMMUNITY BOARD

9 DECEMBER 2014

AGENDA ITEM 7.2

2014 – 2016 FEATHERSTON STRATEGIC PLAN

Purpose of Report

For the Featherston Community Board to agree to adopt the newly developed 2014 – 2016 Featherston Community Board Strategic Plan.

Recommendations

It is recommended that the Featherston Community Board:

1. *Receive the information; and*
2. *Adopt the Featherston Community Board Strategic Plan for the period 2014 – 2016.*

Executive Summary

The Featherston Community Board felt there was a need to develop a Strategic Plan from 2014 – 2016 which states the Board's vision and outlines key priorities during this time frame. This plan is designed to reflect on how the Board goes about its business, supports, and connects with the Featherston Community.

This Strategic Plan is now ready to be formally adopted.



Featherston Community Board

2014-2016 Strategic Plan

Prepared By:
Featherston Community Board

Featherston Community Board Strategic Plan 2014-2016

On 5 November 2013 a new Featherston Community Board was formed. Our specific and agreed intent is to establish a three year vision over which we will reflect on how we go about our business, support, and connect with the Featherston Community. This strategic plan is a new approach that will enable us to establish a more connected and effective role with the Featherston Community.

Board Members

Lee Carter (Chair)

Address: 34 Lyon Street, Featherston
Email: jadetui@xtra.co.nz
Phone: (06) 308 9843
Phone: (027) 248 1364

Peter Jackson (Deputy Chair)

Address: 62 Brandon Street, Featherston
Email: h50906@gmail.com
Phone: (06) 308 8880
Mobile: (022) 529 6600

Katie Beattie

Address: 34 Wakefield Street, Featherston
Email: katiebeattie13@gmail.com
Phone: (06) 308 6572
Mobile: (027) 314 4887

Garry Thomas

Address: 1 Johnston Street, Featherston
Email: aandgelectrics@xtra.co.nz
Phone: (06) 308 9487
Mobile: (027) 450 0660

Councillor Dean Davies

Address: 69 Underhill Road, Featherston
Email: dean.davies@swdc.govt.nz
Phone: (06) 308 8469
Mobile: (027) 636 4339

Councillor Solitaire Robertson

Address: 24 Renall Street, Featherston
Email: solitaire.robertson@swdc.govt.nz
Phone: (06) 308 9378
Mobile: (021) 0228 7955

Role of a Community Board

Community boards were created by the local government reforms in 1989. They carry out functions and exercise those powers delegated to them by their councils.

The purpose of a community board is to:

- To represent and act as an advocate for the interests of the community.
- To consider and report on any matter referred to it by their council, and any issues of interest to the community board.
- To make an annual submission to their council on expenditure.
- To maintain an overview of services provided by their council within the community.
- To communicate with community organisations and special interest groups and undertake any other responsibilities delegated by Council.
- To undertake tasks, powers and functions as may be delegated by Council in accordance with their delegated functions from time to time.

Delegated Responsibilities

South Wairarapa community boards have some responsibilities relating to urban reserves, urban amenities, and town man streets. To fill these responsibilities, Community Boards can work with Council Officers and community groups to ensure the appropriate process is followed for approval of projects that fall within those delegations. Having a clear process will help clarify where responsibility for decision-making sits and help reduce delays.

Refer to [Terms of Reference](#) **(insert as a link)**

Attending our Meetings and Getting Involved

The Featherston Community Board meets every six weeks at the Kiwi Hall. Meetings are held on a Tuesday night at 7pm. 30 minutes is set aside for public participation at the start of each meeting. Each member of the public can speak for up to five minutes which can be extended at the discretion of the chair. In general, you can talk about any item on the agenda, but you must notify the committee secretary not less than two days prior to the meeting.

For further information refer: [Public Participation at a Meeting](#).

Funding Applications

The public can apply for grants through the Featherston Community Board by completing the [financial assistance form](#).

More about the Featherston Community Board and our activities can be found through the following links: www.swdc.govt.nz/meetings or www.swdc.govt.nz/FCB.

Our Vision

- To support our community.
- To be resilient and engaged.
- To promote and preserve our history and special places.
- To encourage economic growth.
- To be a safe and joyful community.

Our Role in Promoting Our Vision

To support, advocate, and facilitate ideas and initiatives on behalf of the citizens of Featherston, our community groups and our businesses.

Key Focus Areas

The following are the 5 key areas that the Featherston Community Board are committed to focus on are:

1. Engagement with our Community

Be engaged and involved with our community; be proactive in helping improve aspects of our town. Our key priorities are to:

- Share information and act as an interface between Council and the people in the Featherston region.
- Promote the role of the Community Board and the relevance to our community.
- Actively engage with community.
- Actively communicate with the community.
- Promote Council process of submissions; annual plan and other. Encourage people to become actively involved to understand the importance that a submission has to our town and district.

2. A Safer, Resilient and Proud Community

To ensure Featherston is safe and appealing for those living and visiting our district. We can achieve this by:

- Engaging with the groups such as Community Patrol and Neighborhood Support.
- Working with local police and civil defense.
- Regular reporting of activity in Featherston.
- Fostering a safe and proud community, increasing a sense of community belonging, raising a positive profile for Featherston.
- Promote and support events and groups in Featherston.
- Promote and support community events and youth.

3. Community Assets & Reserves

To see Featherston's assets and reserves well maintained and utilised by our community and wider district. Promote, preserve, support and engage in our following assets:

- Anzac and Kiwi Hall
- Swimming baths, stadium, sports fields and skate park/ Card Reserve.
- Barr Brown, Otairua Reserve, Dorset Square, Featherston Domain and Clifford Square
- Cross Creek Rail Society
- Featherston Fell Heritage Museum
- Cross Creek Cycle Trail initiative
- Wairarapa Moana
- Promote environmental awareness

4. Embracing our Heritage

To support and promote Featherston's history. Key projects to engage and support are:

- Cross Creek Rail Trail
- Anzac Hall and Kiwi Hall
- Celebrating Anzac Day
- Historic Buildings
- Museums
- Garden of Remembrance

Key Projects to Engage and Support

- Town Square
- Victoria University Landscape Design Project
- 100 year Anniversary WWI celebrations
- Cross Creek cycle initiative and other cycle projects
- Christmas Parade
- Messines Way/Japanese Gardens

Suzanne Clark - Committee Secretary

To: Rebekah Mehrtens and Leo Klafke
Subject: RE: Re:Invent feedback (for the meeting please)

Hi Leo and Rebekah

I certainly will include this in the Community Board correspondence list.

thanks

Suzanne Clark
Committee Secretary

From: Rebekah Mehrtens and Leo Klafke [mailto:rimutakashuttles@gmail.com]
Sent: Monday, 24 November 2014 8:43 p.m.
To: Suzanne Clark - Committee Secretary
Subject: Re:Invent feedback (for the meeting please)

Hello,

We want to say a big thank you and congratulations to the Community Board and council for providing the opportunity to have such a fabulous event in Featherston as Re:Invent.

We attended the opening and closing community parties- they were positive and fun and we really enjoyed them.

The exhibition itself was well set out and very busy when we visited.

We would like to say a special thanks to Katie Beattie for all her hard work and for making the exhibition such a success. She put so much time and effort into this and was a fantastic interface between the students, lecturers and our community. Bravo! Keep up your great work!

Thanks again,

Leo Klafke and Rebekah Mehrtens

Suzanne Clark - Committee Secretary

From: Ian & Betsy Grigor <thegrigorbunch@paradise.net.nz>
Sent: Tuesday, 25 November 2014 8:52 p.m.
To: Suzanne Clark - Committee Secretary
Subject: Re:INVENT Exhibition feedback

Good evening,

My wife & I (Betsy & Ian) would like to take this opportunity to thank & commend the South Wairarapa District Council and the members of the Featherston Community Board for their work in putting on the Re:INVENT exhibition. We not only attended the initial launch when the students from Victoria University came and met with the residents of Featherston but we also attended the opening of the exhibition showing the completed works. It was great to see the number of residents who turned up to these gatherings, the exchanging of ideas, the renewing of friendships and the support for the betterment of Featherston. The level of support and involvement was great to see. This community needs more of these social gatherings and I am sure with the marvellous Community Board that we have at present this will happen.

Since the start of this event there has been a real increase in the positivity around Featherston, people are commenting about what they saw at the Exhibition, the ideas they would like to see furthered and those that they don't. It is going to be great to see the Community Board in conjunction with the Council and the wider community take some of these ideas and put them into fruition.

Betsy and I are looking forward to being part of this stage of Featherston's growth.

Regards
Ian & Betsy Grigor
7 Waite Street
Featherston.

Suzanne Clark - Committee Secretary

From: Lucy Cooper <lucy_e_cooper2003@yahoo.co.uk>
Sent: Tuesday, 25 November 2014 4:19 p.m.
To: Suzanne Clark - Committee Secretary
Subject: Re:Invent Featherston Exhibition

Hi Suzanne

I wonder if you could pass on my thanks and appreciation to the Featherston Community Board and Council for getting behind and helping to make happen the Re:Invent Featherston project and exhibition. The whole project has given many in the community a real focus and sense of possibility and purpose. The community nights at the beginning and close of the project were a lot of fun, and a great opportunity for the community to get together and celebrate what makes our town a really great, vibrant place to live, work and play. My especial thanks to Katie Beattie - she works tirelessly for Featherston, and particularly on this project, and her energy and drive is a tremendous asset to our community.

Thanks again,

Lucy

Lucy Cooper
Southern Area Coordinator, Arrow FM
Tel: 021 081 65617

Arrow FM, the Wairarapa's Community Access Radio Station. Listen on 92.7FM, or click '[listen live](#)'. Check out our new [website](#) and [podcast](#) facility - it's awesome!

Like us on Facebook, and follow us on Twitter!

Suzanne Clark - Committee Secretary

From: reanne tawharu <redtawharu@hotmail.com>
Sent: Wednesday, 26 November 2014 12:10 a.m.
To: Suzanne Clark - Committee Secretary
Subject: Thank you for your support

Hi Suzanne,

I would like to say a big thank you to our Featherston Community Board for accepting our application for funding and supporting our youth program. We have since ordered our Ki O Rahi set with the extended help from the Mathews family, Dr Dias and his family and Janice Chapman, a local business owner.

I am very pleased to say that our Monday night sessions of Ki O Rahi have been a huge success in engaging our local youth. We have two sessions running now. One for our under 12's and another for our 12-24 year old's. Both groups are gaining great momentum with us having around 40 kids attending on a beautiful Featherston day. We have been lucky enough to have enjoyed a few of those. But even in the rain our kids are still keen to get out there!

We recently competed in a Ki O Rahi tournament at the Youth Expo held in Carterton a couple of weekends ago. It was a great experience for our young people to get involved in the greater Wairarapa community and represent their town, which they were all very proud to do. We came fourth in the competition, which was a huge achievement considering we have not been playing for long.

We also enjoyed a great game with Te Aotea College this past Monday, with them dropping in for a impromptu game on their way back home from a Ki O rahi tournament, held at Chanel college.

We are looking forward to future competition against our neighboring Southern Wairarapa youth groups.

I would also really like to extend this thank you to Katie Beattie a member of our community board for the support that she has given us from the beginning. Thank you Katie for always following through and helping us where you can. It has been invaluable to our success so far.

As a community member and local business owner, I would also like to mention and congratulate our Council, Community Board and Katie Beattie for their amazing efforts on the Re:Invent project. It was a fantastically organised community event that I believed helped to restore our communities faith, by giving us another opportunity to be heard.

Katie, thank you again for including our youth group on the opening evening. It was a truly an amazing sight to see our young people not only get involved, but want to be there to support their town.

Suzanne, can you please include this letter at the meeting on Thursday night.

Kind Regards

Reanne Tawharu

Wellington, 26 November 2014

Subject: Acknowledgment letter to the Featherston Community Board and South Wairarapa District Council

Dear Adrienne Staples, Mayor of South Wairarapa
Dear members of the Featherston Community Board
Dear Murray and Katie,

Thank you very much for the very fruitful collaboration and friendship shown on the last four months in supporting our Landscape Architecture students.

Your commitment, excitement, and care for Featherston is just beyond imaginable. We had the most amazing trimester with a very productive project and amazing design solutions for Featherston and the South Wairarapa region and that thanks to you all. Your very heartfelt and warm welcome as well as the strong community spirit were very touching to us.

We are very happy and proud with the way this collaboration unfold and especially with the design outcomes achieved by the students. We hope that in the future the council and the community board will look at the proposals and assess their viability for implementation.

On behalf of the landscape architecture students and VUW School of Architecture, thank you once again for the time you have taken to contribute to the education of the next generation of landscape architects.

Sincerely yours,



Bruno Marques
Lecturer in Landscape Architecture

Carles Almoyna
Teaching Fellow in Landscape Architecture



Selena Shaw
School Manager - Architecture

Suzanne Clark - Committee Secretary

From: Deja Vu Greytown <dejavu.greytown@xtra.co.nz>
Sent: Thursday, 27 November 2014 7:39 a.m.
To: Suzanne Clark - Committee Secretary
Cc: jennie.marks@vodafone.co.nz; Bruno.Marques@vuw.ac.nz; Katie Beattie
Subject: Re-Invent Featherston

Attention: Featherston Community Board

I would like to congratulate all involved in the Re-Invent Featherston project. In my opinion, it was a superb effort and the following should be commended for their contribution:

- Jennie Marks for her vision
- Bruno Marques, his team, the students and Victoria University for taking on the project
- Katie Beattie for her drive
- The Community Board for embracing the project
- The SWDC for supporting it

I was very impressed with the quality of the final plans and its innovative approach. I realise it may not be possible to implement all those ideas but I would be disappointed if we lost momentum and missed the opportunity to take a closer look at them and have an in depth community discussion about it.

I believe there are members of this community who are dedicated to our town, willing to engage in any community drive and have connections that may enable us to make some of those suggestions a reality.

We should draw lessons from the initiative shown by the Featherston Camp Memorial Trust and I expect the Community Board will provide its full support to any community driven initiative.

Kind Regards,

Angie Smith
Featherston Resident
06 308 6646
angiesmith@paradise.net.nz

South Wairarapa District Council
PO Box 6
Martinborough 5741

November 25, 2014

Dear Members of the Featherston Community Board,

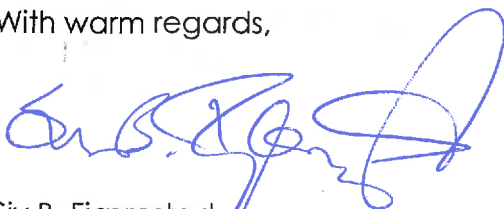
On behalf of the Featherston Community Centre Charitable Trust I would like to thank the Featherston Community Board for your grant of \$575 (gst incl) to assist with the purchase of six new trestle tables at the Centre.

Please find enclosed an official receipt from the Featherston Community Centre. The funding from the Featherston Community Board will be acknowledged in the Featherston Phoenix, the Centre's website/facebook. The funding will be noted in our next annual accounts and annual report.

Your grant is very much appreciated and has played a big part in enabling us to continue to provide a more user friendly, safe and generally higher standard of facility to our community.

We would welcome any of your members to come and see the improvements we have made, and how the upgrade will help us deliver a better service to our community.

With warm regards,



Siv B. Fjærestad
Centre Manager
Featherston Community Centre
14 Wakefield Street
Featherston 5710
P: 06 308 8239
E: fsn.comcen@xtra.co.nz
w: featherstoncommunity.org.nz

Featherston Community Centre

Tel: 063088239

Fax: 063088541

Email: fsn.comcen@xtra.co.nz

Tax Receipt

GST No. 63-864-757

Date: 25 November 2014

Payment received from:

South Wairarapa District Council
PO Box 6
Martinborough 5741

Re : Featherston Community Board grant at 28 October 2014:

Project purpose: contribution of \$500 gst excl. towards six new trestle tables at the Centre.
Date received: 20 November 2014.

TOTAL GRANT RECEIVED: \$575.00

Includes GST of \$75.00

Thanking you for your support

Featherston Community Centre
14 Wakefield Street
Featherston 5710

3 November 2014

Mike van Woerkom
19 Bell Street
Featherston 5710

Dear Mike

FINANCIAL ASSISTANCE CRITERIA

Thank you for taking the time to prepare questions regarding the financial assistance criteria and then presenting those questions to the Featherston Community Board on the 28 October 2014.

As communicated to you at the meeting, the Community Board had discussed the possibility of altering the financial assistance criteria and had elected not to alter the criteria as it currently stands at this time. Following your presentation, the Board did commit to having a further discussion on the financial assistance criteria. The Board also committed to explaining and communicating the financial assistance process to the community.

Yours sincerely



Suzanne Clark
Committee Secretary
Suzanne.clark@swdc.govt.nz

South Wairarapa District Council



FEATHERSTON COMMUNITY BOARD APPLICATION FOR FINANCIAL ASSISTANCE

CRITERIA:

FEATHERSTON

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

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

GENERAL DETAILS:

Name of organisation/individual: _____

Postal Address: _____

Street Address: _____

Purpose of Main Activity of Organisation: _____

PROJECT DETAILS:

Please provide a full description of your project:

FINANCIAL DETAILS:

(All figures shown are to be exclusive of GST)

Cost of project

\$
=====

Breakdown of above figure

.....

.....

.....

Other funding or grants received or being sought:
Names of funders

.....

.....

.....

\$
=====

Amount of grant sought

\$
=====

Registered for GST? YES / NO

If you answered yes to the above question you will be asked for a tax invoice showing your GST number before the grant is paid.

PERSONAL CONTACT DETAILS

Contact names of **two people** in your organisation to assist with further information if required.

One of these contacts **must** be the person who filled in the application form. Please note that consent must be obtained from the other person to provide these details as per the Privacy Act 1993.

First contact person:

Address

Phone (day)

Email

Second contact person

Address:

Phone (day)

Email

DECLARATION

I hereby declare that the information supplied here on behalf of my organisation is correct.

Name: _____ Signature: _____

Position in Organisation: _____

Date: _____

CONSENT UNDER PRIVACY ACT 1993

I, _____ (name) consent to the South Wairarapa District Council collecting the personal details provided above, retaining and using these details and I undertake that I have obtained the consent of the other contact person to provide these details. I acknowledge any right to have access to this information. This consent is given in accordance with the Privacy Act 1993.

Date: _____ Signature: _____

Please return application to:

**COMMITTEE SECRETARY
SOUTH WAIRARAPA DISTRICT COUNCIL
P.O. BOX 6, MARTINBOROUGH 5741
PHONE 306-9611**

CHECKLIST

- | | |
|--|--------------------------|
| Have you advised us the names of two contact people? | <input type="checkbox"/> |
| Have you answered all relevant questions? | <input type="checkbox"/> |
| Have you supplied all information required? | <input type="checkbox"/> |
| Have you attached your latest financial statements? | <input type="checkbox"/> |