



FEATHERSTON COMMUNITY BOARD

Agenda
9 October 2018

Notice of a meeting to be held in Kiwi Hall, 62 Bell Street, Featherston on Tuesday 9 October 2018 commencing at 7.00pm.

MEMBERSHIP OF THE COMMUNITY BOARD

Robyn Ramsden (Chair), Mark Shepherd (Deputy Chair), Claire Bleakley, Brenda West, Cr Colin Olds and Cr Ross Vickery.

PUBLIC BUSINESS

1. APOLOGIES:

2. CONFLICTS OF INTEREST:

3. PUBLIC PARTICIPATION:

- | | | |
|-----|--|--------|
| 3.1 | Cr Lee Carter, addressing past requests for improvement to Featherston footpaths relating to wheelchair access | 7:05pm |
| 3.2 | Mary Byrne, speaking on Council's use of glyphosate based herbicides | 7:10pm |
| 3.3 | David Famularo, speaking on the threat of flooding to a large number of properties at the northwest corner of Featherston | 7:15pm |
| 3.4 | Garrick Emms, speaking on the Featherston Wastewater proposal and further delays in hearing submissions. | 7:20pm |

4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

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

5. COMMUNITY BOARD MINUTES:

- | | | |
|-----|---|-----------|
| 5.1 | Minutes for Approval: Featherston Community Board Minutes of 28 August 2018 | Pages 1-4 |
|-----|---|-----------|

Proposed Resolution: That the minutes of the Featherston Community Board meeting held on 28 August 2018 be confirmed as a true and correct record.

6.	CHIEF EXECUTIVE AND STAFF REPORTS:	
6.1	Officers' Report to Community Boards	Pages 5-44
6.2	Action Items Report	Pages 45-50
6.3	Income and Expenditure Report	Pages 51-56
6.4	Referral of Long Term Plan Submissions	Pages 57-61
6.5	Financial Assistance Accountability Report	Pages 62-85
6.6	Applications for Financial Assistance	Pages 86-87
6.7	Diversion of traffic through Featherston (to be tabled)	
7.	NOTICES OF MOTION:	
7.1	None advised	
8.	CHAIRPERSON'S REPORT:	
8.1	Chairperson's Report	Pages 88-95
9.	MEMBER REPORTS (INFORMATION):	
9.1	Featherston Christmas Parade; Claire Bleakley	Pages 96-97
9.2	Poppy Places; Claire Bleakley	Pages 98-99
9.3	Glyphosate Use; Claire Bleakley	Pages 100-101
9.4	Waihinga Centre; Claire Bleakley	Pages 102
10.	CORRESPONDENCE	
	<i>Proposed Resolution: That the inwards correspondence be received.</i>	
10.1	Inwards	
	From Emily Greenburg, to Featherston Community Board, dated 7 September 2018	Pages 103-104
	From Victim Support, to Featherston Community Board, dated 13 September 2018	Pages 105-109
	From Brookside Developments, to Featherston Community Board	Pages 110-111

Featherston Community Board

Minutes – 28 August 2018

- Present:** Robyn Ramsden (Chair), Claire Bleakley, Mark Shepherd (Deputy Chair), Brenda West, Cr Colin Olds and Cr Ross Vickery.
- In Attendance:** Mark Allingham (Group Manager Infrastructure and Services) from 7:05pm 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 9:00pm.
- Also in Attendance:** Katherine MacGregor, Karen Mikaera, Riki Hiemer (Pae tu Mokai o Tauira).

PUBLIC BUSINESS

1. APOLOGIES

FCB RESOLVED (FCB 2018/69) to receive apologies from Mayor Viv Napier.

(Moved Ramsden/Seconded Bleakley)

Carried

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. PUBLIC PARTICIPATION

3.1 Pae tu Mokai o Tauira

Ms MacGregor opened with a proverb in Te Reo and the group followed with a waiata and an introduction. The Community Board were requested to support the Pae tu Mokai o Tauira application for financial assistance.

4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Pae tu Mokai o Tauira

Deferred to agenda item 6.4.

5. COMMUNITY BOARD MINUTES

5.1 Featherston Community Board Minutes – 17 July 2018

FCB RESOLVED (FCB 2018/70) that the minutes of the Featherston Community Board meeting held on 17 July 2018 be confirmed as a true and correct record.

(Moved Ramsden/Seconded Shepherd)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Officers Report to Community Boards

Members discuss the governance and advocacy levels of service figures and the recent Featherston wastewater meeting with neighbouring property owners. Mrs Bleakley requested reports from meetings with Wellington Water where outcomes would affect Featherston ratepayers. If the meetings were confidential, the information was still requested with confidential figures and names redacted.

FCB RESOLVED (FCB 2018/71):

1. To receive the Officers' Report.
(*Moved Ramsden/Seconded West*) Carried
2. Action 582: Advise Claire Bleakley how much money has been fund raised by the community for the Waihinga Centre and how much the Council is funding; J Mitchell

6.2 Action Items Report

Members discussed the action items and updates.

FCB RESOLVED (FCB 2018/72) to receive the Action Items Report.

(*Moved Cr Olds/Seconded Shepherd*) Carried

6.3 Income and Expenditure Report

FCB RESOLVED (FCB 2018/73):

1. To receive the Income and Expenditure Report for the 1 July 2017 – 30 June 2018.
2. To receive the Income and Expenditure Report for the period 1 July 2018 – 31 July 2018.
(*Moved Ramsden/Seconded Cr Vickery*) Carried
3. Action 583: Provide instruction on whether the beautification funds can be administered solely by the Featherston Community Board and what the mechanism is for spending the funds; J Mitchell

6.4 Financial Assistance

Members discussed setting up a system of application prioritisation based on benefit for the community.

FCB RESOLVED (FCB 2018/74):

1. Receive the Applications for Financial Assistance Report.
(*Moved Ramsden/Seconded Bleakley*) Carried
2. To grant Pae tu Mokai o Taurira \$500 to help with start-up expenses including logo design and organising a community kapa haka group subject to provision of a society bank account number.
3. To revert the application from Life Education Trust back to them, acknowledge the application and request more information as to specifics of investment in the Featherston community.
(*Moved Cr Olds/Seconded Cr Vickery*) Carried

6.5 SWDC Logo and Branding Working Party
FCB RESOLVED (FCB 2018/75) receive the SWDC Logo and Branding Working Party Report.
(*Moved Ramsden/Seconded Bleakley*) Carried

6.6 Long Term Plan Referrals
Members agreed to review the submissions in a workshop and queried whether it was the Community Boards role to organise community groups.
FCB RESOLVED (FCB 2018/76) receive the Long Term Plan Referrals Report.
(*Moved Ramsden/Seconded Bleakley*) Carried

7. NOTICES OF MOTION

Mrs Bleakley presented her notice of motion as submitted in Community Board papers.

FCB RESOLVED (FCB 2018/77):

1. To receive the information.
(*Moved Bleakley/Seconded Cr Olds*) Carried
2. To recommend that Council commission a study of what, if any, risks to the community and what alternatives there are to glyphosate based herbicides.
(*Moved Bleakley/Seconded West*) Carried

8. CHAIRPERSONS REPORT

8.1 Chairperson's Report

Mrs Ramsden discussed the use of Anzac Hall as a civil defence hub, the grant application from and prioritisation of applications and needed GWRC rail improvements.

FCB RESOLVED (FCB 2018/78):

1. To receive the Chairpersons report.
(*Moved Ramsden/Seconded Bleakley*) Carried
2. Action 584: Correct the FCB workshop minutes of the 14 August 18 to show Claire Bleakley attended; R Ramsden
3. Action 585: Clarify with the Featherston Medical Centre what they want to store at Anzac Hall, how many boxes they wanted to store, for how long storage was required, and why storage was required; R Ramsden
4. Action 586: Clarify with the Featherston Medical Centre what the exact purpose of an emergency water supply at the Anzac Hall would be for and what size tank would cater for those needs; R Ramsden

FCB RESOLVED (FCB 2018/79) to recommend that a generator plug be installed at the Anzac Hall.

(Moved Ramsden/Seconded Shepherd)

Carried

FCB RESOLVED (FCB 2018/80) that Claire Bleakley coordinate the Featherston Christmas Parade 2018 with assistance from the Featherston Community Board as availability allows.

(Moved Cr Olds/Seconded Cr Vickery)

Carried

9. MEMBER REPORTS (INFORMATION)

There were no reports from members.

10. CORRESPONDENCE

10.1 Inwards

From Chris Laidlaw, Greater Wellington Regional Council, to Featherston Community Board, dated 19 July 2018

From Paul Crimp, SWDC, to Featherston Community Board, dated 26 July 2018

10.2 Outwards

To Featherston Medical Centre, from Featherston Community Board, dated 2 August 2018

To Mark King, from Featherston Community Board, dated 2 August 2018

To Nicola Arneson, Greater Wellington Regional Council, from Featherston Community Board, dated 7 August 2018

FCB RESOLVED (FCB 2018/81) to receive the inwards and approve the outwards correspondence.

(Moved Ramsden/Seconded Cr Olds)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

FEATHERSTON COMMUNITY BOARD

9 OCTOBER 2018

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To **update the community boards and Māori Standing Committee** on general activities.

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the Officers' Report.*

CHIEF EXECUTIVE

1. Executive Summary

Work has been progressing on three key fronts that have the potential to impact us for decades to come, in varying ways

We continue to consider freshwater requirements, both urban and rural, for the future. It is apparent from the climate change work, and Whaitua process that availability of water in the future cannot be guaranteed, and this applies to both urban and rural requirements. This discussion goes well beyond primary sector needs, and we need to think and act now to ensure we have a planned path forward to ensure water is available when needed.

The Wairarapa Economic Development Strategy continues to progress well, once adopted this strategy will enable a focussed and considered plan to ensure the best outcomes, not just economically, are achieved for our residents and ratepayers.

Thirdly, we have been participating in a region wide response to the Governments thinking on how best to deliver three waters (wastewater, stormwater, and drinking water). The Government are due to announce the findings of their review next month, and this could signal a significant change to the way these operations are delivered.

2. Governance/Leadership/Advocacy

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

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

2.1 Representation Review

Submissions closed 21 September.

Following receipt, these submissions will be heard on the 24 October.

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. *Society Of Local Government Managers (SOLGM)*

The annual SOLGM Conference was held in Queenstown 9 to 11 September, attended by around 800 local government managers.

The theme of this year's conference was :

" Know your community, serve your community"

There was a good mix of international and local presenters, key topics included three waters; housing and homelessness; Sustainable coastlines; Local Government Infrastructure Funding; The four Wellbeings through an economists lens; **Application of "big data" in a local authority sense.**

There were also inspiring presentations about looking at issues and conflict in communities from different perspectives, and the many and varied reasons why people and organisations come into conflict with each other.

3.1.2. *Mayoral Forum*

One Mayoral forum was held, was held during the reporting period.

Agenda items included Waste Management; Climate change and coastal adaptation; Wellington Regional investment plan (which the Wairarapa plan is a subset of)

3.1.3. *Combined Council*

The latest Combined Council meeting was hosted by Masterton District Council. Agenda items covered YETE; NZTA, Manawatu Gorge; Destination Wairarapa; and Wairarapa Economic Development Strategy

3.1.4. *Wellington Water*

Discussions continue with Wellington water on various matters in relation to the operation, and issues surrounding our three waters network.

Officers have attended workshops to consider options for waters delivery in the region in light of the Governments rhetoric, a submission to the Governments waters working party will result from these workshops.

4. Corporate

4.1 Occupational Health and Safety

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

In particular we are focusing on working with volunteers. This has proven somewhat more complex than first thought. We will have working guidance available in due course.

A health and safety report for August / September is included in Appendix 2.

4.2 Waihinga Centre/Martinborough Town Hall

The project continues, completion has been recalculated following some weather and materials delays as previously advised with a completion date of October. This remains subject to normal construction risks, weather, materials and the like.

Occupancy is now planned for October/November.

Fortnightly construction team meetings continue to be held, ensuring the project is monitored closely. The construction team includes Mayor Napier, Vicky Read (Waihinga Trust / users rep), Max Stevens (Waihinga Trust / user rep), David Borman (SWDC project Manager), Mike Arnopp (Riggs) and I. The pleasing aspect of this group is we are all working toward a common goal, having an excellent facility for the best price.

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

4.3 Rates Arrears (Incl. GST) as at 30 June 2018

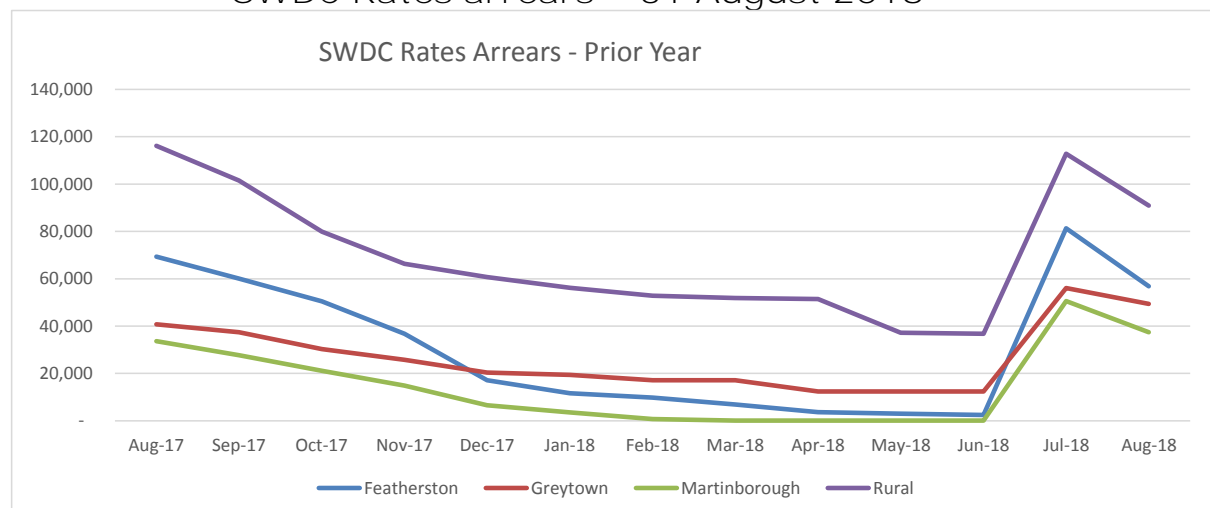
The continued good work on the rates debt front shows in the trends. As previously discussed, these trends are very sensitive and can change, however our consistent approach appears to be paying dividends.

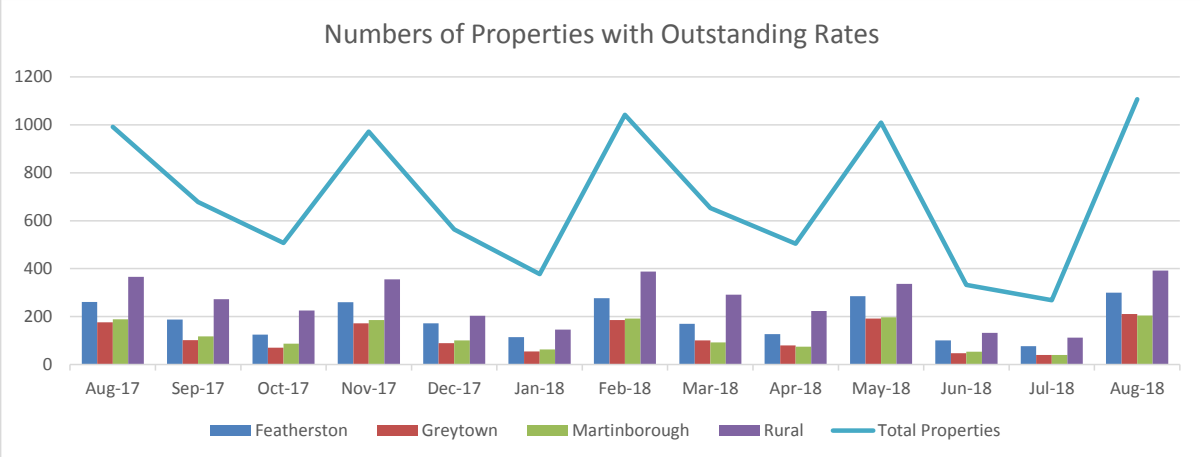
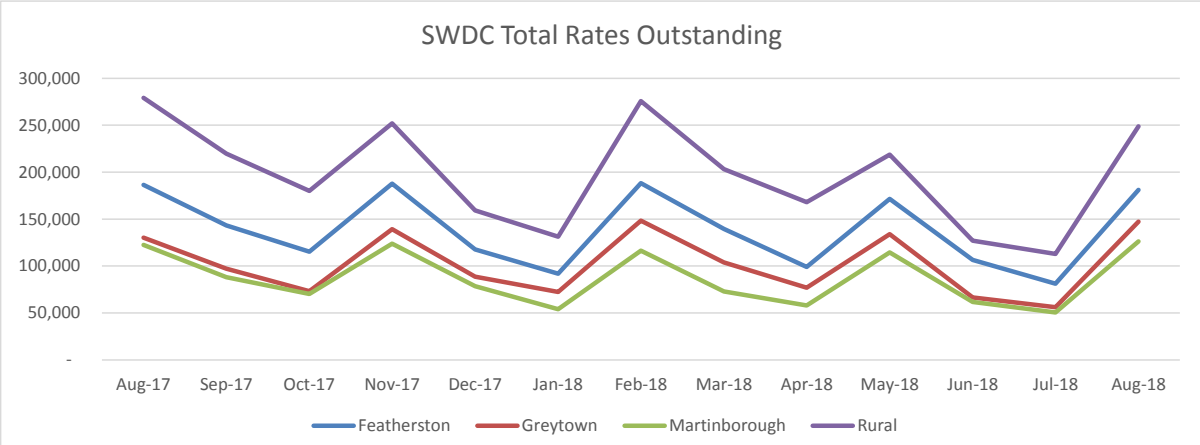
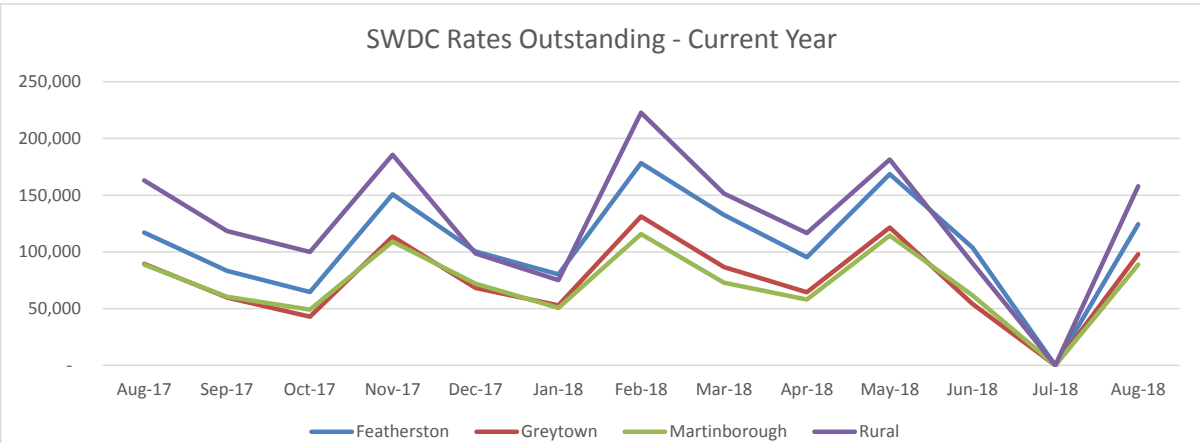
Total rates outstanding are at a slightly lower level to the same period last year.

We have the usual spike at this time of year, however the spike is a bit lower in dollar terms compared to last year.

In terms of number of properties, this is a little higher, but still around the 1,000 mark.

SWDC Rates arrears – 31 August 2018





4.4 LGOIMA Requests

TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
Pensioner Housing	Information supplied.
Domestic and international travel and associated costs for the financial year 2017/18.	Information supplied.
Audit Information	
The Provincial Growth Fund.	
Lists of LGOIMAS and time taken	
Prayers and Karakias at meetings	Information supplied.
Mayor's vehicle and associated costs.	Information supplied.
Staff numbers over years. Dog registration mandate. Staff information.	

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

5. Appendices

Appendix 1 – Waihinga Centre Finances

Appendix 2 – Health and Safety Report

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Waihinga Centre Finances

SWDC
Waihinga Centre
Project forecast - Actuals to August 2018

DRAFT

Per Council decision 18.1.2017

\$ 5,132,010

Made up as follows:	Budget	Invoiced to 31.08.2018	Invoices to come	Forecast spend
Rigg Zschokke Construction Contract	4,223,709	3,079,547	1,124,162	4,203,709
Rigg Zschokke Agreed Variations*		27,387	10,204	37,591
		<u>3,106,934</u>	<u>1,134,366</u>	<u>4,241,300</u>
Insurance		27,442	-	27,442
Professional fees (design team) to Jan-17	509,459			
Adamsons Survey		6,581		
Engeo Geotech		17,160		
Holmes Consulting - Design & Fire		137,425		
HVAC Design		14,175		
Perception Planning		6,918		
Warren and Mahoney - Design		327,200		
		<u>509,459</u>	<u>-</u>	<u>509,459</u>
Other fees to Jan-17 (including SGL, QS)	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	<u>-</u>	<u>268,343</u>
Architect & Engineer construction monitoring	80,000			
Holmes Consulting - Construction Monitoring		47,500		
Warren and Mahoney - Site Monitoring		35,235		
Warren and Mahoney - Variations*		11,578		
		<u>94,312</u>	<u>-</u>	<u>94,312</u>
Development & Design Variations**		111,353	675	112,028
QS Services to completion	50,000			
Venture Consulting		22,500	7,500	
Clendon Burns & Park		13,438		
		<u>35,938</u>	<u>7,500</u>	<u>43,438</u>
Budgeted Core costs	5,132,010			
Plus Contingency	200,000			188,639
Overall budget	\$ 5,332,010	4,153,782	1,142,541	\$ 5,320,649

***Construction Variations to date:**

	Invoiced to 31.08.2018	Invoices to come	Forecast spend
Rigg Zschokke			
Removal of asbestos	7,310		
Insurance obtained directly	(20,000)		
Concrete Foundation to supper room well	6,965		
Replace piles and joists supper room	7,500		
Replace ceiling joists supper room	2,000	500	
Temporary structural support	9,500		
Concrete under existing foundation	1,000		
Supper room framing connection to external wall	500	500	
Extend concrete overlay to areas of demolished chimney	3,500		
Retain brick wall to supper room		(1,500)	
Overlay existing stage floor		5,000	
Remove existing structural steel bracing	3,500	1,500	
Supper room lintel beams		500	
Supper room brick wall connections		1,000	
Toilet to back of house		3,704	
Delete recessed floors to toilets, tiles to floor		(1,000)	
Holmes Construction issue	6,727		
Materials supply savings	(5,000)		
Foundation beam kitchen	3,885		
	<u>27,387</u>	<u>10,204</u>	<u>37,591</u>
Warren and Mahoney			
Alternative cladding product + Addl Toilet	11,578	0	11,578
Additional Insurance	27,442		27,442
**Development & Design Variations:			
SGL	5,500		
Engeo Geotech	13,715		
Holmes Consulting - Design & Fire	8,475		
HVAC Design	7,990	675	
Rawlinsons (Quantity Surveyers)	5,000		
Warren and Mahoney - Design(SWDC excl from original budget)	45,158		
Holmes Consulting - Construction Monitoring	25,515		
	<u>111,353</u>	<u>675</u>	<u>112,028</u>
Net cost/(savings) from Variations:			188,639

Appendix 2 – Health and Safety Report

South Wairarapa District Council Health and Safety Report 11 July 2018 – 7 September 2018

HEALTH AND SAFETY STRATEGY

We continue to progress well on implementing our health and safety strategy and work plan.

RESOURCING

There are no health and safety resourcing issues. Julie Wallace, working 1 day a week.

HEALTH AND SAFETY – DRIVING CONTINUOUS IMPROVEMENT (lead indicators)

Training

SWDC are continuing to review health and safety training needs of new and existing staff.

8 staff recently attended Assertiveness training.

Engaging with our people

Health and Safety at Work Team have recently:

- Looked at how the team can keep health and safety alive through contributing in team meetings and having providing messages to team mates in the health and safety newsletter.
- Discussed content for health and safety notice boards
- Continued review of the hazard register
- Reviewed job safety checks for teams to trial.

Near Miss reports

No near misses reported in the period 11 July 2018 – 7 September 2018.

Wellness

- All staff continue to be offered flu injections.
- All staff offered annual wellness payment of \$200.

Working with our Contractors

1 Contractor audits undertaken (there was no Roding activity requiring auditing this month)	1 Contractor audits met expectations	0 Did not meet expectations	0 Remedial actions taken
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Council continue to implement the contractor management system.

- Council staff continue to evaluate **contractor's** health and safety systems.
- Council staff who engage contractors continue to engage with contractors through pre-start meetings, inductions and safety audits, promoting Councils health and safety expectations.
- No contractor incidents reported.

HEALTH AND SAFETY ACCIDENT & INCIDENT REPORTING (Lag indicators)

1 incident requiring first aid reported during the period 11 July to 7 September 2018.

1 non-injury incident reported during the period 11 July to 7 September 2018.

All accident and near miss reports are referred to the Health and Safety at Work Team and Management, who review and satisfy themselves appropriate actions have been taken and where necessary, appropriate additional controls are put in place.

RISK MANAGEMENT

Work on hazard registers is ongoing, controls are currently being reviewed by the H&S at Work Team, and staff are encouraged to report new hazards through the monthly newsletter and staff meetings.

We will be providing updates on how we are managing our biggest risks. To give you the assurance that we understand our biggest risks, what controls and reduction measures are required, and actions we are taking.

Here is an update on two key risks we are currently focussing on:

Risk	Description of risk	Controls and reduction measures	Actions
Contractors	<p>Contractors undertake a number of high risk activities for Council. We have little control over Contractors staff and work standards while they are working for Council.</p> <p>We rely on them employing staff who are competent and trained, while observing safe work practices.</p>	Contractors working for Council have robust health and safety systems in place, and understand their obligations. Contractors will be fully briefed, responsibilities assigned, and work will be periodically assessed to ensure agreed controls are being managed.	<p>Contractor management system designed.</p> <p>Contractors asked to provide their H&S systems for checking by Council.</p> <p>Once approved, contractors will be asked to sign a contractor agreement.</p> <p>Contractor pre-start briefings and inductions have been developed and provided to appropriate staff.</p> <p>Site safety audit checklists have been developed and provided to appropriate council staff. Staff who manage contractors have been undertaking safety audits and ensuring remedial actions undertaken where required. Contractor safety audit standards added to the audit checklists to assist managers and staff when undertaking a safety audit.</p> <p>When work is commissioned, a risk assessment is done to inform the frequency and type of safety audits.</p> <p>Contractor post contract safety review developed to assist managers with safety conversations with contractors when work is complete.</p>

Risk	Description of risk	Controls and reduction measures	Actions
Lone / remote workers	<p>It is not always possible for staff to work in teams or even in pairs. Often staff are required to work alone and remotely, where in some cases poor cell phone coverage is an additional factor.</p>	<p>All staff who work remotely or alone will be provided with cell phones. They will be required to sign out before they leave, including their intended location and expected time of return. This will be monitored and action taken in line with an emergency response plan if help is summoned or they fail to return by the expected time. They will be required to sign in when they return. They will be provided with a device to summon assistance which do not require cell phone coverage.</p> <p>Consideration to be given to having vehicles fitted with GPS.</p>	<p>Staff who work remotely or alone to have access to cell phones. Sign out/in systems in place and being used.</p> <p>Garmin InReach remote contact device currently being used by Bylaws team. Device meets legislative requirements by providing two way communication in areas out of cellular range. Device also provides GPS functionality, enabling manager to pinpoint location of staff.</p> <p>A second Garmin device has been purchased for use by the remainder of staff who work in lone/remote situations. Device currently being trialled by Roding team. This will be monitored, with additional devices purchased if required.</p> <p>Monitoring process for sign out/in system developed and implemented by Bylaws and Roding teams.</p> <p>Training in the use of the device, monitoring, and emergency procedures rolled out to Managers, Bylaws and Roding team. Emergency Action Plans developed.</p>

INFRASTRUCTURE SERVICES

1. Group Manager highlights

Further work has been undertaken to enable the Council to make a decision **on the future arrangements for the delivery of the Council's roading** activities. This has included further workshops and CE/Mayoral decisions.

Meetings to develop the scope for planning have taken place. Speed limit setting under the new guidelines have also taken place and we hope to start the roll-out in the near future. However, coordination across the councils will be required to do this effectively on a regional basis. SWDC / NZTA State Highway Liaison Meetings continue to look at works regionally rather than individually between councils.

Opportunities to share knowledge and experience across the water sector have also been explored through meetings with Wellington Water and all the Wellington regional councils. With the waters space being dominated with reviews of resilience and future operations, this area will continue to be looked at as the landscape changes over time.

Featherston Waste Water Consent Meetings have been held with SWDC, Philip Milne, Al Cross and the Greater Wellington Team. Unfortunately, the hearing process has been delayed until early next year to allow additional work to be carried out on the implications of the proposed Natural Resources Regional Plan.

There has also been a review of issues for the Featherston commuters and discussions with Fab Feathy on works to be done within Featherston and **assisting the rail commuters' parking and access.**

The Wai Moana Management Team meeting covered several topics with presentations from The Whaitua Committee on the relationship of the proposed investigation to the proposed treaty settlement and the proposed Natural Resources and Wairarapa Moana Bittern/Matuku Management Strategy. The details of assets and the associated asset management plans, as well as maintenance plans, will be required within SWDC to assist these processes going forward.

Meanwhile work on the actions from the Long Term Plan are being reviewed and implemented and general works busily ramping up for the new work season.

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 firefighting.

2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		JULY	YTD	JULY	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		440		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		100%		
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2008*	FTN: Yes GYT: Yes MTB: Yes		FTN: No GYT: No MTB: No		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2008	FTN: Yes GYT: Yes MTB: Yes		FTN: No GYT: No MTB: No		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water pressure or flow per 1000 connections	<15	0	0.25 per 1000 (1 complaints)	1	1
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.75 per 1000 (3 complaints)	0.75 per 1000 (3 complaints)	3	3
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0	0 per 1000 (0 complaints)	0	0
Ratepayers and residents satisfied with level of service for water	77%			NRB Survey:	59%
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(1/1) 100%	Median Time 2mins	1	1
Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption	< 8 Hrs	(1/1) 100%	Median Time 2h 36mins	1	1
Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 2 working days	(21/24) 88%	Median Time 14h 16mins	24	24
Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm	< 5 working days	(22/24) 92%	Median Time 20h 53mins	24	24
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	20%	20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		41.3%		

2.2 Water supply capital improvements

2.2.1. Featherston water supply

Quotes have been received for an additional bore (approximately \$50k for bore); connection to pipe and pump install will need to be developed. Ongoing discussion with Greater Wellington Regional Council (GWRC) about consent to drill and the consent renewal (existing consent expires December 2019).

Request for proposal being prepared to convert one of the raw water storage ponds adjacent to the water treatment plant, which will give approximately 2 days storage at peak summer usage for both Featherston and Greytown.

2.2.2. Water reticulation renewal

Stage 3 of the trunk main renewal contract completed for Greytown water main to the Waiohine plant.

2.3 Water treatment plants

The Waiohine plant and Greytown Bore have operated routinely.

2.4 Water reticulation

There were 24 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 City Care Ltd (CCL) to maintain satisfactory flows. There were 5 accounts for blockage clearing or no water flow for the Moroa network. None were reported for the 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 2017/18	COMPLAINTS		INCIDENTS	
		JULY	YTD	JULY	YTD
Number of blockages per 1000 connections	<10	0.48 per 1000 (3 complaint)		3	3
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	0.97	0.97 per 1000 connections (4 overflows)	0.97 per 1000 connections (4 overflows)
Attendance time: from notification to arrival on site	< 1 Hr	3/6 (50%)	Median Time 52min	6	6
Resolution time: from notification to resolution of fault	< 4 Hrs	4/6 (66%)	Median Time 2h 41m	6	6

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		JULY	YTD	JULY	YTD
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0
No. of complaints per 1000 connections received about sewage odour	< 15	0 per 1000 (0 complaint)	0 per 1000 (0 complaint)	0	0
No. of complaints per 1000 connections received about sewage systems faults	< 15	2	0.48 per 1000 (2 complaint)	0	2
No. of complaints per 1000 connections received about sewage system blockages	< 15	0.72 per 1000 (3 complaint)	0.72 per1000 (3 complaint)	3	3
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0	0	0	0
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	5/6 (83%)	83% (5/6)	6	6

3.2 Waste water treatment plants

3.2.1. Capital and consents

Featherston Waste Water consent application

The consent application was lodged on 28 February 2017. GWRC notified on 16 May 2018. Delayed to allow discussion around proposed Natural Resources Plan interpretation.

Two further meeting organised with neighbour and Iwi to provide more information and answer questions.

Staged improvements at Martinborough and Greytown WWTPs

At Martinborough WWTP irrigation to land last irrigated to land in May. Since then the field has been too wet to irrigate.

At the Greytown site, Water Force NZ has established onsite with ground investigation completed. Bridge completed for access to ponds. Temporary UV system in place to meet the 1 September consent condition. Construction of the building on-going, with wet well construction well-underway.

Waite Street, Featherston Renewal

Perkinson Civil was awarded the contract to replace 1800m of the 375mm main from Revans Street to the wastewater treatment plant. Flow monitoring estimates that 25 % of the inflow and infiltration (I&I) occurs within this main. This is in line with the consent application and will reduce the size of the storage pond that will be required for winter period when the ground is too wet for irrigation. Started on 3rd September.

3.3 Operational

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

3.3.1. Wastewater reticulation

There were 3 pipeline blockages reported during the period, with increased rain increasing flow levels.

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 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	55%			NRB survey:	57%
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatement notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

There was 1 storm water blockage reported during the period.

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

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6		6		
Volume of waste disposed out of district	Decreasing by 2.5%	Increase of 1% compared to July 2017	Current average annual increased 21% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

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

6.2 Roading Maintenance – Fulton Hogan

133km of grading was carried out during August, 68 km of the graded length was completed with a tow behind roller. The rolling operation provided a tight smooth surface with less loose material. The roller was removed due to saturation of the unsealed road surface.

564 m³ of maintenance metal was applied to various unsealed roads.

Permanent warning signs have been upgraded on Cape Palliser Road, along with the painting of sight rails.

Preseal repairs were carried out on the sealed road network, both urban and rural section were repaired

Slips and slumps were repaired on White Rock and Tora Roads.

Culverts were upsized on Haurangi Road in the area adjacent current logging operation to allow for anticipated increase runoff.

Edge marker posts were upgraded along Western Lake Road.

Litter was collected off 17 km of rural roads.

Greytown, Featherston and Martinborough had various Kerb and Channel swept as part of the monthly cycle.

Combined cycle/footpath was constructed along Johnston Street Featherston, as part of the Remutaka Trail to railway station connection.

Path work was also completed at the Japanese Memorial garden.

6.3 Other activities.

6.3.1. 2018/2019 Reseals

The 2018/2019 reseal programme has been finalised and is identified below, and represents 18.96 kms of districts roads and streets. This figure is slightly less than 5% of sealed roads, and is estimated to be on budget.

Road Name	Start RP m	Finish RP m	Start Name	End Name
Church Street	10	116	SH 2	East St
Church Street	126	225	East St	Market Rd / Reading St
Market Road	0	362	Church St / Reading St	End Seal
East Street	0	483	Wakelin St	Papawai Rd
Wakelin Street - East	0	84	East St	End Seal
Wakelin Street - West	0	80	East St	End Seal
Papawai Road	13	115	SH2	East St
Papawai Road	125	265	East St	End K&C RHS
Papawai Road	265	1984	End K&C RHS	Fabians Rd
Greytown-Woodside Road	0	3770	Humphries St	End Seal
Kahutara Road	3047	3132	Seal Join	Seal Join
Phillips Line	4829	4861	Start Seal	SH 53
Viles Road	3	1140	Western lake Rd	Cattlestop
Western Lake Road	28047	30947	East West Access	Bridge Abut
Oxford Street	0	88	The Square	Cork St
Oxford Street	88	444	Cork St	Regent St
Suez Street	4	146	Strasbourg St	Oxford St
Hinakura Rd	2186	3330	Bridge	Seal Join
Hinakura Rd	13286	14954	Spooners Bridge	Seal Join
White Rock Road	5907	7902	Seal Join	Ruakokoputuna Rd
Lake Ferry Road	27177	27843	Short Whakatom	End Guardrail
Cape Palliser Road	24464	26267	Seal Join	Kawakawa Bridge

7. Amenities

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

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

7.1 Key Performance Indicators

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

7.2 Parks and reserves

7.2.1. Featherston

The gardens in front of the library and information centre have been refreshed, including replanting with Graham Thomas roses which are a golden yellow. The existing roses have been redistributed to other garden beds. An area of old garden on the east side of the Windgrass sculpture has been removed to allow for the relocation of the bus-stop to this location at the end of September. The gazebo in Cherry Tree Park has been repainted in colours to match the public toilet/library/information centre building colour schemes.

7.2.2. Greytown

The stone fence at Soldiers' Memorial Park has been cleaned, as has the wall and seating area at the Arbour Reserve. The fence to the Croquet Club grounds at Soldiers' Park has been replaced with new colour steel, as has a section of the swimming pool boundary fence.



7.2.3. Martinborough

The new bicycle stands have now been installed in the streets around Martinborough Square. The seats beside the skate park have been cleaned and repaired. Work is under way on the Boer War Memorial in Martinborough Square – the memorial itself has been cleaned and lettering touched up. New steps are being installed, and the new lamp pole is in position – the lantern will be installed shortly.



7.3 Community housing

There are two vacant flats, one at Cicely Martin in Martinborough, and the other at Burling in Featherston. The Martinborough flat had been occupied by the same tenant since 2001, and the Featherston flat since 2010, so both are getting a freshen-up of paint etc.

7.4 Cemeteries

7.4.1. Featherston cemetery

The iron fence on the road frontage at Featherston cemetery has been repainted.

7.4.2. Greytown cemetery

People driving over graves, particularly in the newer part of the lawn cemetery has been an ongoing problem. City care cemetery staff are working through installing bollards to prevent casual vehicle access. Another rubbish bin has been added, adjacent to the ashes walls.



7.4.3. Martinborough cemetery

The latch on the pedestrian gate has been altered to make it accessible to wheel-chair users.

7.4.4. Purchases of burial plots/niches 27 July to 10 September 2018

	Greytown	Featherston	Martinborough
Niche	0	0	1
In-ground ashes Beam	0	0	0
Burial plot	0	2	0
Total	0	2	1

7.4.5. Ashes interments/burials 27 July to 10 September 2018

	Greytown	Featherston	Martinborough
Burial	3	2	0
Ashes in-ground	2	0	0
Ashes wall	0	0	1
Total	5	2	1

7.5 Events

7.5.1. Featherston

Completed events:

Ragin' Cajun Louisiana Hoedown held on Saturday, 28 July 2018



Pangaea (New Delhi) NZ Tour – held on Wednesday, 8 August 2018



Turning Points – New Zealand String Quartet held on Friday, 17 August 2018



Future events:

Community Barn Dance & Pie Contest - being held Saturday
15 September 2018



Featherston Expo – being held on Sunday, 30 September 2018



Featherston Festivals of Choirs – being held Sunday, 18 November 2018

Featherston Market – being held every fourth Saturday: 27 October, 24 November, 22 December 2018, 26 January, 23 February and 23 March 2019

Christmas in the Squircle – being held Saturday, 3 November 2018

7.5.2. Greytown

Completed events: Nil

Future events: Nil

7.5.3. Martinborough

Completed events: Nil

Future events:

Martinborough Charity Fun Ride – being held Sunday, 28 October 2018



Toast Martinborough – being held on Sunday, 18 November 2018



8. Libraries

Library statistics for July and August 2018 are attached in Appendix 3. There are no statistics for wi-fi usage for August, as during August the network provider was changed. Wi-fi usage information is expected from the provider, although in a different format to that provided previously.

9. Appendices

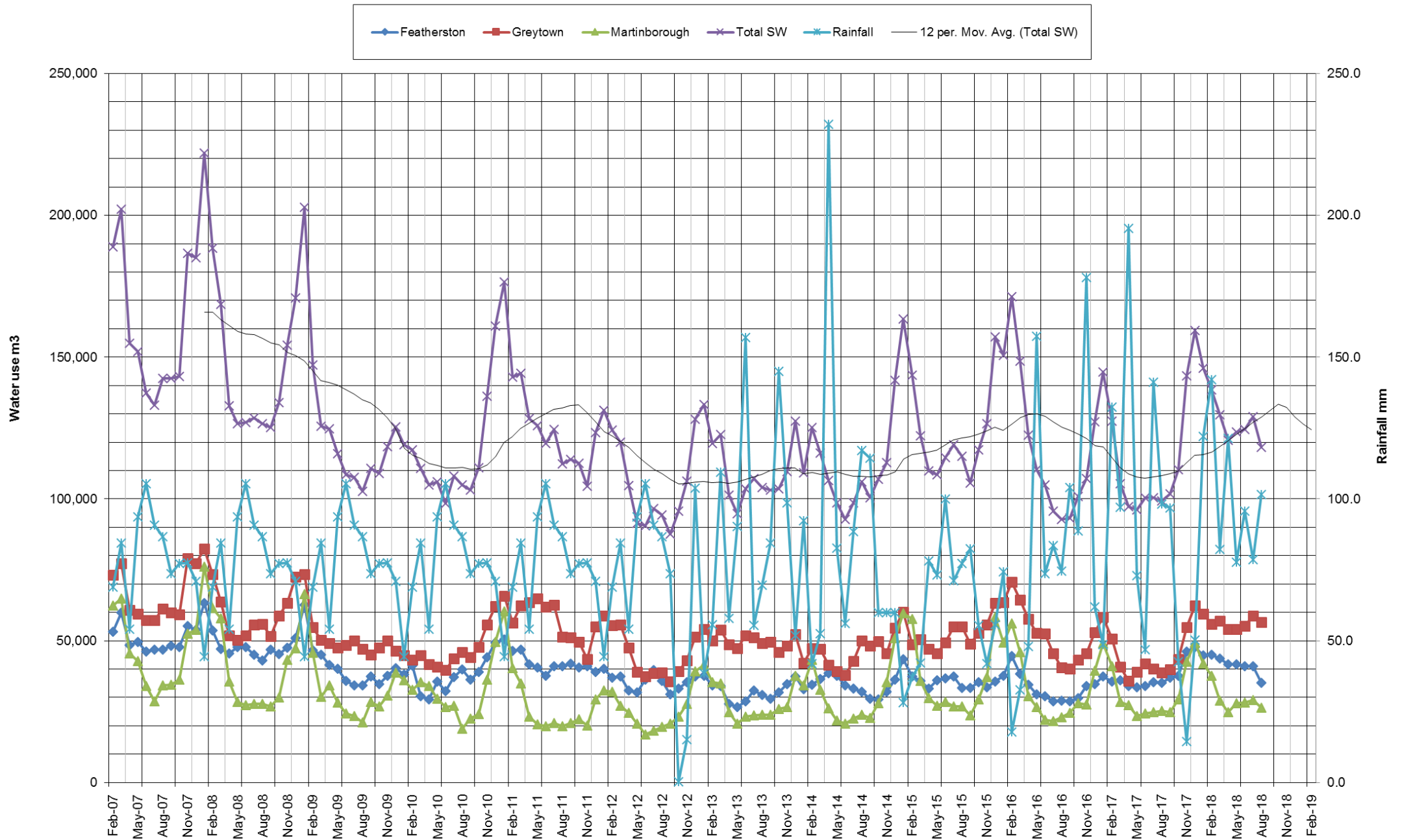
- Appendix 1 Monthly water usage
- Appendix 2 Waste exported to Bonny Glen
- Appendix 3 Library statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed by: Paul Crimp, Chief Executive Officer

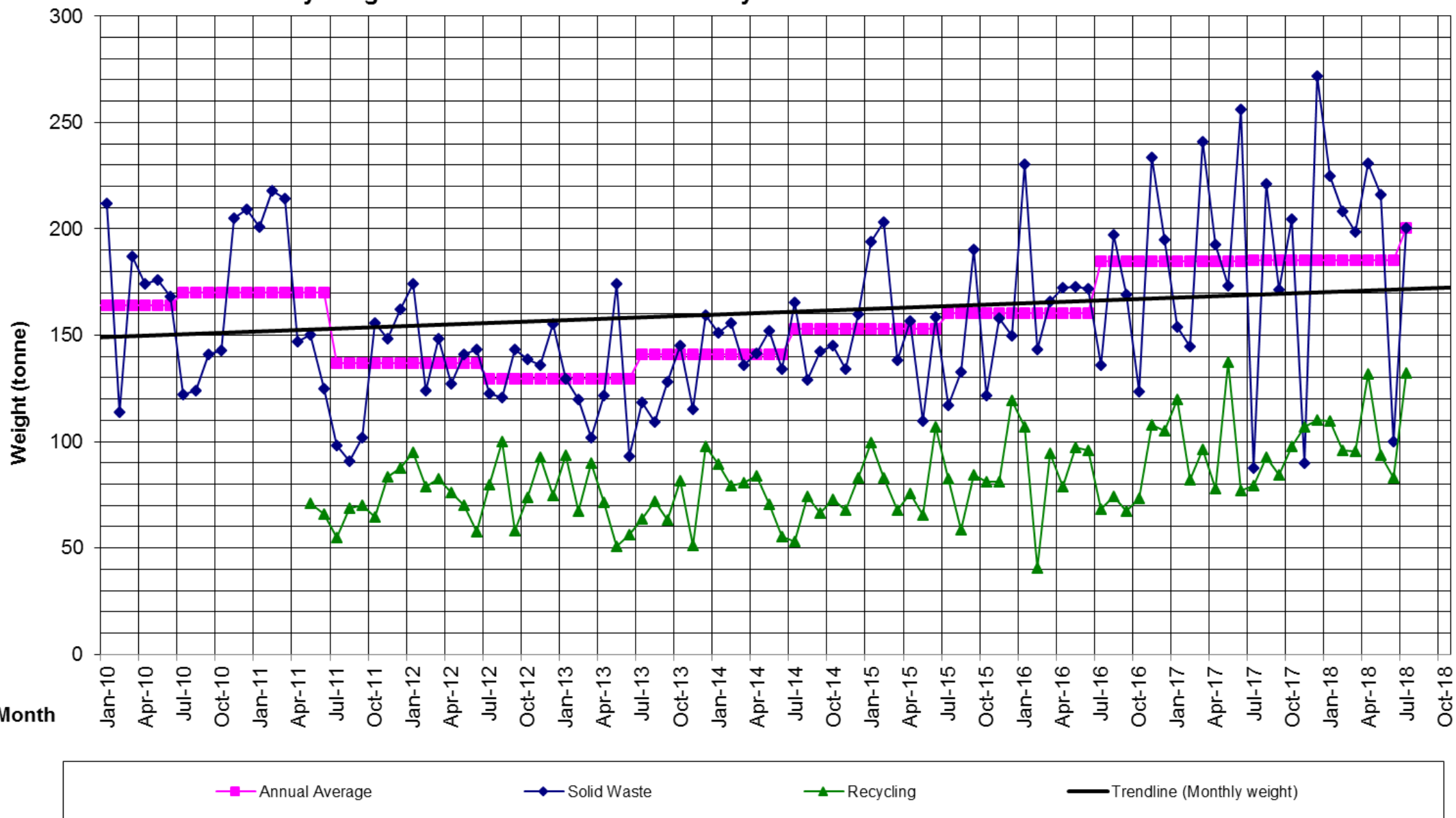
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



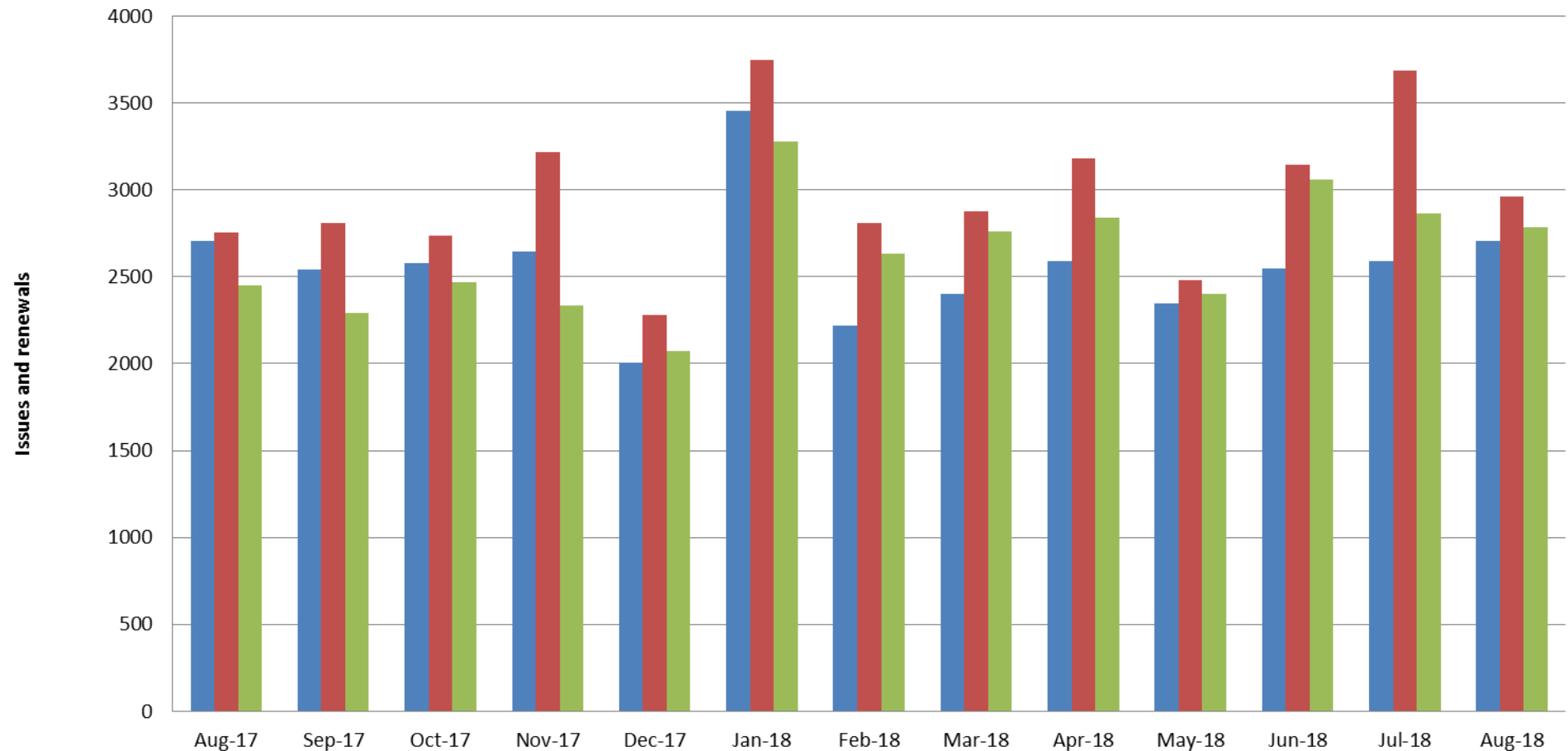
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



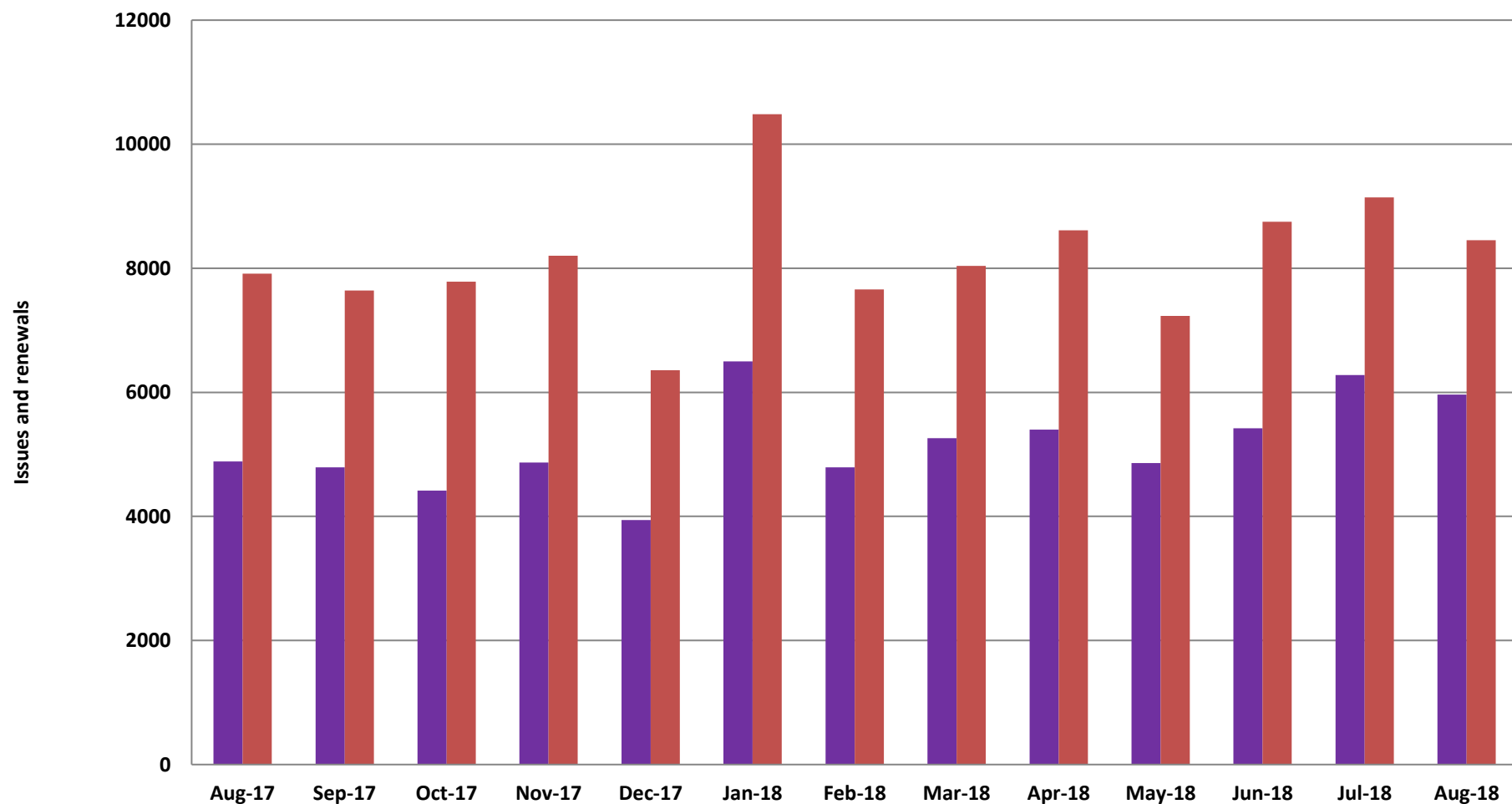
Appendix 3 – Library statistics

South Wairarapa libraries - issues and renewals to August 2018



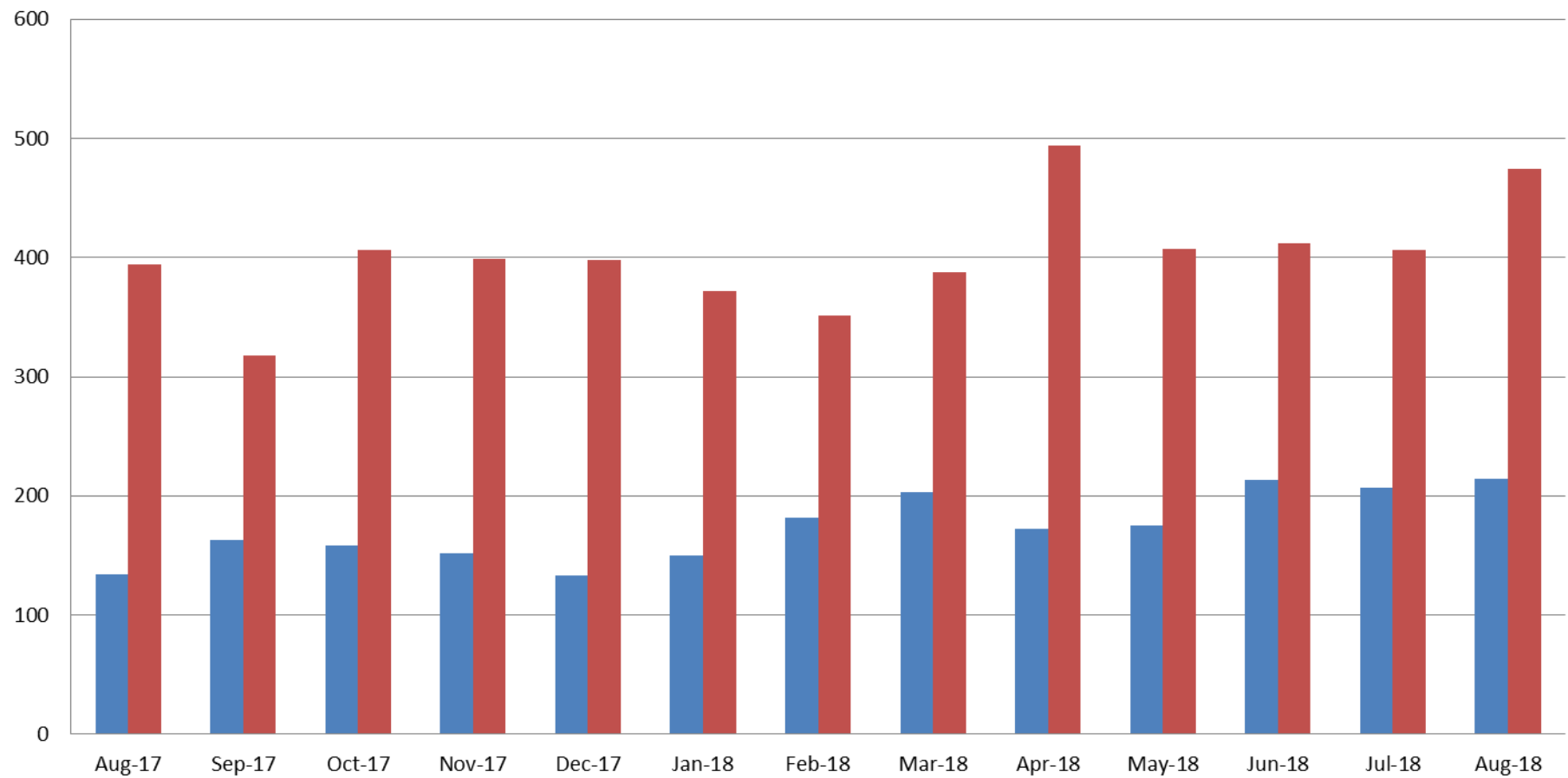
	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18
Featherston	2707	2543	2577	2647	2006	3456	2216	2400	2590	2348	2550	2588	2703
Greytown	2756	2811	2738	3218	2278	3748	2809	2878	3178	2483	3143	3689	2964
Martinborough	2451	2289	2468	2336	2071	3281	2632	2761	2842	2400	3058	2866	2784

Wairarapa Library Service - issues and renewals to August 2018



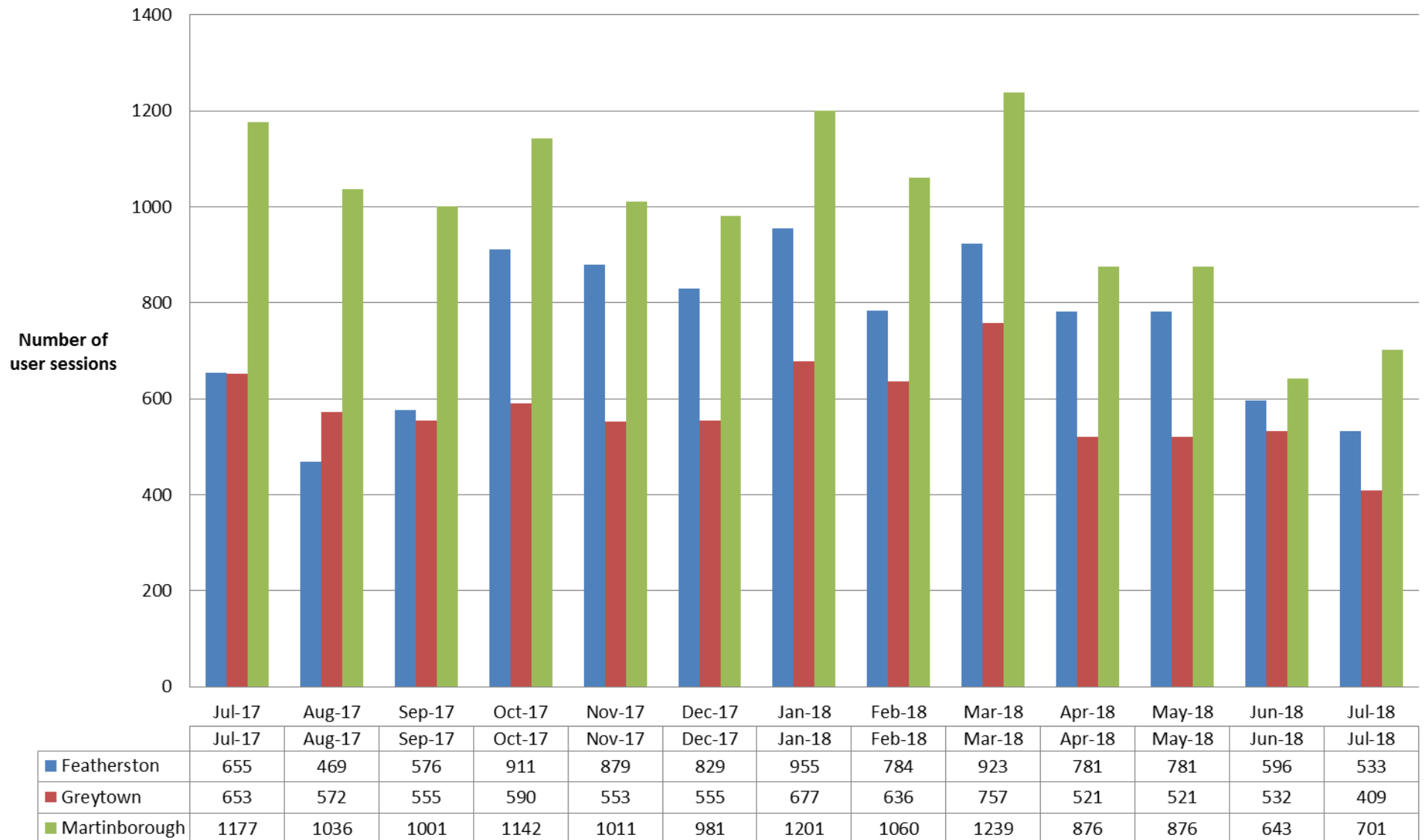
	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18
Carterton	4887	4792	4418	4870	3940	6500	4789	5261	5397	4861	5422	6279	5962
South Wairarapa	7914	7643	7783	8201	6355	10485	7657	8039	8610	7231	8751	9143	8451

Wairarapa Library Service - audio and e-book issues to August 2018



	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18
Audiobooks	134	163	158	152	133	150	182	203	172	175	213	207	214
Ebooks	394	318	406	399	398	372	351	388	494	407	412	406	474

APNK Wi-fi user sessions to July 2018



PLANNING AND ENVIRONMENT

1. Resource Management

1.1 Resource Management Act - District Plan

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents image of the closest town centre ranked "satisfied"	75%	87%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	Consultants have established data to be recorded and stored to enable effective reporting against AER's in WCDP . A final monitoring strategy is still to be completed.

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	82%	9 of 13 Land Use applications were processed within statutory timeframes. 15 of 17 Subdivision applications were processed within statutory timeframes. 5 of 5 permitted boundary activity applications were processed within statutory timeframes. NCS.
s. 223 certificates issued within 10 working days	100%	100%	7 of 7 s223 certificates were processed within statutory timeframes. NCS.
s. 224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	90%	9 of 10 s224 certificates processed. NCS.

Officers provide detailed information as fortnightly updates on all consents direct to Council and Community Board members, so this information is not listed here.

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

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

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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2017-18
Non-urgent LIMs are processed within 10 days	100%	100%	G:\LIMs\LIMS PROCESSED 2017-18

TYPE	YTD 1 ST JULY 2018 TO 31 ST AUGUST 2018	PREVIOUS YTD 1 ST JULY 2017 TO 31 ST AUGUST 2017	PERIOD 1 ST JULY 2018 TO 31 ST AUGUST 2018	PREVIOUS PERIOD 1 ST JULY 2017 TO 31 ST AUGUST 2017
Standard LIMs (Processed within 10 working days)	49	26	49	26
Urgent LIMs (Processed within 5 working days)	7	10	7	10
Totals	56	36	56	36

2. Public Protection

2.1 Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – 96 CCC's were issued within 20WD
Building consent applications are processed within 20 working days	100%	100%	NCS – 92 consents were issued within 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2020. Council was re-accredited in January 2018
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWO's and Swimming Pools	Yes	Yes	<p>Building Consents</p> <p>Council inspects all new work to ensure compliance (August 2018 – 528 inspections)</p> <p>BWO's –</p> <p>Total 169 – average of 3 audits per month required, 2 audit carried out in August.</p> <p>Swimming Pools –</p> <p>Total 279 – average of 7 audits per month required. 25 audit carried out in August.</p>
Earthquake prone buildings reports received	90%	N/A	<p>Under previous legislation 148 of 229 known premises had been addressed.</p> <p>Under the new legislation, all buildings needed to be re-assessed. Council has now reviewed the potential Earthquake Prone Buildings (EQP) and letters have been sent to owners advising them of their buildings status.</p> <p>104 letters sent out in total.</p> <p>69 - identified as no longer EQP</p> <p>20 - require engineer assessment</p> <p>12 - still being assessed by LGE</p> <p>15 - identified as EQP and have been sent notices to be affixed to the building.</p>

TYPE – AUGUST 2018	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	5	\$748,425
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	0	\$0.00
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	53	\$5,673,941
Other (public facilities - schools, toilets, halls, swimming pools)	1	\$5,000
Totals	59	\$6,427,366

2.2 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	1 visits	100%	1 visit to school holiday program in Greytown
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 47/47
Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	50%	1/2 1 incidents due to being unable to make contact in time

INCIDENTS REPORTED FOR PERIOD 1 JULY 18 TO 31 AUGUST 18	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	2	-	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking and whining	6	1	1
Lost Dogs	-	-	4
Found Dogs	-	-	4
Rushing Aggressive	3	-	1
Wandering	13	2	13
Welfare	-	-	-
Fouling	1	-	-
Uncontrolled	-	-	-

2.3 Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 7 incidents
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 13 incidents

INCIDENTS REPORTED	TOTAL FOR PERIOD 1 JULY 2018 TO 31 AUGUST 2018
Stock	8

2.4 Resource Management Act – afterhours Noise Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	100%	K:\resource\Health\Resource Management\Noise Control Complaints 10/10 attended within timeframe

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2018 TO 31 AUGUST 2018	PREVIOUS YTD 1 JULY 2017 TO 31 AUGUST 2017	PERIOD 1 JULY 2018 TO 31 AUGUST 2018	PREVIOUS PERIOD 1 JULY 2017 TO 31 AUGUST 2017
Total	10	10	10	10

2.5 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	MAGIQ data. All premises inspected at new or renewal application stage (13).
Premises that are high risk are inspected annually, while low or medium risk premises are audited no less than once every three years.	100%	100%	There are no high risk premises in the district. Very low, low and medium risk premises are inspected at new or renewal application (no less than once every three years).
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	No CLEG meetings scheduled to date.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2018 TO 31 AUGUST 2018	PREVIOUS YTD 1 JULY 2017 TO 31 AUGUST 2017	PERIOD 1 JULY 2018 TO 31 AUGUST 2018	PREVIOUS PERIOD 1 JULY 2017 TO 31 AUGUST 2017
On Licence	5	2	5	2
Off Licence	4	1	4	1
Club Licence	2	0	2	0
Manager's Certificate	5	21	5	21
Special Licence	6	7	6	7
Temporary Authority	2	0	2	0
Total	24	31	24	31

2.7 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 17/18	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	MAGIQ data. 22 premises inspected at new or renewal application stage to date
Premises are inspected in accord with regulatory requirements.	100%	100%	MAGIQ data. 22 premises inspected at new or renewal application stage to date

2.8 Bylaws

Between 1 July 2018 and 31 August 2018 there were three notices relating to trees and hedges, four litter and three abandoned vehicle complaints.

Contact Officer: **Russell O'Leary, Group Manager – Planning & Environment**

FEATHERSTON COMMUNITY BOARD

9 OCTOBER 2018

AGENDA ITEM 6.2

ACTION ITEMS REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

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

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

2. Appendices

Appendix 1 - Action Items to 9 October 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 9 October 2018

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
152	13-Mar-18	Action	Mark	Advise a proposed timeline for repairing the walls inside the Featherston Stadium	Actioned	24/05 This matter has been referred to CCL for urgent action - requirements and costings. 04/07 Costings should be available for FCB meeting 17/07 13/08 Work commencing to be completed by 17/08
256	24-Apr-18	Resolution	Mark	Provide a quote for laying a gravel path in the Garden of Remembrance leading to the Japanese memorial (completion timeframe September 2018)	Actioned	31/05 Tim working on this collectively with other path requirements in the district 04/07 Costings acquired; work to commence imminently
262	24-Apr-18	Action	Robyn Ramsden	Scope and cost the relocation of the Featherston train mosaic to a new site outside the Fell Museum and report back to the Board on feasibility and a proposed site	Actioned	05/06 Alternative artist now found - details have been passed on to Robyn Ramsden
336	5-Jun-18	Action	Robyn Ramsden	Consult the Featherston community on the proposal to rename the town square; offering the suggestion of 'Messines' as one option	Actioned	
478	17-Jul-18	Action	Mark	Organise a meeting with Mark Shepherd and Mark Owen (NZTA) to discuss the proposal to divert traffic from Revans Street through Featherston, options, traffic statistics, and to define next steps	Actioned	08/08 Mark A to produce a report for the FCB
492	17-Jul-18	Action	Mark	Release communications, advising that Council have decided not to undertake any new footpaths pending a new footpath strategy/policy being adopted	Actioned	Ben developing a plan 26/09 Programme sent to Chair FCB. Council has resolved no new footpaths
493	17-Jul-18	Action	Paul	Provide guidance to the FCB on what can be included in a Board submission where there is no consensus	Actioned	A formal submission from a Community Board should be supported by a resolution of that board. If consensus cannot be achieved, one possibility is to debate those points where consensus cannot be reached point by point. The Chair has a casting vote which will allow a tied vote to be resolved.
574	28-Aug-18	Resolution	Jennie	FCB RESOLVED (FCB 2018/74): 1. Receive the Applications for Financial	Actioned	7/9/18: All advised, in commitments

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				Assistance Report. (Moved Ramsden/Seconded Bleakley) Carried 2. To grant Pae tu Mokai o Tauria \$500 to help with start-up expenses including logo design and organising a community kapa haka group subject to provision of a society bank account number. 3. To revert the application from Life Education Trust back to them, acknowledge the application and request more information as to specifics of investment in the Featherston community. (Moved Cr Olds/Seconded Cr Vickery) Carried		
580	28-Aug-18	Resolution	Claire Bleakley	FCB RESOLVED (FCB 2018/80) that Claire Bleakley coordinate the Featherston Christmas Parade 2018 with assistance from the Featherston Community Board as availability allows. (Moved Cr Olds/Seconded Cr Vickery) Carried	Actioned	
582	28-Aug-18	Action	Jennie	Advise Claire Bleakley how much money has been fund raised by the community for the Waihinga Centre and how much the Council is funding	Actioned	
583	28-Aug-18	Action	Jennie	Provide instruction on whether the beautification funds can be administered solely by the Featherston Community Board and what the mechanism is for spending the funds	Actioned	The beautification funds (BF) are solely for the use of the CB. The CB needs to make proposals to spend the BF and approve the expenditure at a CB meeting and then contact the Finance team for a purchase order to be issued.
132	14-Mar-17	Action	FCB	Submit a list of approved road names to Council	Open	13/3/18: FCB to ask public for suggestions 11/5/18: Robyn was to followup the process for nominating Maori road names with the Planning team and MSC chair.
310	6-Jun-17	Action	Robyn Ramsden	As part of Featherston 2033 workshop discussions, identify an ideal public safety solution which includes convenience to bus stops, pedestrian crossings on State Highway 2 and speed limits and provide recommendations	Open	

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				to Council officers so dialogue with NZTA can be undertaken		
688	21-Nov-17	Action	Robyn Ramsden	Forward Paul Crimp a copy of the Wairarapa Library Service Working Group letter sent to social service providers so a letter can also be sent by Council	Open	
340	5-Jun-18	Action	Mark	Organise for the main belt of trees in the Featherston Cemetery to be trimmed; liaise with FCB if necessary	Open	04/07 Tim organising for this to be completed within next 4-6 weeks 26/09 Work in progress
474	17-Jul-18	Resolution	Mark	FCB RESOLVED (FCB 2018/65) to recommend to Council that a business case to NZTA is made for new curbing and drainage to be undertaken on a number of streets in Featherston (exact locations pending). (Moved Bleakley/Seconded West) Carried	Open	To go to 24 October Council meeting.
479	17-Jul-18	Action	Mark Shepherd	Open discussions with Fab Feathy about support for a Featherston village webpage	Open	
482	17-Jul-18	Action	Mark	Advise the Featherston Swimming Club on the outcome of the swimming pool solar heating failure and any proposed heating remediation works	Open	Helen acquiring quotations. 28/8/18: Forward quotes to Fstn Swimming Club 26/09 Mark to provide feedback from meeting with swimming club held on 27/09
486	17-Jul-18	Action	FCB	Itemise outstanding items from the Featherston 2033 plan that will not be picked up by the proposal to divert traffic through Featherston	Open	
489	17-Jul-18	Action	FCB	Determine a mechanism for consulting with the community on renaming the Featherston Town Square	Open	
577	28-Aug-18	Resolution	Mark	FCB RESOLVED (FCB 2018/77): 1. To receive the information. (Moved Bleakley/Seconded Cr Olds) Carried 2. To recommend that Council commission a study of what, if any, risks to the community and what alternatives there are to glyphosate based herbicides. (Moved Bleakley/Seconded West) Carried	Open	To go to 24 October Council meeting.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
579	28-Aug-18	Resolution	Mark	FCB RESOLVED (FCB 2018/79) to recommend that a generator plug be installed at the Anzac Hall. (Moved Ramsden/Seconded Shepherd) Carried	Open	To go to 24 October Council meeting.
584	28-Aug-18	Action	Robyn Ramsden	Correct the FCB workshop minutes of the 14 August 18 to show Claire Bleakley attended	Open	
585	28-Aug-18	Action	Robyn Ramsden	Clarify with the Featherston Medical Centre what they want to store at Anzac Hall, how many boxes they wanted to store, for how long storage was required, and why storage was required	Open	
586	28-Aug-18	Action	Robyn Ramsden	Clarify with the Featherston Medical Centre what the exact purpose of an emergency water supply at the Anzac Hall would be for and what size tank would cater for those needs	Open	

FEATHERSTON COMMUNITY BOARD

9 OCTOBER 2018

AGENDA ITEM 6.3

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statements.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Report for the period 1 July 2018-31 August 2018.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2017 – 30 June 2018 is attached in Appendix 1 and the statement for 1 July 2018 – 31 August 2018 is attached in Appendix 2. The Chair may ask Council officers for comment and all members may ask Council officers for clarification and information through the Chair.

2. Appendices

Appendix 1 - Income and Expenditure Report for the period 1 July 2017 – 30 June 2018

Appendix 2 - Income and Expenditure Report for the period 1 July 2018 – 31 August 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 - Income and
Expenditure Report for the
period 1 July 2017 – 30 June
2018

<i>Featherston Community Board</i>		
<i>Income & Expenditure For the year ended 30 June 2018</i>		
INCOME		
Balance 1 July 2017	7,606.84	
Annual Plan 2017/18	26,868.00	
TOTAL INCOME	34,474.84	
EXPENDITURE		
Members salaries	15,748.00	
Mileage reimbursements	1,057.70	
Total Personnel Costs	15,748.00	
AP Spark Fsn Info Centre Jul/Aug 17	99.89	
AP Featherston Inf Petty cash Feb-July 2017	85.40	
AP Spark Fsn info centre - Aug 17	99.98	
correct coding info centre morning tea colin olds	43.48	
AP Local Governmen Annual CBD levy 2017/18	216.66	
AP Spark Fsn info centre August charges	99.73	
AP OfficeMax New Z Stationery etc	19.30	
AP Spark Fsn info centre	24.04	
AP Power Services Erect Xmas flags - Featherston	240.00	
AP Spark Fsn information centre	158.51	
AP Signage Service GL jnl correction	376.80	
AP Power Services Take down Christmas banners Fsn	199.00	
AP Spark Fsn information centre	53.23	
AP Spark Featherston Information Centre	53.25	
corr coding spark info centre	53.58	
FCB Comm of the Year Ramsden Bleakly	350.00	
AP Spark Fsn Info Centre April/May 2018	53.65	
AP Lamb-Peters Pri FCB - 500 "Poppy Places" flyers A4	145.00	
AP Featherston Men Supply/make frames for Poppy Places	150.00	
AP The Featherston Tin, Bell Tea (Poppy Places)	82.00	
AP Spark Fsn Information Centre - May 2018	53.83	
AP Featherston Lio Afternoon tea supplied at Community Meet	500.00	
AP Lamb-Peters Pri Greeting cards (thanks Poppy Places)	44.00	
AP Lamb-Peters Pri Fsn Community board flyers, posters	223.00	
AP Spark Spark charges May/June	54.62	
Total General Expenses	3,478.95	
AP Cross Creek Rai FCB grant costs two new motors for locom	300.00	
AP KittyCat Rehome Kittycat rehoming - Wairarapa FCB grant to create new we	300.00	
AP Wairarapa Reap Contributions to White Ribbon Ride 2017	300.00	
AP Featherston Fir FCB Grant Music/creative events grant	500.00	
AP Muay Thai C FCB grant reduced/free trng children in	500.00	
AP Fell Locomotive FCB grant upgrade safety barriers	500.00	
AP Featherston Com FCB grant running costs for Centre	500.00	
SCRS NOVEMBER AP Featherston Com FCB grant running costs for Centre	500.00	
AP Richmond Funera 2 x Bonze plaques for park benches	565.22	
AP Fulton Hogan Fsn Xmas parade - diversions/detours	1,161.08	
AP Wairarapa Reap FCB Grant 17/18 Fsn School Writers	500.00	
AP Featherston Boo FCB Grant - running costs Booktown event	500.00	
AP Featherston Mai FCB Grant-gabion plant boxes Main St	500.00	
AP Featherston Toy Grant for new toys for toy library	500.00	
AP Featherston Sch Costs to change logo & visual identifica	575.00	
Total Grants	7,701.30	
TOTAL EXPENDITURE	26,928.25	
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	7,546.59	
BALANCE TO CARRY FORWARD	7,546.59	

Appendix 1 - Income and
Expenditure Report for the
period 1 July 2018 – 31
August 2018

Featherston Community Board		
Income & Expenditure For the Period Ended 31 August 2018		
	<u>INCOME</u>	
	Balance 1 July 2018	7,546.59
	Annual Plan 2018/19	27,639.00
	TOTAL INCOME	35,185.59
	<u>EXPENDITURE</u>	
	Members salaries	2,658.14
	Mileage reimbursements	118.26
	Total Personnel Costs	2,776.40
29/08/2018	exp x wages AUG	79.73
	Total General Expenses	79.73
1/07/2018	AP Traffic Safe Ne Fsn Xmas Parade 10/12/16 traffic managem	1048.00
3/07/2018	AP Featherston Her FCB grant-towards hosting Chor Farmer	500.00
24/07/2018	AP Maths Wairarapa FCB grant costs for schools maths compet	300.00
31/07/2018	AP Featherston Ass FCB grant - Friday Club	500.00
	Total Grants	2,348.00
	TOTAL EXPENDITURE	5,204.13
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	29,981.46
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2019	13,526.86
	Mileage to 30 June 2019	381.74
	Chor Farmer Donation for Garden of remembrance (from intial 1,000)	205.53
	Poppy Places Project	79.00
	Civil Defence refreshments	50.00
	Public meeting expense Lamb Peters Flyers + delivery	6.70
	Meet the candidates meeting advertising etc.	300.00
	Pae tu Mokai o Tauira start up expenses/logo/kapa haka group	500.00
	Total Commitments	15,049.83
	BALANCE TO CARRY FORWARD	14,931.63

Featherston Community Board			
Beautification fund For the Period Ended 31 July 2018			
	Balance 1 July 2018	49,980.00	
	Annual Plan 2018/19	10,710.00	
	TOTAL INCOME	60,690.00	
	Total Beautification	0.00	
	TOTAL EXPENDITURE	0.00	
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	60,690.00	
	<u>LESS: COMMITMENTS</u>		
	Committed to Sculpture	45,000.00	
	Total Commitments	45,000.00	
	BALANCE TO CARRY FORWARD	15,690.00	

FEATHERSTON COMMUNITY BOARD

9 OCTOBER 2018

AGENDA ITEM 6.4

LONG TERM PLAN (LTP) REFERRALS

Purpose of Report

To advise the community board of any LTP submissions that Council have referred to the board, or a course of action that the Council have requested that the community board lead.

Recommendations

Officers recommend that the Community Board:

1. *Receive the LTP Referral Report.*
2. *Consider the LTP submission from Barbara Wilson and whether the community board is willing to lead an initiative to create a Friends of the Featherston Cemetery Group.*
3. *Consider the LTP submission from Fab Feathy and agree a process **that enables good communication between Council's governance** bodies and Fab Feathy and if necessary make an appointment recommendation to Council.*
4. *Note the LTP submission from Richard Wards and officers' availability to assist the Community Board with public parking education.*
5. *Consider the LTP submission from Jack Millar and whether the Community Board is willing to lead a project to upgrade the Featherston Skatepark.*
6. *Note the LTP submission from Tim Wood and Shelley Des Forges and that the Featherston Domain is owned by South Wairarapa District Council.*
7. *Lead and/or agree what consultation with Featherston residents and Featherston Domain users' needs to be undertaken in order to progress the proposal to reduce the height and density of the trees in the Domain.*
8. *Note that once a plan with associated costs has been developed for Featherston Domain, that this can be reviewed for inclusion in the 19/20 Annual Plan.*
9. *Note the submission from Lesley Christian and that Council has allocated \$10,000 in the 2018/19 year budget to fund a feasibility study to look at joining the Information Centre and the Featherston Library and that FCB will be invited to provide feedback on their*

vision for the library (scale and size) and to whether consultation is necessary prior to the feasibility study being undertaken.

10. *Note the submission from Living Streets Aotearoa.*

1. Executive Summary

Council received several submissions as part of the LTP 18/28 process where additional information or a leadership role was delegated to the Featherston Community Board. A summary of these submissions is attached in Appendix 1. The full submissions were included in the 28 August 18 agenda and have not been reprinted.

The Featherston Community Board should decide which projects it wants to move forward with and to ensure appropriate correspondence is sent to submitters.

Council officers will provide assistance and advice to the Board as needed.

2. Footpath Maintenance

2.1 Footpath Maintenance

The submission from Living Streets Aotearoa is primarily about the provision of well-maintained and accessible footpaths.

Since the LTP hearings and decisions have been made, NZTA have agreed to subsidise footpath maintenance subject to an approved application and business case being made by councils. This council has had their application and business case for footpath maintenance funding approved by NZTA. Prioritisation of future footpath maintenance will be discussed at the Infrastructure and Planning Working Party.

3. Appendices

Appendix 1 – LTP Submissions Summary

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – LTP Submissions Summary

No.	Submitter	Submission Summary	Officer's Comment	Council Decision
107	Barbara Wilson	Amenities: Requests additional water taps, particularly of the older parts of the cemetery. Needs a chapel or something similar so families can sit down. It needs to be better looked after and lawns mowed regular, maybe flowers, a list of those who are buried there on Council's website. Notes damaged graves and suggests a Friends of Fstn Cemetery group is formed	Attempts have been made in the past to establish a Friends Group but there has been no support from the community to date except from the Featherston Lionesses who are working towards providing a shelter. There are explicit standards for mowing and maintenance of the cemetery in council's parks and reserves contract and officers regularly monitor the contractor's performance. However there is a tension between idealistic standards and cost which means that contract standards are of necessity something of a compromise to keep costs down. Work has started to make the death register information available via the internet, with the intention of this being in place by the end of 2019. Will look at costs of placing additional taps, but this is likely to be logistically difficult within the ground of a cemetery of this age (HM)	Refer officer's comments, also: Refer the submission to the FCB to see if a Friends Group can be coordinated via the FCB. Council officers to prepare a report on what work is required and costs to place additional taps within the Featherston cemetery.
104	Fab Feathy	EC&C: Requests Council invest into community-led development in Fstn to support work done by community and work together to sustain resourcing of this development into the future. Requests active participation of Council staff attending forums like South Wairarapa Community Network and meeting regularly with Fab Feathy facilitator	We are happy to consider options for involvement, these of course will need to be balanced with district wide imperatives. The Featherston Community Board should also be involved.	Cr Olds to liaise with Fab Feathy and the Featherston Community Board and agree a process that enables good communication between Council's governance bodies and Fab Feathy
89	Richard Wards	Visitor Infrastructure: Option 1; Fstn Info Centre should be funded fulltime and volunteer system reviewed. Locals should be encouraged to park on side streets and not Main St. Block off Revans Rd and divert all Mba traffic through the centre of Fstn	Noted, would need to see if the idea to block off Revans Rd would had wide public support or not. Suspect not all residents would be in favour.	Officers to liaise and work with the FCB on providing education to residents and shop staff on the best places to park in order to leave best placed street parking for visitors and shoppers. Appropriate placement of the districts funded information centre/s will be considered as part of the spatial planning exercise.

No.	Submitter	Submission Summary	Officer's Comment	Council Decision
49 & 58	Jack Millar	Amenities (Youth Development): Requests an upgrade to the Featherston Skate park. Offer to form a group to plan the upgrade and fundraise	[Submitter is 12 years old] Recommend that Featherston Community Board work with youth, skate park users and council officers to plan upgrades and fund-raising (HM)	Refer to officer's comment. Council to liaise with FCB to see if they want to lead a project to upgrade the skatepark.
40	Tim Wood & Shelley Des Forges	Amenities: Requests that SWDC accepts that the block of trees on One Tree Domain is detrimental to the best use of natural resources within Fstn and/or is negatively impacting upon the wellbeing of a proportion of the Community and; SWDC commits to reducing the height and density of the trees to improve the natural light to the floor of the domain, local families and improve the aesthetics of the domain	Agreed that the trees in the domain need some work and that this requires planning and specialist advice to ensure the best outcomes for both the trees and the properties affected by them. Allow additional \$5k for properties and reserves operating budget to develop plan including costs with a view to coming back to the AP 2019/20 with funding request (HM)	No budget change. Council officers to determine who owns the Lone Tree Hill Reserve and surrounding land. If the trees are on Council Reserve, the FCB are to lead/agree what consultation with residents and domain users needs to be undertaken. Once a plan with associated costs has been developed this can be reviewed for inclusion in the 19/20 annual plan.
140	Lesley Christian	Amenities: Featherston Library is too small. Join up with the old court house building to double the space.	Issues about space and staffing are in this and other submissions are noted. Recommend provision of up to \$10k for consult to review design/layout and possible extension of building as well as community consultation (HM)	Council acknowledges concern about library size, noting that the building is no longer classified as an earthquake prone building. Council has allocated \$10,000 in the 2018/19 year budget to fund a feasibility study to look at joining the information centre and the library. FCB will be invited to provide feedback on their vision for the library (scale and size) and to whether consultation is necessary prior to undertaking the feasibility study. If the feasibility study indicates a suitable solution, funding would need to be provided in future budgets, or raised via grants or community fundraising.
124	Living Streets Aotearoa	Land Transport: In light of extra funding requests footpaths are smooth and all intersections have drop-down kerbs which all have tactile markings for vision impaired people. Walkways should be upgraded and more public seating provided	Assign to Community Board as part of the footpath priority works	Refer officer's comment

FEATHERSTON COMMUNITY BOARD

9 OCTOBER 2018

AGENDA ITEM 6.5

FINANCIAL ASSISTANCE ACCOUNTABILITY REPORT

Purpose of Report

To update the Community Board on grant status and provide a report back on accountability forms received from recipients.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Financial Assistance Accountability Report.*

1. Executive Summary

Featherston Community Board consider grants every second meeting with provision to consider grants at other times in certain circumstances. All applicants are required to submit an accountability return and are followed up twice a year if a return has not been lodged.

2. October 2018 Summary

A summary of grants allocated and their status is provided in Appendix 1. Accountability returns are shown in Appendix 2.

3. Appendix

Appendix 1 – Grants Summary

Appendix 2 – Accountability Returns

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive Officer

Appendix 1 – Grants Summary



Community Board Financial Assistance Tracking

Status to be followed up in
February and August

COMMUNITY BOARD	Location of applicant (by Ward)	APPLICANT NAME	PROJECT DESCRIPTION	AMOUNT REQUESTED	AMOUNT ALLOCATED	STATUS	DATE PROJECT APPROVED/DECLINED	EXPECTED PROJECT COMPLETION DATE	PROJECT STATUS In progress (accountability not returned) Complete (accountability returned)	Followed Up
FCB	Featherston	Featherston Camp Memorial Trust	Requests \$3,000 to assist with the costs of a memorial sculpture	\$3,000	\$3,000	Approved	2 February 2016		Complete	Report 9 Oct 18
FCB	Featherston	KittyCat Rehoming Wairarapa	to help with building a website; provided statistics are kept for the next 6 months outlining which towns cats have been taken in from.	\$500	\$300	Approved	18 July 2017		In Progress	5/03/2018 & 28/9/18
FCB	Masterton	Wairarapa REAP	To help with the costs associated with creating and publishing a book of Featherston school children's writing and drawings.	\$1,000	\$500	Approved	10 October 2017		In Progress	28 September 2018
FCB	Featherston	Muay Thai Featherston Community Centre	To help with the costs associated with offering reduced or free training to children from families in need	\$500	\$500	Approved	10 October 2017		In Progress	28 September 2018
FCB	Featherston	Featherston Community Centre	To help with the costs associated with an anticipated financial shortfall for running the community facility.	\$500	\$500	Approved	21 November 2017		Complete	Report to 9 Oct 18
FCB	Featherston	Featherston School	To help with the costs associated with changing to a new logo and the visual identification process.	\$500	\$500	Approved	13 March 2018		Complete	Report 9 Oct 18
FCB	Featherston	St Johns Featherston	To assist with programmes outlined in both applications; purchase of sports equipment for the youth group and costs associated with running the group.	\$674	\$500	Approved	13 March 2018		In Progress	28 September 2018
FCB	Featherston	Featherston Toy Library	To purchase new toys for the Library	\$510	\$500	Approved	13 March 2018		Complete	Report 9 Oct 18
FCB	Featherston	Featherston Booktown Trust	To assist with the costs associated with running the Booktown event.	\$500	\$500	Approved	13 March 2018		In Progress	28 September 2018
FCB	Featherston	Featherston Beautification Group	To assist with the costs associated with installing gabion planter boxes along Featherston Main Street, and once guidelines and processes have been established for accessing the Featherston beautification budget funds assess the application for possible further funding	\$1,000	\$500	Approved	13 March 2018		In Progress	
FCB	Masterton	Wairarapa Rape and Sexual Abuse Collective	To assist with the operating costs of the Collective in order to benefit Featherston users of the service	\$75,000	\$500	Approved	13 March 2018		Complete	Report 9 Oct 18
FCB	Featherston	Friday Club	To help with the costs associated with purchasing a safe new slide.	\$500	\$500	Approved	17 July 2018		Complete	Report 9 Oct 18
FCB	Masterton	Maths Wairarapa	To assist with the costs of running the 2018 schools maths competition	\$300	\$300	Approved	17 July 2018		In Progress	
FCB	Featherston	Featherston Heritage Complex Society	To go towards the costs associated with hosting Chor Farmer	\$500	\$500	Approved	17 July 2018		In Progress	
FCB	Featherston	Featherston First Fridays	To help with the costs associated with running community music and creative events over the summer months	\$500	\$500	Approved	10 October 2017		Complete	Report 9 Oct 18

Appendix 2 – Accountability Returns

Report on Expenditure of Featherston Community Board Grant (\$3000)

Activities:

Over the past 12 months, the Featherston Camp Memorial Trust has been advertising, promoting, and fundraising to install a Paul Dibble sculpture in the centre of Featherston. Activities have included promotion of both our crowdfunding campaign and public appeal on our website; running fundraising events; doing newsletter mailouts via email; distributing flyers; and putting up posters both locally and outside of Wairarapa.

Costs:

These activities have incurred costs that we have used Community Board funding to cover as follows:

1 st Domains	300.73	Domain name and web hosting
Lamb-Peters	182.85	Poster/tickets
Apra NZ	57.50	Licence fees
Lamb-Peters	51.75	Posters
Wairarapa Times-Age	143.75	Advertising
Fairfax	224.25	Advertising
Lesley Wardle	363.44	Knees Up afternoon tea items
Hire Pool	154.63	Bar/afternoon tea
Hire Pool	317.64	Equipment supper/bar
Adamsons Service Station	300.00	Vouchers for performers
Gladstone Vineyard	113.85	Gifts for performers
Bottle-O Featherston	350.00	Bar for Knees Up
SWDC	207.00	Liquor licences
NZ Mounted Rifles Charitable Trust	250.00	Appearance fee/donation
Total:	\$3217.39	

Result:

To date the net amount raised from these activities is \$30,116. Having the ability to budget separately for these 'overhead' costs has meant that the bulk of the takings from fundraisers has been able to be applied to the cost of the sculpture itself.

Overall, fundraising is going well, with total funding to date of \$140,000 either promised or received. We are preparing an application to the Lottery Grants Board for \$400,000 to be submitted by 15 February 2017.

Jean McDowall

Secretary/Treasurer

30 January 2017



Funding Accountability Form

FEATHERSTON COMMUNITY BOARD

All recipients of funds from the Featherston Community Board (FCB) must complete this form within three months of their project being completed.

If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

South Wairarapa District Council
Suzanne Clark
PO Box 6
Martinborough 5741

1. Funding for:	Cover of shortfall in operational costs for Featherston Community Centre
2. Name of applicant:	Featherston Community Centre Charitable Trust
3. Location of project/funding:	Featherston Community Centre, 14 Wakefield St, Featherston 5710
4. Date of project/funding:	6 December 2017 - 6 January 2018
5. Amount received from the FCB:	\$ \$500 plus GST

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

New B&W & Colour Cartridges for printer from IWL	\$ 292.62
Bulk lots toilet paper and hand towels from Waiwhetu, 19.12.2017	\$ 151.50
Food & cleaning expenses from Open all hours Featherston Supervalve	\$ 77.72
	\$ 521.84 (gst excl)

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

The Featherston Community Centre provides a community space for services, ongoing or one-off events, activities and classes for public and private users and promotes a high level of well-being to the Community by acting as a pivotal point in the co-ordination and delivery of appropriate services to the People of Featherston and the wider South Wairarapa. The Featherston Community Centre Charitable Trust sought a grant of \$500 to cover a shortfall in our annual budget. Financial assistance of \$500 was granted to the Trust on 27 November, and enabled us to immediately meet some pressing costs around printing and cleaning supplies, and continue to provide a warm, welcoming and high quality facility to our community.

8. Give a brief description of the highlights of your project, including the number of participants.

The donation contributed to covering operational costs including print materials, food and cleaning expenses. As a result of this grant we are able to continue to provide a clean, safe, warm and welcoming facility to our community, and support our community through publicity and communication about locally available and affordable events, activities and services.

The Centre continues to thrive. An average of 25 groups and services use the Centre each month, and many of the current groups continue to grow, while new ones join. Over the past 12 months, visitor numbers have increased from an average of 346 users per month to an average of 463 per month.

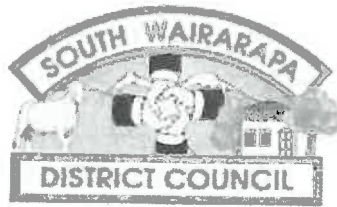
9. How did your project benefit your community?

Some of the benefits to the community included:
 Community needs for crafts, arts, exercise and social networks were met.
 - Seniors, families with young children, youth and people living with mental and physical disabilities and/or addiction problems, were able to access affordable and relevant services and support networks and activities locally
 - Isolation felt by many, was reduced.
 - Work was carried out to continue identifying and responding to the community's needs
 - Access to a warm, secure and welcoming environment throughout the week and opportunity to do exercise after work and commuting
 - People who are unable to cook for themselves were able to get freshly cooked meals delivered through the Fstn Meals on Wheels Service.

<p>10. What, if any, are the next steps (for your project, for you and/or for the people involved)?</p> <p>Will your organisation continue to require funding?</p>	<p>The donation will be acknowledged in the Featherston Phoenix, and the Centre's website/facebook. The funding will be noted in our next annual accounts and annual report.</p> <p>We are currently preparing for the annual Featherston Art Sale which is an important fundraiser for the Centre, and a much loved community event that showcases local talent, and happens in conjunction with Featherston BookTown.</p> <p>We continue to apply to more funders to cover remaining shortfall of operational costs, and anticipated expenses around building and grounds maintenance.</p>
--	--

11. This report was completed by:

Name:	Siv B. Fjaerestad, Centre Manager, Featherston Community Centre		
Address:	Featherston Community Centre, 14 Wakefield Street, Featherston 5710		
Date:	6 March 2018		
Phone:	06 308 8239		
Email:	info@featherstoncommunity.org.nz		



Funding Accountability Form

FEATHERSTON COMMUNITY BOARD

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If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

South Wairarapa District Council
Suzanne Clark
PO Box 6
Martinborough 5741

- | | |
|----------------------------------|---|
| 1. Funding for: | Visual Identification updates |
| 2. Name of applicant: | Featherston School |
| 3. Location of project/funding: | Featherston School, Cr of Lyons St / Revens |
| 4. Date of project/funding: | April - May 2018 (20/04/18) |
| 5. Amount received from the FCB: | \$ 575.00 |

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

	\$
	\$
	\$
	\$

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

8. Give a brief description of the highlights of your project, including the number of participants.

9. How did your project benefit your community?

10. What, if any, are the next steps (for your project, for you and/or for the people involved)? Will your organisation continue to require funding?

Haka Mai signage in progress
Supplies purchased
To be completed & placement
to be done

11. This report was completed by:

Name:

Kat Maxwell

Address:

Featherston School BOT
PO Box 14
Featherston

Date:

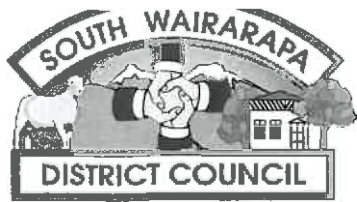
17/05/18

Phone:

021 0374223

Email:

office@featherston.school.nz



Funding Accountability Form



FEATHERSTON COMMUNITY BOARD

All recipients of funds from the Featherston Community Board (FCB) must complete this form within three months of their project being completed.

If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

South Wairarapa District Council
Suzanne Clark
PO Box 6
Martinborough 5741

1. Funding for:

Featherston Toy Library

2. Name of applicant:

Kate Marmont

3. Location of project/funding:

Featherston

4. Date of project/funding:

June 2018

5. Amount received from the FCB:

\$500.00

6. Please give details of how the money was spent.
Your contribution to the project and the FCB funding
you received must be accounted for.

The updating and replacing of stock is an on going project. The Featherston Community Boards contribution allowed us to purchase an especially special musical instrument as well as some handy resources for the development of early numeracy + literacy.

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

We are really passionate about early childhood development and want the kids of Featherston to have access to a diverse range of resources. With the help of The FCB we have been able to provide opportunities to learn about numbers + letters, open ended construction + creativity, and experience the joy of creating music.

8. Give a brief description of the highlights of your project, including the number of participants.

The delighted looks on kids faces as they discover new sounds and the great way it promotes collaboration.
Parents feeling like they have tools to help their kids ~~be~~ fulfill their potential.

9. How did your project benefit your community?

- Support + encouragement of development to all members of our community
- development of our children.
- Strengthening family ~~and~~ community bonds.
- inspiring people

10. What, if any, are the next steps (for your project, for you and/or for the people involved)?
Will your organisation continue to require funding?

We will continue on in our ~~role~~ role in the community promoting + encouraging healthy + strong developmental strategies for our amazing families.

11. This report was completed by:

Name:

Kate Marmert

Address:

30 Renall St
Featherston
5710

Date:

25.8.18

Phone:

021 1020160

Email:

tweedwolf@gmail.com.



Funding Accountability Form

FEATHERSTON COMMUNITY BOARD

All recipients of funds from the Featherston Community Board (FCB) must complete this form within three months of their project being completed.

If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

South Wairarapa District Council
Suzanne Clark
PO Box 6
Martinborough 5741

1. Funding for:	Operating Costs
2. Name of applicant:	Wairarapa Rape Crisis
3. Location of project/funding:	Masterton
4. Date of project/funding:	20th March 2018
5. Amount received from the FCB:	\$ 500.00

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

Rent March with Dubanelle Rent per month \$	\$ 527.71
	\$
	\$
	\$ 527.71

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

Rent for the Month of March was paid to Dubanelle

8. Give a brief description of the highlights of your project, including the number of participants.

We were able to stay in our offices another month with thanks to this money received. We were able to offer assistance for counselling to rape victims

9. How did your project benefit your community?

We were able to offer these victims a place of security to talk

10. What, if any, are the next steps (for your project, for you and/or for the people involved)?
Will your organisation continue to require funding?

To carry on searching for help with funding to cover our overheads so that we can carry on operating in Masterton and other areas

11. This report was completed by:

Name:

Jill Henderson

Address:

Level 2 Departmental Building
33 CHapel Street
Masterton

Date:

2/5/2018

Phone:

021992534

Email:

wrcadmin@xtra.co.nz



Funding Accountability Form

FEATHERSTON COMMUNITY BOARD

All recipients of funds from the Featherston Community Board (FCB) must complete this form within three months of their project being completed.

If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

South Wairarapa District Council
Suzanne Clark
PO Box 6
Martinborough 5741

1. Funding for: *Featherston Assembly of God Friday Club*
2. Name of applicant: *John & Eileen Traill*
3. Location of project/funding: *Featherston Assembly of God 22 Burdwood St*
4. Date of project/funding: *August 2018*
5. Amount received from the FCB: *\$ 575 inc GST*

10. What, if any, are the next steps (for your project, for you and/or for the people involved)? Will your organisation continue to require funding?

Friday Club is ongoing and may require some funding assistance from time to time in the future.

11. This report was completed by:

Name: Janet Meehan (accounts) pp J Traill

Address: 4/ 56 Lyon Street
Featherston

Date: 8/8/18

Phone: 06 3089123

Email: byondus@xtra.co.nz

Thanks!



Funding Accountability Form

FEATHERSTON COMMUNITY BOARD

All recipients of funds from the Featherston Community Board (FCB) must complete this form within three months of their project being completed.

If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

South Wairarapa District Council
Suzanne Clark
PO Box 6
Martinborough 5741

1. Funding for:	Featherston 1 st Fridays
2. Name of applicant:	Rebekah Mehrtens and Martine Bijker
3. Location of project/funding:	Featherston Town Square
4. Date of project/funding:	1 st Fridays of December 2017 and January, February, March 2018
5. Amount received from the FCB:	
6. \$500	

7. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

please see attached spending report.

FCB funds of \$500 were allocated to the category of 'publicity and practicalities' which also included decorations and fees.

8. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

The FCB grant went towards the First Friday's summer season of 4 community events to be held in the Featherston Town Square aka Squircle, with free music art and fun for all. Successes were- good word of mouth and increasing turn out, with growing awareness outside Featherston too. There was great participation in arts activities. The chalk 'paint' had the whole Squircle buzzing. It was great to work with the Mini Trains and for them to offer free rides in March. Also for other groups to be able to participate, like Fab Feathy, Boomerang Bags, and a pair canvassing feedback on traffic issues.

Weather affected us this year, overall we held 3 of the 4 planned events this season, with Dec, March in the Town square, Jan cancelled due to torrential downpours, and Feb in our backup venue of the Featherston School Hall. We had a smaller crowd than anticipated in Feb and will improve signage and comms so people know if we have had to move indoors.

9. Give a brief description of the highlights of your project, including the number of participants.

The highlights were: seeing the community come together, and the Squircle filled with people dancing, twirling umbrellas, getting dressed up, meeting new people, working together to make art in December and March, plus the Fab Feathy signing and acrobatics in February. Est participants from photo counts, 120+ Dec, Feb, and up to 200 in March.

10. How did your project benefit your community?	<p>General benefits to the community- Strengthening positive feelings about Featherston within our community, opening paths between ages and sectors, providing way for new and old Featherston residents to interact- via good old fashioned fun together. Using the Squiracle, so we can all see what does and doesn't work about it for events, as Featherston moves forward and eventually develops it further.</p> <p>Plus, in a more strategic sense, the events add to the furthering of external positive perceptions of Featherston and encouraging visitors to think 'stop in Featherston first', thus growing our retail and tourism economy.</p>
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11. What, if any, are the next steps (for your project, for you and/or for the people involved)? Will your organisation continue to require funding?	<p>Planning is under way for another season. Yes we will require funding again in order to hold another series of summer events, so various grants are being sought.</p> <p>We also held a series of self funding concerts over winter – in future this may be how we can raise funds, we also looking at a patron system/ crowdfunding.</p> <p>Thanks very much to the FCB for your support.</p>
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12. This report was completed by:

Name:	Martine Bijker
Address:	812 Western Lake Rd RD3 Featherston 5773
Date:	17.07.18
Phone: Email:	021 178 3076 featherstonfirst@gmail.com

FEATHERSTON COMMUNITY BOARD

9 OCTOBER 2018

AGENDA ITEM 6.6

APPLICATIONS FOR FINANCIAL ASSISTANCE

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Consider the application from the Featherston Information Centre against the grant criteria and consider allocating the requested \$500 to help with running expenses for the Centre.*

1. Executive Summary

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

Applications will be provided to members in confidence.

2. Criteria

The criteria of the grant are:

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

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, have relevance to the Community and do not qualify for Creative Communities New Zealand funding.

2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.
3. An accountability in report form, together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. All questions must be completed.
5. The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).
6. Applications must reach the Council not less than ten days before the relevant Community Board is to consider an application.
7. In 2018 grants will be considered on the 13 March, 17 July and 20 November.

3. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
Featherston Information Centre	No outstanding accountability returns

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

FEATHERSTON COMMUNITY BOARD

9 OCTOBER 2018

AGENDA ITEM 8.1

CHAIRPERSON REPORT

Purpose of Report

To inform Featherston Community Board of the Chair's actions since the last meeting and to raise items for discussion.

Recommendations

The chairperson recommends that the Community Board:

1. *Receive the Chairpersons report*
2. *Recommend that the FCB request the CEO to formally update the FCB on progress towards resolving the issues with the vacant lot.*
3. *Recommend that the Featherston Community Board consider Grants at every board meeting.*
4. *Recommend that the Featherston Community Board ratify the approval via email of \$6,750 being half of the estimated costs of replacing the street banner brackets as submitted to the LTP (\$13,500) out of the Main Street Beautification Fund.*

1. Meetings and Events

<i>Date</i>	<i>Past meetings or events</i>
19 August	Attended Featherston Residents and Ratepayers AGM
21 August	Workshop with 'Fab Feathy' facilitators
22 August	Follow up meeting from workshop with Mark A., Mark S., Colin Olds & Jack.
24 August	Featherston Camp Sculpture sod turning event
28 August	Featherston Community Board meeting
31 August	Inspiring Women Evening
4 September	Chor Farmer
5 September	Infrastructure & Planning Working Party meeting
18 September	FCB workshop
19 September	SWDC Council Meeting in Featherston
24 September	Identify poles on main street for banners
25 September	Three Chair's meeting in Featherston
	FCB workshop on Strategic Plan goals

2. Featherston Residents & Ratepayers AGM

I attended the AGM. The new committee includes Greg Kerr (Chairman), Paul Mason (secretary), Indigo Freya (treasurer), Bella Anderson and Ed Hudson (committee members). Looking forward to seeing a relationship develop between the Community Board and the revitalised organisation.

3. Workshop with Fab Feathy Facilitators

Topics discussed: Railway Station Improvements, Art on the vacant lot, Christmas Parade, Fencing the whole playground, the Main Street (derelict buildings, vacant lot, car parking, setting up a public gym in Featherston, the dog pound, upgrade of the skate park and improved road safety, Victoria University Study, Featherston being an inland port.

Actions: What is the time frame for the spatial plan?

See appendix 1: FCB workshop held on 21 August with Fab Feathy

4. Workshop follow up meeting

Following the Tuesday night workshop a meeting was arranged with Cr. Colin Olds, Cr. Ross Vickery, Mark Shepherd, Jack Sheppard (Fab Feathy) and Mark Allingham (SWDC). Topics discussed were: Traffic management plans, town square access, playground fence. "The Council is trying to add value where they can, just need direction from the Community."

5. Infrastructure and Planning Workshop

I attended the infrastructure and planning workshop in Martinborough. Topics on the agenda: Alternative options for non-organic collections, Featherston Development, Roading and Footpaths (Johnston Street shared use path), Mobility in Featherston, Climatic conditions and the impact on roading, water and wastewater, Featherston vacant lot and Chorus.

6. FCB workshop 18 September

Reviewed item 6.6 Long Term Plan Referrals from the 28 August 2018 board meeting. Discussions on renaming the town square. We will review this early in 2019 after the Camp Sculpture has being up a while. Footpaths: Are we still providing input? How and when will that happen? A discussion on increasing the considerations of Grants to every meeting to better meet the needs of the Community.

See appendix 2: FCB Workshop held on Tue 18 September

7. FCB Chair at 19 September Council meeting

I attended the September 19 Council meeting which was held in Featherston.

At the meeting I asked the CEO; what was the progress on the vacant lot in Featherston, given it has been 5 months since the development was withdrawn. We were told, the initial proposal has come back, and the CEO has arranged for an **engineer's** assessment on what can be built over the duct, this is due in the next 2-3 weeks. This new proposal would then go back to Chorus for their agreement.

As you may be aware the waste water consent application has being delayed. This has been an operational agreement between the Greater Wellington Regional Council (GWRC) and SWDC. This delay is in relation to the proposed natural resources plan and its interpretation in relation to the resource application. The list of new dates is on the GWRC website.

I was unable to stay for the public excluded item.

8. Three Chair's meeting

Every two months the three Chairs of the SWDC Community Boards meet. This time we met at Everest Cafe in Featherston. Our topics were: Libraries, Christmas Parades, Annual Plan, Dirt bikes around the lake, NZTA, FlagTrax, Cycling, plastic bags, rubbish bins & logo development.

9. FCB workshop held on 25 September

The task for this workshop was to see where we were up to with our Goals. Some work has being done, but there is still a lot to do.

10. FCB Facebook Page

The Featherston Community Board Facebook Page has 218 up 13 from 205 in the previous report. The page is primarily used for pushing out notices of meetings to the public and advertising our meetings.

Appendix 3: List of posts on the page between 16 August to 27 September.

11. Appendices

Appendix 1: FCB workshop held on 21 August with Fab Feathy

Appendix 2: FCB Workshop held on Tue 18 September

Appendix 3: List of posts on the page between 16 August to 27 September

Written By: Robyn Ramsden, Chair Featherston Community Board

FCB and Fab Feathy
21 August 2018 6:30 pm

Present: Mark, Brenda, Colin, Alexa, Robyn, Anne, Jack,
Apologies: Ross,
Absent: Claire

Introductions

Description of the Fab Feathy ethos and work so far.

Colin shared some of his learning from the LGNZ conference. Localism. Full time facilitator in a northland town. Linkage. Non-political role feed back to Council.

Railway station group

We will come back to the Community to co-design items to resolve issues. Fab Feathy is mindful of talking to all the users. The parking problem can be weather dependent and worse on particular days. Working with FCB, SWDC, GWRC and Transrail.

Fab Feathy set up has all come from the Community. The Community needs to help resource it. There are a few areas with overlap; Cycle trail and five towns, main street. Communication is going to be the hardest. Using Facebook, posters and The Featherston Phoenix.

Art on the vacant lot

Discussed the large rock and the rouge art group. Discussed in particular the gravel pit situation. People have started thinking about use of the gravel pit. Council, consulting with the community, will decide on its future. We are aware that we may never get consensus. We will find out about the Chorus duct through Community Board. Decision making process will come back to Community Board. Then a joint effort to feed that info back out to the community. What are the options. How does the Community get to have a say?

Action for Robyn: Check on the charge of the Square. Do we need to fill in the form? Is it exclusive rights?

Action for Robyn: set up a meeting with Colin, Ross, Helen, Jack and myself to discuss using the town square and vacant lot.

Christmas Parade

Apparently Claire offered to run this. Running the Christmas Parade is very hard with the new H&S legislation. We need a Traffic management plan, which is very expensive. Leigh Hay from Greytown CB has offered to do a combined application for all three towns to try and get a better price. Brenda suggested a Christmas lights festival in winter.

Talk to Helen again about fencing the whole playground not just one side.

Main Street.

Discussion around the main street; derelict buildings, vacant lot, car parking,

Modern gym facilities. One at the stadium is privately run. Galaxy gym.
There may be a group setting up around having a community gym in Featherston.

Dog pound.

When will the pound be built? Ask for duration statistics on dog pound.

Skate park. This has come up via the LTP and discussions with Fab Feathy. Close the little bit of Birdwood Street. That space can then be used. Upgrade of the skate park. A group may form around this.

Vic Uni study. Keeps coming up.

Inland port in Featherston. Spatial planning. Identify land to be set aside for various activities.

Conversations to have about this.

Action: Find out the Spatial planning timeframe.

Workshop on Tue 18 September
Present: Robyn, Brenda, Ross, Claire, Mark

Action to review the motion paper presented at the Board meeting on 28 August 2018

2. Consider the LTP submission from Barbara Wilson and whether the community board is willing to lead an initiative to create a Friends of the Featherston Cemetery Group.

Robyn contacted Featherston Lionesses are they are already doing work in this area. FCB suggests that the various groups contact each other.

Action point for FCB to invite the Featherston Lionesses and LTP submitters, and other interested parties to an introductory meeting so they can call meet.

3. Consider the LTP Submission from Fab Feathy and agree a process that enables good communication between Council's governance bodies and Fab Feathy and if necessary make an appointment recommendation to Council.

We have considered the submission. Recommend that Fab Feathy facilitators approach the Community board when their work overlaps with the assets in our town.

4. Note the LTP Submission from Richard Wards and officers' availability to assist the Community Board with public parking education.

Lack of parking an ongoing issue. Put a notice in Phoenix asking locals to park off the main road if possible. (This has been actioned) This submission also commented on the Information Centre so we caught Ross up on that too.

5. Consider the LTP Submission from Jack Millar and whether the Community Board is willing to lead a project to upgrade the Featherston Skatepark.

Skate park. Youth. Write to Jack Millar thanking him for his submission and we look forward to seeing him at Community Board with his group and ideas.

6. Note the LTP Submission from Tim Wood and Shelley Des Forges and that the Featherston Domain is owned by South Wairarapa District Council.

7. Lead and/or agree what consultation with Featherston residents and Featherston Domain users needs to be undertaken in order to progress the proposal to reduce the height and density of the trees in the Domain.

8. Note that once a plan with associated costs has been developed for Featherston Domain, that this can be reviewed for inclusion in the 19/20 Annual Plan.

Items 6, 7 and 8 are directly related to the petition and submission brought to the Community Board on 13 March 2018. This work is operational and needs to be led by the Council.

9. Note the submission from Lesley Christian and that Council has allocated \$10,000 in the 2018/19 year budget to fund a feasibility study to look at joining the Information Centre and the Featherston Library and that FCB will be invited to provide feedback on their vision for the library (scale and size) and to whether consultation is necessary prior to the feasibility study being undertaken.

10. Note the submission from Living Streets Aotearoa.

Discussion on the name of the town square

Dayle Harwood brought the suggestion to the Community Board at the 5 June 2018 meeting. There has also being a informal suggestion of naming it Messiness Plaza to mirror the Featherston Plaza in Messines. Agreed to wait till early next year once the Camp Sculpture has being in place over the summer. Still need to discuss mechanism. A question on does it need to be changed?

Footpaths. Expecting a list of curbing that needs adding from Tim. What and when is the process for FCB to have input on which footpaths and curbs are done and when? When can we expect the footpath strategic plan?

















Grants

Re put the motion to accept grant applications every meeting.
Advertise grants and how to apply and the information we'd like to know.

Phoenix

Locals park in the side streets.
Update on the vacant lot
Update on the wastewater
Chorus update and waste water update from Council meeting

Appendix 3: List of posts on the page between 16 August to 27 September

Featherston Community Board									
<div> Page Inbox Manage jobs Notifications Insights Publishing Tools More Settings Help </div>									
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	Published	Post	Type	Targeting	Reach	Engagement	Promote		
	26/09/2018 13:44	 Featherston Community Board shared a post.	Page	Public	11	0	0	Boost Post	
	26/09/2018 13:08	 Is this you?	Page	Public	16	5	0	Boost Post	
	19/09/2018 09:01	 Cafe opportunity in Martinborough.	Page	Public	49	3	0	Boost Post	
	18/09/2018 13:38	 Submissions close Friday 21 September!	Page	Public	30	2	0	Boost Post	
	17/09/2018 12:11	 Featherston Community Board shared a post.	Page	Public	25	6	0	Boost Post	
	17/09/2018 09:00	 New Zealand Chinese Language Week 23-29	Page	Public	70	0	0	Boost Post	
	14/09/2018 10:38	 The Agenda is now out for the SWDC Council meeting at 9 am	Page	Public	139	16	6	Boost Post	
	12/09/2018 10:30	 Disappointing to have confirmation that the ANZ ATM	Page	Public	109	39	12	Boost Post	
	10/09/2018 10:17	 Water shutdown in Featherston.	Page	Public	50	0	1	Boost Post	
	07/09/2018 15:30	 Upcoming Roadworks 9 - 14 September - Remutaka Hill.	Page	Public	35	9	3	Boost Post	
	04/09/2018 10:47	 Updates on the Waihenga Bridge.	Page	Public	18	9	1	Boost Post	
	26/08/2018 20:10	 Featherston Community Board shared a post.	Page	Public	117	0	0	Boost Post	
	21/08/2018 17:03	 Featherston Community Board shared a post.	Page	Public	161	12	3	Boost Post	
	21/08/2018 12:53	 The organisers of the Chor Farmer Choir visit are urgently	Page	Public	164	5	1	Boost Post	
	17/08/2018 14:27	 Why, yes the wind was a bit windy yesterday. Might be a	Page	Public	162	10	4	Boost Post	
	15/08/2018 18:44	 Nominations are now open for the 2019 New Zealander of the	Page	Public	225	1	1	Boost Post	

MEMBER REPORT
for
9 October 2018 Community Board Meeting
Christmas Parade

Member Name	Claire Bleakley
Group Name	Christmas Parade
Meeting Date	8 December 2018
Key issues from meeting	<p>Brenda and I met to discuss the Christmas parade. We would like to have the Featherston Parade on Saturday 8 December.</p> <p>The route for the Parade will be starting at Revans Street top end coming out at Wakefield Street and going down around the memorial and up again to Lyons Street.</p> <p>We are asking that all the businesses along the main road decorate their frontage and have a box for people to put their names in then at the end of the parade each participating shop owner can draw a name for a prize.</p> <p>We have a Father Christmas in mind.</p> <p>The children at Meta Riddiford kindergarten are going to do some Christmas paintings/ drawings for the poster.</p> <p>Mark and Nifu van der Loo have offered to lend their decorations for the day.</p> <p>We hope to have music and maybe a play on the vacant space and Squirrel. Art etc...</p> <p>Robyn talked to Leigh Hay of the Greytown Community Board to see if they can work a Traffic Management Plan (TMP) together. However it was decided that Featherston explore the TMP with Fulton Hogan individually.</p>

	<p>Mark, suggested that it would be best to ask Colin if the Lions would be able to help with crowd control.</p> <p>Martinborough is having its Christmas Fair on the 8 also from 5-10pm.</p> <p>They do not need a TMP as they are not on the SH.</p>
Specific item/s for Community Board consideration	<p>We will need to have posters and a budget (up to \$500) payable on receipt.</p> <p>Also the cost of the Traffic Management plan and a donation to whom ever is the crowd control people.</p>
General	<p>All the community will be asked via social media and the local papers.</p> <p>Hopefully Wairarapa Radio and TV can also be involved.</p>

MEMBER REPORT
for
9 October 2018 Community Board Meeting
Poppy Places Certificate Presentations

Member Name	Claire Bleakley
Group Name	Poppy Places
Meeting Date	21 September 2018
Key issues from meeting	The final presentation of certificates to the School children who wrote the lovely stories relating to the Poppy Places. Joseph Bolton presented the certificates to the Featherston School. Thank you for coming over from Upper Hutt for the event. Unfortunately, Joanne Bateman could not be there but we did also present the tins from the RSA, which are replicas of the tea tins taken by the soldiers when leaving NZ. It was a wonderful day and we have some great story tellers in our students.



Mrs Watson and Mrs Muth with children from St Teresa's school.



Joseph Bolton with children from Featherston School



Kimberley Hewison and Claire Bleakley with children from Featherston School

MEMBER REPORT

October 2018 Community Board Meeting

Member Name	Claire Bleakley
Action point	577 Glyphosate use.

At the last FCB meeting **FCB RESOLVED (FCB 2018/77):**

- 1. To receive the information. (Moved Bleakley/Seconded Cr Olds) Carried**
- 2. To recommend that Council commission a study of what, if any, risks to the community and what alternatives there are to glyphosate based herbicides. (Moved Bleakley/Seconded West) Carried**

Here is a reply from the SWDC officer Helen McNaught regarding the alternative options for Featherston berm management.

Following up from this – it's really up to the EPA do determine the risks to the community from the use of glyphosate-based herbicides. Since the report made to I&PWP on glyphosate in 2015 (attached FYI) we've been monitoring the developments in alternative herbicides. Basically, we've been waiting on bigger councils with more money to do the development work in this space so that we can jump in once the alternatives become more widely used and cost effective.

When the Monsanto decisions was handed down in the US in mid-August, I asked our parks and reserves contractors to update us on their progress with trialling alternatives, particularly the steam solution which they have been using in Christchurch. I've also asked them to look at our current contract and what impact the use of such alternatives would have on our current contract price, as this will be a factor in contract pricing going forward. I'm still waiting on that information, but once it arrives I will also share it with the Roding team, as their contractor also uses Roundup on the roadsides. I'll also use it to update the glyphosate report and copy it to you.

Once a glyphosate-alternative becomes realistic in cost terms, then we'll change to it, but until then we carry on with Roundup.

Helen also talked to city care

City Care have provided me a copy of the report on the pine oil trial they carried out for Tauranga council. Pine oil was being promoted as a possible glyphosate alternative, but the trial outcome suggests it's still considerably less effective and cost-effective than

glyphosate. I'm waiting to find out if the fulvic acid/glyphosate trial went ahead and what the outcome was.

Feedback from steam users suggests that two to three applications may be required to completely kill weeds – so this would be two to three times the price to use because of the number of applications.

I would like to thank Helen for her help in this, but still we need to address maybe mowing instead of spraying. The cost of roundup /glyphosate based herbicide use and should not be weighed against the council responsibility to protect our tamariki and residents from any damage to health.

Even after the finding that much of the damage was done from inhalation and spray droplets splashing back onto the exposed parts of the body and face whilst spraying, there are still contractors using GBH with spray guns in open places and no protection from the spray drift.

I have seen unprotected people working in the ditches that have been recently sprayed with herbicide. I also spoke to a spray man and he said that they use full protective facial and body gear whilst mixing the herbicide but not whilst spraying. This should be addressed by council and proper clothing and warning signs should be in place when spraying is under taken so that community and workers health is protected.



MEMBER REPORT
October 2018 Community Board Meeting

Member Name	Claire Bleakley
Group Name	Waihinga Centre costs.
<p>Jenie Mitchell has replied to the query from the last FCB meeting -</p> <p><i>Advise Claire Bleakley how much money has been fund raised by the community for the Waihinga Centre and how much the Council is funding.</i></p> <p>The external funding is \$2.3 million and the balance of \$3 million is funded by Council from various different sources including sale of land, reserves and loans.</p> <p>This is funding make up as approved at the January 2017 Council meeting where it was agreed to proceed with the Waihinga Centre and earthquake strengthening of the MBA town hall.</p> <p>I await further clarification of these questions -</p> <p>Thank you for the information. Please can you advise me about the make up of the \$3million that Council has funded? How much was raised from the sale of land? How much was raised from the sale of reserves? Or did the funds come from the reserves of the SWDC? How much did the SWDC take out on loan? What is the interest rate the loan is commanding? How long is the term? Are all SW ratepayers helping to support this loan interest payments?</p>	

Footpath connections to the Train Station, Featherston

7 September 2018

As a follow-up to the meeting organised by Fab Feathery, below are four figures showing improvements that I suggest are needed for commuters who walk or use wheelchairs, mobility scooters or prams.

Fig 1. Failing footpath on Harrison St should be widened and levelled with the street. This footpath was installed specifically for commuters, as it is difficult to cross to the other side given the volume of vehicles exiting the station. Before this footpath was built about 10 years ago, people walked in the mud. Unfortunately it was designed incorrectly from the start. It is too narrow for two people to walk side-by-side without fear of falling off either side. The kerb side is now crumbling and rather than wasting money repairing it, it should be redesigned. I think it was built so narrow in the first place as a way to avoid the drains and hydrants. I have no idea why it was built so high.



If the footpath was redesigned to be level with the street, the footpath could be widened to include the drains and hydrants without the need to raise them. It would also remove the tripping hazard to the street and reduce the height of a potential fall into the ditch. The kerb doesn't provide protection from vehicles and isn't needed. Paint could just as easily define the footpath from the road.

Figure 2. At the Fox St end of the new footpath in the Johnson St reserve, wheelchairs, mobility scooters and prams still cannot continue their journey into town using footpaths, as there is no kerb cut on the other side. In addition, the best location for a wheelchait to cross Fox St is a private driveway, which is in poor condition. This driveway is shown in the bottom of the photo.



Figure 3. Yes it is a long way from one side to the other and there is no obvious way to cross it. Most people start from the private driveway, others wander in a diagonal from the train tracks. This intersection needs to be redesigned to consider pedestrian safety (including for those in wheelchairs). One option is to bump out the corners to make the crossing shorter for pedestrians and to give car drivers a visual clue to slow down. Given that this is also a level crossing, KiwiRail may want to contribute to this safety upgrade.



Figure 4. Close up showing there is no kerb cut to continue safely into town if you use a wheelchair or mobility scooter. The next place you can rejoin the footpath is up the driveway to the police station.



Thanks for taking these concerns seriously. I am happy to provide more thoughts and input on designs for pedestrian safety and accessibility.

Cheers

Emily Greenberg
toemilygberg@gmail.com
027 313 8042

13 September 2018

The Chair
Featherston Community Board
C/- South Wairarapa District Council
PO Box 6
Martinborough 5741

Dear Chair,

Some of the stories I hear are heart-wrenching.

But to get a phone call from someone we've helped, who just wants to say thanks, you made a difference in my life, is heart-warming.

No-one in their wildest dreams would ever think they'd need our help.

Every day the media alerts us to traumatic incidents. From car crashes to homicides, and all sorts in between. But what we don't hear about is the Police Officer and sometimes one of my team, visiting the family home to break the bad news. Or the utter turmoil that has beset that family. Or that their world has changed forever, and what they're now facing.

But our team of specially trained Support Workers understand the difficulties people will face.

They will calmly step in and support a person or family through their incredibly difficult time.

As a friend of Victim Support, we hope you'll take a few minutes to read *Voice*, to read about the work we do. You can read about a day in the life of Patricia, who specialises in homicide cases, supporting a family from the time of the homicide, right through until after the trial. She'll help them through their emotional needs as well as the myriad of practical or problematic things that will crop up along the way.



Families' needs vary, but she'll do whatever they need, which could range from advocating with relevant agencies to dealing with the funeral director or being by their side in Court.

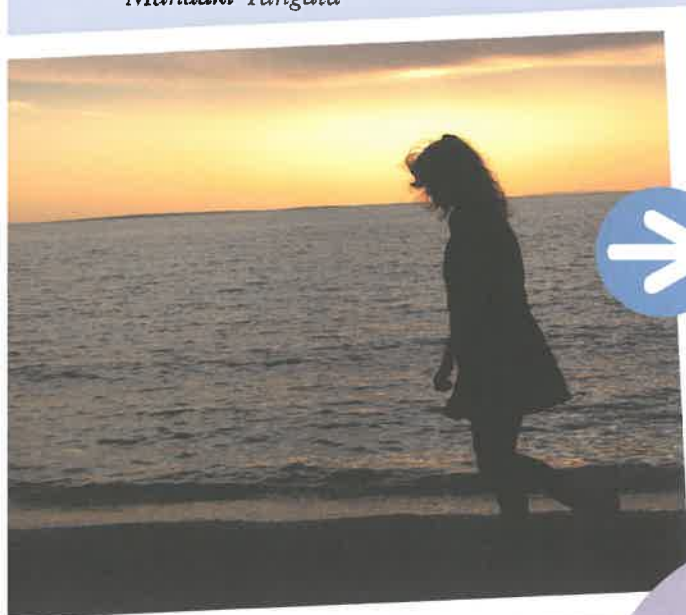
The thing is, with criminal cases there's a long journey through the justice system, which people may find very difficult, and with homicide, it can take years. But we will do whatever we can to help.

We have Support Workers nationwide – there for victims of crime or trauma. Some are homicide specialists like Patricia, others are specialists supporting people after a sudden death or suicide, and others can support people after any other crime or trauma.

Losing a loved one like this really does turn a family's life upside down and no-one should have to suffer through that alone. But if they do, we're here for them. And that's because of supporters like you.

Thank you for your ongoing support. Our work really does make a difference in people's lives.

Kevin Tso
Chief Executive



Supporting victims OF HOMICIDE

No-one ever expects the Police at their door telling them their loved one has been killed by homicide.

It is however an awful reality for around 70 families a year in New Zealand.

The statistics are chilling. Young men are over represented and approximately a third of homicide victims are Māori. Family violence accounts for around half of all homicides, and shamefully includes on average, nine child deaths a year.

The impact of a homicide is immense and what should be a private time of grieving can become very public.

The family's life is suddenly intertwined with official processes, media attention, and facets of their loved one's private life are no longer private. They're talked about by people who never knew them, over and over. There are so many questions, none of which will ever have a satisfactory answer.

The family's day to day life is severely affected. Their community and all that they know, may just not feel the same, they may not know what is normal anymore. Their lives have been changed forever.

While no-one can take away the pain or grief, Victim Support can help people get through it.

We supported

1,617



bereaved by
homicide

July 17-Jun 18

Our highly skilled Homicide Family Support Workers will support a family through this difficult time, focussing fully on the family and their needs.

They will help with emotional support and be their rock, and also help in very practical ways. They can assist with funeral arrangements, provide access to funding, advocate for the family, organise counselling and accommodation. They'll liaise with WINZ, Oranga Tamariki, cultural groups, and anything else the family needs.

They'll help them navigate the justice process, be by their side in Court and assist with Victim Impact Statements. Everything they do is focused on helping and supporting the family through this time, and beyond.

Without professional support, the journey for those bereaved by homicide would be unthinkable.

HOW WE WORK

Specialist trained Homicide Family Support Workers are assigned to a homicide case as soon as possible.

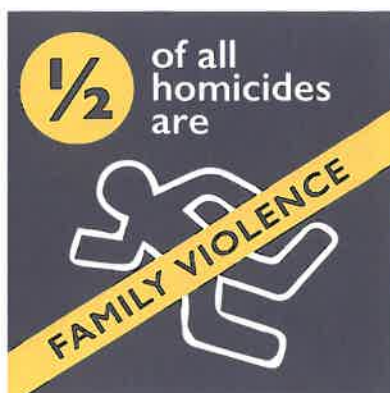
They will provide support for the multitude of logistical, emotional, judicial and physical support needs that the victims (family of the deceased), need.

We operate a hybrid model of support for our homicide work. Nationwide, we have a team of highly trained volunteer Homicide Support Workers, and staff Homicide Support Workers in Auckland and Christchurch.

They are supervised by Homicide Support Specialists, who oversee all homicide cases, providing co-ordination, liaison and case management for the cases' entirety.

Following an overwhelmingly positive pilot in 2015, this hybrid model provides a high quality service to victims' families at a highly traumatic time.

**Wherever we
are needed
we'll be
there**





From Kevin's desk

People often say to our team that they couldn't do the work we do. That it's just too hard.

They're right. It is hard work, and it's not for everyone. But those that do, our Support Workers, are dedicated, empathetic and highly trained.

Our Homicide Support Workers are further specialist trained, as the impact and demands on those affected by homicide are immense and long reaching.

In shock and distraught, a family can't quietly grieve and say goodbye to their loved one. They suddenly have Police, official processes, media, multiple

agencies and others in their life, and no concept of what's normal any more.

It's awful for the family.

It's vital there's support available to help them through the toughest time of their life.

Our homicide Support Workers know what to do. They gently step into the families lives and help. They understand the processes, can prepare the family for what's coming up, guide them through, advocate, and just be there for them. They're focused on the needs of the family, to support them from the time of the incident, through to trial and beyond.

We do this, because no-one should have to suffer through the aftermath of any crime, alone.

Ngā mihi
Kevin Tso, Chief Executive

A day in the life... PATRICIA

Our Editor recently spent a day with Patricia, a Homicide Family Support Worker.

No day is typical for Patricia, as a new homicide referral or a current client needing urgent help, means plans can quickly change.

I asked her what would happen if a referral were to come through now.

"I'd head out to meet the Officer in Charge (OC) to fully understand the situation and meet the family," she said. "If the family home is the crime scene, I'll arrange accommodation and personal essentials for them as they can't enter the home. I'll liaise with the OC to get the paperwork which allows Victim Support to release funds to the family."

She'd do a family tree and needs assessment to establish the deceased's wider family and to get support for all underway. Needs can vary considerably during the support period and from person to person.

Patricia works collaboratively with her valuable volunteer colleagues, particularly as they may have been the initial person on the case if the homicide happened during the weekend or at night.

Given a homicide trial can take several weeks, Patricia spends quite a lot of time at the High Court, supporting the family and sitting at their side. "I'll do what I can to ease the burden for the family. I'll read the Victim Impact Statement if they can't manage it. It can be so difficult for the family, particularly the tough days when family give evidence or hear the minute details of how their loved one died."

"Some people attend Court every day and some don't. Some don't want to face the perpetrator any longer than they must or hear the forensic evidence. It's terribly gruelling for them."

After a morning of phone and email work, we make some home visits.

While each family we visit has differing circumstances, each has been blindsided by the cruel death of their loved one.

Patricia skilfully glides through the conversations, enquiring where things are at since they last spoke. She provides updates and discusses next steps, answers questions and clarifies aspects of the police investigation and judicial processes they were unsure of. Some of the conversation is tough, some downright heart-breaking.



All receive reassurance that she is there for them, she will sit with them in Court if they want, they can call her, they are not alone.

But she will do more than that. She'll do anything the families need.

Some families like to have a Court familiarisation, or have a screen between them and the perpetrator, or be ushered in and out of Court, diverted away from anyone they don't want to see. They'll be looked after through this ordeal.

Practical matters are addressed too. Financial support through the Ministry of Justice Victim Assistance Scheme can provide counselling, and accommodation while attending hearings. There's advocacy and assistance with the Police, WINZ, cultural groups and others, and help connecting the family to other avenues of support.

I note several things on these visits.

Gentle yet professional, warm and empathetic, Patricia is quite clearly highly thought of by each family. The genuine welcome into their homes, lives and struggles and the high level of trust was immediately palpable. I'm reminded of what Wellington based volunteer Support Worker Barbara had told me some time ago – "when I go out on a call, I'm stepping into someone's life, and I might be there for months or years."

Homicide clearly turns families lives upside down.

They've suffered. They've lived through something no-one should have to, yet it continues to dominate their lives as they move through the justice process – while perhaps wondering whether they will get justice for their loved one.

It's completely changed their living and financial circumstances, and cruelly brought someone they don't wish to know at all, into their lives.

Yet despite all this, their strength and resilience is clear. It hasn't been easy and there are still bumps on the road ahead, but their warmth and gratitude is visible. Patricia's repeatedly thanked for being that person that was and continues to be, there for them, as they wouldn't have wanted to get through alone.

"I love my job," said Patricia. "The depth of despair and turmoil that people suffer goes beyond comprehension, but somehow these brave people manage to display a courage and fortitude which I admire and respect so much. Anything I can do to help them through this journey I will, and it's a privilege to help them out as much as I can."

My story... MELISSA HEARD

Melissa was only six years old when she lost her father to homicide – and her life changed forever.

Everything went numb. She experienced nightmares and had fears no child should ever experience.

The pain did not go away and trickled on to other things in her life. Not knowing how to cope, as a teenager and young woman she rebelled and disregarded her life. She was living a life that seemed like something out of a movie, not something that really happened to people. She was always feeling lost and out of place, with an overbearing feeling that something bad was going to happen to her.

Around the age of 19 years, Melissa took an enormous step and approached Victim Support and asked for help.

From there, the road was long and winding. Melissa found a Counsellor that she could work well with and began the journey from her deep trauma to a good place.

Over time she used her pain and grief to propel her forward. She needed to get to a place of being content and nightmare free. She found that while the pain of losing her father never goes away, she could work on herself and change her world.



Need support?
Call now
**0800
842 846**

"I was a Daddy's girl at heart and I used his love to push me forward and to do everything in his memory in a positive way and I think about how he would like me to be. It's taken a lot of effort and I've had to push myself to get there," said Melissa.

When asked what advice she'd give to anyone in a similar situation, Melissa said, "it's hard, but seek help, get counselling and do the steps because it does work. Go through the motions of grief and look after yourself, including regular exercise. Do things that will keep your loved one's memory alive in a positive way and try to use the pain to push forward in life."

"Victim Support was a good starting point as it was one of the only places where people understood my situation," she said.

Today, Melissa is doing really well. She's achieved a great deal, personally and professionally, is in a good place, has a lot of positive things in her life, and thinks her dad would be really proud.

ADVISORY GROUP GIVES HOMICIDE VICTIMS A VOICE

Victim Support's Homicide Advisory Group met in Wellington last month to discuss issues facing victims of homicide and how Victim Support can best ensure their needs are met.

The group is made up of people who have lost a loved one to homicide, and who generously give their time to ensure the service is as effective as possible.

The group discussed their experiences of the New Zealand justice system and the changes they would like to see

Victim Support advocating for on their behalf, as well as providing crucial feedback on how Victim Support made a difference in their journey and could make a difference for others.



From left to right: Lynda West, Rawinia Tahu, Wendy Marshall, Alan Marshall, David Beavan, Rachel Beavan (absent – Jo Todd)



Following a homicide, the family of the loved one may wish for their memory to live on and to celebrate their life. They might do this publicly, privately, or both.

Taken is an online space for families to make and share a public tribute to a loved one they have lost through murder/homicide, thereby giving their loved one a voice.

It provides a place for all those affected by homicide to come together, remember and celebrate the loved one that was taken. It also provides a place for people on those outer ripples to show their support for the grieving families and unite together as a community to work towards a better society.

As one of the Taken site founders, Wendy Marshall, whose son was killed in 2011, said "Taken is a place to collectively honour the lives of the people we love and miss every single day."

You can view or make a tribute, or find out more about Taken, at www.taken.life



2018 VICTIM SUPPORT LOTTERY

Our popular fundraiser is back!

Tickets for this year's Victim Support Lottery go on sale 1 October 2018 and run through until the end of November.

We're delighted to again be partnered by Honda New Zealand Limited, with a 2018 Honda HR-V S, valued at \$30,785, including on road costs, as first prize! "The Honda HR-V S continues to be a fantastic drawcard for our lottery, and the lucky winner could be spending their summer holidays driving around in



Win a
**Honda
HR-V S!**

style!" said Cam Cotter, Victim Support's GM Fundraising & Communications.

There's a stream of lifestyle prizes plus a bonus prize of seven nights in the Gold Coast!

Tickets are \$5 each or a book of five tickets for \$20. To buy tickets, contact your local Victim Support office or download an order form at victimsupport.org.nz/victim-support-lottery.

If you can help us sell tickets, please contact your local Victim Support office to help.

→ THANK YOU Southern Trust!

We're extremely grateful to the team at Southern Trust for their recent generosity.

Their \$50,000 funding provides a contribution to our operating costs in rural and provincial hubs, spread over eleven of our districts.

"Southern Trust has a wide reach in our communities, and we were fortunate to receive support toward our operations in Southland, Whangarei and a number of areas in between," said Cam Cotter, GM Fundraising & Communications. "Our staff and volunteers provide a much-needed service nationwide, every day, but thanks to funders like Southern Trust we can gain funding for some of our more rural hubs, which is invaluable."

The Southern Trust is funding partner to a full range of community groups and charitable causes across New Zealand, with a particular focus on education, community, amateur sport, arts and culture.

Our sincere thanks to
The Southern Trust!



the
**Southern
trust**

→ Run for Victim Support!

Want an excuse to get fit and support a great cause at the same time?!

Join Team Victim Support as a charity walker or runner in this year's ASB Auckland Marathon on Sunday 28 October.

There's a range of distances to suit everyone – from the 5km course that is suitable for families, through to 12km, half marathon and full marathon. Walkers can participate in any category.

Charity runners/walkers simply gather donors through their online sponsorship page. They'll receive free entry in to the event, training plans and expert advice, entry into the hospitality area, and more.

Grab a friend, colleagues or family or come along solo, everyone is welcome in Team Victim Support!

To find out more, contact
Robyn on 027 705 6562 or
robyn.scurrah@victimsupport.org.nz



(Cut here)

Yes! Here is my donation to help victims of crime and trauma

☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other

Name

Postal address

Postcode

Phone

Email

Value of donation ☐ \$25 ☐ \$50 ☐ \$100 ☐ Other \$

Gifts over \$5 are tax deductible.

☐ Internet banking – BNZ 020500 0493163 00 – use your surname and NL0918 as references

☐ Cheque – made payable to Victim Support

☐ Credit card – please charge to my

☐ Mastercard ☐ Visa ☐ Amex

Name of cardholder

Card Number

Expiry date

Signature

☐ Please send me information about remembering Victim Support in my Will.

Please return this form to:

Victim Support, Freepost 100819, PO Box 3017, Wellington 6140

Thank you for your support.



Above: Proposed Stage 1 from the North showing park and community house

How much will the house and land packages be?

We are currently looking at the range of \$190,000 - \$390,000 for 1, 2 and 3 bedroom dwellings. This will be confirmed when resource consent is issued.

Who is behind the project and why?

Brookside: Featherston is a product of Small Time Developments Limited (www.smallhome.nz), which is a social enterprise established in 2016 by Ian McComb who saw that the current housing development model was not working for people or the environment.

Ian's background is in environmental and civil engineering, predominantly associated with local government activity. He holds a degree in Building Engineering, a Masters in Civil/Environmental Engineering and a passion for sustainable communities.



Above: Proposed residents shared space

Featherston Community have your say...

We really value your input! The Community Consultation survey will be open until 31 Oct 2018. Please go online and answer the survey questions:



Contact us: www.brooksidevillages.co
FB: @brooksidevillages.co



<https://www.surveymonkey.com/r/F7S7BVV>

Proposed Community Development Harrison Street East, Featherston



Stage 1 perspective

Project Outline

The aim of this Brookside development is to create a high amenity, affordable lifestyle environment for 100+ families that integrates with and enhances the existing Featherston community.

Consent has not yet been applied for and hence this is an opportunity for the existing Featherston community and future residents to inspire and enhance the design potential and discuss features you would like to see incorporated into the project.

Below: Swale, wetland and playground in central reserve. Productive raised gardens along pedestrian thoroughfare edges.



Below: Proposed Stage 1 Community shed, daytime cafe/common dining hall and parking.



What is proposed?

The current idea as shown on the indicative layout image is for:

- Around 100 small and tiny homes (i.e. 35m² to 110m²)
- 4 community houses
- 2 or 3 community sheds
- Community gardens and playgrounds
- 2 public roads & public reserve areas



Above: Example community interaction spaces

The project is planned to be developed over 4 stages with each cluster having a central carpark near the community buildings which will have support functions. Stage 1: daytime café and evening common dining hall.

Other facilities: creche, common laundry, gym, bookable visitor accommodation, shared workshops/art spaces, teenagers game space, bookable meeting rooms and rentable storage units. These co-housing services are mainly designed to facilitate residents having smaller and more affordable private homes.

Other onsite features could include: composting and recycling facilities, community BBQs, 2D art and sculptures, and permaculture gardens. The scope is only limited by the vision and energy of the residents and their friends.

Brookside Featherston Village Indicative Layout



Below: Example garden art sculptures



Right: Example community interaction spaces



How is the site to be managed?

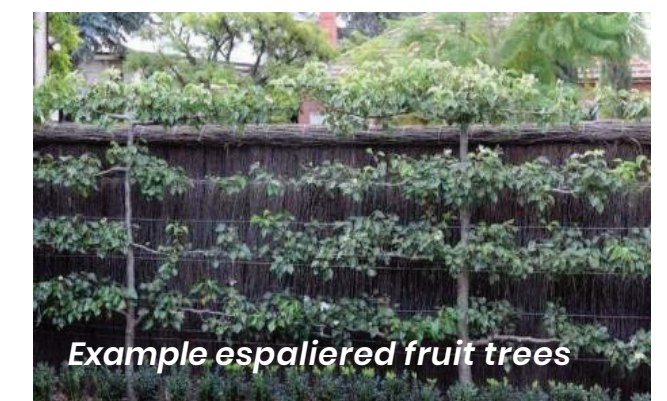
Given the higher than average density of the proposal, there will be a Body Corporate and an onsite manager, that will manage the development and the community rules controlling potential nuisance such as noise, and pets. The aim is for the community spaces to be managed by resident committees from each house cluster with body corporate funded contractor support. The management rules are under development and still able to be influenced by future residents.

When is this happening?

The resource consent will be submitted to SWDC before the end of 2018. Development will commence as soon as consent and sufficient sales have been achieved.

Productive Food Gardens

These are a major distinctive feature of our vision and include espaliered fruit trees, linear herb and vegetable gardens along paths, and a food forest.



Example espaliered fruit trees