



For the Attention of the Chairperson
South Wairarapa Community Boards

15th November 2013

Dear Chair

Presentation to South Wairarapa Community Boards

Many thanks for the opportunity to make a presentation to your Community Board in December. Ahead of my presentation, I would like to take the opportunity to provide some basic information about Access Radio, Arrow FM, and my role as Arrow's Southern Area Coordinator.

What is Access Radio?

Arrow FM 92.7FM (Access Radio Wairarapa Charitable Trust) is one of twelve Access radio stations operating in New Zealand. In common with all Access radio stations, Arrow FM delivers services in keeping with section 36C of the Broadcasting Act, which requires the provision of broadcasting services for minority interests, needs and groups, for example people with disabilities, ethnic minorities and children and young people. It delivers these services on the community access radio principles of radio by, for and about its users.

Arrow FM has been operating on this basis since 2000, and today the radio produced by its 40-plus broadcasters and community organisations continues to reflect the richness and diversity of the Wairarapa, and provide marginalised, hard-to-reach and disenfranchised individuals and communities a means to get their voices heard.

Arrow FM in the South Wairarapa

I have recently been engaged as Arrow FM's coordinator for the southern part of the Wairarapa region. A significant element of the role is to build on the need for broadcasting services, training and facilities in and around the towns of the South Wairarapa, support existing broadcasters to access these services, and enable radio programmes to be made in the South Wairarapa that reflect the diversity and variety of our local communities.

Since the commencement of the role in September 2013, I have successfully enrolled several new regular South Wairarapa programmes, and have several more in development. I have also made good progress in increasing awareness of Arrow FM's services in the South Wairarapa area through numerous meetings with local groups, organisations, and community leaders.

Programming from the South Wairarapa includes shows dedicated to local arts and culture (*ReCooper8*), parenting and childcare issues (*Cold Tea and Laundry Piles* from Plunket), local community issues (*Southern Exposure*), adult learning (*SWALA Hour*), mental health awareness (*Like Minds, Like Mine South*) health and fitness (*Move with Ease*), environmental and sustainability issues (*Project Wairarapa*) and foreign language programming (*Spaetzle Radio*).

The Community Boards and Arrow FM

I am very much looking forward to talking with each of the Boards to provide more information about why and how Arrow FM operates, and the purpose of my role.

However, in my presentation at the December meetings I would like to focus specifically on how the Community Boards could use the services, facilities and skills of Arrow FM to assist in the fulfillment of some of their responsibilities and functions. I believe that a regular broadcast on Arrow FM by the South Wairarapa Community Boards is entirely in the spirit of Access Radio, and could provide a dynamic, versatile and accessible means of exercising some of the Boards responsibilities, such as representing and acting as advocates for the interests of the community, and in communicating with community organisations and special interest groups in the community.

I present below a basic sketch of how a Community Board programme on Arrow FM might function. I would like to stress that these are just ideas, and here for the purpose of stimulating thought and discussion:

- The Community Boards could work together to broadcast an hour long programme once every six weeks to coincide with the Community Board meetings, featuring voices from all three Community Boards;
- The programme would be pre-recorded locally in the South Wairarapa;
- With all three Boards involved, not only will there be more than enough material to fill an hour's broadcast, but the responsibility for 'fronting' the programme could be devolved throughout the Board's membership;
- Examples of content include featuring news of what's going on in the various townships and outlying communities; details of successes or challenges being faced in our communities; information about how people can get in touch with Community Board members; details about grant schemes or funds available, and how communities can access them;
- The show could be broadcast twice in a six week period – once with one repeat;
- The programme can be made available as a podcast on Arrow FM's website, which is being relaunched at the end of November. This will make the programme even more accessible throughout the region.

Arrow FM can provide the skills and support necessary to help the Boards develop a successful and popular programme that I believe will have considerable beneficial impact on the work you do and the communities you serve.

Community Board members are bound to have questions about Arrow FM and the broadcast idea, and I very much look forward to having the opportunity to answer them at the meeting in December.

Yours faithfully

Lucy Cooper
Southern Area Coordinator



Greytown Community Board

Minutes – 28 August 2013

- Present:** Cr Viv Napier (Chairperson), Cr Margaret Craig, Michele Falleni, Kay Gray and Connor Taumoepeau (student representative).
- In Attendance:** Paul Crimp (Chief Executive Officer) and Suzanne Clark (Committee Secretary).
- For part only Cr Mike Gray (Greytown CDEM Community Response Team).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 28 August 2013 between 7:00pm and 8:30pm.
- Public Participation:** Yvonne Green, Ian Farley, Geoffrey Clark.

PUBLIC BUSINESS

1. APOLOGIES

GCB RESOLVED (GCB 2013/55) to receive apologies from Christine Stevenson, Shane Atkinson and Mayor Adrienne Staples.

(Moved Cr Craig/Seconded Gray)

Carried

2. CONFLICTS OF INTEREST

Cr Napier declared a conflict of interest with the application for financial assistance from Plunket as she was a life member of the organisation.

3. APPOINTMENT AND WELCOME OF STUDENT REPRESENTATIVE

Cr Napier welcomed Connor Taumoepeau to the Community Board meeting.

GCB RESOLVED (GCB 2013/56):

1. To appoint Connor Taumoepeau as a student representative, in an advocacy role with non-voting rights to the GCB, for a period still to be determined by the newly elected GCB when they next met.
2. To pay a meeting attendance fee to Connor Taumoepeau, student representative on GCB, the amount of which is to be determined by the newly elected GCB when they next met.

(Moved Cr Craig/Seconded Falleni)

Carried

DISCLAIMER

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4. PUBLIC PARTICIPATION

4.1 Yvonne Green, Greytown 160th Year Celebrations

Yvonne Green requested Community Board financial support to celebrate Greytown's 160th year anniversary in March 2014 by way of a Victorian themed ball and dinner.

4.2 Ian Farley, Renaming of Pierce Street

Mr Farley expressed concern that Pierce Street was renamed to Governors Green Drive as Pierce Cotter was an early Greytown settler. Mr Farley tabled recommendations for the Community Board to consider as well as letters from nearby residents who wished the name changed back to Pierce Street.

4.3 Geoffrey Clark, Macrocarpa Tree at 42 McMaster Street

Mr Clark tabled correspondence and requested the Community Board assist with a course of action that would see a macrocarpa tree located at 42 McMaster Street felled, rubbish at the section removed and trees growing into power lines trimmed.

5. GREYTOWN CDEM COMMUNITY RESPONSE TEAM

5.1 Update from Greytown Community Response Team

Cr Gray tabled a report and updated the Community Board on the CDEM awareness display, neighbour support, a CDEM response team leader meeting and 'Get Ready Week' preparations in September.

6. GREYTOWN CDEM COMMUNITY RESPONSE TEAM

6.1 Yvonne Green, Greytown 160th Year Celebrations

The Community Board agreed that planning for Greytown's 160th year celebrations should go ahead and that celebrations could include a ball as well as a heritage aspect.

The Community Board agreed to notify the public via the Greytown Grapevine of the upcoming anniversary.

GCB RESOLVED (GCB 2013/57) that Yvonne Green should submit an application for financial assistance to the Community Board for the celebration of Greytown's 160th year.

(Moved Cr Craig/Seconded Falleni)

Carried

6.1 Ian Farley, Renaming of Pierce Street

The Community Board agreed that some discussion with the Community Board should occur before road renaming decisions were made and asked Mr Farley to make a presentation at the next Council meeting.

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Cr Napier confirmed that the road renaming had been approved by Council on the 20 February 2013.

GCB RESOLVED (GCB 2013/58) to recommend to Council that it initiates action to restore the name Pierce Street to the length of street stretching from West Street to the boundary of the area named Governor's Green.

(Moved Falleni/Seconded Gray)

Carried

6.1 Geoffrey Clark, Macrocarpa Tree at 42 McMaster Street

GCB NOTED:

1. Action 568: Follow-up with Public Trust to determine if there is any course of action for pruning or removing the macrocarpa tree located at 42 McMaster Street; M Allingham
2. Action 569: Investigate whether anything can be done to deter dumping of rubbish at the corner of McMaster and Massey Streets and remove any rubbish that has been dumped; M Allingham
3. Action 570: Investigate and prune the trees obscuring street lighting in the vicinity of 42 McMaster Street; M Allingham

7. COMMUNITY BOARD MINUTES/EXPENDITURE

7.1 Greytown Community Board Minutes – 17 July 2013

GCB RESOLVED (GCB 2013/59) that the minutes of the Greytown Community Board meeting held on 17 July 2013 be confirmed as a true and correct record.

(Moved Cr Craig/Seconded Falleni)

Carried

7.2 Matters Arising

Mr Crimp advised that NZTA found the proposed positioning of Greytown entrance signs unsuitable, but the design concept was acceptable. To progress, the Community Board should meet directly with NZTA.

Mrs Gray advised that a combined community board meeting was scheduled for the 9 September.

7.3 Action Items From Previous Meeting

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

GCB NOTED:

1. Action 571: Request that City Care make a recommendation for suitable trees to be planted on Humphrey Street to replace the phoenix palms and that residents be sent a letter advising this course of action and seeking feedback; M Allingham

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- 7.4 Income and Expenditure Statement to 30 June 2013
GCB RESOLVED (GCB 2013/60) to receive the Income and Expenditure Statement to 30 June 2013.

(Moved Gray/Seconded Falleni)

Carried

8. OPERATIONAL REPORTS – COUNCIL OFFICERS

8.1 Officers' Report to Community Boards

The Community Board reviewed the report and Mr Crimp answered questions relating to e-waste disposal, the Greytown public toilet block replacement and road repairs to Cape Palliser Road at Kupe's Sail.

GCB RESOLVED (GCB 2013/61) to receive the Officers' Report to Community Boards.

(Moved Cr Craig/Seconded Falleni)

Carried

8.2 Greytown Men's Shed

GCB RESOLVED (GCB 2013/62):

1. To receive the information.
2. To recommend to Council that the Greytown Men's Shed (once incorporated) be granted a licence to occupy the above premises at a peppercorn rental.
3. To instruct officers to remove the fibre cement pipes and bagged sodium bicarbonate currently stored in the shed for disposal or storage elsewhere.

(Moved Falleni/Seconded Cr Craig)

Carried

9. COMMUNITY BOARD/COUNCILLORS REPORTS

Kay Gray

Mrs Gray tabled and spoke to a report from the Greytown Information Centre and the Tree Advisory Group. Mrs Gray had attended the Cobblestones Trust AGM.

GCB RESOLVED (GCB 2013/63) that small stationary items as itemised in the Information Centre report should be purchased and Kay Gray reimbursed when the receipt is presented.

(Moved Cr Napier/Seconded Falleni)

Carried

Michelle Falleni

Mrs Falleni had attended the Greytown mini forum meeting.

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Cr Margaret Craig

Cr Craig updated the Community Board on preparations at Cobblestones Museum for the new entrance building and advised that Arbor House had purchased an original painting for the new wing with the grant provided by the Community Board.

Viv Napier

Cr Napier reported that the Greytown mini forums were informative and well attended but suggested a time limit was given to speakers.

10. TIDINESS OF THE TOWN CENTRE AND SURROUNDING STREETS

Mr Crimp advised that Council officers were to meet with City Care and undertake a contract review. Mr Crimp asked that specific tidiness issues were directed to the Property and Facilities Manager. Responsibility and maintenance of the public square area on the corner of McMaster Street and State Highway 2 was discussed.

11. CORRESPONDENCE

11.1 Inwards

To Greytown Community Board from Arbor House dated 1 August 2013.

11.2 Outwards

To Doherty's, Falleni's and Wenden's from Christine Stevenson, GCB, dated 31 July 2013.

To Trevor Hill, Georgia Mac, Ben Winder, John and Sue Nation and Brooke-Amelia Lewington from Christine Stevenson, GCB, dated 5 August 2013.

To Bob Francis, Aratoi, from Christine Stevenson, GCB, dated 31 July 2013.

To Dinah Edridge from Christine Stevenson, GCB.

GCB RESOLVED (GCB 2013/64) to receive the inwards and outwards correspondence.

(Moved Cr Craig/Seconded Falleni)

Carried

12. FINANCIAL ASSISTANCE

12.1 Plunket

GCB RESOLVED (GCB 2013/65) to grant Greytown Plunket \$500 to assist with costs associated with printing a 2014 calendar.

(Moved Falleni/Seconded Gray)

Carried

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Cr Napier thanked members for their time and work over the triennium and wished those members standing all the best for the election.

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**



Greytown Community Board

First Meeting of the Triennium 2013-2016

Minutes 6 November 2013

- Present:** Christine Stevenson (chair from 7:05pm), Shane Atkinson, Leigh Hay and Cr Margaret Craig.
- In Attendance:** Adrienne Staples (Mayor), Murray Buchanan (Group Manager Planning & Environment) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on Wednesday 6 November 2013 between 7:00 and 7:30pm.

PUBLIC BUSINESS

The Group Manager Planning & Environment in the Chair

A1. Apologies

Apologies were received from Cr Viv Napier, Connor Taumoepeau and Paul Crimp.

B DECLARATIONS AND ELECTION OF CHAIRPERSON

B1. Declaration by Members

The elected Greytown Community Board members made public declarations and were sworn in by the Group Manager Planning & Environment.

B2. Election of Chairperson

Cr Margaret Craig nominated Christine Stevenson for the position of chairperson.

GCB RESOLVED (GCB2013/66) that Christine Stevenson be elected chairperson of the Greytown Community Board.

(Moved Cr Craig/Seconded Hay)

Carried

Christine Stevenson assumed the chair

B2. Election of Deputy Chairperson

Cr Margaret Craig nominated Shane Atkinson for the position of deputy chairperson.

GCB RESOLVED (GCB2013/67) that Shane Atkinson be elected deputy chairperson of the Greytown Community Board.

(Moved Cr Craig/Seconded Stevenson)

Carried

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C BUSINESS IN ACCORDANCE WITH PART 1 OF SCHEDULE 7 OF THE LOCAL GOVERNMENT ACT 2002

C1. Legislation Affecting Elected Members – General Explanation

The Group Manager Planning & Environment provided an explanation of the legislation affecting elected members, including:

- Local Government Official Information and Meetings Act 1987
- Local Authorities (Members' Interests) Act 1968
- Sections 99, 105 and 105A of the Crimes Act 1961
- Secret Commissions Act 1910
- Securities Act 1978

GCB RESOLVED (GCB2013/68) to receive the information.

(Moved Stevenson/Seconded Cr Craig)

Carried

C2. Schedule of Ordinary Meetings

GCB RESOLVED (GCB2013/69):

1. To receive this information.
2. To adopt the revised 2013 schedule of meetings.
3. To adopt the 2014 schedule of ordinary meetings for Council, community boards and committees.
4. To set the regular meeting time of the Community Board for 7:00pm.

(Moved Stevenson/Seconded Atkinson)

Carried

D MATTERS FOR DECISION

D1. Model Standing Orders for Meetings of Local Authorities and Community Board

GCB RESOLVED (GCB2013/70):

1. To receive this information.
2. To adopt Appendix H – Provision for Casting Vote.
3. That no change be made to Council's standing orders for meetings.

(Moved Stevenson/Seconded Hay)

Carried

(Moved Stevenson/Seconded Atkinson)

Carried

D2. Code of Conduct for Elected Members

Members noted that paragraph 2.3 required updating to allow for the provision of a casting vote (as adopted above), and paragraph 2.6 required updating to reflect new mayoral powers under the LG Act.

GCB RESOLVED (GCB 2013/71):

1. To receive the information.
2. To adopt the Code of Conduct for Elected Members for the 2013-2016 triennium with amendments as noted.

(Moved Cr Craig/Seconded Stevenson)

Carried

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- D3. Elected and Non-Elected Members' Remuneration
GCB RESOLVED (GCB 2013/72) to receive the Officer's Report.
(Moved Stevenson/Seconded Hay) Carried
- D4. Establishment of and Appointments to Committees
 Members discussed the creation, purpose and potential membership of the Tree Advisory Committee and the possibility of creating committees for the Information Centre and Civil Defence.
 Nominees were called for and received with the following appointments made.
GCB RESOLVED (GCB2013/73):
1. To receive this information.
 2. That the Tree Advisory Committee not be formally reconstituted but that Christine Stevenson will act as liaison with the Committee.
 3. That Leigh Hay be the Greytown Community Boards nominee for appointment selection to the Wairarapa Library Service joint Council committee.
 4. That Shane Atkinson be appointed to the Waiohine Floodplain Management Advisory Committee.
 5. To not constitute an Information Centre Committee, but appoint Leigh Hay as responsible for operations and reporting, with assistance from Christine Stevenson.
 6. To recommend to Council to appoint Rob Tuckett to the Arbor House Trust Board. The term of the appointment is recommended to be concurrent with the local government triennium of 2013-2016.
(Moved Stevenson/Seconded Atkinson) Carried
- D5. Determination of honorarium payment for student representative co-opted to Greytown Community Board
GCB RESOLVED (GCB2013/74) that an honorarium payment of \$50 per meeting attended would be made to the student representative co-opted to the Board.
(Moved Stevenson/Seconded Atkinson) Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

DISCLAIMER

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Greytown Community Board
Action Items
From 28 August 2013

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
22	GCB	30-Jan-13	Action	Mark	Assess the health of some trees within the Greytown Campground and assess for safety to campers. Removal of two kowhais recommended. Assess the poplar trees on the Greytown Campground boundary for camper safety	Open	Note: Tree Advisory Group recommends two Kowhai trees could be removed). TAG have assessed trees and can advise which trees need to be assessed. In progress - one of the trees fell down and had to be removed. Awaiting arborist report on the rest. CityCare arranged arborist report - still awaiting this 06/06/13. 6/6 Have received report, Officer looking into resource consents. 28/6 Ongoing. 5/7 Officer to talk to planning department regarding resource consents, meeting scheduled for next week. Officer waiting on feedback from tree advisory group. 19/8 - In progress 5/9 Have not heard back from Tree advisory group, so will schedule meeting with CityCare and Officers on site. 8/11 Had meeting on site with GTWN TAG, GTWN TAG consent to remedial works to trees. Poplars on boundary are on the neighbours land, they are in poor condition and are risk to the campground. Officer believes they should be removed.
438	GCB	17-Jul-13	Action	Paul	Laminate a list of defibrillator locations and seek permission to place in the Greytown supermarket and the Greytown Library	Open	
568	GCB	28-Aug-13	Action	Mark	Follow-up with Public Trust to determine if there is any course of action for pruning or removing the macrocarpa tree located at 42 McMaster Street	Actioned	5/9 Officer to investigate 8/11 Sent letter to the public trust on 24th September advising concern from the neighbours about the macrocarpa tree. Also mentioned the trees on the road frontage that have grown up into the power lines. I enclosed photos with the letter and asked that SWDC would appreciate being advised of works

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
							completed.2/12 Contact made from Trust that manages 42 McMaster Street they are contacting treescape to discuss works.
569	GCB	28-Aug-13	Action	Mark	Investigate whether anything can be done to deter dumping of rubbish at the corner of McMaster and Massey Streets and remove any rubbish that has been dumped	Open	5/9 Officer to investigate no dumping signage, will also put signs in other known areas where there is a high volume of rubbish dumping. 28/11 - Officer to investigate
570	GCB	28-Aug-13	Action	Mark	Investigate and prune the trees obscuring street lighting in the vicinity of 42 McMaster Street	Actioned	5/9 Officer to investigate 8/11 as above in action 568.
571	GCB	28-Aug-13	Action	Mark	Request that City Care make a recommendation for suitable trees to be planted on Humphrey Street to replace the phoenix palms and that residents be sent a letter advising this course of action and seeking feedback	Open	5/9 Noted 8/11 In progress 2/12 Officer seeking input from Greytown TAG

Greytown Community Board	
Income & Expenditure to 30 October 2013	
<u>INCOME</u>	
Balance 1 July 2013	23,216.09
Annual Plan 2013/14	14,505.36
Tree Donations - Arbor Day 201	417.39
TOTAL INCOME	38,138.84
<u>EXPENDITURE</u>	
Members' Salaries	2,314.44
Total Personnel Costs	2,314.44
AP Fairfax Media GCB new entrance	105.00
AP 16 guests 10/9/13 C/Brds	37.10
Arbor day and meeting expenses	134.35
AP SOLGM Desk/Pocket Diaries 2014	31.80
Total General Expenses	308.25
AP Wairarapa Mathe Community Board Grant 2013	200.00
AP Kokomai Creative Festival 2013	1,000.00
AP Arbor House Grant for new wing-art work	250.00
AP Greytown Plunke Grant for printing 2014 calendar	500.00
Total Grants	1,950.00
TOTAL EXPENDITURE	4,572.69
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	33,566.15
<u>LESS: COMMITMENTS</u>	
Salaries to 30 June 2014	7,690.56
Total Commitments	0.00
BALANCE TO CARRY FORWARD	33,566.15

GREYTOWN COMMUNITY BOARD

11 DECEMBER 2013

AGENDA ITEM 7.1

OFFICERS' REPORT

Purpose of Report

To update the Community Board and Maori Standing Committee on Council activities.

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the information.*

1.1 Staffing

We welcome Leanne Kernot to the roading engineer role. Leanne is on secondment for three months from NZTA and we are picking her brains as much as Leanne is picking ours.

We continue to seek a permanent replacement for this role.

1.2 Occupational Health and Safety

There were no incidents reported since the last Council meeting.

Murray Buchanan has commenced the process of ensuring SWDC complies with its obligations in this area.

1.3 Local Government Commission/Governance Review

The Local Government Commission (the Commission) continues its background work and will commence public meeting in the Wairarapa on 19 November.

The three Wairarapa CEs met with BERL economists to tease out the issues from the Martin Jenkins report, in particular the views on the funding "gap"

The Commission also visited SWDC (and the other authorities) to get a "feel" for SWDC and its issues.

There are also some underlying financial comparisons being undertaken, this will be taken from the published documents, Long Term Plan, Annual Plan, Annual Report.

The Commission still plans to announce its preferred option March 2014. Consultation on that preferred option will then commence.

1.4 Meetings

1.4.1. CE Forum/Mayoral Forum

Two CE Forum meetings have been attended

While there has been some discussion on Regional matters the majority of the discussion has been “over the hill” centric. This is an interesting observation as it highlights that while the Wairarapa is included where prudent; the Wairarapa has very different issues.

For example, there is a significant shared service push in the IT area which on the surface of it will generate significant dollar savings for the participating authorities.

If the Wairarapa authorities were to participate in this IT initiative in all likelihood IT spend would increase.

The other interesting observation is that shared services need not be undertaken by all LA’s in an area, it can be successful if only a subset of LA’s work collaboratively. This applies in the Wairarapa as well. I think the feeling that all LA’s in an area (NZ wide) should be involved for shared services to be successful has held back progress in some areas.

The key initiatives being considered are:

- IT – back office services
- Spatial and Transport Planning
- Regional water
- Economic Development

1.4.2. Local Government Financial Prudence Regulations

As part of the “Better Local Government” initiatives, and the Bill enacted in November 2012, the Government have announced the draft financial prudence benchmarks.

The full paper is replicated in the policy and finance committee agenda as there are no specific actions required.

1.5 Annual Plan / LTP actions

An update will be provided as part of the quarterly report

1.6 Elections

The election process has been completed. Note that we will exceed budget as there is a by election required for the Greytown Community Board

1.7 Featherston Land Swap

All ministerial and legal hurdles have been overcome and this land swap has been completed.

1.8 Wastewater Update

Good progress continues to be made toward the lodgement of the Greytown and Martinborough consents, which are due to be lodged in January 2014. Featherston is due shortly thereafter.

The purchase of the land adjacent to the Greytown treatment plant has been finalised and this presents us with a fantastic opportunity.

This land purchase was affected possibly two decades earlier than we would have anticipated in our overall long term plan, however it does not diminish the cost or affordability issues that Council faces.

1.9 NRB Survey

The triennial NRB Survey will commence at the end of November. The questions are standard and are generally driven from the LTP service performance measures.

There is little scope for new / changed questions as we need to ask questions on a consistent basis for comparative purposes.

We did add a couple of questions around voter turnout and reasons for not voting.

1.10 Quarterly Report

The quarterly report, based on results to the end of October, will be circulated separately.

1.11 Financial Statements

Financial Statements for the four months ended 31 October will be tabled and discussed at the policy and finance committee.

2. Discussion

2.1 2012/13 Annual Report

Completed!

2.2 Rate Arrears

Efforts continue on rate arrears. The table below outlines the situation as at 17 June 2013, and excludes multi ownership Maori land.

Date	Amount \$'000	Number	Days since installment due	SWDC component \$'000 (81%)
30 June 2011	\$851	631	31	\$689
1 August 2011	\$780	463	64	\$632
28 November 2011	\$969	760	7	\$785
1 March 2012	\$925	690	7	\$740
16 March 2012	\$830	602	23	\$672
23 March 2012	\$790	555	30	\$640
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739

We have made 24 demands on banking institutions, the outstanding rates value amounts to \$227,000.

This process is a bit time consuming, we can only demand the outstanding amount from the prior year (as at 30 June 2013). The first step is to write to the bank and give notification we will be seeking payment. We cannot actually make the demand for three months from the date of notification, and I guess it will be a week or so after that we will receive the funds.

2.3 LGOIMA Requests

- Adam Hutchinson: Freedom Camper Information for a GPS system
- Catherine Mitchell re: All Correspondence between NZTA and Central Government regarding seal extension subsidies.
- Michelle Holland Freshminds Ltd.: Environmental Service and Solid Waste contracts.
- Errol Brassett TR Consultants Intl. Ltd, Tawa, Wellington 5028: List of businesses premises with grease traps/converters.
- Caleb Harris Information on Eateries that Council Inspectors have closed or have issued cleaning or repair notices.
- Caleb Harris DomPost: Resource and Building consents for the properties of James Cameron.
- Stan Mangin and Butch Carrington: Sandy Bay Lease.
- Stan Mangin and Butch Carrington: Sandy Bay detail on former agreement - Council notes.
- Karaitiana Taiuru: Government entities usage of web addresses/domain names.
- Jordan Williams: New Zealand Taxpayers' Union Inc.

- John Moynihan: Proposed replacement of cherry trees in Jellicoe Street.
- Volme Springford. WTA: Vehicles dumped in SWDC - costs of disposal.
- Linda.Gross Department of Internal Affairs Cost relating to amalgamation if it succeeds.
- Derek Anderton, Director, Capital Ventures (2007): Rates Information.
- Marty Sharpe Hawkes Bay Reporter, DomPost: Plastics recycling.
- Talia Shadwell, DomPost: Data relating to noise complaints

Contact Officer: Paul Crimp, Chief Executive

PLANNING AND ENVIRONMENT GROUP REPORT ON ACTIVITIES

1. Introduction

1.1 Planning and Environment Group

The Group is responsible for the planning, building and environmental health activities of Council. These activities deliver both policy and regulatory outcomes relating to the governance/advocacy, resource management and public protection goals and objectives of the Council, as set out in the Annual Plan.

The day to day focus is on the processing of Resource Consents, Building Consents, Food/Liquor/Health Licences, and Dog Control.

The Group Manager oversees all the functions of the group. Hazel Turner is the Administration Assistant for the Group as well as assisting with Food and Liquor Licensing, and coordinating Land Information Memorandum (LIM) applications for the Council.

2. Planning

2.1 Overview

The Planning team is responsible for advising our citizens about the Wairarapa Combined District Plan (its strategic intent, policies and rules), processing resource consents, ensuring resource consent compliance, and developing reserve management plans for all the districts reserves.

The key pieces of legislation for this team are the Resource Management Act 1991, the Local Government Act 2002 and the Reserves Act 1977.

There are four staff members in the Planning team: Murray Buchanan (Team Leader/Group Manager), Chris Gorman (Senior Planner), Russell Hooper (Planner) and Jen Olson (Resource Management Officer).

In the coming year the key work for the team will include completing 100% of resource consents within statutory timeframes, resolving complaints, continuing to review Reserve Management Plan(s), the development of improved guidelines for new developments in heritage precincts, the development of a "one stop shop" information package, monitoring and inputting as necessary into the new Resource Management Act based Wellington Regional Plan and continuing work on the Greytown Future Development Area Structure Plan and the Wairarapa Moana management project.

The Planning team also assists with other Council projects as required, including community consultation.

2.2 Resource Consents

Officers have processed 20 consents since 1 September 2013; all were completed within statutory timeframes.

Officers provide detailed fortnightly updates on all consents direct to Council and Community Board members, so consent details are not listed here.

2.3 Policy

2.3.1. Historic Heritage Guidelines

Featherston, Greytown and Martinborough all contain Historic Heritage Precincts (HHP); areas where the distinctive character and historic heritage of our towns is to be recognised.

The main commercial areas of the three towns are covered by this provision, and in Greytown it extends into the residential areas on Main Street, both north and south of the commercial centre.

Officers are developing new Heritage Precinct Design Guides to give property owners clearer guidance on recognising, maintaining and enhancing the historic character of our towns.

Recently some new building developments have brought into focus the fact that the existing guidelines do not provide much direction or interpretive information to enable such structures to be consistently assessed.

One key aspect of the new guidelines will be criteria that will enable developers and staff to readily identify whether a particular building design is likely to be compatible within a heritage area.

The new guidelines for new developments should ensure that such structures respect and sit comfortably with the surrounding heritage character, while not having to be pseudo replicas of heritage buildings.

2.3.2. Business Streamlining Programme

As part of Council's goal to provide excellent service and to be easy to deal with, Planning Officers are putting together an information package, with the idea being to streamline and coordinate the processes required to set up new businesses and/or projects in our district. It is proposed that brochures will be made available, as well as setting up a page on the SWDC website for such information.

This proposal is based on the New Plymouth District Council's award winning "Taking Care of Business" initiative.

Starting a business and/or project can require multiple Council consents, registrations and approvals spanning every department. This can be daunting for some people.

In order to make things easier, we are, in addition to the information package, looking at the practicalities of assigning a single officer as a primary contact at Council for significant development proposals.

Where meetings and wider communication about all of the relevant Council processes is required, these will be coordinated by the primary contact to ensure timely, consistent and accurate information is provided in a good service focussed environment.

The primary contact could be a Planner, a Building Control Officer, an Infrastructure officer, or any other Council officer who is best suited to the particular proposal.

The end result of these initiatives should be to help our businesses, investors and developers and Council staff focus on the most important thing: getting the business and/or project started or approved with the minimum of delay or contention.

3. Building

3.1 Overview

The Building team is responsible for processing building consents; identifying dangerous, insanitary, and earthquake prone buildings; monitoring existing swimming pools; issuing building warrants of fitness; and responding to building incidents such as storm water run-off and illegal building work.

The key pieces of legislation for this team are the Building Act 2004, the NZ Building Code, and Building Regulations.

There are 6 staff; Derrick Thorley (Building Control Team Leader), Adrian Cullen (Building Control Officer), Derek Staines (Building Control Officer), Tim Grindlay (Building Control Officer), John Tait (Building Control Officer), and Sara Edney (Building Control Administrator).

The building team is also required to maintain Council's accreditation as a Building Control Authority (BCA).

3.2 Building Consents

Processing statistics for: 1 September 2013 to 30 September 2013

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	40	124	61	N/A
Consent processing performance (within 20wd's)	100%	98.06%	96.15%	100%
Certificate of Acceptance processing performance	N/A	75%	N/A	N/A
Code Compliance Certificate processing performance	100%	98.46%	100%	100%

Consents granted by project

Type	No. of consents	Value
Covered Yards - farm building	3	\$44,530
Demolition - Dwellings	1	\$12,000
Dwelling - alterations	7	\$612,000
Dwelling - unattached	5	\$624,500
Garage	4	\$59,127
Implement Shed - farm building	1	\$25,000
Public Toilets	1	\$143,963
Relocation - dwelling	2	\$77,000
Sewage and Drainage System (treatment plant)	1	\$6,500
Sleep out	1	\$60,000
Solid Fuel Heater	5	\$30,348
Swimming Pools & Spa Pools	2	\$66,000
Workshop - e.g. electrical or vehicle repairs	1	\$480,000
	34	\$2,240,968

Processing statistics for: 1 October 2013 to 31 October 2013

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	29	153	29	N/A
Consent processing performance (within 20wd's)	97.30%	98.06%	94.29%	100%
Certificate of Acceptance processing performance	100.00%	75.00%	0%	N/A
Code Compliance Certificate processing performance	100.00%	98.46%	100.00%	100%

Consents granted by project

Type	No. of consents	Value
Bank	1	\$6,000.00
Carport/Boatshed / Car deck	1	\$25,000
Covered Yards - farm building	2	\$17,641
Demolition - Other Buildings	1	\$5,000
Dwelling - alterations	6	\$520,824
Dwelling - relocation	2	\$35,000
Dwelling - unattached	4	\$720,000
Flat/Townhouse / Studio / Unit - attached and unattached	1	\$0
Garage	5	\$100,400
Retail outlet/Shop e.g. hairdresser, travel agent, real estate	1	\$0
Sewage and Drainage System (treatment plant)	1	\$15,000
Shops, restaurants - Alterations & additions	1	\$10,000

Sleep out	3	\$97,000
Solid Fuel Heater	7	\$28,817
Water Storage and Supply	1	\$5,500
	37	\$1,586,182

3.3 Enforcement

None to report

3.4 Policy

None to report

3.5 LIMs

LIM APPLICATIONS RECEIVED FOR 1 SEPTEMBER TO 31 OCTOBER 2013

Item	Period	Same period last year	YTD (1/7/2013 to 31/10/2013)	YTD Last Year
Urgent (5 Working Day) Applications received	15	6	80	21
Standard (10 Working Day) Applications received	26	28	116	136
LIMs processed within specified deadline	41 (100%)	34	196 (100%)	157

3.6 Enforcement

None to report.

3.7 Policy

None to report.

3.8 Other matters

None to report.

4. Environmental Health

4.1 Overview

The Environmental Health team is responsible for liquor licensing; food premise inspections, registrations and audits of food control plans; noise complaints and assessments; environmental health; and bylaws.

Bylaws cover animal control including dogs wandering, barking causing a nuisance, attacks and stock on the road; abandoned vehicles; long grass causing fire hazards; trees and other vegetation overhanging the footpath; litter and camping on reserves.

The key pieces of legislation are the Health Act 1956, Dog Control Act 1996, Food Act 1981 (soon to be replaced), Sale and Supply of Alcohol Act 2012, Impounding Act 1955, and the Resource Management Act 1989.

There are four staff; Bronwyn Johnson (Environmental Health Team Leader), Rob McDonald (Environmental Health Officer), Andrew McEwan (Bylaw Officer) and Stan Matovich (Casual Bylaw Officer).

In the coming year the key focus will be implementing systems and procedures for the change in alcohol legislation that begins in December 2013. In addition, there will be work to address changes to the Food legislation.

4.2 Liquor Licensing

4.2.1. The Sale and Supply of Alcohol Act 2012

The Sale and Supply of Alcohol Act 2012 comes into full force on the 18 December 2013. This is a significant change that has brought additional work for staff as it is implemented.

4.2.2. Wairarapa Liquor Working Group

This working group is to continue through 2014. The key tasks for the three Councils involved are the development of the Local Alcohol Policy and ensuring that there is a sound communication strategy to inform communities, industries and licensees of the new requirements under the Act. The appointment process for the joint list members for each District Licensing Committee is now essentially completed with the formal appointment by Council expected to be completed at the 27 November 2013 Council meeting.

4.2.3. Liquor Licenses issued

Three on licence renewals and 3 off licence renewals were issued from 1 September 2013 to 31 October 2013. In the same period, 26 manager's certificates were issued.

4.3 Food Bill

The Food Bill has been deferred by Government and will not be passed in 2013 as previously reported. In preparation for the new Act we are continuing to encourage food premises to voluntarily change to the Food Safety Plan approach. To date 18 food premises have changed to using the new Food Control Plan, with generally good results. The Food Bill is likely to require additional resources to implement

4.4 Noise Control

Twenty noise control complaints were received from 1 September 2013 to 31 October 2013. 16 were located in Featherston, 3 in Greytown and 1 in Martinborough.

4.5 Bylaws and animal control

4.5.1. Dog and stock data

INCIDENTS REPORTED	Martinborough	Featherston	Greytown
Attack on Pets	1	0	0
Attack on Person	0	1	0
Attack on Stock	0	1	0
Barking and whining	1	6	1

INCIDENTS REPORTED	Martinborough	Featherston	Greytown
Lost Dogs	0	2	2
Found Dogs	3	1	1
Rushing Aggressive	0	2	0
Wandering	2	14	4
Welfare Concerns	0	1	0
Stock	0	0	0
TOTAL	7	28	8

4.5.2. Dog Exercise areas

Councils Amenity manager has met with Bruce Farley, Greytown Lions President, about the dog exercise area. The job will be project-managed by City Care, who will also do the materials purchasing.

Lions will contribute the labour for the fencing. The intention is to have the basic work done and the park up and running by the end of 2013. Some of the Lions are keen to contribute further, with equipment for obedience and agility.

4.5.3. Bylaws

Stan Matovich is currently filling the Bylaws Officer role for two weeks while Andrew McEwan is on leave, and as of 1 December will be taking on the role of the Casual Bylaws Officer for the summer months and Easter and Labour weekends.

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

INFRASTRUCTURE AND SERVICES GROUP REPORT

1. Consents

Wastewater (Martinborough, Featherston, Greytown)

A further workshop was held on 18 November 2013, the outcome of which will be known to Council.

In summary Council's proposals and proposed consent conditions are required to be submitted to the Regional Council by 31 January 2014 for Martinborough and Greytown and for Featherston by 28 February 2014.

1.1 Wastewater Land Disposal

Newly acquired land at Papawai is now being examined to establish what long term land treatment proposals are available and the context within which other activities may operate on the land holding.

1.2 Water

Nil to report.

1.3 Coastal

Covered in Roading report below.

1.4 Gravel Pit Extraction

Nil to report

1.5 Land Fill Consent

Nil to Report

1.6 Wastewater and Water Reticulation

The construction is completed for this cyclical (targeted) renewal contract and the contractor Bruce Buchanan Ltd has requested the Practical Completion Certificate in October. The completed works has come in under the Council budget and within the contract time frame. There were contract variations to the value of \$90,260.06 the additional laying of 134 metres of 300 diameter sewer main in Brandon St accounts for the bulk of these variations.

1.7 Water Supply Capital Improvements

The Featherston water supply upgrade project is underway with drilling consents and pricing being sought for production drilling operations, this work is expected to be completed in the New year after which a detailed design will commence for the new bore filed and plant up grade.

The project is planned to be delivered over two financial years with completion scheduled for December 2015.

2. Operations Utility Assets and Services

2.1 Wastewater Treatment Plants

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

This was a recorded incidence where the allowable parameters to discharge to the river had been exceed at the Martinborough Wastewater Treatment Plant. This breach is similar to the one in July where irregular results have occurred with the sampling or the testing at laboratory. All indications show that the plant was functioning within its specifications at the time the sample was taken.

2.2 Wastewater Reticulation

There were no reported pipeline blockages during the period.

2.3 Water Treatment Plants

Martinborough and the Featherston/Greytown Water Treatment Plants operated routinely throughout the period.

An incident report for a transgression to the Martinborough water supply in October has been forwarded to DWA and MoH. The fault was identified to some inconsistencies around the sampling point which have been investigated. A new sampling location has been established and the testing results were clear.

There was a 20 hour power supply outage at the UF treatment plant and a 12 hour outage at the Kuratawhiti Street bore in October due to the storm event on the 7th. There was a risk of compromising the Greytown water supply. The situation was handled without incident. Council officers were in contact with the power network repair crews about prioritising the power supply to these plants.

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

2.4 Water Reticulation

There were twenty-three water reticulation repairs reported and rectified during the period.

2.5 Water Races

City Care Ltd has been performing the routine monthly inspections and blockage clearing of the water race network to maintain satisfactory flows. There were twelve reported accounts for blockage clearing of the Moroa network over the period. The annual walk over inspection of the two networks by City Care is nearing completion and notices to land owners for water race cleaning will be sent out by Council officers once the inspections are complete.

2.6 Waste Management

Operations continued on a routine basis throughout the period.

The re-location of the Tukurumuri recycling site did not go ahead. Council officers are considering options for this facility. Discussions are continuing with the solid waste contractor on possible solutions to managing holiday refuse at the coast.

A Waste Minimisation officer has been appointed, a separate report to council covers this.

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

2.7 E-Waste Collection District Wide

The TV Takeback quota of 427 units that received an Mfe subsidy has been exhausted. The Council contractor ran the TV Takeback campaign smoothly with the quota being reached towards the end of October. TV's can be received at the Council sites but there is a cost to process from now on. E-waste recycling costs are posted on the Council web site and at each receiving station.

3. Roading and Reserves

3.1 FAR Review

NZTA is reviewing how the funding assistance rates (the percentage that NZTA funds local roads) are calculated.

The latest information is that under the provisional framework those territorial authorities who have 'special purpose roads' such as is the "Cape Palliser Rd", in their districts would receive the same funding assistance rate for those special purpose roads as they would for all the other local roads in their network.

Name of road	Location	Road controlling authority (district)	Approx. length	Date of Board resolution/ (notice)	Gazette Notice reference	Reasons why declared a subsidised highway or special purpose road (if known)	Status of the carriageway now
South Wairarapa District							
Cape Palliser Road	From the intersection with Lake Ferry Road to its terminus at Cape Palliser.	South Wairarapa District Council (South Wairarapa District)	37.7 km	(15 September 1997)	18 September 1997, page 3101	SH Review recommendation. Due to high tourism value and high maintenance costs with minimal local rate income.	SPR

Expenditure on the SPR totals \$351,683 which is 100% funded via NZTA. If the FAR rate reduces to 50% Council will need to find an additional \$175,841. This equates to a possible 1.8% increase to council rates required. These figures do not take into consideration the emergency funding required on this section of the network. Over the past few years several million dollars has been spent in funding preventative maintenance such as the rock walls, gabion baskets and recently the concrete section over "the blow hole". This funding is a greater risk for council and the venerable communities on this coastal road.

The remainder of council's local roads \$2,801,741 is subsidised via the \$1,389,511 from NZTA. Council would need an increase in its far rate from its current 49% to 55.3% to equal the loss of the SPR funding.

3.2 One Network Road Classification

NZTA is investigating creating a One Network Road Classification system for local roads and state highways. This involves categorising roads based on the functions they perform. This means that over time road users can expect to have a similar experience across the country, on roads with the same classification. It will also bring a consistent approach, instead of the many variations currently used by road controlling authorities.

This initiative will be assisted in the Wairarapa with the 3 Councils combining their road specifications and standards under their respective documents.

SWDC signed up as one of the first "trial council" and have had the preliminary classifications run against its roads data to show the first draft of the new road hierarchy.

As shown above the preliminary review has highlighted the Martinborough Square as a secondary collector based on one of the determining factors (in this case traffic volume). However the logical approach would be to use the traffic bypass.

There is a lot of work to be done on this over coming months, due to the requirement to have this for the new land transport plan and incorporate any funding changes back to councils transport AMP.

3.3 Roading Maintenance – Oldfield Asphalts

The expenditure to date for this contract is at 41% of this year maintenance budget. The Kupe's Sail repair accounts for the higher than forecast

3.4 Expenditure to date against the repairs and maintenance programme.

The three month forward works programme is at \$270,000 which includes minor bridge repairs identified with last years bridge inspections. The reseal repairs for this year's sites has been approved for November. High shoulder removal is the major repair for these sites.

The Emergency Works to reinstate the road at Kupe's Sail was completed and open to traffic on the 20 September 2013.

There were two storm events that cost the Council a \$100,000 to clean up in September and October. An application to NZTA for subsidy has been submitted for emergency funding to cover this additional cost which is on top of this years approved programme.

A street sweeping contract has been negotiated with City Care Ltd as a variation to the existing Parks & Reserve contract. The street sweeping started on the 1 October with an end date of 30 June 2014 as the street sweeping is to be included with new Roads Contract that will be in place by July 2014.

City Care Ltd have reported that since taking on the street sweeping contract they have cleared 30% of the sumps and removed over 45m³ of spoil from sumps and the road kerb. The problematic flooding areas are a priority and the cause of recent flooding is due to sump leads restricting flows. These pipes are being addressed and have been found to be blocked with silt, coke bottles and wheel hub caps.

The services of a mechanical sweeper to maintain the main street of Greytown and Fitzherbert Street and Revans Street in Featherston will only be as required. City Care will manage the street cleaning by hand where possible.

3.5 Area Wide Pavement Treatment (AWPT)

With the pavement testing results the three selected sites have been reduced to one only this year. The data collected for Lake Ferry and Bidwills Cutting Road sites are in the Forward Works Programme to be considered next financial year.

Contract documents have being prepared for the rehabilitation of 1.175km of pavement by stabilising on Hinakura Road.

Tenders have been invited on the 8 November 2013 with tenders closing on the 22 of November 2013.

3.6 Reseal Programme

The contractor has submitted their seal designs for this year's programme. The design approvals will be done through Council Professional Services Consultant Spiire.

Defects liability has expired for Fulton Hogan 2011/12 sealing contract C1195 subject to the Kahutara road site meeting the contract specifications for surface texture as this site has flushed in the wheel tracks.

3.7 Bridge Maintenance Contract

From this years bridge inspections structural repairs have been identified for 7 bridges by Spiire Engineers. This repair work is to be put out in a separate contract as it is specialist bridge work. It is anticipated that the document will be out to tender late January 2014.

3.8 2014-17 Road Maintenance Contract

Council officers are currently working with MDC and CDC to standardise the new road maintenance contract document. It is expected that the new contract will address maintenance issues common to each District. The letting of the contract will be March 2014.

3.9 Speed Count for Roads

	Last count	Completed	Road Name	Mean / 85% / Max	Kph
75	10/09/2008	18/09/2013	CAMBRIDGE RD	49/59/79	100
76	16/11/2012	18/09/2013	HUANGAROA ROAD	53/73/109	100
77	16/11/2012	18/09/2013	PURATANGA ROAD	56/72/114	100

Martinborough Community Board requested an investigation on the possibility of reducing the speed on Huangarua Road where it meets Puruatanga Road (where Ata Rangi Vineyard is situated). Speed counts have been completed and resulted in the 'mean' speed is between 59 and 73 kph in a speed zone of 70 kph. Apart from the extreme the 85 percentile of the traffic is travelling within the speed limit. No need to reduce this zone down to 50kph.

4. Amenities

The first year of the contract has been completed, and we are now in a position to look at contract variations to put fixed prices against some items which were not fully costed in the initial negotiations, and have been treated as dayworks eg berm mowing.

The Cost Fluctuation Adjustment to be applied for the year from 1 October 2013 is 1.78%, which is less than the 3% allowance made in the budget.

4.1 Graffiti

Table 1 – Graffiti strikes September 2013

Town	No. of strikes	Location
Featherston	1	Public toilets
Greytown	1	Town Hall toilets
Martinborough	2	Playground, Martinborough Square

Table 2 – Graffiti strikes October 2012 – September 2013

Town	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
Featherston	13	0	17	102	9	23	87	101	0	5	1	1	359
Greytown	0	0	9	0	0	1	0	0	1	0	0	1	12
Martinborough	5	0	5	0	14	0	0	13	0	0	0	2	39
TOTAL	18	0	31	102	23	24	87	114	1	5	1	4	410

Table 3 – Graffiti strikes on SWDC property October 2013

Town	No. of strikes	Location
Featherston	0	
Greytown	0	
Martinborough	0	

Following the first meeting of the Graffiti Working Party in September, graffiti strikes on non-Council property are being recorded in City Care's database along with strikes on Council property. In late October there was a massive graffiti attack on the Featherston railway station/rail corridor area, too many strikes to count, and likely to have been gang-related. This was referred to Kiwi Rail for their contractor to clean up.

4.2 Playgrounds

The annual audit of playground equipment against NZS 5828:2004 was carried out in September, with follow-up remedial works in October.

4.3 Trees

October was a windy month with two major storms, resulting in considerable damage to trees in our parks, reserves and berms in all three towns. Costs so far are around \$1300 but more arborist bills are yet to come.

The issue of the large pines on the Murphy property on Reading Street, Greytown was raised again by members of the public. SWDC has very limited powers in dealing with trees on private property, and could take no formal action. However officers worked with the Murphys and an arborist to deal with the most at-risk branches, and to put a monitoring programme in place. Some dead-wooding remains to be done before the end of November, this work was delayed by the demands elsewhere on the arborist after the October storms.

4.4 Sports fields and facilities

No issues to report.

4.5 Pensioner housing

There are no vacancies at any of the pensioner housing complexes. There are five people on the waiting list for Martinborough, eight for Featherston and five for Greytown.

The six-monthly flat inspections were carried out in September, and a number of minor repairs made in consequence during October. The wind storms blew down a fence between Matthews Flats and the neighbouring property – this has now been replaced, with costs shared with the neighbour. Two trees were also blown down at Matthews flats in the wind storms.

4.6 Parks and Reserves

4.6.1. Martinborough

Fence palings were kicked in at the skate park and required repair. Storm damage to two acacia trees in the Square resulted in the removal of one and major pruning to the other.

4.6.2. Greytown

There was storm damage to southern gateway trees – the damage poses no danger to passing cars/people, and is yet to be addressed by the arborist. Two fences were damaged by wind in the Kowhai Reserve – the street frontage fence was completely flattened and is being replaced, while the north boundary fence is to be repaired and costs shared with the neighbour. A number of trees in Collier Reserve, Soldiers' Memorial Park and the campground were also damaged in the storm. The arborist report on the campground trees has now been reviewed by the Tree Advisory Group and pruning work will commence when the arborist becomes available. A metalled driveway has been put across the back of the camp ground to improve access to sites in wet weather.

4.6.3. Featherston

There was storm damage in Cherry Tree Park, the Peace Gardens, the Skate Park and Card Reserve.

4.6.4. Rural and coastal

The lease of the Sandy Bay boat launching area has been completed, and new signage was put in place before Labour weekend.

4.7 Toilets

The new Greytown Exeloo toilets are well under way and will be completed by mid-November.

4.8 Properties

4.8.1. Featherston

The conservation report on the Anzac Hall has been received, and a funding bid to Lottery Grants for assistance with the cost of future works is being prepared. The Lottery Grants Board awarded \$11,000 from an earlier funding bid towards the cost of the conservation report.

4.8.2. Martinborough

The Pain Farm homestead has been leased on a residential tenancy.

4.8.3. Greytown

Council has approved the licencing of the shed behind the old Borough Chambers to the Greytown Men's shed.

4.9 Cemeteries

4.9.1. Featherston

A tender process was carried out for a grazing licence for the cemetery extension paddock. The licence begins on 15 November.

There were two burials and an ashes interment at Featherston in September, and one ashes interment in October.

4.9.2. Greytown

The October storms brought down one big tree in the cemetery, fortunately without damage to people or gravestones. The well-established trees at the west end of the cemetery are to be reviewed in November to allow planning for future maintenance work.

There was one burial in September and two in October.

4.9.3. Martinborough

The October storms brought down one big tree in the cemetery.

There was one burial in October.

4.10 Events

The Amenities team has been working with the Planning and Environment team on establishing a process (and application form) for major events so that each major event has a single SWDC officer coordinating it.

4.10.1. Featherston

Completed events - 19/10 Kokomai event in Anzac Hall; 11/11 Armistice Day. Future events - 14/12 Christmas parade.

4.10.2. Greytown

Completed events - 18-27/10 Kokomai Festival. Future events - 21/12 Christmas parade

4.10.3. Martinborough

Completed events - 2/11 Guy Fawkes night bonfire; 3/11 Martinborough Fun Ride. Future events - 16/11 barrel race and Party Marty; 17/11 Toast Martinborough; 15/12 Christmas parade and carols in the Square; Dec/Jan La De Da.

5. Libraries

5.1 Statistics all Libraries

See Appendix 3 for issues and transactions statistics.

5.2 Library strategy

Three staff workshops have now been held in the library strategy review – Collection Development, Literacy and Learning. Workshop participants enjoyed the workshops and contributed numerous ideas. The final workshop, on Library Buildings, has been postponed until November.

5.3 Grants

Martinborough Library recently received two grants from the Cochrane Trust - \$2000 for large print books, and \$750 to purchase another Victor Reader for visually-impaired users.

5.4 Summer reading programmes

All libraries are now gearing up for the summer reading programmes.

6. Civil Defence and Emergency Management

6.1 Emergency Services

Nil to report.

7. Appendices

Appendix 1 - Monthly Water Usage

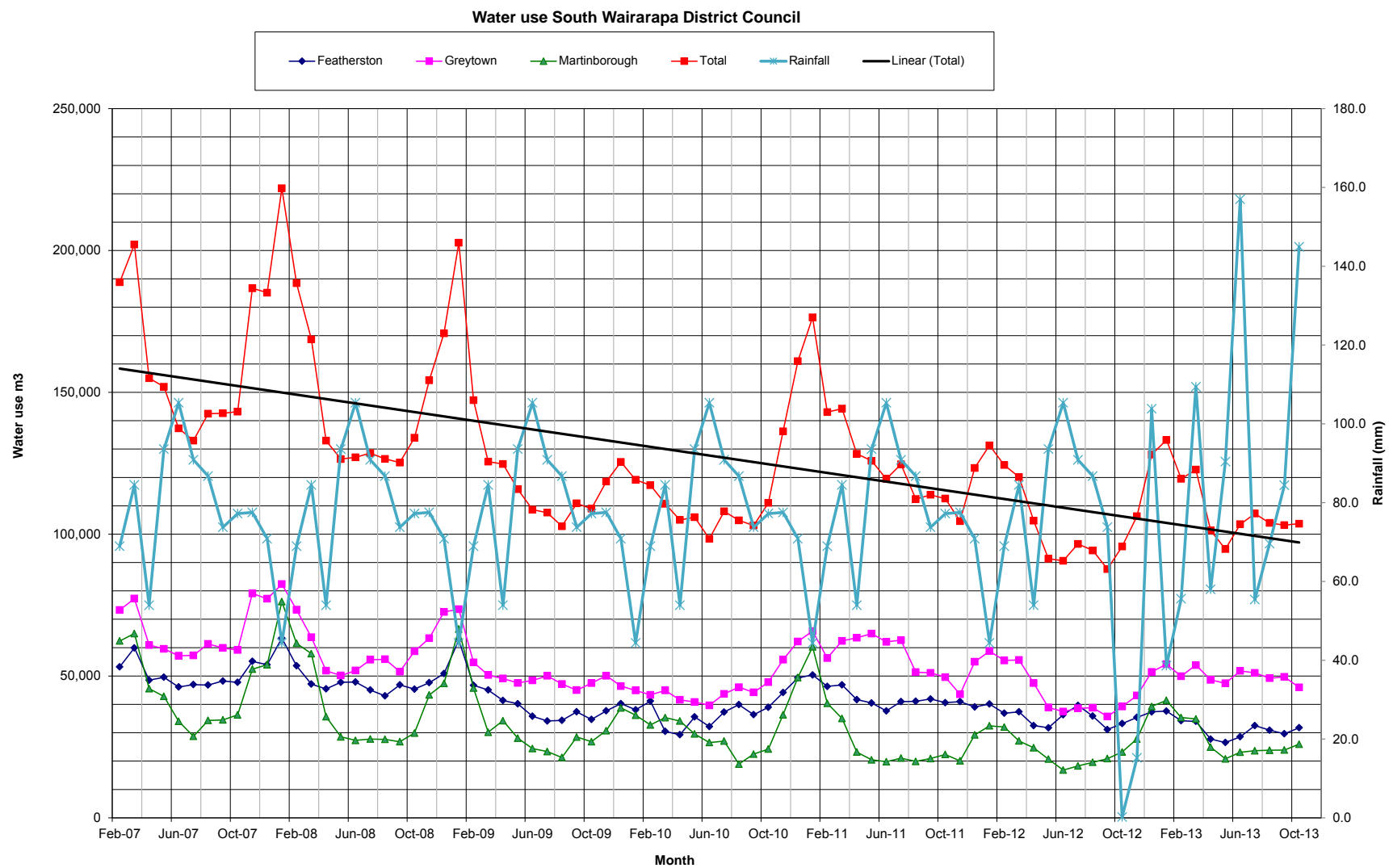
Appendix 2 – Waste Exported to Bonny Glen

Appendix 3 – Library Statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

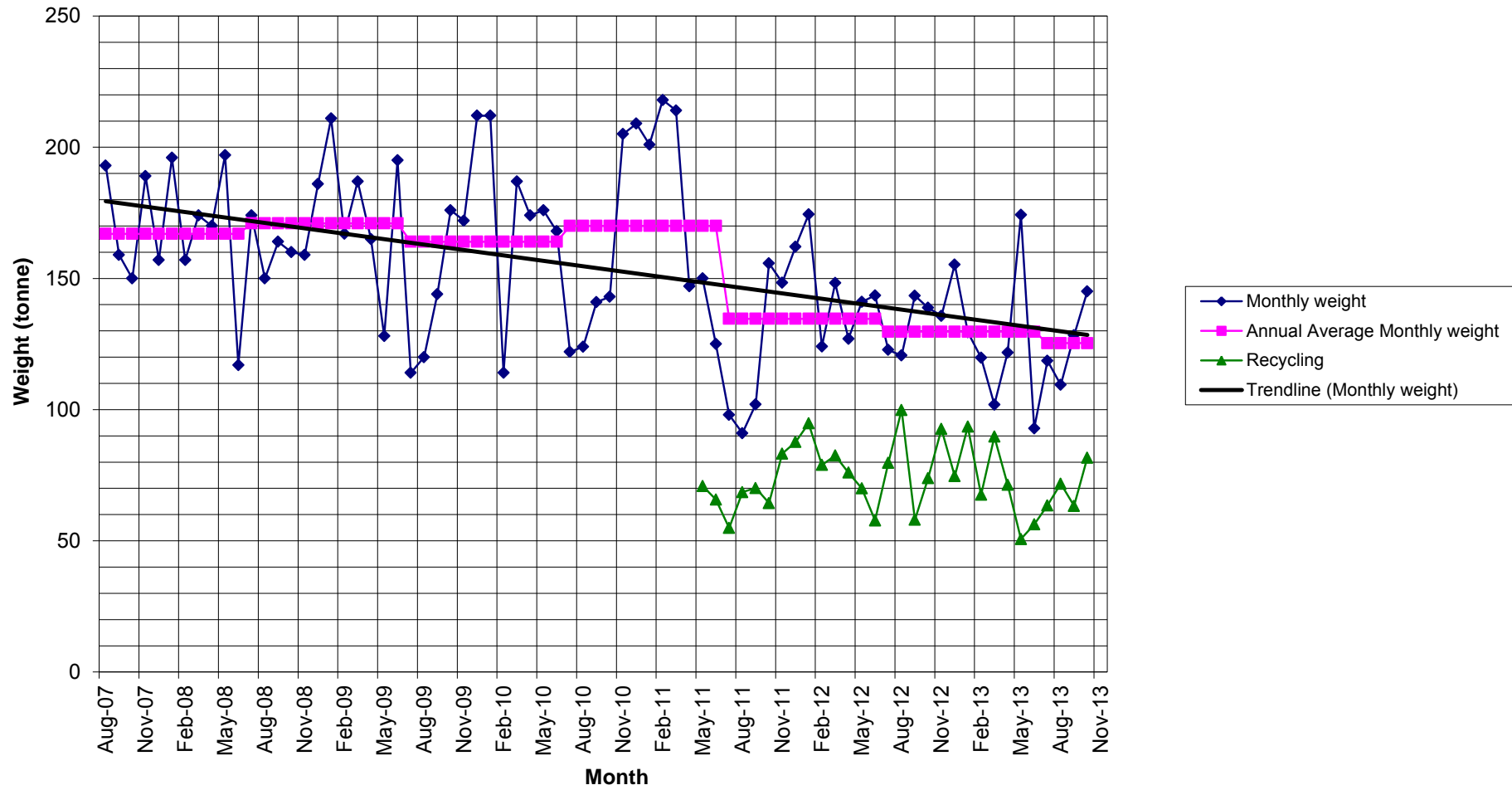
Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Water Usage



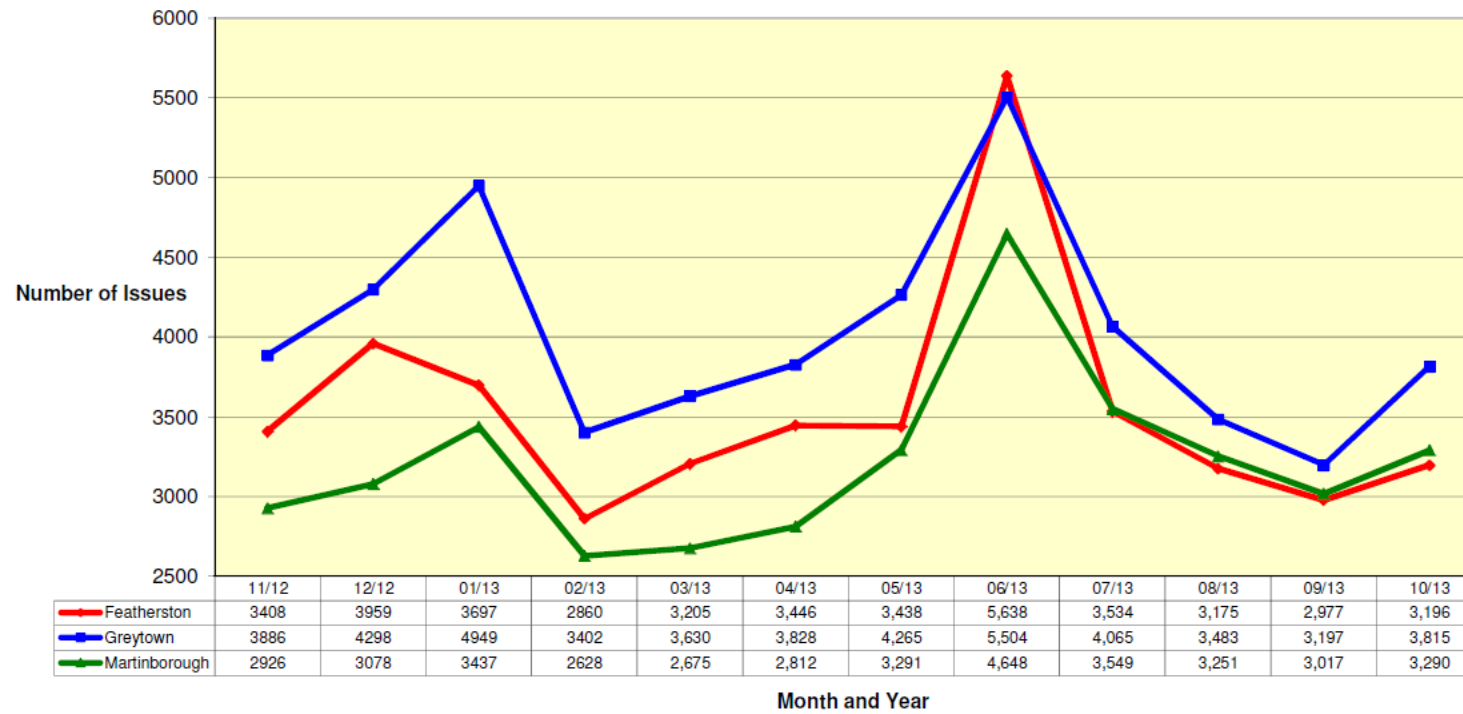
Appendix 2 – Waste Exported to Bonny Glen Including Recycling

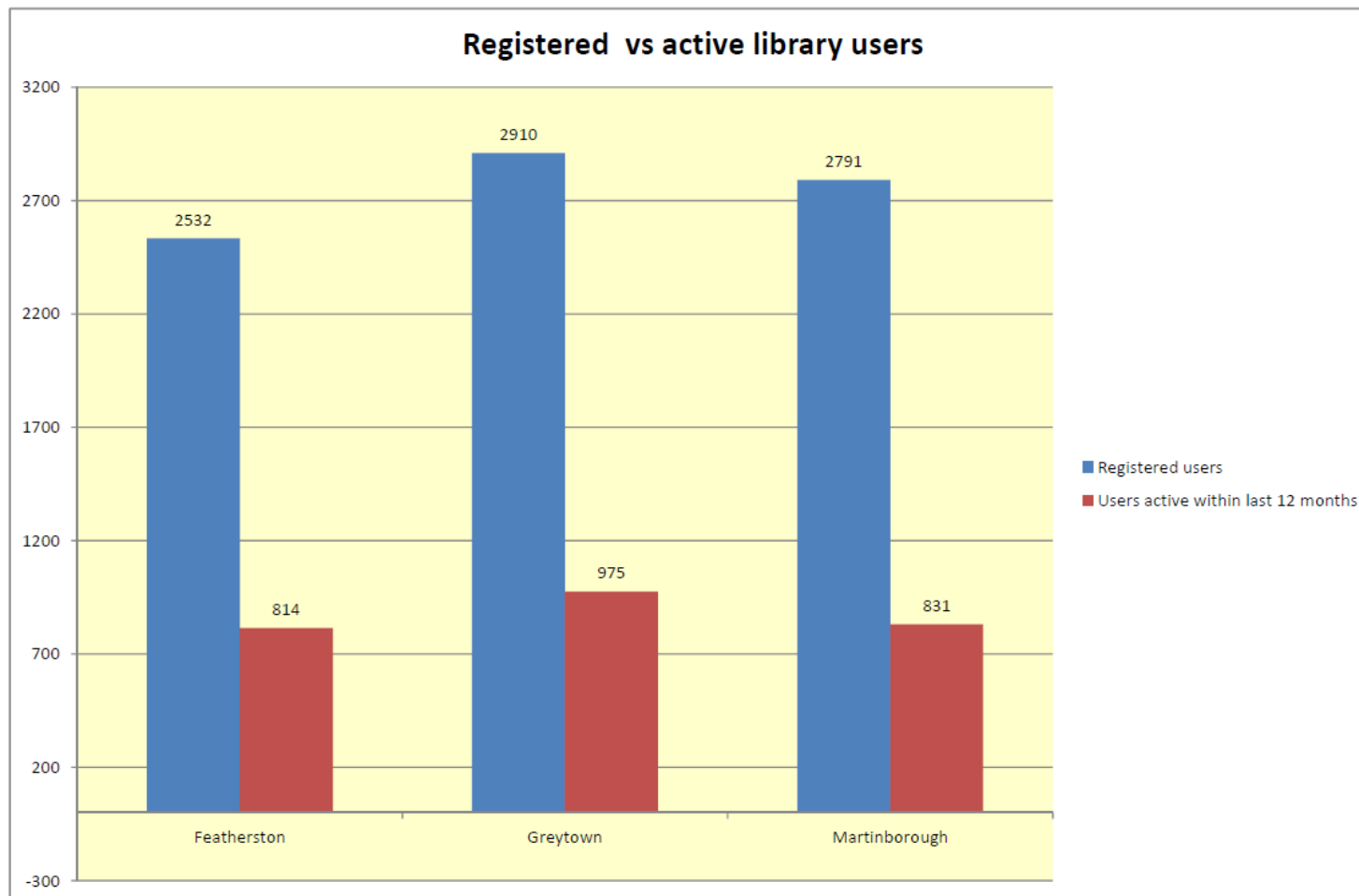
Monthly weight of waste transferred from Martinborough transfer station to Bonny Glen



Appendix 3 – Statistics all Libraries

Issues to October 2013





GREYTOWN COMMUNITY BOARD

11 DECEMBER 2013

AGENDA ITEM 7.2

CUSTOMER REQUESTS

Purpose of Report

To advise community boards on the system for receiving customer requests and passing these on for action.

Recommendations

Officers recommend that the community board:

1. *Receive the information.*

1. Discussion

Community board members often receive requests from the public that need to be passed on to council officers for consideration and/or action.

In some instances these are raised at the community board meeting initially, and passed on as an "action item".

These requests can be logged as soon as they are received and this will speed up resolution, rather than waiting for the next community board meeting to be raised – up to six weeks.

The attached flow chart will hopefully help assist members with the process.

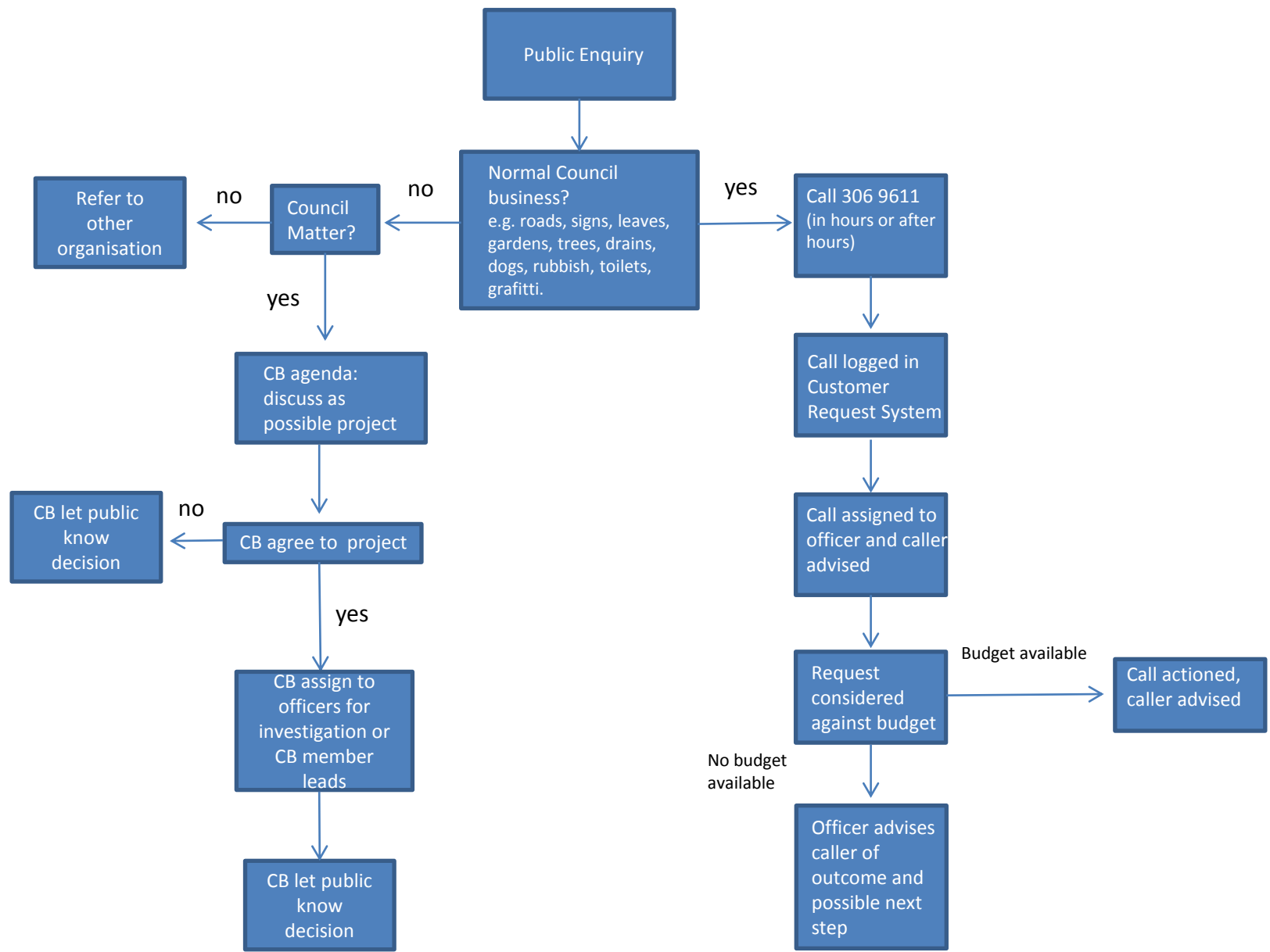
Council has implemented a customer service system which receives and logs progress against all requests for service, and advises the notifier when a request has been closed.

2. Appendix

Appendix 1 – Customer Request flowchart

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Customer Request Flowchart



GREYTOWN COMMUNITY BOARD

11 DECEMBER 2013

AGENDA ITEM 7.3

COUNCILLOR APPOINTMENTS

Purpose of Report

To inform the community board/committee of councillor appointments.

Recommendations

Officers recommend that the community board/committee:

1. *Receive the information.*

1. Executive Summary

At the first meeting of the triennium Council committees and working parties are established by the Mayor and councillors are appointed to those committees. Attached in Appendix 1 is the report that was submitted to Council on the 30 October 2013. Councillor portfolios have been replicated to the Council website.

2. Appendices

Appendix 1 – Council Committees and Working Parties Report

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Council Committees and Working Parties Report

SOUTH WAIRARAPA DISTRICT COUNCIL

30 OCTOBER 2013

AGENDA ITEM C1 & C2

COUNCIL COMMITTEES AND WORKING PARTIES STRUCTURES FOR THE TRIENNIUM COMMENCING 2013

Purpose of Report

To inform Councillors of the Council committees and working party structure for the new triennium.

Recommendations

Officers recommend that the Council:

1. *Receive the report.*

1. Background

I have reviewed our current Committee and Working Party Structure and discussed preferred appointments with all councillors. Because of some conflicting areas of interest it has not been possible to grant all councillors all their preferred appointments however I have attempted to spread workload and responsibility as fairly as possible. At the beginning of the last triennium we introduced focus groups at the request of some councillors who wished to hold portfolios. This setup has only worked in part and it is generally agreed to return to an approach where all councillors attend infrastructure working party meetings. This meeting date will be set on a 6 weekly cycle but cancelled if not required.

One focus group was however particularly successful and due to its key role in our communities I have decided to keep the Emergency Management group in place although I have altered the membership. Also, at the end of the last triennium Council appointed a Graffiti Working Party to work through the regional network to combat this problem, particularly in Featherston and Martinborough. As this group has only just commenced working together I have left the membership as it stood.

2. Deputy Mayor

I appoint Councillor Napier as Deputy Mayor.

Prepared by: Her Worship the Mayor, Adrienne Staples

Council Committees/Working Parties

(As structured for the new triennium October 2013)

1. CHIEF EXECUTIVE OFFICER'S REVIEW COMMITTEE

Mayor, Deputy Mayor, Cllrs Davies and Jephson, chaired by the Mayor.
All councillors to participate in a pre-review workshop to discuss performance matters.

2. POLICY and FINANCE COMMITTEE

All members of Council chaired by the Mayor.

A member of the Maori Standing Committee may attend Council Meetings and Policy and Finance Committee if they wish. They may partake in debate but may not vote.

3. MAORI STANDING COMMITTEE

Councillors Jephson and Robertson plus two representatives each from the three marae and Iwi. Nominations must be received in writing from each participating body. The Chairman is elected by the Committee. Membership of this committee is ratified by Council.

4. HEARINGS COMMITTEE

On RMA matters - up to three commissioners that hold the 'Making Good Decisions' accreditation which may include appointments from Carterton or Masterton District Council. The Chairperson must be a SWDC Commissioner and hold the 'Chair' endorsement for their accreditation except when independent commissioners are appointed. Appointment of Independent commissioners for specific hearings must be approved by the Hearings Committee.
For other matters such as but not limited to, hearings under the Dog Control Act, Wairarapa Gambling Policy and Reserves Act other panel members may also include Councillors Montgomerie, Olds, Jephson and Riddell.
Reserve Management Plan Hearings will be heard by full Council.
Current accredited Councillors are: Mayor Staples (Chair endorsement), Cllrs Davies (reassessment due) and Robertson.

5. DISTRICT LIQUOR LICENSING AUTHORITY

Chair: Councillor Napier
Deputy Chair: Councillor Riddell
7 external appointees as resolved by Council 19 September 2013.

6. WAIRARAPA LIBRARY SERVICE COMMITTEE (joint with Carterton)

Councillor Riddell and 1 Community Board member.

7. RISK AND AUDIT WORKING PARTY

Deputy Mayor (Chair) and Councillors Davies, Stevens and Craig

8. AWARDS, REFURBISHMENT AND GIFTS WORKING PARTY

Mayor and Councillors Napier, Robertson and Riddell.

9. SOUTH WAIRARAPA LONG TERM PLAN WORKING PARTY

Mayor (Chair) and all Councillors

3 Community Board Chairs

1 representative from the Maori Standing Committee

10. SPORTNZ RURAL TRAVEL FUND ASSESSMENT COMMITTEE

Deputy Mayor (Chair) and Councillors Olds, Craig and Riddell

11. INFRASTRUCTURE and PLANNING WORKING PARTY

Mayor (Chair) and all Councillors. (Councillor Stevens, Deputy Chair)
Chairs of Community Boards and Maori Standing Committee

12. COMBINED PLAN (JOINT COMMITTEE WITH CARTERTON AND MASTERTON)

Mayor and Councillors Napier and Davies

13. GRAFFITI WORKING PARTY

Councillor Riddell (Chair), Cllr Davies, plus one representative from each
Community Board and other members co-opted as required.

14. REGIONAL TRANSPORT COMMITTEE

Mayor (Deputy Mayor as alternative)

15. WELLINGTON REGIONAL STRATEGY COMMITTEE

Mayor (Deputy Mayor as alternative)

16. MARTINBOROUGH TOWN HALL WORKING PARTY

Councillors Stevens, Riddell and Jephson. Members of the Community Board and
public co-opted as required.

17. EMERGENCY SERVICES WORKING PARTY

Councillor Riddell (Chair) and Councillors Olds (Deputy Chair), Craig and
Montgomerie

Other Council Appointments

(As structured for the new triennium October 2013)

- 1. Community Boards: Martinborough**
Cllrs Riddell and Stevens

Featherston
Cllrs Davies and Robertson

Greytown
Cllrs Napier and Craig
- 2. Healthy Homes – Cllr Riddell**
- 3. District Rural Fire Board – Cllr Stevens**
- 4. SW Arts Council – Cllr Robertson**
- 5. Wairarapa Road Safety Council – Cllr Craig**
- 6. Cobblestones Museum – Cllr Montgomerie**
- 7. Southern Wairarapa Safer Community Council – Cllr Napier**
- 8. Regional Waste Forum – Cllr Craig**
- 9. Waiohine Floodplain Management Planning Advisory Committee**
Cllrs Napier and Montgomerie
- 10. Awhea Opouawe Scheme Committee - Cllr Jepson**
- 11. Lower Valley Development Scheme Advisory Committee - Cllr Jephson**
- 12. Wairarapa Irrigation Governance Group - Mayor (Deputy Mayor as alternative)**
- 13. Wairarapa Moana Governance Group - Mayor (Deputy Mayor as alternative)**
- 14. Wairarapa Moana Wetlands Co-ordinating Committee - Councillor Olds**
- 15. Destination Wairarapa - Dr John Bell**
- 16. Regional Council Whaitua Committee - Councillor Olds**
- 17. Safer Wairarapa - Mayor (Deputy Mayor as alternative)**

TAX INVOICE/STATEMENT Date 2 10 /2013 171175

To Greylawn Community Board
— Christine Stevenson

From Martygirl - Skinfood
- Adi McMaster

GST Reg. No. No GST Ref. O/N

Qty	Unit	Description	Unit Price	\$	c
1	x	100mls Body silk		\$10	00
1	x	100mls Hand cream		\$10	00
2	x	Flax Kete packaging	complimentary		
A/c No - 02-0680 -					
0037527-097					
TOTAL EXCLUSIVE GST \$					
PLUS % GST \$					
TOTAL INCLUSIVE GST \$				20	00



Greytown Hotel
 33 Main St, Greytown
 Ph: (06) 304 9138 Fax: (06) 304 8411
 GST Number 69-238-475
 Tax Invoice

DATE: 10/09/2013 TIME: 10:28 AM
 Operator: Hayley Trans.#: 274644
 Till: GTH Bar Till 1 Shift: 1 10/09/2013

Restaurant No. 654790
 Guests: 16
 Name: GTOWN COMMUNITY BOAD

-Food-
 16 Misc Food 128.00
 -Food- Total \$128.00

Subtotal: \$128.00

Balance: \$128.00
 Number of items: 16

Total Includes: GST of \$16.70

www.trusthouse.co.nz
 Thank You!



GREYTOWN COMMUNITY BOARD

WORK PLAN 2010 - 2013

Greytown Community Board Draft Work Plan 2010 - 2013

This section outlines the issues that we believe the Greytown Community is facing. We plan to actively pursue ways to deal with the high priority issues.

Key Achievement Areas

Issues and actions are broken down by key achievement areas to reflect the South Wairarapa Community Plan structure.

These are Community Outcomes:

- Healthy and economically secure people
- Educated and knowledgeable people
- Vibrant and strong communities
- A place that's accessible and easy to get around
- Sustainable South Wairarapa

These contribute to the council's significant activities:

- Governance, leadership, advocacy
- Public Protection
- Economic, Cultural and Community Development
- Resource Management
- Amenities
- Land transport
- Water Supply
- Solid Waste management
- Sewerage
- Storm water drainage

The time frames for action are defined as:

On going – regular feature of the boards activities

Short term – less than 6 months

Medium term – 6-12 months

Long term – over 12 months

Our Vision

To enhance and maintain pride and prosperity in Greytown for its citizens

Our Mission

If we as a team and community have a common purpose we can but walk together, there is no road we cannot travel – no goal is too distant to be beyond our reach.

Role of the Community Board

The role of the Greytown Community Board is to:

- Represent, and act as an advocate for, the interests of its community
- Consider and report on matters referred to it by the council, or any matter of interest or concern to the community board

- Maintain an overview of services provided by the council within the community
- Prepare an annual submission to the council for expenditure within Greytown
- Communicate with the community organisations and special interest groups within the community
- Undertake any other responsibilities that are delegated to it by the South Wairarapa Council.

Business as usual activities

- These involve liaising and working with a range of other Greytown organisations for the betterment of its citizens
- Continuing to promote Greytown by having something that sets it apart from other Wairarapa areas.

Getting Involved

You can make a short presentation to the Board. You can do this by either phoning 06 306 9611 or email: suzanne.clark@swdc.govt.nz. Alternatively, you can contact any of the Board members.

Attend our meetings

The Greytown Board meets monthly at the Greytown Town Hall in the WBS Room. Meetings are advertised and are held every six weeks. Meetings start at 7.00pm.

Greytown Community Board Draft Work Plan 2011-2013

Issue	Actions	Community Board Member Liaison	Time frame	Stakeholders involved	Link to LTTCP
Town Centre	Use & Maintenance of Town Centre Artworks Display	Margaret Craig Viv Napier	Ongoing	<ul style="list-style-type: none"> • Community • Council • Library committee • Funding agencies • Trust Lands Trust 	Educated and Knowledgeable people Amenities
Greytown Reserves	Reserve plans completed for Collier Reserve Enhancement of Memorial Park	Viv Napier Margaret Craig Christine Stevenson	Long Term At least 1 before Labour Weekend	<ul style="list-style-type: none"> • Council • Community • Sports groups • RSA Camp • Memorial Park Users 	Amenities
Stella Bull Park development & continued maintenance	Advocate for beautification Complete stage 3 Lighting Irrigation extension for gardens	Viv Napier Margaret Craig Kay Gray Christine Stevenson	Ongoing Short/Medium Term	<ul style="list-style-type: none"> • Council • Community • Neighbours • Future tenant of building • School 	Amenities
Arbor Day	Plan for yearly celebration	Kay Gray Michele Falleni Christine Stevenson	Yearly Celebrated in July	<ul style="list-style-type: none"> • Community • Friends of Park Committee • Schools • Tree Advisory Committee 	Amenities

Issue	Actions	Community Board Member Liaison	Time frame	Stakeholders involved	Link to LTTCP
Community Communication	Publish information about activities and plans via news board, newsletter, newspaper Grapevine, and web Information Centre	Rotating Roster – All elected members Note: Crs Napier & Craig do Councillors' comment only Kay Gray	On going - after meetings	<ul style="list-style-type: none"> • Council • Community 	Educated and Knowledgeable people
LTCCP	Work with council and contribute to plan	Shane Atkinson	On going	<ul style="list-style-type: none"> • Council • Community 	All Community Outcomes
Community Grants	Operational discretionary funding allocation	All CB members	On going	<ul style="list-style-type: none"> • Council • Community 	Vibrant and strong communities
Annual Plan submissions	Raising awareness with council of issues relating to Greytown	All CB members	May each year	<ul style="list-style-type: none"> • Council • Community 	All Community Outcomes
Arbor House	Representation on Board	Dr Rob Tuckett (appointment)	On going	<ul style="list-style-type: none"> • Council 	Healthy and economically secure people
Tree Lighting Xmas Banners	Work towards lighting of some of the town centre trees	Christine Stevenson	Long term	<ul style="list-style-type: none"> • Business community 	Vibrant and strong communities

Issue	Actions	Community Board Member Liaison	Time frame	Stakeholders involved	Link to LTTCP
Civil defence	Liaise and ensure plans are in place to assist Greytown in the event of a disaster or emergency	Margaret Craig CB liaison	Ongoing Update Annually	<ul style="list-style-type: none"> • Council • Community 	Healthy and economically secure people
Walkways	Advocate for a walk way to be established	Shane Atkinson Viv Napier Christine Stevenson	Long term	<ul style="list-style-type: none"> • Regional council • Community 	A place that's accessible and easy to get around
Waiohine Flood plain Management	Assist with the management of – Board representation	Michele Falleni	On going	<ul style="list-style-type: none"> • Council • Regional Council • Committee • Community 	Resource management
Community Arts	Community Arts Festival	Christine Stevenson Kay Gray	Medium Term	<ul style="list-style-type: none"> • Arts community • Business community • Council • Funding agencies • Heritage Comm. 	Educated and Knowledgeable people
Youth Initiatives Skate Park Playground	Advocate for greater facilities resources for the youth of the community	All CB members	Long term	<ul style="list-style-type: none"> • Council • Community • College • Police • Sports groups 	Vibrant and strong communities
Signage	Advocate for better signage for Public Parking, toilets etc	Christine Stevenson	Short term	<ul style="list-style-type: none"> • Council 	A place that's accessible and easy to get around

Issue	Actions	Community Board Member Liaison	Time frame	Stakeholders involved	Link to LTTCP
Public toilets	Advocate for up-market upgrade of public toilets	Christine Stevenson	Long term	<ul style="list-style-type: none"> • Council • Community • Business Community 	A place that's accessible and easy to get around
Car park lighting	Advocate for improved lighting in SWWM car park		Short term	<ul style="list-style-type: none"> • Council • SWWM 	A place that's accessible and easy to get around
Libraries/information	Advocate to provide good library/information services and facilities for the citizens of South Wairarapa	Michele Falleni	Long Term	<ul style="list-style-type: none"> • Council • Library service 	Educated and knowledgeable people
Footpaths & access for mobility scooters	Advocate for upgrade of paving within the council policy scheme	Christine Stevenson Margaret Craig	Short term	<ul style="list-style-type: none"> • Council 	A place that's accessible and easy to get around
Papawai Stream Restoration	Representation on the project committee	Christine Stevenson Viv Napier	Long term	<ul style="list-style-type: none"> • Committee 	Amenities
Greytown Oxidation Committee	Representation on the project committee	Christine Stevenson Viv Napier (CB deputy)	Long term	<ul style="list-style-type: none"> • Council 	Amenities

28th November 2013

Dear Lizzie

Thank you for your letter regarding the use of the old Library. The Community Board and the Council are very aware of the lack of use of this building and have been trying to resolve the issue.

Roger Thompson has a proposal to bring to our next meeting but I am sure his idea will be a flexible one and enable the community to use the building also, if, indeed, his suggestion is approved.

Your letter will be received and discussed in our Correspondence.

Thank you again for your concern and time

Regards

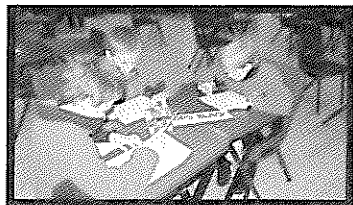
Christine Stevenson

Chair person

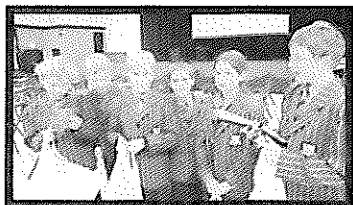
Greytown Community Board

MATHARAPA 2013

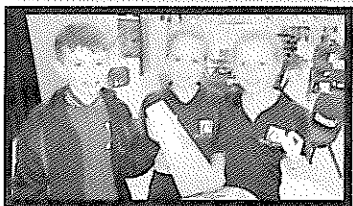
Held in Wairarapa College's magnificent Hall, the 2013 Wairarapa Mathematics competitions were once again a tremendous success.



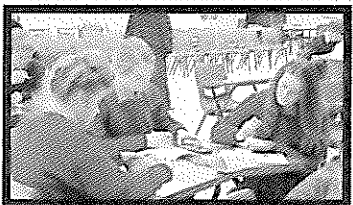
The spacious hall has proven to be a fantastic venue with plenty of room for the competitors and spectators alike. As with last year the extended programme gave more time for the competitors on each section. Setting up was completed late on Tuesday evening and the competitions began the next morning.



20 teams arrived at 9.30am on Wednesday August 14th, eager to do battle in the Year 5/6 North rounds – 1st place went to Opaki School, 2nd place to the Hadlow Terminators & 3rd place to the Hadlow Fraction Freaks.

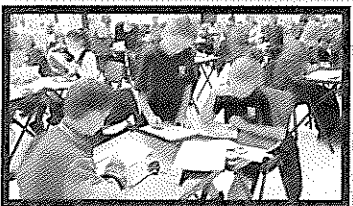


At 12 noon it was the turn of the Year 9's [20 teams]– Rathkeale College took out 1st and 2nd place with St Matthews placing 3rd.



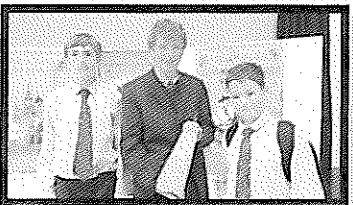
At 2.30pm it was the turn of the Year 10's – 24 teams enjoyed an hour and a half of challenges with Rathkeale College placing 1st and 2nd and Chanel College in 3rd place.

So 64 teams, approximately 195 students went through on the Wednesday session -it was a great start to National Mathematics Week.



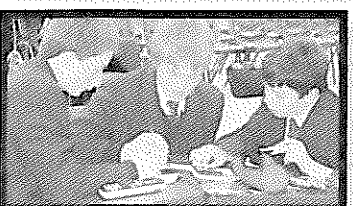
Thursday morning saw the first of three sessions kick off with Years 5&6 South pupils being challenged to basic arithmetic, mental calculations and puzzles.

From a pool of 16 teams the winners weren:- 1st Kahutara School Apple Pi's, 2nd Greytown School Ratios and 3rd Carterton School Aces.



Another 22 teams took their seats at 12 noon for the Year 7 competition. More frantic equation solving, geometry and brainstorming ensued.

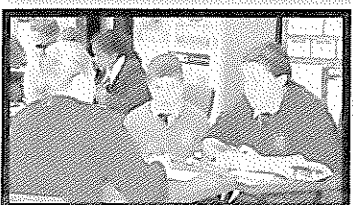
The winners were :- 1st Opaki Equalizers with Masterton Intermediate School Red 2nd and Dalefield School 3rd.



Year 8 pupils rounded off a busy day with their round of questions starting at 2.30pm – individual computations, team "runner" maths questions and spatial challenges kept them very engrossed for their competition. From a group of 25 teams the winners were :- 1st Chanel College, 2nd St Matthews "to the power of three" and 3rd were Masterton Intermediate School Silver.

In all some 400 students from every corner of our region came and enjoyed competing against their peers – what a success !! Prizes ranging from wooden Soma cubes to Casio graphical calculators were awarded.

Refreshments in the form of a drink of Vitafresh and a biscuit are supplied at the end of competition while the final results are being computed.



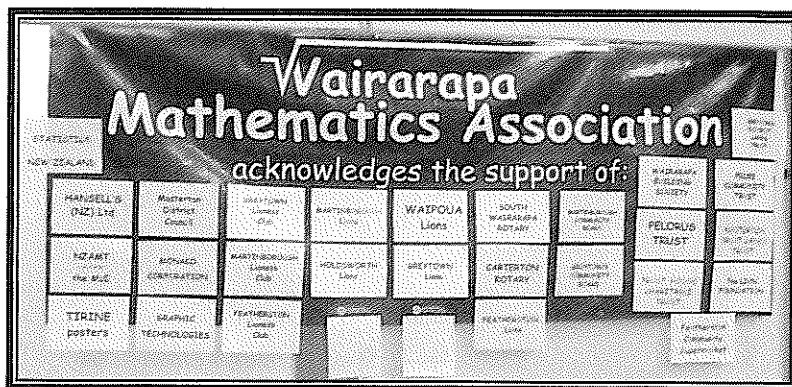
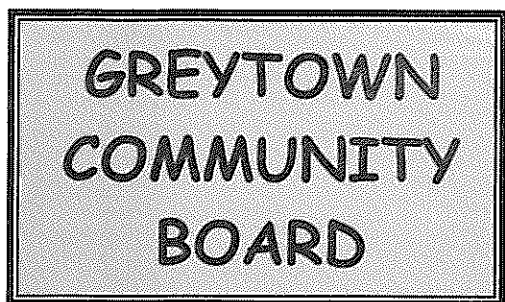
Whilst the winners and place-getters are recorded here the real emphasis is on participation and every competitor goes home with a certificate acknowledging that they have represented their school.

Every student also receives a bag of goodies by which to remember the day.

Our thanks go to the participating schools for releasing staff to accompany the students. Thank you to any parents who were given a job and did it willingly. Thanks also to the senior students who gave freely of their time to act as markers.

A special thank you to the secondary schools which bore the cost of releasing teachers in order to see that the sessions ran smoothly.

Each participating school pays a small annual subscription but the bulk of the running costs and prizes are only able to be purchased with the generous assistance of the following contributors.



Our deepest thanks go to the following sponsors without whom this competition could not be run so generously and successfully :

THANK YOU

Featherston , Greytown, Martinborough, Holdsworth and Masterton Waipoua Lions Clubs

Featherston and Martinborough Lioness Clubs

South Wairarapa and Carterton Rotary Clubs

Featherston, Greytown and Martinborough Community Boards

Masterton Trust Lands Trust and Greytown District Trust Lands

The Wairarapa Building Society, Trust House Charitable Trust

The Prime Community Trust , Pelorus Trust and the Lion Foundation

Eastern & Central Community Trust and the Infinity Foundation

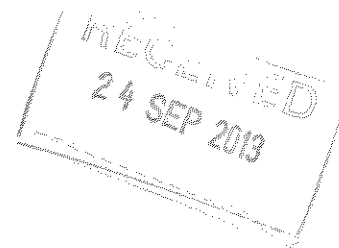
The NZ Association of Mathematics Teachers via the MoE

Statistics NZ, the Westpac Bank and Lamb-Peters Print

Mr Derek Smith of Graphic Technologies & Monaco Corporation

Hansell's (NZ) Ltd & Featherston Community Supermarket

Friends of Stella and Sarah



Suzanne Clark
Committee Secretary
Greytown Community Board
C/- SWDC
P O Box 6
MARTINBOROUGH

Dear Suzanne

In accordance with the conditions of the Community Board Grant of \$341.80 given to the Friends of Stella and Sarah in March 2013, I attach the account of expenditure:

Garden Barn	2 Apple trees, Compost, bulbs	120.80
Edible Gardens	4 Apple Trees	122.00
Clareville Nursery	2 Apple trees, compost	83.05
Keinzley Agvet	Waratahs	27.90
TOTAL		353.75

You will notice this is an overspend of \$11.95. The Friends has received donations of \$180 towards the apple trees from Greytown families who planted trees on Arbor Day 2013. This enabled us to purchase the sign (\$46) which is on the Board at the park, and more apple trees which have since been planted.

The Friends thank the Community Board for its ongoing support of the development in Stella Bull Park. Thanks also go to Helen McNaught of the SWDC and Karl Nisbett of City Care for their support and advice.

Kind regards

Ruth Evans
Friends of Stella and Sarah.
ruth.e@xtra.co.nz

TAX INVOICE/STATEMENT

Date 05/07/13 268427

To Friends of Stella + Sarah
40 55 Reading St
Gtn
From Clareville Nursery + Garden Centre
PO Box 6
Carterton
GST Reg. No. 98-923-081 Ref. O/N

Qty	Unit	Description	Unit Price	S	c
1		Apple Reinette du Canada Plastic Labels			
<p><i>paid in full</i></p> <p><i>[Signature]</i></p> <p><i>06</i></p>					
TOTAL EXCLUSIVE GST \$					
PLUS % GST \$					
TOTAL INCLUSIVE GST \$					31 40

COLLINS A5 DL NCR

CLAREVILLE NURSERY
GST NO. 98-923-091
CLAREVILLE

2013 641976

KEINZLEY AGUET LTD
134 HIGH STREET STH
CARTERTON

-----EFTPOS-----
TERMINAL 23100301
TIME 27JUL 11:04
TRAN 002091 CHEQUE
EFTPOS
CARD5340
PURCHASE NZ\$51.60
TOTAL NZ\$51.60
ACCEPTED

Sarah + Stella

eight dollars

five cents

Eftpos	:
Cheque	:
Cash	:
Total	<i>48:65</i>

-----EFTPOS-----
TERMINAL 76199501
TIME 27JUL 11:14
TRAN 008219 CHEQUE
EFTPOS
CARD5340
PURCHASE NZ\$27.90
TOTAL NZ\$27.90
ACCEPTED

-----CUSTOMER COPY-----

\$37.00

\$11.65

\$48.65

MERCHANT COPY
Apple Tree
COLLINS 45/50 DL *Longest*

total

Rec'd ANZ EPOS

2754 Keinzley Aguet 3 warranties \$27.90

Rec'd ANZ EPOS

*Paid
cheque
06*

Total \$76.55 ✓

EDIBLE GARDEN LTD

889 Ashhurst-Bunnythorpe Road, RD10 Palmerston North 4470
Phone 06 326-7313, Fax 06 326-7314. Email ediblegarden@xtra.co.nz

TAX INVOICE

G.S.T. Reg. No.
82-185-046

TO: Friends of Stella Mull Park
Attn: Ian Eagle
16 Garrison Street
GREYTOWN

DEL ADDRESS

INVOICE NO 20683
DATE DESP. 25/07/13
PAGE 1

CODE	DESCRIPTION	BAGGING PRICE OR SHAPE	GRADE	QTY	UNIT PRICE	DIS/SUR	TOTALS
AP173-5	APPLE FREYBURG on MM106	BCHD	120/160	1	25.22		25.22
AP188-5	APPLE MOTHER on MM106	FTHD	120/160	1	25.22		25.22
FREIGHT							13.05

Unsorted
12 312.2

Paid
chq

PLEASE PAY
BY 01/08/13

Bank Account Details: Edible Garden Ltd
Z, Acc No. 020628 0143779 30

Invoice not
available -
done on phone

\$62.00 to pay
Thank you.

ORDER NO(S)

** ORDER COMPLETE **

DISPATCHED TODAY IN

SUB TOTAL 63.49

G.S.T. 7.52

TOTAL 73.01

PLEASE PAY ON THIS INVOICE

GardenBarn Ltd
179 High Street
Masterton 5810

Phone : 06 3777946 Fax : 06 3777939

TAX INVOICE
GST No. : PP-632-117

Date : 01/05/2013 14:49 Inv # : 105505

Cash Sale

You were served by Julie S

Qty	Description	Rate	Amount
1.00	Daffodil Fiesta Super Mixed 10 p		50.00
	@ 50.00		
	Total Incl GST		50.00
	GST Content		6.52
	Amount Tendered		50.00
	Change		0.00
			50.00
Paid By	EFTPOS		

Please retain receipt for proof
purchase for credits and exchange

Ruth

May 2013

me

Sam Lta.

R3
Julie S

50.00

ANZ

From

Supplier

ends Stella

cash

B

GARDEN BARN
179 HIGH STREET
MARTERTON

-----EFTPOS-----
TERMINAL 64736901
TIME 14:44
TRAN 041561 CHEQUE
EFTPOS
CARD5940
PURCHASE NZ\$ 70.80
TOTAL NZ\$ 70.80
ACCEPTED
INVOICE NUM 037682
MERCHANT COPY

SL

Days at Apple Trees 2013

be collected
order Ashurst
\$30

cheque to \$2000!
sent - Income to Co

1 Irish rose \$30

Garden Barn list

1 Worcester Permaculture
1 Bramble seedling
1 Bag Compost

\$30 - 70

\$29.70

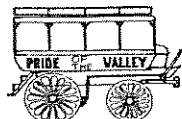
\$10.40

\$70 - 80

Paid ANZ Eftpos
22 Nov

Total \$130 -

Cheque 01 16/4/13
as per Quo to
Ashurst to Bill us 902585



Cobblestones Regional Early Settlers Museum

169 Main Street, PO Box9 Greytown 5742(06) 304 9687 www.cobblestonesmuseum.org.nz
info@cobblestonesmuseum.org.nz

28 August 2013

Christine Stevenson
143 Papawai Road
RD 1
Greytown, 5794

Dear Christine

On behalf of the Cobblestones Trust I wish to thank the Community Board for their grant of \$2000 towards the new entrance building project.

Your grant together with other monies received will enable the Trust to realize their dream of bring the Cobblestones Museum into the technological world of the 21st Century. Although the Museum is about preserving our history, this will give us a modern show piece that the whole of the Wairarapa should be proud of.

Yours sincerely

Christine Sanders
Secretary
Cobblestones Trust



Plunket

Christine Stevenson
Chairperson
Greytown Community Board
143 Papawai Road
RD1
Greytown

30 September 2013

Dear Christine

On behalf of the Greytown Plunket Committee I'd like to thank you and the committee for your generous financial support of our 2014 Greytown fundraising calendar.

It was a very generous gesture on your behalf and I hope it will allow us to raise further funds to support our work in the community.

The calendar has been launched successfully, and we are very pleased with the final product. We have been getting a lot of positive feedback, so we hope the community will continue their interest.

Thank you again for your support, your help has enabled us to produce a quality fundraising product.

Yours sincerely

Katie Abbott
President
Greytown Plunket Committee

From: **Christine Stevenson** <christine.stevenson@solwaycollege.school.nz>
Date: Sun, Nov 10, 2013 at 10:03 PM
Subject: Re: Traffic in Cotter Street
To: barbray.stedman@xtra.co.nz

Dear Barbara

Thank you for your email.

I can appreciate it being a real problem for you; as you state, what is the solution other than what has already been done by council? However, I will put your email in Correspondence at our next meeting and see if any other suggestions come forward.

Regards

Christine Stevenson

On Sun, Nov 10, 2013 at 11:47 AM, <barbray.stedman@xtra.co.nz> wrote:

Sent from Windows Mail

Dear Ms Stevenson

I have previously contacted the Board regarding traffic to and from the transfer station in Cotter Street.

We were delighted to see the signage directing people along West Street and hoped that this would result in a safer quieter environment for residents of Cotter Street.

I regret to inform you that this has not been the case. On this lovely Sunday morning there has been a stream of cars, many with trailers, travelling along Cotter Street to the transfer station. This is not unusual on days when the facility is open.

We appreciate the measures taken by the Council & Board and cannot ourselves suggest any solution to the problem.

This message is not being sent as a complaint against the concern of the Board but, rather to inform you of the situation.

In appreciation of your assistance and looking forward to your response

Barbara Stedman

7 Cotter Street.

From: **Christine Stevenson** <christine.stevenson@solwaycollege.school.nz>
Date: Thu, Nov 14, 2013 at 2:52 PM
Subject: Re: Greytown Tree Advisory Committee
To: "McLean, Bruce" <Bruce.McLean@marsh.com>

Good afternoon, Bruce

The Tree Advisory group is a committee of the Community Board as you state. Unfortunately our chairperson is unwell in hospital at present but I will get you to contact Mike Lynch who is the "guru" in our midst!!!
He is at 179 West Street Phone 3047222. Hopefully he can help you. Please get back to me if I can help further.

Regards

Christine Stevenson

On Thu, Nov 14, 2013 at 9:39 AM, McLean, Bruce <Bruce.McLean@marsh.com> wrote:

Good morning Christine,

We have a conditional purchase agreement on a property at 134 West Street, Greytown which has several listed trees, although SWDC records are a little unclear in relation to one of the listings (and hence Jen Olsen at SWDC suggested I contact you in your role as Chairperson of the Community Board – of which the Advisory Committee is, I understand, a sub-set).

Council records list a Douglas Fir as one of the two listed trees, however there are two such trees on the property and therefore some confusion exists. We would really appreciate any additional information that may be available and/or a suitable contact to discuss this with.

The conditional purchase agreement extends through to Friday 22 November.

Thank you.

Bruce McLean, Principal, Marsh Risk Consulting

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TRUST HOUSE

COMMUNITY ENTERPRISE

15 November 2013

Christine Stevensen
Greytown Community Board
PO Box 6
MARTINBOROUGH

Dear Christine

Application for Grant – Trust House Foundation
Our Ref: 1236

We acknowledge receipt of your application for a grant made to the Trust House Foundation.

Your application will be considered at a Trustee meeting scheduled for Tuesday 26 November 2013. We will advise you of their decision shortly thereafter.

Please note that the Trustees are prohibited from approving grants retrospectively, therefore, it is important you contact us immediately if any part of your project is due to commence prior to 26 November 2013.

If you have any queries please do not hesitate to contact me.

Yours sincerely

Craig Thomson
Community Support Manager
Telephone: (06) 370 0525 Fax: (06) 378 8324
E-mail: craig@trusthouse.co.nz

From: **Lee Carter** <jadetui@xtra.co.nz>

Date: Fri, Nov 22, 2013 at 12:30 PM

Subject: Kay Gray

To: Christine Greytown Comms Stevenson <christine.stevenson@solwaycollege.school.nz>,

Leigh Greytown Comms Hay <hay4greytown@gmail.com>, Margaret Greytown Comms

Board <Margaret.Craig@swdc.govt.nz>, Shane Greytown Comms Board

<shane.anne@clear.net.nz>, Viv Greytown Comms Board <martin.napier@xtra.co.nz>

Cc: Garry <aandgelectrics@xtra.co.nz>, Dean <Dean.Davies@swdc.govt.nz>, Katie Beattie

<KatieBeattie13@gmail.com>, Peter <h50906@gmail.com>, Solitaire

<solitaire.robertson@swdc.govt.nz>

Dear Christine and fellow Greytown Community Board members

On behalf of the Featherston Community Board I would like to send our sincere sympathies of your loss of such a tremendous person, Kay Gray. Kay had a presence that will not be easily replicated. Her love, compassion, and guidance, as a midwife was outstanding. As a Greytown resident and member of the Greytown Community Board, she was highly regarded for her many, many commitments to Greytown and the wider region. Kay will be a huge loss to the community and will be sorely missed:(.

Unfortunately I won't be able to attend Kay's funeral, however I know that members of the Featherston Community Board will be present. If there is anything we can do to assist please do let us know.

Sent with best wishes, and thoughts of comfort in this sad time.

Lee, Dean, Solitaire, Peter, Garry and Katie