

# **Greytown Community Board**

# Minutes 1 April 2015

**Present:** Shane Atkinson (chair), Cr Margaret Craig, Ian Farley, Leigh Hay, Cr

Napier and Connor Taumoepeau.

**In Attendance:** Suzanne Clark (Committee Secretary).

**Conduct of** The meeting was conducted in public in the WBS Room, Greytown

**Business:** Town Centre on 1 April 2015 between 7:00pm and 8:35pm.

Public Frank Minehan (Greytown Community Heritage Trust), Mike Gray and

**Participation:** Bruce Farley, Allan Wasmuth and Mike Dennes.

#### **PUBLIC BUSINESS**

#### 1. APOLOGIES

GCB RESOLVED (GCB 2015/13) to receive apologies from Christine Stevenson, Mayor Adrienne Staples and Paul Crimp.

(Moved Hay/Seconded Farley)

Carried

#### 2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

#### 3. PUBLIC PARTICIPATION

- 3.1 Frank Minehan, Greytown Community Heritage Trust
  Mr Minehan suggested the Community Board celebrate the 125<sup>th</sup>
  anniversary of Arbor Day by moving forward with planting at the
  proposed Greytown nursery site if the area had been approved for use.
- 3.2 Mike Gray and Bruce Farley, Moroa Water Race Channels and Greytown Urban Drainage

Mr Gray with support from Mr Farley made a presentation on behalf of a number of residents regarding concerns about the state of the Moroa water race channels as they passed through the Greytown area and poor urban drainage problem including overflowing of sumps. The delegation sought Community Board support for the issue which would be presented to Council in an LTP submission.

3.3 Allan Wasmuth, Waiohine River Link Track

Mr Wasmuth tabled plans for the proposed Waiohine River link track to link the Woodside Trail and the Lions Trail and had initiated discussions with the Walking Access Commission and landowners.

<u>DISCLAIMER</u>

#### 3.4 Mike Dennes

Mr Dennes was waiting on a response from Council regarding the speed bumps on East Street. In addition to previous points made Mr Dennes noted that speed bump visibility at night or in wet conditions was poor.

#### 4. CDEM RESPONSE TEAM

Mr Gray reported that WREMO continued to develop a CDEM strategy and activities for engaging Greytown. Wairarapa WREMO staff appointments were still to be made.

#### 5. ACTIONS FROM PUBLIC PARTICIPATION AND PRESENTATIONS

GCB RESOLVED (GCB 2015/14):

1. That Mrs Stevenson progress plans for the 2015 Arbor Day planting (being the 125<sup>th</sup> anniversary of Arbor Day), and liaise with the Tree Advisory Committee regarding the suggestion of planting at the proposed Greytown nursery site.

(Moved Cr Craig/Seconded Hay)

Carried

- 2. Action 222: Write to the Friends of the Park, Tree Advisory Group, Greytown Community Heritage Trust asking what their aspiration for a tree nursery were (if any); P Crimp
- 3. Action 223: Write to Mike Gray acknowledging the stormwater drainage and Moroa water channel issues as presented and request a copy of the LTP submission to Council so the Board can consider supporting; P Crimp
- 4. Action 224: Write to Allan Wasmuth acknowledging the presentation and recommending a submission to the LTP consultation document be made; P Crimp
- 5. Action 225: Contact Mike Dennes to discuss the speed bumps on East Street; M Allingham

#### 6. COMMUNITY BOARD MINUTES/EXPENDITURE

6.1 Greytown Community Board Minutes – 18 February 2015

GCB RESOLVED (GCB 2015/15) that the minutes of the Greytown

Community Board meeting held on 18 February 2015 be received and confirmed as true and correct.

(Moved Cr Craig/Seconded Hay)

Carried

#### 6.2 Matters Arising

Mr Farley reported that the former Greytown station building had been purchased by a beekeeper for storage.

# 6.3 Action Items from Previous Meeting

The Community Board reviewed the action items and updates were provided. Cr Napier undertook to include a paragraph about the Rules Reduction Task force and public consultation on 'wacky rules'.

<u>SCLAIMER</u>

6.4 Income and Expenditure Statement to 28 February 2015 GCB RESOLVED (GCB 2015/16) to receive the Income and Expenditure Statement to 28 February 2015.

(Moved Cr Craig/Seconded Farley)

Carried

#### 7. OPERATIONAL REPORTS - COUNCIL OFFICERS

7.1 Officers' Report to Community Boards

GCB RESOLVED (GCB 2015/17) to receive the Officers' Report to Community Boards.

(Moved Farley/Seconded Hay)

Carried

7.2 Report on Free Swim Day – Greytown Pool

GCB RESOLVED (GCB 2015/18) to receive the information.

(Moved Cr Craig/Seconded Hay)

Carried

#### 8. COMMUNITY BOARD/COUNCILLORS REPORTS

8.1 Greytown Community Board Draft Work Plan for 2015

GCB RESOLVED (GCB 2015/19) to adopt the Community Board Work Plan with amendments and alterations as agreed.

(Moved Cr Napier/Seconded Cr Craig)

Carried

8.2 Recycling of Welcome to Greytown Signs

GCB RESOLVED (GCB 2015/20) that a proposal be developed outlining associated costs and regulatory requirements on recycling the 'Welcome to Greytown' signs.

(Moved Hay/Seconded Cr Craig)

Carried

8.3 Greytown Entrance Signs

Mr Atkinson reported that the signs were in the process of being installed.

8.4 Graffiti Working Party/SWDC Community Safety and Resilience Working Party Update

GCB RESOLVED (GCB 2015/21) to receive the information.

(Moved Cr Craig/Seconded Farley)

Carried

8.5 Greytown After 5

GCB RESOLVED (GCB 2015/22) to receive the information.

(Moved Hay/Seconded Farley)

Carried

8.6 WWI 100<sup>th</sup> Year Commemoration

Cr Napier and Mr Farley gave an update on preparations for the WWI 100<sup>th</sup> year commemoration. Mr Farley undertook to find out whether a wreath would be laid at the Boer War Memorial in Martinborough on Anzac Day.

#### 8.7 Wairarapa Library Service

Mrs Hay reported that the WLS policies were in the process of being updated and that pieces of the ceramic artwork created as part of the Greytown Arts Festival would be displayed in the Information Centre.

#### 8.8 LTP Youth Focus Group

Cr Napier reported that the LTP youth focus group was attended by 30 students. Comments from students backed up Connor Taumoepeau's survey results and had similar themes to feedback from the Wairarapa Youth Council.

#### 8.9 Greytown Menz Shed

Mr Atkinson reported that Mayor Staples would be officially opening the Menz Shed on the 12 April 2015 at 10:30am and that South Wairarapa Rotary had donated a storage container to the Club.

#### 9. CORRESPONDENCE

#### 9.1 Inwards

To Greytown Community Board, from Lucy Cooper, Arrow FM, dated 6 March 2015.

To Greytown Community Board, from the Trustees of Cobblestones Museum, dated 9 March 2015.

To Greytown Community Board, from John Boon, Greytown Menz Shed, dated 23 February 2015.

GCB RESOLVED (GCB 2015/23) to receive the inwards correspondence.

(Moved Farley/Seconded Hay)

Carried

#### 9.2 Outwards

To Nichola Adams, Greytown Arts Festival Committee from Greytown Community Board, dated 23 February 2015.

To Steve Davis, South Wairarapa Rotary Club from Greytown Community Board, dated 23 February 2015.

GCB RESOLVED (GCB 2015/24) to receive the outwards correspondence.

(Moved Farley/Seconded Cr Napier)

Carried

#### 10. FINANCIAL ASSISTANCE

#### 10.1 Danielle Turton and Harvey Morison

GCB RESOLVED (GCB 2015/25) to decline the application for financial assistance from Danielle Turton and Harvey Morison for \$1,000 as the criteria states the grant is not for individuals but for non-profit organisations.

(Moved Cr Napier/Seconded Cr Craig)

Carried

Confirmed as a true and correct record						
Chairperson						
Date						

# Greytown Community Board Action Items From 1 April 2015

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
176	GCB	2-Apr-14	Action	Christine Stevenson	Liaise with the Tree Advisory Group regarding the proposed name of 'William Nation Arbor Reserve for the plant nursery	Open	
636	GCB	29-Oct- 14	Action	Murray	Write to property owners of trees 'first' registered in the Wairarapa district Plan at its adoption in 2011, and advise them of the registered status of the tree and their responsibilities	Open	18 Feb 15: GCB suggest asking MDC (Sue Southey) for a copy of the brochure that should have been provided to residents with listed trees.
112	GCB	18-Feb- 15	Action	Murray	When a change to the Wairarapa District Plan has been confirmed, liaise with the Tree Advisory Group to ascertain whether the Greytown list of proposed trees for protection is ready for inclusion as part of the process	Open	
117	GCB	18-Feb- 15	Action	Christine Stevenson	Liaise with Graeme Edridge advising that there is land already approved for development into a retirement centre in Greytown (Greytown Villas Character Area) and that applications for alternative sites to be zoned developed as a retirement village could be made by potential developers	Open	
210	GCB	1-Apr-15	Resolution	Christine Stevenson	GCB RESOLVED (GCB 2015/14):  1. That Mrs Stevenson progress plans for the 2015 Arbor Day planting (being the 125th anniversary of Arbor Day), and liaise with the Tree Advisory Committee regarding the suggestion of planting at the proposed Greytown nursery site. (Moved Cr Craig/Seconded Hay) Carried	Open	
215	GCB	1-Apr-15	Resolution	Paul	GCB RESOLVED (GCB 2015/19) to adopt the Community Board Work Plan with amendments and alterations as agreed.  (Moved Cr Napier/Seconded Cr Craig) Carried	Actioned	Updates to the Work Plan made

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
216	GCB	1-Apr-15	Resolution	Leigh Hay	GCB RESOLVED (GCB 2015/20) that a proposal be developed outlining associated costs and regulatory requirements on recycling the 'Welcome to Greytown' signs.  (Moved Hay/Seconded Cr Craig) Carried		
222	GCB	1-Apr-15	Action	Paul	Write to the Friends of the Park, Tree Advisory Group, Greytown Community Heritage Trust asking what their aspiration for a tree nursery were (if any)	Actioned	
223	GCB	1-Apr-15	Action	Paul	Write to Mike Gray acknowledging the stormwater drainage and Moroa water channel issues as presented and request a copy of the LTP submission to Council so the Board can consider supporting	Actioned	
224	GCB	1-Apr-15	Action	Paul	Write to Allan Wasmuth acknowledging the presentation and recommending a submission to the LTP consultation document be made	Actioned	
225	GCB	1-Apr-15	Action	Mark	Contact Mike Dennes to discuss the speed bumps on East Street	Open	29/4/15: Mike away until mid May. Officer to follow up then.

Greytown Community Board	
Income & Expenditure to 31 March 2015	
INCOME	
Balance 1 July 2014	18,960.01
Annual Plan 2014/15	20,954.00
TOTAL INCOME	40,783.58
<u>EXPENDITURE</u>	
Members' Salaries	6,866.72
Total Personnel Costs	6,866.72
AP Greytown Sports Printing Gtn After 5 invites	16.00
AP Greytown Sports GA5 Drinks (50% of cost)	55.96
AP Gtn Barrels July (water & weed)	120.00
AP aRTe Sculptural Greytown New Entrance Signs-deposit	3,000.00
AP Greytown Barrels August	120.00
AP Barrels Sept - weed/water	120.00
AP Gtn Barrels Oct 14-weed & water	120.00
AP Friends of Stel Grant - Stella Bull Park	480.00
AP Solway College Grant 2014-Gtn After 5 invites	50.00
AP Gtn Barrells water/week Nov 14	120.00
AP Local Governmen Annual C/Board Levy x 3	166.67
AP Xmas Decorations Gtn Library	800.00
AP aRTe Sculptural Ref 458 GCB 6/8/14 payment 2 (halfway)	3,000.00
AP House of Travel I Farley Wn-Kerikeri May 2015	331.30
AP SOLGM Diaries	31.80
AP Slow Burner Ltd Gtn Info Centre volunteers lunch	246.96
AP Greytown Hotel Community Boards Xmas function	28.98
AP City Care Gtn Barrels - Dec 14 water & weed	120.00
AP Lamb-Peters Pri Happy Christmas poster (laminated)	40.00
AP GCB grant-Play for Gtn Arts Festival	200.00
AP City Care Weed & Water barrels - Jan 15	120.00
AP NZ Community Bo I Farley CB Conference May 15	760.87
AP City Care Gtn barrels-Feb water/weed	120.00
Total General Expenses	10,168.54

Greytown Community Board	
Income & Expenditure to 31 March 2015	
AP Cobblestone Tru Grant Museum Sign Brds/Brochure	680.00
AP Greytown Trails Annual Mtc Grant	1,000.00
AP GCB grant connect elec & consumables	500.00
AP Kuranui College Bike & Hike event grant	200.00
AP Remote broadcasting serv Gtn grant	500.00
AP Wairarapa & Sou GCB grant - mobile class room	500.00
AP Wairarapa Ballo Bring Balloon events to Gtn grant	500.00
Total Grants	3,880.00
TOTAL EXPENDITURE	20,915.26
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	19,868.32
LESS: COMMITMENTS	
Salaries to 30 June 2015	3,583.28
City Care Maintain barrels in town centre	240.00
AP aRTe Sculptural Greytown New Entrance Signs-deposit	4,000.00
Greytown Trustlands Trust to fund the digitisation of the Greathead papers	320.00
Stella Bull Park inc - Sarah's Garden	480.00
Free Swimming Day	324.00
Total Commitments	8,947.28
BALANCE TO CARRY FORWARD	10,921.04

# **GREYTOWN COMMUNITY BOARD**

13 MAY 2015

#### **AGENDA ITEM 8.1**

# **OFFICERS' REPORT**

# **Purpose of Report**

To update the Maori Standing Committee/Community Board on activities since the last report.

# Recommendations

Officers recommend that the Committee/Community Board:

1. Receive the information.

#### CHIEF EXECUTIVE REPORT

# 1. Executive Summary

Following on from my last report to Council, the Long Term Plan preparation continues to be a focus. While we are nearly there with the new Consultation Document, being a new document necessitates a lot of development and discussion to ensure the document meets the statutory requirements. Hopefully by the time the Council meeting is held the Consultation Document has had an audit opinion issued and adopted by Council.

The regular Rural and Provincial sector meetings were held in Wellington and the presentations, in my view, were of more strategic value than perhaps has been the case at earlier sessions. This is a pleasing development as the Local Government sector continues to address the key issues, and not just minor matters that can take a lot of time for little real progress.

Of course, the presentation of our submission to the Local Government Commission was an interesting experience and I feel our approach and points were appropriate and well received.

# 2. Governance/Leadership/Advocacy

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

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

#### 2.1 Local Government Commission/Governance Review

As indicated above, SWDC submission presentation was made to the Commission in Carterton.

There is plenty of rhetoric however the next steps are in the Commissioners hands.

Not all submissions have been heard and no definitive decision date has been set, one influencing factor will be the upcoming elections next year as any transition is usually linked to an election cycle – however it I noted that elections can be delayed by one year in certain circumstances.

# 3. Strategic Planning and Policy Development

#### 3.1 Meetings/Conferences

#### 3.1.1. Chief Executive Forum

One meeting was held in the period between my reports, items of interest included the Wellington Airport extension, the Earthquake Commission in relation to establishing better links to local authorities in the region, Roading, though generally discussing the big projects in the western part of the region, and of course amalgamation.

#### 3.1.2. Mayoral Forum

One Mayoral Forum was held and I am sure this will be covered in Her Worship's report.

#### 3.2 Legislation

While no new legislation has been introduced recently, we are still bedding down the various pieces of legislation recently enacted, and I believe it will be some time before we fully understand the resourcing implications required to comply.

#### 3.3 Wastewater Consents

Evidence has been completed for the Martinborough application, and this application is proceeding as planned.

The hearing for the Martinborough application is planned for the week commencing June 2.

#### 3.4 Financial Statements

There are no financial statements to present this month.

#### 3.5 Long Term Plan

The Long Term Plan is well underway, with the Consultation Document currently at audit for their final review. Hopefully by the time the Council meeting is held the supporting information, and Consultation Documentation will have been adopted and being prepared for release for consultation.

This LTP has been prepared under a new legislative process and I need to thank Kyra and Kim for their efforts in managing this new process.

#### 3.6 Rural Broadband

Following a number of meetings it has been decided to join MDC and CDC to prepare an application under the newly announced fund for rural broadband across the Wairarapa district.

Each district will be required to provide input into the application; accordingly the working group set up will remain to coordinate this input.

We will provide circa \$2,500 toward the cost of preparing the application, and Tim Lusk will sit on the joint committee, along with one other from South Wairarapa yet to be decided.

### 3.7 Rates Arrears (Incl. GST)

DATE	AMOUNT \$'000	Number	DAYS SINCE INSTALMENT DUE	SWDC COMPONENT \$'000 (81%)
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773
19 August 2014	\$818	592	91	\$663

DATE	AMOUNT \$'000	Number	DAYS SINCE INSTALMENT DUE	SWDC COMPONENT \$'000 (81%)
30 September 2014	\$1,008	809	37	\$816
11 November 2014	\$770	627	83	\$623
27 January 2015	\$672	537	68	\$544
2 March 2015	\$784	798	10	\$635

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

The arrears amount of \$608K amount outstanding relating to the 30 June 2014 and prior balances has reduced to \$130K which is a good result. This has generally been through demands from the banks, which have all been settled. We are following up a number through legal avenues.

For the installment due 20 February 2015, there are approximately 478 ratepayers who missed this installment, i.e. this is the only installment that is currently outstanding for those ratepayers. This is disappointingly high.

We continue to pursue all arrears.

# 4. Corporate

#### 4.1 Occupational Health and Safety

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

#### 4.2 **LGOIMA Requests**

DATE	INWARDS	SUBJECT
2 March 2015	Non-Compliance related to water prosecutions.	Advised requester the issues raised are matters for the Greater Wellington Regional Council.
9 March 2015	Noise complaints in 2014, requesting location, the noise issue and any seizures made.	Details sent.
30 March 2015	Seeking advice as to whether your council have a similar stakeholder group to represent the interests of older persons	Advised no older person representative group.
31 March 2015	Request for Minutes pre 2007: Lake Ferry Community Wastewater System	
2 April 2015	Number of pollution responses logged per annum, number of spills attended to, number of prosecutions for deliberate or illegal disposal/dumping prosecutions, number of illegal disposal sites (cleanfills, ponds) identified and then number of contaminated sites in these regions, and how many of these were caused by inappropriate operational or waste disposal practices.	

#### PLANNING AND ENVIRONMENT GROUP REPORT

# 5. Resource Management

#### 5.1 Resource Management Act - District Plan

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

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

#### **5.2** Resource Management Act - Consents

SERVICE LEVEL - All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	Target 2014/15	YTD Result	COMMENT Source, and actions taken to achieve Target
Consent applications completed within statutory timeframes	100%	93.6%	NCS
s.223* certificates issued within 10 working days	100%	100%	NCS (manually corrected as on-hold times not recognised by NCS)
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	100%	NCS

Council received 13 (the previous year 10) resource consent applications between 28/02/2015 and 8/04/2015. Officers provide detailed information as part of fortnightly updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

# 5.3 Reserves Act – Management Plans

SERVICE LEVEL - Council has a reserve management programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	Target 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of Management and/or Plans adopted or revised	1	0	

#### 5.4 Local Government Act – LIM's

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD Result	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	-	-	No complaints lodged.
My non-urgent LIM is processed within 10 days	100%	100%	

ТҮРЕ	YTD 1 JULY 14 TO 1 APRIL 15	PREVIOUS YTD 1 JULY 13 TO 1 APRIL 14	PERIOD 28 FEB 15 TO 1 APRIL 15	Previous Period 28 Feb 14 to 1 april 14
Standard LIMs (Processed within 10 working days)	101	115	21	17
Urgent LIMs (Processed within 5 working days)	88	87	16	13
Totals	189	202	37	30

# 6. Building Act - Consents and Enforcement

# **6.1** Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	Target 2014/15	YTD Result	COMMENT Source, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days.
Building consent applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days. Due to staff shortages processing contractors have been used to maintain service levels.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 2016
Earthquake prone buildings reports received	100%	143/227	The government is proposing to make changes where by the assessments will need to completed by a certain time. No further information from the government has been provided.

Building consent numbers from 1 July 2014 to 1 April 2015 (Year to Date) total 306 consents. For the same period the year before the total was 307. It should be noted however that the scale and complexity of consents has grown, this creating additional work pressures. At the same time Council is 1.5 staff down through this period, which has further exacerbated the pressures around processing of consents and carrying out of inspections.

The following table provides a snapshot of the number and types of building consents granted for the period.

Түре	Number	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	4	\$511,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	1	\$30,000
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	51	\$4,998,086
Other ( public facilities - schools, toilets, halls, swimming pools)	0	\$0
Totals	56	\$5,539,086

#### 7. Public Protection

#### 7.1 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION  KEY PERFORMANCE INDICATORS	Target 2013/14	YTD Result	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	6 visits	No visits	None to date.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	

As at 1 April 2015, there are 2,866 registered dogs with 1,633 owners. There are currently 70 unregistered dogs, with 33 owners who have been or are in the process of being infringed for this offence. The following table provides a snapshot of dog control incidents for the period.

INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Attack on Pets	0	0	0
Attack on Person	1	1	0
Barking and whining	0	6	3
Lost Dogs	3	1	0
Found Dogs	3	4	1
Rushing Aggressive	0	1	0
Wandering	1	5	2
Total	8	18	6

# 3.3 Public Places Bylaw 2012 - Stock Control

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

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

The following table provides a summary snapshot of stock control incidents between 16 February 2015 and 1 April 2015.

INCIDENTS REPORTED	Martinborough	FEATHERSTON	GREYTOWN
Stock	1	3	3
Total	1	3	3

# **3.4 Resource Management Act – afterhours Noise Control**

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	Target 2013/14	YTD RESULT	COMMENT Source, and actions taken to achieve Target
% of calls received by Council that have been responded to	100%	100%	

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 14 TO 1 APRIL 15	PREVIOUS YTD  1 JULY 13 TO 1  APRIL 14	PERIOD 28 FEB 15 TO 1 APRIL 15	PREVIOUS PERIOD 28 FEB 14 TO 1 APRIL 15
Total	82	135	38	20

# 3.5 Sale and Supply of Liquor Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	Target 2013/14	YTD RESULT	COMMENT Source, and actions taken to achieve Target
Premises that sell liquor that are checked prior to renewal to make sure they comply with the Sale and Supply of Alcohol Act 2012	100%	100%	

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 14 TO 1 APRIL 15	PREVIOUS YTD  1 JULY 13 TO 1 APRIL 14	PERIOD  28 FEB 15 TO 1  APRIL 15	PREVIOUS PERIOD 28 FEB 14 TO 1 APRIL 14
On Licence	22	9*	1	1
Off Licence	16	10*	2	1
Club Licence	1	2*	1	0
Manager's Certificate	60	79*	11	8
Special Licences	41	34*	6	

Note: all figures marked with \*unable to be updated due to data and reporting issues with NCS

# 7.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	Target 2013/14	YTD RESULT	COMMENT Source, and actions taken to achieve Target
Premises failing to comply with Food Hygiene regulations that are re-inspected within a 3 month period and enforcement is affected if offence continues	100%	100%	

# 7.6.1. Bylaws

One litter complaint was received from 16 February 2015 to 1 April 2015. 50 long grass notices were issued, of which all but six owners have complied. One abandoned vehicle was reported and seven general complaints were received, four of which were rooster/chicken related.

#### INFRASTRUCTURE AND PLANNING GROUP REPORT

# 1. Group Manager highlights

The feedback from GWRC on the Martinborough WWTP consent has been encouraging with the officer's report released to SWDC on 8 April 2015. The hearing is planned for the first week in June and expected to go for two days. There will be some discussion around length of term and conditions but the general science and concepts seem to be well accepted.

Effort has been spent in the development and finalisation of the council infrastructure strategy for the next 30 years with numerous iterations having been required.

The auditor's visits also kept staff busy with questions around the long term plan, asset renewals and service levels. This process is getting more streamlined with time and repetition.

The end of summer sees the closing of the pools with patronage up over the period. Also projects in roading, bridging and amenities coming to a close such as reinforcing for the columbarium walls, reseals and rehabilitation of roads.

Subjectively it was noted that the customer service SMS system is working well and that the department is meeting all the demands in this area.

# 2. Water supply

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

#### 2.1 Key Performance Indicators

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

#### 2.2 Services

#### 2.2.1 Water supply capital improvements Featherston

Contract documents are near completion with tenders expected to be called for the first stage of the work in May. The first stage of work requires the supply and installation of the new bore pumps, associated pipework and the new pipeline to the plant.

#### 2.3 Water treatment plants

The Greytown, Martinborough, Featherston and Lake Ferry wastewater treatment plants operated routinely throughout March. Heavy holiday demand has now reduced to nearly average daily demand with the recent rain fall.

Sprinkler restrictions remain in place for all supplies but will be lifted in the near future once river levels return to normal for time of year.

Daily community consumption since late December 2014 is appended for information.

#### 2.4 Water reticulation

There were 23 reticulation repairs reported and rectified during the period.

#### 2.5 Water races

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

Low flows in the source rivers for both systems have triggered the reduced take resource consent requirement and this remains in place until river flows return to normal for time of year.

#### 3. Waste water

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

#### 3.1 Key Performance Indicators

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

#### 3.2 Resource consent acquisition progress report

The tabular programme as submitted last month remains in place although the timeline for the Featherston process has yet to be confirmed. This is because Council has asked for an extension of time to enable lodgement just before Christmas this year with notification to follow early 2016.

	Current programme (@Jan15)	Proposed new programme
Martinborough WWTP	( 30 3)	
Draft Evidence to GWRC	20/01/15	20/03/15
42A Report from GW	11/02/15	10/04/15
Final Evidence	27/02/15	24/04/15
GW Response/technical evidence	06/03/15	8/05/15
Hearing	18 & 19 March 2015	3rd & 4th (+5th) June 2015
Greytown WWTP		
Draft Evidence to GWRC	27/03/15	29/07/15
42A Report from GW	24/04/15	28/08/15
Final Evidence	15/05/15	04/09/15
GW Response/technical evidence	05/06/15	18/09/15
Hearing	24-26 June 2015	Week of 28 September 2015
Featherston WWTP		
Supplementary consent applications, Descriptions, and AEE's	N/A	November 6 2015
Notification period	N/A	Nov 11 -Dec 9 2015
Draft Evidence to GWRC		5/02/2016
42A Report from GW	24/04/15	12/02/16
Final Evidence	15/05/15	19/02/16
GW Response/technical evidence	05/06/15	26/02/16
Hearing	24-26 June 2015	Week of 13 March 2016

# 3.3 Waste water treatment plants

The Greytown, Martinborough, Featherston and Lake Ferry waste water treatment plants operated routinely over the period.

Normal monitoring for flow and compliance reporting continued throughout the period.

#### 3.4 Waste water reticulation

There were six pipeline blockages reported during the period.

# 4. Storm water drainage

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

#### 4.1 Key Performance Indicators

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

No storm-water issues to report with the extended dry weather.

# 5. Solid waste management

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

#### **5.1** Key Performance Indicators

WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	Target 2013/14	RESULT	COMMENT Source, and actions taken to achieve Target
Number of communities with recycling centres	6	6	Recycling centres at Greytown, Featherston, Martinborough, Pirinoa, Tuturumuri and Hinakura.
Volume of waste disposed out of district	Decreasing by 2.5%	30.4%	
% of ratepayers and residents satisfied with the level of service	90%	66%	NRB Survey 2013

#### 5.2 Waste management

The contracted kerbside collection and transfer station services were delivered routinely over the district throughout March and April.

# 6. Land transport

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

# **6.1** Key Performance Indicators

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

# 6.2 Roading maintenance - Fulton Hogan

The last month sealed pavement repairs along Western Lake Road and White Rock Road at Whakapuni Hill have been undertaken. For the first time in 3 years Whakapuni Hill is sealed.

Moroa Road has had unsealed pavement renewal for the entire unsealed length between Battersea Road and No 1 Line. Additional sites have been programmed on Tora Road.

The prolonged dry period has meant that the maintenance of unsealed pavement has been limited and on a need basis, and also managing the need to be reactive when the settled weather breaks.

Spraying of roadside posts, signs and bridge ends has commenced and the second rural berm mowing has been programmed.

Highcut trimming of overhanging trees around Greytown has commenced.

Fulton Hogan's monthly audit and cyclic activities is done on a monthly basis and their performance is charted below.



#### 6.3 Reseals - Higgins

The original reseal programme is complete and within budget. Two additional sites are being identified and designed on Cape Palliser Road (SPR) to meet the budget allocation.

#### 6.4 Road rehabilitation and seal extension – Fulton Hogan

Bidwills Cutting Road and Papawai Road sites have been completed. Work is progressing on Cape Palliser Road and Te Muna seal extension which are due for completion in early May 2015.

#### 6.5 Bridge maintenance – Higgins

A contract has been awarded to Higgins for abutment, concrete and steel works on nine bridges within the district. The roads where works are programmed are Western Lake Road, Cape Palliser Road, Haurangi Road, Hinekura Road, Moeraki Road and Bush Gully Road. Works are expected to be completed in May 2015.

#### 7. Amenities

SERVICE LEVEL – Parks and reserves enhance the quality of life in our communities. Our playgrounds are safe and enjoyed by the community. Clean safe public swimming pools can be accessed in the District. Provision of some low

cost housing for the elderly (or in line with Council policy) in each town. Well maintained hall facilities that are available for the public to book. Public toilets are convenient, clean and safe. There is a wide range of library stock including up to date material.

# **7.1** Key Performance Indicators

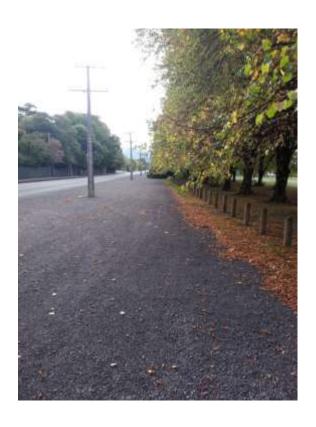
AMENITIES KEY PERFORMANCE INDICATORS	Target 2013/14	RESULTS	COMMENT Source, and actions taken to achieve Target
Users satisfied with parks and reserves	90%	95%	NRB Survey 2013
Ratepayers and residents are satisfied with Council playgrounds	75%	94%	NRB Survey 2013
Council playground equipment that meets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

#### 7.2 Parks and reserves

#### 7.2.1 Soldiers Memorial Park

Soldiers Memorial Park hosted the ANZ Young Farmers Regional Finals on the 21 March 2015. The event was largely arranged through the cricket club. The event went well; the grounds were left with a few minor issues that have been dealt with direct between Council and NZ Young Farmers.

The new car park along Kuratawhiti Street underneath the lime trees has now been completed. This will be well received by the winter sport teams.



# 7.2.2 Featherston Playground

The upgrade to the Featherston playground is almost complete, with two new swings and a rocker installed and an upgrade to the bark soft-fall areas. Two of the new pieces of equipment, a swing and the rocker, are designed for "big kids" and can be used by youth and adults. We hope this will reduce the damage done to equipment intended for smaller children, as well as providing some fun for the bigger kids.



Picture below: The frame for the teenage/adult swing set being installed.



#### **7.2.3 Mowing**

All mowing has resumed now after the mowing ban.

#### 7.2.4 Ngawi

In the last report, dated 11 March, Council officers reported the Ngawi public toilet water tanks had been filled four times since Christmas. The tanks have since then had to be filled a fifth time over Easter weekend. On advice from the Residents' Association, Council officers have made the decision to remove all taps on the outside of the building and will also be removing flowing water in the bathroom and installing hand sanitiser units. This will prevent people filling water tanks for campervans, which is known to be the cause of the high volume water use.

#### 7.3 Properties

#### 7.3.1. ANZAC Hall

The Anzac Hall refurbishment is well under way. Most of the new roof has been completed with one last section remaining to be done after the building repairs to the clerestory. This will be done over the next few weeks. The repainting/revarnishing of the interior is largely complete and the Kiwi Hall and Supper Room floors have been stripped ready for new polyurethane.

#### 7.4 Pensioner housing

There are five applicants on the waitlist for Martinborough, four for Greytown and eight for Featherston.

Flat inspections were carried out at the end of March. Minor repairs and maintenance have been addressed.

#### 7.4.1. Cicely Martin

An access ramp was installed out the front of Flat 2 to give the tenant, who is now wheelchair dependent, better access to his flat.



#### 7.5 Cemeteries

#### 7.5.1. Featherston

There were two ashes burials in March. A new burial beam has been installed in block 1a.

# 7.5.2. Greytown

There was one burial in March.

#### 7.5.3. Martinborough

There were no burials in March. The rebuild of the Services ashes wall and ashes wall 3 has begun. Contractors are doing their best to have the Services Wall rebuilt in time for ashes and plaques to be replaced by ANZAC day. A new burial beam has been installed in block 6.

#### 7.6 Swimming Pools

#### 7.6.1. Pool Statistics

#### Swimmer numbers for all pools February 2015

	Greytown	Featherston	Martinborough
February swimmer	1067	342	747
numbers			
Concessions as %age of	33%	30%	38%
total swimmers			
Peak day	8/02/2015: 176	28/02/2015: 60	8/02/2015: 97
Number of unattended	1	2	0
days (no swimmers)			

The statistics table for February 2014 has been included below to compare the same time last year. We can see that swimmer numbers for February

were down on last year at Greytown and Martinborough Pools and slightly up for Featherston. Council staff heard rumours about the Greytown pool being too warm, so perhaps there was some truth to this and people were heading to the river!

#### Swimmer numbers for all pools February 2014

	Greytown	Featherston	Martinborough
February swimmer	1228	338	823
numbers			
Concessions as %age of	47%	19%	37%
total swimmers			
Peak day	16/02/2014:153	16/02/2014:53	20/02/2014:99
Number of unattended	1	3	1
days			

#### Swimmer numbers for all pools March 2015

	Greytown	Featherston	Martinborough
March swimmer numbers (Greytown season extend until 29 March, other pools finished 15 March)	496	195	529
Concessions as %age of total swimmers	43%	41%	43%
Peak day	1/3/2015: 118	1/3/2015: 57	3/3/2015: 85
Number of unattended days (no swimmers)	8 - (all after normal season finish date of 15 March)	2	1

Again the statistics table from last year is included below for comparison. Attendance was up across all three pools for the month of March.

#### Swimmer numbers for all pools March 2014

	Greytown	Featherston	Martinborough
March swimmer	193	58	224
numbers			
Concessions as %age of total swimmers	13%	52%	37%
Peak day	2/03/2014 : 55	2/03/2014 : 21	2/03/2014: 33
Number of unattended	2	7	1
days			

#### Total Swimmer Numbers for the 2014/15 Season

	Greytown	Featherston	Martinborough	TOTAL
December (incl 30 Nov)	1317	609	1637	3563
January	3905	1140	2721	7766
February	1067	342	907	2316
March	496	195	529	1220
TOTAL	6785	2286	5794	14865

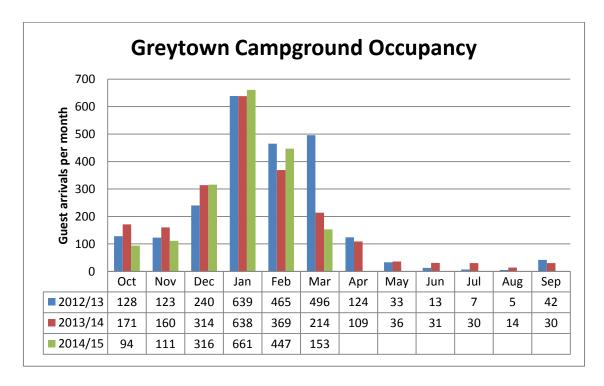
Attendance numbers for the 2014/15 season are up on the 2012/13 season, increasing from 9739 to 14865 swimmers, a difference of 5126 swimmers. Greytown Pool swimmer numbers increased by 61%, Featherston by 26% and Martinborough by 56%. As a result of this revenue was up from \$16,899.30 for the 2013/14 season to \$28,412.80 for the 2014/15 season – a difference of \$11,513.50 which is a 68% increase. Overall, all three pools had very good seasons.

#### 7.6.2. Featherston Pool

Artist Meg Campbell has been working with the Featherston Youth Group to repaint the murals at Featherston pool. The first mural has been completed and a second one will be done later in the year.

#### 7.7 Campgrounds

#### 7.7.1. Greytown campground



Statistics show March 2015 down in guests compared to the last two years. New lessees have been appointed and they took over on 8 April 2015. Ken Ryan and Nina Kyle have positive plans for the future of the campground and Council officers are looking forward to working with them.

#### 7.8 Libraries

#### 7.8.1. Featherston

Featherston library is having craft days for the school holidays – the first week is Minion and Ninja Turtle Crafts and the following week is ice-block stick crafts.



Featherston is also having a competition – every time you borrow some books you can go in the draw to guess the number of lollies in the jar. The nearest guess will win the jar full at the end.

# 8. Civil defence and emergency management

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

#### 8.1 Key Performance Indicators

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

#### 8.2 Wellington Regional Emergency Management Office (WREMO)

#### 8.2.1. Update

Interviews have been conducted (7 in total) for Operational Readiness and Community Resilience roles. Formal offers have been made for both positions with an agreed start date of 20 April 2015. The Community Resilience role will take a little longer due to Easter holiday breaks. The WREMO Duty Officer and Craig Hamilton will continue to be the points of contact.

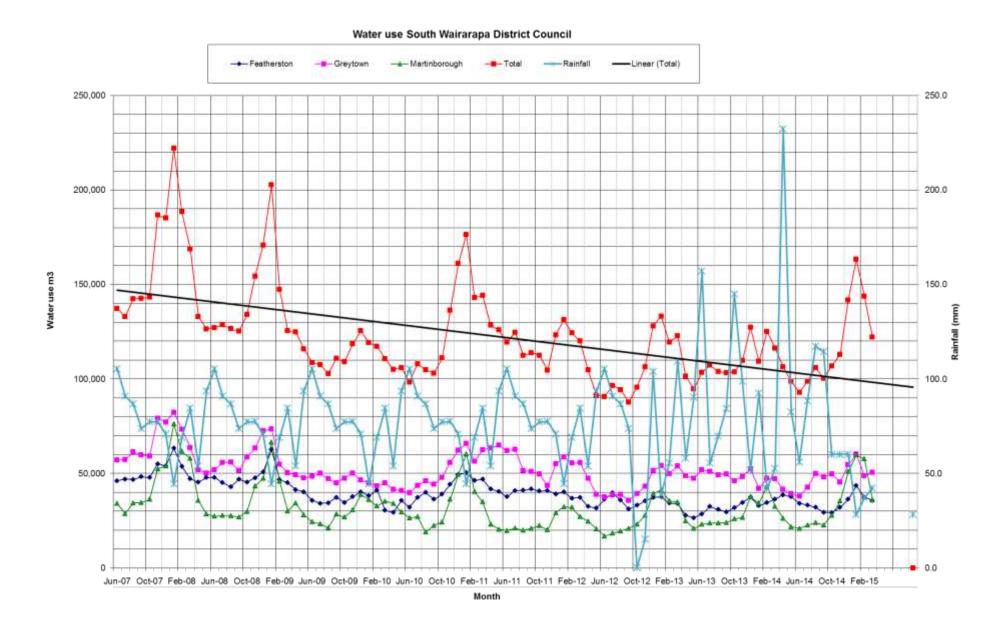
# 9. Appendices

Appendix 1 - Monthly water usage

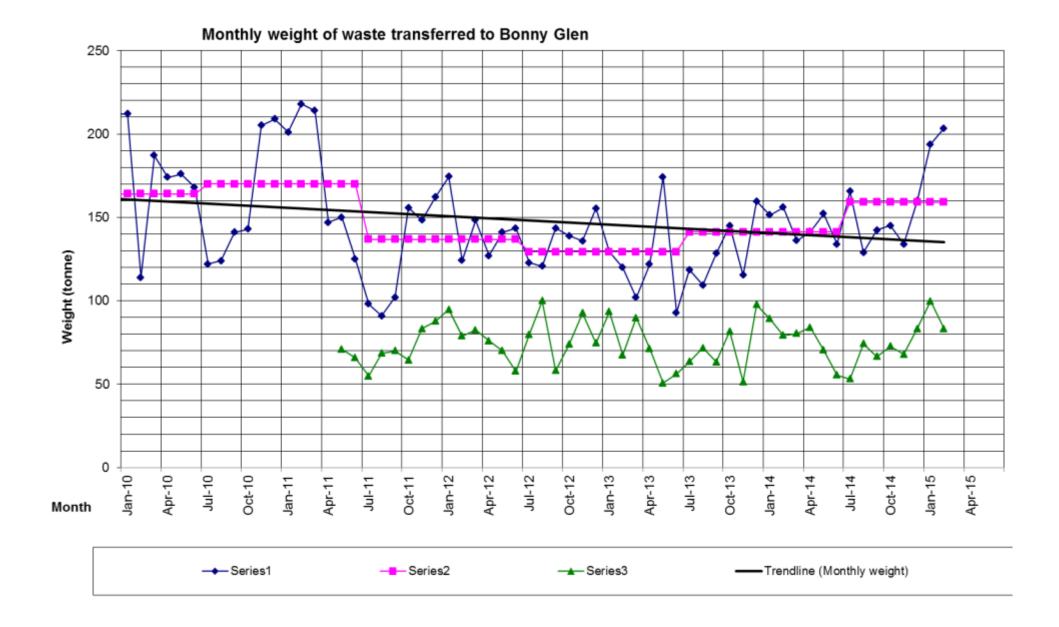
Appendix 2 - Waste exported to Bonny Glen

Appendix 3 - Library statistics

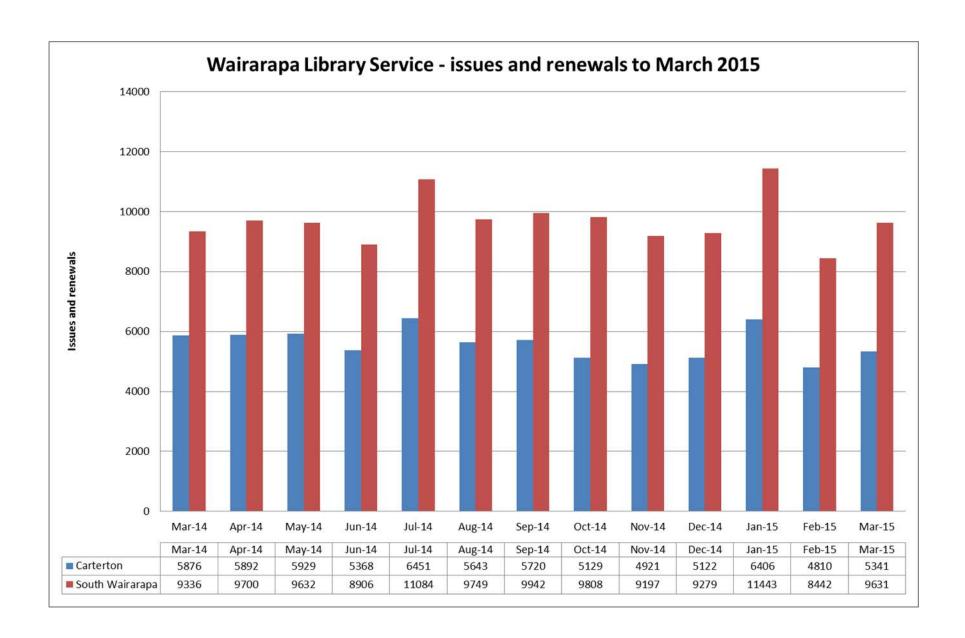
# Appendix 1 - Monthly water usage

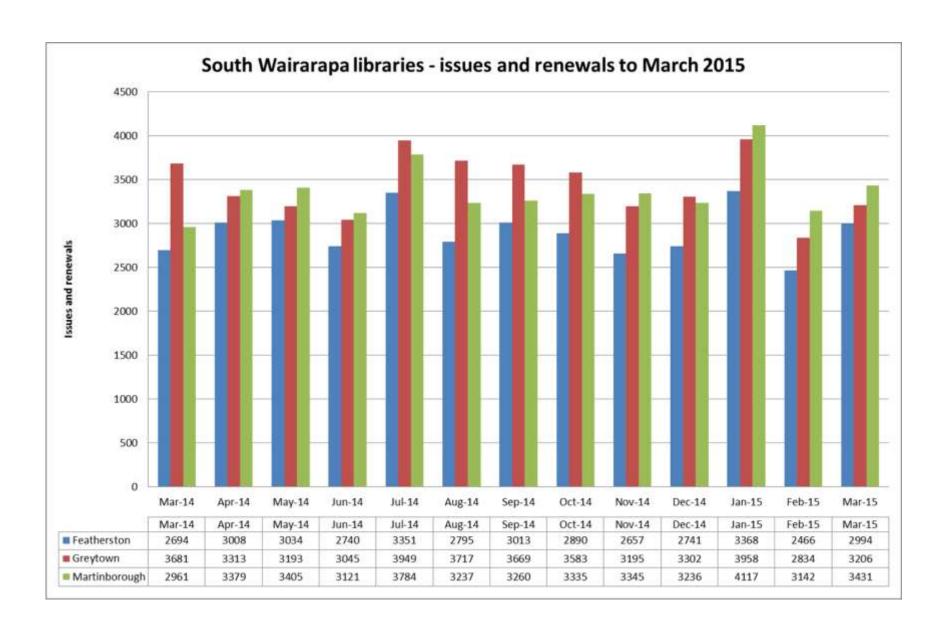


# Appendix 2 - Waste Exported to Bonny Glen



# **Appendix 3 - Library Statistics**





### **GREYTOWN COMMUNITY BOARD**

13 MAY 2015

### **AGENDA ITEM 8.2**

# NAMING OF RIGHT-OF-WAY, 14 COTTER STREET, GREYTOWN

### **Purpose of Report**

To obtain the Greytown Community Board's support of Council's conditional approval of "Flax Mill Lane" relating to an application by Tania and Craig Candy to name the private right-of-way at 14 Cotter Street, Greytown.

### Recommendations

Officers recommend that the Greytown Community Board:

- 1. Receive the information, and
- 2. Approve/support the name "Flax Mill Lane".

### 1. Background

Tania and Craig Candy have applied to name a right-of-way (ROW) at 14 Cotter Street, Greytown. The ROW was created by a subdivision carried out by the Candy's in 2008. A subsequent subdivision of 14 Cotter Street (approved in May 2014) will create a fifth user of the ROW.

In accordance with Councils policy on "Naming of Public Roads, Private Roads, and Rights-of-Way", a ROW serving more than four lots requires a name.

Council is responsible for naming roads in the South Wairarapa and has the authority to name the ROW pursuant to Section 319A of the Local Government Act.

At Council's meeting on the 22<sup>nd</sup> of April 2015, it was resolved that the name "Flax Mill Lane" was approved subject to the support of the Greytown Community Board.

Council also resolved to amend Council's policy on "Naming of Public Roads, Private Roads, and Rights-of-Way" so that all street naming be referred to the appropriate community board in the first instance for a recommendation (instead of just name changes).

### 2. Discussion

### 2.1 Legal Implications

The application complies with Council's Policy on Naming of Public Roads, Private Roads and Rights-of-Way (the Policy). ROWs are not maintained by Council but they are formally named by Council in accordance with the Policy.

Pursuant to guideline 4.2 of the Policy, applicants are required to list three possible road names for Council's consideration and approval. The names are to be listed in order of preference with a brief statement of their significance. The applicants included the following three options (in order of preference):

- Candy Lane
- Cotterville Lane
- Flax Mill Lane

Neil Montgomerie kindly provided Council Officers and the applicants with historical information on the area and a number of possible names with historical significance. This information is attached at Appendix 2 of this report.

Cotterville and Flax Mill are two of the names suggested by Mr Montgomerie and have local historical significance. These two names are therefore considered to be the two most appropriate of the applicants preferred names.

Of Cotterville and Flax Mill, Flax Mill is recommended by Council Officers because Cotterville could be mistaken for, or confused with, Cotter. There are no other roads or ROWs named Flax Mill in the Wairarapa.

Guideline 4.3.6 specifies that all private roads and rights-of-way serving more than four lots are to have the suffix "Lane" or "Way". Flax Mill Lane would satisfy this guideline requirement.

### 2.2 Financial Considerations

There are no financial implications for Council as pursuant to Section 4.2.6 of the Policy any costs associated with this road naming application are to be met by the applicant.

### 3. Long Term Plan – Community Outcomes

The proposed road name would add to the vibrancy of the Greytown community and at the same time acknowledges the history of the area. Furthermore, establishing an appropriate name for the ROW will help to ensure the area is more accessible and easy to get around for residents, visitors, and emergency services.

### 4. Conclusion

Officers recommend that the Greytown Community Board supports Council's approval of the ROW's name being Flax Mill Lane. While this is the

applicant's third preferred option, it meets all the guideline criteria in the road naming policy. The name has not been used in the Wairarapa before and gives recognition to local history in the area. The recommendation also complies with the community wellbeing outcomes in the Long Term Plan.

### 5. Appendices

Appendix 1 - Road name application.

Appendix 2 – Location diagram.

Appendix 3 - Information supplied by Neil Montgomerie.

Appendix 4 – Policy on naming of public roads, private roads and rights of way.

Contact Officer: Russell Hooper, Resource Management Planner Reviewed By: Murray Buchanan, Group Manager Planning and

Environment

# **Appendix 1 - Road Name Application**

# Application for a New Road or Right of Way Name



Please review Council's Policy on Naming of Public Roads, Private Roads and Rights of Way (including the list of suggested suffixes) to guide you in selecting a road name.

The application must include:

- A copy of the subdivision plan highlighting the road(s) or Right of Way to be named.
- A map indicating the proposed location of any sign posts and the direction the sign should point.
- Application fee of \$115 (GST inclusive).

• Арр	ilication fee of \$115 (GST filclusive).	
1 Applicant Details		
Contact Name	Tania and Craig Candy	
Address	14 Cotter Street	
Telephone	027 223 1936	
Email	tania.candy@gmail.com	
Signature	Date 17 / March / 2015	
2 Road Details	s and Proposed Names	
Road	1 1 Vested in Council X Private	
Legal descript	ion	
First Cho	Candy Lane	
Second Cho	Cotterville Lane	
Third Cho	Flax Mill Lane	
Road	2 Vested in Council Private	
Legal descript	ion	
First Cho	pice	
Second Cho	pice	
Third Cho	ice	
Road	<b>J 3</b> Vested in Council Private	
Legal descript	ion	
First Cho	pice Since S	
Second Cho	pice	
Third Cho	pice	

### 3 Background Details

Provide reasons for the preferred names, referencing specific sections of the Road Naming Policy:

### Road 1

1. Candy Lane - name of owners / developers.
2. Cotterville Lane - The area around Cotter/Pierce/Balfour Streets was known as "Cotterville" as
Pierce Cotter built staff cottages in this area. The small cottage near the south eastern end of
Cotter Street is believed to be one to those cottages.
3. Flax Mill Lane - On the land known as "Riverside" Pierce Cotter established a large flax mill. The
old mill now a woolshed still remains in Monty's Lane. Attached an extract from the Wellington
Independent 2 Oct 1869 - Pierce Cotter advertising for Flax Cutters for his Riverside Flax Mills
Greytown.

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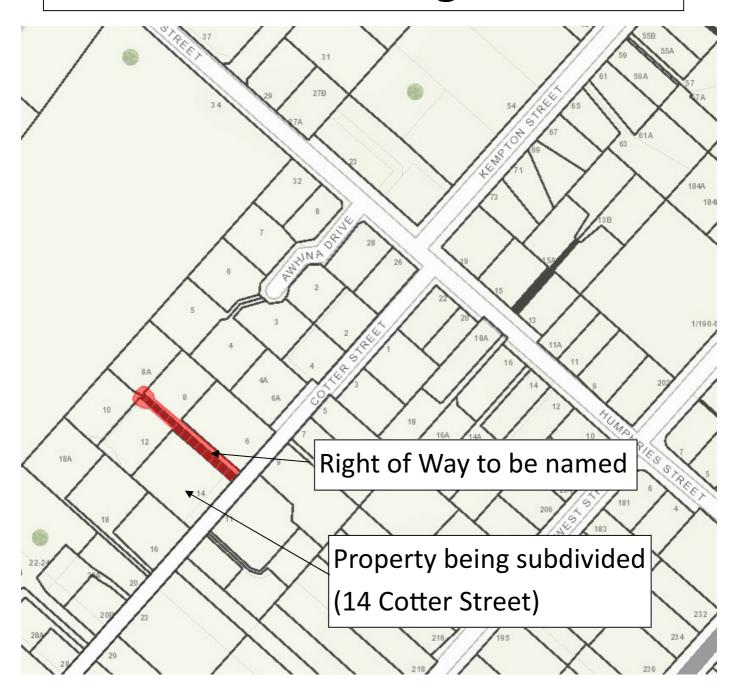
Road 3			

### Notes:

- Fees can be paid by cash, cheque, or by direct deposit to 02-0680-0027337-00 with the reference "roadname" where possible.
- The application will be considered by the full Council at their next available meeting. Applicants will be informed of the Council's decision in writing.
- The Council will then arrange nameplates, posts, brackets and installation, and will invoice the applicant for all costs.
- Re-naming an existing road requires community consultation and a recommendation from the relevant Community Board and is a separate process to naming a new road or Right of Way.

# **Appendix 2 - Location Diagram**

# **Location Diagram**



# Appendix 3 - Information Provided by Neil Montgomerie

[Excerpt from an email provided by Neil Montgomerie]

### Hello Russell

Thank you for the opportunity to provide some input in the naming of the right of way at 14 Cotter Street, Greytown.

As you will be aware both Cotter Street and adjoining Pierce Street were named after Pierce Cotter an early settler and owner of large amounts of land surrounding Greytown [some 4,000 acres]. The area to the west of Cotter [towards Woodside] and to the south of Pierce and Balfour Streets [towards Tahereunikau] was part of the Cotter land holdings. The area towards Woodside was known as Riverside and part of this land was bought by my grandfather after the death of John Cotter, Pierce's son. The Montgomerie family continued to farm the land as "Riverside" and used the woolbrand "PC - Riverside".

I think it would be fitting if the new street had a connection to the Cotter family and I offer the following suggestions [whether it is a Lane or Way etc I leave up to the developer to decide]:

### 1/ Flax Mill or Flaxmill

On the land known as "Riverside" Pierce Cotter established a large flax mill. The old mill now a woolshed still remains in Monty's Lane. Attached an extract from the Wellington Independent 2 Oct 1869 - Pierce Cotter advertising for Flax Cutters for his Riverside Flax Mills Greytown.

### 2/ Cotterville

The area around Cotter/Pierce/Balfour Streets was known as "Cotterville" as Pierce Cotter built staff cottages in this area. The small cottage near the south eastern end of Cotter Street is believed to be one to those cottages.

- 3/ Margaret
- 4/ Brennan
- 5/ Hosford

Pierce Cotter's wife was Margaret Brennan. She died at "Riverside" on 13 September 1888. Pierce also died at "Riverside" 28 June 1894 and was survived by daughter Mary Ellen and son John. The couples other children - James, Thomas & Pierce had died earlier but all had married and had children.

Pierce's parents were Richard Cotter and Mary Ellen Hosford.

The Cotter Family held a reunion at Easter weekend in 1991 to celebrate the 150 years since the marriage of Pierce Cotter to Margaret Brennan on 17 May 1841. I have a copy of the booklet produced if anyone is interested in viewing it. There is also a small article about the naming of Cotter Street - Chapter 3, page 14 in Gareth Winter's book "Street Wise - How the streets of Carterton, Greytown, Featherston and Martinborough got their names."

I trust the above information is useful when considering a name for the new road.

Yours sincerely Neil Montgomerie-Crowe 60 Wilkie Street, RD 1 Greytown 5794

## TO FLAX CUTTERS.

Mills, Greytown, for cutting 15 tons of seen flax per week, for 12 months, not less than

the tenders will be received up till noon on thursday, the 7th day of October next. Further particulars may be obtained on appli-

PIERCE COTTER,
Riverside Flax Mills.

Greytown.

October 2nd, 1869.

48

Welkington Independa. 2 02 1869.

pagel.

# Appendix 4 - Policy on Naming of Public Roads, Private Roads and Rights of Way

# Policy on Naming of Public Roads, Private Roads and Rights-of-Way

### 1.0 RATIONALE:

The South Wairarapa District Council is responsible for naming roads within its boundaries. A consistent and comprehensive approach is needed for naming of roads in the District. Roads are named to ensure ease of identification for the Council, the public and key services such as emergency, postal and utility services. The Council is empowered to name roads under Section 319A of the Local Government Act of 1974. The procedures under which the Council wishes to achieve the abovementioned objectives are defined below.

### 2.0 PURPOSE:

To set out guidelines and standards relating to the naming of public roads, private roads and rights-of-ways in the South Wairarapa District. The Council's policy will apply to new or unnamed roads, both public and private, including roads with existing names that may be locally, but not officially, recognized and will also apply to proposals to change the name of an officially named road. The policy also includes areas that require an official address for identification purposes such as private rights-of-way serving more than four lots. This policy is critical for correct addressing, which is used by emergency services, making our community safer.

### **3.0 DEFINITIONS** (for purposes of this Policy only):

**Road** – A generic term that <u>for the purposes of this policy only</u> encompasses public roads, private roads and rights-of-ways that serve more than four lots.

**Private Road** – any roadway, place or arcade laid out on private land by the owner thereof intended for the use of the public generally. Private roads are not maintained by the Council but shall be formally named for the reasons set out in Sections 1.0 and 2.0 of this Policy.

**Public Road** – Any road open to public travel that is under the jurisdiction of and maintained by the Council.

**Rights-of-Way** (**Private Way**) - An easement, a privilege to pass over the land of another, whereby the holder of the easement acquires a reasonable and usual enjoyment of the property, (normally the right to pass and re-pass) and the owner of the land retains the benefits and privileges of ownership consistent with the right of way easement. Rights-of-ways are not maintained by the Council but those rights-of-ways that serve more than four lots shall be formally named for the reasons set out in Sections 1.0 and 2.0 of this Policy.

**Suggested Suffixes** – Terms such as "road", "street", "lane" etc. are to be used in circumstances appropriate to the physical situation, with the following suffix definitions acting as a guide:

Avenue A wide straight road planted with trees on either side Boulevard A wide, main road, often planted with rows of trees Circle A street surrounding a circular or oval shaped space

Common A street with a reserve or public open space along one side

Court A short enclosed road, i.e. a cul-de-sac

Crescent A crescent shaped street, generally with both ends intersecting

the same street

Crest A road running along the top or summit of a hill

Cul-de-sac A short enclosed road

Drive An especially scenic road or a main connecting route in a

subdivision

Glade A tree covered street or passage between streets

Green As for Common, but not necessarily bounded by a reserve Grove A road that often features a group of trees standing together

Heights A road traversing high ground

Lane A narrow road

Lookout A road leading to or having a view of fine natural scenery

Parade A public promenade or road
Place A short, sometimes narrow road
Ridge A road along the top of a hill

Rise A road going to a higher place of position Road A route between places, general usage

Row A road with a line of professional buildings on either side

Street A road that usually has houses on both sides

Track A narrow country street that may end in pedestrian access

View A road commanding a wide panoramic view across the

surrounding areas

Way A narrow road, often synonymous with lane

### 4.0 GUIDELINES:

### 4.1 GENERAL

- 4.1.1 The naming of roads provides a unique address to enable a property to be identified for power, telephone, mail and emergency services.
- 4.1.2 The Council is responsible for naming roads.
- 4.1.3 The Council will actively promote the formal naming of existing unnamed (or informally named) public or private roads and any rights-of-ways that serve more than four lots.
- 4.1.4 All approved road and rights-of-way names, both public and private, will be recorded in the Council's GIS system and flagged as a public road, private road or rights-of-way.
- 4.1.5 This Policy will be reviewed and amended from time to time.

### 4.2 PROCEDURE FOR NAMING ROADS

4.2.1 Applications for naming all roads that are created or extended as part of a subdivision are required to be submitted as part of the resource consent process.

- 4.2.2 To assist Council in assigning a name, an application for subdivision consent where a road or rights-of-way serving more than four lots is proposed shall include three possible road names to Council for consideration and approval. The names should be listed in order of preference with a brief statement of their significance. The applicant must also submit a concept/survey plan identifying the road, and pay the appropriate fee.
- 4.2.3 Once Council receives the application, it will check the suitability of the preferred and alternative names against its Policy.
- 4.2.4 The Council will approve, amend or decline the name by way of a formal resolution adopted by Council.
- 4.2.5 Council will advise the applicant in writing of the decision.
- 4.2.6 Council will ensure that the road naming process is completed and the signs are installed at no cost to Council before the Section 224C certificate is prepared for issue. Performance bonds will not be accepted.
- 4.2.7 Applications for naming of existing roads are required to be submitted to the Council's Chief Executive Officer. The Council will consider and make a decision on the road name application and will follow steps 4.2.3 to 4.2.5.
- 4.2.8 The Council also requires to be consulted for naming of existing private roads and rights-of-way to ensure that a current or proposed name complies with Council policy and the various agencies to be informed are appropriately advised.
- 4.2.9 Applications for private road and rights-of-way names are to be submitted to the Council on a standard form that is available from the Council office after consideration by officers. Such applications will be submitted to the Council for the adoption of a name, or names.
- 4.2.10 Immediately after Council approves the name of any road, the Council will advise Land Information NZ, Quotable Value, Council's rating and GIS departments and all emergency services in the area of the name of the road.

### 4.3 GUIDELINES FOR THE SELECTION OF NEW ROAD NAMES

- 4.3.1 There must not be another road with the same name in the South Wairarapa District emergency services area; this includes same road names with a different suffix. However, existing roads with the same names as of the date of adoption of this Policy are allowed.
- 4.3.2 Identical names with different spellings will not be accepted (e.g. Beach, Beech).
- 4.3.3 The name should have significant local content or meaning.
- 4.3.4 Names are to be selected in proportion to the length of the road. Long names on short cul-de-sac's can be difficult to display on a map.
- 4.3.5 The end name for the roadway should be the one that most accurately reflects the type of roadway that it is.
- 4.3.6 All private roads and rights-of-ways serving more than four lots are to have the suffix "Lane" or "Way".

- 4.3.7 Where the road is a continuation of an existing named road, or will in the future link to an existing named road, then the current road name will automatically apply.
- 4.3.8 Names are entirely at the discretion of Council, whether for policy reasons or for other considerations.

### 4.4 CHANGING EXISTING ROAD NAMES

- 4.4.1 Where there is uncertainty about a road name, generally the most recently gazetted name will be the officially recognized name for the road.
- 4.4.2 A name change will only be made if the Council considers that the change will result in a clear benefit to the community. Reasons for changing road names may include:
  - To correct the spelling
  - To eliminate duplication in spelling or sound
  - To clarify a situation where more than one name is used for a road
  - To make geographical corrections
  - To assign different names to separate ends of a road with a permanently impassable section somewhere along the length
- 4.4.3 Where a road name is requested to be changed, a significant majority of residents and owners along the road must support the proposed change. The applicant shall also provide any history relating to the existing street name. The road name change report shall be presented to the relevant Community Board for comment prior to the Council meeting. However, the final decision to allow a road name to be changed and the new name of the road is always at the discretion of the Council.

### 4.5 SIGNAGE

- 4.5.1 If Council approves the name of a road as part of a subdivision, a standard Council road sign shall be created and erected at the applicant's expense. This requirement will usually be a Section 224 condition of resource consent.
- 4.5.2 Street signs on private roads and rights-of-ways must have the word "Private" under the street name and the applicant is required to pay for the sign, its installation and maintenance.
- 4.5.3 Repair, maintenance or replacement of any road sign for a private road or rights-of-way will not be at Council's expense.
- 4.5.4 Council will provide and erect nameplates and posts for existing public roads that are newly named (not part of a recent subdivision).
- 4.5.5 Council will maintain all road signs on public roads.
- 4.5.6 Where appropriate, and at the discretion of Council, when signage for a road that has a significant historic name is to be replaced, a sign plate may be erected that identifies the historic significance of the name.

### BoulderBay **Design**

To: Leigh Hay, Greytown Community Board 3 May 2015

### Quote for 'Welcome to Greytown' sign

Please find a quote for the design of a W 168 X H 260 cm sign for the second south entrance to Greytown, following the style and imagery of two new metal signs.

Please feel free to contact me if there is anything you wish to discuss further about this Quote. Thank you for the opportunity of providing an estimate.

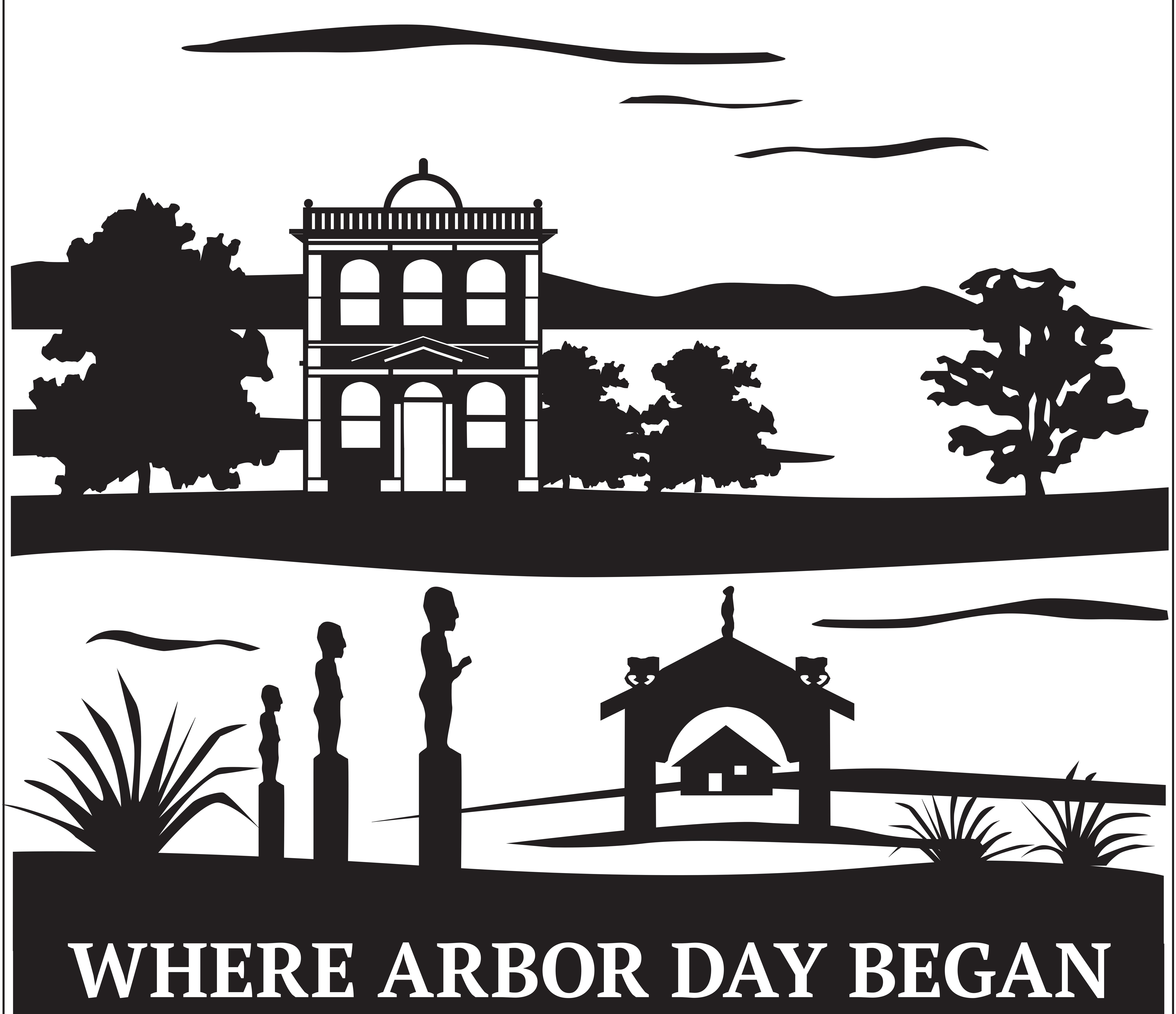
Yours sincerely,

**Anne Taylor** 

\$ 150 + GST

# WELCOME TO GREYTOWN

EST 1854



WHERE ARBOR DAY BEGAN 1894 ----- Forwarded message -----

From: Christine Stevenson < christine.stevenson@solwaycollege.school.nz >

Date: Mon, May 4, 2015 at 10:13 AM

Subject: Submission

To: myles.fear@xtra.co.nz

### Dear Myles

Suzanne Clarke has forwarded me your submission form re skatepark/pump track/BMX track etc.,

We have had this on our agenda for some time but at present our funds are tied up in new signage for our town. When this is completed, we hope to be able to focus more on the skate park etc., concept. We have, in our community, got several people who have expertise in multi usage parks, so we will be drawing on their skills. However, we had our youth representative, who is at Kuranui College, do us a survey last year at the college and the feed back was very disappointing. The students surveyed didn't really care about having the above mentioned facilities. We will endeavour to do this again and also survey the primary school. Over the last few years, many sites in Greytown have been looked at and suggested. All sites looked at have had their drawbacks and problems.

The site we are looking at is council land adjacent to the dog exercise are by the Cycle Trail. As this is Council land there is no cost in obtaining land to start with.

We have a public participation slot at the beginning of our meetings and we would love you to come and present your views at a date suitable to you.

Please contact Suzanne Clarke our secretary at SWDC.

Regards

Christine Stevenson

GCB Chairperson



Mike Gray 16 Udy Street Greytown 5712

Dear Mike

### MOROA WATER RACE AND GREYTOWN URBAN DRAINAGE

On behalf of the Community Board thank you and your contingent for taking the time to present your concerns relating to the Moroa water race and Greytown urban drainage to the Greytown Community Board on the 1 April 2015.

The Greytown Community Board acknowledge your concerns as presented and encourage your group to make a submission to Council through the LTP process. If you can provide a copy of the submission to the Community Board the Board will consider supporting your submission.

There are a number of large capital expenditure projects Council have committed finances to in the next 10-year period and the issue for the Community Board is not whether a problem exists but the associated rates rises as a result of addressing the problems or what projects may be bumped in order to lift the priority of this project.

Yours sincerely

Shane Atkinson

Greytown Community Board Deputy Chair

shane.anne@clear.net.nz

plant



Katie Abbott
Friends of the Bush
Greytown
friendsofthebush@gmail.com

Dear Katie

### **GREYTOWN NURSERY PROPOSAL**

Some time ago a verbal proposal was put to the Greytown Community Board for a tree nursery to operate on vacant Council land on Cotter Street.

Although a name for the proposed nursery of 'William Nation Arbor Reserve' has been mooted and the purpose of raising seedlings for planting to other locations when the need arises is somewhat understood, there is still a lot of unknown detail. There has been no ground work done on the cost of establishment, ongoing maintenance costs, security requirements, development of MOU's between interested community groups involved in running the nursery etc.

The Greytown Community Board now seeks the Friends of the Bush's feedback on your aspirations for a proposed nursery and how the Group sees the nursery being run. Projects like the nursery need a champion to move a project from conception through to reality. Would the Friends be willing to champion this idea, work with Council's Amenities Manager, and develop a written proposal to submit to Council for consideration?

Yours sincerely

Shane Atkinson

Greytown Community Board Deputy Chair

shane.anne@clear.net.nz

cc: Helen McNaught



Katie Abbott Tree Advisory Group Greytown friendsofthebush@gmail.com

Dear Katie

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The Greytown Community Board now seeks the Tree Advisory Group's feedback on your aspirations for a proposed nursery and how the Group sees the nursery being run. Projects like the nursery need a champion to move a project from conception through to reality. Would the Tree Advisory Group be willing to champion this idea, work with Council's Amenities Manager, and develop a written proposal to submit to Council for consideration?

Yours sincerely

Shane Atkinson

Greytown Community Board Deputy Chair

shane.anne@clear.net.nz

Than CAT

cc: Helen McNaught



Frank Minehan
Greytown Community Heritage Trust
Greytown
fminehan@clear.net.nz

Dear Frank

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The Greytown Community Board now seeks the Greytown Community Heritage Trust's feedback on your aspirations for a proposed nursery and how the Group sees the nursery being run. Projects like the nursery need a champion to move a project from conception through to reality. Would the Greytown Community Heritage Trust be willing to champion this idea, work with Council's Amenities Manager, and develop a written proposal to submit to Council for consideration?

Yours sincerely

Shane Atkinson

Greytown Community Board Deputy Chair

shane.anne@clear.net.nz

cc: Helen McNaught

### GCB SKAPTEPARK PROPOSAL

### WHY?

With the changing demographic of the Greytown community consideration needs to be given to providing a skatepark (I will use this term generically but will also cover alternatives such as a pump track or jump park further in this paper) for the youthful (and not so youthful) members of the Greytown community. Such facilities are common place throughout both metropolitan and regional New Zealand towns and cities and provide a healthy outlet for community members without the stigma of "attracting a bad crowd" that many people previously incorrectly identified as a deterrent to proceeding with providing such facilities.

### WHAT?

There are a number of options each with their own benefits and drawbacks:

A Skatepark: Able to be used by skaters, scooter riders and BMX/Mountain bike riders. The most costly of the options and requires a fair amount of land, preferably without immediate residential neighbours due to potential noise issues. There are a number of construction firms that can design and construct these either from a generic template or a bespoke design. Work has already been done in this regard and there is nothing to prevent the design fitting in with existing GCB plans e.g. a "snake run" through Stella Bull Park.

A Pump Track: Again able to be used by skaters, scooter riders and BMX/Mountain bike riders (provided the surface is suitable). Currently there is only one public pump track in New Zealand (Napier) so there are benefits here in attracting out of towners. Land required is less than that for a skatepark but still considerable.

A Jump Park: Only able to be used by BMX/Mountain bike riders. Would require far less land than the above two options and construction costs would be minimal as there will be people in the community able to assist with design and labour. There is no public jump park in the Wairarapa so again there would be a local tourism attraction here for the right facility. Work on this could commence immediately, all we need is land, a spade and some people to dig.

### WHERE?

Ideally a central location would be desirable and there is council land available both on Main St and adjacent streets. Thought would be required as to location in proximity to residential dwellings. For a jump park the land next to the refuse station would be possible given how easy it would be to establish an entry level park with minimal financial outlay and then add to this if and when popularity for this facility increased.

### **HOW/FUNDING?**

Through the initial support of the GCB and a low-cost print run and social media marketing campaign resident support and consultation over the best facility could be gained. I have some "edgy" marketing strategies that can be utilised economically and effectively through a "power to the people" approach. Additionally, corporate sponsorship of the facility should be investigated, there are infrastructure companies who may well be willing to be involved as a contra to some commercial plans they have for the community.

### **NEXT STEPS?**

Confirm that you are in agreement of the need for this facility and assign a working party/sub-committee along with some community consultants i.e. end users of the facility.

As an interim measure, and para-phrasing some of the suggestions above, approval could be given immediately to starting an interim facility based on it being cost neutral to GCB solution if land can be assigned. Other communities have successfully employed this strategy to defer cost and have been surprised at the ingenuity of the community in establishing world class facilities.