

Greytown Community Board

Minutes – 11 December 2013

- Present:** Christine Stevenson (Chairperson), Shane Atkinson, Cr Margaret Craig, Leigh Hay, Cr Viv Napier and Connor Taumoepeau (student representative).
- In Attendance:** Mayor Adrienne Staples, Paul Crimp (Chief Executive Officer), Helen McNaught (Property and Facilities Manager) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 11 December 2013 between 7:00pm and 8:40pm.
- Public Participation:** Lucy Cooper (ArrowFM), Roger Thompson, Jenny Hansen (Greytown Kindergarten), Katie Abbott (Friends of O'Connors Bush), Victoria Stevens and Semone Fawdray (Greytown Early Years).

PUBLIC BUSINESS

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

Christine Stevenson declared a conflict of interest with the application for financial assistance from Life Education Trust.

Leigh Hay declared a conflict of interest with the presentation from Greytown Early Years.

Shane Atkinson and Cr Viv Napier declared a conflict of interest with the application for financial assistance from the Menz Shed.

3. PUBLIC PARTICIPATION

3.1 Lucy Cooper, Arrow FM

Lucy Cooper proposed the development of a regular combined community board radio show for the purpose of informing the community of initiatives and projects. Technical assistance would be given to develop the programme with content being provided by the community board.

3.2 Roger Thompson, Old Library Building use and Greytown Entrance

Roger Thompson proposed using the Greytown old library building as a public art gallery and suggested sculptures could be created and placed

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness.

in Stella Bull Park. Mr Thompson tabled revised concept plans for the Greytown entranceway.

3.3 Jenny Hansen, Greytown Kindergarten

Jenny Hansen with support from other Greytown Kindergarten teachers shared their concept of introducing a forest programme for children utilising O'Connors Bush as the base and asked for Community Board support.

3.4 Katie Abbott, Friends of O'Connor's Bush

Katie Abbott gave an update on events at O'Connor's Bush including plans for a memorial planting for Kay Gray and GWRC fence repair and pest control handover. Friends of O'Connors Bush were keen to provide assistance to Council so a tree nursery could be established. Greytown Kindergarten's forest programme was supported.

3.5 Victoria Stevens, Greytown Village Fete

Victoria Stevens and Simone xx from Greytown Early Years spoke on their idea about holding a Village Fete to coincide with the Greytown 160th year celebrations.

4. GREYTOWN CDEM COMMUNITY RESPONSE TEAM

Reports from the Greytown CDEM Community Response Team would continue in 2014.

5. ACTIONS FROM PUBLIC PARTICIPATION

Mr Crimp and Mayor Staples advised of prior Council resolutions to receive commercial rent from the Greytown old library building and that if the public wished to use the building differently the matter would need to be revisited through the annual planning process.

Members invited Greytown Early Years to submit an application for financial assistance for review at the next meeting and to advise if non-financial assistance was required.

The Community Board supported in principle the Greytown Kindergarten concept of a forest programme.

The Community Board extended their thanks to Katie Abbott for taking on a leadership role with Friends of O'Connors Bush and the Tree Advisory Committee.

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness.

GCB NOTED:

1. Action 797: Liaise with the chairs of MCB and FCB to discuss the idea of creating a combined community board broadcast for airing over ArrowFM; Christine Stevenson
2. Action 798: Discuss possible uses of the Greytown old library building and recommend preferences to Council; Christine Stevenson

6. COMMUNITY BOARD MINUTES/EXPENDITURE

6.1 Greytown Community Board Minutes – 28 August 2013

GCB RESOLVED (GCB 2013/75) that the minutes of the Greytown Community Board meeting held on 28 August 2013 be received.

(Moved Cr Craig/Seconded Cr Napier)

Carried

6.2 Greytown Community Board Minutes – 6 November 2013

GCB RESOLVED (GCB 2013/76) that the minutes of the Greytown Community Board meeting held on 6 November 2013 be confirmed as a true and correct record.

(Moved Cr Craig/Seconded Atkinson)

Carried

6.3 Matters Arising

There were no matters arising.

6.4 Action Items From Previous Meeting

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

6.5 Income and Expenditure Statement to 31 October 2013

GCB RESOLVED (GCB 2013/77) to receive the Income and Expenditure Statement to 31 October 2013.

(Moved Cr Napier/Seconded Hay)

Carried

7. OPERATIONAL REPORTS – COUNCIL OFFICERS

7.1 Officers' Report to Community Boards

The Community Board reviewed the report and discussed the responsibility of the Local Government Commission to publicly consult, the business streamlining programme, organising a Park User Group meeting and the new Greytown Public Toilets.

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness.

GCB RESOLVED (GCB 2013/78):

1. To receive the Officers' Report to Community Boards.

(Moved Stevenson/Seconded Hay)

Carried

2. Action 799: Follow-up with City Care to determine what the agreement between St. Johns and City Care is in order to retain service access to the Greytown Public Toilets but provide fencing to stop public access to the St. Johns grassed section; M Allingham

7.2 Customer Requests

GCB RESOLVED (GCB 2013/79) to receive the information.

(Moved Stevenson/Seconded Hay)

Carried

7.3 Councillor Appointments

GCB RESOLVED (GCB 2013/80) to receive the information.

(Moved Stevenson/Seconded Hay)

Carried

7.4 Combined Community Board Receipts

GCB RESOLVED (GCB 2013/81) to approve the reimbursement of \$20 to Adi McMaster for the purchase of a gift of appreciation for the presenter of the combined Community Board meeting 10 September 2013.

(Moved Stevenson/Seconded Cr Napier)

Carried

GCB RESOLVED (GCB 2013/82) to approve the payment of \$37.10 (a third cost) to the Greytown Hotel for refreshments for attendees of the combined Community Board meeting 10 September 2013.

(Moved Stevenson/Seconded Cr Napier)

Carried

8. COMMUNITY BOARD/COUNCILLORS REPORTS

On behalf of the Community Board Cr Napier extended sympathy to the family of Kay Gray thanking them and Mrs Gray for the time given to the community.

8.1 Annual Plan/GCB Strategic Plan

GCB NOTED:

1. Action 800: Meet and review the GCB Strategic Plan/Annual Plan on the 22 January 13; Christine Stevenson

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness.

8.2 Student Survey

GCB NOTED:

1. Action 801: Put together a series of questions suitable for a student survey for review by the GCB on the 22 January 2013; Connor Taumoepeau

8.3 Greytown Skate Park

The Community Board agreed the first step would be to complete a student survey to ascertain the needs of Greytown youth. Interest had been received from Ann and Gerard Taylor to assist with development of a bike track.

GCB NOTED:

1. Action 802: Send skate park concept plans to the GCB via email; P Crimp

8.4 Greytown Christmas Parade

Members noted the 21 December 2013 Greytown Christmas Parade commencing at 1:00pm.

8.5 Greytown Entrance Signs

Members noted that costs for signs were still unknown.

GCB NOTED:

1. Action 803: Progress Greytown Entrance Signs at the 22 January 2013 meeting; Christine Stevenson
2. Action 804: Forward Christine Stevenson the NZTA contact for discussing placement of Greytown entranceway signs; P Crimp

8.6 Future of the Community Forums

Mr Atkinson and Mrs Hay committed to work together to progress and expand the community forums concept.

8.7 Neighbours Day 30 March 2014

GCB RESOLVED (GCB2013/83) not to have neighbours day awareness on the 30 March 2014 due to the Greytown 160th year celebrations and to reschedule the event for March 2015.

(Moved Stevenson/Seconded Hay)

Carried

8.8 Barrels on Main Street

GCB RESOLVED (GCB2013/84) to pay City Care \$60 a fortnight in order that City Care undertake the maintenance and care of the Greytown barrels in the town centre.

(Moved Stevenson/Seconded Cr Napier)

Carried

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness.

8.9 Lights for Greytown Trees

GCB NOTED:

1. Action 805: Consider putting 'tree lights' into the Greytown Strategic Plan; Christine Stevenson

8.10 Greytown 160th Year Celebrations

Members noted that Yvonne Green had committed to coordinating the Greytown 160th year celebrations.

8.11 Information Centre Update

Mrs Hay advised that new volunteers had been recruited, a Christmas celebration was being organised for volunteers and a Greytown promotional toolbox was being put together for public use as required.

Mrs Stevenson thanked Mrs Hay for creating a Community Board Facebook page and agreeing to moderate and keep the page current.

GCB NOTED:

1. Action 806: Organise for the Records and Archives Officer to liaise with Leigh Hay about the provision of historic photos suitable for placement in a Greytown toolbox of promotional material; P Crimp

8.12 Tree Advisory Group

GCB NOTED:

1. Action 807: Ascertain whether there are any records for the Tree Advisory Group that can be handed over to Katie Abbott; Christine Stevenson
2. Action 808: Consider whether the Tree Advisory Group should be a formal subcommittee to the Community Board at the 22 January 2013 strategic plan meeting; Christine Stevenson

8.13 Other Reports

Mr Atkinson advised that a memorial seat crafted by Jeremy Bicknell had been gifted to the Trails Trust and the official unveiling would be in February 2014. Mr Atkinson asked that the Community Board consider the future of Farley's Oak at the next meeting due to a less than compelling foliage display.

Cr Craig reported that Arbor House was almost fully booked.

Cr Napier advised that a pool of people across the Wairarapa councils had been appointed to the District Licencing Committee and that four of those members were from Greytown.

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness.

GCB NOTED:

1. Action 809: Provide the arborist's report (due in January 2014) of Farley's Oak to the GCB for discussion at their 19 February 2014 meeting; M Allingham
2. Action 810: Provide Katie Abbott and Leigh Hay with background documents regarding Farley's Oak; M Allingham

9. CORRESPONDENCE

9.1 Inwards

To Lizzie Catherall from Christine Stevenson, GCB dated 28 November 2013

9.2 Outwards

From Maths Wairarapa to GCB

From Friends of Stella & Sarah to GCB dated 24 September 2013

From Cobblestones Museum to GCB dated 29 September 2013

From Plunket to Christine Stevenson, GCB dated 30 September 2013

From Barbara Stedman to Christine Stevenson, GCB dated 10 November 2013 (includes outward correspondence)

From Bruce McLean to Christine Stevenson, GCB dated 14 November 2013 (includes outward correspondence)

From Trust House to Christine Stevenson, GCB dated 15 November 2013

From Featherston Community Board to GCB dated 22 November 2013

GCB RESOLVED (GCB 2013/85) to receive the inwards and outwards correspondence.

(Moved Atkinson/Seconded Stevenson)

Carried

10. FINANCIAL ASSISTANCE

10.1 Life Education Trust

GCB RESOLVED (GCB 2013/86) to grant Life Education Trust \$500 to assist with funding of education programmes in schools.

(Moved Atkinson/Seconded Cr Craig)

Carried

10.2 Greytown Menz Shed

GCB RESOLVED (GCB 2013/87) to grant Greytown Menz Shed \$500 to assist with costs associated with becoming an incorporated society and clearing the Menz Shed site.

(Moved Stevenson/Seconded Hay)

Carried

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness.

10.3 Victim Support

GCB RESOLVED (GCB 2013/88) to grant Victim Support \$500 for provision of services in the South Wairarapa.

(Moved Stevenson/Seconded Cr Napier)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness.

**Greytown Community Board
Action Items
From 11 December 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	Awaiting confirmation from the contact people on the original list that they are the right people to contact. Emailed prior to Christmas
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. 14/1/14 - work in progress 7/2 Signage Ordered
571	GCB	28-Aug-13	Action	Mark	Request that City Care make a recommendation for suitable trees to be	Open	5/9 Noted 8/11 In progress 2/12 Officer seeking input from Greytown TAG. 14/1/14 - Awaiting

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					planted on Humphrey Street to replace the phoenix palms and that residents be sent a letter advising this course of action and seeking feedback		response from TAG. 7/2 Response received will be making contact with Humphries St residents in next few weeks.
791	GCB	11-Dec-13	Resolution		GCB RESOLVED (GCB2013/83) not to have neighbours day awareness on the 30 March 2014 due to the Greytown 160th year celebrations and to reschedule the event for March 2015. (Moved Stevenson/Seconded Hay) Carried	Actioned	
792	GCB	11-Dec-13	Resolution		GCB RESOLVED (GCB2013/84) to pay City Care \$60 a fortnight in order that City Care undertake the maintenance and care of the Greytown barrels in the town centre. (Moved Stevenson/Seconded Cr Napier) Carried	Actioned	
794	GCB	11-Dec-13	Resolution		GCB RESOLVED (GCB 2013/86) to grant Life Education Trust \$500 to assist with funding of education programmes in schools. (Moved Atkinson/Seconded Cr Craig) Carried	Open	
795	GCB	11-Dec-13	Resolution		Greytown Menz Shed GCB RESOLVED (GCB 2013/87) to grant Greytown Menz Shed \$500 to assist with costs associated with becoming an incorporated society and clearing the Menz Shed site. (Moved Stevenson/Seconded Hay) Carried	Actioned	
796	GCB	11-Dec-13	Resolution		GCB RESOLVED (GCB 2013/88) to grant Victim Support \$500 for provision of services in the South Wairarapa. (Moved Stevenson/Seconded Cr Napier) Carried	Open	

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
797	GCB	11-Dec-13	Action	Christine Stevenson	Liase with the chairs of MCB and FCB to discuss the idea of creating a combined community board broadcast for airing over ArrowFM	Open	
798	GCB	11-Dec-13	Action	Christine Stevenson	Discuss possible uses of the Greytown old library building and recommend preferences to Council	Open	
799	GCB	11-Dec-13	Action	Mark	Follow-up with City Care to determine what the agreement between St. Johns and City Care is in order to retain service access to the Greytown Public Toilets but provide fencing to stop public access to the St. Johns grassed section	Actioned	14/1/14 - work in progress 7/2 Complete
800	GCB	11-Dec-13	Action	Christine Stevenson	Meet and review the GCB Strategic Plan/Annual Plan on the 22 January 13	Open	
801	GCB	11-Dec-13	Action	Connor Taumoepeau	Put together a series of questions suitable for a student survey for review by the GCB on the 22 January 2013	Open	
802	GCB	11-Dec-13	Action	Paul	Send skate park concept plans to the GCB via email	Actioned	
803	GCB	11-Dec-13	Action	Christine Stevenson	Progress Greytown Entrance Signs at the 22 January 2013 meeting	Actioned	
804	GCB	11-Dec-13	Action	Paul	Forward Christine Stevenson the NZTA contact for discussing placement of Greytown entranceway signs	Open	
805	GCB	11-Dec-13	Action	Christine Stevenson	Consider putting 'tree lights' into the Greytown Strategic Plan	Actioned	
806	GCB	11-Dec-13	Action	Paul	Organise for the Records and Archives Officer to liaise with Leigh Hay about the provision of historic photos suitable for placement in a Greytown toolbox of promotional material	Actioned	
807	GCB	11-Dec-13	Action	Christine Stevenson	Ascertain whether there are any records for the Tree Advisory Group that can be handed over to Katie Abbott	Open	
808	GCB	11-Dec-13	Action	Christine	Consider whether the Tree Advisory	Open	

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				Stevenson	Group should be a formal subcommittee to the Community Board at the 22 January 2013 strategic plan meeting		
809	GCB	11-Dec-13	Action	Mark	Provide the arborist's report (due in January 2014) of Farley's Oak to the GCB for discussion at their 19 February 2014 meeting	Open	7/2 Report due today (7/2).
810	GCB	11-Dec-13	Action	Mark	Provide Katie Abbott and Leigh Hay with background documents regarding Farley's Oak	Actioned	

Greytown Community Board	
Income & Expenditure to 31 December 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	4,055.92
Total Personnel Costs	4,055.92
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 Ms A McMaster Reimb Guest speaker gift	20.00
AP Printing	148.00
AP SOLGM Desk/Pocket Diaries 2014	31.80
AP Clareville Nurs 6 punnets & potting mix	31.03
expenses x wages exps x wages Sept/Oct	84.50
M Gray's Bkfst refund 10/5/13	-19.00
AP Power Services Take down/replace flags	144.00
AP NZ Local Govern Annual Com Brd levies	166.66
AP Catherine's Kit 17 x half high teas	221.74
Remb CM Stevenson - Flowers	78.00
Total General Expenses	1,183.18
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
NZ Council of Victim Support Groups	500.00
Life Education Trust	500.00
Total Grants	2,950.00
TOTAL EXPENDITURE	8,189.10
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	29,949.74
<u>LESS: COMMITMENTS</u>	
Salaries to 30 June 2014	5,949.08
City Care Maintain barrels in town centre	1,560.00
Menz Shed - Grant	500.00
Total Commitments	8,009.08
BALANCE TO CARRY FORWARD	21,940.66

GREYTOWN COMMUNITY BOARD

19 FEBRUARY 2014

AGENDA ITEM 10.1

OFFICERS' REPORT

Purpose of Report

To update the Committee/Community Board on the Council activities.

Recommendations

Officers recommend that the Committee/Community Board:

1. *Receives the information.*

CHIEF EXECUTIVE

1.1 Staffing

I am pleased to announce that Leanne Kernot has accepted the role of Land Transport Engineers representative and will commence employment with SWDC mid-February after working out her notice at NZTA.

Unfortunately JP Irwin has tendered his resignation and will be leaving us in a few weeks. We have advertised for JP's replacement.

1.2 Occupational Health and Safety

There were no incidents reported since the last Council meeting.

1.3 Local Government Commission/Governance Review

The Local Government Commission (the Commission) continues its background work and has completed the planned series of public meetings.

There has been no promulgations from the Commission and the announcement of the options, and preferred option, is still due March.

1.4 Meetings

With the interruption due to the Christmas /New Year break there has generally been a hiatus in meetings

1.4.1. LGA 2012 amendment webinar

The Local Government Act 2002 Amendment Bill (no.3) is the latest in a series of amendments in the Governments "better local government" initiative.

The Local Government Act 2002 Amendment Bill (no.3) has had its first reading and is now with the Local Government and Environment Select Committee.

The proposed amendments broadly seek to:

1. change what development contributions can be used for;
2. allow for objections to development contributions charges;
3. encourage more collaboration and shared services between local authorities;
4. make consultation requirements more flexible;
5. provide for a new significance and engagement policy;
6. enable more efficient and focused consultation on long-term plans and annual plans;
7. remove unnecessary duplication between annual plans and long-term plans;
8. introduce new requirements for infrastructure strategies and asset management planning;
9. enable elected members to use technology to participate in council meetings, rather than attending in person;
10. require councils to disclose information about their rating bases in long-term plans, annual plans and annual reports; and
11. require disclosure of risk management arrangements for physical assets in annual reports.

The Bill also includes provisions that enable the Local Government Commission to:

- establish local boards (similar to those in Auckland) as part of new unitary authorities, and in existing unitary authorities; and
- create council-controlled organisations and joint committees as part of a reorganisation scheme.

The Government has also made decisions about the details of local government financial prudence regulations. The ability to make these regulations was provided for in the legislation that was passed in 2012. They are expected to be published in the first half of 2014.

1.4.2. CE Forum/Mayoral Forum

One CE Forum meeting was attained since the last council meeting.

The CE Forum commissioned a report (following a bid process) on the integration of IT services across the Wellington region. The three Wairarapa Councils opted to take a watching brief. This initiative was driven by WCC.

Also on the agenda was a paper presented by the WCC Chief Executive Kevin Lavery. This paper signalled the start of a push toward a more targeted approach to regional economic strength. Areas identified included:

- Infrastructure
 - Runway extension
 - Wairarapa Water Use Project
 - Better transport networks.
- Economic growth
 - Tech precinct
 - Research and Development
 - Grow film sector
 - Centre of excellence in disaster resilience
- Facilities
 - International Film museum
 - Regional Convention venue
 - Regional concert venue
- Demonstrating our credentials
 - Open for business
 - Shared services

This certainly signals a more targeted approach to regional issues, WCC have already commenced their push with the amalgamation of various agencies.

The Wellington Triennial agreement was also discussed and this is nearing finalisation for presentation to the Mayoral Forum.

1.5 Elections

The by-election for the vacancy on the Greytown Community Board closes 12 midday on Tuesday 11 February 2014.

There are two candidates for this election, which will be held by postal ballot.

1.6 Wastewater Update

Good progress continues on the completion of the application for resource consent, with the lodgement date of end of January still being the target date.

1.7 NRB Survey

The triennial NRB Survey was undertaken during November and December. The summary results have been circulated; however any real analysis will not be able to be undertaken until the full report is received early February. It is pleasing to see improvements in most areas.

2. Discussion

2.1 Rate Arrears

Efforts continue on rate arrears. The table below outlines the situation as at 21 January 2014, 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
27 November 2013	\$1,082	910	7	\$877
21 January 2014	\$1,140	760	61	\$923

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

Since making those demands we have received \$83,000 from 5 ratepayers paying the amount outstanding as at 30 June 2013.

We have also added "arrears" penalties to those amounts that remained outstanding as at 30 June 2013. This added an additional \$68K to the outstanding amount.

We will be able to make the final demand on the banks this week.

2.2 LGOIMA Requests

The following requests were received and responded to since the last Council meeting.

- Katie Chapman, Dompost regarding Overdue Rates
- Kena Duignan, Green Party re: Economic development contributions
- Katie Chapman, DomPost: Speeding and Parking fines
- Chris McAvoy EA to Su'a William Sua: Positive Aging Strategy

Contact Officer: Paul Crimp, Chief Executive

PLANNING AND ENVIRONMENT GROUP REPORT

1. Planning and Environment Group

The Group is responsible for the resource management and public protection (building construction, animal control, liquor, health, food licences) activities of Council, as set out in the Annual Plan 2013-14.

The day to day focus is on the processing of Resource Consents, Building Consents, Food/Liquor/Health Licences, and Dog Control. Long term policy development work is also undertaken to keep Council's statutory policies and plans current and effective.

2. Resource Management

2.1 Resource Consents

The Planning department has received 30 resource consent applications between 1 November 2013 and 15 January 2014. 21 applications have been processed in that period, all within statutory timeframes. Under the Act, the statutory resource consent processing clock stopped between 20 December and 10 January, however staff have continued to complete applications within the "normal" timelines.

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.

2.2 Trade Waste Bylaw

The Trade Waste Bylaw came into effect on 1 September 2013, as part of the (Masterton and South Wairarapa) Consolidated Bylaws. Officers are currently identifying and scheduling making contact with potential trade waste producers. This should take place in mid-February 2014 with the aim of ensuring dischargers are aware of the bylaw and how they can comply. This process will also enable Council to identify whether any charges should be levied under the bylaw and the extent of these.

2.3 "Your Success is Our Business" One Stop Shop for New Businesses

This initiative aims to make it easier for new businesses to open in our district by taking a proactive, business-focussed approach. It is planned to launch a free Council Contact Service (tentative name only), which will assign one council officer as the single point of contact for business developers to deal with and streamline the inter-departmental project assessment processes.

In addition to the Council Contact service, a handbook aimed at business developers is being put together to explain in plain English the rules and regulations to be navigated before the business can open its doors. At this stage Officers anticipate launching the service in March 2014.

2.4 Heritage Guideline Review for Historic Heritage Precincts

The existing Heritage Guidelines of Council are being updated to provide advice for people wishing to undertake additions, alterations, major maintenance projects to existing buildings, but particularly for new developments within the district's Historic Heritage Precincts.

Historic Heritage Precincts are based on the 3 town centres within South Wairarapa. Each has been assessed as having a special character and the architectural and aesthetic values have been agreed as important to retain and enhance, as each town develops.

This work on new building guidelines will enable property owners, builders, council staff and the community to proceed with greater clarity as to the heritage outcomes sought under the District Plan.

The new Guidelines should be available in April 2014.

3. Public Protection - Building

3.1 Building consents

Processing statistics from 1 November 2013 to 14 January 2014.

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	71	211	70	N/A
Consent processing performance (within 20 working days)	100%	98.51%	98.44%	100%
Certificate of Acceptance processing performance (within 20 working days)	100%	80%	100%	N/A
Code Compliance Certificate processing performance (within 20 working days)	100%	98.90%	98.36%	100%

Note: Building consent numbers from 1 July 2013 to 14 January 2014 are identical to the same period the year before (211).

Consents granted by project

Type	No. of consents	Value
Cafeteria/Tavern / Bar / Restaurant	1	\$5,000
Covered Yards - farm building	7	\$152,000
Dwelling - alterations	14	\$330,500
Dwelling - unattached	9	\$2,876,000
Dwellings - Alterations & additions	2	\$280,000
Garage	6	\$82,116
Implement Shed - farm building	1	\$19,000
Museum/Art Gallery	1	\$1
New Factories	1	\$216,000
New Office/Warehouse Buildings	1	\$300,000
Other commercial building	3	\$16,000
Relocation - dwelling	1	\$100,000
Sewage and Drainage System (treatment plant)	2	\$14,500
Shop/Retail outlet e.g. hairdresser, travel agent, real estate	1	\$100,000
Solid Fuel Heater	7	\$25,636
Spa/Swimming Pool	3	\$88,000
Supermarket	1	\$1,400,000
Swimming Pools & Spa Pools	1	\$54,000
	62	\$6,058,753

3.2 Enforcement - 110 East St, Greytown

Building work on a residential building was completed without a Building Consent in breach of the Building Act 2004. A Notice to Fix was issued to requiring a Certificate of Acceptance (COA) to be obtained for the non-consented work. A COA and building consent for further works have been applied for and are currently being processed.

3.3 Application for Exemption - 3 Eagle Place, Martinborough

An application has been received from Mark Hadlow to allow for a manually closing sliding door to access a swimming pool. This is covered in detail in a separate report to Council.

3.4 Accreditation

Council's biennial Building Consent Authority Accreditation Review is scheduled for the 28-31 January 2014. Background information has been requested by the IANZ auditors and has been supplied.

3.5 Dangerous Buildings

Recently, under the existing Dangerous Buildings Policy, requests for Council to investigate the state of buildings which appear rundown and in a poor state of disrepair and a possible threat to public safety have been received.

While those requests have not resulted in any direct action on the buildings other than relatively minor remediation (the buildings are presently

structurally sound even if they appear the worse for wear), the requests have alerted us to the fact that the policy is overdue for review.

In addition the actual provisions contained in the current policy have been proven to be in need of updating and improving. It is intended to bring a revised policy forward to Council in the next few months to address those concerns.

3.6 Unoccupied Commercial Buildings

Upper Hutt City Council has recently adopted a new bylaw relating to unoccupied commercial buildings.

This bylaw sets rules relating to the appearance and upkeep of empty commercial buildings. It authorises the Council to intervene where an empty commercial building is falling into disrepair. It allows the Council to require the owner undertake all necessary maintenance to keep the appearance of the building up to a high standard (basically fit for re-tenanting other than any fit out required).

Such a bylaw, if proven legal and effective, could be of assistance to Council particularly in relation to resolving the ongoing complaints received about the "state" of some buildings in the District.

As such advice is currently being sought from Upper Hutt City Council on the creation of the bylaw (the circumstances that led to it) and the legal basis for it, and whether it has been successfully applied.

As with all bylaws, it is potentially subject to Court review on the grounds of whether is it reasonable or not. Generally it has been thought that such a bylaw would not be considered reasonable if challenged because of the way Courts administer and interpret laws relating to private property rights.

Should these concerns be satisfied by the information obtained from Upper Hutt City, a full report on the Bylaw and its applicability in South Wairarapa will be brought back to Council for consideration.

4. Land Information Memorandums (LIMS)

LIMS PROCESSED 1 DECEMBER TO 31 DECEMBER 2013

Item	Period	Same period last year	YTD*	YTD Last Year
Urgent (5 Working Day) Applications received	5	4	44	19
Standard (10 Working Day) Applications received	9	6	63	61
LIMs processed within specified deadline	14 (100%)	10	107 (100%)	80

*1 July 2013 to 31 December 2013

5. Public Protection - Environmental Health

5.1 Liquor Licences Issued

Five on licence renewals and three off licence renewals were issued from 1 December 2013 to 31 December 2013. In the same period, 25 manager's certificates were issued.

5.2 Sale and Supply of Alcohol Act 2012

The Sale and Supply of Alcohol Act 2012 came into full force on 18 December 2013. This has caused additional work to set up and organise systems. Training days and workshops have been attended by DLC members and staff to facilitate the introduction of the new licencing regime. A number of applications have been successfully processed under the new provisions, mainly special licences. In future a breakdown of this information will be provided.

5.3 Wairarapa Liquor Working Group

Through 2014, the key outstanding tasks for the group to address are the development of a Local Alcohol Policy and ensuring that there is a sound communication strategy to inform communities, industries and licensees of the new requirements of the Act.

5.4 Food Bill update

In preparation for the new Act food premises are being encouraged to change to using a Food Safety Plan. So far 18 food premises have changed to using Food Control Plans, with in the main, good results.

5.5 Noise Control

19 noise control complaints were received from 1 December 2013 to 31 December 2013. Five were located in Featherston, eight in Greytown and six in Martinborough.

5.6 Dog and Stock Control

INCIDENTS REPORTED	Martinborough	Featherston	Greytown
Attack on Pets	1	2	0
Attack on Person	0	1	0
Barking and whining	2	3	1
Lost Dogs	0	2	1
Found Dogs	2	5	1
Rushing Aggressive	2	1	0
Wandering	4	12	2
Welfare Concerns	0	0	0
Stock	0	1	0
Totals	11	27	5

5.7 Dog Exercise areas

On-going works continue on the Greytown dog exercise area. Posts are currently installed, the Lions Club are organising the fencing around the boundary and arranging pole and plank seating, on completion Citycare will

arrange the poop bins and water trough to be installed. The anticipated completion date is 24 February 2014.

5.8 Psychoactive Substances Act - LAPP

The Psychoactive Substances Act came into operation last year. This legislation provides for the development of a Local Approved Products Policy, should a Council wish to do so (it is not a requirement). A separate report has been prepared to enable Council to consider whether it wishes to introduce a LAPP for South Wairarapa.

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 December 2013 involving councillors and affected parties. Council staff and external consultants advised of the proposed staging of affordable improvements at each of the three sites and confirmed that the strategy remains to acquire long term consents.

Consultation continues to consult with various affected parties seeking to achieve full understanding and acceptance of the Councils short, medium and long term proposals.

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.

A meeting is to be held at Papawai Marae on the 22 of January to discuss issues with local residents and the Marae.

1.2 Water

Nil to report.

1.3 Coastal

Nil to report.

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 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.

As works were completed lower than expected the variations bring the project up to the allowed budget for waste water renewals. This ensures the the maximum amount of pipe is renewed to address councils infiltration issues in waste water.

1.7 Water Supply Capital Improvements

Nil to report.

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 third non-compliance issue within the consent reporting year.

This was a recorded incidence where the allowable parameters to discharge to the river had been exceeded at the Martinborough Wastewater Treatment Plant. The testing laboratory reported to Council 24 days after the breach. All post reports show that the plant was functioning within its specifications at the time the sample was taken. As the investigation is three and a half weeks after the event Council officers are checking to why the testing laboratory alert system did not activate and advise Council once the result was known by the lab.

2.2 Wastewater Reticulation

There was one reported pipeline blockages during the period.

2.3 Water Treatment Plants

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

River levels were approaching the Resource Consent triggers to implement water conservation measures over the Christmas break. With the inclement weather patterns during the month of January river levels have stayed above these trigger points.

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

2.4 Water Reticulation

There were 44 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 fifteen reported accounts for blockage clearing or no water flow for the Moroa and Longwood network over the period. The annual walk over inspection of the two networks by City Care is completed and notices to land owners where required for water race cleaning have been sent out.

2.6 Waste Management

Operations continued on a routine basis throughout the period.

An officer report for Council consideration to close the Tukurumuri recycling site is in this agenda.

The Ngawi Ratepayers Association has constructed a new refuse compound in the Ngawi camping grounds. Council has supplied the fencing iron for

this facility. As part of the up-grade Council have moved away from steel drums as the rubbish receptacle and gone with wheely bins at all the coastal sites at a small cost.

Photo of the newly established recycling centre at Ngawi.



The management of refuse at coastal areas during the holiday break has gone without any reported incidence or additional collection due to access rubbish.

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

2.7 E-Waste Collection District Wide

Nil to report.

3. Roading and Reserves

3.1 Roading Maintenance – Oldfield Asphalts

The expenditure to the end of December for this contract is at 55% of this year maintenance budget.

The three month forward works programme is at \$284,500 which includes high cut on Western Lake Road. The programming of next season reseal repairs is to commence this autumn to bring these repairs forward by 12 months ahead of the reseals.

The reseal repairs for this year's sites have been completed. The annual roadside berm mowing was completed in December. The first cycle for this year chemical vegetation control of roadside furniture was completed in November.

The approval from NZTA for subsidy for the two storm events that cost the Council a \$100,000 to clean up in September and October has been given under emergency funding.

The preventative maintenance application to NZTA to raise the road level at Fullers Bridge on the White Rock Road has been approved. Funding for this project is to be taken from existing renewal programmes and the preventative maintenance category which is additional to this year approved programme.

Flooding occurs at this location regularly closing the road to all traffic.



It is anticipated that the project will start in March using the Road Maintenance Contractor once the necessary consents and engineering designs are completed.

3.2 Area Wide Pavement Treatment (AWPT)

The successful tender was Oldfields Wairarapa Ltd for \$413,729.60 this price was 2% over the engineers estimate. The contract calls for the physical works to be completed in 12 weeks from time of award which was early December.

This years site for road pavement rehabilitation is the Hinakura Road and the method been nominated is stabilising instead of overlaying which was done for the 12/13 year site. Stabilising the existing road pavement material does not raise the road level as high as overlaying.

3.3 Reseal Programme

The contractor has submitted their sealing programme with a start date 16 January 2014. It is expected that this years reseals will be completed early February 2014.

3.4 Bridge Maintenance Contract

A separate contract for specialist bridge repair work is on track to go out to tender late January 2014.

3.5 2014-17 Road Maintenance Contract

Council officers have been working with MDC and CDC to produce a draft document that is similar for the three Districts. Detail to address maintenance issues common to each District has been focused on in the contract document with new initiatives to help performance manage this road maintenance contract. The contract is expected to go out for tender mid February 2014.

3.6 Roadside Forestry Blocks

Council officers have been looking over the roadside plantation blocks with the ideal of engaging a forestry consultant to manage this Council asset. If not already felled, what blocks that are left standing have used there usefulness as a road stabiliser. With storm events some of these trees are toppling over and there is a cost to remove from the carriageway. Officers have requested a price for the management services of these blocks to extract the most value from existing Council blocks to cover costs for areas that require re-forestation to comply with any relevant Acts and the future management of Council plantations.

3.9 Cape Palliser Road SPR

The replenishment of armour rock stockpiles has started to replace rock that was used in the July storm event for emergency reinstatement works of rock walls. 4000 tonnes of rock is being stockpiled at the coast to cover new road protection works at the base of the cliffs and reinstatement of storm damage done to existing rock walls. This additional rock is being supplied through a variation to an existing contract with the rock supplier Infracon. Resource Consent issues are still being worked through with GWRC by Spiire with an expected construction start date being early March when the weather is more settled.

4. Amenities

4.1 Graffiti

Table 1 – Graffiti strikes October 2013

Town	Strikes on SWDC property	Strikes – other property	Total strikes	Location
Featherston	7	≈43	≈50	Skate park and town centre, railway station
Greytown	0	0	0	
Martinborough	3	0	3	Playground

Table 2 – Graffiti strikes November 2013

Town	Strikes on SWDC property	Strikes – other property	Total strikes	Location
Featherston	30	14	44	Playground, toilets, railway station, town centre signs
Greytown	0	0	0	
Martinborough	0	0	0	

Table 3 – Graffiti strikes December 2013

Town	Strikes on SWDC property	Strikes – other property	Total strikes	Location
Featherston	10	2	12	Stadium, playground, rubbish bin, power pole
Greytown	0	0	0	
Martinborough	0	0	0	

Table 4 – Graffiti strikes January – December 2013

Town	Jan	Feb	Mar	Apr	Ma y	Jun	Jul	Au g	Sep	Oct	No v	Dec	TOTAL
Featherston	102	9	23	87	101	0	5	1	1	50	44	12	435
Greytown	0	0	1	0	0	1	0	0	1	0	0	0	3
Martinborough	0	14	0	0	13	0	0	0	2	3	0	0	32
TOTAL	102	23	24	87	114	1	5	1	4	53	44	12	470

Since October 2013, we have been recording *all* graffiti strikes notified or observed, and these are now reported along with strikes on Council property. In November there was another weekend of extensive graffiti

vandalism around the Featherston town centre, this time mostly on signage including road and liquor ban signs.

4.2 Non-graffiti vandalism

Vandalism other than that caused by graffiti is increasing, with 15 incidents already recorded in January 2014 – ten in Featherston, three in Martinborough and two in Greytown. Most of the vandalism is focused on the public toilets. A report from City Care's system is attached as Appendix 4.

4.3 Playgrounds

Two of the vandalism incidents in January involved the Featherston playground, where the wooden climbing tower with the slide was set on fire. Within days of being repaired, some of the structure has been kicked in, and further replacement of timber is required.

4.4 Trees

The issue of the large pines on the Murphy property on Reading Street, Greytown is now, hopefully, resolved. The Murphys have had the arborist remove all of the dead wood on the reading street side and have settled concerns with the school. SWDC's arborist has cut back some of the branches which were poorly cut back when the road was sealed. A monitoring programme is now in place.

4.5 Sports fields and facilities

No issues to report.

4.6 Pensioner housing

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

4.7 Parks and Reserves

4.7.1. Greytown

The walking track through O'Connor's Bush was upgraded in November.

4.8 Toilets

The new Greytown Exeloo toilets are up and running and feedback has been positive. A small garden has been established in the small patch of earth between the toilet and the butcher shop, and the plaque from the old toilets has been installed on a plinth at the front of the garden. The old toilets encroached on land belonging to St John's, denying them access from the road to their land behind the toilets – this access has now been reinstated.



4.9 Properties

4.9.1. Featherston

The western fenceline of the Anzac hall and Burling flats has been tidied up and overgrowth removed. The holes in the driveway behind the hall and through to the flats have been repaired.

4.9.2. Greytown

The licence of the shed behind the old Borough Chambers to Greytown Menz Shed is in progress. The Shed members have occupied the property, and in their first get-together on-site, have done a big clean-up of the land around the shed.



4.10 Cemeteries

4.10.1. Featherston

There was one ashes burial in October, one burial and one ashes interment in November, and one burial in December. Both cemetery paddocks now have grazing licences in place.

4.10.2. Greytown

There were two burials in October, two burials and one ashes interment in November and one burial in December.

4.10.3. Martinborough

There was one burial in October and one in November.

4.11 Swimming Pools

The pools opened for the 2013/14 season on 30 November. The season will finish on 16 March. December 2013 statistics are provided in table 5 below.

Table 5 – swimmer numbers for all pools December 2013

	Greytown	Featherston	Martinborough
December swimmer numbers	886	765	1025
Concessions as %age of total swimmers	38%	36%	27%
Peak day	31/12/2013 : 119	14/12/13 : 96	31/12/13 : 88
Number of unattended days (no swimmers), excluding 25 December	0	3	1

There were no incidents at any of the pools.

Four complaints have been received. Featherston Pool – received two complaints regarding the cleanness of the pool and the walls feeling slimy after the vacuum cleaner broke down on Boxing day. The pool met water quality standards at all times. Greytown Pool – one complaint was received regarding the removal of the water slide (*Wairarapa Times-Age*). The slide was removed as it did not meet current NZ safety standards. One complaint was received regarding the untidiness of the pool surrounds and changing rooms, as well as concern over the lack of active patrolling from the lifeguards on duty. These concerns have been addressed with by City Care with pool contactor CLM.

After repeated vandalism of the coin-boxes for the showers at Featherston pool, the boxes have been replaced by units which accept tokens, with the tokens being sold by the lifeguards.

4.12 Events

The new joint Amenities/Planning 'events application process' for major events has now been completed, and currently event number four is in train using this process. Feedback on the new process has been very positive, with applicants noting how straightforward they have found the planning of their event to be.

4.12.1. Featherston

Completed events - 14/12 Christmas parade

Future events – 6/2 [Tauherenikau Races](#)

4.12.2. Greytown

Completed events - 21/12 Christmas parade

4.12.3. Martinborough

Completed 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.

Future events – 1/2 & 1/3 The Martinborough Fair, 8/2 Classic hits winery tour, 16/3 Round the Vines

5. Libraries

5.1 Statistics all Libraries

See Appendix 3 for issues and transactions statistics.

5.2 Summer reading programmes

The summer reading programmes have had a beach theme, and the libraries have been decorated accordingly. Featherston had 110 enrolments, and Greytown and Martinborough around 100 each. The finale events are being held in the week 20 -24 January.



6. Civil Defence and Emergency Management

6.1 Emergency Services

Paul Walker has officially retired as the Civil Defence Area Coordinator for the Wairarapa, his departure date is 31 March 2014, and however he will continue to work with coastal settlements for tsunami response planning. Craig Hamilton will be his replacement.

There has been a 6.2 earthquake on Monday evening which was responded to with a review of councils monitoring system for water and waste water DATRAN. Buildings were also inspected for any potential damage. No problems resulted from the

7. Appendices

Appendix 1 - Monthly Water usage

Appendix 2 – Waste exported to Bonny Glen

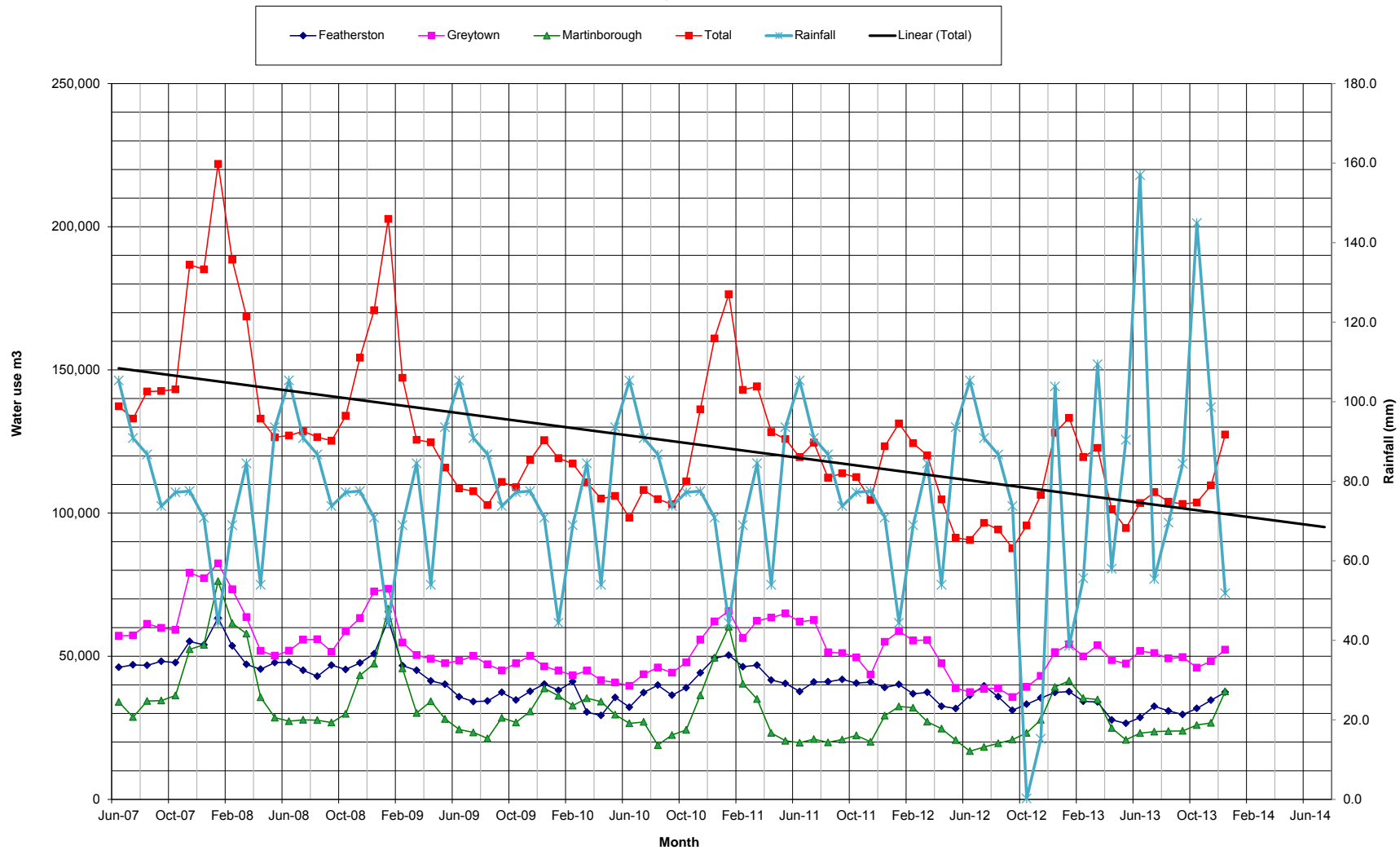
Appendix 3 – Library Statistics

Appendix 4 – Non-graffiti vandalism

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

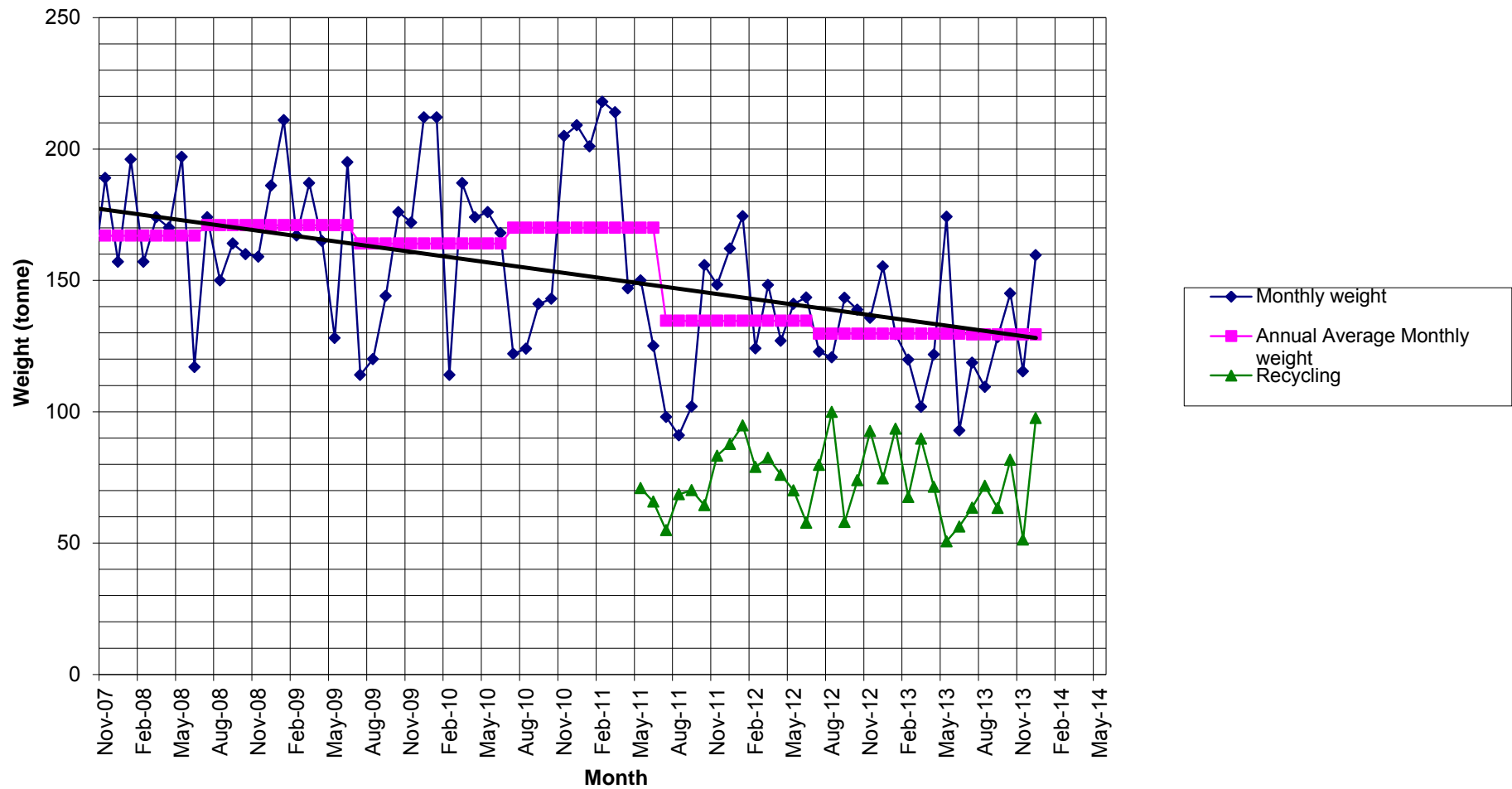
Appendix 1 – Water Usage

Water use South Wairarapa District Council



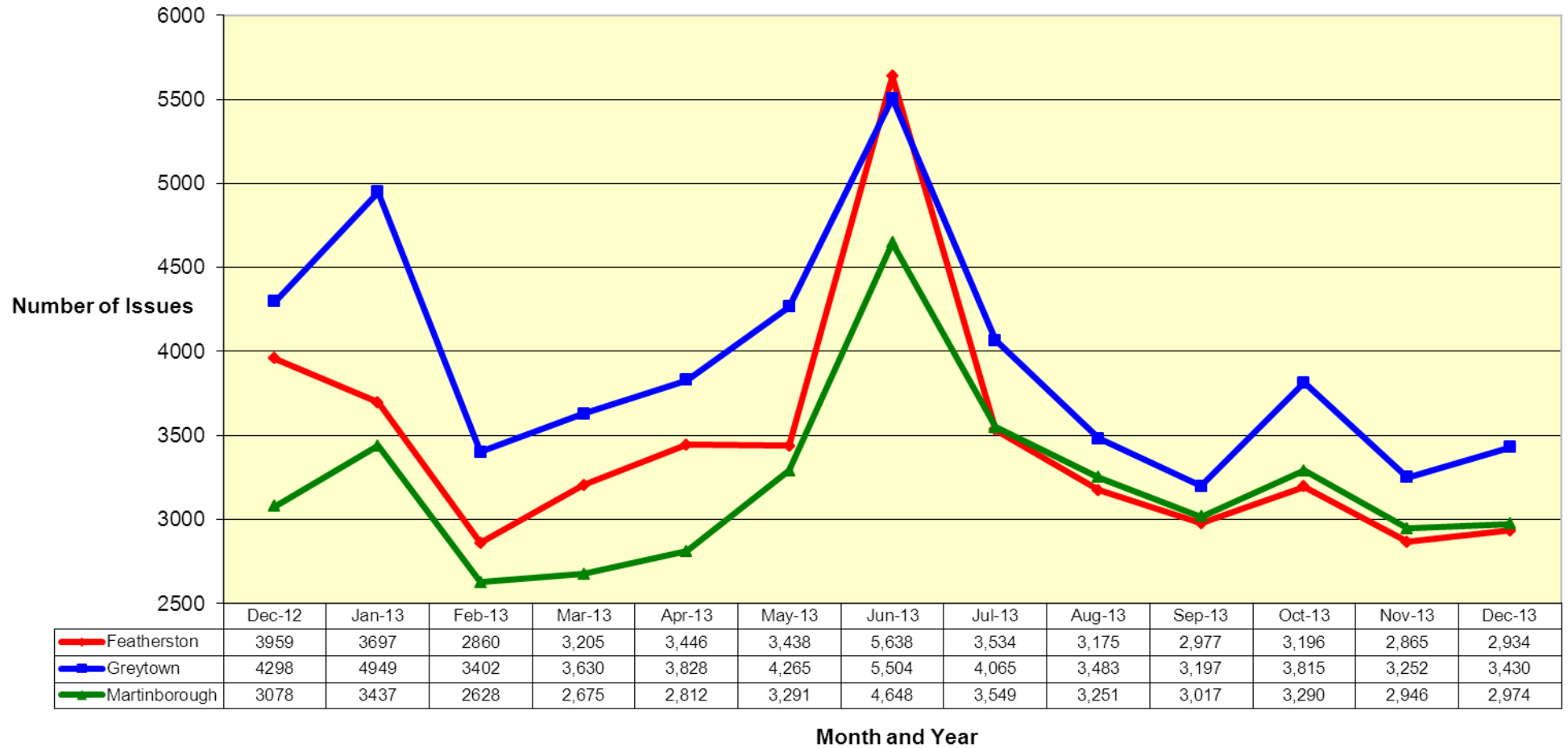
Appendix 2 – Waste Exported to Bonny Glenn Including Recycling

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



Appendix 3 – Statistics all Libraries

Issues to December 2013



Appendix 4 – Non-graffiti Vandalism

Job ID	AssetName	Job Created	Notes
1719649		5/10/2012	Featherston public toilets - toilet roll holder vandalised & missing to be replaced
1815486		8/02/2013	Featherston Library Gardens Irrigation to annual bed has been badly vandalised, Require pricing to seek how much it may cost to repair to make it operational
1850825		21/03/2013	GREYTOWN - sign "Dogs must be on a leash" by Stella Bull park/building has been vandalised - repair or replace, depending on extent of damage
1948352		18/07/2013	Vandalism of lawns at Featherston cemetery looks like done today
1971066		18/08/2013	Featherston "Windgrass" sculpture was vandalised over night and caller is concerned that they can come back and easily pull out all the other rods. Caller was wondering if there were any techs in the area that could assess the sculpture and see if anything can be done to prevent this. Caller said he is happy to help if required.
1993804		16/09/2013	38 JELlicOE ST GREYTOWN - one of our berm trees (flowering cherry) has been vandalised
2033606		4/11/2013	GREYTOWN - 3 of our green rubbish bins vandalised - they are by the north fence of the Catholic church (corner Kuratawhiti and Main)
2068240	Featherston Information Centre Other	17/12/2013	Featherston Information Centre, annuals vandalised after Christmas Parade and area needs to be replaced, will complete after New Year
2071342	Featherston Toilets Public Toilets	20/12/2013	VANDALISM - Featherston Toilet (Men's) - 2x toilet roll holders have been kicked off the wall (bent & broken)
2074923	Martinborough Square	31/12/2013	VANDALISM - Martinborough Square - "No Dogs Sign" broken - believe it was originally located near the toilets.
2075481	RBSH000091 Rubbish Bins	3/01/2014	VANDALISM - Martinborough Jellicoe Street - Bin 7428434 - lid ripped off and completely gone
2075478	RBSH000090 Rubbish Bins	3/01/2014	VANDALISM - Martinborough - Jellicoe Street - rubbish bin lid ripped off and completed gone Bin 7428433
2076291	Featherston Toilets Public Toilets	6/01/2014	VANDALISM - Featherston Toilets - last night cleaner locked them at 7pm and this morning when got to site all toilet locks had been opened and locks thrown in park, all toilet rollers had been forced open and the toilet paper taken out and thrown all around the town and park and a small fire was lit in the afterhours toilets. Steve the cleaner has reported this to the police. Locks found in the park and are still okay to use however at least x4 toilet roll holders are broken and require replacing.

Job ID	AssetName	Job Created	Notes
2078090	Featherston Toilets Public Toilets	7/01/2014	VANDALISM - Featherston Public Toilets // Just got a message that the tap is jammed on in the Disabled toilet and there is water everywhere.
2078638	Arbour Reserve Toilet Public Toilets	8/01/2014	VANDALISM - Arbor Reserve, Greytown - toilet is leaking from surrounds
2078555	Featherston Toilets Public Toilets	8/01/2014	VANDALISM - Featherston - Featherston AAfterhours toilet again - this time lots and lots of paper stuffed down the toilet then the empty toilet roll holder jammed on top and obviously stamped down into paper.
2078512	Arbour Reserve Toilet Public Toilets	8/01/2014	VANDALISM - Greytown - Arbor Reserve toilets - rocks/stones put down toilet and then someone has excreted on top of them. McDonalds wrappers and rubbish similar thrown round toilet
2082059	Martinborough Square	13/01/2014	VANDALISM - Martinborough Square garden (outside P&K) - plants have been ripped out & flower heads ripped off
2082751	Featherston Information Centre Other	14/01/2014	VANDALISM - Featherston Information Centre, Featherston - Fences at back has been kicked in - some palings on site
2086659	Anzac Hall Other Council Buildings	17/01/2014	Vandalism // ANZAC Hall // There is a broken window in the dressing room at the ANZAC Hall. Please secure window and then organise for glass to be replaced next week.
2085995	Featherston Playground Playground	17/01/2014	VANDALISM - Featherston Playground - playground equipment has been set fire to and burnt
2085908	Featherston Toilets Public Toilets	17/01/2014	VANDALISM - men's toilet someone or several people had urinated completely all over the floor. Afterhours toilet had toilet paper stuffed down the toilet and had been set fire to.
2087041	Anzac Hall Other	19/01/2014	VANDALISM - Window on Anzac Hall has been smashed and is hanging from the hinges
2088818	Featherston Toilets Public Toilets	21/01/2014	VANDALISM - Featherston Toilets - 5 x blocked with lots of toilet paper and rubbish and then faeces on top of it all
2088488	Featherston Playground Playground	21/01/2014	VANDALISM - Featherston playground - platform that was burnt out last week and fixed the floor has now had it's palings kicked in & smashed

Greytown Community Board – Information Centre Report by Leigh Hay - Feb 2014.

1. **A volunteers meeting** will be held on Monday 10th Feb to discuss the years plans & any suggestions/training needed to improve the service.
2. **A Famil Trip** for local accommodation providers & activities is planned on Wednesday 26th March. We have new accommodation providers, Fantail Olive Grove (tasting session) & Kahikatea Gardens lined up.
3. We now have **4 new volunteers**.
4. Helen McNaught has looked at the Cupboard in Information Centre and has been sent costs for making a new one which is fit for purpose. She will come back to us.
5. Helen McNaught has looked at Information Centre and agreed it needs painting. She will get back to us. She also wants to check that colours are in line with correct historical colours. She has been given one quote.
6. Have met with Carterton information centre manager Cheryl Jaggard and exchanged ideas. She has invited Greytown Volunteers to Carterton Famils and we have reciprocated. This allows us to knowledgably cross-sell both locations.
7. **Training** needs to be done for new volunteers –Ellen, Caroline (Will ask Mr & Mrs Stedman if they would consider being in charge of training after further training by Leigh Hay).
8. **Info Centre Stats:** Margaret Cole has collated figures for the 3rd & 4th quarter (see below).
9. **Wairarapa Tourism Stats:** Visitors to the region: 1.5 million. Guest nights rose 13% over previous year (YTD Nov 13). A more proactive approach is now being used with social media, database mailouts, media coverage, industry partnerships. Cell phones/tablets constitute 40% of all web visits. Facebook like have jumped by 20%.

We had a very positive response with the BOP Jag Car group (40 people) who visited Greytown in Nov 2013 with assistance from Leigh Hay, Margaret Craig & Destination Wairarapa.

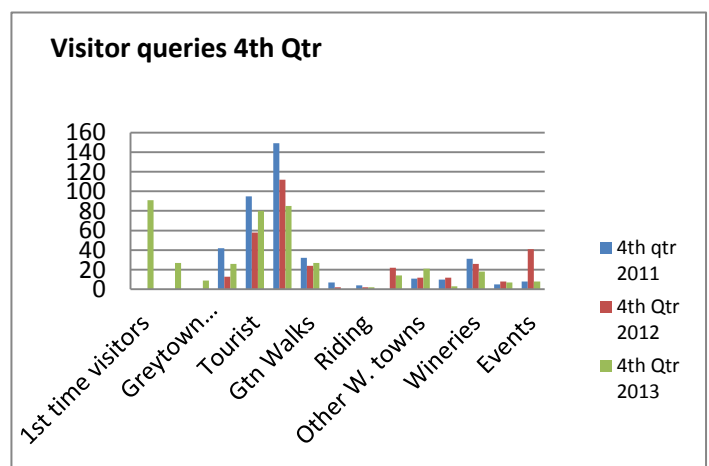
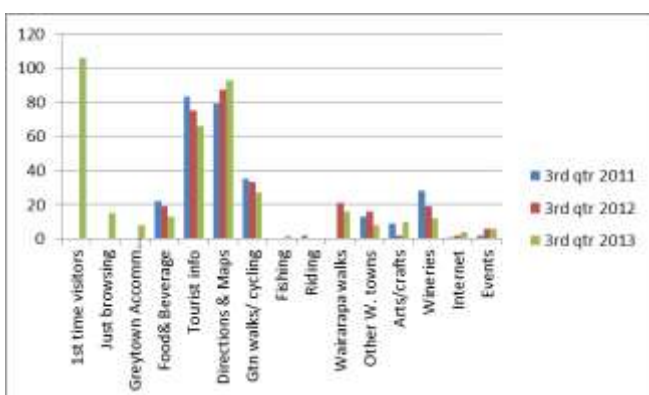
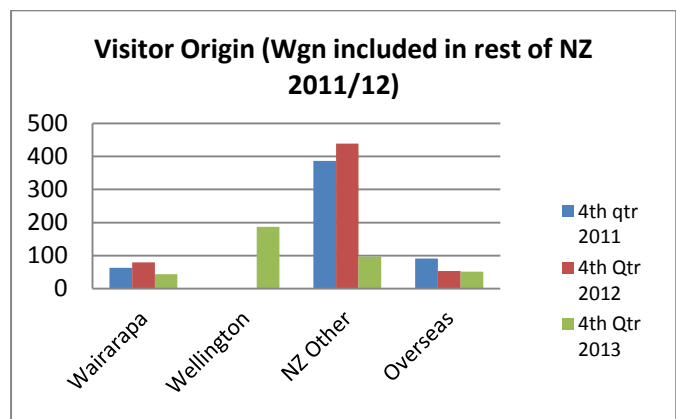
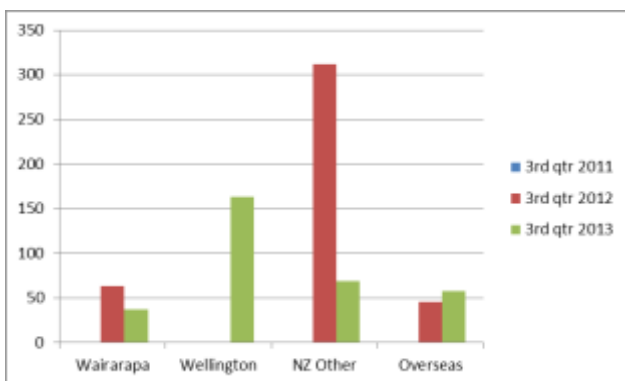
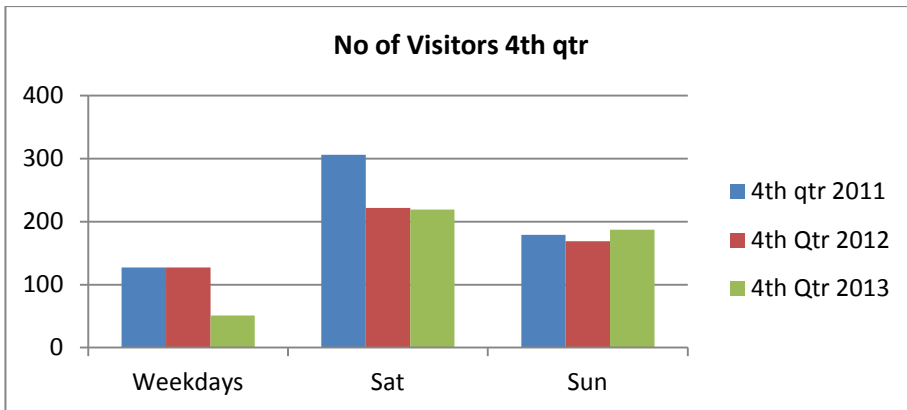
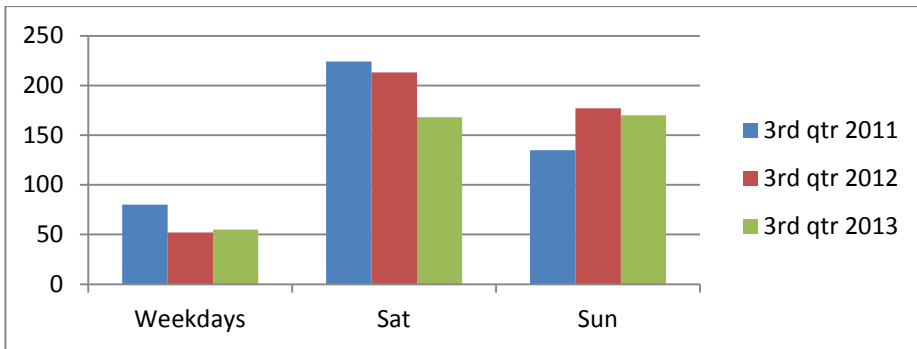
10. **Greytown Community Board Facebook:** This is being well received in the community and LIKES are growing. Destination Wairarapa Social Media expert has reviewed all our postings and was very complimentary as has been the business & community. She gave very good suggestions as to how we can grow this as a communication tool and analyse the data. She suggested a business card promoting our Facebook page which has been tentatively approved by GCB.

This will also have the advantage of showing Non-Facebook users that the Greytown Community Board Facebook pages essentially just acts as a web page for us and there is no need to join Facebook in order to be involved. Below is a breakdown of our age/gender stats.



Report Prepared by Leigh Hay, Greytown Community Board Member.

E: hay4greytown@gmail.com P: 021 710103



Greytown Community Board – Vodafone/2Degrees - Coverage in Greytown, Feb 2014

Notes by Leigh Hay/Viv Napier –as per conversation - Feb 2014.

Background

1. This was raised by Viv Napier with me as an ongoing issue after a discussion with her friends who were unable to process Eftpos transactions (Juno Olives) on the Vodafone network. The situation has been discussed at length in council and at various times over the last few years being raised with Vodafone including a meeting with Adrienne Staples and the CEO of Vodafone. There was no change or resolution. It was also raised as a serious issue by ANZ bank as various senior employees across their network (including Greytown) could not receive tx, calls etc in some parts of the country. Viv may have opportunity to discuss this further with Ted Ward who owns hubs in Wellington?

Response by Vodafone (and by Extension 2 Degrees)

- They have said they need a repeater to get better coverage.
- Have said they will put a mast up in Masterton
- Not a suitable location in Greytown for mast/repeater etc to improve coverage
- Feedback has suggested they may not be running on the correct spectrum (and post Wings over Wairarapa coverage was better for Martinborough vs Greytown). Opportunity to investigate this more thoroughly through local contacts (Viv).

Impact on Greytown by Poor Coverage by Vodafone/2 Degrees

1. Business: Slow/poor ability to process eftpost/ credit card transactions. This may mean loss of business as customers walk away from the sale.
2. Inability for tourists to find businesses (opening hours/products/services etc) during their visit to Wairarapa and therefore put them off going to Greytown, visiting certain retail/hospitality services and therefore finding other options.
3. Inability to access Q/R
4. Tourists: Left with poor impression of Greytown due to lack of coverage. Of note Vodafone has a strong presence at major inbound airports (Akld, Well, ChCh) and many travellers use Vodafone SIM cards. <http://www.vodafone.co.nz/travel-sim/>
5. Cell phones/tablets constitute 40% of all web visits to destination Wairarapa. This presents a huge problem for Greytown if they are on the Vodafone network.

What can be done to influence change by Greytown Community Board

1. Much that has been said about this problem is anecdotal.
2. Currently there are no hard facts to support our case.
3. Market Research would enhance our case and has potential:

Report Prepared by Leigh Hay, Greytown Community Board Member.

E: hay4greytown@gmail.com P: 021 710103

Greytown Community Board – Vodafone/2Degrees - Coverage in Greytown, Feb 2014

LOCAL

- Grapevine –insert questionnaire to locals
- Questionnaire at library to be handed out to all locals (dropped back at library or preferably filled in on the spot)
- Is approval needed by Helen McNaught/Council for a survey?
- Email to Greytown business database with questionnaire
- Facebook-local/GCB seeking feedback-currently base/demographics too small to make a major impact but needs to be in the mix.
- Survey at Schools (Connor)
- Work with John Hayes-MP for Wairarapa
- Ask new candidates (for upcoming National elections) what they intend to do about the situation?

FRIENDS/VISITORS OF LOCAL GREYTOWN PEOPLE

- Email friends and ask them to fill in a simple question (have you ever had trouble getting hold of me etc?)
- Was it life threatening or had major impact because we couldn't get hold of you?
- This will allow us to have some stats to support our argument (may be a bit more quantitative if we can get over 1,000 responses)

Sample Questionnaire-Locals (option only)

1. Have you experienced difficulties with Vodafone/2 Degrees network in Greytown?
2. Have you ever been a Vodafone/2 Degrees Customer?
3. If Not why a) Poor Coverage or b) always been a telecom customer
4. Have you switched to telecom from Vodafone as a result of poor coverage?
5. Do you believe Vodafone should improve its service to Greytown?

Sample Questionnaire-Visitors left at I-Centre

1. Have you experienced difficulties with Vodafone/2 Degrees network in Greytown?
2. Did you buy your SIM card at the airport?
3. Were you told you would have great coverage throughout NZ?
4. Have you felt let down by yr experience?
5. Has this influenced your visitor experience?

Sample Questionnaire-Friends of your from outside Greytown (this will improve the numbers game)

1. Have you experienced difficulties with Vodafone/2 Degrees network when trying to reach friends in Greytown?

Report Prepared by Leigh Hay, Greytown Community Board Member.

E: hay4greytown@gmail.com P: 021 710103

Greytown Community Board – Vodafone/2Degrees - Coverage in Greytown, Feb 2014

2. Did you think they were just poor communicators?
3. Was it life threatening or had major impact because we couldn't get hold of you?
4. How long before yr tx/messages were answered?
5. Did you realise they had a big Vodafone problem in Greytown?

PR

1. Press releases: Find an angle that will make headlines nationally with punchy headlines?
2. Go national- Destination Wairarapa MAY be able to help with some journalist. May need to pay for a story but may be worth it???
3. Fair Go (Viv) John Key , Minister for Tourism- Send Briefing paper to his office (Tourism Sector)

Big Boys with their Toys Don't Give Greytown a Fair Go

Big Boys with their Toys are seeing Black & White on Greytown

Is Greytown really KEY to John's forgotten strategy for Tourism?

David & Goliath: Can Greytown Knock Vodafone to its Feet?

Greytown Entrance Signs: Briefing Document

By Greytown Community Board- Feb 2014

Artist Appointed for the Commission-R Thompson

Objectives

1. The new sign that will stand out in the Wairarapa & the Lower Nth Island (which is our target market), where we have a unique proposition.
2. Boost recognition & create memorable welcome to Greytown
3. Capture where we have been historically but boldly more forward.
4. Ability to use the design in other formats in the future (/websites/promotional material / Facebook /Greytown brochures)
5. As an integral part of our commission we retain the sole & exclusive rights to use the design in any form we choose (online and printed material)
6. We would like the final approved design for the Greytown Gates to be given to us as a hi res JPEG & a CMYK JPEG suitable for hi res printing.

What are the things we want to say about Greytown in the design?

1. The Primary Element-Beautiful Victorian village. Use iconic old Council Building at 110 Main St as the key element.
2. The Secondary Element -Maori design-this needs to be researched by the artist in collaboration with Papawai Marae to ensure it is appropriate. We love the design submitted in earlier design (1st one).
3. The Secondary Element Tree-stylised tree (if possible gum tree)



Simple, Stands Out -see rough ideas of simplicity at bottom of this document (obviously with your interpretation)

Words on Sign

1. WELCOME to GREYTOWN
2. Est. 1854- Possibly at the bottom of the sign or where you think it would be sit most appropriately (weighting much smaller than other words but easily visible)
3. Please give us a couple of options in your submission for typeface for words.

Look & feel

1. Roger has suggested using metal cutout design
2. Keep it simple & uncluttered

3. It is all about GREYTOWN
4. Historical but Edgy
5. Stand out from other Wairarapa towns

Material/Practical

1. Sits on the left hand side of the road at both Nth & South entrances to Greytown
2. Look at exact position-GCB members
3. Ability to be lit up at night? (May not need this if backing option works). May need to consider an appropriate white backing board of some kind to highlight cut outs and allow greater visibility at night with car lights on.
4. Lighting/Power situation-GCB need to check on feasibility/cost of this.
5. Clear visibility (night & day)
6. Consider weighting of word size Greytown & Welcome being the focal point "to" being in a smaller size
7. Height – (needs to be confirmed by NZTA/GCB) –please submit your recommendations on the ideal height bearing in mind where it will be installed and budget .It may need to be adapted subject to NZTA regulations.
8. Portrait format.

Budget

We have tentatively set a budget of \$10,000 for signs, (one North & one South entrance). We hope your proposed design is achievable in that budget? This would include installation.

NZTA /SWDC

1. Resource consent needed (no budget allowance for this) - SWDC.
2. Confirm best design and then seek NZTA approval
3. Think we need to do design first (our best shot) and then work with NZTA. We are driving this not them.

Timing

1. Drawing to be submitted to GCB by Mid March –drawing & rough idea of cost.



The Greytown Community Board acts as an advocate for the Greytown Ward Communities.

Like the Greytown Community Board on Facebook to keep up to date with the latest Greytown news and events and share your photos and ideas!"




Like us on Facebook

www.facebook.com/GreytownCommunityBoard

Greytown Community Board



Order Details Without Return Address Labels

My Products	Quantity	Price	Subtotal
 <p>Premium Business Cards www.facebook.com/GreytownCommunityBoard</p> <p>Uploaded logo/photo/design</p> <p>Uploaded logo/photo/design</p> <p>Colour Reverse Side</p> <p>Matte</p>	1000	<p>NZ \$49.99 NZ \$40.49 You Saved 19%</p> <p>NZ \$2.99 INCLUDED</p> <p>NZ \$2.99 INCLUDED</p> <p>NZ \$9.99 INCLUDED</p>	NZ \$50.48
		Original Price	
Product Subtotal (not inclusive of shipping):		NZ \$65.96	NZ \$50.48
Shipping & Processing (Economy 14 Days):			NZ \$9.00
Total:		NZ \$74.96	NZ \$59.48
			You Saved NZ \$15.48!

By clicking the "Accept" button you are agreeing to the pricing above and to our [Terms and Conditions](#).
 Orders may not be changed or canceled once submitted.

Accept Without Return Address Labels

Order Details With Return Address Labels

My Products	Quantity	Price	Subtotal
-------------	----------	-------	----------

Friends of Stella and Sarah



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

Dear Suzanne

The Friends of Stella and Sarah present this information for the Greytown Community Board:

We are delighted to report the installation of the very first picnic table in Stella Bull Park, in accordance with the approved SWDC Development Plan of the Park. The Friends received donations from John and David Bull which went a long way towards the purchase of the table for which we are very appreciative. Thanks also go to Les Pope who made and painted the table at a muchly reduced price which lead to its installation in the Park. The Friends have had this project as a priority in the recent months and wish to share its success with the Community Board.

Weeding of the Heritage garden is an ongoing project as we look forward to the draft Memorandum of Understanding with the SWDC which we understand is being worked on at present. This will make clearer the areas of responsibility for upkeep of the gardens. The apple trees are bearing fruit which brings much pleasure to not only the Friends but to the families who donated memorial trees.

A major project before winter, after consultation with SWDC and City Care is the planned raising of the Heritage garden. There have been drainage problems with the retention of water in this garden and although a drain and soak pit were installed by SWDC earlier last year, City Care experts have advised the Friends that to avoid further loss of trees, the garden should be raised – like the Lioness Garden adjacent. The Friends are disappointed with this setback and while understanding the reasoning behind the decision, are concerned about the transplanting of trees which are currently doing well. We rely on the expertise of Karl and his team along with the constant support and advice of Steve Meyrick (Pinehaven) who currently sprays and tends to the trees.

Friends are hoping to also have the planned garden on the south side of the Park underway this year.

Our thanks go to the Community Board for its ongoing support and we offer members our condolences at the loss of Kay Gray who was such a believer in the welfare of Stella Bull Park.

Kind regards

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







10 December 2013

Mrs Christine Stevenson
Greytown Community Board
19 Kitchener Street
MARTINBOROUGH 5741

1st Floor
Westerman's Building
102-104 Russell Street South
P O Box 1058
Hastings 4156
Freephone 0800 878-720
Phone 06 878-7200
Fax 06 878-9550
Email enquiry@ecct.org.nz
Website www.ecct.org.nz

Dear Mrs. Stevenson

Re: Application Request 23396

Thank you for applying to Eastern & Central Community Trust for funding. The application will be considered by the Trust at its meeting at the end of January 2014. We will advise you of the outcome of your application by 6 February 2014.

Please feel free to give me a call if you have any questions or comments.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Jill Wolland".

Jill Wolland



29 January 2014

Mrs Christine Stevenson
Greytown Community Board
19 Kitchener Street
MARTINBOROUGH 5741

1st Floor
Westerman's Building
102-104 Russell Street South
P O Box 1058
Hastings 4156
Freephone 0800 878-720
Phone 06 878-7200
Fax 06 878-9550
Email enquiry@ecct.org.nz
Website www.ecct.org.nz

Dear Mrs. Stevenson

At a recent meeting of the Trust the trustees considered your organisation's application for a donation towards a Victorian Ball.

Unfortunately on this occasion your application was unsuccessful.

This outcome does not reflect in any way on the material submitted to the Trust in your application. The Trust receives requests for at least three times the funds we have available for distribution. The Board endeavours to allocate this funding as fairly as possible when considering the merit of applications.

Yours sincerely

A handwritten signature in cursive script, appearing to read "G. Milner".

Geoff Milner
Chair



TRUST HOUSE
COMMUNITY ENTERPRISE

29 November 2013

Christine Stevensen
Greytown Community Board
PO Box 6
MARTINBOROUGH 5741

Dear Christine

Re: Application for Grant – Trust House Foundation

I refer to your recent application for a grant, made to the Trust House Foundation, for assistance towards assisting with costs of a ball to celebrate Greytown's 160th birthday - 29 March 14.

I regret to advise that your application has not been successful as the Trustees feel that your organisation/project does not meet our eligibility criteria detailed in our grants policy.

I am sorry that on this occasion your application has not been successful, and would like to wish you all the best with your fundraising endeavours.

Yours sincerely

Craig Thomson
Community Support Manager

Ph: (06) 370 0525
Fax: (06) 378 8324
E-mail: craig@trusthouse.co.nz

To Greytown Community Board
Thankyou so much for your recent
grant - it is much appreciated

from

Whobianca

Kirsty & Harold.

Crain Egan.

Thank you for your generous
support this past year.

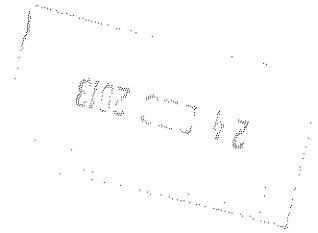
Life Education continues to work with the children of
New Zealand and with your help a small number of
people were able to achieve some great outcomes.

We wish you and your family a very Merry Christmas.
Have a safe, relaxing and joyous break over the festive
season and we'll see you in the New Year.



19 December 2013

Suzanne Clark
Committee Secretary
Greytown Community Board
PO Box 6
Martinborough 5741



Dear Suzanne

Thank you for your letter of 13 December, advising that our application for financial assistance from the Greytown Community Board was successful. It is with much appreciation that we acknowledge your generous grant of \$500.00. A tax invoice for \$500.00 plus GST has been sent to Sally Eru.

Your grant will help Victim Support provide quality service delivery to victims of serious crime and trauma in the Greytown area and will be used effectively in contributing to the cost of volunteer recruitment, training and expenses for our volunteers, and ongoing office expenses including attending external meetings.

Victim Support is proud of the work our volunteers do with victims, giving their time willingly, often working in very traumatic situations.

We continue to focus on providing an organisational approach, delivering quality services to our clients ensuring monitored health and safety, the provision of psychosocial and practical support, provision of information, advocating for victims' rights, and referral to and liaison with Police, other emergency services, and community agencies.

Thank you again for your support of the work we do.

Yours sincerely



Denise Graham
Regional Administrator/Fundraiser

----- Forwarded message -----

From: **Mike Green** <mike@pourhomme.co.nz>

Date: Thu, Feb 6, 2014 at 7:31 PM

Subject: Greytown Sign Concept

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

Hi Christine

Sorry this has taken so long to get to you but so much has happened over the last few weeks I'm only just catching up with myself

I've attached a few concepts for the sign idea I had to replace the entrance signs at either end of the town, my inspiration was to follow the ironwork theme of our street lamps and keep continuity through town maintaining the heritage look. Below is my original sketch of the design, I've also attached a photo of a streetlamp to illustrate how I have followed the ironwork theme, I've simply inverted the iron work structure of the lamp to make it suitable for signage.

The old image I have used in the sign is one I found of Main St online, but I imagine we could find something better in the archives, this is really just to show the concept

As we discussed the bottom section of the sign can be swapped out for various events/sponsorship/information. I would imagine the swap out panel sliding in and padlocking securely into place. The panel would be sign written with vinyl cut lettering making it very cost effective

I have also shown a visual of the flags for Main St to tie in with the entrance signs at either end of the town

If you have any queries or comments please let me know, I'd be interested to get your feedback

I'd be more than happy to run through or present the concept to the board if required

Cheers

Mike



Mike Green
All Round Top Bloke

PH: 06 3047 022 MOB: 021 223 4499

E: mike@pourhomme.co.nz W: www.pourhomme.co.nz

