



## Greytown Community Board

### Minutes – 14 May 2014

- Present:** Shane Atkinson (Chair), Ian Farley, Leigh Hay, Cr Viv Napier and Connor Taumoepau (student representative).
- In Attendance:** Mayor Adrienne Staples, Paul Crimp (Chief Executive) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 14 May 2014 between 7:00pm and 8:10pm.

#### **PUBLIC BUSINESS**

The Community Board agreed to add the application for funding from Southern Wairarapa Safer Community Council to the agenda for discussion under item 11 Financial Assistance.

##### **1. APOLOGIES**

*GCB RESOLVED (GCB 2014/27)* to receive apologies from Cr Craig, Mrs Stevenson and Mayor Staples.

*(Moved Atkinson/Seconded Cr Napier)*

Carried

##### **2. CONFLICTS OF INTEREST**

Cr Napier declared a conflict of interest with the application for financial assistance from Southern Wairarapa Safer Community Council as she was a Council representative for the organisation.

Mr Atkinson declared a conflict of interest with the application for financial assistance from the Greytown Trails Trust as he was a member of the Trust.

##### **3. PUBLIC PARTICIPATION**

Mr Thompson submitted his attendance apology.

##### **4. TREE ADVISORY GROUP**

Mrs Abbot submitted her attendance apology.

##### **5. GREYTOWN CDEM COMMUNITY RESPONSE TEAM**

The Community Board noted the nil report from the Greytown CDEM team.

#### **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.*

## **6. ACTIONS FROM PUBLIC PARTICIPATION AND PRESENTATIONS**

No required action.

## **7. COMMUNITY BOARD MINUTES/EXPENDITURE**

### **7.1 Greytown Community Board Minutes – 2 April 2014**

*GCB RESOLVED (GCB 2014/28)* that the minutes of the Greytown Community Board meeting held on 2 April 2014 be received and confirmed as true and correct.

*(Moved Cr Napier/Seconded Farley)*

Carried

### **7.2 Matters Arising**

There were no matters arising.

### **7.3 Action Items From Previous Meeting**

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

### **7.4 Income and Expenditure Statement to 31 March 2014**

*GCB RESOLVED (GCB 2014/29)* to receive the Income and Expenditure Statement to 31 March 2014.

*(Moved Cr Napier/Seconded Farley)*

Carried

## **8. OPERATIONAL REPORTS – COUNCIL OFFICERS**

### **8.1 Officers' Report to Community Boards**

*GCB RESOLVED (GCB 2014/30)* to receive the Officers' Report to Community Boards.

*(Moved Atkinson/Seconded Farley)*

Carried

## **9. COMMUNITY BOARD/COUNCILLORS REPORTS**

### **9.1 Main Street Development Programme**

Mrs Hay presented a proposal to purchase new metal, customisable, rubbish bins for the Greytown town centre. Mrs Hay undertook to present a more formal proposal with costs, brochures and compatibility assurance from Citycare at the next meeting.

### **9.2 Greytown After 5's (GA5s)**

In Mrs Stevenson's absence Cr Napier advised that a meeting with various business organisations was being organised for July 2014.

### **9.3 WWI 100th Anniversary**

Mr Farley spoke of events other Wairarapa towns were planning and encouraged the Community Board to support an event for 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.*

Mr Farley spoke of his intention to attend the RSA AGM and to determine whether they had anything planned to commemorate the event.

#### 9.4 Old Greytown Railway Station

Mr Farley raised the possibility of relocating the Old Greytown Railway Station Building from Woodside to Greytown and use it as a historical hub. Members were in general agreement that the building needed to have a 'use' with some form of supporting income before relocation could be seriously considered.

#### 9.5 Greytown Trails Trust

Mr Atkinson updated members on items discussed at the Greytown Trails Trust AGM, including support of a Greytown BMX track (but inactive role), development a memorial area on the Greytown Cycle Trail, creation of a donations page, and plans for creating a new cycle trail.

#### 9.6 Greytown BMX Track

Members discussed the possibility of developing a BMX track alongside the Greytown Cycle Trail. The Community Board agreed that the results of the student survey should be viewed before further progress was made.

#### 9.7 Student Survey

Mr Taumoepeau had received 150 returned surveys and was still to analyse the results. It was hoped the results would be available for the June 2014 Community Board meeting.

#### 9.8 Information Centre

Mrs Hay provided an update on Greytown Information Centre activities including a drive to recruit new members, continued work with Destination Wairarapa, favourable press releases on the Wairarapa, and a desire to leverage publicity off the Wellington World of WearableArt (WoW) show in September 2014.

#### *GCB NOTED:*

1. Action 286: Remove campground/park signage from the Greytown War Memorial gate to a more appropriate location; M Allingham
2. Action 287: Review the maintenance plan/budget for the Greytown Town Centre front offices and determine whether the Greytown Information Centre and Sport & Leisure Society rooms can be painted in the 14/15 financial year; M Allingham

#### **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. CORRESPONDENCE

### 10.1 Outwards

To Patricia McNeill from Murray Buchanan, Group Manager Planning and Environment, dated 4 April 2014.

To Tracy Anderson, Wairarapa Dog Obedience Club, from Greytown Community Board, dated 11 April 2014.

To Dave Butler-Peck, Greytown Sport & Leisure Society, from Greytown Community Board, dated 11 April 2014.

To Mike Green from Greytown Community Board dated 11 April 2014.

To Bruce Farley, Greytown Lions, from Greytown Community Board, dated 11 April 2014.

### 10.2 Inwards

From Denise Graham, Victim Support to Greytown Community Board dated 10 April 2014.

*GCB RESOLVED (GCB 2014/31)* to receive the inwards and outwards correspondence.

*(Moved Atkinson/Seconded Hay)*

Carried

## 11. FINANCIAL ASSISTANCE

### 11.1 Greytown Trails Trust

Members agreed that other Community Board projects needed to be properly costed and finances allocated accordingly before a decision on allocating funds could be made.

*GCB RESOLVED (GCB 2014/32)* to defer making a decision on the application for financial assistance from the Greytown Trails Trust until the 25 June 2014.

*(Moved Atkinson/Seconded Hay)*

Carried

### 11.2 Wairarapa Maths Association

*GCB RESOLVED (GCB 2014/33)* to grant Wairarapa Maths Association \$200 for the 2014 Maths Wairarapa competitions.

*(Moved Cr Napier/Seconded Atkinson)*

Carried

### 11.3 Southern Wairarapa Safer Community Council (tabled)

*GCB RESOLVED (GCB 2014/34)* to grant Southern Wairarapa Safer Community Council \$321.42 for youth transport to the Waigrown event on the condition that the number of South Wairarapa students using the subsidised transport are reported back to the Community Board.

*(Moved Atkinson/Seconded Farley)*

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.*

**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 14 May 2014**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
93	GCB	19-Feb-14	Action	Christine Stevenson	Undertake research on locations in Greytown which might benefit from placement of a new seat	Open	
160	GCB	2-Apr-14	Resolution	Christine Stevenson	GCB RESOLVED (GCB 2014/14) to support the concept of a digital notice board with material jointly managed by Greytown Sport and Leisure and the Greytown Community Board and to approve a budget for purchase and installation up to \$800, with details to be agreed and approved by the Community Board via email. (Moved Atkinson/Seconded Cr Craig) Carried	Open	In commitments, GCB to advise progress
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	
283	GCB	14-May-14	Resolution	Paul	GCB RESOLVED (GCB 2014/32) to defer making a decision on the application for financial assistance from the Greytown Trails Trust until the 25 June 2014. (Moved Atkinson/Seconded Hay) Carried	Actioned	Item on agenda for Board consideration
284	GCB	14-May-14	Resolution	Kyra	GCB RESOLVED (GCB 2014/33) to grant Wairarapa Maths Association \$200 for the 2014 Maths Wairarapa competitions. (Moved Cr Napier/Seconded Atkinson) Carried	Actioned	in hand
285	GCB	14-May-14	Resolution	Kyra	GCB RESOLVED (GCB 2014/34) to grant Southern Wairarapa Safer Community Council \$321.42 for youth transport to the Waigrown event on the condition that the number of South Wairarapa students using the subsidised transport are reported back to the Community Board. (Moved Atkinson/Seconded Farley) Carried	Actioned	in hand
286	GCB	14-May-14	Action	Mark	Remove campground/park signage from the Greytown War Memorial gate to a more appropriate location	Open	12/6 Officer to investigate

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
287	GCB	14-May-14	Action	Mark	Review the maintenance plan/budget for the Greytown Town Centre front offices and determine whether the Greytown Information Centre and Sport & Leisure Society rooms can be painted in the 14/15 financial year	Open	12/6 Front office to be painted in the 14/15 financial year

<b>Greytown Community Board</b>	
<b>Income &amp; Expenditure to 31 May 2014</b>	
<u>INCOME</u>	
Balance 1 July 2013	23,216.09
Annual Plan 2013/14	14,505.36
Tree Donations - Arbor Day 201	417.39
<b>TOTAL INCOME</b>	<b>38,138.84</b>
<u>EXPENDITURE</u>	
Members' Salaries	8,255.96
<b>Total Personnel Costs</b>	<b>8,255.96</b>
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
AP Power Services GCB remove banners	72.00
Flowers	78.00
AP Wine Barrell weeding - Jan	120.00
AP GCB Facebook business cards reimb	59.48
AP Wine Barrell weeding - Feb	120.00
AP Greytown Barrels March	120.00
GTN free pool day	205.00
AP Flagz Limited Flags 900x1800 banners	898.00
AP Tree Top Flower Flowers for Leigh Hay	60.00
AP Gtn Barrels - water & weed	120.00
<b>Total General Expenses</b>	<b>2,957.66</b>
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
Wairarapa & Southern Hawkes Bay Life Education Trust	500.00
Greytown Menz Shed	500.00
AP Citizens Advice GCB Grant CAB clinic	500.00
AP GCB Fete grant 2014	434.78
<b>Total Grants</b>	<b>4,384.78</b>
<b>TOTAL EXPENDITURE</b>	<b>15,598.40</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>22,540.44</b>



# GREYTOWN COMMUNITY BOARD

25 JUNE 2014

---

## AGENDA ITEM 8.1

### OFFICERS' REPORT

---

#### **Purpose of Report**

To report to the Maori Standing Committee/Community Boards on general activities since the last meetings.

#### **Recommendations**

Officers recommend that Committee/Board:

1. *Receive the information.*

### CEO REPORT

#### **1. Executive Summary**

The Draft Annual Plan continues to dominate proceedings with public meetings being held, and generally well attended, in Featherston, Greytown and Martinborough.

Good debate was had on a range of issues that will feed into the annual plan deliberations.

155 submissions have been received at the time of writing this report; we continue to receive a few late submissions. Analysis of these submissions is well underway and these are due to be sent to Councillors by 30 May.

NZTA have generally concluded their review of the FAR rates, attached as appendix 1 is the letter advising SWDC of their rates. The treatment of Special Purpose Roads is still to be finalised.

## 2. Governance/Leadership/Advocacy

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

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

### 2.1 Local Government Commission/Governance Review

The Local Government Commission (the Commission) continues its background work.

A presentation was made to the Chief Executives forum where it was indicated the draft determination was being written up, and should be released mid June.

We continue to field questions from the Commission on various matters, including the land transport integration across the region.

Councillors will be updated as new information comes to hand.

## 3. Strategic Planning and Policy Development

### 3.1 Meetings

#### 3.1.1. Civil Defence

Discussions are ongoing with WREMO regarding the updated "concept of operations".

While there is a lot of focus on preparing for "declared events, the majority of incidents in the Wairarapa are localised impacting one or two local authorities.

This initiative will be useful in providing more resource to the local controllers in the event of an emergency.

### **3.1.2. Chief Executives Forum**

A brief presentation on the FAR review was given, this review is largely complete and attached as appendix 1 is a copy of a letter received indicating our FAR rate.

An update on key shared services initiatives was given, these initiatives being Economic Development, ICT, Water Spatial Planning

Kevin Lavery, WCC Chief Executive also gave a brief update on the airport extension project.

### **3.2 Legislation**

We continue to work toward implementation of the various legislation changes that have been, or are about to be made.

### **3.3 Wastewater Consents**

The three wastewater consents are tracking generally as planned, the timeframe for issuance is still planned to be late 2014 for all consents.

As a slight aside, I spent an interesting couple of hours on a tour of Masterton's Homebush plant. This is an impressive and large site, construction is not due for completion for another year or so.

### **3.4 Wastewater Funding**

The Ministry of Health provided some quite substantial subsidies for the provision of potable water to small communities.

The Ministry for the Environment issued a National Policy Statement for Freshwater Management.

I approached the Ministers for Local Government; Health; and Environment to ascertain whether the Government had considered similar subsidies to that administered by the Ministry of Health. The letter was really on behalf of all small inland local authorities in New Zealand.

Attached as appendix 2 is the letter to the various Ministers, and the response from Hon Amy Adams. The response is fairly straightforward, the implication of this is that we need to lobby strongly the groups charged with setting the freshwater standards.

## 4. Monitoring and Reporting

### 4.1 Rates Arrears

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
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773

9 ratepayer accounts have been referred to our lawyers for an initial letter. If there is not response to these initial letters formal legal action will commence. The cost of this formal legal; action is recovered from the ratepayer.

A further 45 demands have been made to organisations who have an interest in properties that are in arrears. This is mainly banking institutions.

### 4.2 Annual Plan/Annual Report

The 2014/15 draft Annual Plan was adopted for public consultation on 9 April 2014.

The draft includes a proposed rates increase of 3.48% which is 1.04% above that included in the 2012/22 LTP for the 2014/15 year. This increase is driven by the purchase of land for the disposal of treated wastewater at Papawai (1.01%) and the proposed commencement of seal extension (1.04%).

The matters under consideration included in the draft plan are open for public consultation from 16 April until 19 May.

Public meetings have been held, with submissions closing 19 May (however we are still receiving some late submissions)

Officers are incorporating comments and recommendations where able, distribution is due by Friday 30 May.

## **5. Corporate**

### **5.1 Staffing**

For the role vacated by JP Irwin, Bill Sloan has agreed to take this position over. There will be a change to the administration in the I & S department to support this move. Some aspects of Mr. Sloan's previous role will need to be contracted out (e.g. asset management plans) however it is believed this move will provide stability back into the I & S department.

Local Authorities around the country are finding it difficult to recruit in this area, with the Christchurch situation soaking up most staff.

### **5.2 Collective Employment Agreement**

Negotiations have commenced on a new collective, it is hoped these will conclude in a month or so.

### **5.3 Occupational Health and Safety**

There were no incidents reported since the last Council meeting.

As reported at the previous Council meeting, there has been a change in legislation signaled which will come into effect mid/late this year.

This is a significant change in direction with more liability placed on organisations, and this flows through to contractors working for those organisations.

As more information comes to hand we will brief Council.

### **5.4 Insurance**

JLT (Jardines) presented their draft insurance proposal for Councils insurance needs.

As in previous years, we have a combined policy with MDC and CDC, which generates good savings.

Premiums are anticipated to be at similar levels to previous years.

The LAPP scheme has been under some pressure and in the last year the scheme plan resulted in local authorities being exposed to a greater risk of financial contribution if a major event occurred in another district. This exposure has now been eliminated and we are effectively back to the same scheme as a couple of years ago which has proven quite robust.

A number of local authorities have withdrawn from the scheme and the impact of this will be monitored.

## 5.5 LGOIMA Requests

DATE	REQUEST MADE BY	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
14-April	May Kerry Stevens	Details of rates income, number of rateable properties. Funding spend on Tourism and Economic Development	Income \$10,386,000 excluding GST. 5,932 properties. Destination Wairarapa paid \$111,000 excludes GST for Tourism. SWDC contribute to Grow Economic Development contribution made to Grow Wellington through Greater Wellington District Council rate.
17 April	Neil Mongomerie-Crowe	Expenditure on floral planting in towns of SW - the cost to each town itemised	Details provided.
24 April	Gordon Jensen	Disposal of asbestos, fire permits and disposal of hazardous waste.	Information provided
30 April	Ratepayer, Greytown	Seeking papers relating to Council approval of widening of the Moroa water race into a private pond.	Information provided
15 May	W. Eaglesome	Number of Property seizures in District as result of non-payment of rates or abandonment of property.	None
21 May	Ratepayer, Greytown	Requesting clarification of information provided in response to earlier papers provided relating to Council approval of widening of the Moroa water race into a private pond.	

## 6. Appendices

Appendix 1 – NZTA advice letter

Appendix 2 – Letters Regarding Wastewater Funding

Contact Officer: Paul Crimp, Chief Executive Officer

# **Appendix 1 – NZTA Advice Letter**



NATIONAL OFFICE  
50 Victoria Street  
Private Bag 6995  
Wellington 6141  
New Zealand  
T 64 4 894 5400  
F 64 4 894 6100  
[www.nzta.govt.nz](http://www.nzta.govt.nz)

8 May 2014

Mayor Adrienne Staples  
South Wairarapa District Council  
PO Box 6  
Martinborough 5741

Dear Mayor Adrienne Staples

### **Funding Assistance Rates Review**

The Board of the NZ Transport Agency recently made some initial decisions on the review of the Funding Assistance Rates (FARs). This letter sets out those decisions and outlines the additional work that is required to complete this review and determine the Funding Assistance Rates for individual Councils and other Approved Organisations.

Reviewing how we set FARs is a complex task concerned with apportioning the costs of our national transport network appropriately between the road user and the ratepayer. FARs are part of a wider investment system where we engage on questions of the transport network outcomes we are seeking, and where we identify and invest in those projects and service levels that best deliver those outcomes. As such, the One Network Road Classification and its focus on fit-for-purpose standards, is an important partner to the Funding Assistance Rate review.

The feedback on our provisional framework for setting FARs has been valuable. It clarified many aspects and has enabled the Board to make some important initial decisions.

The submissions also delivered insight into some issues that need more consideration. The Board considered that the decisions on how to distinguish Councils from each other when setting FARs, and determining the final rate for each Council for the 2015-18 investment period, need further work and consideration. As a result we will undertake further sensitivity testing of options once the 2013 New Zealand Index of Deprivation is available, along with testing other evidence and data. We will also discuss with Councils that manage a special purpose road the specific transition arrangements for those roads, as this was raised by many as a concern. Both these issues affect the final rates to be determined by the Board.



The submissions also raised issues of the timing of decisions on FAR rates and how they affect long term plan and regional land transport plan processes that are to be developed over the coming months. We want to support these processes and provide you with as much certainty as we can. Accordingly the Board has made some important initial decisions to provide certainty on key elements and enable all of us to make progress. These are outlined below.

The Board confirmed the overall framework for setting FARs. It approved an overall co- investment rate of 53%, and confirmed that each Council will get one rate for all activities (other than for emergency works or targeted rates). The normal FAR rate for many Councils following completion of the transitional period, ie those that do not receive a higher rate, will be 52%. The higher rates to assist specific Councils, and the basis on which those will be derived, have yet to be determined.

In response to concerns around avoiding substantial rate drops, the Board confirmed the transitional arrangements to ensure all changes to the FAR are completed in the next nine years or over the next three NLTP cycles. No Council will drop more than 1% from their current normal FAR in each year of the 2015/18 NLTP period and subsequent NLTPs if necessary. We have calculated that the start rate for transition for South Wairarapa District Council is 51% and the detail of how we derived this is explained in the attachment. This does mean however, that rates rises from this current rate will also need to be transitioned in a similar and matching manner.

Principles around FARs that apply for emergency works are confirmed to provide clear guidance as to how this issue will be managed, and we will be revising our current policy in line with these principles.

Principles around road/rail level crossings have also been clarified, but in recognition of the issues raised around this, we will engage further with Kiwirail to investigate and implement an appropriate funding assistance rate system for those level crossing warning devices that both provides for on-going maintenance and renewal of those devices in a manner that is consistent with the funding assistance rates framework and principles. FARs for total mobility services will remain as they are for the next NLTP period and we will also initiate a separate review of that operational policy.

These decisions are set out in the attachment. Submissions are summarised and available, together with the relevant Board Paper, at [www.nzta.govt.nz/far](http://www.nzta.govt.nz/far).

We will now engage with those Councils with special purpose roads to discuss transitional arrangements, and undertake sensitivity testing of the model so that the NZTA Board can decide your final Funding Assistance Rate.

We expect this work to be completed by the last quarter of 2014. We will also engage further on the reviews around emergency works operational policy, total mobility services and level crossings.

Thank you for your engagement and contributions on this complex topic.

Yours sincerely

A handwritten signature in black ink, appearing to read 'G Dangerfield', written in a cursive style.

**Geoff Dangerfield**  
Chief Executive

# **Appendix 2 – Letters Regarding Wastewater Funding**

29 April 2014

Hon Amy Adams  
Minister for the Environment  
Parliament Buildings  
Wellington

Dear Minister

### **South Wairarapa District Council Wastewater Costs**

This letter is a request for financial assistance.

South Wairarapa District Council is in the process of filing resource consents to discharge treated wastewater for its three main towns Greytown, Featherston, and Martinborough.

As part of this process we have completed a significant body of scientific and technical analysis on the options available. The analysis has shown the only options available are:

- Greytown, discharge to land, require 140Ha approx, adjacent to waterway so need to irrigate sparingly
- Featherston, "high rate treatment plant" as land and underground structures do not allow discharge to land
- Martinborough, discharge to land, require 140Ha approx. adjacent to waterway so need to irrigate sparingly

We now know the total project cost will be in the order of \$34M servicing 4,100 properties, and we require 50 years to stop discharge to freshwater completely. The maximum consent available is 35 years and over this time we hope to achieve 85% to 90% non river discharge.

The Government gave a clear signal in its NPS for Freshwater that discharge to fresh waterways must effectively stop.

While this Council (and probably most New Zealanders) would agree with the sentiments of that NPS, it does put (generally small) inland communities at a disadvantage over (generally large) coastal communities. The former have no real option but to either discharge to expensive land or if there is no suitable land purchase even more expensive "high rate treatment plants", the latter simply "build a longer pipe" into the sea (I acknowledge it isn't quite that simple!).

South Wairarapa has some significantly financially deprived areas particularly in Featherston, but none of the three towns is immune as there are a number of fixed income ratepayers in all three towns. It is anticipated our wastewater rates alone will increase from \$366 to \$889, or

from 1.9% to 4.7% of the living alone allowance by 2043. We do not have the benefit of economies of scale.

I request consideration be given to the wider issues impacting the many small inland local authorities that now have little choice but to either discharge to land or install high rate treatment plants and the significant burden this will place on those small communities.

I have not requested a specific sum as there are many complex issues in each locality, however some form of subsidy (similar to the Ministry of Health drinking water subsidies) would be useful to ease the burden, and accelerate the implementation of an environmentally sustainable solution.

Happy to discuss further.

Thank you.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Paul Crimp', written in a cursive style.

Paul Crimp  
**Chief Executive Officer**



23 MAY 2014

## Office of Hon Amy Adams

Member of Parliament for Selwyn

Minister for the Environment

Minister for Communications and Information Technology



ENV 11951

Mr Paul Crimp  
Chief Executive Officer  
South Wairarapa District Council  
PO Box 6  
MARTINBOROUGH 5741

Dear Mr Crimp

Thank you for your letter of 29 April 2014 regarding financial assistance to contribute towards the upgrade of your District's wastewater treatment plants.

As you are aware, the Government is currently undertaking a series of reforms to improve the quality of freshwater in New Zealand, including the proposed amendments to the National Policy Statement for Freshwater Management 2011 (NPS-FM). These reforms are substantial and it is anticipated that integration of them in the way we manage our fresh water will take a generation. While I acknowledge that these reforms present challenges for territorial authorities and their communities, at this time the Ministry for the Environment has no capacity to provide financial assistance towards wastewater upgrades.

A key feature of the NPS-FM is the National Objectives Framework (NOF). This decision support tool is intended to help communities identify the objectives, values, and the freshwater quality outcomes they aspire to for their fresh water. The NOF process requires communities to contribute to defining the acceptable economic impacts associated with management decisions. It also requires communities to be involved in deciding the appropriate timeframes for achieving the desired freshwater quality outcomes. I believe that the NOF will be of considerable assistance to those that are facing significant challenges associated with improving the management of fresh water. It will enable communities and councils to work together to find acceptable solutions to challenges, such as those outlined in your letter.

Yours sincerely

Hon Amy Adams  
**Minister for the Environment**

# INFRASTRUCTURE AND SERVICES

## 1. 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.*

### 1.1 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. Citycare will be undertaking this work as part a variation to the contract.

### 1.2 Consents

#### 2.2.1 Water

There were no consent issues or variances during the reporting period.

#### 2.2.2 Water Supply Capital Improvements

Power to site was available at the end of May. This will enable test pumping of the bore-field to commence.

Detailed design of the pipeline and process improvements at the plant will commence once the sustainable bore-field yield (available daily flow) has been established.

### 2.3 Water Treatment Plants

The Greytown, Featherston and Martinborough water treatment plants operated routinely throughout the period. The ultra-filtration plant servicing Featherston however operated close to its limitations due to consistently high turbidity levels in the Waiohine River during the period.

At Pirinoa on 9 May 2014 a power outage caused a malfunction of the bore pump. As a non-monitored site no pre-warning was available to operational staff until residents and the school ran out of water on 11 May. The shutdown meant that the Pirinoa School was closed for the day on Monday 12 May. Water was restored later in the day and staff are considering what low cost remote monitoring measures can be put in place to better manage the supply in the future.

## 2.4 Water Reticulation

Transgressions for E Coli at very low levels were recorded in the Martinborough reticulation on 17 April 2014. Levels were well below that required for boil water notice.

To achieve a clearance in a potable water supply three consecutive negative results are required and these were achieved.

It is thought that a point source of bacteriological contamination has been occurring near the Martinborough Water Supply Reservoirs. This potential source of contamination (a private pipeline terminating at Shooting Butts Road) has now been eliminated with the installation of an industrial grade back flow preventer.

Investigation into water supply security is continuing on property serviced by this private line to ensure robustness of the community supply.

Elsewhere over the three urban supplies here were 21 water reticulation repairs reported and rectified during the period.

## 2.5 Water Races

The 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. Notices issued to land owners where required for water race cleaning.

## 2. 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.*

### 2.1 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%		



## **2.2 Consents**

### **3.2.1 Martinborough WWTP**

The final Martinborough consent application that had been lodged and accepted by GWRC has resulted in a request for further information.

This request needs to be satisfactorily addressed before the consent application can be publically notified and needs to be responded to by 2 June 2014 and Council's advisors are responding to this request.

Once this request has been addressed satisfactorily, the consent application will be publically notified. No date is available at this stage for public notification.

### **3.2.2 Featherston WWTP**

The Featherston final draft application has been presented to GWRC and will require finalisation with GWRC officers prior to formal lodgment. The final formal application is expected to be with GWRC early June.

### **3.2.3 Greytown WWTP**

As earlier advised resources are being applied to complete and lodge the final draft consent application as soon as that can be achieved and is expected to now be mid to late June 2014.

## **3.3 Wastewater General**

In pipeline investigation in targeted areas of the Featherston reticulation programme has been completed. Reporting is due within two weeks and is expected to assist with the finalisation of a significant renewal programme which will be procured over 2014/15.

## **3.4 Wastewater Treatment Plants**

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

## **3.5 Wastewater Reticulation**

There were two reported pipeline blockages during the period.

## **3. Storm Water Drainage**

Due to the severe weather over the Easter period there were 5 reports of flooding. These were responded to within 5 hours.

Due to the severity of the rainfall over the Easter period, there was a lot of flooding that was not reported to Council. Some of this may have abated naturally; the extent to which this was aided by City Care workers is not known.

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

### 3.1 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%		

## 4. Solid Waste Management

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

### 4.1 Key Performance Indicators

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

### 4.2 Waste Management

Feedback from residents of Tukurumuri regarding the pending closure of the recycling station was received, a separate report to Council has been provided.

## 5. 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.*

### 5.1 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 ± 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

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Availability of footpaths on at least one side of the road down the whole street	90%		

### 6.3 Roading Maintenance

Council has experienced numerous issues relating to unsealed road maintenance over the past 6 week period. This is being addressed with the current heavy metaling programme across the district. It is also taking into consideration the possible candidate sites for future seal extensions.

Works are underway on the Hikunui Bridge with a new bridge deck being replaced. Normal road closure procedures are being implemented to ensure minimal disruptions to public and users.

The Hinakura rehabilitation is almost complete with sealing expected to take place in the week of the 26<sup>th</sup> of May.

Work is starting on the set up of RAMM and the implementation of systems for the new contract to move toward a more streamline approach to the development of work programs and maintenance management.

### 6.4 Asset management plans

There has been acceptance by the three Wairarapa councils to move to a single standardised Asset management plan for all three councils. The general concept has been that while there will be a single plan covering the 3 councils an individual sub-document will be developed per council covering the individual works plans and renewal programs.

This is seen as an excellent way forward and fits with the "One Network Road Classification"

### 5.2 One Network Road Classification

The One Network Road Classification project has three elements. The first is classifying roads into categories based on their function in the national network. This was completed in December 2013.

The second element is the Customer Levels of Service (CLOs), which define what the fit for purpose outcomes are for each category in terms of mobility, safety, accessibility and amenity. Provisional CLOs have been developed and will remain provisional until they can be fully tested through an iterative process of developing detailed performance measures for network operation and maintenance.

The third element is the development of the performance measures and targets, which will effectively determine how the categories and customer levels of service translate into specific maintenance, operational and investment decisions. This work has started and will be completed during 2014.

In line with the development of the functional classification and the provisional CLOs, The Road Efficiency Group will again be undertaking

engagement with RCAs and other stakeholders as it develops the performance measures and targets.

In light of the 3 Wairarapa Councils combining their AMP's there is an excellent strategic fit to the principals of consistency, coherence (route continuity) and local knowledge (tourism, scenic routes, and criticality e.g. the closing of the Waihenga Bridge during flooding).



**Figure 1 workshop on development of the performance measures and targets**

### **5.3 Footpaths**

The joint SWDC/CDC contract for the footpath renewals and maintenance has been let to Higgins Wairarapa (formally Oldfield's). The initial walk over will take place in the week of the 26<sup>th</sup> reviewing the previous footpath plans work required.

The first years' work expected to start in July.

### **5.4 Street lighting contract**

The contract was prepared by Council officers in conjunction with Masterton, Carterton and South Wairarapa Councils, with the aim of producing a single contract for the inspection and maintenance of all three Council's street light networks.

The contract comprises the:

- Inspection of street lights (including those on-charged to NZTA on urban State Highway),
- The repair of isolated outages,
- The programmed bulk replacement of lamps, and
- Emergency repairs for accident damage.

The Contract commences on 1 July 2014 and terminates on 30 June 2017. There is the provision of two annual extensions on completion of the initial period through until 30 June 2018 and 30 June 2019 respectively, at the sole discretion of the Principal.

The tender was evaluated using the Price Quality Method in accordance with Councils Roading Procurement Strategy, by a tender evaluation team (TET) comprising:

- W Potts – MDC (Qualified Evaluator)
- D Patten – Technical consultant

The contract is structured such that payment is made only for work carried out, and contains a portion of capital works (being the programmed bulk lamp replacement), the scope of which can be adjusted to suit the Council's budgets.

This contract was won by Power Services Wairarapa.

## 6. 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.*

### 6.1 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%	0	Season over
Ratepayers and residents satisfaction with Council swimming pools	70%	78%	NRB Survey 2013
Occupancy of pensioner housing	97%	98%	Pensioner housing records
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	6 per library	Library records
Ratepayers and residents satisfied with libraries	97%	87%	NRB Survey 2013

### 6.2 Playgrounds

A replacement slide for Martinborough playground has been ordered.

### **6.3 Sports fields and facilities**

A meeting of Soldiers' Memorial Park users was held on 14 April, with SWDC represented by Cr Napier and member Stevenson along with Helen McNaught, and Karl Nesbitt from City Care. One outcome of this meeting was a second meeting specifically for Greytown Swimming Pool stakeholders to discuss proposed works on the pool over the winter.

### **6.4 Pensioner housing**

There has been no change in tenants in any of the flats. The waitlist has grown by another two people since last report. The waitlist is currently seven people for Martinborough, five for Greytown and twelve for Featherston.

Helen McNaught (SWDC) and Karl Nesbit (City Care) carried out the first of the exterior inspections of the flats at Matthews Flats, Featherston, on 16 May. Exterior inspections are planned for the remaining flats over the next few weeks, with the final outcome being a costed future management plan for each of the buildings. One immediate result of the visit to Matthews Flats was an awareness of the difficulty some elderly residents have in disposing of unwanted items which are not recyclable. A waste collection day has been planned in which City Care will collect unwanted rubbish from the residents of all of SWDC's flats; this may become an annual event.

### **6.5 Parks and Reserves**

#### **6.5.1. Greytown**



Greytown off-leash dog park is now complete and fully fenced, although the car-parking area on Cotter Street is yet to get a hard surface. The Greytown Menz Shed has been commissioned to provide seats.

### **6.5.2. Featherston**

A formed walkway has been constructed along Johnston Street Reserve along the well-worn commuter track. Directional signage is also being installed from Featherston train station, along the walkway to the town centre, as requested by the Featherston Community Board.

Fly-tipping continues to be a problem in Featherston, particularly at Otairua Reserve.



## **6.6 Toilets**

### **6.6.1. South coast**

Planning is in hand for a replacement to the current “long-drop” toilet at the Ngawi surf break. The new Norski self-contained toilet, the same model installed at Cape Palliser light-house, has been ordered.

## **6.7 Properties**

### **6.7.1. Featherston**

The Amenities Manager will meet with district councillors and the Featherston Community Board later this month to present the condition reports and programme for the Anzac Hall works.

### **6.7.2. Greytown**

The Old Library in Stella Bull park is listed with Property Brokers and is currently being advertised as available for lease. There have been three or four enquiries but no proposals have yet been received. Meanwhile the building continues to attract short-term hires, particularly as retail space over weekends.

### **6.7.3. Martinborough**

New tenants moved into Pain Farm Homestead on 16 May 2014, and they are already beginning work on restoring the gardens to their former glory. The tenant in Pain Cottage remains the same. Quotes for cleaning, scraping and repainting the Homestead and Cottage are currently being sourced. Officers plan to replace the old "Bed and Breakfast" sign with a new one which will restore the homestead's name ("Okoroire").

## **6.8 Cemeteries**

The April rates newsletter featured an article on cemeteries, outlining the historical sections and how although SWDC maintains the cemetery grounds, we do not maintain the individual headstones and memorials. The article encourages families of people interred in SWDC cemeteries to maintain the headstones and memorials and if they would like to carry out any restoration work to get in touch with their local monumental mason. In this article we encouraged the development of 'Friends of the Cemetery' groups. So far, there has been interest in groups for Featherston and Martinborough's Dublin Street Cemeteries.

### **6.8.1. Featherston**

There was one burial in April. The third ashes wall at Featherston Cemetery is complete, officers are waiting on a Producer Statement Construction Review (PS4) from the engineer then the wall will be ready for ashes placement.

There have been four counts of vandalism at Featherston Cemetery in the last two weeks. In block three, three headstones were kicked over, and in block two, which is part of the older area, one marble headstone has been kicked over and broken into bits.

Work has resumed on the Featherston Cemetery extension which is located over the road from the current cemetery. City Care staff have weeded and cleaned up the native corridor plantings along Cundy's Road. Officers and City Care are now reviewing plantings for the next stage of development at the north-western end of the cemetery. A meeting with representatives of Te Waka Iti reached agreement on the process for development of that section of the new cemetery.

### **6.8.2. Greytown**

There were no burials in April.

### **6.8.3. Martinborough**

There was one burial on April.

## **6.9 Swimming Pools**

### **6.9.1. Featherston**

Loose tiles around the pool have been grouted and re-fixed. Plumbing and electrical repairs to the changing rooms are in progress. The main pool has been water-blasted and inspected, pending re-painting prior to the start of next season. A replacement planting programme for the trees around the outside of the pool compound has been developed and will be implemented progressively.



### **6.9.2. Greytown**

Plumbing and electrical repairs to the changing rooms are in progress. The main pool has been water-blasted and inspected, pending fibre-glassing prior to the start of next season. The major repairs to the skimmer system are largely complete. A key outcome of the April meeting with the pool stakeholders was unanimous support for a proposal to enable the pool to be operated at the standard 25-metre length instead of its current 33½ yards. An engineering report has been commissioned from Opus to look at the best way this might be achieved. Quotes are being sought for a solar hot-water heating system and pool cover. The Greytown Swimming Club will be seeking external funding towards these.

### **6.9.3. Martinborough**

The pool has been water-blasted and inspected. The intention is to repaint the pool before the start of the next season. A proposal to extend the pool compound towards Princess Street with a grassed area is in development. The functioning of the solar heating system is being checked, and we are also investigating ways to make the operation of the main pool cover easier for staff when it is windy.

### **6.10 Campgrounds**

Neil and Ann Smith surrendered their lease of Greytown Campground at the end of April. Some documentation and financial work has yet to be completed to finalise this. Stan Mantovich has been appointed as temporary campground manager while the leasing process is under way.

## **7. Libraries**

### **7.1 Statistics**

Statistics are attached as Appendix 3.

### **7.2 Staffing**

Recruitment to fill vacant library assistant positions has resulted in the appointment of Christina Finn at Greytown library, and Richmel Castleton and Jennifer Holmstrom (job –share) at Martinborough library. The pool of casual library assistants has been expanded with the appointment of seven casual staff.

### **7.3 Te Puna**

Branch library managers met with representatives of Te Puna, which National Library's cataloguing and interloan service to other libraries. This provided an opportunity for an exchange of information, and as a result, the south Wairarapa libraries have joined Te Puna's IBS system which automates billing for interloans. Participation in this system will lead to cheaper interloan charges from many libraries. In addition, we are developing our own reciprocal free interloan agreements with other libraries previously all interloans were done through Carterton, but we now need our own arrangements.

## **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		The Wellington Region Civil Defence Emergency Management Group Plan 2013-2018 has been implemented and available through the get prepared website.

## 9. Libraries

### 9.1 Statistics all Libraries

See Appendix 3 for issues and transactions statistics.

## 10. Appendices

Appendix 1 - Monthly Water Usage

Appendix 2 - Waste Exported to Bonny Glen

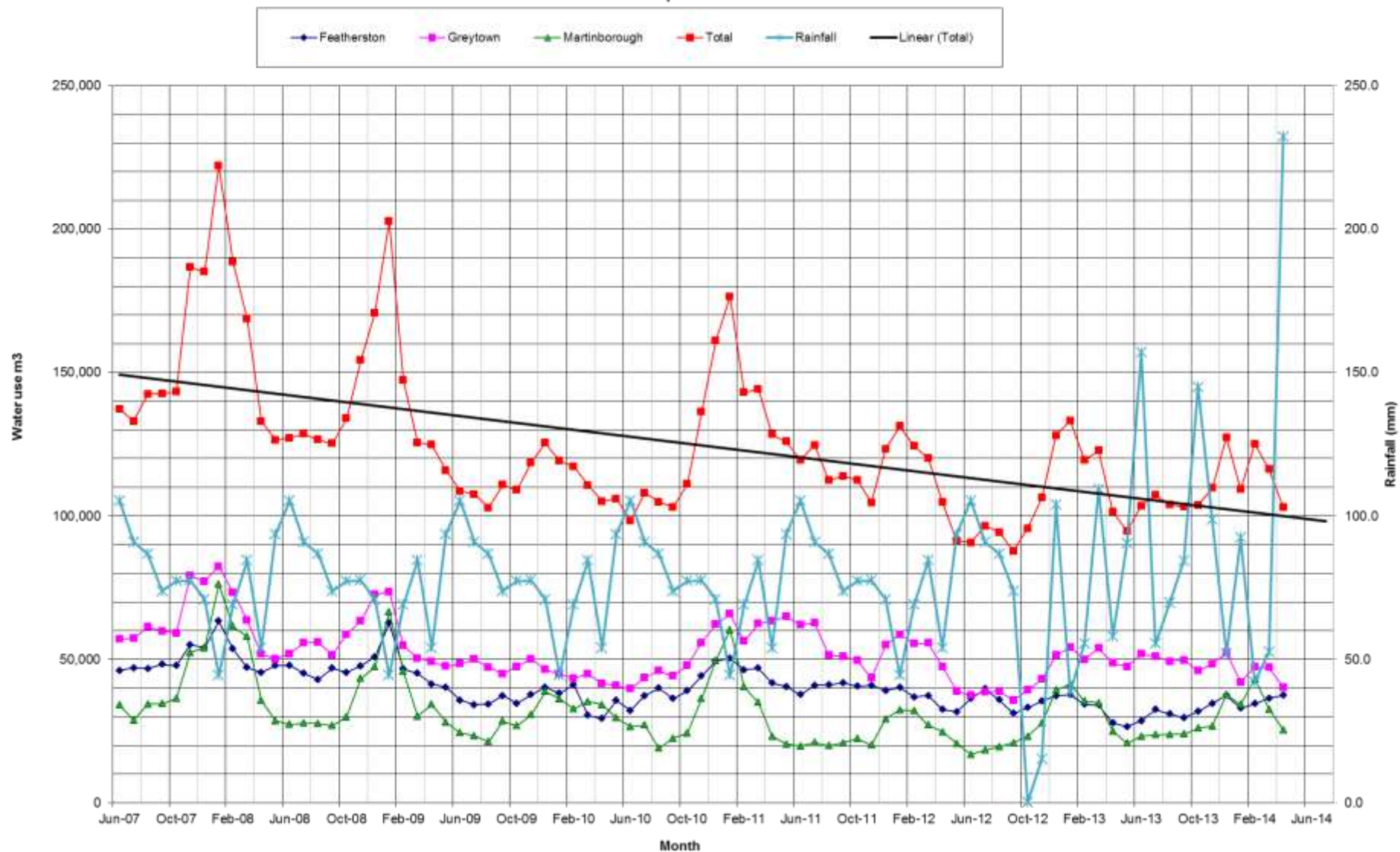
Appendix 3 - Library Statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed By: Paul Crimp, Chief Executive

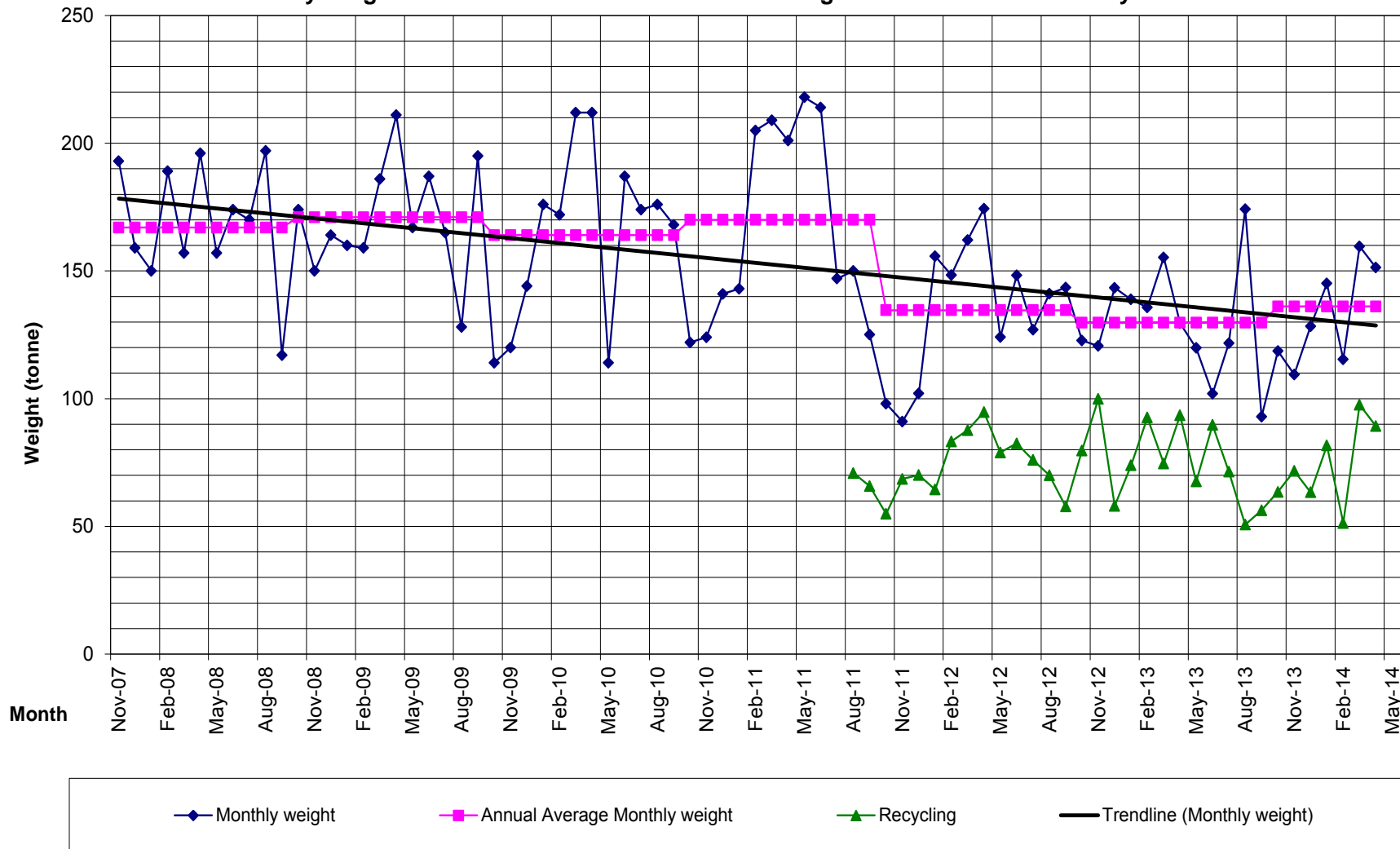
# **Appendix 1 – Monthly Water Usage**

Water use South Wairarapa District Council



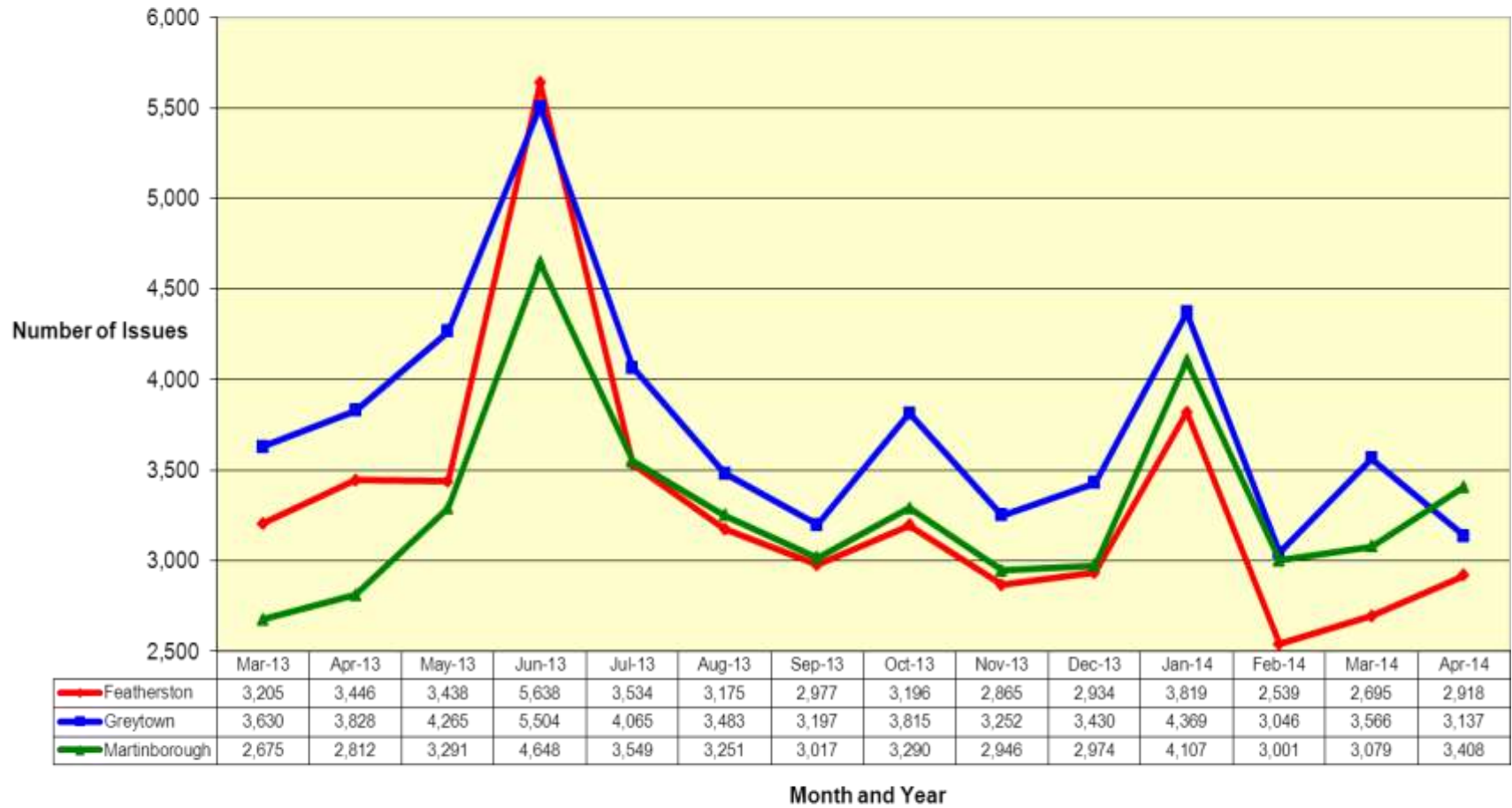
# **Appendix 2 – Waste Exported to Bonny Glen**

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



# **Appendix 3 – Library Statistics**

### Issues to April 2014





# PLANNING & ENVIRONMENT

---

## 1. Group Overview

The Planning and Environment Group of Council is responsible for the resource management (district plan, resource consents, reserve management plans, LIM's) and public protection (liquor, health, safe food, after-hours noise, building, stock and animal control) significant activities of Council, as set out in the Annual Plan 2013-14.

This report sets out the Group's performance against the Annual Plan targets and provides general comment to update Council on topical issues.

## 2. Resource Management

### 2.1 Resource Management Act - District Plan Policy

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	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 2013
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%	N/A	NRB Survey 2013

### 2.2 Resource Management Act - Consents

*SERVICE LEVEL – All resource consents will be processed efficiently.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	99%	NCS data
s.223* certificates issued within 10 working days	100%	100%	NCS data
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	96%	NCS data

#### 2.2.1. Consent Processing

Council has processed 97 resource consents this year (01/07/13 to 21/05/14). In the same period last year (01/07/12 to 21/05/13) the Council had processed 88 resource consents. From 01/04/14 to 21/05/14 Council has processed 11 resource consents.

NB: Officers provide detailed information as part of regular updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

### **2.2.2. Pinot Grove Subdivision**

The Pinot Grove 70 lot residential development at 95-107 Jellicoe Street has been signed off by Council.

### **2.2.3. Latest (and last) MfE Survey of Local Authority Performance**

Recently the Ministry for the Environment released the latest survey results relating to processing performance under the RMA, with a particular focus on resource consents.

Both the Masterton and Carterton District Councils were rightly commended by the Minister for the Environment for achieving 100 % compliance with resource consent processing deadlines for the survey period (1 July 2012-30 June 2013).

This Council's processing performance was recorded as 97 % compliance with deadlines (note: this is also the overall average result for all TA's). Council's compliance figure was affected by 3 consents out of 100 processed, crossing the 20 working days limit prescribed in the Act.

Two of those consents were issued at 21 W/D's while one went 5 W/D's overtime. This later consent was a clear error.

The other two consents were "overdue" by one day because we do not normally take advantage of the S.37 "stop clock" provisions in the Act when seeking additional information (we let the clock tick). However, when this means a timeline is not achieved (even to a very small extent) our processing statistics are adversely affected.

This approach is beneficial to applicants because rather than extending the processing period, we instead push hard to issue a consent decision within the 20 W/D's regardless.

As noted, Council did not exercise S.37 during the year, while in comparison CDC exercised it 5 times or 13% of the time. MDC did so once which is comparable to our use. The overall average for use by local authorities of S.37 was 17% of the time.

If all forms of consents issued under the RMA are considered, such as granting of easements (these are not included in the MfE statistics), then Council's processing performance reached 99% compliance, as was recorded in the 2012-13 Annual Report.

Lastly, it should be noted that Council processes the highest number of consents as recorded by MfE (SWDC 100; MDC 86; CDC 39).

## **2.3 Reserves Act – Management Plans**

*SERVICE LEVEL – Council has a reserve management programme.*

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

## 2.4 Local Government Act – LIM's

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

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

The following data provides a snapshot of the actual number of LIM's processed in this period.

ADDITIONAL INFORMATION TYPE	YTD	PREVIOUS YTD	PERIOD (8/4/14 TO 22/5/14)	PREVIOUS PERIOD
Standard LIMs (Processed within 10 working days)	113	116	9	19
Urgent LIMs (Processed within 5 working days)	98	64	12	16
<b>Totals</b>	<b>211</b>	<b>180</b>	<b>21</b>	<b>35</b>

## 3. Public Protection

### 3.1 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	99.60%	Processing times since the last meeting was 100%.
Building consent applications are processed within 20 working days	100%	98.89%	Processing times since the last meeting was 100%.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 2016
Earthquake prone buildings reports received	100%	129/222	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 2013 to 16 May 2014 (Year to Date) total 360 consents.

For the same period the year before (2012 – 13) the total was 369.

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

ADDITIONAL INFORMATION TYPE	NUMBER	VALUE
Commercial	0	\$0
Industrial	5	\$201,100
Residential	45	\$1,733,082
Other	5	\$269,000
<b>Totals</b>	<b>55</b>	<b>\$2,203,182</b>

### 3.2 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 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. Visits are planned for Greytown School before June 2014, subject to having suitable staff available to deliver the programme.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	NCS

As at 22 May 2014 there are 2,855 registered dogs with 1,635 owners. There are currently 36 unregistered dogs, with 30 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 by type and location for the period.

ADDITIONAL INFORMATION INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Attack on Pets	0	1	0
Attack on Person	0	0	0
Barking and whining	0	0	0
Lost Dogs	0	0	0
Found Dogs	0	1	0
Rushing Aggressive	1	4	1
Wandering	0	1	0
<b>Total</b>	<b>1</b>	<b>7</b>	<b>1</b>

### 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 8 April 2014 and 22 May 2014.

ADDITIONAL INFORMATION INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Stock	0	2	1
<b>Total</b>	<b>0</b>	<b>2</b>	<b>1</b>

### 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%	NCS data

The following table provides a summary snapshot of noise control incidents between 7 April 2014 and 22 May 2014.

ADDITIONAL INFORMATION AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD (2013/2014)	YTD (2012/2013)	PERIOD (7/4/14 – 22/5/14)	PREVIOUS PERIOD (7/4/12 – 22/5/13)
Total	159	200	21	17

### 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	100%	100%	All applications for renewals have been checked for

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
renewal to make sure they comply with the Sale of Liquor Act 1989			compliance with the Sale and Supply of Alcohol Act 2012 which replaced the Sale of Liquor Act 1989.

The following table provides a summary snapshot of liquor related activities between 8 April 2014 and 22 May 2014.

ADDITIONAL INFORMATION ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD (2013/2014)	PREVIOUS YTD (2012/2013)	PERIOD (8/4/14 – 22/5/14)	PREVIOUS PERIOD
On, Off and Club Licences	28	91*	0	4
Manager's Certificates	121	39*	14	13

\* Partial data only due to new computer system introduced mid 2012

### 3.6 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%	No enforcement has been required

### 3.7 Food Bill Update

The Food Bill is set down for its third reading on 22 May 2014 and is likely to be enacted before the end of May 2014. However a commencement date has not been advised at this time. The latest commencement date is March 2016. Until commencement it will be essentially business as usual for Council. Officers are taking the opportunity to ensure as many businesses as possible are using template food control plans so that we do not get "swamped" in the three year transition period. Council has been receiving a steady stream of applications from businesses wanting to change to Food Control Plans. There are currently 19 businesses using FCP's and a further 4 are trialing the system.

The Ministry of Primary Industries aim to have all implementation questions answered in guidance material, and provide other forms of support, so that the implementing of the new regime is completed around six months before March 2016.

### 3.8 Bylaws

From 7 April 2014 to 22 May 2014, one abandoned vehicle was reported and one general complaint (graffiti) was received.

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

## Greytown Community Board

### Report Papawai Stream Trust Meeting

Meeting held 11 June a walk was meant to take place but the weather was too wet for this to happen, the walk was re scheduled for 21 June at 9am

AGM is to be 9 July at 7pm at the Marae

A planting day will take place in late August before the end of the 3<sup>rd</sup> term so schools can be involved.

GWRC is not going to give an annual grant to the Trust but will donate 1000 trees per year for planting.

Don Bell volunteered his time to act as operations manager for the Trust and organise all works.

Transpower funds need to be spent so the area that covers the Transpower grant will be used for planting. A progress report is required to be sent to Transpower Bruce Cole and Peter Rewi to organise. A brief will be drafted to give to Peter Hanford to prepare a plan for further stream works in the Transpower site.

All financial records of the Trust were lost in the fire of John Cullinanes house.

## **New Rubbish Bins for Greytown Main Street- Report by Leigh Hay - June 2014.**

**Background:** As part of a discussion within the GCB the idea of having new more attractive street rubbish bins for the main street. These would be more in character with the beautiful streetscape of Greytown. The number required (from Corner Cafe at South end to Early Years Creche at North end) would be 10.

As part of the proposal L Hay has rung a number of councils in the Wellington & Wairarapa regions seeking their advice on any issues with design, suppliers, materials and any other matters that would need to be considered.

One issue was that bins using plastic materials were more likely to be vandalised and potentially could be burnt. A number of suppliers were identified & recommended by these councils. I have subsequently spoken to them and seen their products online and in situ.

I will also be seeking clarification from Citycare that they have no issues with managing any new rubbish bins.

### Suppliers

1. <http://streetfurniture.co.nz/our-products/bins-exterior#>
2. <http://www.aetilley.co.nz/products/9>

### Next Steps:

Once a design has been agreed upon we can then get specific prices and look at funding. Prices range from \$700-\$1,000 per bin.



## **Greytown Community Board – Library Report by Leigh Hay - June 2014.**

The most recent meeting was held on the 29<sup>th</sup> April 2014. The following matters were discussed.

### **South Wairarapa**

- Main focus has been recruiting – two permanent part-time library assistant roles (Martinborough and Greytown) and restocking our supply of casuals
- Pending visit from Te Puna staff for update on interloans and other Te Puna services
- Briefing for new Martinborough library in proposed Town Hall inspection now required – plan to use the fourth strategy workshop (on buildings) to develop this
- Suggested that some of the funds raised from the yet-to-be scheduled library book sale could go to the Town Hall fund
- Need to ensure conflict with other major book sales is avoided
- Reminder that Helen needs to confirm SW participation in Fundview subscription

### **Carterton**

- Proposed purchase of subscription to online service to provide basic training in software packages, applications and devices
- Statistics – library measures in our Annual Plans aren't very good – we should have standard measures across WLS – Helen to get info from Lorraine on theirs and do officer's submission to SWDC Annual Plan

### **REPORT ON APLM AND KOTUI MEETINGS**

Ewan (Carterton) provided a written report from his attendance at the APLM Strategic Meeting and Kotui members meeting held in Wellington in early April. Contact Helen McNaught for a copy.

### **CLOSER RELATIONSHIPS WITH OTHER LIBRARIES**

- With a new Mayor and CEO at Masterton, it was felt it is time to try again on shared services with Masterton Library. Ewan and Helen to prepare draft paper for next meeting.
- Computer training service to be purchased – perhaps offer to extend to Masterton library

### **OTHER BUSINESS**

- Regular meetings of all WLS staff – we should reinstate these. Allow for late opening of libraries once per quarter – would be Wednesday 9-10am for the meeting, so opening half-hour later than usual Moved : Carter/Hay

*That Committee members recommend to their respective Councils that the quarterly meetings of all WLS be reinstated; libraries to have a slightly later opening time on meeting days to accommodate this.*

- L Hay offered to share Fundraising document she received at a course run by Te Papa earlier in the year with library committee members.

### **DATE/TIME FOR NEXT MEETING**

The next meeting will be on 17 June at 3pm at the Carterton Events Centre

Report Prepared by Leigh Hay, Greytown Community Board Member.

E: [hay4greytown@gmail.com](mailto:hay4greytown@gmail.com) P: 021 710103

18 June 2014

## Defibrillators in Greytown

### 1. Fire Station

Address: 54 Main St, Greytown 5712

Phone: 06-304 9401 or 111

### 2. Greytown Medical Centre

Address: 54 Main St, Greytown 5712

Phone: 06-304 9401

### 3. St John's

Address: 73 Main St, Greytown

Phone: 0800 785 646

Website: [www.stjohn.org.nz](http://www.stjohn.org.nz)

### 4. Greytown Bowling Club

Hours: Summer Hours (9am-5pm) Monday –Sunday. Winter hours (Friday 3-6pm)

Address: 55 East St, Greytown 5712

Contact Treasurer: Barry Sweeney E: [govix@ihug.co.nz](mailto:govix@ihug.co.nz)

Phone: 06-304 9753 or in an emergency contact Barry Sweeney P: 304 9701

Contractor comes in annually (approx Feb) to check the machine

**Where is it?** It is in the admin building (next to bar screwed to wall, RED in colour)

**In case of extreme emergency** break window of admin building for access (next to bar screwed to wall, RED in colour)

### 5. Kuranui College

Address: East Street, Greytown, New Zealand (see map below)

Contact Headmaster : Geoff Shepherd E: [shepherd@kuranui-college.school.nz](mailto:shepherd@kuranui-college.school.nz)

Phone: 06 304 9116 Fax: 06 304 9934

Email: [office@kuranui-college.school.nz](mailto:office@kuranui-college.school.nz)

Hours: School term (9am-5pm) Holidays (Friday 3-6pm)

**Where is it?**

**In case of extreme emergency:**

### 6. Old 4 Square Supermarket (The Trust House Ltd)

Now at Greytown Medical Centre who did not previously have one.



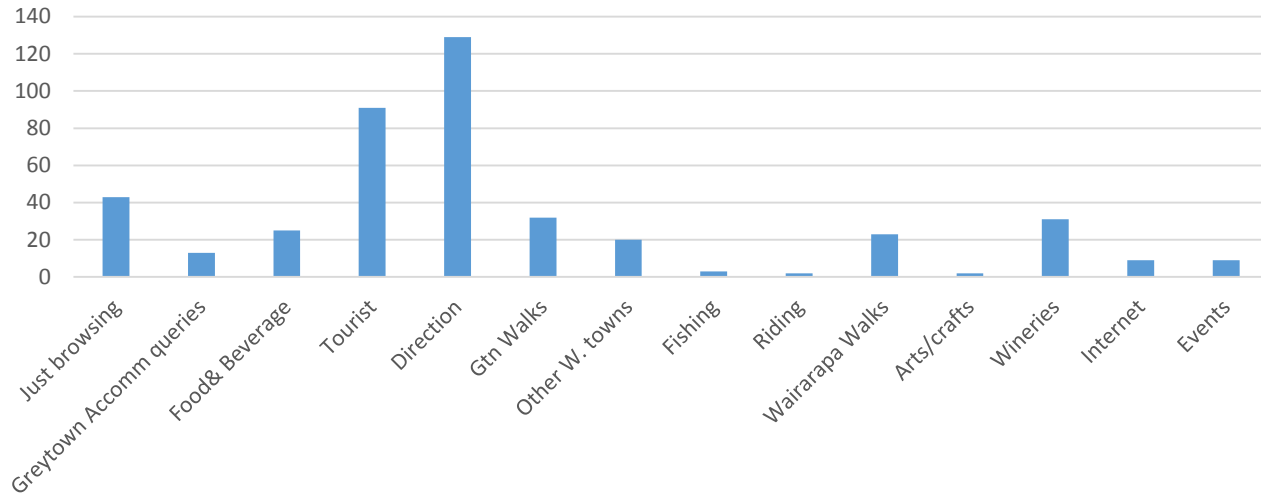
Defibrillator will look something like this

**SUGGESTED IDEA : SIGN ON OUTSIDE BUILDING –DEFIBRILLATOR HERE SIGN to be made by GCB**

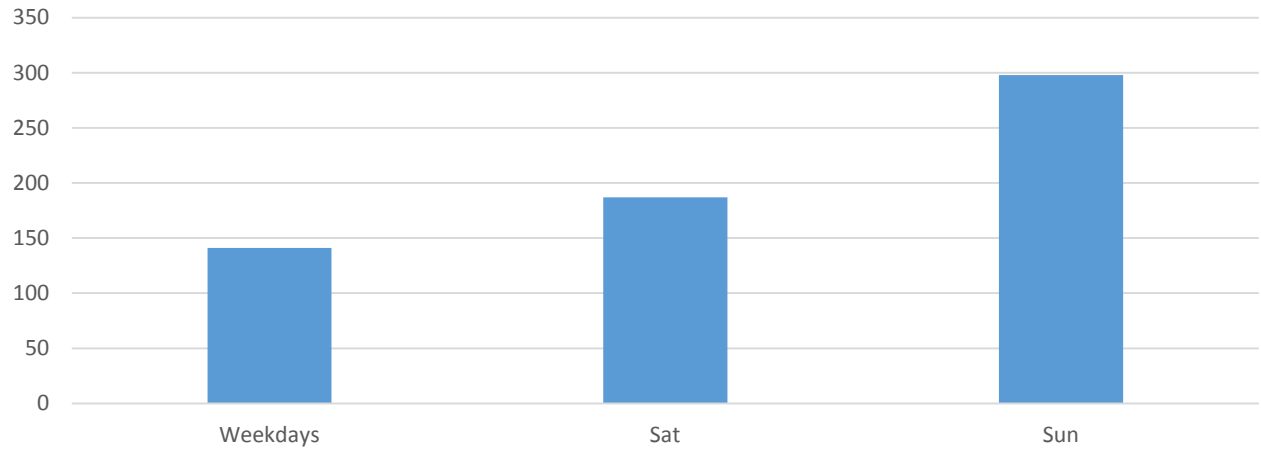
## Greytown Community Board – Information Centre Report by Leigh Hay - June 2014.

1. **A Famil Trip** for local accommodation providers & activities took place on Wednesday 26th March. We visited new accommodation providers, Fantail Olive Grove (tasting session) & Kahikatea Gardens. 10 people attended including new volunteers and the day was a great success. Another trip will be planned for spring.
2. **I-Site Manager**-Has offered to give us their brochure rack which they no longer need. This would be extremely useful and is very attractive. Before this can be put up, the Info Centre needs to be painted. SWDC to FU with Helen McNaught.
3. **Info Centre Stats:** Stats for 1<sup>st</sup> Quarter will be available shortly.
4. **Working with Destination Wairarapa to Promote Greytown:** There has now been press coverage in Dominion Post and Christchurch press as a result of hosting independent journalist Liz Light by Leigh Hay (with destination Wairarapa). Further coverage in Auckland papers is expected. There has been extensive coverage on Cobblestones in local papers. We have been working with Destination Wairarapa to leverage off WOW and a planned tour of Greytown and Featherston is being looked at by local tourism company.
5. **Greytown Community Board Facebook:** This is being well received in the community and LIKES are growing (now 155). A business card has been produced promoting GCB Facebook page. This has been given out by GCB Members & Councillors. It has been being given to retail shops, Medical Centre, library, Info centre & supermarket. Leigh Hay to restock as needed.

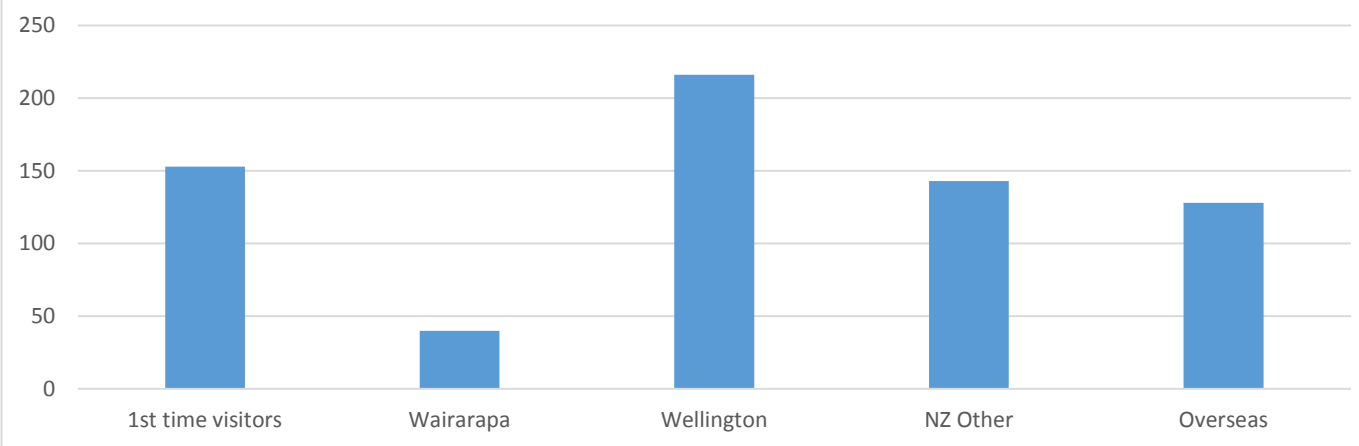
Queries 1st Quarter 2014



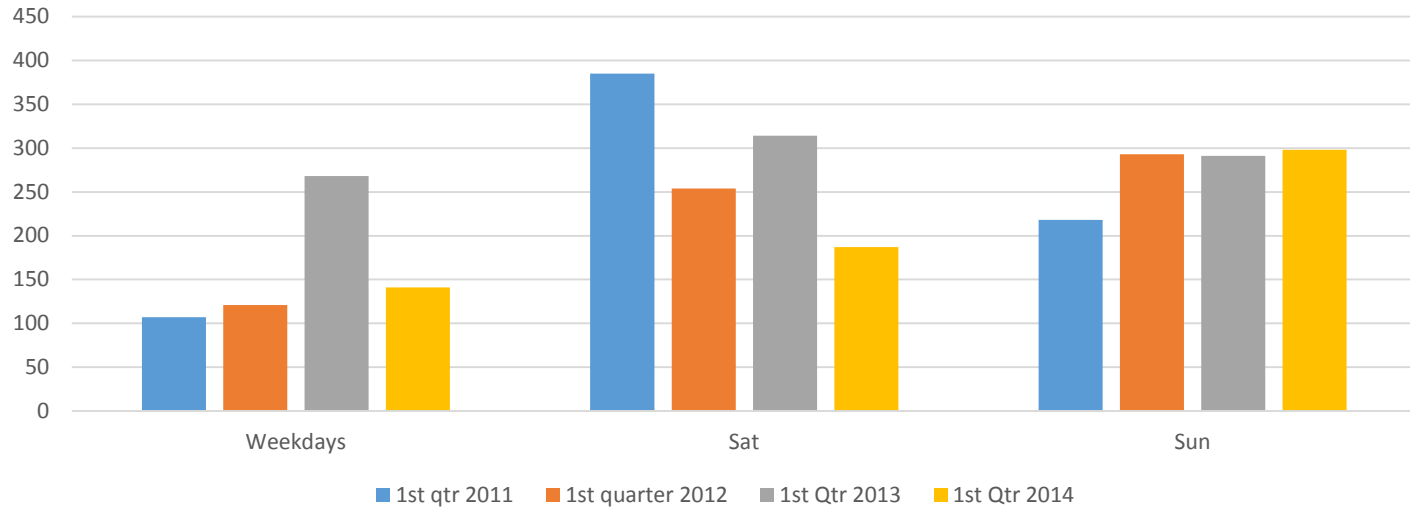
Visitors by day 1st Quarter 2014



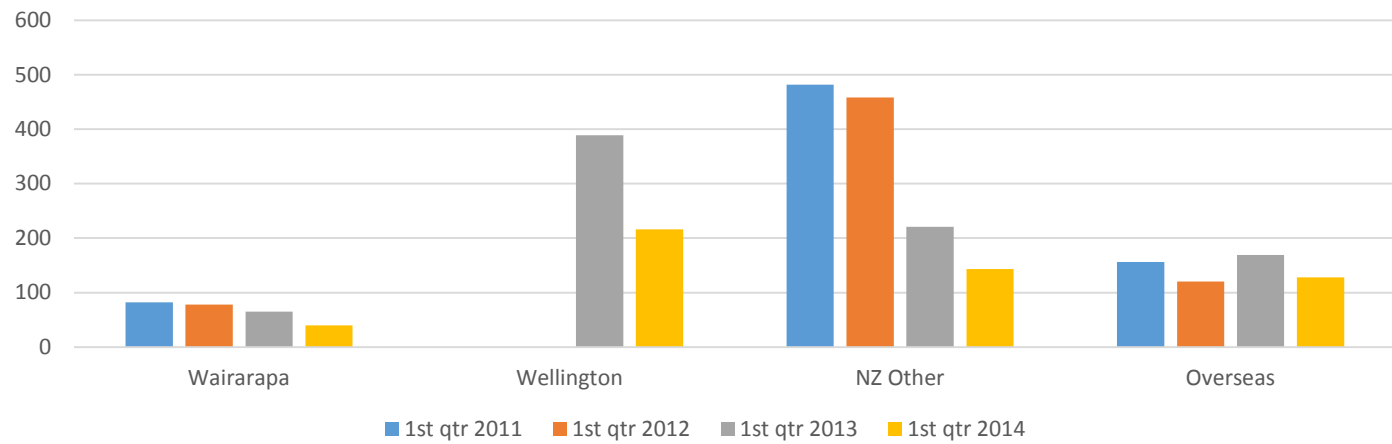
Analysis of visitors 1st Quarter 2014



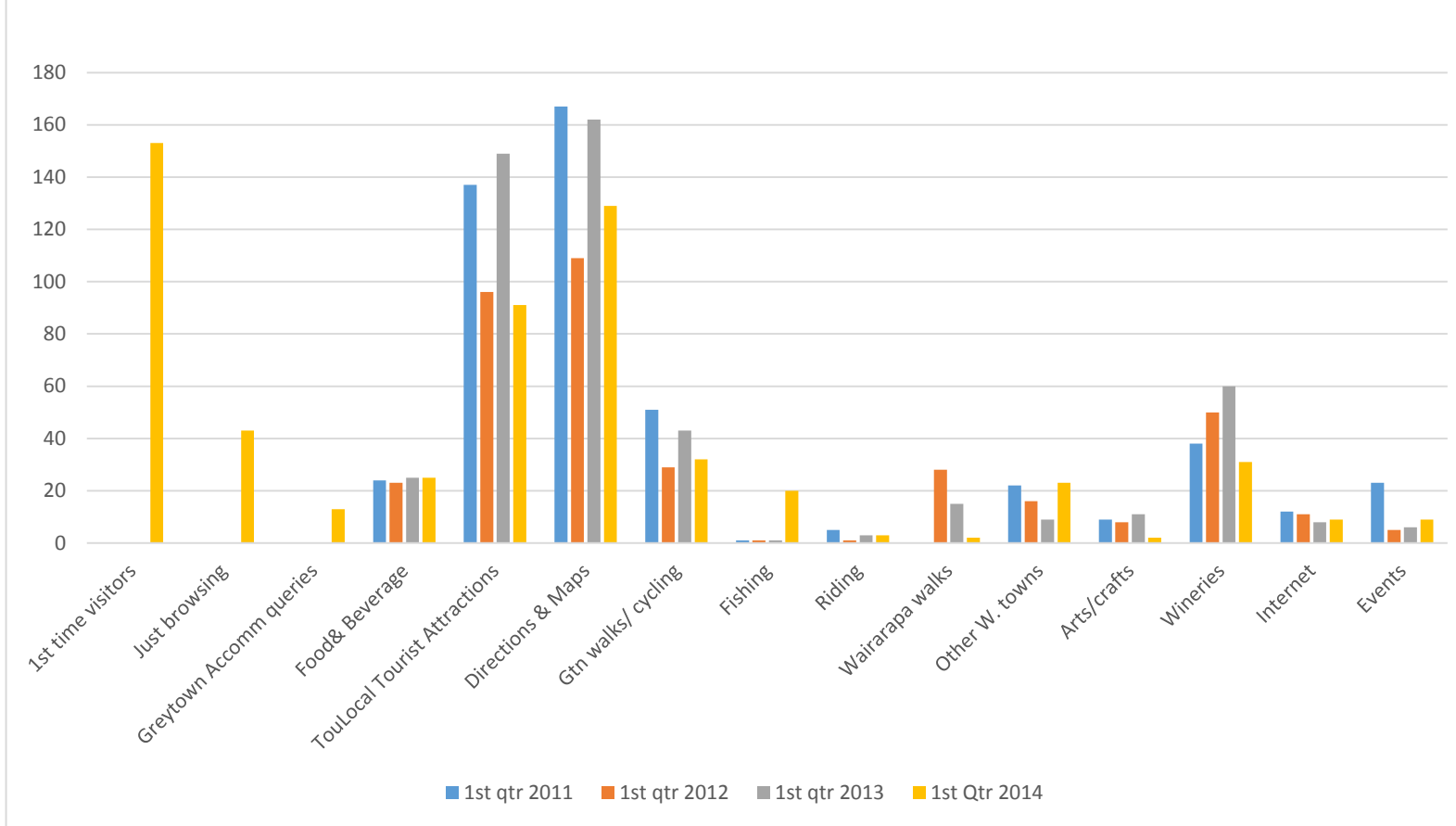
Visitor numbers 1st Quarter 2011-2014



Visitor analysis 1st Quarter 2011 - 2014



Queries 1st Quarter 2011 - 2014





Friday 23 May

The Greytown Community Board  
PO Box 6  
Martinborough

Dear Committee Board,

On behalf of Greytown Early Years we would like to thank you for your generous support in making the Greytown Village Fete fundraiser such a huge success. Thank you for the community grant of \$500.

It was great to see the community gather together to create the atmosphere we were hoping for to celebrate 160 years. The Early Years children entertained the crowd with dancing and singing which was enjoyed by all. We have had so much positive feedback we are thinking it may be an annual event for us. Our thank you lists are long and we are very grateful for all the time and effort people put in to making such a fantastic event.

Together with our raffles, mystery envelopes, stalls and donations we raised \$7400. The funds raised will be used to purchase resources for the children, create a civil defence kit for the centre and the new classroom build.

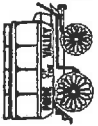
On behalf of the Greytown Village Fete Committee, the children staff and families would like to thank you again for your support.

Yours sincerely

The Greytown Village Fete Committee







# COBBLESTONES TRUST

GST No 33-319-266  
Tax Invoice 82  
18 February 2014  
GEL

Greytown Early Years Inc  
2 Jellicoe Street  
GREYTOWN 5712

Number	Description	Unit Price	Total
	Fundraiser March (As per Instruction LeighHay)		\$ 250.00
GST Included in Prices			
<b>TOTAL NOW DUE</b>			<b>\$ 250.00</b>

*Paid via internet  
Banking  
26/3/14  
JL*

Payments can be made online to our Bank account Number No 02 0640 0027156 00  
Or remitted to the Treasurer P O Box 9 Greytown 5742

Cobblestones Museum  
Wairarapa Regional 'Early Settlers' Museum  
P O Box 9  
Greytown 5742

Phone 06 304 9687  
[www.cobblestonesmuseum.org.nz](http://www.cobblestonesmuseum.org.nz)

GST Registration 109 175 889

**PREMIER BEEHIVE NZ LTD**  
 P.O. Box 35,  
 Carterton 5743

**TAX INVOICE**

**Carterton Distribution Centre**  
 50 Moreton Road  
 Phone: 06 379 6701  
 FAX: 06 379 7769

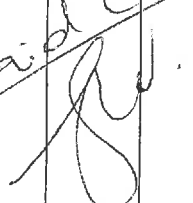
Invoice No: **252844**  
 Invoice Date: **26/03/2014**

Page: 1 of 1

Bill To: 8CASHAC  
 CASH SALES  
 P.O. BOX 35  
 CARTERTON  
 WAIRARAPA 5743

Deliver To: 8CASHAC  
 GREYTOWN EARLY YEARS CRECHE  
 GREYTOWN  
 RE:ANDREW BAILEY-GIBBISON  
 CARTERTON  
 WAIRARAPA 5743

Order No.	Despatch Date	Customer Order No.	Authority #	Delivery Date	Whse	Terr.	Terms		
380327	26/03/2014	GREYTOWN EARLY YEARS		28/03/2014	BCA1	8000	30 D F-I-M-E		
Item Code	Item Description	QTY Ordered	QTY Sent	QTY UOM	KGS	Unit Price	Price UOM	GST	Line Total
74300	PM PRECOOKED BBQ 25 X 10 19416444743003	1	1	CTN	15.00	71.63	CTN	0.00	71.63
86601	ML SHAVED RIVIERA HAM 1KG X 4 19416444866016	1	1	CTN	4.00	37.92	CTN	0.00	37.92

*Paid Cash*  


Truck ID : 176282	RUN : WRR	TOTAL QTY : 2.00	<b>Ex Tax:</b>	109.55
Carrier-Code : 99	Del.Seq.: 100	TOTAL KGS : 19.00	<b>GST:</b>	16.43
			<b>Total:</b>	<b>125.98</b>

DATE RECEIVED: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 NAME & SIGNATURE: \_\_\_\_\_

Message: Claims not accepted 48 hours after delivery. Payments can be deposited into our account Westpac, Akld, 03 0104 0033608 00



