

# Project Kouka

Greytown Community Board.

Please find an update for Oct. 2015.

The Sculpture group has found that Greytown Business people are very generous & supportive of the Park.

There are 4 under consideration with the BNZ enthusiastic over the Project also. Toi Wairarapa is meeting again with Win. Fred of the Internal Affairs Community Matters Grants.

Also there will be an application to Prime Community Trust.

Meanwhile, a very attractive Model of the Sculpture is being crafted at Fresh Choice.

The Friends are continuing to support Catherine Whyte with her Market Days in Stella Bull Park. We understand Christmas will slow the funding with that in mind we are looking for help from a Professional Fund Raiser to make it easier on the team.

Thank you

Jan Eagle

# PROJECT KOUKA

## STELLA BULL PARK inc. SARAHS GARDEN

1	Pre-preparation costs and design	\$1,469.30	\$1,689.70	
2	Eastern Consulting Engineer	\$1,850.00	\$2,127.00	
3	Sculpture Steel Construction	\$32,174.00	\$37,000.00	
Total		\$35,493.30	\$40,816.70	

Site Preparation Estim \$3,000.00

Pledged

Site preparation - concrete	DR Borman	\$3,000.00
Aratoi Foundation		\$5,000.00
Greytown Rotary		\$1,000.00
Liz Koh Kempton		500.00
BH Bull Trust		\$1,000.00
White Swan		500.00
Property Brokers		500.00
Fresh Choice Balance 3x \$500 Nov.		500.00
		\$12,000.00

In Hand

DR Borman	Direct Transfer	\$1,000.00
Trust House	cheque	\$3,000.00
Fresh Choice	2x \$500 cheque	\$1,000.00
Holmes Construction	cheque	\$1,000.00
Creative Comm. Scheme	cheque	\$1,000.00
	Total	\$7,000.00

'Sculpture in the Park'  
Georgetown Community Board.

18 Garrison St  
Georgetown  
15 Oct 2015

Dear Members,

Again - Thank you for your support  
for 'Project Munka' in Stella Bull Park.  
Confirming also the continued support  
of David Borman who is working  
with Michael Heverson at Eastern  
Consulting to design the Foundations  
Arts Foundation confirmed their support  
at their last meeting (see minutes).

A reply from N2 Transport Agency  
confirmed they are happy with the  
new location.

Our sculptor Niko Thomson had a  
great boost for his Memorial at the top  
of the Hill, the feed back very positive.  
I am sure our Sculpture will  
match it.

Sincerely

Jan Eagle Facilitator.

13 Oct

## Take Note Carterton

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**From:** Mike Hewison <mikeh@eastern.co.nz>  
**Sent:** Tuesday, 13 October 2015 11:22 a.m.  
**To:** tncart@xtra.co.nz  
**Subject:** FW: Stella Bull Park - Steel Cabbage Tree. Jan eagle

Jan,

As discussed this morning.

I will follow up re resource consent once I have Niko's final plans – I spoke to him yesterday and he is working on those now.

Regards

Michael Hewison  
MBA(Tech Mgmt), BE (Hons, Canterbury), MIPENZ, MIEA, CPEng (Aust)  
**Engineer**

**EASTERN**  
CONSULTING LTD

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16 Perry Street, PO Box 246,  
Masterton 5840, New Zealand  
Tel: +64 6 370-0007  
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Email: [MikeH@Eastern.co.nz](mailto:MikeH@Eastern.co.nz)

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**From:** Murray Buchanan - Group Manager Planning and Environment [mailto:[Murray.Buchanan@swdc.govt.nz](mailto:Murray.Buchanan@swdc.govt.nz)]  
**Sent:** Tuesday, 13 October 2015 10:59 a.m.  
**To:** Mike Hewison <mikeh@eastern.co.nz>  
**Subject:** RE: Stella Bull Park - Steel Cabbage Tree. Jan eagle

Hi Mike, I have asked key staff to comment, our response is the structure (artwork) does not need a BC if the plinth is designed by a CPeng (reference exemption 40 plinths under BAct. ). Any testing can proceed as you require. Helen McNaught (Amenities Manager) is aware of proposal so as "owner" she has no issues with you testing either.

One thing though which you may like to pass on, the artwork will need a resource consent under the heritage provisions of the WCDP. Cheers Murray.

**Murray Buchanan**  
**Group Manager Planning and Environment**



South Wairarapa District Council  
06 306 9611 x 843  
PO Box 6 Martinborough 5741  
19 Kitchener Street Martinborough 5711  
[www.swdc.govt.nz](http://www.swdc.govt.nz)

Please consider the environment before printing this e-Mail.

Attention — Helen McNaught.

SWDC (1st Oct 2015)



Level 9, PSIS House  
20 Ballance Street  
PO Box 5084, Lambton Quay  
Wellington 6145  
New Zealand  
T 64 4 894 5200  
F 64 4 894 3305  
[www.nzta.govt.nz](http://www.nzta.govt.nz)

24 September 2015

Jan Eagle  
18 Garrison Street  
Carterton 5713

Dear Jan,

RE: New Sculpture at Stella Bull Park, Greytown

Thank you for consulting with NZ Transport Agency with regard to erecting a new steel cabbage tree sculpture at Stella Bull Park in Greytown.

The proposal is to erect the new sculpture in the Stella Bull Park on Main Street, approximately 2.25m from the footpath/lawn boundary.

The Transport Agency is satisfied that the proposal will not adversely affect traffic safety and efficient operation of the state highway. The Transport Agency has no objections to the proposal.

Please do not hesitate to contact me if you wish to discuss this matter in further detail on 04 9318911 or at [Dandan.Huang@nzta.govt.nz](mailto:Dandan.Huang@nzta.govt.nz).

Yours sincerely

Dandan Huang  
Network Manager

Cc: [tncart@xtra.co.nz](mailto:tncart@xtra.co.nz)

[helen.mcnaught@swdc.govt.nz](mailto:helen.mcnaught@swdc.govt.nz).



## Greytown Community Board

### Minutes 16 September 2015

- Present:** Shane Atkinson (chair), Cr Margaret Craig, Ian Farley, Leigh Hay, Cr Viv Napier, Christine Stevenson, Connor Taumoepeau and Alex Southey.
- In Attendance:** Mayor Adrienne Staples until 8:02pm, Paul Crimp (Chief Executive Officer) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre between 7:00pm and 8:05pm.
- Also in Attendance:** Katie Abbott, Jeremy Partridge (Tree Advisory Group), Mike Gray (CDEM Greytown Emergency Response Team) and Sid Kempton.

#### PUBLIC BUSINESS

##### 1. APOLOGIES

There were no apologies.

##### 2. CONFLICTS OF INTEREST

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. Mr Farley declared a conflict of interest with any decision of agenda item '9.4 GCB Free Swimming Day' as he was President of the Greytown Lions.

##### 3. APPOINTMENT OF STUDENT REPRESENTATIVE

*GCB RESOLVED (GCB 2015/52):*

1. That following the resignation of Connor Taumoepeau, to appoint Alexander Southey as student representative, in an advocacy role with non-voting rights to the GCB, for a period to be determined.
2. To pay a meeting attendance fee of \$50 per formal meeting attended to Alexander Southey.

*(Moved Cr Craig/Seconded Stevenson)*

Carried

##### 4. PUBLIC PARTICIPATION

###### 4.1 Sid Kempton, Skate/Bike/Pump Track

Mr Kempton tabled a document comparing potential sites for a wheels park, pictures of the Napier park on the esplanade and an initial feasibility study for a wheels park in Greytown.

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## 5. PRESENTATIONS

- 5.1 Katie Abbott and Jeremy Partridge, Tree Advisory Group  
Mr Partridge talked about protection methods for the walnut tree on Main Street and protection of other historic trees in general during development projects.
- 5.2 Mike Gray, CDEM - Greytown Community Response Team  
Mr Gray tabled an update from the Greytown Community Response Team highlighting the ham radio setup at Kuranui College and the upcoming ShakeOut day on the 15 October 2015.

## 6. ACTIONS FROM PUBLIC PARTICIPATION

- 6.1 Skate/Bike/Pump Track  
The Community Board supported the project and the matter was held over for discussion under agenda item 9.3.
- 6.2 Tree Advisory Group  
Mr Crimp stated that Council arborists working on the Main Street development site are aware of the tree protection standards. Mr Crimp acknowledged a minor breach of the District Plan, however Council officers are satisfied that no additional damage is being done to the tree and ultimately the condition of the tree should improve as the asphalt around the base of the tree had been removed.  
The Community Board encouraged Council to insist on protective fencing for historic trees during future developments.
- 6.3 CDEM - Greytown Community Response Team  
Mayor Staples summarised a meeting with Ruth Locker, Emergency Management Adviser, saying that the community emergency management plans would not be discarded but information would need to be moved to a new template. Mayor Staples had requested Ms Locker meet with her and the CDEM team leaders to talk through this next step as well as how to engage the community.

## 7. COMMUNITY BOARD MINUTES/EXPENDITURE

- 7.1 Greytown Community Board Minutes – 5 August 2015  
*GCB RESOLVED (GCB 2015/53)* that the minutes of the Greytown Community Board meeting held on 5 August 2015 be received and confirmed as true and correct.  
*(Moved Cr Craig/Seconded Hay)* Carried
- 7.2 Action Items from Previous Meeting  
In response to renaming Arbor Reserve consultation, a submission from Allan Farley highlighted that Greytown wasn't the first town in NZ to

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celebrate Arbor Day and as Mr Nation owned the ‘Wairarapa Standard’ at the time, he suspected Mr Nation had something to do with perpetrating the myth.

*GCB RESOLVED (GCB 2015/54)* to formally let the project of renaming Arbor Reserve to William C. Nation Reserve lapse and that the Reserve continues to be known as Arbor Reserve.

*(Moved Cr Craig/Seconded Hay)*

Carried

7.3 Income and Expenditure Statement

*GCB RESOLVED (GCB 2015/55):*

1. To receive the Income and Expenditure Statements year ended 30 June 2015 and month ended 31 July 2015.

*(Moved Stevenson/Seconded Hay)*

Carried

2. Action 584: Carry forward the cabbage tree sculpture revenue to the 2015/2016 year; P Crimp

**8. OPERATIONAL REPORTS – COUNCIL OFFICERS**

8.1 Officers’ Report to Community Boards

A replacement report was tabled and would be integrated into formal records.

*GCB RESOLVED (GCB 2015/56)* to receive the Officers’ Report to Community Boards.

*(Moved Cr Craig/Seconded Cr Napier)*

Carried

8.2 Community Board Grant Summary

*GCB RESOLVED (GCB 2015/57)* to receive the information.

*(Moved Hay/Seconded Farley)*

Carried

**9. COMMUNITY BOARD/COUNCILLORS REPORTS**

9.1 Greytown Footpath Programme

Members discussed the footpath programme noting that maintenance had priority over new footpath development.

9.2 Taskforce (Greytown Sport and Leisure)

Mrs Stevenson reported that the Greytown Sports Facilities Taskforce group was in the consultation phase with the community.

9.3 Skate/Bike/Pump Track (Wheels Park)

*GCB RESOLVED (GCB 2015/58):*

1. To receive the information.
2. To approve the draft Terms of Reference for the Greytown “Wheels Park” Steering Group, with amendments as discussed.

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3. To appoint Cr Napier, Christine Stevenson and Cr Montgomerie to the Steering Group.  
(*Moved Cr Napier/Seconded Hay*) Carried
4. To appoint Alex Southey as the student representative.  
(*Moved Cr Napier/Seconded Cr Craig*) Carried
5. Action 585: Amend the Wheels Park Terms of Reference to allow for the appointment of four members of the community (members as identified: Sid Kempton, Ben Winder, Sian Paterson, Willie Porter); M Allingham
- 9.4 GCB Free Swimming Day  
*GCB RESOLVED (GCB 2015/59)* to work with the Greytown Lions on a joint initiative to fund half of the total cost, including any promotion costs, for a free swimming weekend on the 19<sup>th</sup> and 20<sup>th</sup> December 2015.  
(*Moved Stevenson/Seconded Cr Napier*) Carried
- 9.5 Greytown Main Street Barrels  
*GCB RESOLVED (GCB 2015/60)* to continue to fund City Care for maintaining the Greytown Main Street barrels at a cost of \$120 per month.  
(*Moved Hay/Seconded Atkinson*) Carried
- 9.6 Printer Consumable Reimbursement  
*GCB RESOLVED (GCB 2015/61)* to reimburse Leigh Hay \$79.79 for printer consumables used for Greytown Information Centre printing.  
(*Moved Atkinson/Seconded Cr Napier*) Carried
- 9.7 Christmas Decorations  
Mrs Hay advised that this would be on the October agenda and that plans were underway to finish decorating the interior of the Library and to give businesses the opportunity to purchase coordinated decorations.
- 9.8 General  
Planting at Papawai Stream was scheduled for 19 September 2015, a working bee for the Greytown Rail Trail was planned for the 19 September 2015 and the Greytown Trust Lands AGM was to be held on 22 September 2015.

## **10. CORRESPONDENCE**

### 10.1 Inwards

To Christine Stevenson, Greytown Community Board, from Michael Hewison dated 14 September 2015 (tabled)

To Christine Stevenson, Greytown Community Board, from Michael Hewison dated 16 September 2015 (tabled)

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**11. FINANCIAL ASSISTANCE**

11.1 Greytown Trails Trust

*GCB RESOLVED (GCB 2015/62) to grant \$1,000 to Greytown Trails Trust to assist with the costs associated with maintaining the Greytown Rail Trail and promotion of the Trail.*

*(Moved Hay/Seconded Cr Craig)*

Carried

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

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**Greytown Community Board  
Action Items  
5 August 2015**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
636	GCB	29-Oct-14	Action	Murray	Write to property owners of trees 'first' registered in the Wairarapa district Plan at its adoption in 2011, and advise them of the registered status of the tree and their responsibilities	Open	18 Feb 15: MDC (Sue Southey) contacted, no response. Currently creating list of property owners to who own properties with protected trees, this requires extensive use of GIS and property data so will take some time to compile. When required data is obtained a letter will be sent (to an estimated 60 property owners).
112	GCB	18-Feb-15	Action	Murray	When a change to the Wairarapa District Plan has been confirmed, liaise with the Tree Advisory Group to ascertain whether the Greytown list of proposed trees for protection is ready for inclusion as part of the process	Open	Regardless of any other change proceeding, before a change to the WCDP provisions relating to protected trees can be initiated, a full Section 32 analysis will be required to be undertaken along with consultation with any affected landowner. It is not simply a matter of "having a list" and attaching that to another Plan Change which is being processed.
318	GCB	13-May-15	Action	Mark	Council officers are to investigate the locked gate situation between Cotter and West Streets with the expectation that public access is reinstated with a supporting sign as per the ombudsman's direction in 2007/2008	Open	Ombudsman's Office is seeking out an archived file from 1995 for Council. Nothing further will be done until this file has been received. 8/9/15: File not received as yet.
580	GCB	16-Sep-15	Resolution	Mark	GCB RESOLVED (GCB 2015/59) to work with the Greytown Lions on a joint initiative to fund half of the total cost, including any promotion costs, for a free swimming weekend on the 19th and 20th December 2015. (Moved Stevenson/Seconded Cr Napier) Carried	Actioned	Correspondence sent to Lions.
581	GCB	16-Sep-15	Resolution	Kyra	Greytown Main Street Barrels	Actioned	

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					GCB RESOLVED (GCB 2015/60) to continue to fund City Care for maintaining the Greytown Main Street barrels at a cost of \$120 per month. (Moved Hay/Seconded Atkinson) Carried		
582	GCB	16-Sep-15	Resolution	Kyra	GCB RESOLVED (GCB 2015/61) to reimburse Leigh Hay \$79.79 for printer consumables used for Greytown Information Centre printing. (Moved Atkinson/Seconded Cr Napier) Carried	Actioned	
583	GCB	16-Sep-15	Resolution	Kyra	GCB RESOLVED (GCB 2015/62) to grant \$1,000 to Greytown Trails Trust to assist with the costs associated with maintaining the Greytown Rail Trail and promotion of the Trail. (Moved Hay/Seconded Cr Craig) Carried	Actioned	In hand
584	GCB	16-Sep-15	Resolution	Kyra	Carry forward the cabbage tree sculpture revenue to the 2015/2016 year	Open	
585	GCB	16-Sep-15	Resolution	Mark	Amend the Wheels Park Terms of Reference to allow for the appointment of four members of the community (members as identified: Sid Kempton, Ben Winder, Sian Paterson, Willie Porter)	Open	

# GREYTOWN COMMUNITY BOARD

28 OCTOBER 2015

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## AGENDA ITEM 7.1

### OFFICERS' REPORT

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#### **Purpose of Report**

To report to the Maori Standing Committee and community boards on general activities since the last meeting.

#### **Recommendations**

Officers recommend that the Committee/community board:

1. *Receive the information.*

### CHIEF EXECUTIVE OFFICER

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

A very busy period since the last Council meeting with many projects on the boil.

The Draft Annual Report has been completed, apart from a few minor tidy ups. Audit New Zealand will be commencing their site visit this week. Three of four sentences certainly understate the amount of work annual report require.

Meetings around the structure and shape of local government continue, generally still mapping out work programmes. This will be carried out in the most part by the Local Government Commission.

We eagerly await the Commissioners findings for the Martinborough consent application. Work continues on the Greytown consent application with evidence being finalised.

## 2. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output [note this report updated and is as at 30 June 2015]

GOVERNANCE, LEADERSHIP AND ADVOCACY MEASURING SERVICE DELIVERY PERFORMANCE				
SERVICE LEVEL	KEY PERFORMANCE INDICATORS	2014/15	RESULTS	COMMENTS
		Opportunities are provided for the community to have its views heard	Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%
	Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	75%	62% (2010/11 survey 55%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 62% (2011 55%) positive response, 21% (2011 28%) felt they were unable to comment.
Council determines what activities it should engage in through consultation and regulatory requirements then sets clear direction	Ratepayers and residents are satisfied with Council's decisions and actions	50%	59% (2014 survey 76%)	A Public Booster survey was carried out in 2015 in addition to the 59% 11% felt they were unable to comment. The full customer satisfaction survey was carried out during 2014/15. In addition to the 76% (2011 73%) positive response, 8% (2011 9%) felt they were unable to comment.
	Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)	78%	64% (2010/11 survey 59%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 64% (2011 59%) positive response, 14% (2011 9%) felt they were unable to comment.
Community Boards make decisions that consider local issues	Community Board decision - making reports on local issues	90%	Greytown 92% (2014 100%) Featherston 95% (2014: 96%) Martinborough 95% (2014: 95%)	This measure reports on the percentage of resolutions made that relate solely to local issues.
	% of ratepayers and residents who know how to contact a community board member	65%	65% (2010/11 survey 52%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 64% (2011 59%) positive response, 14% (2011 9%) felt they were unable to comment.
Opportunities are available to raise local issues and understand what will happen as a result	Ratepayers and residents satisfied with the way Council involves the public in the decision it makes	65%	49% (2010/11 survey 50%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 49% (2011 50%) positive response, 26% (2011 25%) indicated they were neither satisfied nor dissatisfied, and 5% (2011 5%) felt they were unable to comment.
Opportunities are available to raise issues relating to Maori through the Maori Standing Committee	The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications	100% applicable applications		Maori Standing Committee met on 8 occasions. In total 3 resource consent applications were considered, however due to the timing of the meetings 9 were considered outside normal meetings.

## **2.1 Wairarapa Governance Review Working Party**

Following the meeting with Sir Wiri Gardiner, the majority of work currently being carried out is scoping the various work streams the Local Government Commission will undertake.

Wairarapa has been identified as a separate work stream and an initial discussion between the chief executives and officers of the Commission have been held.

In conjunction with this local work stream, a number of planning workshops have been held with the regional chief executives and the Commission.

These workshops were again focussed on planning what work streams would be appropriate for the Commission to undertake and what the priority order might be.

## **3. Strategic Planning and Policy Development**

### **3.1 Meetings/Conferences**

#### **3.1.1. Chief Executive Forum**

Three regional Chief Executive forums have been held. Two of these were in relation to governance discussions described above.

The “normal” forum provided an update on Transmission Gully, LGC update, Spatial Planning update.

Wellington Water was also on the agenda, this session was not attended.

#### **3.1.2. Mayoral Forum**

One Mayoral Forum was held and I am sure this will be covered in Her Worship’s report. As indicated above governance matters were high on the agenda.

### **3.2 Wastewater Consents**

A number of iterations of evidence have been prepared for the Greytown wastewater consent application.

While the Greytown hearing is still some time away, a high level of pre work is the most efficient way to progress matters, as many of the issues can be resolved before the formal hearing.

### **3.3 Financial Statements / Draft Annual Report**

The draft annual report is nearing completion with audit New Zealand on site for two weeks commencing Monday 28 September.

The full financial statement and annual report are due for adoption, following audit, on 28 October. The statutory deadline for adoption is 31 October.

### **3.4 Local Government Funding Agency (LGFA)**

LGFA have accepted our application to become a borrower against this fund. LGFA have completed their financial due diligence and we fall well within their benchmarks.

There is a reasonable amount of documentation required and this will be completed following completion of the Annual Report.

### **3.5 Other**

Discussions are progressing well with the **land swap** at our Greytown site. This land swap is "like for like" and will result in both ourselves and Papawai Ahu Whenua trust ending up with contiguous and more useable blocks of land.

Allied to this planning is almost complete for the **gliding** operation to commence building their hanger, it is planned for this to be completed in a few months and we will see activity slowly increasing.

Costs were finally received for the **Featherston Town Square**. These were somewhat higher than anticipated. The working group discussed the costs and after some refinement we instructed the consulting engineer to call for quotes, ensuring local suppliers were able to participate in this process.

The **Waihinga centre** consultation document was finalised and posted. We are gearing up for a busy time with enquiries and processing the returns.

A number of discussions have been held regarding **civil defence** with a view to understanding the new structures and response procedures. These are ongoing.

Discussions are continuing with the **Department of Conservation** on the ownership of assets they construct. DOC's issue is that they are required to pay a capital charge for the assets they own, which comes out of their operational budgets. If they can transfer asset ownership then they are not charged the capital charge and therefore have more funding available for maintenance. While conceptually we may be able to assist, future obligations need to be well understood. Destination Wairarapa are helping in these discussions as one of the projects is a cycleway DW have received grant funding for.

Other meetings included **Community Board and Maori Standing** committee meetings and the Featherston public meeting, rounding out this period nicely.



### 3.6 Rates Arrears (Incl. GST)

DATE	AMOUNT \$'000	NUMBER	DAYS SINCE INSTALMENT DUE	SWDC COMPONENT \$'000 (81%)
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773
19 August 2014	\$818	592	91	\$663
30 September 2014	\$1,008	809	37	\$816
11 November 2014	\$770	627	83	\$623
27 January 2015	\$672	537	68	\$544
2 March 2015	\$784	798	10	\$635
25 May 2015	\$762	803	3	\$617
3 July 2015	\$624	669	39	\$505
18 August 2015	\$580	547	59	\$470

You will note that the outstanding amount is the lowest dollar amount on this report. The concerted efforts at collection are paying off.

This is a particularly good result as the amount outstanding includes the additional 10% arrears penalty.

In the order of 330 of the above rate debts have mortgages and the process has commenced to enable a demand from the banks. Once the initial notification has been sent to the bank (copied to the ratepayer) there is a three month grace period until we can make the formal demand.

## 4. Corporate

### 4.1 Occupational Health and Safety

An initial report received from Major Consulting, and following analysis of this report a draft strategy has been developed.

We have had an initial review of this strategy and are considering this strategy and implementation plan. This will take some time to understand and implement.

It will be prudent for a presentation to Council at some stage once our response has been planned.

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

## 4.2 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
27 August 2015	Details of Building consent requests	Information provided
26 August 2015	Has Council carried out methamphetamine decontamination of Council flats and the details of such?	No such decontamination requested.
2 September 2015	Artworks held and their value	
28 September 2015	Conflict of Interest Guidelines and use of Commissioner in such circumstances.	
28 September 2015	The process determining impact of a proposed activity to be of a "minor" nature when assessing a consent application.	
28 September 2015	Provide information about determinations of certain activities under the Resource Consent.	

Contact Officer: Paul Crimp, Chief Executive Officer

# **PLANNING AND ENVIRONMENT GROUP**

## **1. Resource Management**

### **1.1 Resource Management Act – Policy/District Plan**

#### ***1.1.1. Wellington Regional Council Proposed Natural Resources Plan***

As reported to the August Council meeting, the closing date for the Proposed NRP submissions was set as 25 September 2015.

As discussed at the meeting, Council along with MDC (CDC has applied separately) has sought an extension to the closing date, along with many other organisations and individuals.

The Regional Council did not however choose to notify a revised date generally, rather they decided to grant those who requested, an extension of time using the late submissions provisions in the Act. This is a somewhat unusual approach.

However it meant that Council along with other parties who sought an extension (e.g. Federated Farmers) were granted up until the 23rd of October 2015, to lodge submissions. This extension has reduced some of the pressure on Council and MDC/CDC to prepare meaningful submissions, however it remains an extremely tight timeframe given the scale of the work involved.

As part of gaining the extension, the 3 Wairarapa Councils have agreed to work together to frame submissions, with MDC and Council planning to lodge as close as can be, a joint submission.

To that end both Councils have engaged Kerry Geange to assist in preparing the submissions. CDC have preferred to engage their own consultant (Christine Foster of EMS) and lodge their own submission, but CDC staff have joined the officers working group from SWDC/MDC to ensure their submission closely aligned to the submissions of MDC and Council in any case. In addition their consultant and Mr Geange are sharing information and analysis to assist each other.

All 3 Councils staff have been meeting regularly to coordinate the work of the consultants and internal inputs to that process. A copy of the submission will be circulated to Councillors once completed.

The approach is to lodge submissions on any and all issues of concern to Council and its community with a view to withdrawing any that Council may not support further down the line.

#### ***1.1.2. Greytown Residential (FDA) Structure Plan***

The WCDP identifies a large area of land in Greytown as a future development area. In order for this land to be formally released for overall development, the WCDP specifies that a structure plan should be developed by Council to guide its development.

The focus of the structure plan is the provision of required infrastructure, and the design and layout of development, taking into account the physical characteristics and limits of the land and the mitigation of any potential adverse effects.

A brief for this work was prepared and offered to a large consultancy. The offer of services from that consultancy was however quite expensive, so ways of reducing the cost are presently being looked at to see if the work can proceed at a level which will still enable development to be prepared for but at an affordable cost.

As part of this it is proposed to discuss the project with "local" engineering consultancies to see if an alternative and acceptable offer of services can be obtained.

**1.1.3. Featherston 2033**

Council resolved at the August meeting to proceed with the assessment of two of the key concepts for the reshaping of Featherston, identified through the initial strategy.

These were to look at options around "gateways" and to examine transport routes (in particular the alignment of the state highways through Featherston) and infrastructure to ensure the needs of Featherston are best met.

Because of the need to focus on (because of the statutory closing dates) the submissions on the proposed NRP, progress on these tasks has slowed.

However contact with NZTA (the state highway authority) has been made and arrangements (after some considerable toing and froing to establish who in NZTA to engage with) to hold introductory discussions have been agreed. Once the work on the submissions for the NRP is completed, this work will be prioritized.

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2014/15	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the District as a "better" place to live	65%	71%	NRB Survey
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%	92%	NRB Survey

## 1.2 Resource Management Act - Consents

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	88.89%	NCS
s.223* certificates issued within 10 working days	100%	100%	NCS
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	100%	NCS

Council received 12 (the previous year 17) resource consent applications between 1/07/2015 and 12/08/2015. Officers provide detailed information as part of fortnightly updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

## 1.3 Reserves Act – Management Plans

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

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

As noted in previous reports, it is possible that the current “town square” proposal in Featherston will eventually need to be incorporated into the Clifford Square Reserve Management Plan, to reflect what is built (once complete), however there is no immediate or regulatory need to update this RMP now.

## 1.4 Local Government Act – LIM’s

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

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

TYPE	YTD 1 JULY 15 TO 31 AUGUST 15	PREVIOUS YTD 1 JULY 14 TO 31 AUGUST 15	PERIOD 1 AUGUST 15 TO 31 AUGUST 15	PREVIOUS PERIOD 1 AUGUST 14 TO 31 AUGUST 14
Standard LIMs (Processed within 10 working days)	28	19	12	9
Urgent LIMs (Processed within 5 working days)	7	11	4	7
<b>Totals</b>	<b>35</b>	<b>30</b>	<b>16</b>	<b>16</b>

## **2. Public Protection**

### **2.1 Building Act – Policy and Administration**

#### **2.1.1. Coastal Buildings**

Council was previously advised that recent storms triggered a further round of coastal erosion affecting not only Council's road, but also a number of privately owned properties and buildings.

Two inspections have now taken place to determine whether any buildings should be classed as "dangerous" under the Building Act.

After writing to property owners affected, receiving their comments and referring the information for legal review, most of the properties do not trigger the dangerous building provisions of the Building Act.

The owners of those properties (6) have been written to advising them of that finding. However 3 properties clearly qualify as dangerous buildings as they present a real risk to the safety of people and property.

The Council's legal adviser has indicated that Council should now proceed and issue notices under the Building Act requiring these owners to in effect make their properties safe.

In essence this would require the removal of the structures or the erection of sea defences against further erosion.

This latter option is however unlikely to be consented by WRC or DoC within an acceptable timeframe, this leaving the demolition and/or removal of the structures as the only viable option.

Letters to the 3 affected owners and notices under the Act, are being drafted at present. The owners can only seek a judicial review of the Council's determination if they wish to challenge the notice.

Assuming no challenge is made the owners will have 6 months to fully comply with the demolition/removal order. In the meantime warning notices and tape will be erected by Council, as this is a statutory requirement, once the notices are issued.

#### **2.1.2. Staff**

We have recently appointed a BO replacement for Adrian Cullen, who has stepped into the Team leader role. The new officer will commence work on or about Monday 10 October.

Mr Neil Gerrish, a consultant, has largely completed competency assessments of all current building staff. This has resulted in Council now being able to bring back in house more consent processing (although external support is still required for more complex residential and commercial jobs). Mr Gerrish continues to assist with consent processing along with John Tait (who was previously employed by Council).

## 2.2 File Project

The conversion of existing building consents to electronic files has been progressed. Improvements to the mainframe computer storage have been agreed (to hold the data) and a large scale printer/scanner sourced.

Changes to the "copier room" are being planned to accommodate the new machine and to create a workspace for the staff member who will be undertaking the scanning.

Meetings with the software provider (Onstream Systems - Trapeze/Vault software) are scheduled to scope the storage system (develop a storage protocol) and to begin the process of training staff to operate the Trapeze-Vault system.

Advertising for a staff member for the scanning project will take place soon.

## 2.3 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%	100%	NCS – Continued monitoring of processing days.
Building consent applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days. Due to staff shortages processing contractors have been used to maintain service levels.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 28/1/2014; next review scheduled for January 2016.
Earthquake prone buildings reports received	100%	143/221	The government has made recent announcements on changes where by the assessments will need to be completed by a certain time. Once full details are available the current process and programme will be reviewed to ensure Council meets the new requirements.

TYPE	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	1	\$200,000
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	6	\$538,717
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	24	\$933,954
<b>Other</b> ( public facilities - schools, toilets, halls, swimming pools)	0	\$0
<b>Totals</b>	31	\$1,672,671

## 2.4 Dog Control Act – Registration and Enforcement

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

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 2013/14</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	Nil	Visits are programmed later in year.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	
Complaints about dog attacks on persons or stock are responded to within 1 hour.	100%	100%	

A total of 185 penalty dog registration forms have been issued to dog owners who failed to register their dogs by due date. The following table provides a snapshot of dog control incidents for the period.

Council continues to have difficulties with Mr Phelps / Mrs Philips relating to the registration and micro-chipping of their dogs. Unfortunately instructions have now had to be issued to Councils legal advisers to lodge documents with the District Court to commence a further round of prosecutions.

All attempts to date to have these parties correctly identify, register and micro-chip their dogs have been to no avail, this including writing to those parties on numerous occasions requesting that they complete the necessary documents correctly.

Documents are expected to be lodged with the Court in the week commencing on the 5<sup>th</sup> of October 2015.

#### **2.4.1. Dog Control Act – Incidents**

<b>INCIDENTS REPORTED</b>	
Attack on Pets	0
Attack on Person	1
Attack on Stock	0
Attack on Poultry	0
Barking and whining	3
Lost Dogs	2
Found Dogs	0
Rushing Aggressive	1
Wandering	20
Unregistered Dogs	1
Welfare	1
<b>Total</b>	<b>29</b>



## 2.5 Public Places Bylaw 2012 - Stock

*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%	
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property, taking enforcement action against the property owner.	100%	0	No cases to date

INCIDENTS REPORTED	TOTAL
Stock roaming in public place	4

## 2.6 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 responded to within 1.5 hours.	100%	100%	

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 15 TO 31 AUGUST 15	PREVIOUS YTD 1 JULY 14 TO 31 AUGUST 14	PERIOD 1 AUGUST 15 TO 31 AUGUST 15	PREVIOUS PERIOD 1 JULY 14 TO 31 JULY 14
Total	4	9	1	3

## 2.7 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 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	100%	
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 15 TO 31 AUGUST 15	PREVIOUS YTD 1 JULY 14 TO 31 AUGUST 14	PERIOD 1 AUGUST 15 TO 31 AUGUST 15	PREVIOUS PERIOD 1 AUGUST 14 TO 31 AUGUST 14
On Licence	1	1	1	1
Off Licence	5	4	5	4
Club Licence	1	1	1	1
Manager's Certificate	15	17	15	17
Special Licence	2	4	2	4
Temporary Authority	0	0	0	0

## 2.8 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%	0%	No cases to date.

## 2.9 Bylaws – general complaints

TREES	VEHICLES	RUBBISH	CAMPING	MISCELLANEOUS
1	1	1	0	2

Contact Officer: Murray Buchanan, Group Manager Planning and Environment

# INFRASTRUCTURE AND PLANNING GROUP

## 1. Group Manager Highlights

The last six weeks has seen progress on the Cycle Strategy made with Rodger Boulter engaged to put the framework together for the strategy before there is consultation on its contents. With cycling covering such a broad scope it is important to not only cover the utility of cycling but also the potential in areas such as tourism and regional development.

The works for the summer program are ready to be undertaken in areas such as the Featherston/Greytown bores starting this month, the reseals contract being let and ready to start, the footpath works ready to begin as well as other projects.

The consent acquisition for the three waste water treatment facilities is also underway with the final documentation sent to GWRC and the Commissioners. The second consent, Greytown, will be heard on 17 November.

The reporting on customer requests and annual plan KPI's is continuing to be reviewed and the process streamlined where possible. The reporting has been signed off over the past few months and is attached to this report to ensure compliance for the end of year audit.

With Audit NZ here at the end of this month there has been work put into the annual report and the collation of supporting documentation for the auditors against the significant activities and KPI's. The first quarter reporting has also commenced with the first 3 months of the year almost complete.

With another emergency damage issue on the SPR Cape Palliser Road it highlights the longer term risk to council once the SPR classifications are gone. The discussions are on-going with NZTA regarding a transition to the new ONRC and removal of the SPR.

## 2. Water Supply

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

### 2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt				
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%				
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%				

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	95%				
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0.25 over 1000 connections (1 complaint)	0	0.25 over 1000 connections (1 complaint)
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.5 per 1000 connections (2 complaints)	1 per 1000 connections (4 complaints)	2	4
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.5 per 1000 connections (1 complaint)	0.5 per 1000 connections (1 complaint)	1	1
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0	0.25 per 1000 connections (1 complaint)	0	1
Ratepayers and residents satisfied with level of service for water	75%				
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(4/4) 100%	-	0	4
Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption	< 8 Hrs	(4/4) 100%	-	0	4
Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 2 working days	19/24 (79%)	-	24	43
Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm	< 5 working days	22/24 (92%)	43	24	43
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%				
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%				

## 2.2 Services

### 2.2.1. Water supply capital improvements Featherston

Stage one works commenced 21 September. Completion is scheduled before Christmas with Stage Two works to commence in the New Year.

### 2.3 Water treatment plants

The Waiohine, Greytown and Martinborough plants operated routinely over the period.

## 2.4 Water reticulation

There were 20 reticulation repairs reported and rectified during the period. There were 6 water complaints received during the period.

## 2.5 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by council contractors, City Care Ltd, to maintain satisfactory flows. There were 3 accounts for blockage clearing or no water flow for the Moroa and Longwood network over the period.

## 3. Waste water

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

### 3.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of blockages per 1000 connections	<10	6 complaints	9 complaints	1 per 1000 connections (4 blockages)	1.7 per 1000 connections (7 blockages)
Ratepayers and residents satisfaction with waste water services	70%	Annual survey	Annual survey	Annual survey	Annual survey
Number of dry weather sewerage overflows per 1000 connections	<10	-	-	0.7 per 1000 connections (3 overflows)	0.7 per 1000 connections (3 overflows)
Attendance time: from notification to arrival on site	< 1 Hr	-	-	3/6 (50%)	13
Resolution time: from notification to resolution of fault	< 4 Hrs	-	-	5/6 (83%)	13
% of resource consent conditions complied with to mainly complying or better*	90%				
No. of abatement notices	<2				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
No. of complaints per 1000 connections received about sewage odour	< 15	0	0.5 per 1000 connections (2 complaints)	0	0.5 per 1000 connections (2 complaints)
No. of complaints per 1000 connections received about sewage systems faults	< 15	0	0	0	0
No. of complaints per 1000 connections received about sewage system blockages	< 15	6 1.5 per 1000 connections	9 2.2 per 1000 connections	5	8
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0	0	0	0
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	-	-	5/5 (100%)	8

### 3.2 Waste water treatment plants

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

Greytown plant however required remedial attention due to very low dissolved oxygen levels with odour complaints received in July and August. The pond was overloaded with a new waste stream which has been identified and was discontinued in early July.

Both ponds have since recovered demonstrating improved oxygen levels and are operating normally with only one odour complaint received in early September.

Officers now have to process a trade waste application for the generator of the trade waste stream and this will need to be resolved before the end of the year.

### 3.3 Waste water reticulation

There were 6 pipeline blockages reported during the period.

### 3.4 Hardie Grove, Featherston wastewater pipeline renewal

This work is scheduled to start 19 October 2015.

## 4. Storm water drainage

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

### 4.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	54%	Annual survey	Annual survey	Annual survey	Annual survey
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatements notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0
No. of complaints about stormwater per 1000 properties connected	0	0.5 per 1000 connections (2complaints)	0.7 per 1000 connections (3 complaints)	2	3

All systems operated routinely and within available capacity during the period.

## 5. Solid waste management

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

### 5.1 Key Performance Indicators

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6				
Volume of waste disposed out of district	Decreasing by 2.5%	Decreased by 13.7% for August	-	-	-
% of ratepayers and residents satisfied with the level of service	80%	Annual survey	Annual survey	Annual survey	Annual survey

### 5.2 Waste management

Routine services have been delivered successfully over the period.

## 6. Land transport

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

### 6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%				
Ratepayers and residents fairly/very satisfied with the roads	78				
5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%				
The pavement condition index as measured by the NZTA pavement integrity index	95%				
The number of crashes causing injuries is reduced	Group and control average				
The number of fatalities and serious injury crashes on the local road network	<7				
Ratepayers and residents are satisfied with footpaths in the district	68%				
Availability of footpaths on at least one side of the road down the whole street	87%				
Footpath Condition rating 95% compliant with SWDC AMP Standard	95%				
The % of customer service requests relating to roads and footpaths responded to within 48 hours	95%	23/25 (92%)	35/37 (95%)	25	37
Meet annual plan footpath targets	Yes				

## 6.2 Roading maintenance – Fulton Hogan

Works have continued on Cape Palliser Road to repair road damage. The two sections at the DoC station and further along at Kawakawa are nearing completion and the carriageway is back to two lanes and just awaiting a seal. Works are within budget and the repairs to the concrete structure at Kupes Sail is currently being priced with works to be completed before December this year.

Further damage has occurred at the Whatarangi Cliffs where the road is down to one lane. The cost of repairs will be estimated and it is expected the cost will exceed \$100,000.00 and additional funding for emergency works will be requested from NZTA.

During August 114.7km of unsealed roads were graded, along with 867 m<sup>3</sup> of maintenance aggregate applied throughout the district on the unsealed network.

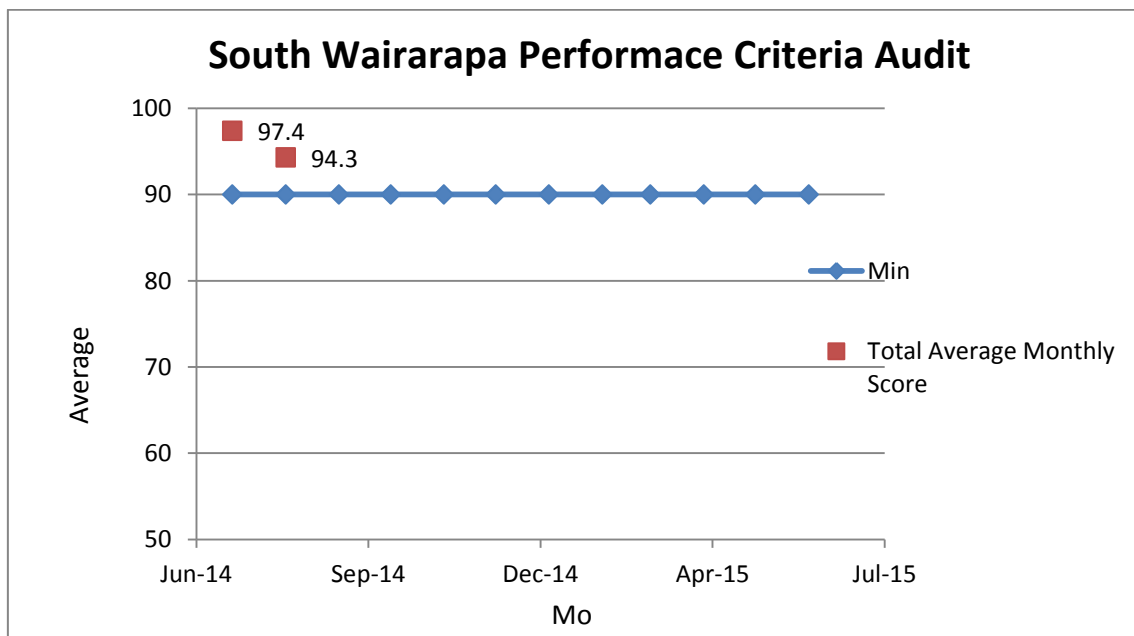
Pre-seal repairs have been identified and work has commenced on them for timely completion.

Road markings and signage was completed at Princess/Kitchener Streets intersection.

Accident damage to guardrails on Lake Ferry and Kahutara Roads has been completed.

Drainage works was carried out on Woodward Street, Featherston to prevent local property/house flooding.

Fulton Hogan's monthly audit and cyclic activities is done on a monthly basis and their performance for the second financial year is charted below.





## 6.2 Reseals - Higgins

The contract has been awarded to Higgins Contractors Wairarapa. A preliminary programme has been developed showing works completed before the end of December.

The design work is currently taking place. Once the design is completed the budgets will be determined.

## 7. Amenities

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

### 7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Users satisfied with parks and reserves	90%				
Ratepayers and residents are satisfied with Council playgrounds	80%				
Council playground equipment that meets national standards	100%				
Council pools comply with NZ swimming pool water testing standards	100%				
Ratepayers and residents satisfaction with Council swimming pools	65%				
Occupancy of pensioner housing	99.8%				
Ratepayers and residents satisfied with town halls	74%				
Cycle strategy	Developed				
Ratepayers and residents satisfied with public toilet facilities	90%				
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library				
% of ratepayers and residents satisfied with libraries	90%				

### 7.2 Parks and reserves

#### 7.2.1. Featherston

Routine maintenance of tracks in Otairua Reserve and the Domain has had to be carried out by City Care since the Featherston Walkways and Reserves Trust seems to have ceased functioning. This work, which is outside the contract, has been an extra cost to Council. However, in August, City Care did a big clean-up of the walkways at no cost to the Council and are planning to continue maintaining the walkways as a service to the community.

### **7.2.2. Martinborough**

The first of the south Wairarapa "bee-Friendly" areas was planted on 16 September by a group from Martinborough School with the Mayor. Wild-flower seeds were sown into a patch of ground prepared by City Care at Centennial Park.



Photo: Fiona Beattie

## **7.3 Properties**

### **7.3.1. Featherston**

The work on the Anzac Hall is progressing well, with all the roofing work completed and the exterior painting very close to completion. Inside, work has begun in the toilets.

## **7.4 Community housing**

There are no changes to the waitlist in Martinborough (five applicants), Greytown (three applicants) and Featherston (five). Two applications have been received and are being processed.

One flat at Burling Flats (Featherston) has been vacated and is undergoing some maintenance work before putting a new tenant in.

On Thursday 24 September, City Care will be carrying out a rubbish collection at all South Wairarapa District Council flats. This is an opportunity for residents to dispose of any unwanted items in or around their flats.

Six monthly flat inspections are scheduled for the end of September.

## 7.5 Cemeteries

Enquiries and the purchasing of plots continued in August, with people making future plans on where they wish to be buried.

### 7.5.1. Featherston

There was one burial in August. One of the existing lawn rows has been extended by an additional four plots to align it with adjacent rows. All four plots have now been sold.

### 7.5.2. Greytown

There were four burials in August.

### 7.5.3. Martinborough

No burials in the month of August.

## 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 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Ratepayers and residents prepared for an emergency	75%				
Regional Civil Defence Emergency Annual Plan achieved.	Yes				

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

#### 8.2.1. Update

EOC staff training – There are two more modules to complete for the 2015 syllabus followed by a two hour exercise in late November to consolidate the year's learnings. Staff are mostly from GWRC, with one person each from SWDC and MDC.

WREMO are keen to recruit SWDC staff to join the Wairarapa Emergency Operations Centre and are currently looking for staff to fill various roles. Training will be a one hour commitment per month from March to November 2016.

Shake Out 2015 National Earthquake Drill - General promotion throughout South Wairarapa encouraging individuals/households, schools, pre-schools, businesses and organisations to participate and use the drill as an opportunity to discuss and review emergency plans. SWDC has not registered as yet.

## **9. Appendices**

Appendix 1 - Monthly Water usage

Appendix 2 - Waste Exported to Bonny Glen

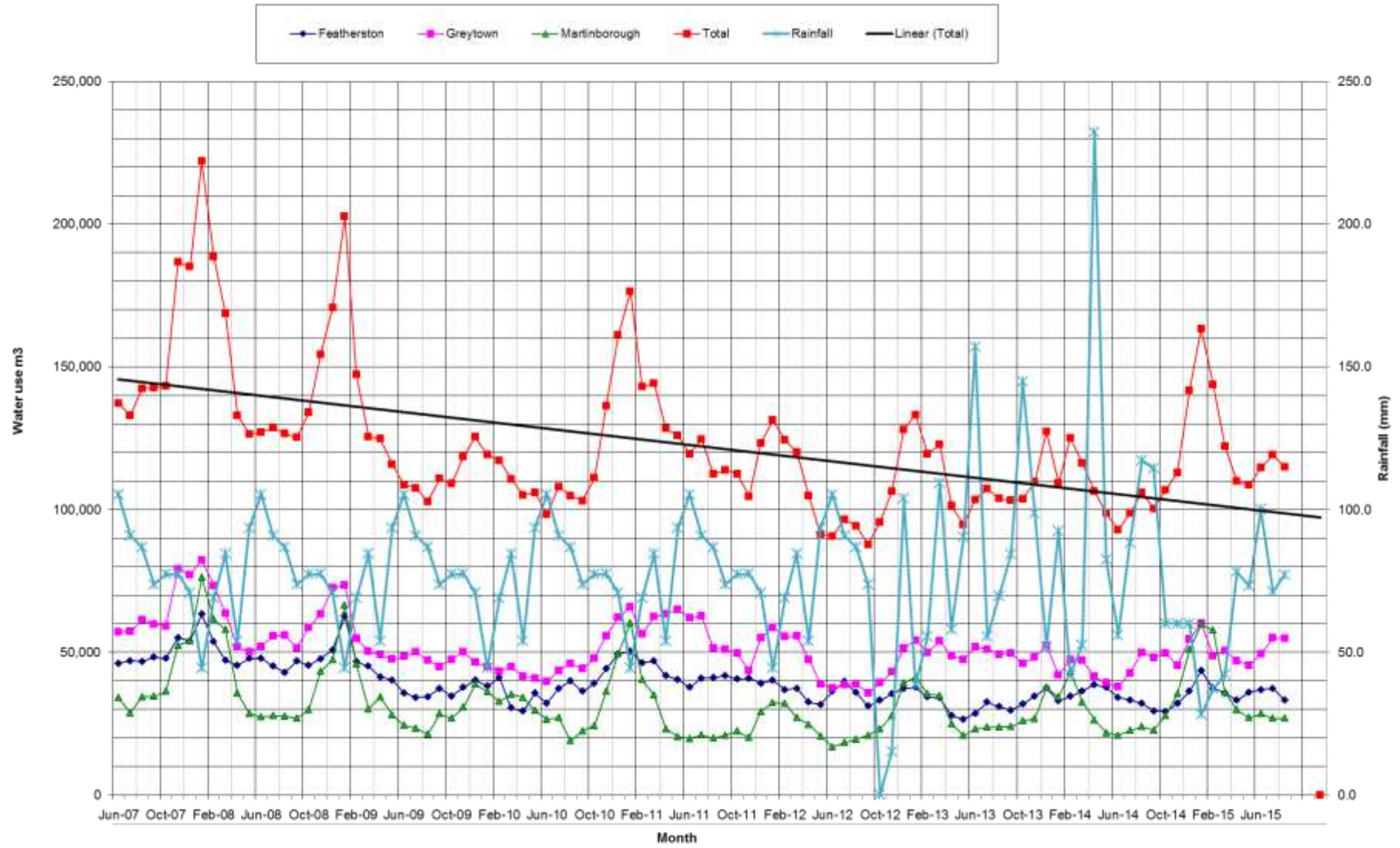
Appendix 3 - Library Statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed by: Paul Crimp, Chief Executive Officer

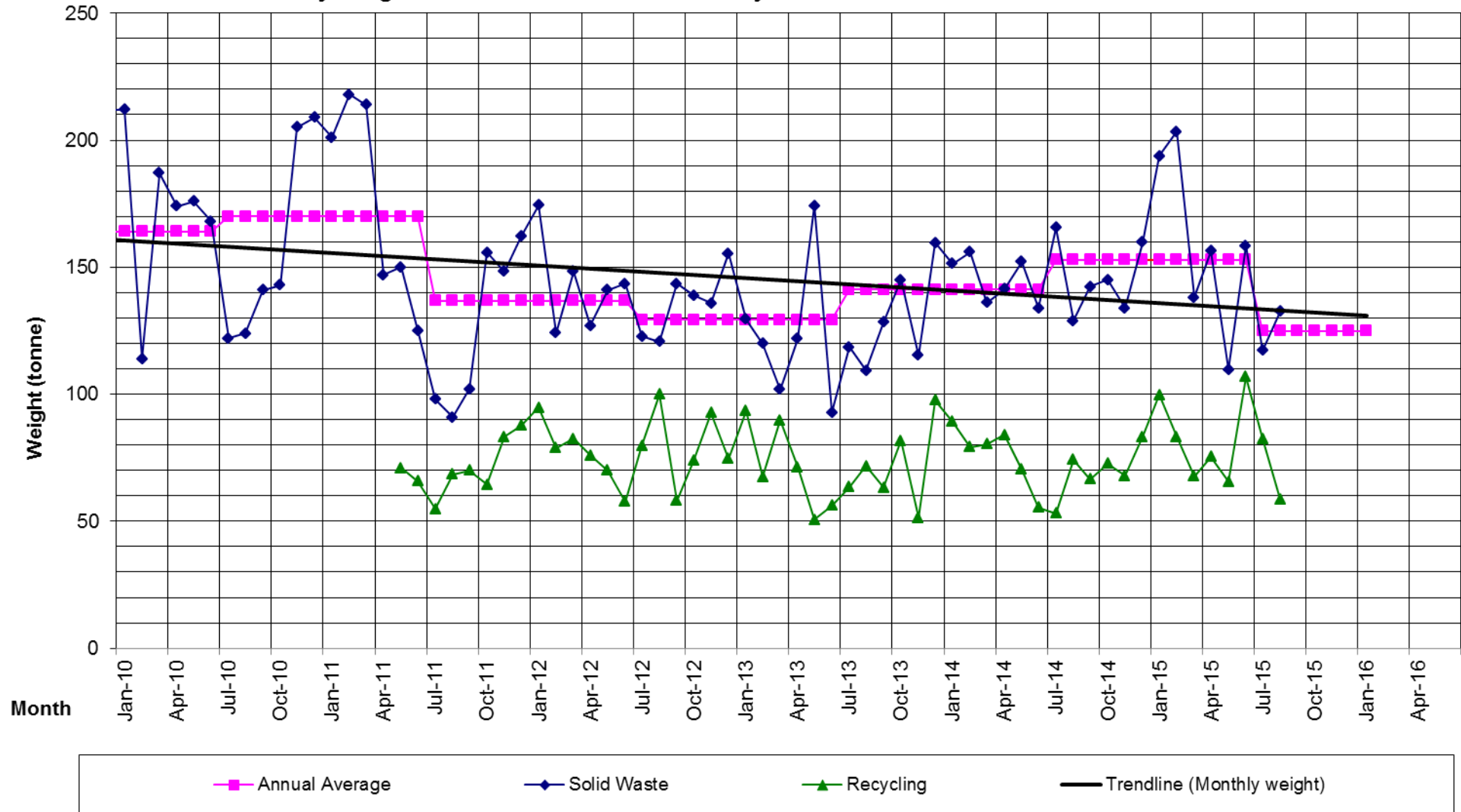
# **Appendix 1 - Monthly Water Usage**

Water use South Wairarapa District Council



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

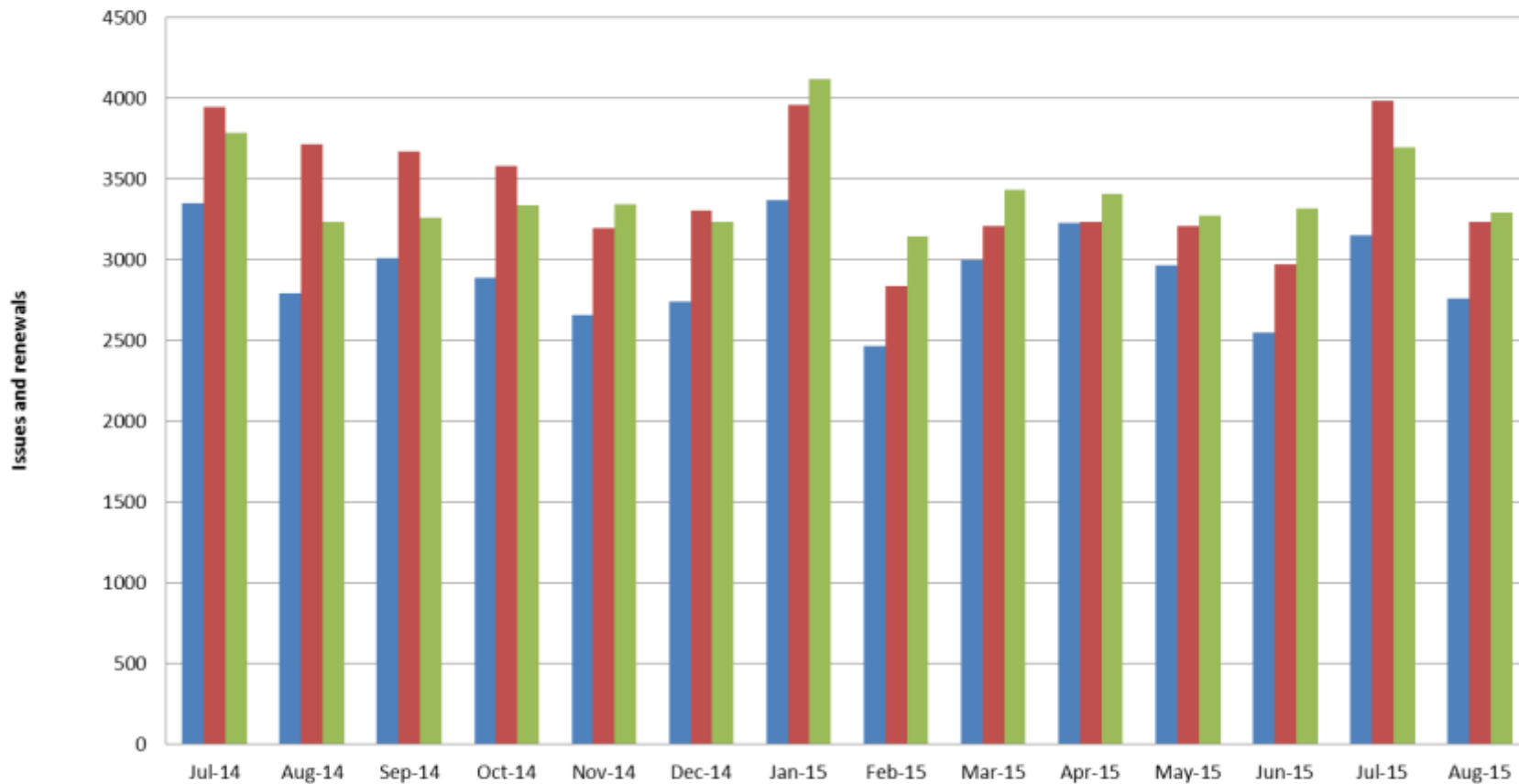
Monthly weight of waste transferred to Bonny Glen





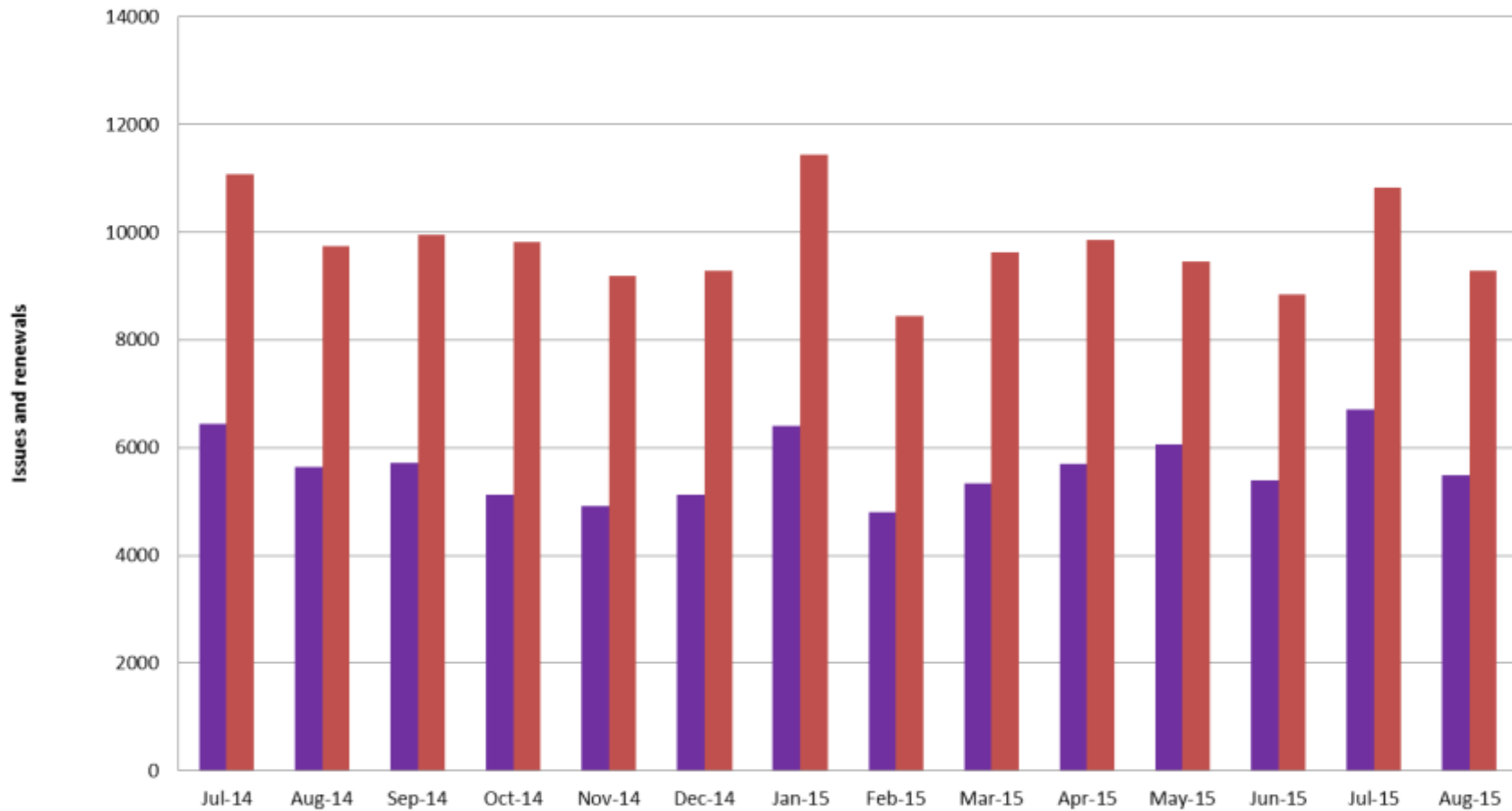
# **Appendix 3 - Library Statistics**

### South Wairarapa libraries - issues and renewals to August 2015



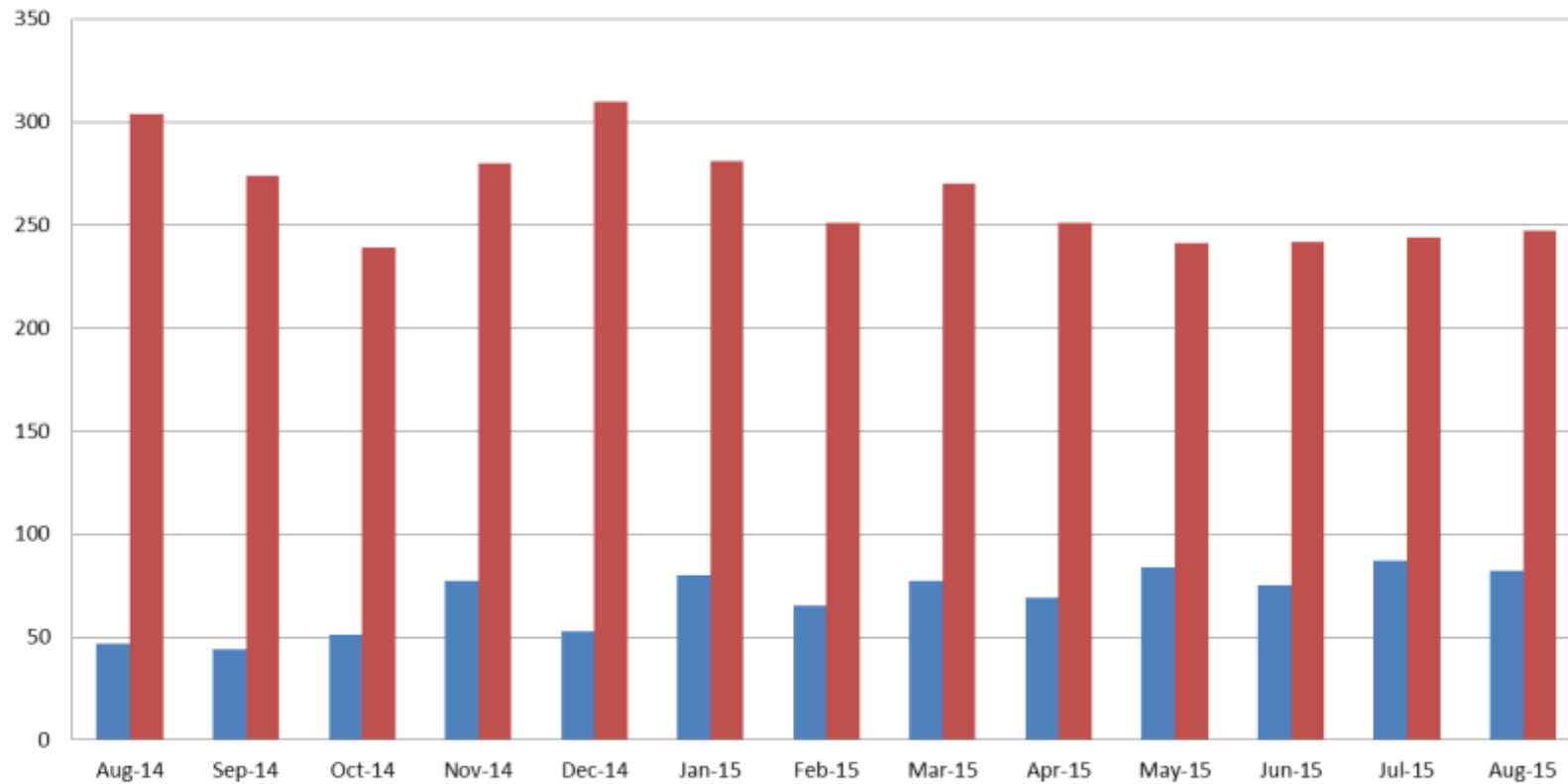
	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
Featherston	3351	2795	3013	2890	2657	2741	3368	2466	2994	3227	2963	2548	3152	2763
Greytown	3949	3717	3669	3583	3195	3302	3958	2834	3206	3233	3212	2971	3985	3235
Martinborough	3784	3237	3260	3335	3345	3236	4117	3142	3431	3405	3276	3317	3695	3293

### Wairarapa Library Service - issues and renewals to August 2015



	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
Carterton	6451	5643	5720	5129	4921	5122	6406	4810	5341	5702	6063	5396	6702	5495
South Wairarapa	11084	9749	9942	9808	9197	9279	11443	8442	9631	9865	9451	8836	10832	9291

### Wairarapa Library Service - audio and e-book issues to August 2015



	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
E-books	47	44	51	77	53	80	65	77	69	84	75	87	82
Audiobooks	304	274	239	280	310	281	251	270	251	241	242	244	247

# GREYTOWN COMMUNITY BOARD

28 OCTOBER 2015

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## AGENDA ITEM 7.2

### SCHEDULE OF ORDINARY MEETINGS

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#### **Purpose of Report**

To provide the Maori Standing Committee/community board with the proposed schedule of ordinary meetings for Council, community boards and committees for 2016.

#### **Recommendations**

Officers recommend that the Committee/community board:

1. *Receive the information.*
2. *Adopt the 2016 schedule of ordinary meetings for Council, community boards and committees.*
3. *Set a regular meeting time for 2016.*

#### **1. Background**

Each year Council adopts a schedule of Council, committee and community board meeting dates for the coming 12 month period. On the 7 October 2015 Council adopted the proposed schedule of meetings as attached in Appendix 1.

#### **2. Discussion**

##### **2.1 Proposed 2016 Schedule of Ordinary Meetings**

A proposed schedule of 2016 meetings is provided in Appendix 1. The calendar has been aligned to signing off the annual plan and the annual report during scheduled ordinary meetings.

Meetings are scheduled every 6 weeks as per Council policy with the exception of the 26 October 2016 meeting which is scheduled 5 weeks from the previous meeting to allow for the adoption of the annual report.

It will be necessary to schedule extraordinary meetings to hear and deliberate on the 16/17 annual plan submissions and to attend to any extraordinary Council business that may arise.

Where a Martinborough Community Board or Maori Standing Committee meeting fell on a public holiday, the meeting was moved to the first free Monday.

## **2.2 Meeting Times**

Council, the Policy and Finance Committee and the Infrastructure and Planning Working Party meeting start times are proposed to remain the same. The community boards and the Maori Standing Committee are being asked to decide on a time that suits members.

## **3. Appendices**

Appendix 1 – Proposed Schedule of Ordinary Meetings 2016

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

# **Appendix 1 – Proposed Schedule of Ordinary Meetings 2016**

**SOUTH WAIRARAPA DISTRICT COUNCIL**  
**PROGRAMME OF COUNCIL, COMMUNITY BOARD AND COMMITTEE MEETINGS 2016**

<i>MEETING</i>	<i>TIME</i>	<i>DAY</i>	<i>JAN 2016</i>	<i>FEB 2016</i>	<i>MAR 2016</i>	<i>APR 2016</i>	<i>MAY 2016</i>	<i>JUN 2016</i>	<i>JULY 2016</i>	<i>AUG 2016</i>	<i>SEP 2016</i>	<i>OCT 2016</i>	<i>NOV 2016</i>	<i>DEC 2016</i>
Martinborough Community Board	TBA	Mon		1	14	18	30		18	29		10	21	
Featherston Community Board	TBA	Tues		2	15	26		7	19	30		11	22	
Greytown Community Board	TBA	Wed		3	16	27		8	20	31		12	23	
Maori Standing Committee	TBA	Mon		15	21		2	13	25		5	17	28	
<b>COUNCIL</b>	9.30AM	Wed		24		6	18	29		10	21	26		14
Policy and Finance Committee	Follows Council	Wed		24		6	18	29		10	21	26		14
Infrastructure and Planning Working Party	9:30am (or will follow AP workshop)	Wed		10	23		4	15	27		7	12	30	

**NOTES:**

1. The dates of all other meetings will be separately notified
2. Wgtn Anniversary Day: Monday 25 January 2016
3. Waitangi Day: Monday 8 February 2016
4. Easter: Good Friday 25 March 2016 and Easter Monday 28 March 2016
5. Anzac Day: Monday 25 April 2016
6. Queen's Birthday: Monday 6 June 2016
7. Labour Day: Monday 24 October 2016



# GREYTOWN COMMUNITY BOARD

28 OCTOBER 2015

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## AGENDA ITEM 7.3

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### TREE GUIDELINES

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#### **Purpose of Report**

To provide Greytown Community Board information relating to how resource consents are processed in relation to protected trees.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the information.*

#### **1. Background**

This paper is presented to clarify how resource consents are processed in relation to protected trees.

#### **2. Discussion**

Firstly it is the Wairarapa Combined District Plan (WCDP) that sets the framework which Council must work to in relation to applications to trim, prune, or otherwise modify or remove a protected tree (as per Clause 28.4 Appendix 1 Notable TreesTs001 to Ts097). The WCDP allows under Clause 21.1.1 activities affecting a scheduled tree so long as the standards listed from a) (i) to (iii) are met. These include provisions about activities within the drip line of the tree.

Secondly, where these permitted activity rules cannot be satisfied a RC must be obtained pursuant to Clause 21.4.1 prior to any of the above listed actions taking place. The matters for discretion when an application is lodged are set out in Clauses (i) to (vi) of the WCDP. Such applications are Restricted Discretionary applications under the Resource Management Act. Standard (i) intends that the use of appropriate arboricultural techniques to mitigate, remedy or avoid any adverse effects on the tree are to be used.

In response to this requirement Council seeks that an applicant provide a report from a qualified arborist which sets out the appropriate methods to be applied in any situation. Where such a report is not provided Council can commission a report itself if this is thought to be necessary. Where the

applicant provides one Council can require that the report to be peer reviewed. These latter steps are dependent on the outcome sought by an applicant, generally if it is to "lightly trim a tree away from a building" and the work is not extensive we do not, if it is a substantial change or removal we would.

In commissioning or accepting an arborist report provided with an application, Council follows the recommendations of the arborist in terms of prescribing any conditions on the applicant. The arborist is the recognised expert on such matters and we accept their recommendations. The arborist as an expert, applies any requisite and applicable standards (such as the NZAA Best Practice Guidelines), although these can be varied due to the particular circumstances applying to a development and because they are "guidelines".

For instance in the Pilbrow development the land about the tree was previously tar sealed/compacted for vehicle use so the removal of this surface even though it required excavation within the dripline was accepted, as in the longer run the tree would benefit from this. In recognition of that gain the arborist and Council also accepted that the developer should be able to use the space for storage while his development progressed. If this was not done the area could still be under tarseal/compacted. In essence an "offset" was created which is a standard mechanism to use in such situations under the RMA91.

Contact Officer: Paul Crimp, Chief Executive



## PROPOSAL DOCUMENT ON IMPROVING STREETScape & PLANTING ON MAIN ST.

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Report by Leigh Hay – 2<sup>nd</sup> July 2015

### 1. Background

Part of our long term plan is to improve the streetscape of Greytown. In recent discussions it was felt the current planting did not have the impact needed to improve the streetscape. It was noted that the new planting (with  $\frac{3}{4}$  barrels & bay trees by Craig from Grand Designs) had high impact and looked very attractive. Anecdotal reports from visitors & residents all stated how attractive it looked. Currently we pay \$120 pm for City Care to maintain & replant existing 10 x  $\frac{1}{2}$  wine barrels. This would include  $\frac{1}{4}$  replanting at approx \$40 per barrel pa.

It should also be noted that while we wish to maintain civic pride in our town, we also want to have it seen as the most attractive town in the region for tourists and visitors to the Wairarapa.

We have also considered the general impact as visitors first enter Greytown from the North entrance on Main St.

### 2. Current Street Planting

The current plating is too scattered to have any real impact. There is a variety of plants (some better, some worse) and current soil levels are low and plants small so do not protrude over barrels too much. Also need to be replaced every 3 mths or so. Short term solution.

### 3. General Concept

I have met with Craig (Grand illusions) and discussed our options for the street planting. We have walked the Main St and looked at the existing position & planting of Barrels.

He felt that by having 10 wine barrels scattered around the Main St (often in awkward places) that there was no impact and that the Main Street should be viewed as a whole, so that planting has the greatest impact. Bearing this in mind he felt a grouping was a better solution in places on the Main St where it has the greatest visibility & impact. He has suggested we have a grouping of 3. One  $\frac{3}{4}$  barrel (planted in a similar way to White Swan to have continuity) and the 2 smaller  $\frac{1}{2}$  barrels sitting on either side planted with lower more permanent plants.

The program could be extended on an annual basis along Main St as needed.

Northern End by Greytown Early Years: This is not a very pretty entrance and with no trees outside Greytown Early Years. St Andrews has one lovely tree however it is very bare in



winter. We would also suggest planting 3 conifers on the boundary to mirror conifers on the diagonal corner at the church.

#### 4. Things That Need to Be Considered for Placement of Barrels

- Bus stops, Wheel Chair access points (St Johns), Public Toilets.
- Places where large trucks stop, pedestrian crossings
- Rt of Ways
- New 4 Square building which has new existing planting and decorative elements which negate need for further plating.
- Cluttered shop fronts where signs etc would diffuse the effect
- Current attractive large scale planting where there is no need e.g. Emporos
- Fences where visitors, locals may rest bikes, prams (e.g. rt hand fence by Jack & Jill)
- Significant local buildings which would increase impact (e.g. Council Chambers)
- Town Square (more details below)
- Current Planting sufficient e.g. Square with fountain by Salute

#### 5. Town Hall

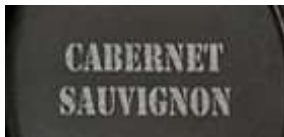
- As Greytown's most significant central building we have looked at what could be done here in keeping with the general theme. We were concerned about:
  - Foot traffic to library
  - Prams, wheelchairs etc.
  - Public gatherings
  - Xmas or market stalls etc.
  - Pin oaks when they are in leaf may obscure things although it would be enhanced in winter.

We concluded that the only option is to have 2x  $\frac{3}{4}$  barrels to the left and right of the two benches. This may need to be looked at again.



**6. Funding Options**

- **Large Wine Barrels:** These range from \$75-120 per barrel. The best size would be ¾ Wine Barrels. The top ¼ taken off (as per white Swan). An opportunity would be to ask all Wairarapa vineyards to donate 1 or 2 wine barrels.
- As tourists visit not only Greytown but the wider region we do not see any promotion of wineries having a negative impact on Greytown. We would **NOT** allow branding but would simply have a stencilled barrel in black with the name of the winery at the top. E.g. Poppies Winery etc. The example on the right is similar (but smaller typeface)



- **Large Wine Barrels - Individual Companies:** Companies (e.g. Bayleys, Harcourts, French Bakery) etc. could purchase 1 x large individual barrel and pay for the cost of the plant.

There are a number of positions around town that would benefit from one large ¾ barrel which when seen in tandem with other groupings would add to the same synergistic effect. These barrels could have similar stencilling as wine companies to keep consistent look and feel.

- **Greytown Community Board:** We would need to pay for the planting of the groups of three barrels down Main St. Initially this would be 5 x three groups but more if funding permitted.
- There would be savings over a 3 year period as we would not be paying for planting of annuals. Savings over a 3 yr period would be expected to be approx \$1200 based on 4 x a year planting x 10 barrels x 3 years.
- **Greytown Community:** The community and garden groups could be involved in the planting to reduce costs (which would be overseen by Craig Thorburn).



## GREYTOWN COMMUNITY BOARD

### 7. Costs:

- **Large Wine Barrels:** These range from \$75-120 per barrel. –Maybe Free
- **Builder to takes top 1/3 off and insert security rods-large barrels only.**
- **Potting Mix (may get cheaper rate from City Care)**
- **Tall topiary laurels –range from \$60-100 x 5 (or 7 if we do 2 for town hall)**
- Plants for 10 x ½ barrels – TBC

### 8. Security

- Holes are drilled on 4 sides and 2 rods inserted (as a cross) to prevent plants from being taken. Tree is plated and rods inserted after planting in order not to disturb roots & plant.

### 9. Conclusion

If the Community Board felt in principle that this would be a good project to pursue we would then takes steps to get it started.

- Finalise planting costs
- Approach businesses to see if any want to sponsor a wine barrel
- Approach wineries to sponsor a wine barrel.