

GREYTOWN COMMUNITY BOARD

Agenda 30 January 2019

Notice of a meeting to be held in the WBS Room of the Greytown Town Centre, 89 Main Street, Greytown, on Wednesday 30 January 2019 commencing at 7:00pm.

MEMBERSHIP OF THE COMMITTEE

Leigh Hay (Chair), Cr Margaret Craig, Mike Gray, Ann Rainford, Christine Stevenson and Lachlan O'Connell (student representative).

HEALTH AND SAFETY BRIEF

PUBLIC BUSINESS

1. APOLOGIES:

2. CONFLICTS OF INTEREST:

3. PUBLIC PARTICIPATION:

- | | | |
|-----|---|---------------|
| 3.1 | Brian Sharpe, Greytown Gliding Club, providing an update on operations and activity of the Club | 7:05pm |
| 3.2 | Jen Bhati, South Wairarapa Neighbourhood Support Coordinator, introducing herself and what needs to be achieved in the next few months. | 7:10pm |

4. PRESENTATIONS:

- | | | |
|-----|---|---------------|
| 4.1 | Katie Abbott and Jeremy Partridge, Tree Advisory Group update | 7:15pm |
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5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

6. COMMUNITY BOARD MINUTES:

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| 6.1 | Minutes for Approval: Greytown Community Board Minutes of 30 November 2018 | Pages 1-6 |
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Proposed Resolution: *That the minutes of the Greytown Community Board meeting held on 30 November 2018 be confirmed as a true and correct record.*

7. CHIEF EXECUTIVE AND STAFF REPORTS:

- 7.1 Officers' Report **Pages 7-67**
Update from Lou Brown and Russell Hooper on Notable Trees Project
- 7.2 Action Items Report **Pages 68-74**
- 7.3 Income and Expenditure Statement Report **Pages 75-81**
- 7.4 Applications for Financial Assistance **Pages 82-83**

8. NOTICES OF MOTION:

- 8.1 None advised

9. CHAIRPERSON'S REPORTS:

- 9.1 Chairperson's Report **Pages 84-86**

10. MEMBER REPORTS (INFORMATION):

Proposed Resolution: That members' reports are received.

- 10.1 Have Your Say Report; Mike Gray/Ann Rainford **Pages 87-88**
- 10.2 Reestablishment of a Community Patrol Group in Greytown; Mike Gray/Ann Rainford
- 10.3 Wairarapa Library Service Report **Page 89**

11. CORRESPONDENCE

Proposed Resolution: That the inwards correspondence be received and the outwards approved.

- 11.1 Outwards
- To Patrice O'Connor, Greytown School, from Greytown Community Board, dated 30 November 2018 **Page 90**
- To Rev Harry Newton, St Luke's Anglican Church, from Greytown Community Board, dated 30 November 2018 **Page 91**
- To Bob Francis, Digital Seniors, from Greytown Community Board, dated 17 January 2019 **Page 92**
- 11.2 Inwards
- To Leigh Hay, Greytown Community Board, from Hugh Townend, South Wairarapa Bridge Club, dated 14 January 2019 **Pages 93-94**
- To Greytown Community Board, from Katherine Kill, 1st Greytown Scout Group, dated 18 January 2019 **Page 95**

Greytown Community Board

Minutes – 21 November 2018

- Present:** Leigh Hay (Chair), Mike Gray, Ann Rainford (Deputy Chair), Christine Stevenson and Cr Margaret Craig.
- In Attendance:** Mayor Viv Napier, Mark Allingham (Group Manager Infrastructure and Services) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 21 November 2018 between 7:00pm and 8:50pm.
- Also In Attendance:** Craig Percy, Lucy Cooper, Heather King, Kevin Lyford and David Green.

PUBLIC BUSINESS

1. APOLOGIES

Apologies were received from Lachlan O’Connell (student representative).

2. CONFLICTS OF INTEREST

There were no conflicts of interest.

3. PUBLIC PARTICIPATION

3.1 Craig Percy (Orchards Retirement Village developer) and Lucy Cooper (Perception Planning)

Mr Percy and Ms Cooper provided a progress update on changes made since public consultation to the Orchards Retirement Village plan. A resource consent application was being prepared for lodging in February 2019 with the consent hearing likely to be July or August 2019.

3.2 Heather King, Kevin Lyford, David Green

Ms King with support from Mr Lyford and Mr Green noted concerns at the increased use and parking on the Udy Street paper road causing degradation of seal. Ms King suggested that a section of the Lions Walkway was converted into parking space, or that Council resume responsibility for maintaining the paper road, or that a new walkway was created on the right side of the road reserve linking to the Lions Walkway. The road was covered by a dense tree canopy making it hard to see pedestrians and cyclists. The residents requested that the existing sign was reworded with a safety message.

4. TREE ADVISORY GROUP

Tree Advisory Group

On behalf of the Tree Advisory Group, Mr Partridge recommended Council undertake a course of action to nourish and lengthen the life of the gleditsia tree in Stella Bull Park.

Mr Partridge advised that removing dead wood from Farleys Oak and other trees should be part of Council's maintenance schedule and was not controversial.

Trees for berms were being considered and St Lukes Anglican Church were awaiting estimates for strengthening the gum tree.

5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

GCB NOTED:

1. Action 767: Amend the Lions walkway promotional material to make it clear that the Lions walkway starts 100m from the corner of Udy Street; L Hay
2. Action 768: Investigate the proposal from the Udy Street contingent for pedestrians and cyclists to enter and leave the Lions Walkway via Council's road reserve (to the right of the existing seal); M Allingham
3. Action 769: Amend the existing sign on the Udy Street sealed section of paper road to say 'Watch for children'; M Allingham
4. Action 770: Investigate the oak trees, owned by Oak Estate Motor Lodge, overhanging the footpath on Hospital Road, Greytown, and if they are obstructing the footpath request that the owner arrange for them to be cut back; R O'Leary
5. Action 771: Provide Jez Partridge with a copy of the original arborists report for Farley's Oak; M Allingham
6. Action 772: Email an update to Jez Partridge and the GCB on then intended action timing with regards to the trees in Colliers Reserve; M Allingham

6. COMMUNITY BOARD MINUTES

- 6.1 Greytown Community Board Minutes – 10 October 2018

GCB RESOLVED (GCB 2018/72) that the minutes of the Greytown Community Board meeting held on 10 October 2018 be confirmed as a true and correct record subject to amending March 2018 to March 2019 under 10.2 Stella Bull Park Users Group.

(Moved Hay/Seconded Rainford)

Carried

7. CHIEF EXECUTIVE AND STAFF REPORTS

- 7.1 Officer's Report

Members noted the Waihinga Centre opening date of 10 December 2018.

Mr Allingham undertook to alert contractors to weeds and moss growing from footpaths so they could be scheduled for spraying.

GCB RESOLVED (GCB 2018/73) to receive the Officer's Report.

(Moved Hay/Seconded Rainford) Carried

7.2 Action Items Report

Members discussed the action items and updates were made.

GCB RESOLVED (GCB 2018/74):

1. To receive the Action Items Report.
(Moved Hay/Seconded Cr Craig) Carried
2. Action 773: Review protocols to determine if a key to the Greytown Town Centre can be given to the chair of the Greytown Community Board; M Allingham
3. Action 774: Write a letter congratulating Greytown School on retaining the Enviroschools Green-Gold status; L Hay

7.3 Income and Expenditure Report

GCB RESOLVED (GCB 2018/75):

1. To receive the Income and Expenditure Statement for the period 1 July 2018 – 30 September 2018.
2. To receive the Income and Expenditure Statement for the period 1 July 2018 – 31 October 2018.
(Moved Hay/Seconded Gray) Carried
3. Action 775: Remove the beautification budget commitment for C Turvey 3D Designs - no longer required; J Mitchell

7.4 Schedule of Ordinary Meetings

GCB RESOLVED (GCB 2018/81):

1. To receive the Schedule of Ordinary Meetings Report.
2. To adopt the 2019 schedule of ordinary meetings for Greytown Community Board to the end of September.
3. To set a meeting start time for ordinary meetings of 7pm.
4. To delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.
(Moved Cr Craig/Seconded Rainford) Carried

7.5 Applications for Financial Assistance

GCB RESOLVED (GCB 2018/76):

1. To receive the Applications for Financial Assistance Report and consider the grant applications.
(Moved Hay/Seconded Rainford) Carried

2. To grant Greytown Early Years \$500 to assist with the costs of purchasing toys for construction and storytelling.
(*Moved Gray/Seconded Rainford*) Carried
3. To grant the Greytown Scouts \$250 to enable their chosen individual, who is a Greytown resident, to attend Illuminate (Venturer jamboree) from 31 December 2018 to 11 January 2019.
(*Moved Hay/Seconded Stevenson*) Carried

7.6 SWDC Logo and Branding Working Party
GCB RESOLVED (GCB 2018/77) to receive the SWDC Logo and Branding Working Party Report.
 (*Moved Cr Craig/Seconded Rainford*) Carried

7.7 Change to Naming of Public Roads, Private Roads and Rights-of-Way Policy
 Members requested some form of public notification, particularly for affected residents.
GCB RESOLVED (GCB 2018/78) to receive the Change to Naming of Public Roads, Private Roads and Rights-of-Way Report.
 (*Moved Hay/Seconded Gray*) Carried

8. NOTICES OF MOTION

There were no notices of motion.

9. CHAIRPERSONS REPORT

9.1 Chairperson's Report

Mrs Hay undertook to clarify the Christmas parade route. Members noted that the 130 year anniversary of Arbor Day was the 3 July 2020.

GCB RESOLVED (GCB 2018/79):

1. To receive the Chairperson's Report.
(*Moved Hay/Seconded Gray*) Carried
2. To approve a cost of \$2,000 plus GST as a grant to St Luke's Church to be used for work required for the Gum Tree to be paid from the beautification budget.
(*Moved Hay/Seconded Cr Craig*) Carried
3. To approve a cost of \$3,000 plus GST as a grant to The Greytown Heritage Trust to be used for the costs towards printing of the new Heritage Trail signs, to be paid from the beautification budget.
(*Moved Hay/Seconded Rainford*) Carried
4. To approve a cost of \$300 plus GST for artwork for the new Greytown Cemetery sign, to be paid from the beautification budget.
(*Moved Gray/Seconded Cr Craig*) Carried

5. To approve a cost of \$2,000 plus GST for work on the dog park programme including gates, to be paid from the beautification budget.
(*Moved Hay/Seconded Rainford*) Carried
6. To approve a cost of \$410 plus GST for installation of Town Hall Xmas decorations and new lights.
(*Moved Hay/Seconded Gray*) Carried
7. To approve a cost of \$755 plus GST for conference registration and up to \$1,000 for 3 nights' accommodation, food and petrol costs.
(*Moved Hay/Seconded Stevenson*) Carried
8. To approve a grant of \$1,000 plus GST to Rotary as a contribution towards the costs for the traffic management plan.
(*Moved Hay/Seconded Stevenson*) Carried
9. To approve up to \$800 for advertising of meetings in December and January for public consultation for annual plan submissions.
(*Moved Hay/Seconded Gray*) Carried

10. MEMBERS REPORTS (INFORMATION)

10.1 Emergency Management Liaison

Mr Gray spoke to his report as submitted in meeting papers.

10.2 Udy Street Maintenance Concerns

There was no further discussion.

10.3 Community Patrol and Neighbourhood Support

Mrs Rainford reported that a Community Patrol Steering Group had been formed, and an AGM would be scheduled when everything was ready to move forward.

10.4 Digital Seniors

GCB NOTED:

1. Action 776: Write to the Digital Seniors group expressing concerns that the group has been setup in parallel to a service already being provided in the Greytown community; L Hay

10.5 Greytown After 5

On behalf of the Community Board, Mrs Stevenson would take over organising a Greytown After 5 event for early 2019. Mrs Stevenson envisaged sponsorship would continue to be from local businesses.

11. CORRESPONDENCE

11.1 Outwards

To FreshChoice from Greytown Community Board, dated 2 November 2018

To Papawai Marae, from Greytown Community Board, dated 9 November 2018

11.2 Inwards

To Greytown Community Board from Cr Adrienne Staples, (Greater Wellington Regional Council) dated 9 November 2018

GCB RESOLVED (GCB 2018/80) to receive the inwards correspondence and approve the outwards correspondence.

(Moved Hay/Seconded Gray)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

GREYTOWN COMMUNITY BOARD

30 JANUARY 2019

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To report to community boards and the Māori Standing Committee on general activities.

Recommendations

Officers recommend that the Community Board/Committee:

1. Receive the Officers' Report.

PLANNING AND ENVIRONMENT

1. Resource Management

1.1 Resource Management Act - District Plan

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents image of the closest town centre ranked "satisfied"	75%	87%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	Consultants have established data to be recorded and stored to enable effective reporting against AER's in WCDP. A final monitoring strategy is still to be completed.

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	85%	18 of 23 Land Use applications were processed within statutory timeframes. 25 of 30 Subdivision applications were processed within statutory timeframes.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			13 of 13 permitted boundary activity applications were processed within statutory timeframes. Total 56/66. NCS.
s.223 certificates issued within 10 working days	100%	95%	18 of 19 s223 certificates were processed within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	94%	15 of 16 s224 certificates processed. NCS.

Council received 26 consent applications in October 2018.

Officers provide detailed information as fortnightly updates 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 plan programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	Yes	Yes	RMP's are generally current and appropriate. It is therefore not anticipated that any updates will be undertaken this year.

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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2018-19
Non-urgent LIMs are processed within 10 days	100%	98%	G:\LIMs\LIMS PROCESSED 2018-19

TYPE	YTD 1 ST JULY 2018 TO 31 ST OCTOBER 2018	PREVIOUS YTD 1 ST JULY 2017 TO 31 ST OCTOBER 2017	PERIOD 1 ST OCTOBER 2018 TO 31 ST OCTOBER 2018	PREVIOUS PERIOD 1 ST OCTOBER 2017 TO 31 ST OCTOBER 2017
Standard LIMs (Processed within 10 working days)	105	62	31	12
Urgent LIMs (Processed within 5 working days)	13	20	4	6
Totals	118	82	35	18

2. Public Protection

2.1 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – 171 CCC’s were issued within 20WD YTD
Building consent applications are processed within 20 working days	100%	100%	NCS – 188 consents were issued within 20WD YTD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2020. Council was re-accredited in January 2018
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOFF’s and Swimming Pools	Yes	Yes	<p>Building Consents Council inspects all new work to ensure compliance (October 2018 – 525 inspections)</p> <p>BWOFF’s – Total 169 – average of 3 audits per month required, 0 audit carried out in October.</p> <p>Swimming Pools – Total 279 – average of 7 audits per month required. 14 audit carried out in October.</p>
Earthquake prone buildings reports received	90%	N/A	<p>Under previous legislation 148 of 229 known premises had been addressed.</p> <p>Under the new legislation, 248 were identified as EPB and through the modelling process we eliminated 132 buildings leaving 116 buildings potentially EPB. Council has now reviewed the potential Earthquake Prone Buildings (EPB) and letters have been sent to owners advising them of their buildings status. 104 letters sent out in total. 12 - still being assessed by LGE</p>

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			Status: 69 - identified as no longer EPB 20 - require engineer assessment 15 - identified as EPB and have been sent notices to be affixed to the building.

TYPE – OCTOBER 2018	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	2	\$208,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	1	\$66,000
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	41	\$3,834,083
Other (public facilities - schools, toilets, halls, swimming pools)	1	\$150,000
Totals	45	\$4,258,083

2.2 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	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	1 visits	100%	1 visit to school holiday program in Greytown
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 78/78
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	6/6

INCIDENTS REPORTED FOR PERIOD 1 OCTOBER 18 TO 31 OCTOBER 18	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	-	2	-
Attack on Person	2	-	-

INCIDENTS REPORTED FOR PERIOD 1 OCTOBER 18 TO 31 OCTOBER 18	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Stock	-	-	-
Barking and whining	-	-	-
Lost Dogs	-	1	1
Found Dogs	-	1	1
Rushing Aggressive	-	-	3
Wandering	4	3	5
Welfare	-	-	-
Fouling	-	-	-
Uncontrolled	-	-	-

2.3 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 10 incidents
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 21 incidents

INCIDENTS REPORTED	TOTAL FOR PERIOD 1 OCTOBER 2018 TO 31 OCTOBER 2018
Stock	2

2.4 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 18/19	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	97.4%	K:\resource\Health\Resource Management\Noise Control Complaints 37/38 attended within timeframe One incident responded to over 1.5 hours (1 hr 48mins).

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2018 TO 30 SEPTEMBER 2018	PREVIOUS YTD 1 JULY 2017 TO 30 SEPTEMBER 2017	PERIOD 1 OCTOBER 2018 TO 31 OCTOBER 2018	PREVIOUS PERIOD 1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017
Total	38	21	12	8

2.5 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 18/19	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	42.1% YTD	MAGIQ data. All premises inspected at new or renewal application stage (24/57*). *Number of inspections completed of licences coming up for renewal within the YTD period. 120 licences in total. Total number of licences is subject to change month by month as new businesses open and existing premises close.
Premises that are high risk are inspected annually, while low or medium risk premises are audited no less than once every three years.	100%	30.2% YTD	MAGIQ data. There are no high risk premises in the district. Low and medium risk premises are inspected every 3 years as part of the renewal process. There are currently 43 low and medium licences due for renewal or new inspections in this financial year. 7 of these have been inspected as at 31 October 2018. Total number of licences is subject to change month by month as new businesses open and existing premises close. (13/43)
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	0% YTD	No CLEG meetings have been held to date or activities scheduled.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2018 TO 31 OCTOBER 2018	PREVIOUS YTD 1 JULY 2017 TO 31 OCTOBER 2017	PERIOD 1 OCTOBER 2018 TO 31 OCTOBER 2018	PREVIOUS PERIOD 1 OCTOBER 2017 TO 31 OCTOBER 2017
On Licence	6	11	1	8
Off Licence	9	4	3	2
Club Licence	3	2	0	1
Manager's Certificate	30	40	12	9
Special Licence	12	19	3	10
Temporary Authority	4	0	0	0
Total	64	76	19	30

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 18/19	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	FHR – 5 FCP (Food Act) – 80 FCP (Deemed) – 3 NP – 33 The changes in the Food Act 2014 require that businesses have an appropriate Risk Based Measure in place by end of transition period (Feb 2019). Total number of premises is subject to change month by month as new businesses open and existing premises close.
Premises are inspected in accord with regulatory requirements.	100%	40.96%	FCP verifications – 34/83 *Total number of premises is subject to change month by month as new businesses open and existing premises close.

2.7 Bylaws

Between 1 July 2018 and 31 October 2018 there were 9 notices relating to trees and hedges, 10 litter and 6 abandoned vehicle complaints.

Contact Officer: Russell O'Leary, Group Manager – Planning & Environment

INFRASTRUCTURE AND SERVICES

1. Group Manager highlights

Significant weather events have been the focus in the last few weeks. Excessive rain at the end of November saw both Ponatahi Road and the Waihenga Bridge close periodically; feedback from the community has been positive in relation to access of information and Council reaction to roading and infrastructure issues. A freak rainstorm in Featherston has also seen major damage to roading with closures required for repairs.

Recruiting is underway for a group Project Administrator with interviews going ahead prior to Christmas. Advertising for the Amenities Manager has been extended.

The move to the Waihinga Centre is underway with Martinborough Library currently closed for packing and relocation.

The swimming pool season has begun and we expect to see an increase in patronage with Masterton remaining closed for the season. New shade coverings and water fountains have been installed as a result of community consultation.

Upgrading to Western Lake and Cape Palliser Roads continues, but has unfortunately marred by vandals who ran down at least 50 of the new markers.

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 2017/18	COMPLAINTS		INCIDENTS	
		OCT	YTD	OCT	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		440		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		100%		
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2008*	FTN: Yes GYT: Yes MTB: Yes		FTN: No GYT: No MTB: No		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2008	FTN: Yes GYT: Yes MTB: Yes		FTN: No GYT: No MTB: No		
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	0	0
The total number of complaints received by the local authority about drinking water pressure or flow per 1000 connections	<15	0.5 per 1000 (2 complaints)	1 per 1000 (4 complaints)	2	4

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0 per 1000 (0 complaints)	0.75 per 1000 (3 complaints)	0	3
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0.5 per 1000 (2 complaints)	0.75 per 1000 (3 complaints)	2	3
Ratepayers and residents satisfied with level of service for water	77%			NRB Survey:	59%
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	(2/3) 66%	Median Time 21mins	3	5
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	(3/3) 100%	Median Time 3h 31mins	3	5
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	(28/51) 55%	Median Time 24h 46mins	51	131
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	(47/51) 92%	Median Time 25h 53mins	26	50
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	20%	20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		20%		

2.2 Water supply capital improvements

2.2.1 Featherston water supply

Plans for drilling of an additional bore (approximately \$40k for bore) continue with drilling later in January; connection to pipe and pump install to be developed. Ongoing discussions are taking place with Greater Wellington Regional Council (GWRC) about consent to drill and the consent renewal (existing consent expires December 2019).

Plans to convert one of the raw water storage ponds adjacent to the water treatment plant are progressing. This will give approximately 2 days on top of the existing half a day's storage at peak summer usage supplying both Featherston and Greytown.

2.3 Water treatment plants

The Waiohine plant and Greytown Bore have operated routinely. The Martinborough plant operated as normal with a report being completed for manganese removal.

2.4 Water reticulation

There were 51 reticulation repairs reported and rectified during the period, half were from the leak detection work in Greytown which resulted in longer response times.

2.5 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by City Care Ltd (CCL) to maintain satisfactory

flows. There were 3 accounts for blockage clearing or no water flow for the Moroa network. None were reported for the 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 2017/18	COMPLAINTS		INCIDENTS	
		OCT	YTD	OCT	YTD
Number of blockages per 1000 connections	<10	0.72 per 1000 (3 complaint)	2.64 per 1000 (11 complaint)	3	11
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	0	0	0	0
Attendance time: from notification to arrival on site	< 1 Hr	4/7 (57%)	Median Time 49min	3	9
Resolution time: from notification to resolution of fault	< 4 Hrs	3/7 (43%)	Median Time 3h 4m	3	9
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0
No. of complaints per 1000 connections received about sewage odour	< 15	0 per 1000 (0 complaint)	0.24 per 1000 (1 complaint)	0	1
No. of complaints per 1000 connections received about sewage systems faults	< 15	2	0.48 per 1000 (1 complaint)	2	5
No. of complaints per 1000 connections received about sewage system blockages	< 15	0.72 per 1000 (3 complaint)	2.64 per1000 (11 complaint)	3	11
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%	7/7 (100%)	95% (18/19)	3	9

3.2 Waste water treatment plants

3.2.1. Capital and consents

Featherston WWTP

The consent application was lodged on 28 February 2017. GWRC notified on 16 May 2018. Ongoing discussion with response to the panel required from council on decision for the consent by 26 October.

Staged improvements at Greytown WWTP

A temporary UV system has operated successfully since 29 August to meet the 1 September consent condition. It is constructed so that when the irrigation building is complete the plant can be relocated as constructed into the building. Construction of the building has started with the construction of the wet-well under the building. This will be 4.5m below the floor of the building with a connection for the future winter storage to flow through under gravity. Earthworks are progressing to lift the surrounding area 1.8m from current level which will be above a 100 year flood.

Irrigation at Martinborough WWTP

At Martinborough WWTP irrigation to land stopped in May and has restarted in September. The Ruamahanga River level been low on occasion and since the 22 September we have been 36 days of 65 out of the river, either discharge to land or storage in the ponds.

Since starting to irrigate to land in November, 286 bales of bailage have been cut.

Waite Street, Featherston renewal

Perkinson Civil have started the replacement of 1800m of the 375mm main from Revans Street to the wastewater treatment plant. Flow monitoring estimates that 25 % of the inflow and infiltration (I&I) occurs within this main. This is in line with the consent application and will reduce the size of the storage pond that will be required for winter period when the ground is too wet for irrigation.

3.3 Operational

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

At Martinborough, a fault disabled the irrigator which has been repaired. Power surge suspected. Water was retained in the ponds until the repair and heavy rains raised the river flows.

3.3.1. Wastewater reticulation

There were 3 pipeline blockages reported during the period.

4. Storm water drainage

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

4.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	55%			NRB survey:	57%
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding)	95%	0	0	0	0

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
requests for service responded to within 5 hours					
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	0	0	0

There was 0 storm water blockages reported 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 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6		6		
Volume of waste disposed out of district	Decreasing by 2.5%	Increase of 3.7% compared to YTD Oct	Current average annual increased 35% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

Organising a waste minimisation event for each town early 2019.

5.2 Zero Waste Coordinator Report

5.2.1. Zero Waste Community Event Recycling bins

These bins can be utilised by any community group free of charge to collect and return from Masterton Transfer Station and emptying them themselves at any Wairarapa Transfer Station. As the festive season gets busier, there are more enquiries for these bins at events. Most recently they were used at the Gladstone Scarecrow Festival & Featherston School Gala. These were staffed by volunteers (students) to encourage education and reduce contamination. Paper/cardboard, tins/cans, glass and plastic bottles were collected.

5.2.2. Love Food Hate Waste

A Zero Waste Cooking workshop encouraging planning and cooking with less food waste alongside Connecting Communities Wairarapa held at Featherston School. This programme was based from the Easy Choice Family Kai booklets (a LFHW initiative). A 1 week meal plan was chosen to

cook 5 dinner meals to feed a family of 6. This workshop was received well with all participants involved in the preparation, cooking and sharing of the meals together. The feedback on the day received was that it was 'economical, easy planning, tasty and generous sized meals'. Most participants were keen to take part in another if they had an opportunity too.

5.2.3. WasteMinz Conference

Our Zero Waste Coordinator recently attended 30th Anniversary of WasteMinz in Christchurch. This was a 4 day conference of forums, workshops, presentations and an expo. This is a great opportunity for networking as well as an informative conference with sharing of expertise, barriers and solutions.

5.2.4. Zero Waste Education programme

The programme has been going really well at both Greytown & Fernridge Schools (Year 3/4 & Year 1/2) – 'Reduce & Litterless Lunches' units. This programme to date has covered nearly 300 students educating them and staff about solid waste, natural resources and reducing our waste to landfill.

There have been discussions about how this programme is different from Enviroschools, which council already partially funds. Zero Waste Education programme does not conflict with Enviroschools and is very different how it is taught. Enviroschools is run by a Zero Waste Educator with resources in schools which is inclusive, free and focussed on solid waste reduction. We still strongly support Enviroschools and their facilitators'.

5.2.5. CupCycling initiative – a returnable cup system for Cafes

We are currently working alongside businesses within Carterton regarding a Cupcycling initiative to make NZ disposable cup free. This campaign is to see as many single use disposable cups eliminated from landfill in NZ. More information available from Jo.

Note - 1 million disposable cups end up in landfill every minute globally!

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 2017/18	COMPLAINTS		INCIDENTS	
		APRIL	YTD	APRIL	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	80%			NRB Survey:	73%
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%				

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
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	70%			NRB Survey:	63%
Availability of footpaths on at least one side of the road down the whole street	88%				
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%	36/39 (92%)	115/154 (75%)	39	154
Meet annual plan footpath targets	Yes				

6.2 Roading Maintenance – Fulton Hogan

Heavy rain again caused flooding at Tukurumui and further out on White Rock, Tora and Te Awaiti roads.

Slips and trees were down on Hinekura and White Rock and Cape Palliser Roads.

Sealed road digouts have been completed on White Rock Road from Lake Ferry Road to Lagoon Hills Road.

High Shoulder removal on sections of Lake Ferry Road and Western Lake Road have been completed prior to reseals.

Spring seasonal spraying of rural road water tables and around signs and bridges has been completed.

128km of grading was carried out during October.

354 m³ of maintenance metal was applied to various unsealed roads as part of unsealed renewals.

Roadside edge marker posts have been upgraded on Western Lake and Cape Palliser Roads. It is noted that the upgrade on Western Lake Road was damaged by vandals who run at least 50 down.

Greytown, Featherston and Martinborough had various kerb and channel swept as part of the monthly cycle.

6.3 Other activities

Higgins Contactors have commenced on the seal extension and sealed pavement rehabilitation on Western Lake Road. The seal extension section will be sealed before the Christmas holiday period, but the inclement weather has put a delay on the Western Lake Rd Rehabilitation section and will be completed in January 2019.

Higgins Contractors have commenced the reseals with approximately 30% completed to date, and once again the weather has delayed progress.

Geotechnical consultants have investigated both the Glue Pot on Te Awaiti Road and Johnsons Hill and Cape Palliser Road, in relation to stability, a report is still to come.

Initial ground testing has been completed on the Tora Farm Settlement Road bridge in advance of pier replacement.

Various works have been completed around the Waihinga Centre.

7. Amenities

The Amenities team is responsible for the management of Council’s parks, reserves and other amenities. The team looks after 12 parks, 31 reserves, 41 buildings, five sports facilities, four cemeteries, eleven public toilets and 22 other properties. The Amenities Manager is the contract manager for the City Care parks and reserves contract, and is also responsible for the management of the libraries.

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 Community housing

The vacant flats at Burling and Cicely Martin are still waiting on our contractors to fit them in with their busy workload.

7.2 Cemeteries

A new ashes wall for Martinborough will be erected in the New Year.

7.2.1. Purchases of burial plots/niches 11 October to 4 December 2018

	Greytown	Featherston	Martinborough
Niche	2	2	2
In-ground ashes Beam	0	0	0
Burial plot	1	1	1
Total	3	3	3

7.2.2. Ashes interments/burials 11 September to 10 October 2018

	Greytown	Featherston	Martinborough
Burial	4	1	1
Ashes in-ground	2	0	0
Ashes wall	1	0	0
Total	7	1	1

7.3 Events

7.3.1. Featherston

Completed events:

Dedication of Camp Memorial Sculpture – 10 November 2018

Armistice Day Commemorations – 11 November 2018

In the Shadow of War – being held Sunday, 11 November 2018

Featherston Festivals of Choirs – being held Sunday, 18 November 2018

Featherston Market – being held every fourth Saturday:
24 November 2018

Christmas in the Squirle – being held Saturday, 3 November 2018

Future events:

Featherston Christmas Parade – being Saturday, 8 December 2018

Featherston Market – being held every fourth Saturday: 22 December 2018, 26 January, 23 February and 23 March 2019

7.3.2. Greytown

Completed events:

The Greytown Country Market – being held 21 October, 18 November 2018

Future events:

The Greytown Christmas Parade – being held Saturday, 15 December 2018

The Greytown Country Market – being held 23 December 2018, 20 January, 17 February and 17 March 2019



7.3.3. Martinborough

Completed events:

Martinborough Charity Fun Ride – held Sunday, 28 October 2018

Toast Martinborough – held on Sunday, 18 November 2018



Future events:

Christmas Magic in Martinborough – being held Saturday, 8 December 2018

Martinborough Christmas Parade – being held Saturday, 8 December 2018

Round the Vines – Fun Walk & Run – being held Saturday, 16 March 2019

Ngawi Big 3 Fishing Competition – being held Thursday 14 February to Sunday, 17 February 2019

Martinborough Fair – being held Saturday, 2 February and 2 March 2019

8. Libraries

Library statistics for October 2018 are attached in Appendix 3. There are no statistics for wi-fi usage in October for Featherston and Greytown, due to the change of network provider. Martinborough Library will change to the new provider once the library moves to the Waihinga Centre.

9. Appendices

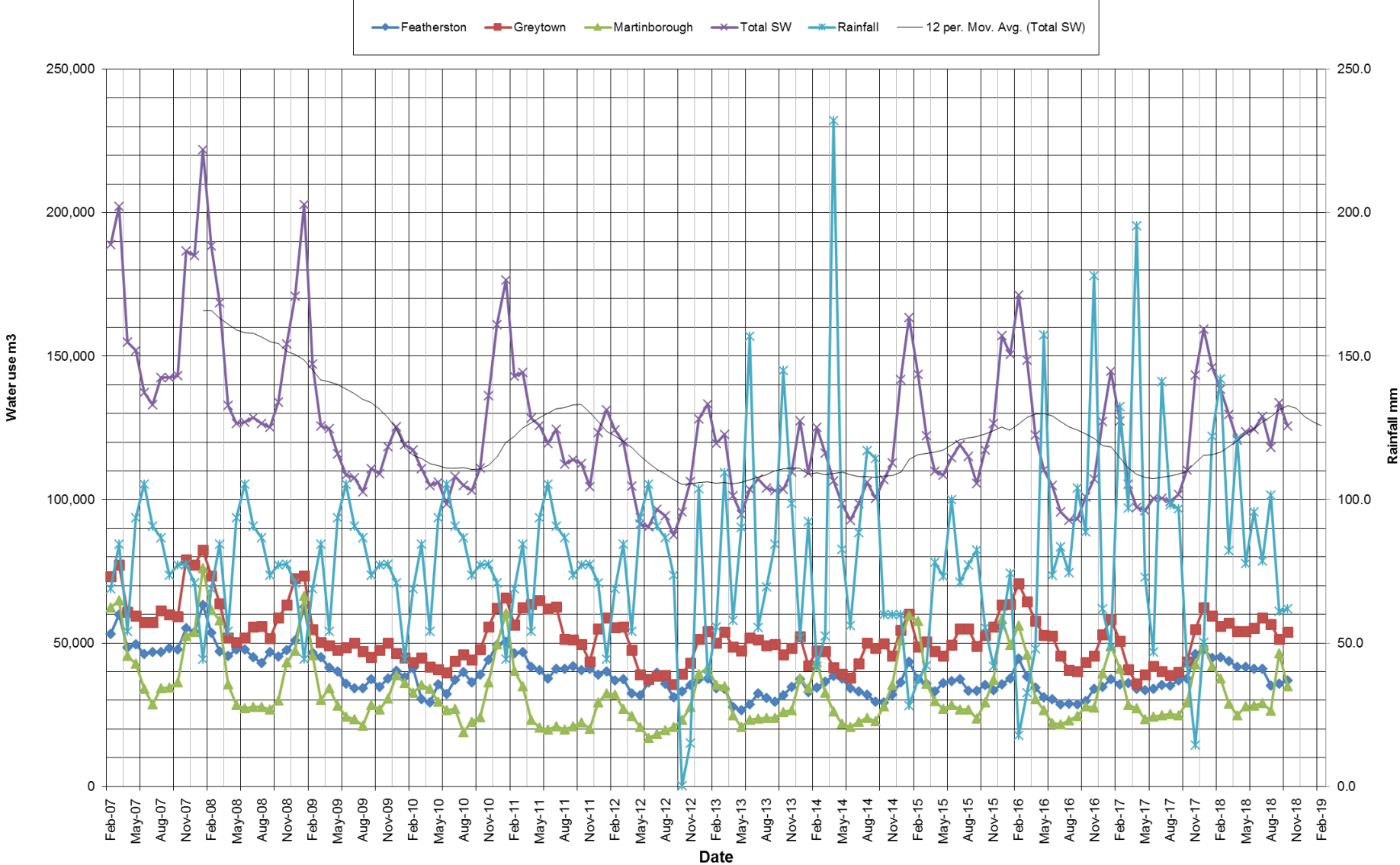
- Appendix 1 Monthly water usage
- Appendix 2 Waste exported to Bonny Glen
- Appendix 3 Library statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed by: Paul Crimp, Chief Executive Officer

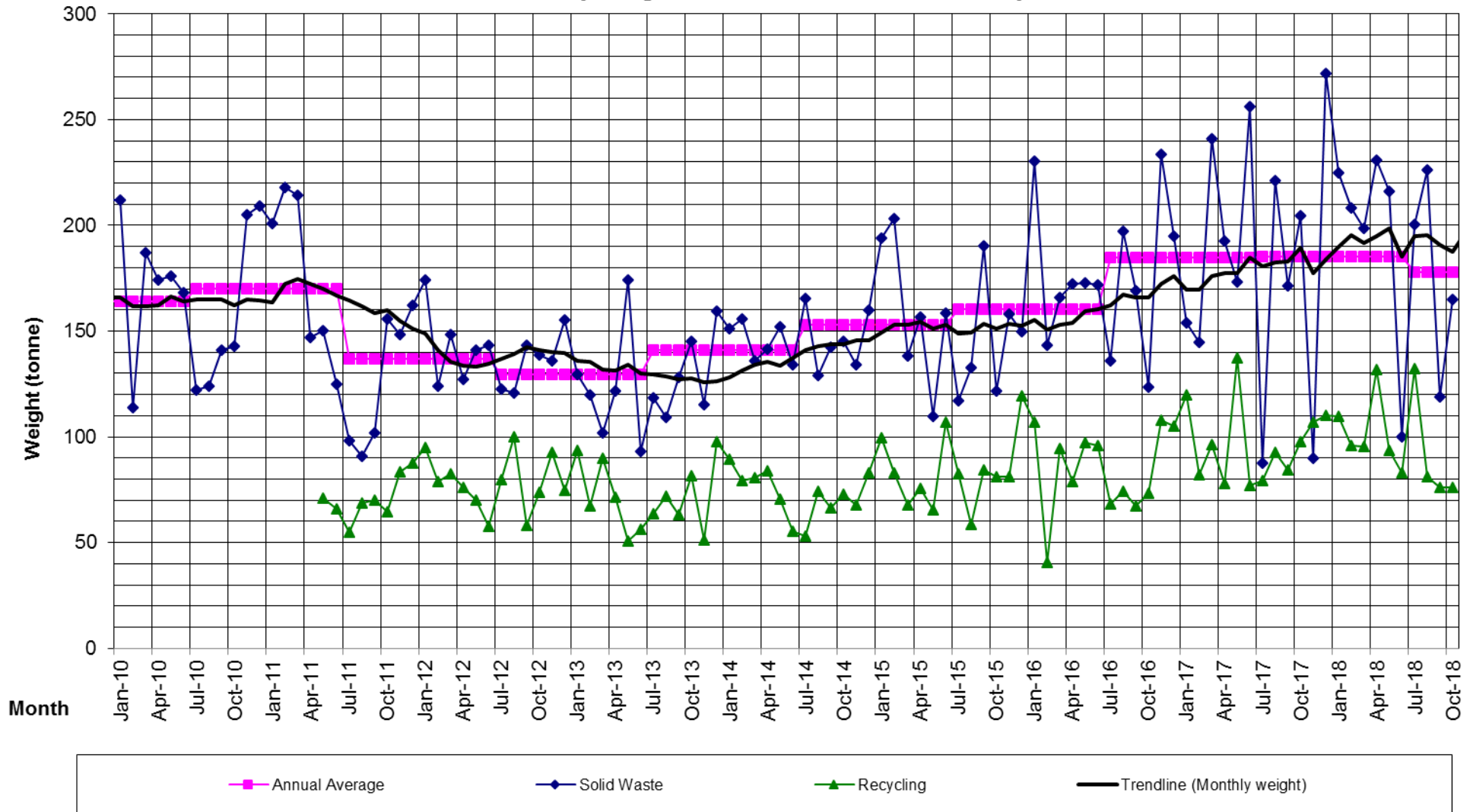
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



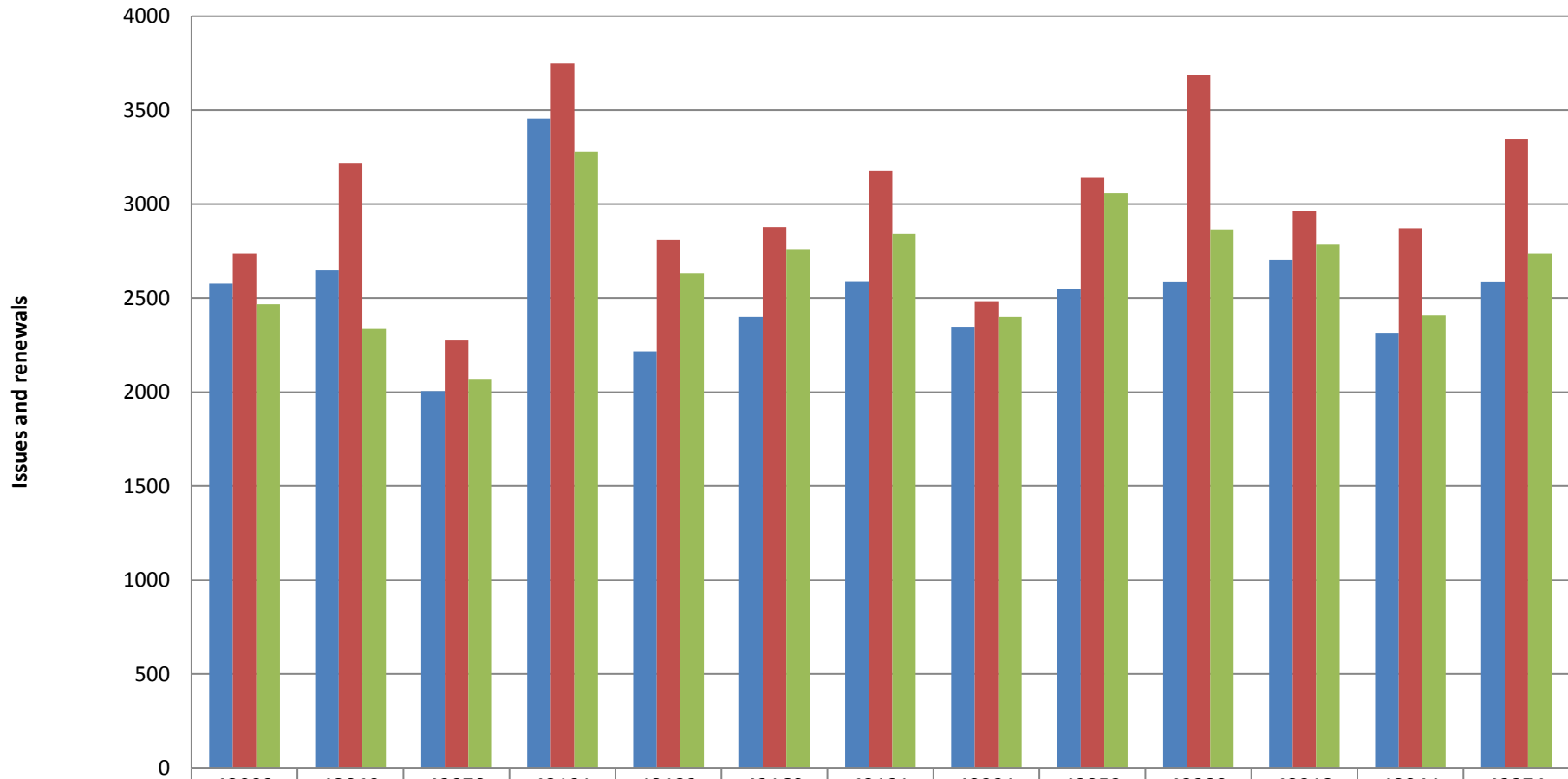
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



Appendix 3 – Library statistic

South Wairarapa libraries - issues and renewals to October 2018

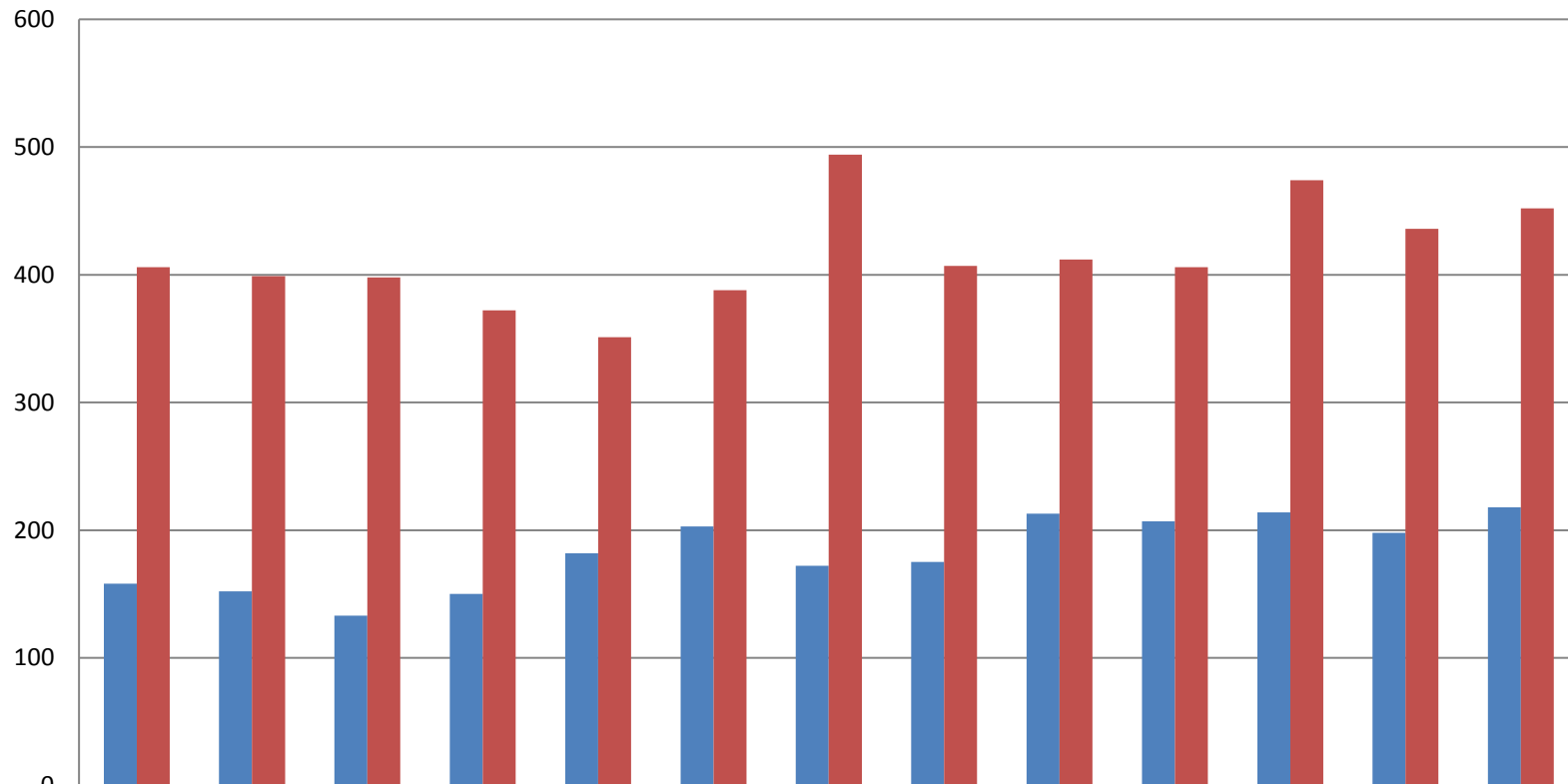


Featherston	2577	2647	2006	3456	2216	2400	2590	2348	2550	2588	2703	2316	2589
Greytown	2738	3218	2278	3748	2809	2878	3178	2483	3143	3689	2964	2872	3348
Martinborough	2468	2336	2071	3281	2632	2761	2842	2400	3058	2866	2784	2407	2738

Wairarapa Library Service - issues and renewals to October 2018



Wairarapa Library Service - audio and e-book issues to October 2018



	43009	43040	43070	43101	43132	43160	43191	43221	43252	43282	43313	43344	43374
■ Audiobooks	158	152	133	150	182	203	172	175	213	207	214	198	218
■ Ebooks	406	399	398	372	351	388	494	407	412	406	474	436	452

CHIEF EXECUTIVE

1. Executive Summary

The run up to Christmas is always a bit frantic, exacerbated somewhat this year by the completion of the Waihinga Centre.

The announcements from the Government on reviews into the Three Waters (drinking, waste, and storm water), Four Wellbeings, and the Productivity Commission has signalled a further period of close scrutiny of the sector.

Taken together, the three workstreams described above signal a review that is very wide ranging and could result in significant change in the sector.

The release of the Wairarapa Economic Development Strategy and Action Plan is also a milestone in regards to the Wairarapa Councils working together for the betterment of the Wairarapa as a whole. Having Dame Margaret Bazley as chair of the governance group is a real coup for the Wairarapa, and will ensure swift action.

This is the final report before Christmas, and I would like to thank our staff for their dedication and positive attitude during another very busy year.

2. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output. This has been updated for the 2017/18 results.

GOVERNANCE, LEADERSHIP AND ADVOCACY MEASURING SERVICE DELIVERY PERFORMANCE					
SERVICE LEVEL	KEY PERFORMANCE INDICATORS	2016/17	2017/18	2017/18	COMMENTS
		ACTUAL	TARGET	ACTUAL	
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	79% (13/14: 73%)	75%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 79% (2014: 73%) positive response, 13% (2014: 16%) felt they were unable to comment.
	Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	63% (13/14: 62%)	75%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 63% (2014: 62%) positive response, 23% (2014: 21%) 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	70% (14/15: 59%)	80%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 70% (2014: 59%) positive response, 14% (2014: 11%) felt they were unable to comment. The 2014/15 result of 59% was a separate survey with a sample size of 117, and was used to provide an interim indication. The NRB survey size of 300, which is our main survey and has a significantly lower margin of error. The previous NRB survey was in 2013/14. The result for that survey was 76% satisfied with a further 8% 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)	65% (13/14: 64%)	80%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 65% (2014: 64%) positive response, 14% (2014: 14%) felt they were unable to comment.

Community Boards make decisions that consider local issues	Community Board decision - making reports on local issues	GTN 96% FTN 95% MBA 92%	90%	GTN 90% FTN 94% MBA 93%	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	69% (13/14: 65%)	71%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 69% (2014: 65%) positive response, 0% (2014: 14%) 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 decisions it makes	47% (13/14: 49%)	72%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 47% (2014: 49%) positive response, 31% (2014: 26%) felt they were neither satisfied nor dissatisfied, and 5% (2014: 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%	100%	100%	Maori Standing Committee met on 7 occasions. In total 24 resource consent applications were considered. (2017: 7 meetings and 21 resource consent applications).

2.1 Representation Review

Council resolved to retain the status quo, and advertised this as required.

We did not receive any submissions (submissions closed 3 December 2018) accordingly the status quo will be retained.

As part of the main resolution, Council resolved to hold a further representation review in three years' time – this will need to commence in two years' time in order to be effective for the 2022 elections.

2.2 Three Water Review

The Government released their long awaited findings on the "Three Waters" review.

The announcement was not definitive in terms of actions, rather signalled a timeframe for the completion of further work.

Attached as Appendix 1 is a copy of the cabinet minute which succinctly summarises the issues the Government see the delivery of three waters are facing, and a timeframe for completion of policy proposals.

In summary the Government is preparing policy proposals to enable drafting of legislation in the following areas:

- System wide reform of regulation of drinking water.
- Risk management regime for sources of drinking water.
- Targeted reform of environmental regulation of wastewater aimed at lifting environmental performance within the existing RMA framework.

The Minute also indicates policy work to enable drafting of legislation if required, following further analysis, in the following areas:

- Regulatory reform only, with voluntary, sector led reforms to service delivery arrangements

- A three waters fund to support voluntary service delivery improvements
- An aggregated system of dedicated, publicly owned, drinking water and wastewater providers

The above does not preclude investigation of other options.

Assets remain in public ownership, though public ownership is not defined.

2.3 Four Wellbeings Review

The Government has also released material in relation to a review of what we call the four wellbeings.

This review is entitled "Local Governance for Community Wellbeing", and included as Appendix 2 is a copy of the cabinet paper.

The full Cabinet Paper is included as the Cabinet Minute does not adequately summarise all the discussion points.

Paragraph 40 of the Cabinet Paper is part of a chapter entitled "Exploring the future of local governance" and probably summarises the direction of thinking best:

40. I propose to explore a paradigm of local governance that is empowered to develop localised initiatives to tackle areas of concern such as hazard and risk management, social enterprise, young people not participating in trade, work or education, barriers to employment, and homelessness and social housing

My view on reading the Cabinet Paper is that this is a very wide ranging review of Local Government and the roles and responsibilities of local government.

2.4 Productivity Commission Review

The Government has asked the Productivity Commission to undertake an inquiry into local government funding and financing and where shortcomings in the current system are identified, to examine options and approaches for improving the system.

As is usual with initiatives like this, we will rely on our industry bodies (SOLGM and LGNZ) to collate the detailed responses. Small local authorities rely on the policy expertise held by the industry bodies to assist in the analysis where we do not have the time, resource, or expertise to comprehensively respond.

These responses will be reviewed, and if appropriate presented to the February Council meeting for support and endorsement.

If there are particular points we would wish to make these can be made by separate submission.

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executives Forum

One Chief Executives forum was held during the reporting period.

Agenda items included Regional Trails Framework, and Wellington Regional Investment Plan.

3.1.2. Rural & Provincial

This is always a useful forum discussing a wide range of topical matters.

The number of Ministers who present at this forum indicates the value the government see in the gathering and the rural and provincial sector.

The meeting commences with a Mayoral only, and Chief Executive only meeting.

The CE session included a presentation from Local Government New Zealand on initiatives and material for next year's local body elections. There is more of a focus on ensuring candidates are aware of what becoming an elected member really entails.

Water New Zealand provided a useful presentation on health matters in relation to wastewater.

The main rural and provincial agenda included the following:

- An insightful presentation on New Zealand drinking water quality (it isn't all that bad) and an interesting point that the landscape is literally covered in campylobacter and our obsession with this is misplaced. Most outbreaks are due to home hygiene, not drinking water.
- Hon Phil Twyford on Housing and Urban Development (there will be no rent subsidies for tenants of local authority housing units)
- Hon Nania Mahuta on three waters review – this was the final session and ensured a good attendance to the end of the session.

Presentations were also made on Housing New Zealand strategy; Connecting Rural New Zealand; Waste and recycling; Tourism and responsible camping; and climate change and insurance

All in all, a useful, relevant, and interesting agenda.

3.1.3. Featherston Wastewater Application

Deliberations continue with the Regional Council in an effort to advance this application.

Two meetings were held with Regional Council consenting officers to try and advance this application.

The result of these meetings was, among others, to apply for a short term consent to allow us to at least start irrigating.

Our application, if granted, will allow us to commence irrigating early February 2016, and reduce or eliminate discharges during the very lowest flow periods.

One of the key benefits will be that, if granted, the impact of delays caused by any appeals for either our consent, or the Proposed Natural Resources Regional Plan, will be minimised as we can still irrigate to land.

An additional benefit will be that a monitoring regime will allow additional data to be collected to inform the main consent.

3.1.4. Roding Review – S17A

We have been undertaking the statutory review of how Roding services should be governed and managed over the last few months.

Five meetings were attended over the reporting period; these meetings are up to 4 hours and include the three Wairarapa local authorities and NZTA representatives.

While SWDC and CDC have resolved a way forward, we are still in positive discussions with MDC, and await the outcome of the completion of their 17A review.

3.1.5. Wairarapa Regional Economic Development Strategy

Six meetings, including the launch, have been attended in regards to the Wairarapa Regional Economic Development Strategy, during the reporting period.

Following the launch, activity included setting up the governance structure, and commencing work on liaising with those who have, or are about to, make applications.

3.1.6. Wellington Water Limited

Three meetings and a number of discussions have been held with Wellington Water, discussing whether or not to become a shareholding member, and have Wellington Water manage our three waters service delivery (not asset ownership).

This is an excellent opportunity to provide ratepayers with a level of resilience not available to many small local authorities, and in addition a readily available level of expertise that will assist in a high level of service delivery.

Wellington Water have advised that their constitutional matters have been resolved, and following discussions with the shareholding members they have invited us to formally consider membership.

This will be commenced at the February meeting whereby a paper will be presented to ascertain whether SWDC undertakes the requisite public consultation.

3.1.7. Wairarapa Water Limited

The second WWL, Wairarapa Water Limited, continues their analysis of water storage options for the Wairarapa. The options being considered include incorporating urban supply (for MDC and CDC at this stage), and the meeting attended reviewed the work to date and agreed further work streams.

It is important we continue to move this matter forward; the climate change predictions are compelling in that they support the need for water storage.

Minister Jones has made it quite clear that the current Government are only interested in small scale schemes, of which the current Black Creek/Wakamoekau scheme is.

While South Wairarapa does not benefit directly in this stage, for the future prosperity of the Wairarapa we do need to continue to support this scheme.

There may well be options where South Wairarapa can benefit, for example river recharge, from this scheme.

The three Wairarapa Councils, and the Regional Council, have agreed an additional workstream bringing together those aspects of the work as they relate to regional prosperity and urban supply.

The Water project is a key plank of the Wairarapa Economic Development Strategy.

3.1.8. Other Meetings

We have had a couple of meetings with the Orchards retirement village to continue to address issues as early as possible. Russell O'Leary is leading our response under the "One Stop Shop" initiative we have and this is working very well. The last meeting was attended by 20 SWDC and Orchards development staff and advisors – highlighting the complexity of this type of project.

Discussions continue with Fab Feathy coordinators to ensure the best outcomes are achieved, in terms of projects and interactions with the Featherston Community Board and Council.

Saturday the 10th November was a busy and productive day. Mayor Napier and I met with Mayor Smith (Palmerston North City) to discuss their approach to Spatial Planning and had an informative working lunch. The afternoon was capped off attending the unveiling of the Featherston Camp Memorial Sculpture, what a stunning sculpture and achievement, an outstanding effort by the Trust members.

Discussions have continued on the office refurbishment, with options being considered.

Mayor Napier and I met with Greytown Districts Trustlands Trust to continue discussions with regards to the sports hub in Greytown, possibly to be developed in conjunction with Kuranui College.

Finally, progress has been made on the landswap with regards to the Tilsons Road land we currently occupy. We are hopeful of a hearing in the Maori Land Court April next year to seek a determination – which will follow a meeting of owners which will need to occur sometime prior to the Maori Land Court Hearing.

4. Corporate

4.1 Occupational Health and Safety

We continue to make good progress on health and safety matters.

In particular we are focusing on working with volunteers. This has proven somewhat more complex than first thought. We will have working guidance available in due course.

A health and safety report is included in Appendix 3.

4.2 Waihinga Centre/Martinborough Town Hall

The Waihinga Centre and Town Hall strengthening project will have been opened by the time this report is considered.

A separate report provides a summary of this project.

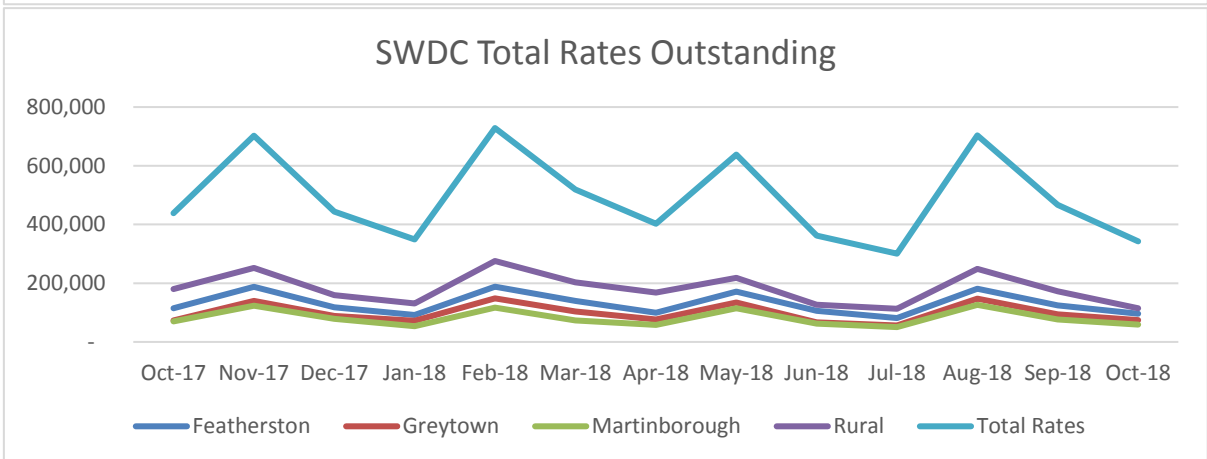
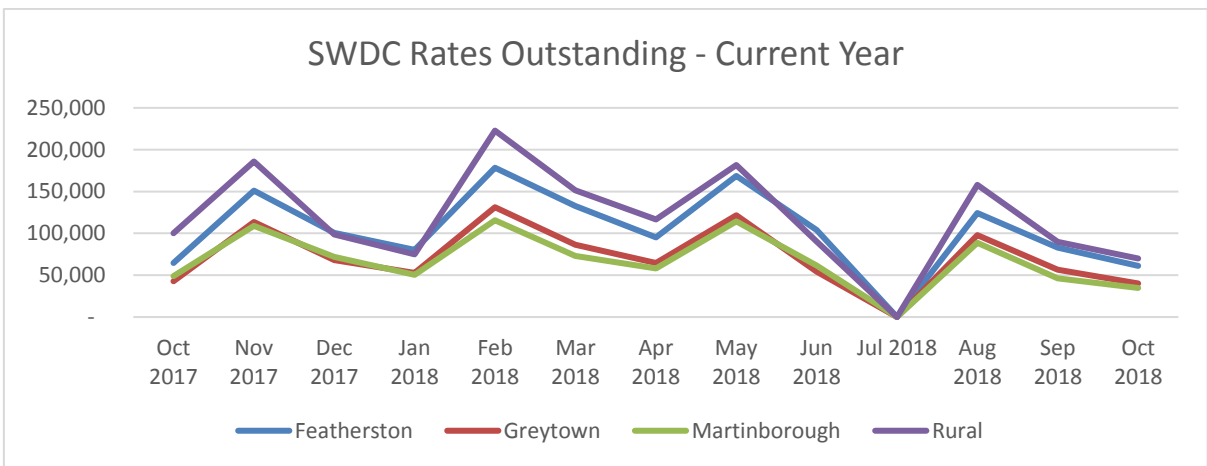
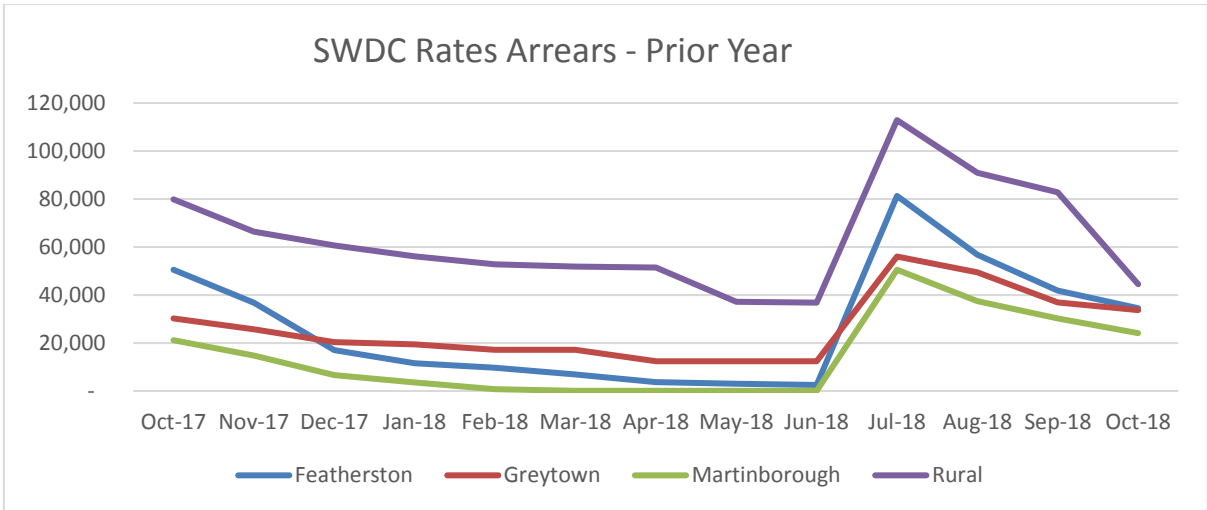
4.3 Action Items

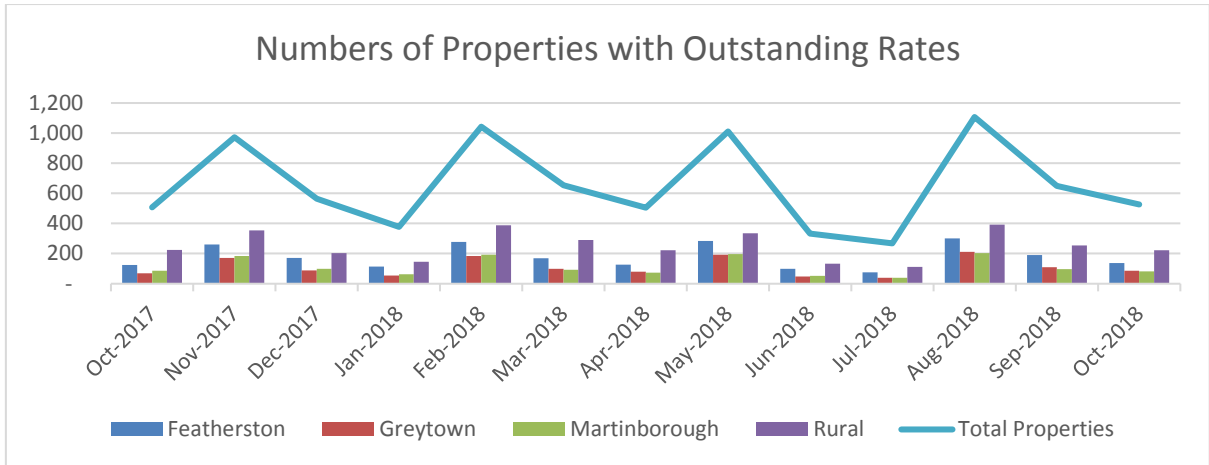
A brief report will be tabled.

4.4 Rates Arrears (Incl. GST) as at 31 October 2018

The continued good work on the rates debt front shows in the trends. As previously discussed, these trends are very sensitive and can change, however our consistent approach appears to be paying dividends.

Total rates outstanding are at a slightly lower level to the same period last year, continuing the downward trend.





4.5 LGOIMA Requests

Date Received	Subject	Working Days to respond
16 October 2018	Pool Fencing	4
16 October 2018	Rates allocation	22
5 November 2018	Lists of consents issued for swimming pools in district.	14
14 November 2018	Bullying statistics.	9
19 November 2018	Monies paid to Ratepayer and Residence Associations.	5
20 November 2018	Monies paid to) chambers of commerce (2) Property Council branches (3) industry groups (4) other lobby groups	
20 November 2018	Koro Club Membership and details of holders.	1
21 November 2018	Cost of "Hold Music".	3
22 November 2018	Expenditure on staff at Christmas.	
23 November 2018	Staff paid over 200K.	1
23 November 2018	The total spent on electricity and the number of kilowatts used.	
23 November 2018	Koha Payments.	1
23 November 2018	The total amount spent on A4 printer/copier paper and the number of reams (of 500 pages).	
23 November 2018	The numbers of vehicles in the Council fleet per FTE staff and the mean and median purchase value of vehicles in the fleet.	
27 November 2018	Featherston Wastewater Plant.	
28 November 2018	Papers relating to building consent application for a steel framed habitable farm shed.	

We continue to charge for those requests that require more than 1 hour and 20 pages of material. This charging regime is standard and used by central government.

5. Appendices

Appendix 1 – Three Waters Cabinet Minute

Appendix 2 – Four Wellbeings Cabinet Paper

Appendix 3 – Health and Safety Report

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Three Waters Cabinet Minute



Cabinet

Minute of Decision

This document contains information for the New Zealand Cabinet. It must be treated in confidence and handled in accordance with any security classification, or other endorsement. The information can only be released, including under the Official Information Act 1982, by persons with the appropriate authority.

Future State of the Three Waters System: Regulation and Service Delivery

Portfolios **Health / Local Government**

On 5 November 2018, Cabinet; following reference from the Cabinet Economic Development Committee (DEV):

Background

- 1 **noted** that on 9 April 2018, Cabinet invited the Ministers of Health and Local Government to report back to DEV on the options for the future regulation and service delivery of the three waters, including the government response to the Havelock North Drinking Water Inquiry [CAB-18-MIN-0145 and CAB-18-MIN-0147];
- 2 **noted** that Cabinet directed that oversight of this work be provided by a group of Ministers with portfolio interests in water infrastructure, comprising the Ministers of Finance, Environment, Health, Infrastructure, Climate Change, Commerce and Consumer Affairs, Civil Defence, Housing and Urban Development, Transport, and Conservation (with the Minister for Rural Communities subsequently joining this group);

Challenges facing the three waters

- 3 **noted** that the best evidence available indicates there are system-wide challenges facing the three waters, and that the response will require a whole-of-system approach, from source to tap and back again;
- 4 **noted** that while the challenges vary across communities and for each of the three waters services, a number of themes have emerged that, taken collectively, mean the status quo is not sustainable in the long term:
 - 4.1 funding to upgrade infrastructure is unaffordable for many communities, with councils struggling to fund plant and pipe infrastructure to the level required to meet standards and community aspirations, keep pace with population growth, or ensure resilience to climate change and other natural hazards such as earthquakes;
 - 4.2 capability is a challenge for many councils, particularly in rural and provincial areas, which can struggle to find and retain staff with specialist skills to design, procure, deliver, and manage three waters services;
 - 4.3 across many areas, the challenges increase as population size decreases, and for many small towns and sparsely populated regions there is no clear way forward;

- 4.4 regulation of three waters is weak across the system, with drinking water and environmental regulation not properly providing assurance that good outcomes are always being reached, and no real system of economic regulation to ensure that the long-term interests of consumers are being protected or that services are value for money;

Road map for future decisions on three waters reform – timetable and scope

- 5 **agreed** that the government embark on a process of three waters reform over the next 18 months, seeking detailed policy decisions in tranches in 2019, with a view to introducing legislation in 2020;
- 6 **agreed** that the overall three waters reform process be led by the Minister of Local Government, with shared accountability with the Minister of Health (drinking water regulation), Minister for the Environment (environmental regulation), and Minister of Commerce and Consumer Affairs (economic regulation);
- 7 **agreed** that oversight will be provided by a group of Ministers with portfolio interests in water infrastructure, comprising the Ministers of Finance, Environment, Infrastructure, Climate Change, Commerce and Consumer Affairs, Civil Defence, Housing and Urban Development, Transport, Conservation, and Rural Communities;
- 8 **agreed** that the outcomes for reforms will be as follows:
- 8.1 existing three waters assets and services must remain in public ownership, and the system will incorporate safeguards to protect public ownership of this essential infrastructure, both now and in the future;
- 8.2 a sustainable three waters system that operates in the long-term interests of consumers, communities, tangata whenua, and New Zealand generally;
- 8.3 drinking water that is safe, acceptable and reliable;
- 8.4 environmental performance of wastewater and stormwater realises the aspirations of communities in which they are situated, including tangata whenua, and New Zealand generally;
- 8.5 three waters services are delivered in a way that is efficient, effective, resilient and accountable, with transparent information about performance, and prices consumers can afford;
- 8.6 regulatory stewardship of the three waters system is fit for purpose, and provides assurance that these outcomes are being achieved and safeguarded;
- 9 **invited** the Ministers of Local Government, Health, and Environment to report back to DEV in June 2019 with detailed policy proposals for drinking water and environmental regulation of the three waters, to enable drafting of legislation to commence in the following areas:
- 9.1 system-wide reform of regulation of drinking water;
- 9.2 a new risk management regime for sources of drinking water;
- 9.3 targeted reform of environmental regulation of wastewater, aimed at lifting its environmental performance within the existing framework of the Resource Management Act 1991;

- 9.4 measures to give greater transparency around the operation of wastewater and stormwater systems, and to promote better practice;
- 9.5 the institutional arrangements, and oversight and stewardship needed to give effect to these reforms;
- 10 **invited** the Minister of Local Government to report back to DEV in late 2019 with detailed policy proposals for service delivery arrangements, to enable drafting of legislation if required, following further analysis and engagement on the following high-level options:
- 10.1 regulatory reforms only, with voluntary, sector-led reforms to service delivery arrangements;
- 10.2 a three waters fund to support voluntary service delivery improvements;
- 10.3 an aggregated system of dedicated, publicly-owned, drinking water and wastewater providers;
- 11 **agreed** that the identification of the three high-level options referred to in paragraph 10 above does not preclude or constrain the investigation or the development of other options that could be effective in responding to the challenges identified, and deliver a long-term, sustainable three waters system;
- 12 **invited** the Minister of Local Government and the Minister of Commerce and Consumer Affairs to report back to DEV in late 2019 with policy proposals for the economic regulation of three waters services, to enable drafting of legislation to commence, if appropriate;
- 13 **invited** the Ministers of Local Government, Health, Environment, and Commerce and Consumer Affairs to report back to DEV in late 2019 with proposals to improve oversight and stewardship across the three waters system (taking account of decisions on service delivery arrangements and economic regulation, as well as previous decisions on oversight and stewardship to support drinking water and environmental regulation);

Engagement

- 14 **agreed** that there will be ongoing engagement with stakeholders as part of the development of policy options for the future state of three waters, which will be led by the Minister of Local Government;
- 15 **agreed** that ongoing engagement with iwi and Māori, which is important from a Crown/Māori relationship and Treaty of Waitangi perspective, will also be led by the Minister of Local Government;

Financial implications

16

s9(2)(f)(iv)



Martin Bell
for Secretary of the Cabinet

Hard-copy distribution:

Prime Minister
Deputy Prime Minister
Minister of Health
Minister of Local Government

Proactively released by the
Minister of Local Government

Appendix 2 – Four Wellbeings Cabinet Paper

Office of the Minister of Local Government

Chair
Cabinet

Local governance for community wellbeing

Proposal

1. This paper invites Cabinet to agree to consider the future role of local governance in New Zealand in delivering intergenerational wellbeing for all New Zealanders, delivering regional growth objectives, strengthening local democracy and instilling greater trust and confidence in local governance. This paper also seeks agreement for funding to escalate a programme of local government sector-related work through to 30 June 2019.

Executive summary

2. The local government landscape is changing. Local government is facing increasingly complex challenges, expectations from their communities are increasing and at the same time local government is facing growing financing and debt constraints. In practice, communities depend on local government to provide them with a broad range of services and quality of life, all of which contribute to people's sense of wellbeing. Communities and central government also depend on local government to manage the risks of natural hazards, and lead the response and recovery to local emergencies.
3. The Government is committed to a broad agenda of wellbeing reflected in the focus on wellbeing in Budget 2019. The wellbeing agenda has been reinforced by the Government's steps to reinstate in legislation the requirement on local government to promote the social, economic, environmental and cultural wellbeing of communities. Intergenerational wellbeing and regional prosperity will require a joint commitment and undertaking between central and local government.
4. Current funding and debt constraints are creating a barrier to local government delivering optimal services and achieving good outcomes in communities. Current and forecast rates are becoming increasingly unaffordable. Rates, as a proportion of the cost of living, are forecast to continue to rise at a faster rate than inflation, with the greatest part of this increase is forecast to occur in the next three years.
5. This Government has responded to funding issues raised by local government by instructing the Productivity Commission to review why New Zealand councils' costs are so high and what can be done to raise revenue a decade after the Shand Inquiry of 2007. The Government has also initiated a Three Waters review of our critical water systems and is reviewing current infrastructure funding and financing models available to local government.
6. At the Central and Local Government Forum 2018 central and local government leaders agreed to work together effectively for the social, economic, environmental and cultural benefit of citizens and communities. Leaders from both levels of government committed to a set of four priority areas being regional growth, housing and urban development, community resilience and water infrastructure.

IN CONFIDENCE

7. While difficult to make a direct comparison due to different models of local government, New Zealand's current system of local government is an outlier compared to other OECD countries. Unlike many other countries, local authorities in New Zealand play a more significant role in infrastructure provision than other countries.
8. I wish to consider how our two levels of government may work together to deliver intergenerational wellbeing.
9. I intend to share some initial thinking with key relevant Ministers in December 2018 and report back in April 2019 with a set of guiding principles anchored in the goal of intergenerational wellbeing. This will inform the basis of my engagement with the local government sector.
10. My local government work programme cuts across multiple portfolios and is growing in terms of scale and breadth of impact. A system wide approach will be required to solve many of the issues playing out in the Local Government arena and to support the programme of work I wish to advance. In this paper I also seek funding through to 30 June 2019 to escalate this important work.

Wellbeing as a joint aspiration for central and local government

11. The Government's commitment to a broad agenda of wellbeing and specifically the focus on wellbeing in Budget 2019 has been reinforced by the intention to reinstate the requirement on local government to promote the social, economic, environmental and cultural wellbeing of communities, and enable democratic local decision-making by and on behalf of communities. Intergenerational wellbeing requires a joint undertaking between central and local government.
12. There is clear alignment between local government's imperatives to deliver on the four wellbeings (cultural, social, economic, environmental), and the Living Standards Framework's four capitals (natural, social, human, financial) and 12 wellbeing domains. This alignment creates a significant opportunity to harness local government's strengths and proximity to its communities. Local government is also able to take a practical, delivery-oriented approach to the wellbeings. People and place connect at the local level, and this is where 'wellbeing' will be translated into lived experience.
13. The bringing together of intergenerational aspirations held by central government, local government and iwi/Māori will build on and leverage local opportunities to drive investment and growth in the regions, and also in the post-settlement context.

The challenges being felt by local government

14. With the support of my officials I have developed a picture of the local government landscape and a good understanding of how well-known issues (such as growth and climate change) are experienced at the local level. What is clear is that this Government's priorities – housing and urban development, regional development, social issues including child poverty and wellbeing, freshwater quality, drinking water quality and infrastructure, and climate change mitigation and adaptation – are mirrored at a local government level. Our issues and our challenges are the same, and we need local government to be a critical partner in addressing them.


IN CONFIDENCE

15. **Communities are expecting more from local government.** This includes in the areas of: environmental stewardship; regionally driven economic development; employment opportunities; tourism; strategic relationships and partnerships with Maori; moving to a zero-carbon economy (net emissions being reduced to zero); addressing homelessness, and young people not in employment, education or training.
16. Our communities and central government also depend on local government to manage the risks of natural hazards, and lead the response and recovery to local emergencies. Local government plays a fundamental role in community resilience which is a key factor in regional growth and consequently will also play a significant role in the mitigation of, and adaptation to, climate change.
17. There is a growing trend for communities to expect local government to find local solutions to the social issues causing distress in our communities.
18. Adding to these growing expectations are a number of reforms underway that will also impact on local government. Achieving the Government's ambitious targets in relation to homelessness, housing affordability, water quality, resilience and transitioning to a zero carbon economy simply cannot be achieved by central government alone and we are at risk of overloading local government without the necessary support.
19. Cutting across these complex challenges are significant funding and debt constraints. Current and forecast rates are becoming increasingly unaffordable. Over the past 10 years, rates have decoupled from salary and wage growth, household living costs and the Local Government Cost Index (LGCI). While the household living cost price index increased by 15.1% between 2008 and 2018, rates increased by 43.5 % over the same period. Rates, as a proportion of the cost of living, are forecast to continue to rise at a faster rate than inflation according to council LTPs. The greatest part of this increase is forecast to occur in the next three years.
20. This Government has responded to funding issues raised by local government by instructing the Productivity Commission to review why New Zealand councils' costs are so high and what can be done to raise revenue a decade after the Shand Inquiry of 2007. The Government has also initiated a Three Waters review of our critical water systems and is reviewing current infrastructure funding and financing models available to local government.
21. This broader set of challenges and the opportunity that our respective commitment to wellbeing presents, lends itself to consideration about the future of local governance in New Zealand and a different way of working together.

Central and Local Government Forum 2018 – agreement to key priority areas

22. Central and local government's shared challenges were discussed at the annual Central and Local Government Forum 2018, at which representatives from both sectors reframed the relationship to one of 'partnership' and agreed to work together effectively for the social, economic, environmental and cultural benefit of citizens and communities. It was agreed that the relationship between the two levels of government would be guided by the key principles of respect, reciprocity and trust.
23. At the Forum it was agreed that central and local government would work together on the four key shared priority areas of water, climate change, regional development and housing, with a number of next steps and recommended actions identified.

IN CONFIDENCE

24. The Department of Internal Affairs has reframed its approach to the local government sector to providing system stewardship across the central government system and working alongside the local government sector to develop a more collaborative and joined-up way of addressing our respective priorities.
25. In practice, there are multiple points across government where central and local Government objectives intersect and where collaboration and partnership between the two is critical for achieving government's priorities and the wellbeing of our communities. The broader local government work programme I wish to escalate will enable my officials to:
 - 25.1 identify options and possible solutions to challenges with our three waters system so that New Zealanders can have safe, reliable drinking water, resilient well-managed infrastructure and swimmable lakes, rivers and beaches. The Three Waters programme creates the right environment in which to broaden our consideration of local governance for community wellbeing;
 - 25.2 support the Government's Urban Growth Agenda and specifically a new joint spatial planning approach in Hamilton and Queenstown and partnership approach to identifying priority areas in Auckland Council's Development Strategy to deliver better planning outcomes;
 - 25.3 lead a whole of Government approach to building community resilience to natural hazards and climate change to develop more sustainable settings for management of natural hazards, including those exacerbated by climate change. s9(2)(i)(iv)

 - 25.4 work alongside the Treasury to address the barriers and constraints on Infrastructure funding and financing including the development of alternative financing models to address funding and financing constraints in the local government sector;
 - 25.5 lead a cross government process to assist Government's response to the Productivity Commission's Inquiry into Local Government's Costs and Revenues;
 - 25.6 lead a digital partnership across a number of councils to establish a common strategy for participating councils and a cooperative approach to the development of citizen focused digital channels;
 - 25.7 work with agencies to explore how central government can better support the relationship between Maori and local government, including how to ensure Treaty settlement redress is implemented well to protect the durability of the settlement process and give effect to kaitiakitanga rights of mana whenua over resources managed by local government; and
 - 25.8 weave into these initiatives a common objective of enhancing citizen participation in local democracy.

The role local government currently plays in our communities

The current purpose of local government

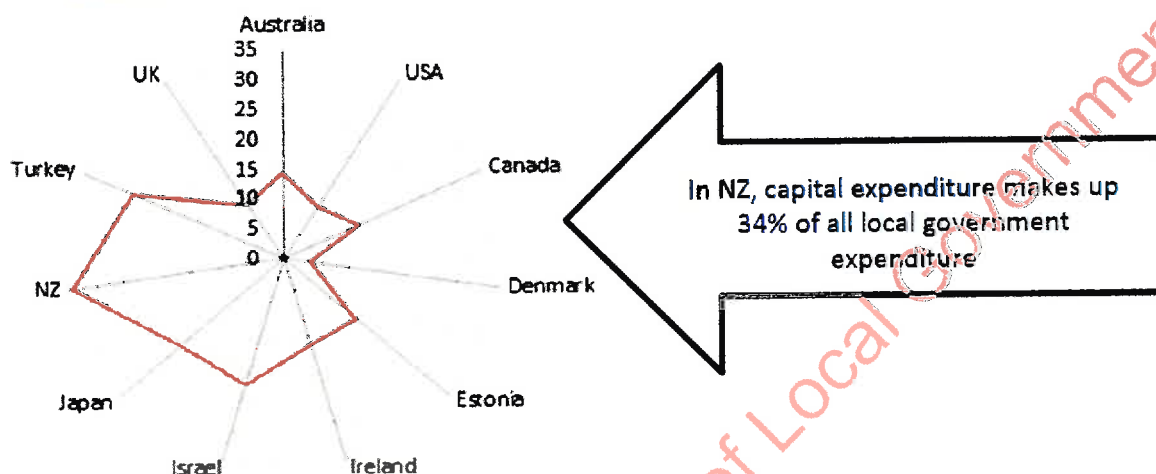
26. The current Local Government Act 2002 states that the purpose of local government is:
 - 26.1 To enable democratic local decision-making and action by, and on behalf of, communities; and
 - 26.2 To meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.
27. There are 78 local authorities in New Zealand and hundreds of council controlled organisations. Councils vary widely in area, population, infrastructure assets, community priorities, rating base, and financial resources.
28. Communities depend on local government to provide them with a significant range of services, all of which contribute to people's sense of wellbeing. This includes: safe drinking water and treated waste water; safe towns and cities; catchment management that supports healthy rivers and lakes we can swim and play in; safe and well-maintained roads; good waste management practices; provision and maintenance of parks, reserves, sports fields, swimming pools and libraries; and good, reliable public transport. Communities look to local government to tell and celebrate the stories of their people, history and region.
29. Central and local government operate within different but complementary authorising legislative and regulatory frameworks. We share in common the spirit of public service and goals of improving lives and fostering prosperous regions. Importantly, local government operates at the critical nexus between people and place.
30. Local government contributes 3.8% of New Zealand's GDP. As at June 2016, local government owned over \$112 billion in fixed assets and collected over \$8.9 billion in operational income annually. In comparison, this is double the combined asset base of the three largest portfolios owned by central government – transport, social housing and primary and secondary education. Local government makes a significant contribution to the New Zealand economy as an employer, purchaser of goods and services and in providing the infrastructure that supports business.

Our model of local government is an outlier compared to other OECD countries

31. A key underlying challenge is to find the right balance between local democracy and national policy settings. While direct comparisons are difficult due to different models of local government, New Zealand's system of local government is an outlier compared to other OECD countries. By way of international comparison:
 - 31.1 Local government in New Zealand is responsible for a comparatively low proportion of total government expenditure;
 - 31.2 New Zealand is unusual in the OECD in that local government does not play a significant role in health, education and social welfare. Although local government per se is not directly involved in the provision of these services, many are devolved and locally accountable, with locally-elected boards. This makes local governance in New Zealand a richer and more complex space than in many countries;

31.3 Local authorities in New Zealand play a far more significant role in infrastructure provision compared to other countries, demonstrated by a relatively high (34%) proportion of its expenditure being capital expenditure; and

31.4 While the international data on local government functions indicates New Zealand plays a role in 'economic development', in practice this is essentially limited to the role it plays in transport and advocacy and facilitation.



32. While New Zealand local authorities have a relatively high level of administrative and political decentralisation, the level of fiscal decentralisation¹ is small. In New Zealand central government has an 89 percent share of public expenditure – the OECD average is 44 percent, with Switzerland at the opposite end of the spectrum at 13 percent.

A reinvigorated advocacy for 'localism'

33. My consideration of the future role of local governance in New Zealand in improving intergenerational wellbeing for all New Zealanders is occurring against a backdrop of a reinvigorated advocacy led by Local Government New Zealand around 'localism'.

34. 'Localism' is a concept underpinned by the principle that "public services should be provided by the sphere of government which is as close as possible to the people who use and benefit from the services, unless there are reasons why they should be provided by governments at a regional or national sphere".

35. This is not a new concept, however its reinvigoration reflects concerns in communities about their sense of powerlessness and lack of resources to address serious social issues that are seen and felt at a local level. Underpinning the advocacy of this concept is the sense that 'top down', 'one size fits all' approaches to policy and decision-making have not worked given the complex and multi-faceted challenges facing New Zealand, and that a more devolved model of local government will lead to better services and stronger democracy.

¹ "Fiscal centralisation" means the ratio of taxation controlled and allocated by local government in comparison to that controlled and allocated by central government.

IN CONFIDENCE

36. I am not proposing we endorse a devolutionary-model. The consideration of local governance for community wellbeing will enable the Government to reach our own definition of how best to deliver at a local level and provide greater context for the Government to engage with the sector on the localism agenda.

Exploring the future of local governance

37. Aside from the challenges set out in this report, there are a number of headwinds facing local government. There are some capability and capacity issues throughout the sector, low engagement and voter turnout and questions around how truly representative and reflective of their diverse communities local governors are including of Māori. However I wish to take a strengths-based approach and start with what local government and communities do well.
38. I intend to focus on the opportunity to better leverage the strengths and intergenerational goals of iwi/Māori and recalibrate the relationship between local government and iwi/Māori.
39. I will take a principle-based consideration of the role local leadership could play in delivering intergenerational wellbeing for all New Zealanders, strengthening local democracy, instilling greater trust and confidence in local governance and supporting regional development.
40. I propose to explore a paradigm of local governance that is empowered to develop localised initiatives to tackle areas of concern such as hazard and risk management, social enterprise, young people not participating in trade, work or education, barriers to employment, and homelessness and social housing.
41. There are already examples of local government rising to the challenge and rethinking their role in their communities. These include Hutt City Council working alongside central government on integrated social housing proposals, and the Southern Initiative in South Auckland, which creates, fosters and support innovative social change by identifying local change-makers, encouraging social enterprise, building community capability and amplifying community-driven initiatives.
42. I propose to work with key Ministers to consider how our two levels of governance can work together to deliver intergenerational wellbeing and support regional growth and prosperity, and what evolving role and function local government could play in the future of New Zealand. As part of this conversation I intend to engage with the local government sector on its role and function in the future.
43. I intend to share some initial thinking with key relevant Ministers in December 2018. I propose to report back in April 2019 with a set of guiding principles anchored in the goal of intergenerational wellbeing, which will inform future engagement with the sector and its communities. This broader conversation could take place from May to June 2019.
44. Leading this conversation forward requires an investment of time, resource and effort. The Department has identified the Central Local Government Partnership work as a departmental priority, but has been unable to identify funding beyond December 2018. The Group has been recognised as highly successful in terms of building a collaborative cross-system work programme with the sector. The Partnerships Group are well positioned to support me in this work - with investment.

Budget and delivery of the local government work programme

45. DIA have established the appropriate capability to advance this work, in terms of the Central Local Government Partnerships Group, but have been unable to identify funding beyond December 2018. I seek Cabinet's support to fund this work through to June 2019. Beyond this, I will be seeking resource from Budget 2019 to deliver this significant reform programme.
46. My reform programme seeks to reposition local government with a stronger more wellbeing focussed role within our communities; strengthen the legitimacy of local government and the level of civic participation within our communities; and importantly, to manage the cost pressures faced by local government to make rates more affordable – particularly in terms of the provision of water infrastructure.

s9(2)(f)(iv)

Proactively released by the Minister of Local Government

s9(2)(f)(iv)

Consultation

52. The following departments were consulted on this paper: State Services Commission, The Treasury, Te Puni Kōkiri, Ministry for the Environment, Ministry for Business, Innovation and Employment, Ministry for Culture and Heritage, Ministry of Health, Ministry for Primary Industries, Department of Conservation, Ministry for Social Development, Ministry of Education, Land Information New Zealand, Statistics New Zealand, Ministry of Transport, Ministry of Defence, Ministry of Civil Defence and Emergency Management, Education Review Office and the Ministry for Women. The Department of the Prime Minister and Cabinet and Crown Law Office were informed.

Financial implications

53. To effect the proposal outlined above, an increase in funding over the remainder of 2018/19 to the Policy Advice – Local Government category of the Policy Advice Multi-Category Appropriation in Vote Internal Affairs is proposed to provide for a 6-month Central/Local Government work programme, as set out below. This associated increase in expenses will have a corresponding impact on the operating balance and net core Crown debt, and be a charge against between-Budget contingency established as part of Budget 2018.

IN CONFIDENCE

54. A budget for the Central/Local Government work programme has been prepared by the Department, and the costs are set out in the table below.

Table Two. Funding required for the Central/Local Government work programme

Item	2018/19 Half-year funding (\$million)	2019/20 (\$million)	2020/21 (\$million)	2021/22 (\$million)	2022/23 & Outyears (\$million)
Central Local Government Partnerships	2.000	s9(2)(f)(iv)			
Three Waters Reform Work	0.700				
Total	2.700				

s9(2)(g)(i)

Human rights / gender implications / disability perspective

59. No human rights, gender or disability implications arise as a result of this paper.

Legislative implications

60. This paper has no legislative implications however any proposals and recommendations that come out of this conversation may have legislative implications.

Regulatory impact analysis

61. A regulatory impact analysis is not required for this paper.

IN CONFIDENCE

Publicity

62. Consistent with the partnership approach this government wishes to take in terms of its relationship with local government, I intend to release this Cabinet paper in the context of a broader communications strategy with appropriate redactions.

Next steps

63. Subject to Cabinet agreement to the recommendations in this paper, I will report back in April 2019.

Recommendations

64. The Minister of Local Government recommends that Cabinet:

1. **confirm** this Government's commitment to taking a partnership approach to working with local government;
2. **note** the range and scale of government programmes that depend upon local government and that this provides an opportunity to work in partnership with local government to achieve the Government's goal of intergenerational wellbeing and regional growth;
3. **note** the Government's commitment at the Central and Local Government Forum 2018 that the relationship between the two levels of governance would be guided by the key principles of respect, reciprocity and trust;
4. **agree** to consider the future role of local governance in New Zealand in delivering intergenerational wellbeing for all New Zealanders, strengthening local democracy, instilling greater trust and confidence in local governance and supporting the protection and enhancement of the natural environment and sustainable regional growth;
5. **invite** the Minister of Local Government to share some initial thinking with key relevant Ministers in December 2018;
6. **invite** the Minister of Local Government to report back to the relevant Cabinet Committee in April 2019 with a set of guiding principles anchored in the goal of intergenerational wellbeing, which will inform a future conversation with the sector and its communities;
7. **agree** to increase funding in Vote Internal Affairs in 2018/19 to meet costs associated with the Central/Local Government work programme;
8. **note** that the funding for the Central/Local Government work programme is urgent, cannot be met from Vote Internal Affairs' baselines, and cannot be deferred until Budget 2019;
9. **approve** the following changes to appropriations to meet the first-year costs associated with the Central/Local Government work programme, with a corresponding impact on the operating balance and net core Crown debt:

IN CONFIDENCE

Vote Internal Affairs Minister of Internal Affairs	\$million – increase/(decrease)				
	2018/19	2019/20	2020/21	2021/22	2022/23 & Outyears
Multi-Category Expenses and Capital Expenditure: Policy Advice MCA Departmental Output Expense: Policy Advice – Local Government (funded by revenue Crown)	2.700				

10. **agree** that the proposed change to appropriations for 2018/19 above be included in the 2018/19 Supplementary Estimates and that, in the interim, the increase be met from Imprest Supply;
11. **agree** that the expenses incurred under recommendation 10 above be charged against the between-Budget contingency established as part of Budget 2018;

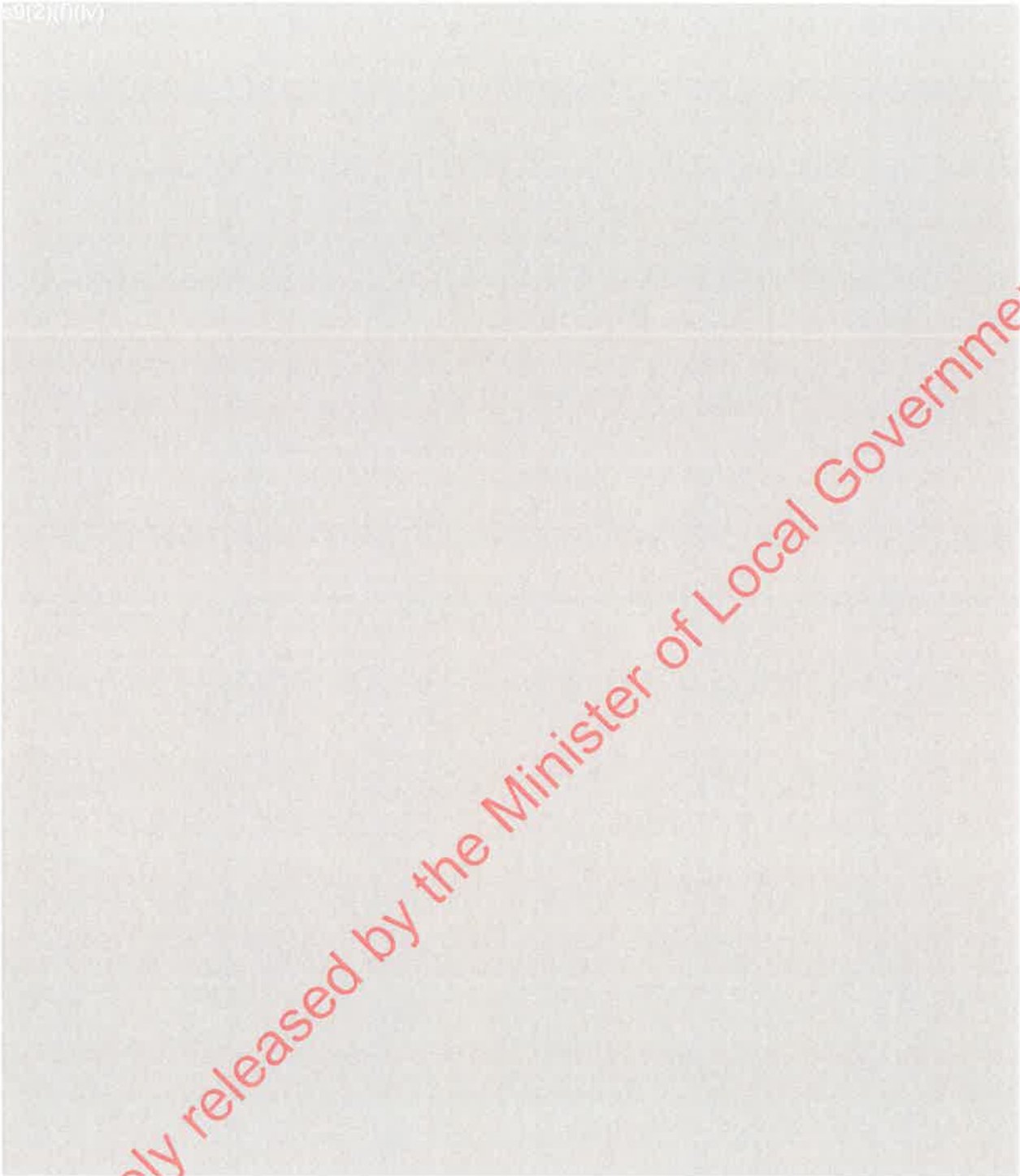
s9(2)(f)(iv)

Authorised for lodgement

Hon Nanaia Mahuta

Minister of Local Government

3912(1)(v)



Proactively released by the Minister of Local Government

Appendix 3 – Health and Safety Report

South Wairarapa District Council Health and Safety Report 10 October 2018 – 27 November 2018

HEALTH AND SAFETY STRATEGY

We continue to progress well on implementing our health and safety strategy and work plan.

RESOURCING

There are no health and safety resourcing issues. Julie Wallace, working 1 day a week.

HEALTH AND SAFETY – DRIVING CONTINUOUS IMPROVEMENT (lead indicators)

Training

SWDC are continuing to review health and safety training needs of new and existing staff.

Engaging with our people

Health and Safety at Work Team have recently:

- Continued to look at how the team can keep health and safety alive through contributing in team meetings and providing messages to team mates in the health and safety newsletter.
- Continued to contribute to content for health and safety notice boards.
- Contributed to judging our "Let nature in" photo competition.
- Reviewed our Health and safety manual and Emergency procedures manual. A link has been put on desktops for all staff. Health and safety at work team will assist Managers to promote need for staff to familiarise themselves with the manuals.

Working with Volunteers

Guidelines have been developed for Community Boards who enlist the help of volunteer groups with council projects.

Near Miss reports

No near misses reported in the period 11 October – 27 November 2018.

Wellness

Organizations that prioritize wellbeing have better engagement, reduced absenteeism and higher productivity, while people have improved wellbeing, greater morale and higher job satisfaction.

- All staff continue to be offered flu injections.
- All staff offered annual wellness payment of \$200.
- Our health and wellness program has kicked off with a "Let nature in" photo competition. We had a great response to the photo competition with 70 photos entered of staff capturing their outdoor activities.
- Our wellness focus for November is "Sunsmart".

Working with our Contractors

4 Contractor audits undertaken	1 Contractor audits met expectations	0 Did not meet expectations	3 Minor remedial actions taken
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Council continue to implement the contractor management system.

- Council staff continue to evaluate contractor's health and safety systems.
- Council staff who engage contractors continue to engage with contractors through pre-start meetings, inductions and safety audits, promoting Councils health and safety expectations.
- No contractor incidents reported.

HEALTH AND SAFETY ACCIDENT & INCIDENT REPORTING (Lag indicators)

No incidents reported during the period 11 October 2018 to 27 November 2018. All accident and near miss reports are referred to the Health and Safety at Work Team and Management, who review and satisfy themselves appropriate actions have been taken and where necessary, appropriate additional controls are put in place.

RISK MANAGEMENT

Work on hazard registers is ongoing, controls are currently being reviewed by the H&S at Work Team, and staff are encouraged to report new hazards through the monthly newsletter and staff meetings.

We will be providing updates on how we are managing our biggest risks. To give you the assurance that we understand our biggest risks, what controls and reduction measures are required, and actions we are taking.

Here is an update on two key risks we are currently focussing on:

Risk	Description of risk	Controls and reduction measures	Actions
<p>Contractors</p>	<p>Contractors undertake a number of high risk activities for Council. We have little control over Contractors staff and work standards while they are working for Council.</p> <p>We rely on them employing staff who are competent and trained, while observing safe work practices.</p>	<p>Contractors working for Council have robust health and safety systems in place, and understand their obligations. Contractors will be fully briefed, responsibilities assigned, and work will be periodically assessed to ensure agreed controls are being managed.</p>	<p>Contractor management system designed.</p> <p>Contractors asked to provide their H&S systems for checking by Council.</p> <p>Once approved, contractors will be asked to sign a contractor agreement.</p> <p>Contractor pre-start briefings and inductions have been developed and provided to appropriate staff.</p> <p>Site safety audit checklists have been developed and provided to appropriate council staff. Staff who manage contractors have been undertaking safety audits and ensuring remedial actions undertaken where required. Contractor safety audit standards added to the audit checklists to assist managers and staff when undertaking a safety audit.</p> <p>When work is commissioned, a risk assessment is done to inform the frequency and type of safety audits.</p> <p>Contractor post contract safety review developed to assist managers with</p>

			<p>safety conversations with contractors when work is complete.</p> <p>Reviewed all our listed contractors to re-assess the risk associated with the work they are doing for council and to ensure we are getting health and safety information that is appropriate for the level of risk they are managing on council behalf. See attachment one "Contractor engagement and review".</p> <p>Work continues chasing up contractors who have provided insufficient or no information.</p>
Lone / remote workers	<p>It is not always possible for staff to work in teams or even in pairs. Often staff are required to work alone and remotely, where in some cases poor cell phone coverage is an additional factor.</p>	<p>All staff who work remotely or alone will be provided with cell phones. They will be required to sign out before they leave, including their intended location and expected time of return. This will be monitored and action taken in line with an emergency response plan if help is summoned or they fail to return by the expected time. They will be required to sign in when they return. They will be provided with a device to summon assistance which do not require cell phone coverage.</p> <p>Consideration to be given to having vehicles fitted with GPS.</p>	<p>Staff who work remotely or alone to have access to cell phones. Sign out/in systems in place and being used.</p> <p>Garmin InReach remote contact device currently being used by Bylaws team. Device meets legislative requirements by providing two way communication in areas out of cellular range. Device also provides GPS functionality, enabling manager to pinpoint location of staff.</p> <p>A second Garmin device has been purchased for use by the remainder of staff who work in lone/remote situations. Device currently being trialled by Roading team. This will be monitored, with additional devices purchased if required.</p> <p>Monitoring process for sign out/in system developed and implemented by Bylaws and Roading teams.</p> <p>Training in the use of the device, monitoring, and emergency</p>

			<p>procedures rolled out to Managers, Bylaws and Rooding team. Emergency Action Plans developed. Teams have reported monitoring and the Garmin device is working well.</p> <p>Work to be done with remaining teams to look at need for Garmin device and that monitoring is appropriate for the work they are doing.</p>
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Contractor engagement and review

When commissioning work and completing the work order a risk assessment should be undertaken to determine risk profile, which will inform the pre-qualification and review process.

When assessing risk profile consider:

- Type of work and the risk associated with the work
- Frequency of work
- Number PCBUs / workers on site
- Term of contract
- Value of contract?

Low risk

Pre-qual

Proof worker competency
Pre-start meeting - discuss hazards and controls, agree responsibilities

Review

Contractor Induction
Contractor agreement
Annual review

Medium risk

Pre-qual

Contractor questionnaire
Pre-start meeting - discuss hazards and controls, agree responsibilities

Review

Induction
Contractor agreement
Contractor safety checks quarterly
Annual / post contract review

High/Extreme risk

Pre-qual

Tender process
Contractor questionnaire
Site specific safety plans
Pre-start meeting - discuss hazards and controls, agree responsibilities

Review

Induction
Ongoing meetings
Contractor audits 2 - 4 weekly
Post contract review

Low risk contractor	Medium risk contractor	High/extreme risk contractor
<p>Examples of low risk work:</p>	<p>Examples of medium risk work:</p>	<p>Sophisticated safety systems required.</p> <p>Examples of high risk work:</p>
<ul style="list-style-type: none"> • Cleaners • Project managers/consultants • Suppliers of mats, towels, feminine hygiene • Maintenance work requiring use of hand tools • Servicing office equipment such as photocopiers • Working at heights less than 2 metres • Gardening and landscaping requiring use of hand tools. 	<ul style="list-style-type: none"> • 240V electrical work • Plumbing • Pest control (excl toxic chemicals) • Lone work in areas of poor cell coverage • Work dealing with potentially difficult public • Working at height over 2 metres under 3 metres. • Auto door service and maintenance • Drone photography • Gardening / landscaping / lawn mowing (hand mowers and ride-ons) • Cash collection/banking • Fire extinguisher/alarm and sprinkler systems supply and maintenance • Elevated platforms under 5 metres • Work within 5 metres of public occupied spaces. 	<ul style="list-style-type: none"> • Any work requiring WorkSafe notification or permits to work • High voltage electrical work • Confined space • Excavations that are WorkSafe notifiable • Tree felling or pruning • Roading projects • Asbestos removal • Demolition (>1.5m) • Handling hazardous goods/chemical • Lawn mowing using tractors, mowers, heavy machinery • Working at height over 3 metres • Hot works • Work involving self-propelled plant or equipment

GREYTOWN COMMUNITY BOARD

30 JANUARY 2019

AGENDA ITEM 7.2

ACTION ITEMS REPORT

Purpose of Report

To present the Community Board with updates on actions and resolutions.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Community Board for information. The Chair may ask Council officers for comment and all members may ask Council officers for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 30 January 2019

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 30 January 2019

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
223	26-Apr-17	Resolution	Christine Stevenson	GCB RESOLVED (GCB 2017/31): 1. To receive the Poppy Road Signs Project. 2. To identify possible locations for remembrance as part of the Poppy Road Signs Project. (Moved Hay/Seconded Rainford) Carried	Open	6/6/17: GCB supporting the project and to identify suitable locations 22/11/17: Christine to speak to RSA to see if they were interested in moving the project forward. 22/6/18: RSA suggested Humphries, Udy, Jellicoe, Christine to liaise with Claire Bleakley on next steps. 29/08/18: Ian Farley researched streets and Jellicoe St fits criteria. Council to prepare a road sign for Jellicoe Street, but hold off installing until RSA have been consulted 27/11/18 Christine undertaken research on Jellicoe and it is ready to go to poppy places. Will approach Greytown school and see if they can do some research on other streets.
706	22-Nov-17	Action	Leigh Hay	Liaise with the Menz Shed to see if they are able to build a 'peace seat' for Kowhai Reserve	Open	27/11/18: Menz Shed can build a bench or picnic table for kowhai reserve for \$300.
172	14-Mar-18	Action	Lachlan (S Rep)	Put forward ideas for making the Greytown Memorial Pool more appealing to users (e.g. murals on the fences)	Open	Lachlan had spoken to Maree Patten, Acting Principal, and would follow-up with the arts department and arts students to see what they think and report back. 29/08/18: Students are busy with exams, suggest the project be done for summer 19/20 with students designing the art to a theme and professional artists contracted to paint. GCB to approve designs. Potentially to be placed in the grassy corner area of the pool
174	14-Mar-18	Action	Mark	Revisit the possibility of speed activated warning signs at the two entrances to Greytown. The location to be inside the 50km speed limit zones (as opposed to within the 100km zone) as discussed with Mark Owen, NZTA on the 31 January 2018	Actioned	03/04 To be installed before end of financial year. Project is being run through Steve James (NZTA). All locations have been confirmed. M Allingham to notify the Chair of date of installation and L Hay to circulate to local media. Wairarapa Road Safety Manager may do a media release. 01/06 NZTA data collection almost complete, installation likely to be before end June 2018. 04/07 Programme for installations advised by NZTA - to be completed by 31/08. 29/8/18: Request for 1 sign to be placed in different

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
						location, awaiting new finish date for that sign 28/09 The matter is with NZTA
375	6-Jun-18	Resolution	Paul	GCB RESOLVED (GCB 2018/40) not to agree with or support the proposed side entrance modification to the Greytown Town Centre. (Moved Hay/Seconded Gray) Carried	Actioned	
378	6-Jun-18	Action	Leigh Hay	Consider options for relocating amenity signs located on Cotter Street to alternative locations; including impact and any consultation required	Open	
439	18-Jul-18	Action	Leigh Hay	Order a replacement plant for the Greytown Main Street barrels, thrip spray and fertiliser; to be paid from the funds committed for Greytown barrels and plants	Open	added note to I&E (Susan) 27/11/18: Leigh getting price from Citycare for watering contract
443	18-Jul-18	Action	Paul	Provide clarification about determining risk category as Greytown Heritage Trust have identified improvements that they would like to undertake around Greytown	Open	
667	10-Oct-18	Resolution	Mark	GCB RESOLVED (GCB 2018/66) that an update on the Greytown Town Centre oak tree grid placements be provided. (Moved Hay/Seconded Cr Craig) Carried	Open	
673	10-Oct-18	Action	Jennie	Provide a response to Warren Woodgyer's questions and circulate to the Greytown Community Board	Actioned	
676	10-Oct-18	Action	Mark	Work with Mike Gray about the possibility of installing a small emergency water tank at the Greytown Town Centre, determine what would be required to install a generator plug and liaise with CDEM regarding the emergency preparedness upgrades	Open	
678	10-Oct-18	Action	Mark	Provide information to the Greytown Community Board on options for painting a solid line down/centre line down West Street, Greytown	Open	

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
762	21-Nov-18	Resolution	Jennie	<p>GCB RESOLVED (GCB 2018/76):</p> <ol style="list-style-type: none"> 1. To receive the Applications for Financial Assistance Report. 2. To grant Greytown Early Years \$500 to assist with the costs of purchasing toys for construction and storytelling. (Moved Gray/Seconded Rainford) Carried 3. To grant the Greytown Scouts \$250 to enable their chosen individual, who is a Greytown resident, to attend Illuminate (Venturer jamboree) from 31 December 2018 to 11 January 2019. (Moved Hay/Seconded Stevenson) Carried 	Actioned	28/11/18: Recipients advised. Both paid as at 20/12/18 - SM
765	21-Nov-18	Resolution		<p>GCB RESOLVED (GCB 2018/79):</p> <ol style="list-style-type: none"> 1. To receive the Chairperson's Report. 2. To approve a cost of \$2,000 plus GST as a grant to St Luke's Church to be used for work required for the Gum Tree to be paid from the beautification budget. (Moved Hay/Seconded Cr Craig) Carried 3. To approve a cost of \$3,000 plus GST as a grant to The Greytown Heritage Trust to be used for the costs towards printing of the new Heritage Trail signs, to be paid from the beautification budget. (Moved Hay/Seconded Rainford) Carried 4. To approve a cost of \$300 plus GST for artwork for the new Greytown Cemetery sign, to be paid from the beautification budget. (Moved Gray/Seconded Cr Craig) Carried 5. To approve a cost of \$2,000 plus GST for work on the dog park programme including gates, to be paid from the beautification budget. (Moved Hay/Seconded Rainford) Carried 6. To approve a cost of \$410 plus GST for installation of Town Hall Xmas decorations and 	Actioned	Commitments in I&E report 20/12/18 - SM.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				<p>new lights. (Moved Hay/Seconded Gray) Carried 7. To approve a cost of \$755 plus GST for conference registration and up to \$1,000 for 3 nights' accommodation, food and petrol costs. (Moved Hay/Seconded Stevenson) Carried 8. To approve a grant of \$1,000 plus GST to Rotary as a contribution towards the costs for the traffic management plan. (Moved Hay/Seconded Stevenson) Carried 9. To approve up to \$800 for advertising of meetings in December and January for public consultation for annual plan submissions. (Moved Hay/Seconded Gray) Carried</p>		
767	21-Nov-18	Action		Amend the Lions walkway promotional material to make it clear that the Lions walkway starts 100m from the corner of Udy Street	Actioned	
768	21-Nov-18	Action	Mark	Investigate the proposal from the Udy Street contingent for pedestrians and cyclists to enter and leave the Lions Walkway via Council's road reserve (to the right of the existing seal)	Open	(supply information to presenters and to the GCB chair)
769	21-Nov-18	Action	Mark	Amend the existing sign on the Udy Street sealed section of paper road to say 'Watch for children'	Open	
770	21-Nov-18	Action	Russell	Investigate the oak trees, owned by Oak Estate Motor Lodge, overhanging the footpath on Hospital Road, Greytown, and if they are obstructing the footpath request that the owner arrange for them to be cut back	Open	
771	21-Nov-18	Action	Mark	Provide Jez Partridge with a copy of the original arborists report for Farley's Oak	Actioned	Jez has received report and has made his comments
772	21-Nov-18	Action	Mark	Email an update to Jez Partridge and the GCB on then intended action timing with regards to the trees in Colliers Reserve	Open	Report received 2 Nov from Paper Street Tree Company.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
773	21-Nov-18	Action	Mark	Review protocols to determine if a key to the Greytown Town Centre can be given to the chair of the Greytown Community Board	Open	
774	21-Nov-18	Action	Paul	Write a letter congratulating Greytown School on retaining the Enviroschools Green-Gold status	Actioned	
775	21-Nov-18	Action	Jennie	Remove the beautification budget commitment for C Turvey 3D Designs - no longer required	Actioned	Will be updated in next I&E report
776	21-Nov-18	Action	Leigh Hay	Write to the Digital Seniors group expressing concerns that the group has been setup in parallel to a service already being provided in the Greytown community	Actioned	

GREYTOWN COMMUNITY BOARD

30 JANUARY 2019

AGENDA ITEM 7.3

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statement for the 18/19 year.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2018 – 30 June 2018.*
2. *Receive the Income and Expenditure Statement for the period 1 July 2018 – 31 December 2018.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2018 – 30 June 2018 is attached in Appendix 1. The Income and Expenditure Statement for 1 July 2018 – 31 December 2018 is attached in Appendix 2.

The beautification budget at year end 30 June 2018 will continue to be provided for reference as the beautification income and expenditure statement will only be prepared for the current year.

The Chair may ask Council officers for comment and all members may ask the Council officers for clarification and information through the Chair.

2. Appendices

Appendix 1 - Income and Expenditure Statement for the period 1 July 2017 – 30 June 2018

Appendix 2 - Income and Expenditure Statement for the period 1 July 2017 – 31 December 2018

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

**Appendix 1 – Income and
Expenditure Statement for
the period 1 July 2017 – 30
June 2018**

Greytown Community Board
Income & Expenditure For the year ended 30 June 2018

INCOME	
Balance 1 July 2017	12,245.47
Annual Plan 2017/18	26,868.00
Greytown trust lands trust - water slide	652.17
SW Rotary Water slide	652.17
TOTAL INCOME	40,417.81
EXPENDITURE	
Members' Salaries	15,764.22
Mileage reimbursements	1,483.38
Total Personnel Costs	15,764.22
AP Local Governmen Annual CBD levy 2017/18	216.67
AP OfficeMax New Z Stationery etc	19.2
AP OfficeMax New Z Stationery etc	4.34
Most Beautiful Town - L Hay	292.54
AP Greytown Early Barrels - Gtn Oct-Dec 2017	510
AP Power Services Erect flags in Greytown main street	252
correct coding credit water barrels city care	-205.76
AP New Zealand Red Psychological First Aid GCB group x 20	665.22
AP Lamb-Peters Pri Feb Grapevine advertising	360
purchase inflatable slide from mba com board	2000
AP Lamb-Peters Pri A5 flyers - disaster simulation	254
AP Lamb-Peters Pri 2 x footpath signs - GCB clinic	556
AP Greytown Early Mtc of barrels Jan-March 2018	510
exp x wages APR	93.24
exp x wages MAY	50
AP Lamb-Peters Pri Gtn Com Board flip chart papers	32
Corrn GCB expenses L Hay Printer inks corr coding	154.99
exp x wages JUN	139.12
rain water tank CD raffle prize	91.3
EXP x Wages elected JUN YE	50
AP Grand Illusions Putting up Xmas Decorations Nov 2017	75
Total General Expenses	6,119.86
AP Greytown Trails Grant-maintain Gtn rail trail/promotion	1,000.00
AP Wairarapa U13 b GCB grant-attending Hockey tournament in	500.00
AP Greytown Netbal Grant to assist with balls & bibs purcha	483.00
AP Wairarapa Rate Operational support GCB 2018	200.00
AP Maths Wairarapa GCB grant asst running schools maths com	300.00
Total Grants	2,483.00
TOTAL EXPENDITURE	24,367.08
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	16,050.73
BALANCE TO CARRY FORWARD	16,050.73

Greytown Community Board		
Income & Expenditure to 30 JUNE 2018		
Greytown Beautification budget		
Budget		
2013/2014		10,300.00
2014/2015		10,000.00
2015/2016		10,220.00
2016/2017		10,460.00
2017/2018		10,710.00
Total Budget		51,690.00
17/18 expenditure		
12/11/2017	AP Design Warehouse GCB - 2 & 3 seater bench seats (outdoor)	1,207.13
11/11/2017	AP Farmlands Tui potting mix GCB	83.83
13/11/2017	AP Farmlands Tui potting mix GCB	- 41.91
12/11/2017	AP Lansdowne Nurse Herbs-singles	30.00
31/10/2017	AP Leafland Prunus lusitanica x 4	432.00
30/11/2017	AP The Sign Factor Banner PVC, banner mesh & corefluet sign	833.99
30/11/2017	AP Lamb-Peters Pri 2000 DL rack cards-Most Beautiful Town	329.00
30/11/2017	AP Lamb-Peters Pri Window/bus labels - Most Beautiful Town	359.00
30/11/2017	AP Lamb-Peters Pri Posters-Most Beautiful Town	70.00
19/12/2017	AP The Sign Factor Most Beautiful Town sign installation	415.00
2/12/2017	AP The Village Art Frame certificate-Most beautiful place	142.45
31/01/2018	AP Lamb-Peters Pri 'Most Beautiful small town' poster	40.00
7/06/2018	Greytown Menz Shed Beautify West St	1,840.00
8/06/2018	AP Greytown Anglic Grant for cable bracing gum tree	750.00
16/17 expenditure		
	Flag makers GTN branded flags	1,498.54
	Leafland plants for wine barrels	1,836.00
	Power services	595.00
	Farmlands	252.00
	Lamb-Peters wine barrel stencils etc.	287.00
	Lansdown nursery - herb plants	105.00
15/16 expenditure		
	Marks signs	380.00
14/15 expenditure		
	City care - entrance way project	8,716.72
	City care - entrance way project	1,953.83
13/14 expenditure		
	City care	1,106.80
Total Expenditure		23,221.38
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE		28,468.62

**Appendix 2 - Income and
Expenditure Statements for
the period 1 July 2017 – 31
December 2018**

Greytown Community Board		
Income & Expenditure For the Period Ended 31 DECEMBER 2018		
	<u>INCOME</u>	
	Balance 1 July 2018	16,050.73
	Annual Plan 2018/19	27,639.00
	TOTAL INCOME	43,689.73
	<u>EXPENDITURE</u>	
	Members' Salaries	7,974.42
	Mileage reimbursements	335.80
	Total Personnel Costs	8,310.22
30/06/2018	AP Lamb-Peters Pri GCB 500 x A5 flyers IT support Kuranui	157.00
23/08/2018	AP Local Governmen CBEC levy for 2018/19	216.66
	Student Representative	150.00
	Computer Consumables	50.00
24/10/2018	AP OfficeMax New Z Stationery and supplies	7.76
18/12/2018	Comm Board GL corrections gtn barrels Apr-Jun	510.00
18/12/2018	Comm Board GL corrections Gtn barrels Jul-Sept	510.00
	Total General Expenses	1,601.42
25/07/2018	AP Greytown Trails - promoting Rail Trail 2018	1,000.00
25/07/2018	AP Greytown Lions - Trishaw cycle/equip 2018	500.00
30/07/2018	AP Greytown Menz Shed	500.00
30/08/2018	AP Life Education Trust - Deliver life skills to schools in region	500.00
30/08/2018	AP Citizens Advice Recognition of good service in Gtn ward	200.00
31/08/2018	AP Greytown Rugby - First aid Kit	380.00
7/09/2018	AP Arbor House - to assist chest freezer moving costs	500.00
26/10/2018	AP Madcaps MCB grant - Brass Band expenses Christmas Parade 2018	250.00
27/11/2018	AP Scout Associati GCB grant Gtn resident - Illuminate	250.00
28/11/2018	AP Greytown Early GCB grant purchase construction & story	500.00
	Total Grants	4,580.00
	TOTAL EXPENDITURE	14,491.64
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	29,198.09
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2019	8,210.58
	Mileage to 30 June 2019	164.20
	Members computing consumables 2018 & 2019	250.00
	Remove old welcome to Greytown signs	1,000.00
	Promotion and support of the hub and civil defence initiatives to promote public awareness	906.76
	Cobblestones museum	500.00
	Printing and distribution of leaflets - Kuranui IT project	93.00
	Featherston Phoenix 1 advertisement Kuranui IT Programme	80.00
	Four Stickers for Dog Bag Poles	100.00
	Installation of Town Hall Xmas decorations and new lights	410.00
	Conference registration	755.00
	Conference accommodation, food, petrol costs up to	1,000.00
	Advertising for meetings December/January for Public consultations for AP submissions	800.00
	Total Commitments	14,269.54
	BALANCE TO CARRY FORWARD	14,928.55

Greytown Community Board		
Beautification Fund for period ended 30 December 2018		
	Balance 1 July 2018	28,468.62
	Annual Plan 2018/19	10,710.00
	TOTAL INCOME	39,178.62
30/08/2018	AP Greytown Croque Plants for estab green boundary	750.00
4/09/2018	AP Design Warehous Teak 3 seater memory Jan Eagle (Stella B	751.39
10/12/2018	AP Greytown Anglic Notable gum tree funds for St Lukes	2000.00
	Total Beautification	3,501.39
	TOTAL EXPENDITURE	3,501.39
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	35,677.23
	<u>LESS: COMMITMENTS</u>	
	Barrels and Plants (Thrip spray/fertiliser to come from these funds	486.08
	Bench Plaque	288.89
	Greytown Tennis Club paint for volley board	169.00
	The Greytown Heritage Trust - heritage Trail signs	3,000.00
	Greytown Cemetery Sign Artwork	300.00
	Dog park programme including gates	2,000.00
	Total Commitments	6,243.97
	BALANCE TO CARRY FORWARD	29,433.26

GREYTOWN COMMUNITY BOARD

30 JANUARY 2019

AGENDA ITEM 7.4

APPLICATIONS FOR FINANCIAL ASSISTANCE

Purpose of Report

To present the Community Board with applications received requesting financial assistance.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Consider the application from the Cobblestones Museum Trust and consider allocating the requested \$1,000 to assist with the operating costs of the Museum.*
3. *Consider the application from the Friends of Cobblestones and consider allocating the requested \$1,285 to cover the costs of the community carol concert December 2018.*

1. Executive Summary

The Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget as shown in the Income and Expenditure Report.

2. Criteria

The criteria of the grant are:

To be eligible, applications must be from non-profit organisations for an essential social service or a recreational, cultural, educational or sporting purpose located or operating in the Greytown Ward of the South Wairarapa District. Grants are considered throughout the year.

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, have relevance to the Community and do not qualify for Creative Communities New Zealand funding.
2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.

3. An accountability in report form (form will be supplied), together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).

3. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
Cobblestones Museum Trust	No outstanding accountability forms
Friends of Cobblestones	No outstanding accountability forms

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

GREYTOWN COMMUNITY BOARD

30 JANUARY 2019

AGENDA ITEM 9.1

CHAIRPERSON REPORT

Recommendations

The chairperson recommends that the Community Board:

1. *Receive the information.*
2. *Recommendation to approve a cost of \$500+GST as a grant to Friends of Cobblestones for assistance in promoting the Xmas Carols at Cobblestones Museum.*
3. *Recommendation to approve a cost of \$850+GST for flags and \$400+GST for installation and traffic plan.*
4. *Recommendation for SWDC to place ads in local SW papers seeking expressions of interest. LGNZ may have a standard ad format which is available to use.*
5. *Recommendation to approve A. Rainford (to be paid for by GCB) and L Hay (to be paid for by Council) to attend conference as delegates.*

1. Topic 1 – Bench to recognise Jan Eagle in Stella Bull Park

This has been paid for and the concrete base installed. The MENZ shed will install the bench and in consultation with the Friends of Stella Bull Park we plan to have a small ceremony to mark the occasion. This should be ready by February.

2. Topic 2 – Assistance to Friends of Cobblestones Museum for Xmas Carols

The Friends of Cobblestones organise this annual community event which is loved by locals. It was held on 22nd Dec 2018 and was a great success. They applied for a grant in December however their application was held up in the post and we did not receive it prior to our 21st Nov meeting. We do believe we should contribute as it incredible annual community event. The money was used for promotion of the event.

Recommendation to approve a cost of \$500 as a grant to Friends of Cobblestones for assistance in promoting the Xmas Carols at Cobblestones Museum.

3. Topic 3 – SW Bridge Club (SWBC) - Request for funds for a Defibrillator

We have received a request for funds by SWBC for a defibrillator costing \$2,552. Please see attached letter outlining the proposal. In the first instance we would like to discuss the following points.

1. Given the fact that the town Hall is open from 9.30-5.30pm and closed on Sunday is this viable given the need for access and security issues.
2. The Bridge club holds it's meetings Tuesday & Thursday (however members are from across South Wairarapa)
3. Would council consider funding this? It benefits the whole of SW as members re from across the region.
4. Should the SWBC fund this themselves through other grants and fundraising or members levy?
5. What is the thinking of members regarding this?

4. Topic 4 – New Flags Main Street

New flags are required for Main St. Please note new flags with new provider lasted longer than previous flag provider. New signs just to say Welcome to Greytown. Please also note we have turned down the Flagtrax system as it was felt it was too expensive and there was a 6-8 year pay back period which we felt was unjustified given the limited number of flags we have.

Recommendation to approve a cost of \$850+GST for flags and \$400+GST for installation and traffic plan.

5. Topic 5 – Advertising for Local Government Elections 2019

We would like to see ads placed in local papers by SWDC to promote upcoming 2019 elections. This would give time for any candidates to learn more and have the chance to talk to community board members and councillors about what the job entails.

Recommendation for SWDC to place ads in local SW papers seeking expressions of interest. LGNZ may have a standard ad format which is available to use.

6. Topic 6 – The Great Greytown Expo -2019

As part of a celebration of the 30 year anniversary of the SWDC in 2019 we plan to hold a Greytown Expo. This will form part of our community engagement

plans and will highlight what is on offer in the community for both new and long term residents in Greytown. There is also an opportunity for community groups to acquire new members, supporters and volunteers.

7. Topic 7 – LG Community Boards Conference-2019

The 2019 Community Boards Conference will take place on 11-13 April 2019 in New Plymouth. The New Zealand Community Boards Conference takes place every two years. The biennial conference was introduced in 1997 to bring together the community boards of New Zealand to share practice and to help improve the understanding and work of community boards. The theme of the conference is **Community Boards in a Time of Change**.

Council pays for the attendance of one member at the conference including travel costs. The Greytown Community Board would like to send a second board member as we believe these conferences are a huge benefit (allowing a sharing of ideas that benefit our community). Early bird registration reduces the fee. We would like to take advantage of that. We propose to claim actual petrol costs rather than a per km rate to minimise costs.

A full copy of the programme can be seen here:

http://www.nzcbc2019.co.nz/nzcbc19/programme_speakers/programme

Recommendation for Leigh Hay & Ann Rainford to attend the conference.

8. Topic 8 –Input into Annual Plan

A meeting was held on 4th December to get public feedback and a further one is proposed in January. It has been suggested that our student representative Locky O’Connell may also be able to help by seeking views of youth. Please see separate report by A. Rainford and M Gray.

Report compiled by Leigh Hay
Chair
Greytown Community Board

MEMBER REPORT

for

Greytown Community Board Meeting 30 January 2019

Member Name	Ann Rainford & Mike Gray
Group Name	'HAVE YOUR SAY' Input for SWDC Annual Plan 2019-20 Conversation with Community Members
Meeting Date	4 th December 2018 Nine residents attended – a lively discussion was held.
Key issues from meeting	<p>Notes were sought and recorded. Topics raised ranged across –</p> <ul style="list-style-type: none">• Transport – traffic, parking and signage;• Amenities – particularly the lack of Recreational facilities, and support for long term Tourist market amenities;• Heritage protection concerns;• Local Economy;• Community - well-being and pride;• Urban beautification;• Growth impacts - including land values, subdivisions, variety of housing types;• IT developments – the potential for market opportunities; and• Impacts of Climate change – potential responses. Detailed notes are available for Board Members information.

<p>Specific item/s for Community Board consideration</p>	<p>Participants raised the importance of the need for better Policy and Planning, and implications for funding. Example – ‘What is being done to attract money from the Regional Growth Fund? There was strong support for a Greytown Urban & Rural Plan; i.e. a Community Plan . This is consistent with a key recommendation in the ‘Hammond – Robertson Report’ on the future of Community Boards and their roles.</p>
<p>General</p>	<p>We believe the range of matters raised are challenging and need to be further explored and prioritised by way of a ‘2nd Conversation’ in late February. Outcomes from this Community Engagement process should form part of the GCB’s submission to the SWDC Annual Plan 2019-20.</p>

MEMBER REPORT
For Featherston, Greytown & Martinborough
Community Board Meetings
January 2019

Member Name	Robyn Ramsden Featherston Community Board
Group Name	Wairarapa Library Service Joint Committee
Group Members	Councillor Ruth Carter - CDC Councillor Pam Colenso - SWDC Councillor Tracey O'Callaghan - CDC Robyn Ramsden - SWDC Featherston Community Board Staff Anne Hughes - Carterton District Library Manager SWDC Amenities Manager Also attending: Mark Allingham – SWDC Group Manager Infrastructure & Services
Meeting Date	Tuesday 28 November 2018 Tuesday 18 December 2018
Key issues from meeting	<ol style="list-style-type: none"> 1. The Wairarapa Library Service supports having one Library Manager across all four libraries. This is in order to promote consistency of service through all four libraries. All four libraries will maintain their identities. 2. At the 28 November meeting Jane Davis, Chief Executive of CDC attended the meeting. 3. Advised us that the meetings must be formalised as they are joint committee meetings. This means they will be publicly advertised and be assigned a minute secretary. 4. See Motion paper to Council on 12 December on reducing fees and charges.
Specific item/s for Community Board consideration	The WLS are keen to encourage people to use the libraries. We have been working on ways to reduce the financial barriers. The last agenda is attached for our communities reference as is the motion paper to SWDC on removing over due fines.
General	The Terms of Reference and Memorandum of Understanding needs to be update to reflect these recent changes. Meeting schedule: Wed 6 March 2019 - Carterton Events Centre Wed 29 May 2019 – Greytown Town Centre Wed 21 August 2019 - Waihinga Centre, Martinborough
Relevant Documents	Motion paper to SWDC on 12 December "Wairarapa Library Service Fees and Charges" https://www.swdc.govt.nz/sites/default/files/DCAG12Dec18C11%20Library%20fee%20changes%20from%20WLS.pdf

Greytown Community Board

Chair: Leigh Hay
8 Wood Street
Greytown 5712
06 304 9876



30 November 2018

Patrice O'Connor
Greytown School
12 East Street
Greytown 5712

Dear Patrice

ENVIROSCHOOLS PROGRAMME

The Greytown Community Board would like to congratulate Greytown School for your achievement in retaining the Green Gold Enviro School status. Well done to all member students and teachers in charge of running the programme (Ali Morgan, Alex Southall and Rachel Burt).

As a member of the panel bought in to hear the reflections team analysis and project presentations, I was very impressed with the depth of knowledge and the wide range of projects that students undertake within the programme.

Teaching our children to be more environmentally aware results in life-long sustainability practices and provides opportunities for knowledge sharing within the home.

As you are aware Greytown Primary and your Green Gold Enviro School status was included in our submission as part of New Zealand's most beautiful Small Town. We have a small poster which I am happy to drop off to the school to remind the students of the part they played in our win.

Do feel free to ring me if you have ideas for the future that we can help with.

We are very proud to have a Green Gold Enviro School in our town, and Greytown School is a credit to our town.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Leigh Hay'.

Leigh Hay
Chair, Greytown Community Board



Greytown Community Board

Chair: Leigh Hay
8 Wood Street
Greytown 5712
06 304 9876



30 November 2018

Rev Harry Newton
St Luke's Anglican Church
PO Box 133
Greytown 5712
harry@stlukesgreytown.co.nz

Dear Harry

ST LUKES GUM

On the 21 November 2018, the Community Board agreed to financially assist St Luke's Church preserve the long term health and safety of the historic and notable gum tree located on church property which has been the subject of many books, is loved by locals and is a significant tourist attraction in its own right.

The Greytown Community Board considers this the most noteworthy tree in Greytown. We want to acknowledge the significant fundraising activities by St Luke's, however the costs for the work on this tree remain significant. Therefore we would like to assist you in your preservation efforts on this beautiful historic tree.

I am pleased to advise you that \$2,000 plus GST has been given to St Luke's Anglican Church to assist with the costs of providing for the historic gum trees long term health and safety.

As you are GST registered, please forward a GST invoice to our accounts payable team (accountspayable@swdc.govt.nz) and the funds will be paid in the next available payments run.

The Community Board wish you well in your project and would be pleased to hear updates directly from the Church or via Jez Partridge and the Tree Advisory Group.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Suzanne'.

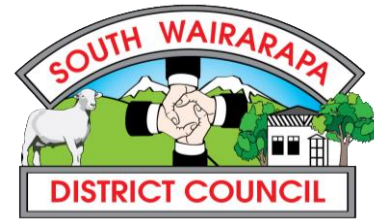
Suzanne Clark
Committee Secretary
Suzanne.clark@swdc.govt.nz



cc: Richard Harvey, pzcharveyrj@gmail.com

January 17, 2019

Bob Francis
Chair
Digital Seniors
Masterton



Dear Bob,

Firstly we wish to reaffirm the support and commitment of the Greytown Community Board to the Digital Seniors Programme. As you know Ann Rainford is a trustee on the Digital Seniors Board. In 2017 she successfully started and implemented our own Greytown Community Board IT programme for seniors in collaboration with Kuranui College. It has gone from strength to strength and to date there has been 84 senior's sessions. They were coached by 15 & 16 yr old students.

The programme has the additional benefit of increasing community resilience by providing a forum where the young and elderly communicated. Both gained from this very positive experience.

This programme was publicised by the school, community, leaflets and Grapevine, and attendance numbers were kept. It was financially supported by Greytown Community Board, Greytown Trustlands Trust and South Wairarapa Rotary. We anticipate this support will be ongoing for this project.

We are however concerned that Digital Seniors intend to start up an IT programme in Greytown next year. Although our programme has been widely published the numbers attending do not support the need for an additional programme in Greytown. Rotary also runs a successful on line programme to help with digital problems across South Wairarapa.

We have further concerns that Ann (as a Digital Seniors Trustee) was not consulted on this matter before the trust meeting. We appreciate this may have been an oversight however given her experience in the start-up of our own programme in Greytown we would have liked to think her advice would have been sought.

Furthermore we believe a second programme in Greytown would cause confusion and have the potential to negatively impact on our own funding applications.

Viv Napier, Ann Rainford and myself are concerned and would like to discuss this matter with you. We would appreciate a date and time before Xmas to enable us to work through these matters. I am sure we can resolve this for the betterment of the seniors in the Wairarapa communities and this will also allow the Digital Seniors budget to stretch further. We look forward to hearing from you.

With kind regards

Leigh Hay
Chair Greytown Community Board





P O Box 106, Greytown
Email:- swbridge@xtra.co.nz

Leigh Hay,
Chair,
Greytown Community Board

14/01/19

Dear Leigh,

The committee of the South Wairarapa Bridge Club is keen to have ready access to a defibrillator (AED) on Monday and Thursday club nights. Our members are mostly elderly and at increased risk, by reason of age, of a sudden cardiac event. If someone were to collapse at bridge we would of course ring 111. However, “use of an AED within 3-5 min of collapse can increase the chance of survival by up to 44%” (St John web site). I have spoken to John Wells at Masterton St John who agrees that early defibrillation is recommended. A 111 call stating possible cardiac arrest is routed to the Fire Brigade with the subsequent arrival of a defibrillator and fit younger persons able to perform cardiac compressions over a lengthy period. However, early defibrillation remains the ideal. One of the AEDs St John currently recommend is the St John Headstart HS1 for \$2552.

The FreshChoice supermarket has an AED but they shut at 9.0pm and our club nights go later than that. AEDs at Kuranui College and the Greytown surgery are both inaccessible after hours. The Working Men’s Club at 120 Main Street stays open until after 10.00pm on Thursdays but closes around 8.0pm on a Monday. I have spoken to Brian Phillips, President of the Greytown Bowling Club, re the

possibility of our holding a key to their rooms but he points out that the logistics of getting there, getting in and retrieving the AED are too time consuming. Ed and Juliet Cook have run chamber music concerts in their home in Wood Street for 40 years and they bought an AED in view of the age of most of their audience. It is too far from us and not always available.

My interest in obtaining an AED stems from many years working in the Rotorua Emergency Department and is coloured by my presence at 2 community arrests. Our committee would like to see an AED outside the Town Hall available both for groups that use the hall and also for the general public. The hall is in the centre of Greytown and contains the i-SITE visitor information centre, a logical place for people to go in an emergency. Vandalism out of hours could be a problem but there is a locked AED on the Petone waterfront with written instructions to ring St John who provide the code to release it. The same could presumably be done in Greytown and groups using the hall would know the code.

Would the Community Board consider funding such an AED?

Yours sincerely,

Hugh Townend,
Committee member, South Wairarapa Bridge Club

Copy to Katherine Gough,
President, South Wairarapa Bridge Club

1st Greytown Scout Group
c/o 102 Kuratawhiti Street
RD1 Greytown
5794

18th January 2019

Dear Greytown Community Board Members,

The Greytown Scout Group would like to thank you for your grant of \$250 to help Rhys Kill attend "Illuminate", the Venture jamboree. Unfortunately due to illness Rhys was unable to attend and so would like to return the grant so that the money can be put to good use elsewhere in the Greytown community.

Kind Regards,

Katherine Kill
Greytown Scouts Treasurer