

# CIVIL DEFENCE- EMERGENCY MANAGEMENT

## GREYTOWN COMMUNITY RESPONSE TEAM

Report to GCB – 31<sup>ST</sup> August 2016

### **Greytown Community Response/Resilience Planning**

Your Board's commitment to seek the assistance of WREMO in the establishment of a new Community Response/Resilience Planning process is noted.

Current Team members acknowledge that the proposed model is likely to see the demise of the current Emergency Management structure. We sincerely hope that the proposed process and 'Volunteer' focused model will prove to be successful in enabling any effective response, protecting the interests, and improving the resilience of our community in-to the future.

Our concern is that your commitment on behalf of the community to take 'ownership' of any resulting process or plan is not lost sight of. As the up-coming elections may mean changed Board membership we would like to feel reassured that your Board will seek to ensure this becomes reality.

### **Radio Communications**

On Saturday 6<sup>th</sup> August Branch 82 of the New Zealand Amateur Radio Transmitters (NZART) network hosted the President of NZART – Dr Stuart Watchman from Blenheim, and two key members from Branch 63- Upper Hutt, who spoke about the important roles and links provided by both NZART and the "Amateur Radio Emergency Corp" (AREC) in various emergency situations.

A new aerial and radio has been installed at Kuranui College. Training of students in the operations of this facility will enable those interested students to obtain the NZART Operators qualification as well as creating a potential pool of capable operators.

The NZART Branch 82 Repeater, situated at the Knoll (Bidwills Cutting), has been refurbished. This will enable improved and wider coverage throughout Southern Wairarapa and beyond.

Fortnightly testing of our WREMO linked radio in the Town Centre continues.

### **Venturers**

The opportunity to provide tuition to Venturers in the appropriate use of radio equipment, including effective message handling, is being discussed.

Mike Gray – Team Leader

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## Greytown Community Board

### Minutes – 20 July 2016

- Present:** Shane Atkinson (Chair), Cr Margaret Craig, Ian Farley, Leigh Hay, Christine Stevenson and AJ Southey.
- In Attendance:** 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 20 July 2016 between 7:00pm and 8:15pm.
- Also in Attendance:** Graeme Gray (Cobblestones), Jeremy Partridge (Tree Advisory Group), Mike Gray (CDEM Greytown Emergency Response Team).

### PUBLIC BUSINESS

*GCB RESOLVED (GCB 2016/40)* that Graeme Gray representing Cobblestones Museum, be permitted to speak during public participation to address their correspondence as submitted to the Board.

*(Moved Hay/Seconded Cr Craig)*

Carried

#### 1. APOLOGIES

*GCB RESOLVED (GCB 2016/41)* to receive apologies from Cr Napier, Mayor Adrienne Staples and CEO Paul Crimp.

*(Moved Cr Craig/Seconded Farley)*

Carried

#### 2. CONFLICTS OF INTEREST

Leigh Hay declared a perceived conflict of interest with agenda item 9.2 Correspondence from Cobblestones Museum, as she was a member of the Cobblestones Museum Board of Trustees.

#### 3. PUBLIC PARTICIPATION

##### 3.1 Graeme Gray, Cobblestones

Cobblestones Museum had been in discussion with Council regarding Museum signage at the north and south entrances to Greytown. Both Council and Cobblestones could find no formal record of granted consent, but Mr Gray believed approval would have been given. Correspondence to Council from Cobblestones, dated 1992, requesting permission to display the signs had been uncovered. Mr Gray asked the Board to support the retention of signs in their current locations.

#### DISCLAIMER

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

#### 4. PRESENTATIONS:

##### 4.1 Jeremy Partridge, Tree Advisory Group

Mr Partridge reported on Arbor Day celebrations, thanked Council for continued funding of the Friends of O'Connor's Bush, and discussed the arboricultural guidelines protection for notable trees on private property. Mr Partridge asked that notable tree resource consent applications be subject to an interdepartmental peer review process or that independent arborist advice was sought.

The Tree Advisory Group welcomed a more strategic relationship with Council.

##### 4.2 Mike Gray, Greytown Emergency Response Team

Mr Gray tabled and spoke to an update of activities report and encouraged the Board to take ownership of the Community Resilience Plan and to engage broadly with the community. Mr Gray asked that the community board role as outlined in the Terms of Reference of the Community Response Plan be expanded.

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

##### 5.1 Cobblestones

*GCB RESOLVED (GCB 2016/42)* that the Cobblestones sign position and size be retained but that provision be allowed for the signs to be updated.

*(Moved Atkinson/Seconded Stevenson)*

Carried

##### 5.2 Tree Advisory Group

*GCB RESOLVED (GCB 2016/43)* that Council's Amenities Manager should liaise with the Tree Advisory Group for advice prior to setting the annual tree pruning programme.

*(Moved Cr Craig/Seconded Hay)*

Carried

##### 5.3 Greytown Community Resilience Planning

Members discussed using existing social groups to coordinate a response in the event of an emergency and working directly with WREMO to progress community resilience planning.

*GCB RESOLVED (GCB 2016/44):*

1. To adopt community response planning as a responsibility, to create and then appoint members to a Community Response Advisory Group and to work directly with WREMO.

*(Moved Southey/Seconded Hay)*

Carried

2. Action 428: Advise WREMO that Shane Atkinson is the contact for Greytown Community Response and that an Advisory Group is being formed; M Allingham

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

### **6.1 Greytown Community Board Minutes – 8 June 2016**

*GCB RESOLVED (GCB 2016/45)* that the minutes of the Greytown Community Board meeting held on 8 June 2016 be confirmed as a true and correct record.

*(Moved Cr Craig/Seconded Farley)*

Carried

### **6.2 Action Items from Previous Meeting**

*GCB NOTED:*

1. Action 429: Arrange for flag art to be completed by 5 August 2016 so the Board can select the final designs; Leigh Hay
2. Action 430: Produce a blank yearly flag hanging schedule for the Board to complete at its next working group; Leigh Hay
3. Action 431: Determine when Greytown Trust Lands want to hang their flags in Greytown; Christine Stevenson

### **6.3 Income and Expenditure Statement to 30 June 2016**

*GCB RESOLVED (GCB 2016/46)* to receive the Income and Expenditure Statement to 30 June 2016.

*(Moved Farley/Seconded Stevenson)*

Carried

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

### **7.1 Officers Report**

*GCB RESOLVED (GCB 2016/47)* to receive the Officers' Report.

*(Moved Cr Craig/Seconded Stevenson)*

Carried

## **8. COMMUNITY BOARD/COUNCILLOR REPORTS**

### **8.1 Civil Defence Emergency Management**

Discussed under item 5.3.

### **8.2 Greytown Youth Park Update**

Mrs Stevenson reported that a consultation meeting with neighbours had taken place with many neighbours against the proposed location.

### **8.3 Council Report: Community Safety and Resilience Working Party**

*GCB RESOLVED (GCB 2016/48)* to receive the report.

*(Moved Cr Craig/Seconded Atkinson)*

Carried

### **8.4 Greytown Entrance Way Signs**

Mrs Hay reported that a written report providing recommendations and options was to be provided to the Board.

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## 8.5 General

### *GCB NOTED:*

1. Action 432: Secure a loose plaque to the seat located on the corner of Main and Kuratawhiti Streets in Greytown; M Allingham
2. Action 433: Liaise with Greater Wellington Regional Council (GWRC) regarding whether the bus stop on SH2 will be relocated and reinstate the removed bus stop seat in an appropriate location; M Allingham
3. Action 434: Liaise with Kuranui College regarding inviting students to be involved with engineering aspects of Council business; M Allingham

## 9. CORRESPONDENCE

### 9.1 Inwards

From Katie Abbott and Semone Fawdray, Greytown Early Years, dated 16 June 2016

From Graeme Gray, Cobblestones, to Greytown Community Board

### 9.2 Outwards

From Committee Secretary to Jan Eagle, Friends of Stella and Sara, dated 4 May 2016

*GCB RESOLVED (GCB 2016/49)* to receive the inwards correspondence.

*(Moved Hay/Seconded Farley)*

Carried

**Confirmed as a true and correct record**

.....Chairperson

.....Date

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**Greytown Community Board**  
**Action Items**  
**From 20 July 2016**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
43	GCB	3-Feb-16	Resolution	Leigh Hay	GCB RESOLVED (GCB 2016/06) to approve a budget of up to \$1,000 to remove old Greytown entrance way signs. (Moved Cr Craig/Seconded Stevenson) Carried	Open	In Commitments
240	GCB	27-Apr-16	Resolution	Mark	GCB RESOLVED (GCB 2016/17) to support the submission of Graeme Gray, representing the Greytown 2000 Project, to update the Greytown Cemetery name boards, including burials and cremations, in the immediate future. (Moved Cr Craig/Seconded Hay) Carried	Open	19/5/16: Advised that the Wairarapa Branch of the Society of Genealogists has been approached looking for volunteers to work through the update as there is currently no staff capacity. No time-frame for completion but the project has started. 07/06 Genealogists have a team to work on this, preliminary meeting next week 22/07 Genealogists under way with compiling revised list to update sign ( <i>this action is to remain live until completed</i> )
251	GCB	27-Apr-16	Action	GCB members	Create a Greytown banners/flags hanging schedule at the next Community Board workshop	Open	
331	GCB	8-Jun-16	Resolution	Kyra	GCB RESOLVED (GCB 2016/35) that up to \$3,000 plus GST be approved as per the agreed budget and street beautification plan proposal for planting arrangements in 16 wine barrels. (Moved Farley/Seconded Cr Napier) Carried	Open	16/8/16: Invoice for laurels \$1,836
332	GCB	8-Jun-16	Resolution	Kyra	GCB RESOLVED (GCB 2016/36) that up to \$1,500 plus GST be approved as per the agreed budget and street beautification plan proposal for purchase of street banners. (Moved Cr Napier/Seconded Cr Craig) Carried	Open	
420	GCB	20-Jul-16	Resolution	Murray	GCB RESOLVED (GCB 2016/42) that the Cobblestones sign position and size be retained but that provision be allowed for the signs to be updated. (Moved Atkinson/Seconded Stevenson) Carried	Actioned	11/08/16: Correspondence sent to Cobblestones and cc'd to P&E.
421	GCB	20-Jul-16	Resolution	Mark	GCB RESOLVED (GCB 2016/43) that Council's Amenities Manager should liaise with the Tree Advisory Group for advice prior to setting the annual tree pruning programme. (Moved Cr Craig/Seconded Hay) Carried	Actioned	12/08 Council does not have an annual tree pruning plan nor the budget for it. Amenities Manager will consult TAG for planned pruning when appropriate.

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
422	GCB	20-Jul-16	Resolution	Paul	GCB RESOLVED (GCB 2016/44): 1. To adopt community response planning as a responsibility, to create and then appoint members to a Community Response Advisory Group and to work directly with WREMO. (Moved Southey/Seconded Hay) Carried	Actioned	
428	GCB	20-Jul-16	Action	Mark	Advise WREMO that Shane Atkinson is the contact for Greytown Community Response and that an Advisory Group is being formed	Actioned	
429	GCB	20-Jul-16	Action	Leigh Hay	Arrange for flag art to be completed by 5 August 2016 so the Board can select the final designs	Actioned	
430	GCB	20-Jul-16	Action	Leigh Hay	Produce a blank yearly flag hanging schedule for the Board to complete at its next working group	Open	
431	GCB	20-Jul-16	Action	Christine Stevenson	Determine when Greytown Trust Lands want to hang their flags in Greytown	Open	
432	GCB	20-Jul-16	Action	Mark	Secure a loose plaque to the seat located on the corner of Main and Kuratawhiti Streets in Greytown	Actioned	29/07 Completed
433	GCB	20-Jul-16	Action	Mark	Liaise with Greater Wellington Regional Council (GWRC) regarding whether the bus stop on SH2 will be relocated and reinstate the removed bus stop seat in an appropriate location	Open	Correspondence between NZTA and GWRC continuing regarding procedure.
434	GCB	20-Jul-16	Action	Mark	Liaise with Kuranui College regarding inviting students to be involved with engineering aspects of Council business	Actioned	2/8 Contact made with Principal

<b>Greytown Community Board</b>	
<b>Income &amp; Expenditure to 31 July 2016</b>	
<u>INCOME</u>	
Balance 1 July 2016	5,369.69
Annual Plan 2016/17	31,954.00
<b>TOTAL INCOME</b>	<b>37,323.69</b>
<u>EXPENDITURE</u>	
Members' Salaries	1,337.50
<b>Total Personnel Costs</b>	<b>1,337.50</b>
<b>Total General Expenses</b>	<b>0.00</b>
<b>Total Grants</b>	<b>0.00</b>
<b>TOTAL EXPENDITURE</b>	<b>1,337.50</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>35,986.19</b>
<u>LESS: COMMITMENTS</u>	
Salaries to 30 June 2016	14,562.50
City Care Maintain barrels in town centre 2016/17	1,440.00
Remove Old Welcome to Greytown Signs	1,000.00
Lamb-Peters - New Sign for information centre	235.00
<b>Total Commitments</b>	<b>17,002.50</b>
<b>BALANCE TO CARRY FORWARD</b>	<b>18,983.69</b>
<u>Cabbage tree Grant income received</u>	
<b>2014/15</b>	
CABBAGE TREE SCULPT-FRIENDS OF	1,000.00
Greytown district trust lands	1,000.00
<b>2015/16</b>	
Sculpture Stella Bull	500.00
CCS GRANT, KOUKA SCULPTURE 40S	1,000.00
HOLMES CONSTRUCTION, KOUKA SCU	1,000.00
Trust House	3,000.00
Fresh Choice - Kouka Sculp 7/1	500.00
Fresh Choice - Kouka Sculp 20/1	500.00
PBL Sculpture	500.00
Rotary	1,000.00
Liz Koh	500.00
Aratoi	5,000.00
Bequest Sargood	2,250.00
Total Collected to 30 July 2016	17,750.00



# GREYTOWN COMMUNITY BOARD

31 AUGUST 2016

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## AGENDA ITEM 7.1

### OFFICERS' REPORT

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To update community boards and the Maori Standing Committee on general activities.

#### **Recommendations**

Officers recommend that the Community Board/Committee:

*Receive the information.*

### CHIEF EXECUTIVE

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

This period has been dominated by annual leave, accordingly this report will be rather brief.

#### **2. Ratification of Maori Standing Committee Nomination**

We have received correspondence nominating Demetrius Potangaroa to be the Maori Standing Committee representative for Kahungunu ki Wairarapa. Formal ratification of the Iwi nomination was sought from Council.

#### **3. Corporate**

##### **3.1 Occupational Health and Safety**

We continue to make good progress on health and safety matters, assisted by Major Consulting.

Attached as Appendix 1 is the latest H & S report covering the period 1 June – 31 July 16.

## 4. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output [note this report updated and is as at 30 June 2016]

GOVERNANCE, LEADERSHIP AND ADVOCACY MEASURING SERVICE DELIVERY PERFORMANCE				
SERVICE LEVEL	KEY PERFORMANCE INDICATORS			
		2014/15	RESULTS	COMMENTS
Opportunities are provided for the community to have its views heard	Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%	73% (2010/11 survey 75%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 73% (2011 75%) positive response, 16% (2011 14%) felt they were unable to comment.
	Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	75%	62% (2010/11 survey 55%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 62% (2011 55%) positive response, 21% (2011 28%) felt they were unable to comment.
Council determines what activities it should engage in through consultation and regulatory requirements then sets clear direction	Ratepayers and residents are satisfied with Council's decisions and actions	50%	59% (2014 survey 76%)	A Public Booster survey was carried out in 2015 in addition to the 59% 11% felt they were unable to comment. The full customer satisfaction survey was carried out during 2014/15. In addition to the 76% (2011 73%) positive response, 8% (2011 9%) felt they were unable to comment.
	Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)	78%	64% (2010/11 survey 59 %)	The customer satisfaction survey was carried out during 2014/15. In addition to the 64% (2011 59%) positive response, 14% (2011 9%) felt they were unable to comment.
Community Boards make decisions that consider local issues	Community Board decision - making reports on local issues	90%	Greytown 97% (2014 92%) Featherston 97% (2014: 95%) Martinborough 98% (2015: 95 %)	This measure reports on the percentage of resolutions made that relate solely to local issues.
	% of ratepayers and residents who know how to contact a community board member	65%	65% (2010/11 survey 52%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 64% (2011 59%) positive response, 14% (2011 9%) felt they were unable to comment.
Opportunities are available to raise local issues and understand what will happen as a result	Ratepayers and residents satisfied with the way Council involves the public in the decision it makes	65%	49% (2010/11 survey 50%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 49% (2011 50%) positive response, 26% (2011 25%) indicated they were neither satisfied nor dissatisfied, and 5% (2011 5%) felt they were unable to comment.
Opportunities are available to raise issues relating to Maori through the Maori Standing Committee	The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications	100% applicable applications	100%	Maori Standing Committee met on 8 occasions. In total 3 resource consent applications were considered, however due to the timing of the meetings 9 were considered outside normal meetings.

## 5. Strategic Planning and Policy Development

### 5.1 Rates Arrears (Incl. GST)

DATE	AMOUNT \$'000	NUMBER	DAYS SINCE INSTALMENT DUE	SWDC COMPONENT \$'000 (81%)
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773
19 August 2014	\$818	592	91	\$663
30 September 2014	\$1,008	809	37	\$816
11 November 2014	\$770	627	83	\$623
27 January 2015	\$672	537	68	\$544
2 March 2015	\$784	798	10	\$635
25 May 2015	\$762	803	3	\$617
3 July 2015	\$624	669	39	\$505
18 August 2015	\$580	547	59	\$470
11 November 2015	\$498	572	83	\$404
1 February	\$521	558	73	\$422
30 March	\$651	531	27	\$527
2 May	\$489	428	72	\$396
2 June	\$699	769	12	\$566
1 Aug	\$466	367	72	\$378

Arrears are further analysed in the table below:

Arrears analysis as at 01/08/2016 72 days since last installment					
		# Properties	Arrears	Outstanding	TOTAL
<b>Featherston</b>	<b>Urban</b>	114	\$ 139,897.22	\$ -	<b>\$ 139,897.22</b>
	<b>Commercial</b>	6	\$ 9,538.94	\$ -	<b>\$ 9,538.94</b>
<b>Greytown</b>	<b>Urban</b>	47	\$ 76,336.89	\$ -	<b>\$ 76,336.89</b>
	<b>Commercial</b>	9	\$ 9,854.97	\$ -	<b>\$ 9,854.97</b>
<b>Martinborough</b>	<b>Urban</b>	44	\$ 54,871.03	\$ -	<b>\$ 54,871.03</b>
	<b>Commercial</b>	7	\$ 2,567.01	\$ -	<b>\$ 2,567.01</b>
<b>Rural</b>		140	\$ 173,314.89	\$ -	<b>\$ 173,314.89</b>
<b>TOTAL</b>			\$ 466,380.95	\$ -	<b>\$ 466,380.95</b>

## 5.2 LGOIMA Requests

TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
Evidence and analysis used in decision not to adjust the Martinborough drinking water supply to the level recommended by the Ministry of Health?	Provided data that was sought to DHB
What is the spend on Advertising on Facebook and Linked In	No spend
Data on Freedom Camping	Information supplied
The submission, draft minutes notes, any other notes, including email exchange and letters relating to submission 21, the Featherston Anzac Club Society Inc put up to the draft Annual Plan 2011/2012.	Information supplied
Staff and Councillor remuneration	Information supplied
Rateable properties abandoned	Information supplied
Data in relation to LGOIMA requests	Information supplied
Featherston cemetery landscaping	Information supplied
Greytown Soaring centre - details of consent and matters related to lease.	

## 6. Appendix

### Appendix 1 – Health and Safety Report

Contact Officer: Paul Crimp, Chief Executive Officer

# **Appendix 1 – Health and Safety Report**

# South Wairarapa District Council Health and Safety report 1 June – 31 July 2016

## Health and Safety – driving continuous improvement (Lead indicators)

Health and Safety inductions	Health and Safety training	Near miss and new hazards reported	Catching our people doing the right thing
	<ul style="list-style-type: none"> <li>•All staff from libraries attending manual handling in libraries training.</li> <li>•Staff identified to attend traffic control training.</li> </ul>		

### Health and Wellness programme

Flu shots and Employee Assistance Programme offered to all staff.

## Health and Safety incidents (Lag indicators)

Non-injury incidents	Injuries requiring first aid, medical treatment (incl first aid register)	Number lost time injuries	Our learnings
<ul style="list-style-type: none"> <li>•Nose to tail vehicle accident, Council vehicle rear ended. Minor damage to vehicle, no injury.</li> </ul>			<ul style="list-style-type: none"> <li>•Need to remind staff of safe following distances.</li> </ul>

## Health and Safety strategy

### Progress on Health and Safety work plan

- System to monitor the efficacy of contractor's health and safety systems developed and shared with managers who engage contractors.
- Controls being implemented to manage health and safety risks.
- Health and safety policy approved and rolled out to managers.
- Security and Service Centres project completed and recommended controls being considered and implemented.

## Engaging with our people

Health and Safety at Work Team continue to work hard and have made great progress since their forming late last year, they have continued to work on:

- Compiling our hazard register, assessing risk and reviewing options and recommending controls
- Putting in place controls
- Undertaking hazard identification on council sites where contractors work
- Looking at wellness initiatives
- Checking out H&S training options
- Investigating incidents
- Reviewing our H&S documentation, processes and check sheets
- Keeping us on track with our health and safety work plan

## Staff meetings

### Change leadership – embedding health and safety in our business

Managers attended a further meeting to discuss leading health and safety, test Accident & Incident and hazard reporting systems. SWDC health and safety policy and manager's responsibilities reinforced and process for rolling out policy and reporting systems to their teams discussed.

### Housekeeping checks

Health and Safety housekeeping checks discussed with managers. Managers discussing with their teams.

### Working with our contractors

Correspondence being sent to contractors SWDC currently work with to understand their health and safety systems, and get assurance that they understand the risks they are managing on SWDC worksites, their people are trained, and they are compliant with new health and safety legislation.

Health and safety questionnaire with weightings to assist with assessing contractors health and safety systems being trialled by managers who engage contractors.

Tender process reviewed and updated to include request for information on health and safety systems.

### Council walk around and learnings

No walk arounds to report.

# PLANNING AND ENVIRONMENT GROUP REPORT

## 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 2015/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	72%	92%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)	Yes	-	Work has begun to change how data is recorded and stored in NCS so as to enable more effective reporting against AER's in WCDP.

The consultants undertaking the Greytown Structure Plan work have continued with the initial consultation with landowners in the area. Overall they have had positive feedback, with nearly all landowners agreeing to allow Council (through the consultants) to access their land for investigations.

Work on the update of the protected tree schedule in the WCDP has slowed due to the pressures of processing the continuing high number of resource consent applications. It is planned to get this work back on track once the recent consent workload comes under better control.

### 1.2 Resource Management Act - Consents

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	97.06%	NCS. At the beginning of the year 4 RC's went overtime. Tracking processes have now been modified to try to avoid repeats. None have occurred since.
s.223* certificates issued within 10 working days	100%	100%	NCS
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	100%	100%	NCS

Council received 16 applications between 1 June 2016 and 30 June 2016.

This rate of lodgement continues to exceed (considerably) the long term average of 9 per month. This is reflected in the high year-end total of 133 as against the long term average of 100.



In consequence 2 further applications have been contracted out for processing.

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

### 1.3 Reserves Act – Management Plans

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	1	0	No action required

### 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 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	-	-	No complaints received to date. All information provided to applicants as required by LG Act.
My non-urgent LIM is processed within 10 days	100%	100%	All processed within statutory timeline.

As can be seen in the year total for 2015/16 below, the number of LIM's processed has increased in the last 12 months from 294 to 340, an end of year increase of a little under 16%. As noted in the May report, since 2012 the number of LIM applications have increased by 160 a year. This represents an overall increase of 89% since 2012.

TYPE	YTD 1 JULY 15 TO 30 JUNE 2016	PREVIOUS YTD 1 JULY 14 TO 30 JUNE 2015	PERIOD 1 JUNE 2016 TO 30 JUNE 2016	PREVIOUS PERIOD 1 JUNE 2015 TO 30 JUNE 2015
Standard LIMs (Processed within 10 working days)	179	109	23	11
Urgent LIMs (Processed within 5 working days)	54	95	6	11
<b>Totals</b>	<b>340</b>	<b>293</b>	<b>29</b>	<b>22</b>

## 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 2015/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100 %	NCS – Continued monitoring of processing days. Year to date, one CCC accidentally went over the 20WD's.
Building consent applications are processed within 20 working days	100%	99.72 %	NCS – Continued monitoring of processing days. Processing contractors have been used to maintain service levels throughout the year due to staff changes.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Last IANZ review was in January 2016. Council maintained its accreditation which is now extended to 2018. No CARS were issued.
Earthquake prone buildings reports received	70%	63.43 %	Currently 144/227 known premises have been addressed

National changes proposed by the Government around Earthquake Prone Buildings have now been announced and enacted. In the next year Council will need to respond to the new statutory requirements.

TYPE	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	2	\$270,000
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	3	\$795,000
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	6	\$1,196,202
<b>Other</b> ( public facilities - schools, toilets, halls, swimming pools)	0	0
<b>Totals</b>	11	\$2,296,202.00

### 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 15/16	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	3 visits	6 Visits	Education programme targeting schools is in progress using the Christchurch City Council Dog Smart programme.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	96%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

As Council may note, only one attack on stock is recorded below for June 2016. However this event was notable.

Within the period between 6 June 2016 and 25 June 2016, two dogs are thought to have undertaken extensive attacks on farm stock (sheep) on a property located in the vicinity of White Rock.

At this time evidence suggests that there are at least 35 dead sheep (ewes in lamb), with a further 35 unaccounted for, but which are presumed killed by the dogs. This is a very significant event and we have been putting considerable efforts into investigating it.

A dog owner has been identified and has acknowledged that the two dogs shot were his. These two dogs were shot while in the act of attacking a number of sheep. The other dead sheep were subsequently found by the property owners.

Most sheep killed displayed multiple mauling injuries to the neck, throat and flanks making this a particularly nasty incident. It is likely that this case will involve Court proceedings.

INCIDENTS REPORTED	1 JUNE 2016 TO 30 JUNE 2016
Attack on Pets	2
Attack on Person	0
Attack on Stock	1
Barking and whining	5
Lost Dogs	5
Found Dogs	0
Rushing Aggressive	1
Wandering	16
Welfare	0
<b>Total</b>	<b>30</b>

## 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 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	93%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls
Council responds to complaints regarding animals within 40 hours	100%	100%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

INCIDENTS REPORTED	TOTAL 1 JUNE 2016 TO 30 JUNE 2016
Stock	3

## 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 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	94%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 15 TO 30 JUNE 16	PREVIOUS YTD 1 JULY 14 TO 30 JUNE 15	PERIOD 1 JUNE 16 TO 30 JUNE 16	PREVIOUS PERIOD 1 JUNE 15 TO 30 JUNE 15
Total	102	119	6	12

## 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 2015/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	100%	All premises inspected at new or renewal application.
Compliance activities are undertaken generally in accord with the Combined Licensing Enforcement Agencies agreement.	100%	100%	

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2015 TO 30 JUNE 2016	PREVIOUS YTD 1 JULY 2014 TO 30 JUNE 2015	PERIOD 1 JUNE 2016 TO 30 JUNE 2016	PREVIOUS PERIOD 1 JUNE 2015 TO 30 JUNE 2015
On Licence	32	22	7	2
Off Licence	27	24	1	2
Club Licence	7	3	1	1
Manager's Certificate	112	83	8	4
Special Licence	47	45	5	6
Temporary Authority	5	9	0	0
<b>Totals</b>	<b>230</b>	<b>186</b>	<b>22</b>	<b>15</b>

Council has seen a significant increase (25%) in applications for alcohol licenses over the last year. This is possibly due to the public becoming more familiar with the licensing requirements.

A rise in special licence applications will occur over the next few months as the community prepares for Toast Martinborough. Council will receive a request for a local alcohol ban for the Toast Martinborough event at the September meeting.

## 2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2015/16	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%	NCS data
Premises are inspected in accord with regulatory requirements.	100%	100%	NCS data – all premises inspected annually at renewal period

As we gain some working knowledge of the new safe food legislation, it is becoming apparent that the implementation of the new Act will likely require an increase in resources. In verifying a number of existing premises recently, the time taken has significantly increased.

An inspection under the previous Food Hygiene Regulations took around 20 minutes to complete. It is now taking up to 1 hour 30 minutes. If this initial pattern persists Council will have difficulties meeting its legal obligations within current resources.

### **2.6.1. Bylaws**

Five litter complaints were received between 1 June to 30 June 2016. No long grass notices were issued. One letter regarding overgrown trees and a hedge was issued. Two abandoned vehicles were reported.

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

# INFRASTRUCTURE AND SERVICES GROUP REPORT

## 1. Group Manager highlights

Over the last 6 weeks staff has been involved in the end of year reporting for consents, NZTA close out and preparation of the annual plan.

Works have been continuing on the two wastewater consents, the preparation of the Featherston waste water consent acquisition and the Woodside water plant upgrades. With the tender having closed for the water plant upgrades discussions have been held with the preferred contractor and local sub-contractors regarding the work and timings.

Input has been given to WELA (Wellington Emergency Lifelines Association) and Wellington Region Emergency Management Office (WREMO) with workshops on hazards overview (flood, seismic), road access to response priority sites, power supply to sites etc.

The WREMO annual report also has been released and has been circulated to elected members.

Discussions have been held with Wellington Water on the review and assessment of South Wairarapa District Council's (SWDC) underground network and also with the Local Government Commission (LGC) looking at transport options for the region and Capital Journeys regarding joint works and management. This is a continuation of current processes and looking at working with other entities to raise service levels, decrease costs and supply efficiencies.

## 2. Water supply

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

### 2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		June	YTD	June	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt	620	728		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%				
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%		99.6%		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	95%		99.9%		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	1 per1000 connections (4 complaint)	1.25 per1000 connections (5 complaint)	4	5
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	1 per1000 connections (4 complaint)	1.75 per 1000 connections (7 complaint)	4	7

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0	complaint) 3.6 per 1000 connections (14 complaints)	0	14
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0	4 per1000 connections (16 complaints)	0	16
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0.5 per1000 connections (2 complaint)	2.5 per1000 connections (10 complaint)	2	10
Ratepayers and residents satisfied with level of service for water	75%				
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(4/5) 80%	-	5	56
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	(5/5) 100%	-	5	56
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	18/25 (72%)	-	25	333
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	19/25 (76%)	-	25	333
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	40%	40%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		56%		

## 2.2 Services

### 2.2.1. Water supply capital improvements Featherston

The Revans Street, Featherston water main renewal was completed in June. The project ran well and the use of a pipe thruster has greatly reduced traffic management and reinstatement costs as it eliminated the need to open trench the water laterals across the street.

The Alternative Supply Project, Stage 1 contract works, which include the bore field and pipeline works, as reported earlier, is practically complete and being operated by City Care Ltd (CCL). The bores are supplying the UF plant with water to check the operation of the bores and reduce the maintenance with the improved water supplied. Both Featherston and Greytown are supplied from the UF plant to test the capacity of the bores. The 12 month maintenance period commenced on 4 July.

Stage 2 Design and Documentation has been awarded to CCL. Completion and commissioning of the new upgrade plant is expected before December 2016.

## 2.3 Water treatment plants

The Waiohine and Greytown plants operated routinely over the period. A power fault in the Martinborough plant caused a pump drive and instrumentation to fail last week. These will be replaced this week so that the plant is fully operational.

## 2.4 Water reticulation

There were 34 reticulation repairs reported and rectified during the period.

## 2.5 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by CCL to maintain satisfactory flows. There were 10 accounts for blockage clearing or no water flow for the Moroa and Longwood network over the period.

# 3. Waste water

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

## 3.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		June	YTD	June	YTD
Number of blockages per 1000 connections	<10	4 complaint	42 complaints	1 per 1000 connections (4 blockage)	10.45 per 1000 connections
Ratepayers and residents satisfaction with waste water services	70%	Annual survey	Annual survey	Annual survey	Annual survey
Number of dry weather sewerage overflows per 1000 connections	<10	-	-	0 per 1000 connections (0 overflow)	1 per 1000 connections (4 overflows)
Attendance time: from notification to arrival on site	< 1 Hr	-	-	2/4 (50%)	61
Resolution time: from notification to resolution of fault	< 4 Hrs	-	-	4/4 (100%)	61
% of resource consent conditions complied with to mainly complying or better*	90%				
No. of abatement notices	<2				2
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				
No. of complaints per 1000 connections received about sewage odour	< 15	0	1 per 1000 connections (4 complaints)	0	4
No. of complaints per 1000 connections received about sewage systems faults	< 15	1	2.24 per 1000 connections (8 complaints)	1	9
No. of complaints per 1000 connections received about sewage system blockages	< 15	0.75 per 1000 connections (3 complaint)	42 10.5 per 1000 connections	3	42
No. of complaints per 1000 connections received about the response to issues with	< 15	0	0.2 per 1000 connections (1	0	1



WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		June	YTD complaint)	June	YTD
sewage					
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	4/4 100%	-	4/4 (100%)	87% (53/61)

## 3.2 Waste water treatment plants

### 3.2.1. Capital and consents

The preliminary design inputs for the improvement works at the Greytown and Martinborough sites are underway. The objective is to deliver the initial stages of the land treatment infrastructure for each site by next summer at the earliest. A number of the early consent conditions are completed and the management plans are progressing. These works will be delivered ahead of the resource consent time frame.

### 3.2.2. Operational

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

Officers are currently working with the trade waste discharger, identified in July 2015, to reduce the contamination in their waste.

Greytown Waste Water Treatment Plant (GWWTP) has been closely monitored since the start of the processing season. Council Officers are working with the trade waste dischargers to make sure the impact on the GWWTP and the plant neighbours is minimised.

### 3.2.3. Waste water reticulation

There were 4 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 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	54%	Annual survey	Annual survey	Annual survey	Annual survey
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatements notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

There have been periods of heavy rains and a few call outs. Council is co-ordinating with the Greater Wellington Regional Council (GWRC) at Featherston train station to clear a shared drain.

## 5. Solid waste management

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

### 5.1 Key Performance Indicators

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6		6		
Volume of waste disposed out of district	Decreasing by 2.5%	Decreased by 17% for December	Increased 4.9% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	80%	Annual survey	Annual survey	Annual survey	Annual survey

### 5.2 Waste management

Routine services have been delivered successfully over the period.

## 6. Land transport

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

### 6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		JUNE	YTD	JUNE	YTD
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%				
Ratepayers and residents fairly/very satisfied with the roads	78				
5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%				
The pavement condition index as measured by the NZTA pavement integrity index	95%				
The number of crashes causing injuries is reduced	Group and control average				
The number of fatalities and serious injury crashes on the local road network	<7				
Ratepayers and residents are satisfied with footpaths in the district	68%				
Availability of footpaths on at least one side of the road down the whole street	87%				
Footpath Condition rating 95% compliant with SWDC AMP Standard	95%				
The % of customer service requests relating to roads and footpaths responded to within 48 hours	95%	36/43 (84%)	228/251 (91%)	43	251
Meet annual plan footpath targets	Yes				

### 6.2 Roading maintenance – Fulton Hogan

Fulton Hogan is now on top of the grading/metalling program on unsealed roads. There has been a drop in service requests relating to unsealed roads. Culvert maintenance across the district is well underway. The programming of routine works has now been approved for July and August.

### 6.3 Other contracts

#### 6.3.1. Sealed Road Rehabilitation: Higgins Contractors

The physical works have all been completed and the sites have been left in a good state of repair. Higgins have managed their workload well on this project and met all deliverables.

#### 6.3.2. Whatarangi Cliff dropout reinstatement, Cape Palliser Road: Fulton Hogan

Road works on Cape Palliser Rd and the benching of the bank are still underway and are progressing well due to the calm weather conditions we are experiencing at that moment.

The next part of the contract will be the construction of the retaining wall. A number of issues have been encountered with the supply and

performance of the concrete bags for the retaining wall. We are working with the suppliers, consultants and Fulton Hogan to address these issues prior to construction.

### **6.3.3. Oxford Street lime footpath and associated works: Pope & Gray Contractors**

Contractors have finished on site. The lime path is complete and kerbing along the front of the tennis club finished to a good standard. The sealed area is completed and with time the chip will settle into the pavement.

### **6.3.4. Footpath Maintenance and Renewals 2016/17: Fulton Hogan**

The combined Carterton and SWDC footpath maintenance and renewal contract commenced this month starting with the Martinborough sites. Opus is again tasked with managing this contract on behalf of SWDC.

## **7. Amenities**

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

### **7.1 Key Performance Indicators**

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

## **7.2 Parks and Reserves**

### **7.2.1. Featherston**

Work by Perkinsons on the Town Square is over 80% completed. They are on track to complete the contract at the end of July. Once Perkinsons have completed their work, planting will begin.



Featherston Town Square aerial view

### **7.2.2. Martinborough**

Winter planting has been done at Considine Park, and the fence around the Dublin St West side has been completed. There have been no further issues reported with aggressive birds on the soccer fields at Coronation Park.

## **7.3 Playgrounds**

### **7.3.1. Featherston**

The small roundabout is being replaced – there was a problem with the top and it is cheaper and easier to replace the whole unit. The small spinner has been removed temporarily – it was closer than to the bottom of the slide than it should have been – we are just looking at where it can be relocated to.

## **7.4 Properties**

### **7.4.1. Featherston**

The hot water cylinder in the Anzac Hall kitchen has been replaced, and a timer fitted so that it is not left running when the hall is not in use. City Care staff are working on getting the stag heads reinstated on the walls of the main hall – the difficulty has been finding suitable fixings to support the weight of them securely.

### **7.4.2. Martinborough**

The guttering on the Martinborough Museum building has been cleaned and repaired. Temporary repairs have been made to what appears to be vandalism damage at Martinborough Town Hall (boards kicked off fire stairs, broken windows).

## **7.5 Community housing**

There have been no changes to the waiting lists for community housing, with five people waiting for flats at Martinborough, two at Greytown and ten at Featherston.

New regulations requiring properties under the Residential Tenancies Act to have insulation and smoke alarms came into force at the beginning of July 2016. Most of the pensioner flats were insulated at the end of 2012. The only flats which haven't been insulated are those at Westhaven – this is because they are on concrete slabs, so no underfloor insulation is possible, and there isn't sufficient space between the ceiling and roof to install compliant insulation.

All the smoke detectors need to be compliant with AS 3786 – 1993 or equivalent, and we are currently going through the flats to see which ones need to be replaced.



Flat 11 at Cicely Martin is vacant at the moment while carpet and paint work are refreshed. As this flat has already had some modifications made to it for a wheelchair user, we propose to remove the standard shower and install a wet area shower. Once this is done, a disabled tenant from one of the other flats will be moved into flat 11. We are working with Enable NZ to get funding for the shower modifications.

## **7.6 Cemeteries**

### **7.6.1. Featherston**

The first stage of the shelter belt planting for the Featherston cemetery extension has been done, and fencing and gates installed to separate the area for the Te Waka Iti urupa. The totara avenue for the driveway has also been planted and fenced to keep stock away from plantings.

### **7.6.2. Greytown**

Volunteers from the Wairarapa branch of the NZ Society of Genealogists have started work on the cemetery records to prepare a revised index to burials be put up in the millennium shelter.

### **7.6.3. Martinborough**

The wooden seats have been repaired, water-blasted and repainted.

#### **7.6.4. Purchases of burial plots/niches 17 June to 20 July 2016**

	Greytown	Featherston	Martinborough
Niche	1	1	1
In-ground Ashes Beam			
Plot	1		1

#### **7.6.5. Ashes interments/burials 17 June to 20 July 2016**

	Greytown	Featherston	Martinborough
Burial	1	1	1
Ashes in-ground	1		
Ashes wall			

### **7.7 Events**

#### **7.7.1. Featherston**

*Completed events:*

*Future events:* Carnival of Trains being held on 3 September 2016 in Featherston

Rimutaka Country Music Group Charity Concert being held on 29 October 2016 (ANZAC Hall)

#### **7.7.2. Greytown**

*Completed events:* A Taste of Vegas in the Big G was held on 9 July 2016 at the Greytown Town Centre – the evening was a great success and the proceeds of nearly \$11,000.00 will go towards the renovations of the rugby club rooms.

Wairarapa Kids Cross Country this was the final race in the series and a good turnout of young aspiring cross country runners was held on Sunday, 17 July 2016, at Soldiers Memorial Park, Greytown.

*Future events:* Greytown Country Market at Stella Bull Park – The dates for the markets start from: 16 October, 20 November, 18 December 2016, 15 January, 19 February, 19 March and 16 April 2017

Hospice Wairarapa Country Christmas Fete – being held on 5 & 6 November 2016 (Greytown Town Centre and front courtyard)

#### **7.7.3. Martinborough**

*Completed events:* Monster Book Fair was held on 18 June 2016 at the Martinborough Town hall.

Martinborough Squash Club Casino Fundraiser was held on 25 June 2016 at the Martinborough Town hall

*Future events:* Toast Martinborough being held 20 November 2016. This is the 25<sup>th</sup> year for Toast



Cruise Martinborough being held on 28-31 January 2017 (Martinborough Square 28/01/2017)

## 7.8 Libraries

Featherston and Greytown libraries have been running the Maths is Fun programme for primary school students over the holidays. The Featherston finale will be held on Friday 22 July at the Anzac Hall.

All of the south Wairarapa libraries have been offering the Winter Warmers reading programme over the school holidays.

## 8. Civil defence and emergency management

*SERVICE LEVEL – People are prepared for a civil defence emergency.*

### 8.1 Key Performance Indicators

CIVIL DEFENCE AND EMERGENCY MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Ratepayers and residents prepared for an emergency	75%				
Regional Civil Defence Emergency Annual Plan achieved.	Yes				

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

#### 8.2.1. Update

The WREMO annual report also has been released and has been circulated to elected members. Hard copies can be supplied if required.

## 9. Appendices

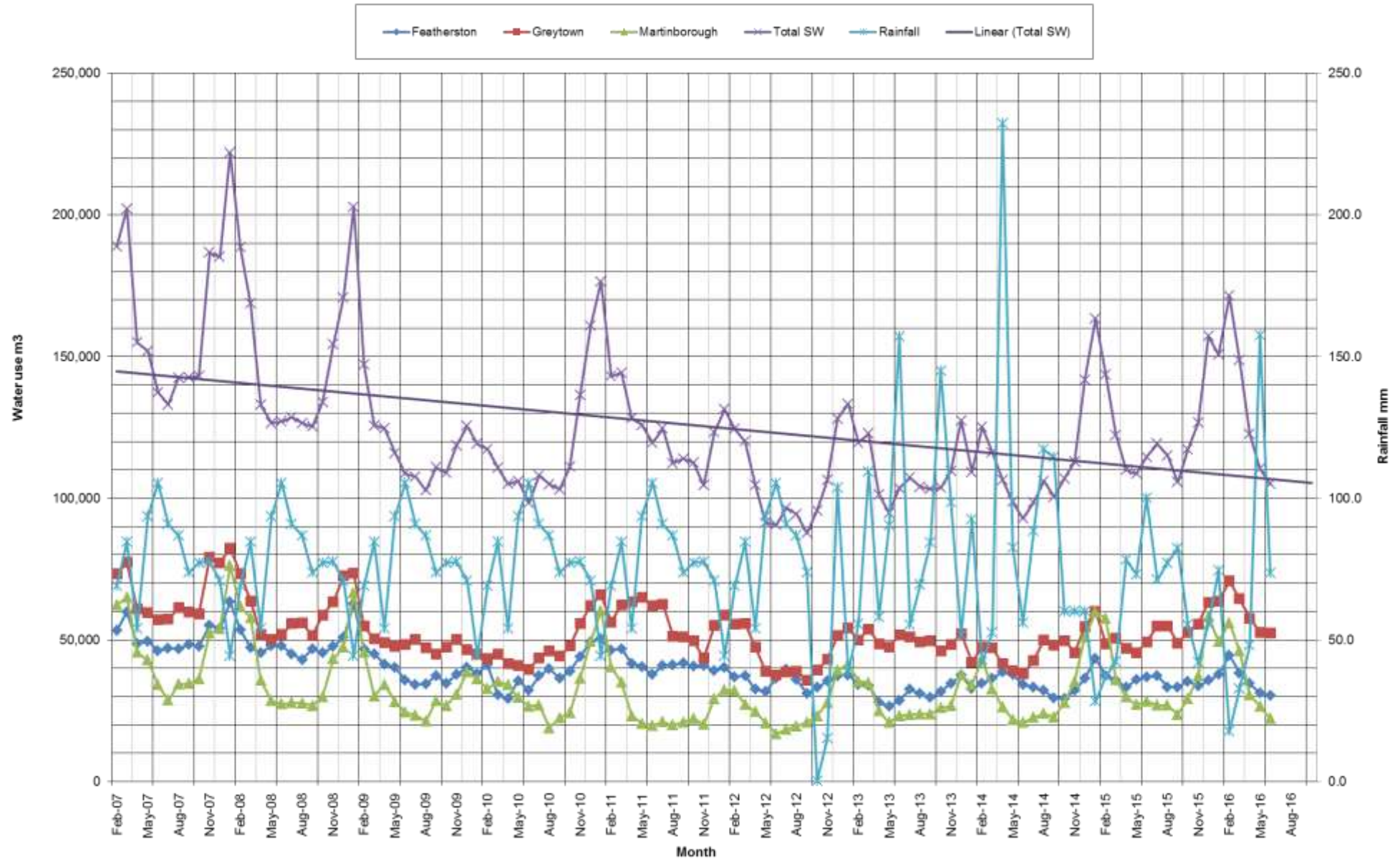
- Appendix 1      Monthly water usage
- Appendix 2      Waste exported to Bonny Glen
- Appendix 3      Library statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services



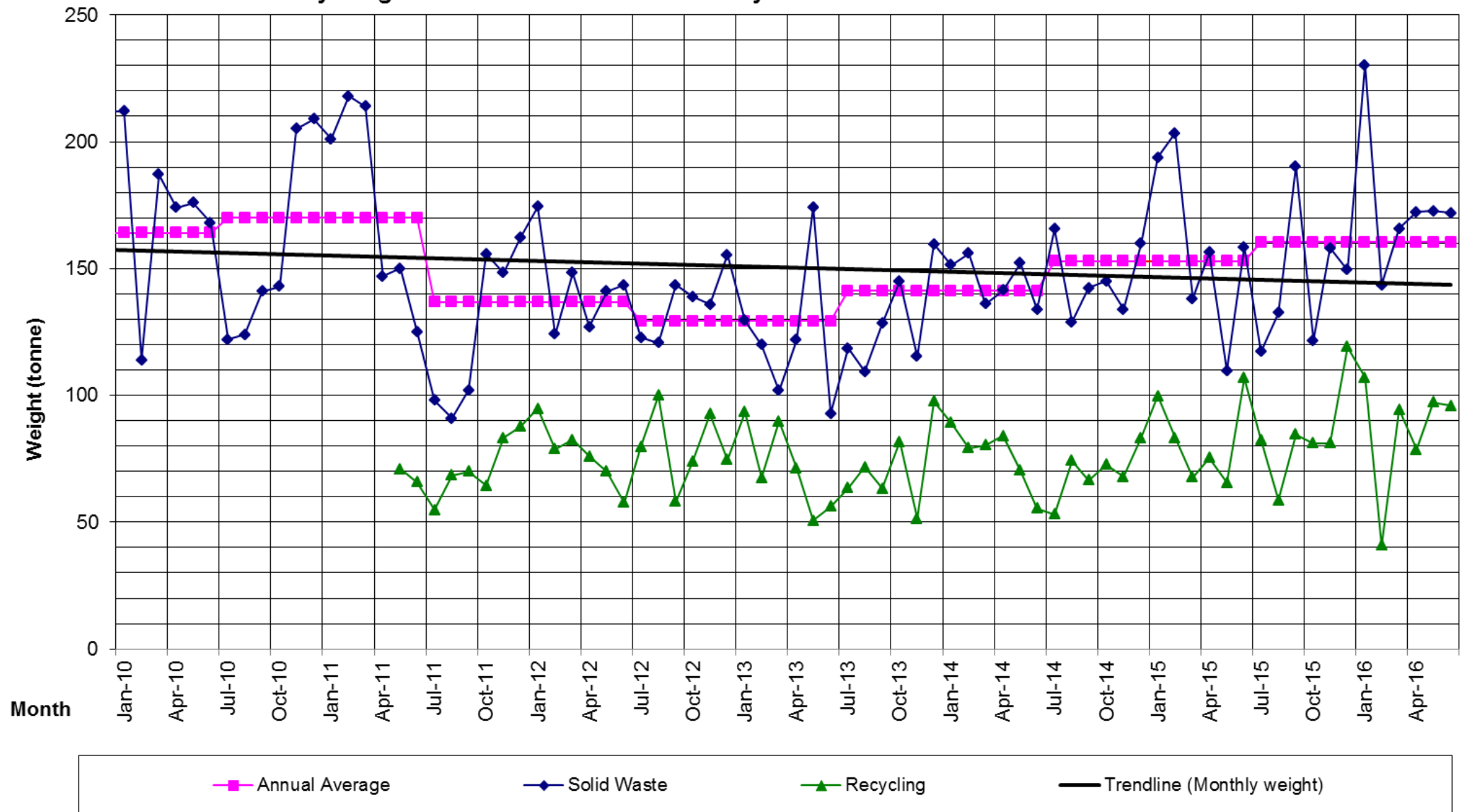
# **Appendix 1 - Monthly water usage**

# Water use South Wairarapa District Council



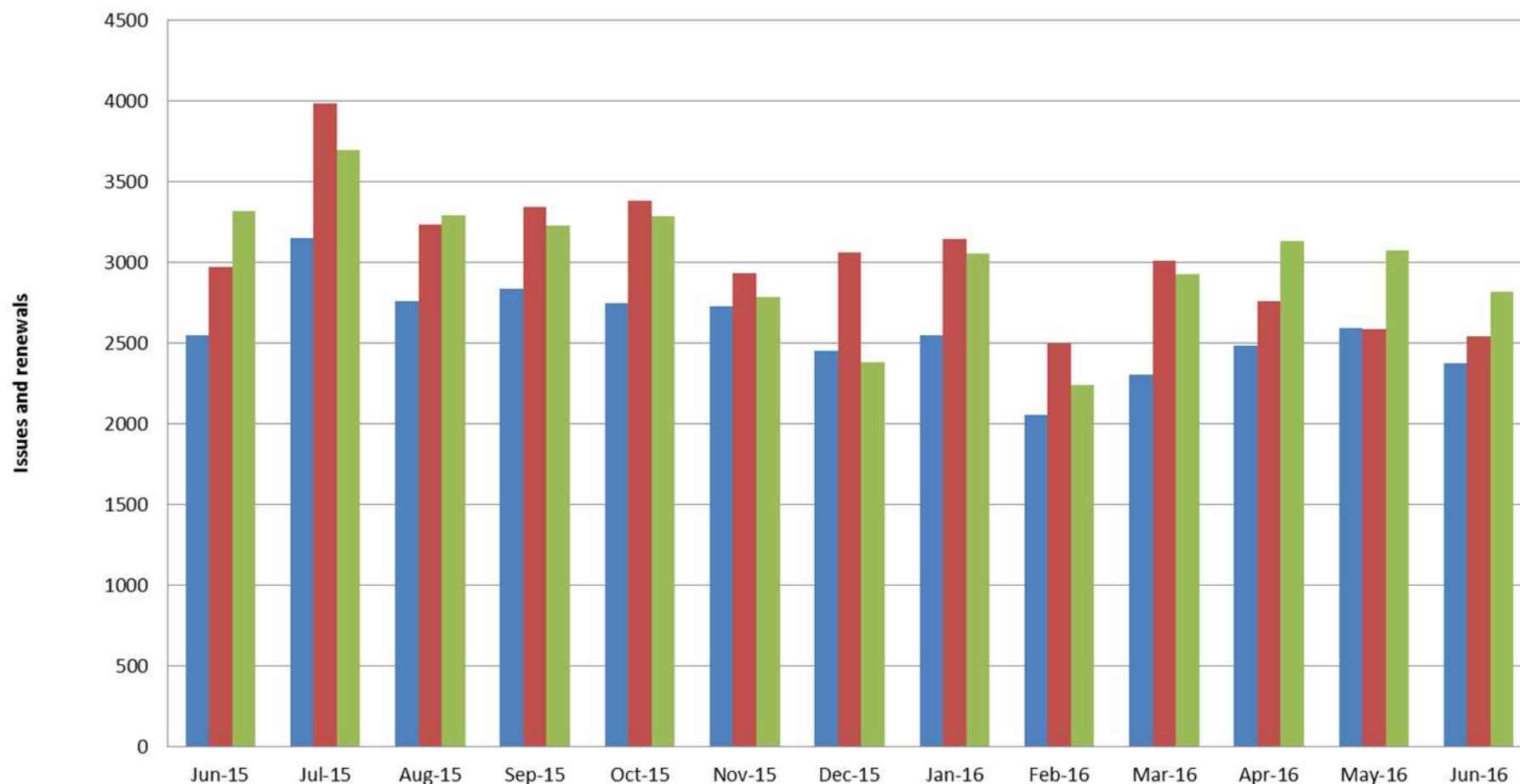
## **Appendix 2 -Waste exported to Bonny Glen**

Monthly weight of waste transferred to Bonny Glen



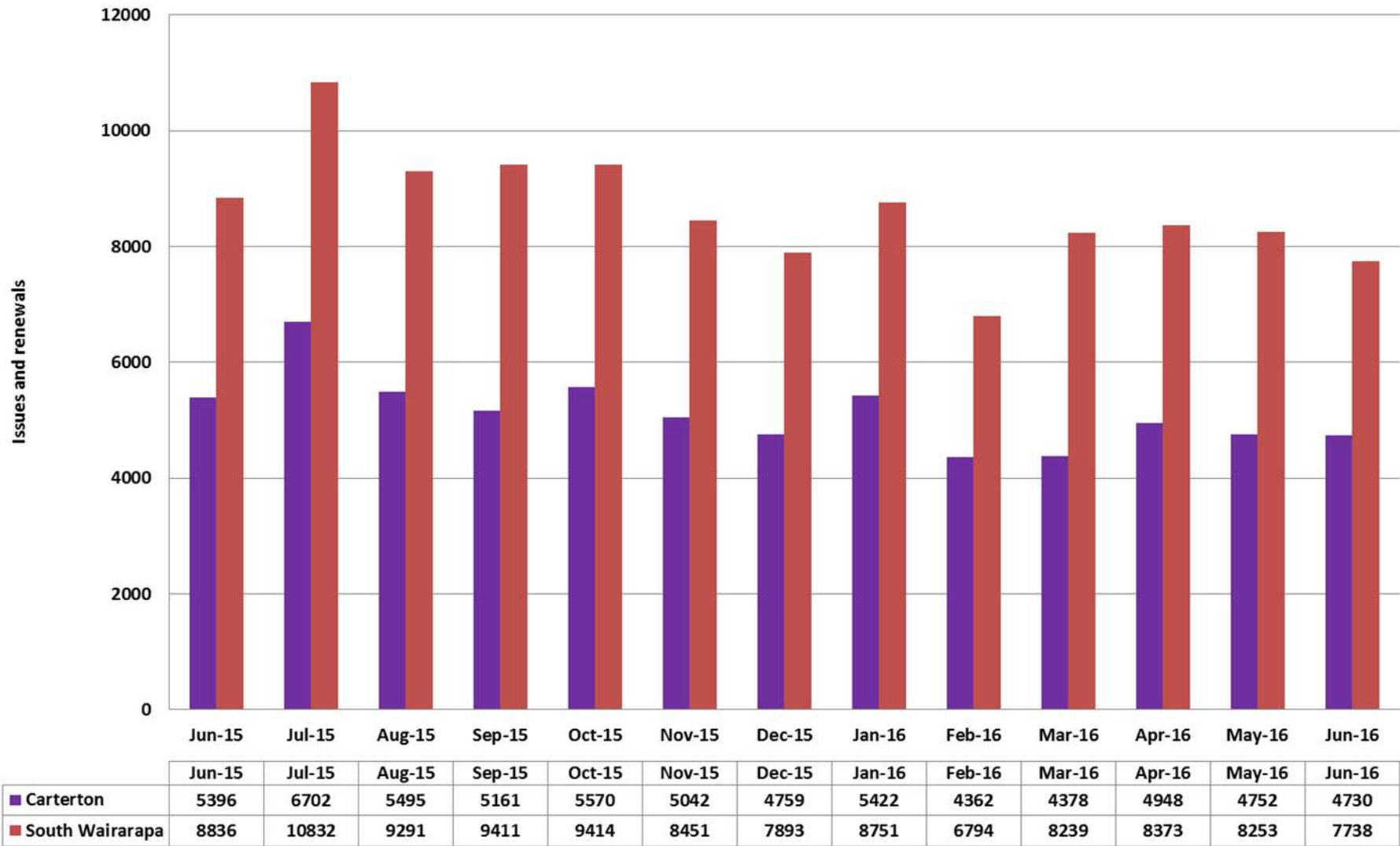
## **Appendix 3 – Library statistics**

## South Wairarapa libraries - issues and renewals to June 2016



	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16
Featherston	2548	3152	2763	2838	2748	2728	2450	2550	2057	2304	2482	2591	2375
Greytown	2971	3985	3235	3343	3383	2936	3062	3143	2495	3010	2757	2588	2543
Martinborough	3317	3695	3293	3230	3283	2787	2381	3058	2242	2925	3134	3074	2820

## Wairarapa Library Service - issues and renewals to June 2016



# GREYTOWN COMMUNITY BOARD

31 AUGUST 2016

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## AGENDA ITEM 7.2

### COMMUNITY BOARD GRANTS SUMMARY

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#### **Purpose of Report**

To update the Community Board on grant status and provide a report back on accountability forms received from recipients.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the information.*

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

Greytown Community Board has the provision to consider grants at all of their six-weekly meetings. All applicants are required to submit an accountability return and are followed up in February and August if a return hasn't been lodged.

#### **2. August 2016 Summary**

A summary of grants allocated and their status is provided in Appendix 1. Accountability returns are shown in Appendix 2.

#### **3. Appendix**

Appendix 1 – Grants Summary

Appendix 2 – Accountability Returns

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive Officer



# **Appendix 1 – Grants Summary**



## Community Board Financial Assistance Tracking

Status to be followed up in  
February and August

COMMUNITY BOARD	APPLICANT NAME	PROJECT DESCRIPTION	AMOUNT REQUESTED	AMOUNT ALLOCATED	STATUS	DATE PROJECT APPROVED/DECLINED	EXPECTED PROJECT COMPLETION DATE	PROJECT STATUS In progress (accountability not returned) Complete (accountability returned)	Followed Up
GCB	Wairarapa Balloon Society	To bring 2015 events to the Greytown area.	\$500	\$500	Approved	18 February 2015	31 March 2015	In Progress	7/09/2015 and 1/4/16
GCB	Victim Support	Requests \$1,500 to help fund the volunteer programme recruit and train volunteer support workers in South Wairarapa	\$1,500	\$500	Approved	28 October 2015		In Progress	1 April 2016
GCB	Greytown Little Theatre	To assist with the costs of producing Roger Hall's 'Take a Chance on Me'.	\$400	\$400	Approved	16 March 2016	9 April 2016	Complete	Report August 16
GCB	Friends of Stella and Sara	To assist with the costs of a kouka sculpture and landscaping for Stella Bull Park	\$1,850	\$0	Declined	16 March 2016		Complete	
GCB	Maths Wairarapa	To assist with the costs associated with running the August 2016 Maths Week Competition.	\$200	\$200	Approved	8 June 2016	1 August 2016	In Progress	
GCB	Greytown Early Years	to assist with the costs associated with purchasing 25 pairs of overalls for children to wear during outside play whatever the weather	\$500	\$500	Approved	8 June 2016		Complete	Report August 16

## **Appendix 2 – Accountability Returns**



## Greytown Community Board Grants Feedback Form

The goal of the Greytown Community Board is to support applications 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.

Please note as per your application accountability in report form, 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. No further grants will be considered until we have received this feedback form.

Please return the completed form to –

Suzanne Clark  
South Wairarapa District Council  
PO Box 6  
Martinborough 5741  
[Suzanne.clark@swdc.govt.nz](mailto:Suzanne.clark@swdc.govt.nz)

- |  |                         |
|--|-------------------------|
| 1. Name of Organisation                              | Greytown Little Theatre |
| 2. Project Name                                      | Take A Chance On Me     |
| 3. Date of Project                                   | March/April 2016        |
| 4. Amount received from the Greytown Community Board | \$ 400.00               |

5. Provide details of the project

Greytown Little Theatre sought funding assistance to mount the production of the Roger Hall play, Take A Chance On Me. The application sought assistance with the , staging, properties and costumes.



## Greytown Community Board Grants Feedback Form

6. Was the money used exactly for the intended purpose as per your application? Please give details and reasons for any variation

Yes, the money was applied directly to the staging (materials and construction) and costume hire.

Copies of the receipts and payment to Director for reimbursement are attached. As we don't have accounts with suppliers it is necessary to use this process for payment. All such payments are approved by our Committee before any reimbursement payment is made.

7. How did your project benefit the wider Greytown community?

The production turned out to be the most successful in recent Greytown Little Theatre History with full houses for most of the season.

The production also received the support of a number of local businesses who took up the challenge to "sponsor an actor".

Other major promotional support was received from the publishers of the Grapevine who featured the production prominently.

The production brought profile to the town and the Little Theatre and attracted local audiences and from around the Wairarapa.

8. How many people or groups from the Greytown community were involved or benefited from your project? Please provide actual numbers of members living in the Greytown area (postal codes 5712, 5794 and rural families with Greytown as their home address). Please state this number versus the total number (e.g. 3 Greytown individuals versus 20 other Wairarapa individuals).

4 actors and the Director were from Greytown and 12 other local residents worked on the show either backstage or front of house. Around 530 people attended the performances and 70% (370) would have been from within the Greytown area.

9. Which sector does your organisation have an impact on (as per our stated objectives for funding?)

Community



## Greytown Community Board Grants Feedback Form

10. What are the longer term gains for the Greytown ward as a result of your project (if appropriate for your project)?

The local theatre group achieving a higher profile as a community resource and creating new opportunities for participation both as an active member of the group and by being an audience member.

11. Was your application a one-off application or do you see the need for further funding in the future? Which other organisations supported you in your project?

We may seek further support in the future but it could be for a different type of need that the group identified.

12. Invoices and Receipts: Please provide evidence of the grant expenditure (copies of invoices or receipts) within 3 months of a grant being expended.

Thank you for your feedback. This allows us to carefully consider the Greytown ward grant applications and put our money to the best possible use for the good of the Greytown community.



## Greytown Community Board Grants Feedback Form

The goal of the Greytown Community Board is to support applications 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.

Please note as per your application accountability in report form, 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. No further grants will be considered until we have received this feedback form.

Please return the completed form to –

Suzanne Clark  
South Wairarapa District Council  
PO Box 6  
Martinborough 5741  
[Suzanne.clark@swdc.govt.nz](mailto:Suzanne.clark@swdc.govt.nz)

1. Name of Organisation	Greytown Early Years Inc
2. Project Name	Outdoor space- Overalls
3. Date of Project	
4. Amount received from the Greytown Community Board	\$500 plus GST

5. Provide details of the project

We are presently engaged in a project to review our outdoor learning space - part of this review has identified a need for waterproof overalls to allow children to engage in outdoor play, whatever the weather!

There are many studies that support the importance of outdoor play. By purchasing the wet weather overalls - our children can now learn whatever the weather. We can also go on excursions during any weather to explore Greytown.



## Greytown Community Board Grants Feedback Form

6. Was the money used exactly for the intended purpose as per your application? Please give details and reasons for any variation

yes

7. How did your project benefit the wider Greytown community?

Allowing our children to play outdoors any time.  
The outdoors has something more to offer than just physical benefits. Cognitive and social/emotional development is impacted too. Outside children are more likely to invent games. As they do, they're able to express themselves and learn about the world in their own way.

8. How many people or groups from the Greytown community were involved or benefited from your project? Please provide actual numbers of members living in the Greytown area (postal codes 5712, 5794 and rural families with Greytown as their home address). Please state this number versus the total number (e.g. 3 Greytown individuals versus 20 other Wairarapa individuals).

47 children enrolled  
29 local families

9. Which sector does your organisation have an impact on (as per our stated objectives for funding?)

Educational





## Greytown Community Board Grants Feedback Form

10. What are the longer term gains for the Greytown ward as a result of your project (if appropriate for your project)?

We have been able to implement ~~our~~ our Greytown Early Years Explorers Programme. Each Tuesday afternoon two teachers will take a group of our older children out of the centre to explore our local community. This will include explorations into our natural environment eg. O'Connors Bush, and explorations to learn more about the services, businesses and community groups within ~~Greytown~~ Greytown.

11. Was your application a one-off application or do you see the need for further funding in the future? Which other organisations supported you in your project?

As part of our review of our outdoor space we have developed a draft plan in partnership with Childspace. Once we have a final plan we will be applying for grants to assist with funding.

12. Invoices and Receipts: Please provide evidence of the grant expenditure (copies of invoices or receipts) within 3 months of a grant being expended.

Thank you for your feedback. This allows us to carefully consider the Greytown ward grant applications and put our money to the best possible use for the good of the Greytown community.

# GREYTOWN COMMUNITY BOARD

31 AUGUST 2016

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## AGENDA ITEM 7.3

### NAMING OF NEW ROAD, PINEHAVEN ORCHARDS SUBDIVISION, 63 KURATAWHITI STREET, GREYTOWN

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#### **Purpose of Report**

To gauge the Greytown Community Board's support for a proposed road name prior to approval by Council.

#### **Recommendations**

Officers recommend that the Greytown Community Board:

1. *Receive the information, and*
2. *Support the name "James Kidd Place".*

## **1. Background**

Stephen Meyrick of Pinehaven Orchards seeks to name a road that will vest in Council as part of a residential subdivision (RC 3861) at 63 Kuratawhiti Street, Greytown (see appended plan in the request at Appendix 1).

Council has authority to name roads in the South Wairarapa pursuant to Section 319(1)(j) of the Local Government Act 1974.

## **2. Discussion**

### **2.1 Legal Implications**

Under Council's guideline 4.2 for road naming, owners are requested to list at least three possible road names for consideration and approval. The names should be listed in order of preference with a brief statement of their significance. In this case, the following three options (in order of preference) have been put forward by the landowner:

- James Kidd Place
- James Kidd Lane
- James Kidd Drive

The owner request has been assessed against the criteria for Naming of Public Roads, Private Roads and Rights-of-Way (the Policy), including the following;

4.3.1 *There must not be another road with the same name in the South Wairarapa District emergency services area; this includes same road names with a different suffix. However, existing roads with the same names as of the date of adoption of this Policy are allowed.*

There are no roads or right of ways which include "James Kidd" within the Wairarapa.

4.3.1 *Identical names with different spellings will not be accepted (e.g. Beach, Beech).*

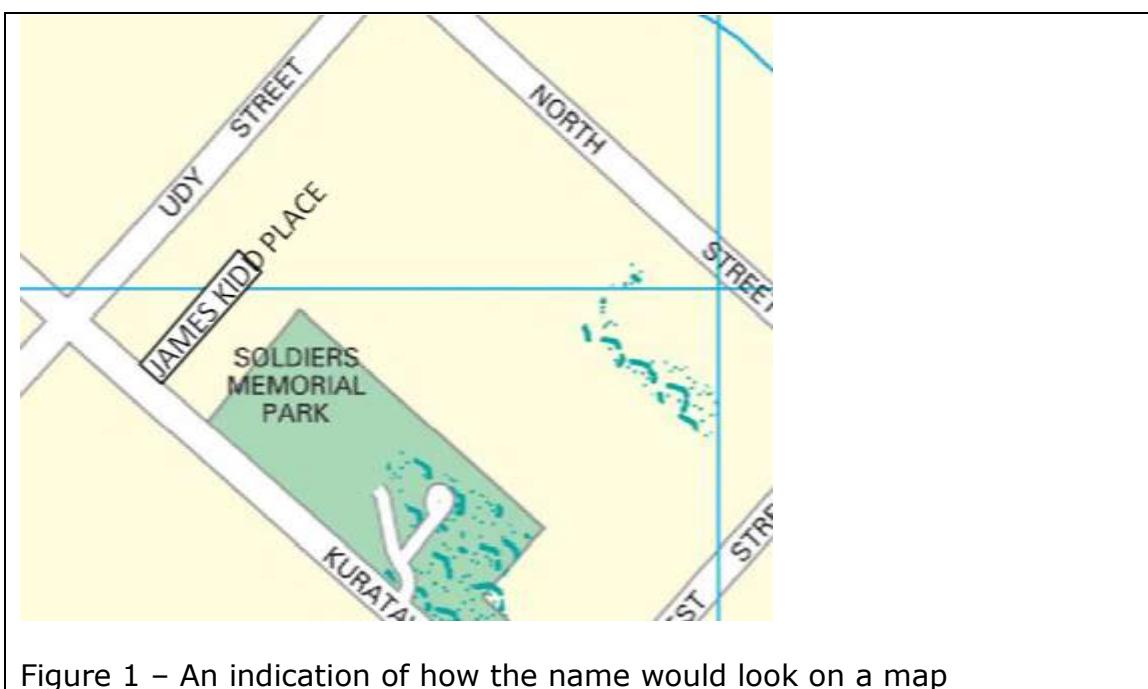
Not applicable.

4.3.3 *The name should have significant local content or meaning.*

James Kidd was a pioneer of the New Zealand horticultural industry and once owned the land that is being subdivided

4.3.4 *Names are to be selected in proportion to the length of the road. Long names on short cul-de-sac's can be difficult to display on a map.*

The proposed name is not in proportion to the length of road. See below for an indication of how the cul-de-sac would look on a map with the name "James Kidd Place".



However, the name extends into undeveloped rural land and does not cross an existing road. While not ideal, the proposed name will not be difficult to display on a map.

In addition, the applicant owns the adjoining land and there is provision for the road to continue through to this land. If/when this occurs the name would be in proportion to the length of the road.

4.3.5 *The end name for the roadway should be the one that most accurately reflects the type of roadway that it is.*

Place (*a short, sometimes narrow road*) is considered to reflect the type of road way being named.

4.3.6 *All private roads and rights-of-ways serving more than four lots are to have the suffix "Lane" or "Way".*

Not applicable as this is a road and not a right of way.

4.3.7 *Where the road is a continuation of an existing named road, or will in the future link to an existing named road, then the current road name will automatically apply.*

Not applicable as this road is not an extension of another road and will not link with another road.

The owner's first choice "James Kidd Place" is considered appropriate.

### **3. Conclusion**

Officers recommend that the Greytown Community Board supports the applicants preferred road name being "James Kidd Place". This name meets all the guideline criteria in the road naming policy. The name has not been used in the Wairarapa before and gives recognition to local history in the area. The recommendation also complies with the community wellbeing outcomes in the Long Term Plan.

### **4. Appendices**

Appendix 1 - Road Name Request

Appendix 2 - Location Diagram

Appendix 3 - Information on James Kidd

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

# **Appendix 1 - Road Name Request**

# Application for a New Road or Right of Way Name



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

The application must include:

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

## 1 Applicant Details

Contact Name	Steve Meyrick	
Address	2471 State highway 2 Greytown	
Telephone	027 4414 881	
Email	Pineh@extra.co.nz	
Signature		Date 18 / 7 / 16

## 2 Road Details and Proposed Names

<b>Road 1</b>	<input checked="" type="checkbox"/> Vested in Council	<input type="checkbox"/> Private
Legal description		
First Choice	James Kidd Place	
Second Choice	James Kidd Lane	
Third Choice	James Kidd Drive	
<b>Road 2</b>	<input type="checkbox"/> Vested in Council	<input type="checkbox"/> Private
Legal description		
First Choice		
Second Choice		
Third Choice		
<b>Road 3</b>	<input type="checkbox"/> Vested in Council	<input type="checkbox"/> Private
Legal description		
First Choice		
Second Choice		
Third Choice		

### 3 Background Details

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

#### Road 1

James Hutton Kidd was the original owner of Pinehaven Orchard. He created ③ Apple Varieties those being Kidd's Orange Red, Fryberg, and Gala. The Gala Apple is grown world wide and is one of the most planted

#### Road 2

Apple Varieties of all time

I think it would be very fitting to have a street named after him, seems that this street is on part of his original Orchard land. and the fact that Gala is an extremely important part

#### Road 3

of fruit growing world wide.

#### Notes:

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







## **Appendix 2 - Location Diagram**

## Location Diagram





## 63 Kuratawhiti Street, Greytown



## **Appendix 3 - Information on James Kidd**



## Kidd, James Hutton

by Gareth Winter

### Biography

James Hutton Kidd was born on 12 September 1877 in Hexham, Northumberland, England, the son of Harriet Alice Lee and her husband, James Hutton Kidd, a tailor. The family emigrated to New Zealand when he was a child, initially settling in Christchurch. Hutton, as he was known, trained for agricultural work before deciding on an orcharding career. With his brother Wilfred, he started growing apples and other fruit on a small block in Wanganui's town belt. In 1906 he moved his fruit-growing operations to Greytown, reputedly because of poor health. He purchased a five-acre block, but soon expanded this to a 20-acre orchard. Kidd married Ethel Laura (Lola) Gilbert on 31 August 1916 in Roseneath, Wellington; they were to have no children.

Hutton Kidd's interest in a scientific approach to orcharding led him to experiment with new techniques. He planted his trees on fertile soil and argued against the then standard practice of deep cultivation around the trees. He strongly advocated research into disease prevention, and later supported the establishment of the DSIR's Plant Diseases Division. Kidd was also quick to appreciate the need for new apple varieties. Although impressed by the attractive appearance of new American varieties such as Delicious and Jonathon, he was less satisfied with their flavour. Seeking to combine their visual appeal with the better flavour of the familiar English cultivars, he commenced a breeding programme, growing the seedlings on a separate block and keeping meticulous records of his experiments.

Kidd's first major success came from a cross-pollination of Delicious with Cox's Orange Pippin in 1912. Once the plant fruited it became obvious that it had commercial potential, and Kidd planted five acres in the new variety, which he named Delco. He sold the propagation rights to the New Plymouth nursery firm of Duncan and Davies for £2,000 in the early 1930s; they marketed it as Kidd's Orange Red. Encouraged by this success, Kidd continued his apple-breeding programme and raised many seedlings, hand pollinating between his new variety and other American types, especially Golden Delicious. He also introduced berry-fruit growing to Greytown, helping to establish a successful industry in the district.

A slender, rather frail-looking man, Kidd was strong-willed, intelligent and full of wiry energy. He was active in the local community, serving on the Greytown Borough Council from 1922 to 1925, and was involved in various trade organisations, including the local branch of the New Zealand Farmers' Union and the Greytown Horticultural and Industrial Society. His wife, Lola, was also a keen gardener, and was prominent in the local theatrical society and public library. After Hutton Kidd's death in Greytown on 24 October 1945, she continued to run the orchard for some years before retiring to Eastbourne, where she died in 1970.

Hutton Kidd's major horticultural achievement was posthumous. During the Second World War he had transferred the seedlings from his apple-breeding programme to the DSIR's fruit research section, to be evaluated at the Appleby Research Orchard near Nelson. By 1950 the majority of the seedlings had fruited. Unfortunately, most of the fruit showed too much russetting to be of commercial interest, although two proved to be popular connoisseur varieties, and were released as Telstar and Freyberg.

One showed commercial potential, however, and the clone, originally known as D8, was sent for further trials at Havelock North. Judged alongside 900 other apple varieties from around the world, it was declared outstanding, and was named Gala. It was released onto the market in the 1960s and soon became one of the world's most popular apples. The Gala was New Zealand's most important variety for a number of years, and a red-coloured, naturally occurring variant, Royal Gala, became accepted as the standard for red apples. Also in the 1960s a redder variant of the Kidd's Orange Red was discovered and released as Captain Kidd.

In recognition of the part played by Hutton Kidd in the establishment of New Zealand's apple industry, in 1970 the New Zealand Fruitgrowers' Federation instituted the Kidd Memorial Award Scheme to encourage the search for improved genetic material from New Zealand orchards. Kidd's influence survived in the next generation of New Zealand apples, many of which have been produced by pollinating Gala with other varieties.

## External links and sources

### More suggestions and sources

Bull, B. H. *The years between*. Greytown, 1986

'James Hutton Kidd - amateur plant breeder and pioneer fruitgrower'. *Orchardist of New Zealand* 43, No 1 (Feb. 1970): 15--16

Obit. *Wairarapa Times-Age*. 25 Oct. 1945

### How to cite this page:

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# GREYTOWN COMMUNITY BOARD

31 AUGUST 2016

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## AGENDA ITEM 7.4

### SWDC FRAUD POLICY REVIEW

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#### **Purpose of Report**

To provide Community Boards the opportunity to feedback on new and reviewed policies.

#### **Recommendations**

Officers recommend that the community board:

1. *Receive the information.*
2. *Provide feedback on the policy.*

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

In line with the following decision new and reviewed policies are now to go to the three community boards for consideration.

“That any proposed new policies or changes to current South Wairarapa District Council policy be referred to the three community boards for input before being presented to the Policy and Finance Committee for adoption.  
That despite number 4 above, Council retains overriding authority to adopt a policy if it has not been presented at a community board meeting.”

The Fraud Policy is up for cyclical review.

#### **2. Background**

All council policies are on a review timeframe the Fraud Policy is reviewed bi-annually. The policy has been reviewed by the Audit and Risk Working Party and is set for adoption at the September Policy and Finance meeting.

#### **3. Discussion**

There are no proposed changes.

#### **4. Conclusion**

Please review and provide feedback.

## **5. Appendices**

Appendix 1 – SWDC Fraud Policy

Contact Officer: Kim Whiteman, Policy and Reporting Manager

Reviewed By: Paul Crimp, CEO



# **Appendix 1 – SWDC Fraud Policy**



# Fraud Policy

## 1. RATIONALE:

The Council requires all staff at all times to act honestly and with integrity and to safeguard the public resources for which they are responsible.

2. Fraud is prevalent in many forms and is often perpetrated by those who are disgruntled with the organisation, under financial pressures, or have health or addiction type problems. The impact of fraudulent activity is widely felt, not just for the perpetrator but for managers and staff right across the organisation. We all need to be vigilant.

## 3. PURPOSE:

The Council will not accept any level of fraud or corruption. Any case (either an employee or someone external to the Council) will be investigated and, where appropriate, referred to the Police or appropriate law enforcement agency with a view to prosecution. Recovery of the lost public resources will be pursued whenever possible and practicable.

## 4. PRINCIPLES

- 3.1 That every effort is to be made to gather sufficient reliable evidence to support a prosecution, and that every case of fraud will be referred to the appropriate law enforcement agency with a view to prosecution.
- 3.2 That recovery of the lost money or other property will be pursued wherever possible and practicable.
- 3.3 That it is all employees responsibility to be aware of the potential for fraud.

## 5. GUIDELINES

### 4.1 Definition of Fraud/Corruption

- 4.1.1 Misuse/Misappropriation: Unauthorised possession and/or use of public resources (money, property including vehicles, information or services); either temporarily or permanently depriving the Council of them.
- 4.1.2 False Accounting: Dishonestly destroying, defacing, concealing or falsifying any account, record or document required for any Council accounting purposes with a view for personal gain or gain for another or with the affect of causing loss to the Council or furnishing information which is or may be misleading, false or deceptive.

*(Refer to Code of Conduct for Council Employees, Gifts and Favours).*

- 4.1.3 Deception: Obtaining property or pecuniary advantage, obtaining services, or evading liability by deception.

- 4.1.4 Collusion: is any Council staff member conspires, consents, supports, participates, incites or assists someone, either another Council staff member or an outsider, to commit any of the actions listed above.
- 4.1.5 Bribery: examples: money, gifts, training, commission, hospitality

## **4.2 Fraud Response Plan:**

### **4.2.1. Who to report to on discovery of an actual or suspected fraud?**

- 4.2.1.1 Any discovery of an actual or suspected fraud is reported to the respective staff member, manager, or contractors SWDC engagement Managers.
- 4.2.1.2 If it is believed the Manager concerned is involved in an actual or suspected fraud, then the information is reported to the Chief Executive.
- 4.2.1.3 If it is believed the Chief Executive is involved in an actual or suspected fraud, then the information is reported to the Mayor.

### **4.2.2 What should happen after the information of an actual or a suspected fraud is received?**

- 4.2.2.1 The Manager shall, within 24 hours, request a confidential written statement from the informant(s) detailing the nature of the fraud, the person(s) involved and the amount of money if known.
- 4.2.2.2 The Manager shall report the information to the Chief Executive immediately after receiving the information requested in 3.2.1.1.
- 4.2.2.3 The Chief Executive shall then, based on the information given, decide within 48 hours, whether or not to investigate further and/or what course of action to follow. These actions will include full documentation of what happened in a fraud and how the matter is to be managed.
- 4.2.2.4 The Chief Executive may seek independent expert investigation or legal advice as to what processes should be involved from thereon.
- 4.2.2.5 If the Chief Executive is involved in an actual or suspected fraud, and the information is reported to the Mayor, then the Mayor shall then, based on the information given, decide within 48 hours, whether or not to investigate or what appropriate course of action to follow.
- 4.2.2.6 The Mayor may seek independent or legal advice as to what process should be involved from thereon.
- 4.2.2.7 The following action may be deemed appropriate by the Chief Executive or the Mayor:
- Take disciplinary action through the relevant employment agreement in line with the Employment Relations Act..
  - Lay a complaint with the Police (or appropriate law enforcement agency).

Refer to an appropriate authority such as The Controller and Auditor General.

4.2.2.8 Any actual or suspected fraud shall immediately be reported to the Council's appointed external auditor.

#### **4.2.3 What do we do to prevent fraud?**

- Conflict of Interest
- External Audit
- Risk assessment and mitigation
- Financial Internal Controls
- Code of Conduct
- Access restrictions to finances
- Monitor leave and overtime

#### **4.2.4 What do we do to detect fraud?**

Invoice checks	Double signatory
Budget variance review	restricted access to finance
Gifts guidance	

#### **4.2.4 What happens after the conclusion of the process?**

The Chief Executive or Mayor, as the case may be, shall release any statement if deemed appropriate.

#### **4.3 Confidentiality:**

All matters related to the case shall remain strictly confidential. Should any Department Manager or staff member improperly disclose information relating to the case, the Chief Executive shall consider if that person(s) is in breach of confidence and if further action is required in terms of the applicable conditions contained in their contract of employment.

#### **Insurance**

SWDC has joint Fraud Insurance with Mastetrtton District Council and Carterton District Council with an annual aggregate limit of \$1,000,000.

## **6. CONTEXT**

Every public entity should have a policy like this one to minimise fraud.

# GREYTOWN COMMUNITY BOARD

31 AUGUST 2016

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## AGENDA ITEM 7.5

### GRAY MEMORIAL SEAT GREYTOWN

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#### **Purpose of Report**

To inform Community Board members of the proposed new location of the Gray Memorial seat.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receives the information;*
2. *Gives approval to the proposal to offer the seat to Cobblestones Museum for relocation there.*

## **1. Background**

One of the two memorial seats donated to the town by the Gray family was situated near the bus-stop on the west side of Main Street in the vicinity of the Hub development on the old supermarket land. The seat was removed for safe-keeping, and has been repaired and repainted. There were a number of issues regarding the replacement of the seat in its former location, including concerns by shop proprietors that the seat would block their window displays. At its meeting of 20 July 2016, the Community Board resolved to relocate the seat to a more appropriate location.

## **2. Discussion**

### **2.1 Options**

While the seat had been useful for bus patrons, the footpath is not wide enough to replace the seat at the bus-stop without blocking the shop window displays. Officers were considering relocating it to the corner of Main and Kuratawhiti streets, where there is already another seat and a small grassed area. However, a descendant of the Gray family has proposed that the seat be offered to the Cobblestones Museum for use there – see Appendix 1.

### **3. Conclusion**

The relocation of the seat to Cobblestones would be in keeping with the original intention of the gift of the seat. It is recommended that the seat be offered to Cobblestones Museum for use there.

### **4. Appendices**

Appendix 1 – Email from Neil Montgomery-Crowe 22 August 2016

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

**Appendix 1 – Email from Neil  
Montgomery-Crowe 22  
August 2016**

## **Helen McNaught - Amenities Manager**

---

**From:** Neil Montgomerie <neilmontgomerie@xtra.co.nz>  
**Sent:** Monday, 22 August 2016 5:57 p.m.  
**To:** Helen McNaught - Amenities Manager; Leigh Hay; Councillor Vivien Napier; Member Christine Stevenson; Suzanne Clark - Committee Secretary; GCB- Ian Farley; Councillor Margaret Craig  
**Cc:** 'Helen and Graeme Gray'; Paul Crimp - CEO  
**Subject:** The Hub : The Gray Memorial Seat by the bus stop

I understand that the Greytown Community Board at their last meeting "had a discussion regarding the reinstating of the seat by the bus stop outside The Hub in an appropriate location."

The seat which "sat" there was the "Gray Memorial" seat - dedicated to my great grandparents Henry Lenton Gray and Elizabeth Martha Rexworthy. The seat has been on the Main Street of Greytown since 1987- in this location and previously outside the then Greytown Borough Council Chambers.

There has been a long series of emails with the council - beginning with my email to Paul Crimp on 4 Sep 2014 and the last being on 4 July 2016 with Helen McNaught regarding the family's concerns about the seat during the development - see below

The extended family would like the seat to be appreciated by the Greytown Community - as that was the original intention of the gift [there is a twin seat at St Luke's Anglican Church, Greytown]. This is the second time in the life of the seat that there has been fraught discussions with the council over its disappearance/whereabouts and placement.

Although the family no longer "owns" the seat it still has a deep sense of "belonging" and it disappoints older members of the Gray Family that it is no longer appreciated.

I am aware that some shop owners do not wish to have the seat directly in front of their shop windows and placement of the seat may be seen as an impediment to the new courtyard.

Accordingly the family would like to make the following suggestion to the South Wairarapa District Council via the Greytown Community Board - that the "Gray Memorial" seat be gifted to the Cobblestone Museum Trust for use at that facility. We hope that the seat in this environment will be used and treated with respect that it deserves.

Yours faithfully

*Neil Montgomerie-Crowe  
60 Wilkie Street, RD 1  
Greytown 5794 , Aotearoa-New Zealand*

tel 06 3049461 or 021 509461

email: [neilmontgomerie@xtra.co.nz](mailto:neilmontgomerie@xtra.co.nz)

[www.kahikateagardens.co.nz](http://www.kahikateagardens.co.nz) <http://www.facebook.com/KahikateaGardens>



## Greytown Community Board – Main Street Flag Schedule and Policy

Date	Swap flag from	Swap flag to	Comment
XX Sept 2016			
XX Oct 2016			
XX Nov 2016			
XX Dec 2016			
XX Jan 2017			
XX Feb 2017			
XX Mar 2017			
XX Apr 2017			
XX Jun 2017			
XX July 2017			
XX Aug 2017			
XX Sept 2017			
XX Oct 2017			
XX Nov 2017			
XX Dec 2017			

### Notes

1. There are XX flagpoles in Main Street
2. The flags are normally hung by YY

### Commercial Policy

1. Flags may be put up on a case-by-case commercial basis for a fee of \$ ZZZ per month for the whole Main Road where permitted by GCB and subject to working around the timetable of major users such as Trust Lands Trust, Rotary Club South Wairarapa (Martinborough Fai). Invoice will be by SWDC on advice from GCB

		2014/15	2015/16	2016/17	2017/18	2018/19
<b>1. Annual direct spend</b>						
	a rubbish tins	\$ 2,500	\$ -			
	b signs	\$ 10,000	\$ 2,000			
	c street barrels	\$ 1,200	\$ 1,500			
	d flag hanging		\$ 400			
	e new flags		\$ 1,500			
	f new barrels		\$ 3,000			
	g Town Hall Xmas		\$ 500			
	h Dog waste collection Main St		\$ 2,000			
	j. New Item					
	subtotal 1	<b>\$ 13,700</b>	<b>\$ 10,900</b>	<b>\$ 10,000</b>		
<b>2. Annual grant</b>						
	a Unallocated	\$ 3,000	\$ 1,500	\$ 1,500		
	b Rail Trail		\$ 1,000	\$ 1,000		
	c Cobblestones		\$ 500	\$ 1,000		
	subtotal 2	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 3,500</b>		
<b>3. Annual Seed Money</b>						
	a Unallocated	\$ 1,500	\$ 1,500	\$ 1,500		
	b "no plastic bag"					
	subtotal 3	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>		
<b>Total spend 1 + 2 + 3</b>		<b>\$ 18,200</b>	<b>\$ 15,400</b>	<b>\$ 15,000</b>		
<b>B/f from previous yr</b>		\$ 16,000	\$ 8,800	\$ 6,619		
<b>Annual income</b>		\$ 11,000		\$ 20,954		
<b>surplus/(shortfall)</b>		\$ 8,800	\$ 6,619			



# Arbor House

*Rest Home & Hospital \ Quality Elder & Palliative Care*

## **Chairman's Report 22 August 2016**

As Chairman and Member of our Board of Trustees, my report must begin with my recognition and sincere appreciation of all those that contribute in their many ways to the continuing successful operation of Arbor House over this past year. It is clear that such continuing achievement cannot occur without real dedication and hard work from our entire staff and all those in our community who help us. It is all of this that builds the excellent reputation for which Arbor House is recognised in the provision of care in our community.

Further, none of this could be achieved without the continuous dedication of our management who between them keep every part of the day-to-day running of Arbor House on track and under control. Robyn Brady completes her second year as our Nurse Manager. This has been a year in which we have maintained a very high occupancy of residents. Recently we have successfully met the many challenges provided by a full audit with a high degree of success. All this is very closely related to the leadership and management skills of Robyn Brady.

Kim Drysdale, our office manager, has had a year of coping with considerable change in almost every way that the office performs. We fully appreciate the stresses that result. We are constantly impressed with her ability to cope with it all.

On the clinical and nursing side, we have, after full consideration, chosen and put in place a fully computerised approach to medication management (Medimap). This is very much in line with Best Practice in this area of care. It greatly reduces or even eliminates the possibility of confusion or error in this vital part of health care. It is a change that is proving itself in every way and which the staff has readily accepted.

On the office side, again after full discussion in the Board, the decision was made to change our accounting software from Rural Cash Manager to MYOB. This has proved to be a considerable undertaking and has certainly loaded our office manager with a number of teething problems. Things have now settled satisfactorily into their new routine with all aspects of accounting proving to be more easily and clearly managed.

In addition to all this, in the first part of this year our Treasurer, Bruce Cutfield, had to step down due to a serious deterioration in his health, and he has since sadly felt he had to resign from the Board of Trustees. Bruce has for a number of years been the central figure in the financial management of Arbor House, as well as having a firm controlling influence on almost every solution to the problems confronting the Board. Most notably in recent times, he steered us through the extension of our buildings and all the negotiations and meetings that entailed. We are very sad to lose his wise counselling from the Board and extend to him our most sincere thanks for all he has contributed to Arbor House.

As a direct result of this, we are most grateful to Toby Hempleman for agreeing to become our appointed Treasurer. He has been, since joining us, deeply involved in getting to grips with the

intricacies of the financial management of Arbor House. His appointment has also, of course, coincided with the end of the financial year with all that that brings with it. In addition, he and Kim Drysdale have together worked through the intricacies of our move to MYOB. It is impressive that they both have remained cheerful throughout these past few months and are already positively steering us forward.

Arbor House has seen a recent external repaint, and a steady improvement in internal equipment. The most significant of these is our move to fully equip Arbor House with hospital electric beds. We are hoping to achieve this in the near future.

There are, of course, always more areas for the Board to consider of improvements and expenditure, and, as always, financing these often unexpected needs are our main concern from month to month. A very prime example of this is the inevitable need to replace our aging van soon. The Board is now actively having to consider how this can be achieved. The van has proved to be an essential part of the caring services we provide to the community.

As I spelt out in my report a year ago, providing age-related residential care at the level that Arbor House maintains is always a balancing act between the financial costs of providing the service and the level of income generated. We have to face the fact that sudden unexpected expenditure has to be firstly very carefully weighed and secondly has to be considered as being in all probability solved by external fundraising. We have seen over the past year a continuing steady increase in the demand for hospital level care. This at present has reached 60% of our residents as against 40% in Rest Home care. This reflects a definite national trend towards residents being admitted at much higher levels of dependency. The first inevitable result of that is that the staff numbers have to trend upwards to maintain our level of care. This includes, of course, support staff. Wages are by far the biggest part of our expenditure. With this in mind, it is very sad to recognise that there is very little significant financial change in the level of income generated from government sources. In my opinion a 1% increase in our remuneration level this year is little short of insulting.

As I stated last year, this further emphasises the great importance of maintaining fund raising in all its forms and community support. It is worth noting that this position I have outlined is not apparently unusual in the field of aged care provision at present.

We continue to provide a wide range of levels of care from day care and respite care through rest home and hospital levels to include health recovery and palliative care.

I cannot close my report without recognising the enthusiasm and support and time provided by the members of our Trust Board. In this I very much include our Board Secretary, Rhonda Ashworth.

With the resignation of Bruce Cutfield our number of Board Members is consequently reduced to six. Our Trust Deed states that 'the Board shall consist of not less than six and not more than eight' of these, three are appointed (one each from the local authority, churches, and service clubs). As always we are keen to maintain a full board. Arbor House is clearly a real community asset and must be a high priority within our community.

Dr. R.F. Tuckett

Chairman of the Board of Trustees of Arbor House

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# COUNCILLOR REPORT

for  
South Wairarapa Council Meeting  
10 August 2016

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## COMMUNITY SAFETY & RESILIENCE WORKING PARTY

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<b>Councillor's Name</b>	Julie Riddell
<b>Meeting – Date &amp; Venue</b>	Thursday 28 July 2016 9.30am SWDC Chambers 7 attendees.
<b>Key issues from meeting</b>	Featherston Mens Shed – can they be encouraged to offer some mentoring to the Featherston Youth Groups. This was part of the MOU arrangement SWDC has with the group.
<b>Graffiti/vandalism stats</b>	Trish spoke to the tabled report. It was noted that the graffiti strikes continue to decrease in all three towns – while vandalism has been mainly confined to wheelies in the Featherston Cemetery and the Martinborough Square grassed area. Bollards have been placed in the cemetery to prevent vehicle entry. In July there were 31 strikes on Kiwi Rail property in Featherston. Neighbourhood Support to let people know they need to ring Graffiti/Vandalism into Council/Police and that Cleaning Kits available at the Libraries. Sgt Richie Day commented that the youth leaders have done a great job of keeping kids busy during the holidays and this has made the Police job much easier.
<b>Reports</b>	<p><b>Police</b> – Sgt Richie Day introduced himself. Retail burglaries are mostly for cigarettes – Police message to retailers is not to sell them. They have more staff out at night.</p> <p><b>Martinborough Community Patrol</b> – have been successful in obtaining a vehicle.</p> <p><b>Youth</b> – Alan has managed to keep the youth in Featherston very busy throughout the holidays even with no funding available. They took 10 children to a Youth Camp. Alan and family went to Turangi to participate in PRACTICE – Diploma in Youth Development. On 7 August they are planting Donald's Creek with Reanne's group. Still looking for larger premises – Senior Citizens Hall has been sold. Featherston Mens Shed team not interested in mentoring his youth group.</p> <p><u>Fiona</u> is working with Alan to start a youth group in Martinborough at the School.</p>

	<p><b>Neighbourhood Support</b> – Mark is doing the rounds of Community Boards and getting names to start groups in Greytown and Martinborough. Featherston has 138 members now and they are keen to support the Police and Civil Defence as well.</p>
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### **NEXT MEETING**

Thursday, 8 September 2016, 9.30am at SWDC Chambers.



**Arbor House**

*Quality Elder Care*

25 July 2016

The Chairperson  
Greytown Community Board  
C/O South Wairarapa District Council  
P O Box 6  
Martinborough 5741

Dear Sir/Madam

**ARBOR HOUSE TRUST – AGM INVITATION**

The 2016 annual general meeting of Arbor House Trust is to be held on Monday 22 August at 7.00 p.m. in the residents' dining room at Arbor House, 48 Main Street, Greytown.

The members of the Trust Board cordially invite you to attend this meeting and would be pleased to see you there.

Yours sincerely  
ARBOR HOUSE TRUST

*R. Ashworth*

Rhonda Ashworth  
Board Secretary

4 August 2016

The Chair  
Greytown Community Board  
C/- South Wairarapa District Council  
PO Box 6  
Martinborough 5741



Dear Board Members

*"My colleague and I were in total awe of the outstanding manner that this Support Worker has supported this couple over the last few months."*

This accolade is just one of many we regularly receive about our volunteer Support Workers. Every single day up and down the country, our volunteer Support Workers are there, supporting victims of crime and trauma: in their homes, at the scene, in Court, at the Police Station, at the hospital - anywhere, for as long as they need it, at all times of the day and night, free of charge.

Like Jo, our 17 year veteran Support Worker, many of our volunteers have full time jobs and very busy lives, but still wish to contribute to their community. It's not 9-5, or a quick fix providing support to victims at their most vulnerable, so the commitment and dedication required is huge. So too is the training, as we cannot send our Support Workers in to any situation under-prepared for the support required ahead.

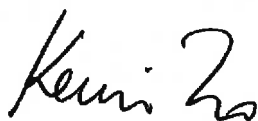
Demand for our essential services continues to increase as crime and accidents affect everyday New Zealanders, every day. People don't expect to need us, but are relieved to find we're here for them when they do.

The ongoing support of funders, community leaders and decision-makers, and others who generously give their time and support in so many ways is critical for us to keep delivering our free, 24/7 service and be an effective voice for victims.

Included with this letter is a copy of our most recent *Voice* update. We hope you will enjoy reading more about the incredible work of Victim Support volunteers all around New Zealand.

With my best wishes and appreciation for your ongoing support.

Nga Mihi,



Kevin Tso  
Chief Executive



## Driving in style

### INSIDE...

Lions roar

Bouquets

Judge speaks out

"I'll be waiting for your call", "I hope you've sold me the winning ticket", and "I'll have the red Honda please", were just some of the light hearted – or perhaps serious - comments received by staff, volunteers and supporters while out selling lottery tickets.

The 2016 Victim Support Lottery, the third we've run, was available for sale over the last few months, and drawn in late June.

"We had a great line up of prizes that people were excited about," said Victim Support Chief Executive Kevin Tso. "We were delighted to have Honda New Zealand as our principal partner again, and have the Honda HR-V SPORT as first prize. I checked the car out, and it really is great. It's been an excellent drawcard for us and it's exciting to hand the keys over to the lucky winner."

The lottery is a major Victim Support fundraiser and raised over \$85,000, as well as providing us the opportunity, all around the country, to be out flying the flag for Victim Support.

The lucky winner of the Honda, Tina McLaughlin, was presented with her new car by Kevin at David Jones Honda, in Whanganui.

"I'm thrilled, this is such an awesome prize to win. I couldn't quite believe it when I got the phone call, and it has taken a while to sink in," said Tina. "I shall enjoy driving this, and I really wish Victim Support well."

Other lucky prize winners from throughout New Zealand received an Auckland cruise from House of Travel, a Panasonic television, luxury Wellington weekend staying at the Museum Art Hotel and driving with Avis, a Vodafone iPhone 6, a Michael Hill Everlight pendant and a Westfield \$500 gift card.



Kevin Tso, Victim Support Chief Executive presents the Honda HR-V SPORT to the winner, Tina, with Gareth and Richard, from David Jones Honda, Whanganui.

## Thank you to all our lottery supporters

Special thanks to our principal partner, Honda New Zealand.

### HONDA

House of Travel, The Museum Art Hotel, Avis, Panasonic, Vodafone, Michael Hill and Scentre Group.

Thank you very much to all our lottery supporters, we couldn't do it without you.

## Thankyou

**To all our volunteers and supporters,**

your commitment and support makes a real difference in communities across Aotearoa every day.

If you are interested in volunteering with Victim Support, please call us on **0800 VOLUNTEER (0800 865 868)**.



## Message from our Chief Executive

The recent National Volunteer Week provided the opportunity for us all to be grateful and thank the thousands of people who volunteer their time and energy for great causes, all around the country. It also gave us the opportunity to consider if there is more that we can do individually to support our communities, could we volunteer?

I'm very grateful that we have hundreds of wonderful people all around Aotearoa, who believe in Victim Support and volunteering, and volunteer as Support Workers. I'm acutely aware of the essential work our wonderful people are doing in communities nationwide. Hundreds of calls come in to our Contact Service every single day, and there are volunteer Support Workers responding to every call for support.

I thank and salute our volunteers on National Volunteer Week and every other week, for the incredible job you are doing – and for making a difference in victims' lives. And if you think you could do this too, don't hesitate to call us and join us to support victims of crime and trauma.

As a charitable organisation, we must also fundraise to ensure we can keep our services to victims free of charge. The past few months have been particularly busy with our lottery and other initiatives – yes that's me pictured above, out selling lottery tickets!

We were fortunate to be a chosen recipient in 4! Z Stations for its *Good in the Hood* campaign, where customers can vote for their best charity. In July we have been the charity linked to BNZ's online banking.

These events are of course, in addition to our ongoing day-to-day fundraising activities.

Managing an organisation like ours, when demand cannot be estimated or planned for, means that we must be ready for any eventuality both operationally and financially. So every dollar that is donated to us counts towards our costs: from recruiting and training our volunteers and staff, running our Contact Service (that took more than 77,000 calls last year), to travel and administration costs.

I want to personally thank our generous supporters, from our core funders in government, community organisations, businesses and individuals, to all those very special individuals who are at the heart of our work.

**Kevin Tso, Chief Executive**

## Ongoing support for the people of Canterbury

A generous donation of \$10,000, the second of three annually to Victim Support, was made recently for our work supporting the people of Canterbury as they continue to contend with the emotional and physical after-effects of natural disasters.

The Military and Hospitaller Order of Saint Lazarus of Jerusalem, a chivalric, ecumenical Christian and charitable Order with 50 jurisdictions and a large number of philanthropic projects across the world, selected Victim Support for its work in Canterbury. The funds have been raised by its international Orders, and its generous donation will help Victim Support continue its vital work in supporting victims in Canterbury.

"Our work in Canterbury continues," said Victim Support CE, Kevin Tso. "We supported people at the time of each natural disaster, and we continue to support many in the aftermath, in addition to victims of crime and other trauma. Some people only now realise they are not coping and need our help.

This generous donation means we can continue work here and highlights the need we have for funding to provide help for people who suffer through no fault of their own.



## Roar of approval

When Donna Smith, our Service Coordinator in the Tasman area was invited to a Nelson North Lions Club meeting earlier this year, she assumed it was to be given a donation. While she did leave with a donation for Victim Support, she also left with the Melvin Jones Fellow Award!

Lions Clubs world-wide recognise outstanding individuals by bestowing on them an award that is named for its founder, Melvin Jones. This award is very prestigious, it's the Clubs' highest form of recognition and embodies humanitarian ideas consistent with the nature and purpose of Lionism.

"I was really shocked and amazed," said Donna. "It is a very special honour, because this award is not often given outside of the Lions family. I was a Lioness in the past but gave it up because of other time pressures."

Donna is extremely active in her community and volunteers at several organisations. She has been a Victim Support Service Coordinator for nearly four years.



## Bouquets for our vital work

We believe that Victim Support's help for victims has far reaching benefits: our immediate support for victims helps them, their family and friends, their employer, the police and the courts...multiply that by the nearly 30,000 victims we helped last year and the ripples in the pond extend to the whole country.

International research indicates that victims who are not provided with adequate support in the immediate aftermath of the incident are at greater risk of experiencing post-traumatic stress disorder, depression and repeat victimisation. In contrast, those who receive adequate support and information are more likely to remain connected with their whānau, family and local community and are better placed to rebuild their lives.

**Our work makes a difference in peoples' lives. Victim Support gets many messages of thanks, and here's samples from those we work alongside...**

### FROM COURT ADVISORS

*"Victim Support do an excellent job and without the support of your service...victims of crime would be even more traumatised and struggling in their lives, especially due to the nature of the incidents they have witnessed and are experiencing."*

*"Victim Support...provides amazing support for victims and their families and the benefits are immeasurable."*

### FROM POLICE OFFICERS

*"As always the volunteer Support Worker was the rock for our victims over the course of the trial. At one stage her weekend intervention with one of the victims potentially prevented the victim absconding and causing an aborted trial. She was able to keep us informed on victim's views and concerns when we were fully immersed in looking after the running of the trial and evidential matters. The victims and their families commented on how much they appreciated Victim Support being there."*

*"...I was at the police station for most of that day and saw first-hand your volunteer Support Worker's calm, empathetic and thoroughly professional interactions with the witnesses, all of whom were traumatised by what they had seen. I'm sure that without her intervention many of the witnesses would have been unable to give such clear statements in the hours and days after the shooting."*

*"I would like to thank your volunteer Support Worker for the help he has provided to date. His assistance was incredibly valuable not only to the victims but also to police and the Restorative Justice Co-ordinator. It is clear he has a very genuine and calm manner and I could tell the victims trusted him and felt comfortable relaying their concerns and questions for him to interpret."*

### FROM VICTIMS

*"My gratitude, appreciation and respect for you is more than I can say."*

*The support, advice and humour that you have is something I admire about you.*

*You are an awesome lady, with a heart of gold.*

*You have made my journey an easy one.*

*Thank you for your time and hard work you have put in for my family.*

*The funding is only one part of what you do and is small in comparison to the things you are not recognised for.*

*I hope others, no matter the reason you are part of their lives, appreciate and respect you for what you do.*

*There is not enough thank yous I can offer that would say how grateful I am.*

*I hope you know that I feel truly blessed that you have been on this journey with me.*

*Thank you from the bottom of my heart.*

Hope

### FROM RESTORATIVE JUSTICE FACILITATOR

*"We had a pre-conference meeting with victims in relation to a motor vehicle accident where they both suffered horrific injuries. Your volunteer Support Worker was present as their support person. My colleague and I were in total awe of the outstanding manner that this Support Worker has supported this couple over the last few months."*

*"The victims have been traumatised physically, financially, emotionally and mentally and she has held them together through all this. The trust, confidence and reliance that the couple have in her was very evident."*

*"We felt humbled by the quantity and quality of the unpaid work that this volunteer Support Worker has done to support this couple."*



Judge Bill Hastings

## Judge speaks out

Every month the Wellington Service Co-ordinator, Liz McLean, like others around the country, meets with volunteers to ensure everyone has all the latest information, as well as being an opportunity to get together.

One of our volunteers arranged for District Court Judge Bill Hastings to come along to a recent meeting, open to all volunteers and staff in Wellington, to talk about the court process and justice system, from his perspective.

The meeting ran a lot longer than anticipated, as Judge Hastings captivated the audience for two hours! His presentation was fascinating, animated, and everyone learned so much. These sorts of presentations and interactions with others in our community provide great information, perspective and context, to all of us.

Judge Hastings said "I was delighted to be asked to speak because it created such a great opportunity for me to touch base with the volunteers and staff in Wellington, to tell them what an excellent job they do, and to talk to them a bit about the court process from my perspective as a judge."

"I'm thrilled Judge Hastings was able to join us. His presentation was enthralling and it was really valuable to gain insight into his perspective. He holds Victim Support in high esteem and told the volunteers that, which was fantastic, and so supportive. I'm really looking forward to bringing in other guest speakers too," said Liz.

## Vision 2020

It's important for Victim Support, like any organisation, to look ahead and ensure we're always ready and able to deliver high quality services to victims.

Our five year strategy, Vision 2020, sets out our path. We're operating in a more changing and competitive environment than previously, and we need to be able to look ahead and adapt as needed.

Our core ethos is that Victim Support will be the gateway for all victims of crime and trauma, providing a 24/7 nationwide first response service. Our work is based around four key objectives:

1. Victims grow and heal through Victim Support's services.
2. Victims are heard.
3. Victims are able to participate and contribute to society -- building stronger communities.
4. Victim Support is the trusted agency in New Zealand in the delivery of support to victims.

While essentially this won't provide any obvious or immediate differences, it does mean we are working hard for our future, ensuring we remain focused on victims, continue to deliver high quality services, increasing our specialised services, and ensuring our sustainability.

Victims are the core of our existence, and despite the dynamics and vagaries of our sector, our key essence is victim centric, pure and simple.

## Salute to long serving volunteer

We are saluting one of our volunteers, Jo Smith from Whanganui, who has been with Victim Support for seventeen years. "I feel passionately that we are all part of our community and we need to be involved," said Jo. "I have a full time job but I also want to take an active role in my neighbourhood."

A homicide Support Worker, Jo has been described by her supervisor as 'invaluable'. Jo, though, saves all of her own admiration for the victims she works with: "Their ability to survive the most dreadful and traumatic events really impresses me."

We think Jo has much to do with how well the hundreds of victims she has worked with have been able to cope and go on with their lives.

If you are able to help with fundraising and / or promotional events in support of Victim Support, check out [victimsupport.org.nz/fundraising-events/](http://victimsupport.org.nz/fundraising-events/) for handy ideas and tips.

(Tear here)

**Yes!**

Here is my donation to help victims of crime and trauma

Mr Mrs Miss Ms Other

Name

Postal address

Postcode

Phone

Email

The Privacy Act of 1993 requires us to advise you that we keep contact information of supporters on file to help us with fundraising. If you do not wish us to keep your information, please let us know.

Donate via internet banking to: BNZ 020500 0493163 00

Please ensure that you use your details as reference along with the code NL0716, so that we may acknowledge your gift.

Value of donation ☐ \$100 ☐ \$75 ☐ \$50 ☐ \$25 ☐ Other \$

Gifts over \$5 are tax deductible.

☐ Cheque. Made payable to Victim Support.

☐ Credit card. Please debit this amount to my credit card.

☐ Mastercard

☐ Visa

☐ Amex

Name of cardholder

Card Number

Expiry date

Signature

☐ I wish to donate by automatic payment. Please send me details.

☐ I wish to make a bequest to Victim Support. Please send me details.

☐ I have left a bequest to Victim Support in my Will.

Please return this form to:

84 Victim Support, Freepost 100819, PO Box 3017, Wellington 6140



## Greytown Community Board

Chair: Shane Atkinson  
72D Woodside Road  
RD 1  
Greytown 5794  
06 304 8967



28 July 2016

Graeme Gray  
Cobblestones Museum  
info@cobblestonesmuseum.org.nz

Dear Graeme

### COBBLESTONES MUSEUM SIGNAAGE

Thank you for your letter to the Greytown Community Board regarding display of Cobblestones signage on State Highway 2 Greytown, and for coming to present at their recent meeting.

The Community Board has passed the following resolution in support of your request.

*GCB RESOLVED (GCB 2016/42) that the Cobblestones sign position and size be retained but that provision be allowed for the signs to be updated.*

*(Moved Atkinson/Seconded Stevenson)*

Carried

Your letter and the Community Board resolution have been passed to Murray Buchanan, Planning and Environment Group Manager and will form part of the Cobblestones file on the matter. The Community Board are unable to grant consent approvals under the Wairarapa District Plan, and Cobblestones are advised to liaise with Mr Buchanan to discuss next steps.

Yours sincerely

Suzanne Clark  
Committee Secretary  
[Suzanne.clark@swdc.govt.nz](mailto:Suzanne.clark@swdc.govt.nz)

Cc: Murray Buchanan, Planning and Environment Group Manager  
Email: [murray.buchanan@swdc.govt.nz](mailto:murray.buchanan@swdc.govt.nz), Ph: 306-9611 xtn 843