

GREYTOWN COMMUNITY BOARD

Agenda 31 January 2018

Notice of a meeting to be held in the WBS Room of the Greytown Town Centre, 89 Main Street, Greytown, on Wednesday 31 January 2018 commencing at 7:00pm.

MEMBERSHIP OF THE COMMITTEE

Leigh Hay (Chair), Cr Paora Ammunson, Cr Margaret Craig, Mike Gray, Ann Rainford and Christine Stevenson.

PUBLIC BUSINESS

1. APOLOGIES:

2. CONFLICTS OF INTEREST:

3. PUBLIC PARTICIPATION:

3.1 None advised

4. PRESENTATIONS:

4.1 Katie Abbott and Jeremy Partridge, Tree Advisory Group update

7:00pm

5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

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

6. COMMUNITY BOARD MINUTES:

6.1 Minutes for Approval: Greytown Community Board Minutes of 22 November 2017

Pages 1-6

***Proposed Resolution:** That the minutes of the Greytown Community Board meeting held on 22 November 2017 be confirmed as a true and correct record.*

7. CHIEF EXECUTIVE AND STAFF REPORTS:

7.1 Officers' Report to Community Boards

Pages 7-41

7.2 Action Items Report

Pages 42-49

7.3 Income and Expenditure Statement Report

Pages 50-53

7.4	Applications for Financial Assistance	Pages 54-60
8.	NOTICES OF MOTION:	
8.1	None advised	
9.	CHAIRPERSON'S REPORTS:	
9.1	Chairperson's Report	
9.2	Long Term Plan Update	
10.	MEMBER REPORTS (INFORMATION):	
10.1	Wairarapa Library Service	Page 61
10.2	Community Board Clinics	Page 62
10.3	Emergency Management	Page 63
	- Jane Mills, WREMO, in attendance	
10.4	Tree Advisory Group	Page 64
11.	CORRESPONDENCE	
	<i>Proposed Resolution: That the inwards and outwards correspondence be received and approved.</i>	
11.1	Inwards	
	From Victim Support to Greytown Community Board, dated 24 November 2017	Pages 65-69
11.2	Outwards	
	To Richard Vidulich, Greytown Lions, from Leigh Hay, Greytown Community Board, dated 15 November 2017	Pages 70-71
	To Megan Jacobson, Greytown School, from Leigh Hay, Greytown Community Board, dated 24 November 2017	Pages 72-73
	To Maree Patten, Kuranui College, from Leigh Hay, Greytown Community Board, dated 28 November 2017	Page 74

Greytown Community Board

Minutes – 22 November 2017

- Present:** Leigh Hay (Chair), Christine Stevenson, Mike Gray, Ann Rainford (Deputy Chair) and Cr Margaret Craig.
- In Attendance:** Mayor Viv Napier, Paul Crimp (Chief Executive Officer) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 22 November 2017 between 7:00pm and 9:36pm.
- Also in Attendance:** Megan Jacobson and students from Room 6 of Greytown School, Suzanne Fryer, Jo Dean (Zero Waste Coordinator), Maree Patten and Pam Coltham (Kuranui College), Harry Newton (St Luke's Church) and Jez Partridge (Tree Advisory Group) and Mark Owen (NZTA).

PUBLIC BUSINESS

1. APOLOGIES

GCB RESOLVED (GCB 2017/87) to receive apologies from Cr Paora Ammunson.

(Moved Cr Craig/Seconded Rainford)

Carried

2. CONFLICTS OF INTEREST

Mike Gray declared a conflict of interest with agenda item 7.5 and the application for financial assistance from Snita Ahir-Knight.

Ann Rainford declared a conflict of interest with agenda item 7.5 and the application for financial assistance from Greytown Rotary.

3. PUBLIC PARTICIPATION

3.1 Students from Room 6, Greytown School and teacher Megan Jacobson presented ideas for improvements to Kowhai Reserve as an outcome of a recent inquiry into 'Green Spaces around Greytown'. Students requested Community Board support to add a lime pathway leading to a picnic table, bird feeders that they would donate and top-up with food, a vegetable garden that they would maintain, seats and rubbish bins.

3.2 Suzanne Fryer

Ms Fryer expressed concern about the speed at which traffic travelled in Greytown, particularly Main, Kuratawhiti, Wilkie, Wood and West

streets and requested town wide research on speed and possible solutions.

3.3 Jo Dean, Zero Waste Coordinator

Ms Dean introduced herself and outlined her role to engage and educate the community in an effort to reduce waste going to landfills. A waste minimisation survey was currently open for community feedback. Members discussed the inorganic rubbish collection, food waste and the waste minimisation survey with Ms Dean.

3.4 Maree Patten and Pam Coltham (Kuranui College)

Mrs Coltham and Mrs Patten outlined a social services initiative for a one-stop-shop to be run from Kuranui College for students and their families. The College had a vision to run the 24-7 youth programme and social workers directly from the school to eliminate barriers to learning. Mrs Patten requested a letter of support from the Community Board.

4. PRESENTATIONS:

4.1 Jez Partridge, Tree Advisory Group and Harry Newton (St Luke's Church)

Mr Partridge had undertaken a safety assessment on the protected gum tree at St Luke's Church, Greytown. An arborist had been hired to provide a specification to put a cable brace into the tree to provide strength in the event of a strong storm.

Mr Newton reported that the gum tree roots were causing drainage problems and damage to the church hall.

Council had asked TAG to prioritise their nominated tree list for protection to around 30 trees due to limited funding. Mr Partridge asked that important trees with an historical association were protected with or without land owners consent as per legislation.

5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

5.1 Room 6 of Greytown School

Item deferred to agenda item 7.2.

5.2 Suzanne Fryer

GCB NOTED:

1. Action 703: Forward Suzanne Fryer a list of streets recommended for speed reduction along with findings; M Allingham

5.3 Kuranui College

Mrs Hay undertook to investigate an alternative stream of funding with Kuranui College.

GCB NOTED:

1. Action 704: Write a letter of support for the Kuranui College one-stop-shop social support services initiative; P Crimp

5.4 Tree Advisory Group

GCB NOTED:

1. Action 705: Seek legal advice on whether trees can be protected if the tree is important or has an historical association without land owner's permission; P Crimp

6. COMMUNITY BOARD MINUTES

6.1 Greytown Community Board Minutes – 11 October 2017

GCB RESOLVED (GCB 2017/88) that the minutes of the Greytown Community Board meeting held on 11 October 2017 be confirmed as a true and correct record.

(Moved Cr Craig/Seconded Rainford)

Carried

7. CHIEF EXECUTIVE AND STAFF REPORTS

7.1 Officer's Report

Mark Owen, NZTA, noted that the speed limit guideline had recently been updated and that speed limits must to be consistent. When considering options to reduce speed, enforcement, education and engineering all play a role and speed changes require consultation with key stakeholders. Local road speed limit changes should be requested via Council. Mr Owen also discussed a Main Street bypass, roundabouts, Remutaka Hill Road improvements, new chip seal, removal of the old Welcome to Greytown sign and the Main Street road gradient with members.

GCB RESOLVED (GCB 2017/89) to receive the Officer's Report.

(Moved Cr Craig/Seconded Gray)

Carried

7.2 Greytown School Students' Suggestions for Kowhai Reserve

Members discussed the improvement options as presented by the students noting that the students would donate the bird feeders and continue to top them up with food.

GCB RESOLVED (GCB 2017/90):

1. Receive the Greytown School Students' Suggestions for Kowhai Reserve Report.
2. To support the installation of rubbish bins, trees and plants, bird feeders and a lime path at Kowhai Reserve.
3. That in recognition of Room 6 of Greytown School 2017 and their environmental project, to erect a plaque commemorating the initiative

(Moved Hay/Seconded Cr Craig)

Carried

4. Action 706: Liaise with the Menz Shed to see if they are able to build a 'peace seat' for Kowhai Reserve; L Hay
5. Action 707: Write and thank Room 6 of Greytown School for their contribution asking that they provide suggestions of where a lime path should be located; P Crimp
6. Action 708: Liaise with the Tree Advisory Group and Room 6 of Greytown School for a tree and plant recommendation for Kowhai Reserve and involve students in the planting; M Allingham

7.3 Action Items Report

Members discussed the action items and updates were made. Mrs Hay undertook to write a memorandum of understanding for Greytown Early Years watering of Greytown barrels.

GCB RESOLVED (GCB 2017/91) to receive the Action Items Report.

(Moved Hay/Seconded Rainford) Carried

7.4 Income and Expenditure Report

GCB RESOLVED (GCB 2017/92):

1. To receive the Income and Expenditure Statement for the period 1 July 2017 – 31 October 2017.

(Moved Cr Craig/Seconded Stevenson) Carried

2. Action 709: Review whether the Local Government Levy should be charged to governance as opposed to community boards; J Mitchell

7.5 Applications for Financial Assistance

GCB RESOLVED (GCB 2017/93):

1. To receive the Applications for Financial Assistance Report.
2. To grant Greytown Rotary \$350 to assist with the costs associated with the Greytown Christmas Parade and Christmas Market.

(Moved Stevenson/Seconded Hay) Carried

3. To grant Snita Ahir-Knight, payable on invoice to the Red Cross, \$655.22 plus GST to pay a one-third cost for 20 Greytown residents to attend a Red Cross psychological first aid course in order to build capacity support to help people after a disaster on the condition that the application was resubmitted on the correct form within 14 days.

(Moved Hay/Seconded Rainford) Carried

7.6 Greytown Town Centre – Maintenance Schedule Progress Report

Mrs Hay thanked Council officers for the report and members discussed painting the entrance way and car park lines, repairs to men's toilets and cleanliness of the building.

GCB RESOLVED (GCB 2017/94) to receive the Greytown Town Centre-Maintenance Schedule Progress Report.

(Moved Stevenson/Seconded Hay) Carried

8. NOTICES OF MOTION

There were no notices of motion.

9. CHAIRPERSONS REPORT

9.1 Chairperson's Reports (including 9.2 and 9.3)

GCB RESOLVED (GCB 2017/95):

1. To receive the Chairperson's Reports.
(Moved Hay/Seconded Cr Craig) Carried
2. To approve a cost of \$195 plus GST for the installation of Town Hall Christmas decorations and refreshment of ribbons.
3. To approve a cost of up to \$3,000 plus GST for promotional material.
4. To approve a cost of up to \$595 plus GST for installation of flags including traffic management plan.
5. To approve a cost of up to \$500 plus GST for a community event to celebrate the win for Best Town.
6. To approve a cost of 2 x \$288.89 for purchase of bench plaques.
(Moved Hay/Seconded Rainford) Carried
7. Action 710: Place the Greytown inflatable slide ownership advice note on file; P Crimp

9.4 Long Term Plan Update

No update provided.

9.5 Chairperson Report

GCB RESOLVED (GCB 2017/96):

1. To receive the information.
2. To approve a cost of up to \$1,000 plus GST for promotion and support of the hub and civil defence initiatives to promote public awareness in Greytown.
(Moved Hay/Seconded Stevenson) Carried

10. MEMBERS REPORTS (INFORMATION)

10.1 Community Board Clinic

Mrs Rainford spoke to her report as included in the agenda and highlighted the request for more frequent inorganic waste collections and other issues raised.

GCB RESOLVED (GCB 2017/97) to receive the Community Board Clinic Report.

(Moved Hay/Seconded Stevenson) Carried

10.2 Wairarapa Library Service

GCB RESOLVED (GCB 2017/98) to receive the Wairarapa Library Service Report.

(Moved Cr Craig/Seconded Hay)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

GREYTOWN COMMUNITY BOARD

31 JANUARY 2018

AGENDA ITEM 7.1

OFFICERS' REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the Officers' Report.*

CHIEF EXECUTIVE

1. Executive Summary

Adoption of the 2016/17 Annual Report marks the end of a busy few months, as the Annual Report follows quickly on the heels of the Annual Plan. Phew!

We are all awaiting the result of the poll on Governance in the Wairarapa, it will be good to have a decision, whichever way the vote goes.

I always find citizenship ceremonies inspiring, peoples from many countries choosing to make New Zealand their home. It is useful to reflect on the very big picture, away from the day to day minutiae, this is a great country and we are fortunate to live here.

2. Governance/Leadership/Advocacy

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

GOVERNANCE, LEADERSHIP AND ADVOCACY MEASURING SERVICE DELIVERY PERFORMANCE					
SERVICE LEVEL	KEY PERFORMANCE INDICATORS			COMMENTS	
		2016/17 TARGET	2016/17 ACTUAL		
Opportunities are provided for the community to have its views heard	Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%	79%	The National Research Bureau (NRB) Customer Satisfaction survey was carried out late 2016. In addition to the 79% (2014:73% 2011 75%) positive response, 13% (2014; 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	72%	63%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 63% (2014; 62% 2011 55%) positive response, 23% (2014:21% 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	80%	70%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 70% (2014; 76% 2011 73%) positive response, 14% (2014; 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)	79%	65%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 65% (2014; 64% 2011 59%) positive response, 14% (2014; 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 98% Featherston 97% Martinborough 97%	This measure reports on the percentage of resolutions made that relate solely to local issues. (year ended 30 June 2016)	
	% of ratepayers and residents who know how to contact a community board member	68%	69%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 69% (2014; 64% 2011 59%) positive response, 0% (2014; 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	70%	47%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 47% (2014; 49% 2011 50%) positive response, 31% (2014; 26% 2011 25%) indicated they were neither satisfied nor dissatisfied, and 5% (2014; 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 6 occasions. In total 5 resource consent applications were considered, however due to the timing of the meetings 1 was considered outside normal meetings. (Year ended 30 June 2016)	

2.1 Local Government Commission

The result was announced on 12th December and it is pleasing this long debated matter has some resolution.

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executive Forum

One CE forum was held covering Civil Defence, Local Government Commission regional integration, City/Region deal.

The City Deals involve the devolution of money and powers to a local level (from Central to Local Government on an agreed basis) as well as negotiated bespoke variations to national policies, where local performance could be improved or solutions need to be tailored to local conditions.

Central Government officials travelled to the UK to observe City Deals in operation, so it would appear there is some commitment to this approach. The Wairarapa Councils will be involved in these discussions, not only through our participation from a regional perspective, but from an individual Wairarapa perspective (which will still need to be as part of the regional initiative.

3.1.2. Mayoral Forum

One Mayoral forum was held during covering elected members remuneration (Fran Wilde Remuneration Authority presented), NZ Police on P in the region, Local Government Commission on regional integration, funding ambulance services in New Zealand, Wellington Electricity on network resilience, Wellington Community Trust, and Te Matatini kapa haka festival.

3.1.3. Community Boards

A further round of Community Board meetings were held.

3.1.4. Rural and Provincial

The Rural and Provincial sector meeting was held 16/17 November.

Presentations from the Government on Priorities for Local Government, LGNZ update, Fire and Emergency New Zealand update, stormwater & flood protection, natural resources – swimmability and biodiversity, housing including urban development and transport, regional growth and employment.

These sessions were all interesting, particularly on the back of a new government.

The ministers that spoke were Hon Nania Mahuta, and Hon Phil Twyford, constrained somewhat by the fact they had only had their portfolios for a week or so.

4. Corporate

4.1 Occupational Health and Safety

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

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

4.2 Waihinga Centre/Martinborough Town Hall

The project continues as planned, completion as previously advised will be somewhere around May next year.

Fortnightly construction team meetings continue to be held, ensuring the project is monitored closely. The construction team includes Mayor Napier, Vicky Read (Waihinga Trust / users rep), Max Stevens (Waihinga Trust / user rep), David Borman (SWDC Project Manager), Mike Arnopp (Riggs) and I. The pleasing aspect of this group is we are all working toward a common goal, having an excellent facility for the best price.

The financial summary, attached as Appendix 1, is reviewed by the construction committee and also presented and discussed at the audit and risk meeting. This summary includes variations to the original programme; variations are approved at the construction team meetings.

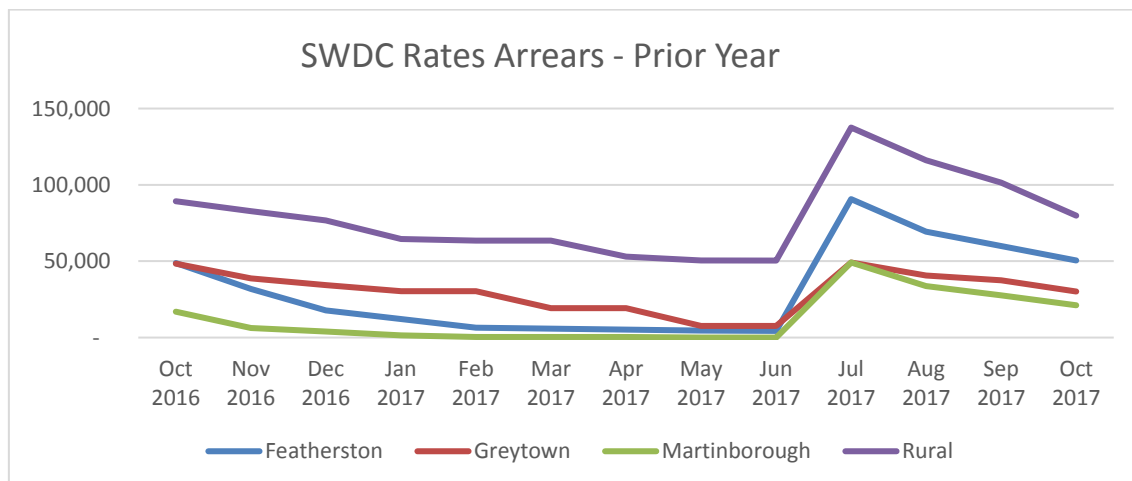
The project is progressing well, and there are no red or even orange flags at this stage.

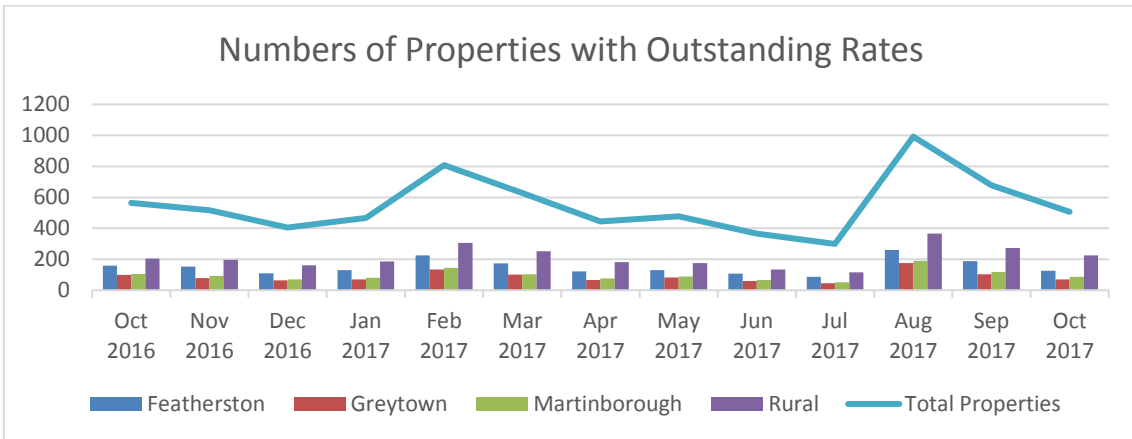
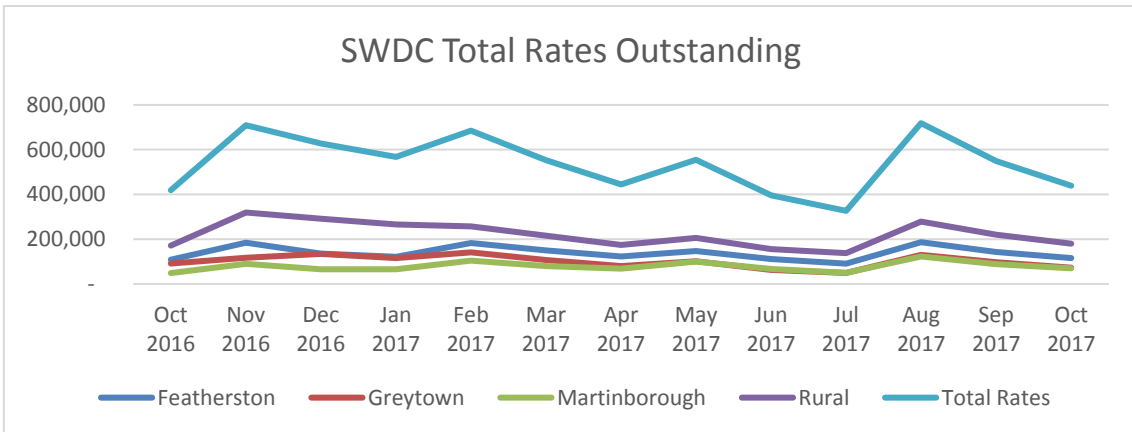
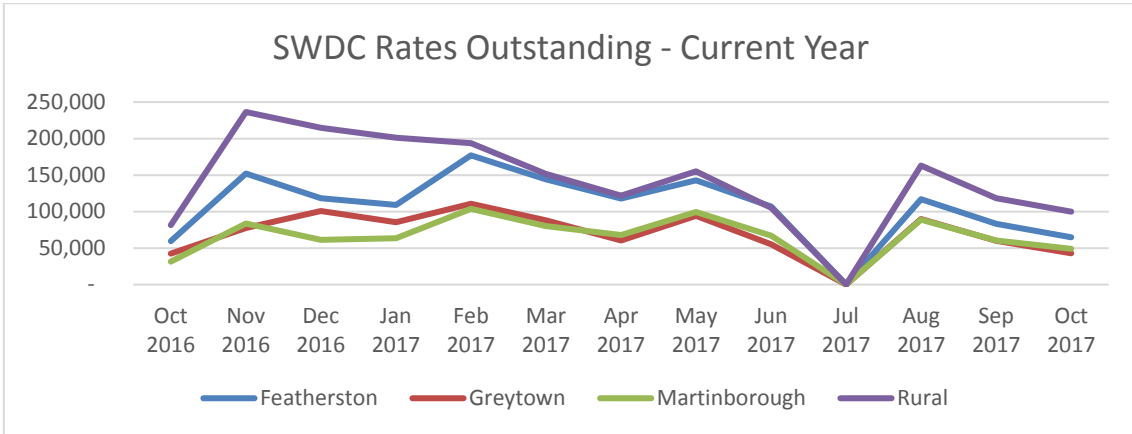
4.3 Rates Arrears (Incl. GST)

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

Total rates outstanding is slightly down on the same period last year.

Total outstanding is very similar to the same time last year, we continue to monitor the situation closely.





4.4 LGOIMA Requests

TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
Details of buildings owned by Council - those only are offices not public building such as Libraries. Records and Archives policy	
Street permits for collecting donations	Advice provided.
Spend on Christmas Decorations over past three years	

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

5. Appendices

Appendix 1 – Waihinga Centre Financial Summary

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Waihinga Centre Report

SWDC
Waihinga Centre
Project forecast - Actuals to October 2017

Per Council decision 18.1.2017

\$ 5,132,010

Made up as follows:	Budget	Invoiced to 31.10.2017	Invoices to come	Forecast spend
Rigg Zschokke Construction Contract	4,223,709	886,250	3,337,459	4,223,709
Rigg Zschokke Agreed Variations*		50,110	7,589	57,699
		<u>936,360</u>	<u>3,345,048</u>	<u>4,281,408</u>
Professional fees (design team) to Jan-17	509,459			
Adamsons Survey		6,581		
Engeo Geotech		17,160		
Holmes Consulting - Design & Fire		137,425		
HVAC Design		14,175		
Perception Planning		6,918		
Warren and Mahoney - Design		327,200		
		<u>509,459</u>	-	<u>509,459</u>
Other fees to Jan-17 (including SGL, QS)	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	-	<u>268,343</u>
Architect & Engineer construction monitoring	80,000			
Holmes Consulting - Construction Monitoring		44,784	2,716	
Warren and Mahoney - Site Monitoring		28,008	12,992	
Warren and Mahoney - Variations*		11,578	6,000	
		<u>84,370</u>	<u>21,708</u>	<u>106,078</u>
Development & Design Variations**		71,759	11,151	82,909
QS Services to completion	50,000			
Venture Consulting		10,000	20,000	
Clendon Burns & Park		13,438	3,562	
		<u>23,438</u>	<u>23,562</u>	<u>47,000</u>
Budgeted Core costs	5,132,010			
Plus Contingency	200,000			158,186
Overall budget	\$ 5,332,010	1,893,728	3,401,468	\$ 5,290,196

***Construction Variations to date:**

Rigg Zschokke	Invoiced to 31.10.2017	Invoices to come	Forecast spend
Removal of asbestos	7,310		
Insurance obtained directly		(20,000)	
JLT Insurance	20,108		
Concrete Foundation to supper room well	6,965		
Replace piles and joists supper room		7,500	
Replace ceiling joists supper room	2,000	500	
Temporary structural support	5,500	4,000	
Concrete under existing foundation		1,000	
Supper room framing connection to external wall	500	500	
Extend concrete overlay to areas of demolished chimney		3,500	
Retain brick wall to supper room		(1,500)	
Overlay existing stage floor		5,000	
Remove existing structural steel bracing	1,000	4,000	
Supper room lintel beams		500	
Supper room brick wall connections		1,000	
Toilet to back of house		3,704	
Delete recessed floors to toilets, tiles to floor		(1,000)	
Holmes Construction issue	6,727	0	
Materials supply savings		(5,000)	
Foundation beam kitchen		3,885	
	<u>50,110</u>	<u>7,589</u>	<u>57,699</u>
Warren and Mahoney			
Alternative cladding product (Rodeca)	10,678		
Additional monitoring costs		6,000	
Revision re additional toilet	900		<u>17,578</u>

JNL and Other Savings To be confirmed

****Development & Design Variations:**

SGL	5,500		
Engeo Geotech	13,715		
Holmes Consulting - Design & Fire	8,475		
HVAC Design	2,515	6,150	
Rawlinsons (Quantity Surveyers)	5,000		
Warren and Mahoney - Design(SWDC excl from original budget)	36,554	5,001	
	<u>71,759</u>	<u>11,151</u>	<u>82,909</u>

Net cost/(savings) from Variations:

158,186

PLANNING AND ENVIRONMENT

1. Resource Management

1.1 Resource Management Act - District Plan

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

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

Trees

Work on the proposed plan change to update the list of protected trees has halted temporarily.

The list provided by the Tree Advisory Group in Greytown covers at least 338 trees and perhaps a further 120 trees within larger 'groups' of trees listed. This number of trees may be difficult to justify under the Resource Management Act 1991.

In addition supporting reasons for listing this many trees has not been provided and there is no indication of landowner support.

Accordingly the TAG has been asked to review its list and then make prioritised suggestions of trees for evaluation (under the STEM system) and consideration by Council.

In terms of the review of the existing listed trees, this process is now complete. This detailed tree by tree review (as per the legislation) suggests that a number of currently listed trees should not have been listed given their STEM scores.

This will need to be considered by Council prior to the final drafting of a Plan Change to list trees, if this eventually proves necessary.

Martinborough Residential Growth

Work has begun formulating a work programme for determining residential expansion area(s) for Martinborough. Discussions with consultants who will undertake the technical and environmental planning work, along with key Council officers, have commenced.

An offer for service will be developed by the consultants for consideration and if appropriate a contract for service will then be agreed before Xmas.

The first step will be to commence a detailed evaluation of the preferred development area identified in the "*Martinborough Urban Area: Residential growth focus, a process for exploring growth options*" report adopted by Council at its meeting in April 2017.

This will involve work on infrastructural services (sewer, water supply and stormwater), land suitability (contaminant risk, bearing capacity, topography and features) and zone structure under the Wairarapa Combined District Plan.

The aim of this work is to provide Council with sufficient information to make a decision to rezone the land from rural to urban (residential) and to apply an appropriate set of controls for the management of development, over that land.

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	NCS.
s.223 certificates issued within 10 working days	100%	89%	NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	NCS.

Council received 8 applications between 1 October 2017 and 31 October 2017. This reflects a slow-down in the number of property sales being transacted over the last 2-3 months.

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

1.4 Local Government Act – LIM's

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2017-18
Non-urgent LIMs are processed within 10 days	100%	100%	G:\LIMs\LIMS PROCESSED 2017-18

TYPE	YTD 1 JULY TO 31 ST OCTOBER 2017	PREVIOUS YTD 1 JULY TO 31 ST OCTOBER 2016	PERIOD 1 ST OCTOBER TO 31 ST OCTOBER 2017	PREVIOUS PERIOD 1 ST OCTOBER TO 31 ST OCTOBER 2016
Standard LIMs (Processed within 10 working days)	62	75	12	18
Urgent LIMs (Processed within 5 working days)	20	28	6	4
Totals	82	103	18	22

2. Public Protection

2.1 Building Act - Consents and Enforcement

SERVICE LEVEL - Council certifies all consented work complies with the building code, ensuring our communities are safe. The Council processes, inspects, and certifies building work in my district.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	97.74%	NCS – 130 of 133 CCC's were issued within 20WD. NCS status error caused incorrect report data for 3 CCC's which went overtime.
Building consent applications are processed within 20 working days	100%	100%	NCS – 165 consents were issued within 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next IANZ review set for January 2018. Council was re-accredited in January 2016.
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWO's and Swimming Pools	Yes	Yes	Building Consents The BCA has inspected all new work to ensure compliance (328 inspections). BWO's Total of 169 – average of 3 audits per month required, 2 audited in October. Swimming Pools Total of 279. – average of 8 audits per month required, 7 audited in October.
Earthquake prone buildings reports received	90%	N/A	Under previous legislation 148 of 229 known premises had been addressed. Under the new legislation, all buildings needed to be re-assessed. Council has now reviewed potential Earthquake Prone Buildings (EQP). Letters are yet to be sent to owners advising them of their buildings status.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	12	\$1,597,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	11	\$350,514
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	136	\$19,026,721
Other (public facilities - schools, toilets, halls, swimming pools)	7	\$310,200
Totals	166	\$21,284,435

2.2 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	0	Visits to South Featherston Primary prior to Christmas and Featherston Primary after Xmas are now proposed.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 75/75
Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	100%	Three attacks on pets, one attack on a person, no attacks on stock.

INCIDENTS REPORTED 1 – 31 OCTOBER 17	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	2	1	-
Attack on Person	1	-	-
Attack on Stock	-	-	-
Barking and whining	4	-	2
Lost Dogs	8	3	3
Found Dogs	6	3	1
Rushing Aggressive	1	1	2
Wandering	29	7	12
Welfare	-	-	-
Fouling	-	-	-
Uncontrolled	1	1	1

2.3 Public Places Bylaw 2012 - Stock Control

SERVICE LEVEL – Stock don't wander on roads, farmers are aware of their responsibilities.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls - 2 incidents
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls - 1 incident

INCIDENTS REPORTED	TOTAL 1 JULY 17 – 31 OCTOBER 17
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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	100%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY TO 31 OCTOBER 2017	PREVIOUS YTD 1 JULY TO 31 OCTOBER 2016	PERIOD 1 OCTOBER TO 31 OCTOBER 2017	PREVIOUS PERIOD 1 OCTOBER TO 31 OCTOBER 2016
Total	21	33	8	11

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	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%	22.6%	31 premises are high or medium risk. 7 have been inspected to date. The rest are programmed for a compliance check during the 2017/18 reporting period.
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Group agreement.	100%	-	CLEG has not scheduled any enforcement activity in South Wairarapa to date.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2017 TO 31 OCTOBER 2017	PREVIOUS YTD 1 JULY 2016 TO 31 OCTOBER 2016	PERIOD 1 OCTOBER 2017 TO 31 OCTOBER 2017	PREVIOUS PERIOD 1 OCTOBER 2016 TO 31 OCTOBER 2016
On Licence	11	8	8	4
Off Licence	4	8	2	1
Club Licence	1	3	0	0
Manager's Certificate	40	35	9	4
Special Licence	19	16	10	6
Temporary Authority	0	0	0	0
Total	76	70	29	15

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENTS 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

2.7 Bylaws

Between 1st – 31st October 2017, one notice relating to trees and hedges was issued, three litter and one abandoned vehicle complaint were processed.

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

INFRASTRUCTURE AND SERVICES

1. Group Manager highlights

The last period has seen the weather dry up which has impacted on the various contracts and works being undertaken. Vegetation spraying, road maintenance etc. schedules have commenced as a result of the dryer weather.

One highlight has been the commencement of the wastewater irrigation in Martinborough and as the grass elsewhere starts to dry off it will be good to see the areas irrigated make use of the waste water into a crop of bialgae. Work is still ongoing with the other wastewater plants and the progress toward diverting wastewater out of the rivers is advancing. As the area starts to dry out and the river levels decrease, the clear benefits of this approach is self-evident.

With summer coming and the swimming pools opening, a lot of work has been done to pre-empt the "free pools" and expected increase in patronage. This is along with the general summer ramp up with irrigation and tasks relating to town amenities

The road contract is working well, and reseals should be almost complete by the time this report is tabled. The early start and hot weather will minimize the issues with bleeding and stripping seen elsewhere on the roads. The major rehabilitation contract currently being advertised is combined with Carterton District and should be completed over two years. This will line up with the maintenance contract allowing for more options in the future as well as gaining efficiencies with the two councils over the period.

The above approach has worked well and the recent commencement of footpath work is an example of the longer term (multi-year) contracts starting early and producing savings in unit rates. The Schedules have been received from the community boards and are being developed with costs for new works being calculated.

Work is being undertaken on asset management plans for Waters and Transport in line with the NZTA and LTP timelines as are budgets and other strategic plans such as roughness ratings on the road network.

The three Wairarapa Councils' Water Managers have attended workshops to discuss our roles in managing the region's drinking water quality standards. In conjunction with Wellington Water working together with South Wairarapa and Carterton Districts, a common approach to asset management and reporting is being improved.

On staffing, the new combined councils' Zero Waste Co-ordinator has been busy with works on community engagement and the waste survey. Both Tracy and Mel have now left with both positions having been filled with internal staff. Existing knowledge of Council systems and works will make for an easier transition for the roles.

2. Water supply

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

2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		OCTOBER	YTD	OCTOBER	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		605		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		100%		
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%		98%		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	95%		98%		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.25 per1000 (1 complaints)	1.2 per1000 (5 complaints)	1	4
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.76 per1000 (3 complaint)	1.0 per1000 (4 complaint)	1	1
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0.25 per1000 (1 complaints)	1.0 per1000 (4 complaint)	0	3
Ratepayers and residents satisfied with level of service for water	77%			NRB Survey:	59%
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(10/14) 71%	Median Time 48min	14	26
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	(11/14) 77%	Median Time 3h 17m	14	26
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	(27/44) 61%	Median Time 1h 17min	44	101
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	(31/44) 70%	Median Time 19h 31min	44	101
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	20%	20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		38.5%		

2.2 Water supply capital improvements

2.2.1. Featherston water supply

The remaining subsidy claim has been lodged with the Ministry of Health.

2.2.2 Water reticulation renewal

Tenders for Stage 3 of the trunk main renewal contract from the railway line to the plant close on November 30th and is expected to be let before Christmas. More information will be available for the Council meeting.

2.3 Water treatment plants

The Martinborough plant operated routinely over the period with some replacement of monitoring equipment. The plant is due to have the controller upgraded (existing is obsolete) which will provide improved treatment and bacteriological compliance. The Waiohine plant has been having issues with air as highlighted above, which gives a false reading on the turbidity sensor and interrupts production. This has been covered by storage tank with no interruption of supply.

The extended Waiohine water treatment plant has now been commissioned and is in service for Featherston community. Greytown was supplied from Greytown Bore while a contractor stabilises Bore 1 at Woodside and the latest reports are promising. More information will be available for the Council meeting.

Pirinoa pipeline replacement has completed the 50mm main approximately 300m to improve the failure rate. Connections for the nine individual properties are ongoing but due to finish early in December.

2.4 Water reticulation

There were 50 reticulation repairs reported and rectified during the period.

A large leak on 10 October was caused by a washout of Boar Bush Gully Road. This was isolated and replaced back within the road over two days with a new 40m long section of PE pipe. Pressure fluctuations in the system at the same time are suspected to be the cause of 3 con-current leaks on 11 October. This caused a loss of approximately 500,000L and the contractors worked overnight to repair.

2.5 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by City Care Ltd (CCL) to maintain satisfactory flows. There were 6 accounts for blockage clearing or no water flow for the Moroa network. None were reported for the Longwood network over the period.

3. Waste water

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

3.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		OCTOBER	YTD	OCTOBER	YTD
Number of blockages per 1000 connections	<10	0.49 per 1000 (10 complaint)	6.8 per1000 (28 complaint)	10	28
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	0.97	0.97 per 1000 connections (4 overflow)	0.97 per 1000 connections (4 overflow)
Attendance time: from notification to arrival on site	< 1 Hr	8/12 (67%)	Median Time 50min	12	37
Resolution time: from notification to resolution of fault	< 4 Hrs	8/12 (67%)	Median Time 2h 19m	12	37
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0
No. of complaints per 1000 connections received about sewage odour	< 15	0	0	0	0
No. of complaints per 1000 connections received about sewage systems faults	< 15	0.49per 1000 (2 complaint)	2.19 per 1000 (9 complaint)	4	7
No. of complaints per 1000 connections received about sewage system blockages	< 15	2.44per 1000 (10 complaint)	6.8 per1000 (28 complaint)	6	18
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0	0	0	0
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	12/12 100%	-	12/12 (100%)	88% (22/25)

3.2 Waste water treatment plants

3.2.1. Capital and consents

Featherston Waste Water consent application

The consent application was lodged on 28 February 2017. Greater Wellington Regional Council (GWRC) has responded on the 19 April with an s92 request for information, which the Council replied to at the start of June. Subsequently further questions around stream clarity and land treatment methodologies have been received.

Currently our technical responses to this matter are now with the Regional Council and given the lapse of time it is unlikely that the application will be public notified before the holiday break.

Staged improvements at Martinborough and Greytown WWTPs

At Martinborough irrigation to land has commenced and commissioning is underway. Full completion of all systems, telemetry is not expected before middle December. At the Greytown site, contractual, design and cost

finalisation are under discussion with Water Force NZ and site establishment and site works are anticipated to commence before the holiday break.

3.3 Operational

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

The equipment failure in July at Martinborough is due to be replaced and the plant has returned to normal operation, though the flows are still high compared to the last few years.

3.2.2. Wastewater reticulation

There were 2 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 2017/18	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	55%			NRB survey:	57%
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) 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

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 2017/18	COMPLAINTS		INCIDENTS	
		OCTOBER	YTD	OCTOBER	YTD
Number of communities with recycling centres	6		6		
Volume of waste disposed out of district	Decreasing by 2.5%	Increase of 67% compared to Oct 2016	Current average month increased 41% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

5.2 Waste management

Routine services have been delivered successfully over the period. The recycling centres operated satisfactorily. High quantities of collections have been recorded on the coast with two additional runs required.

6. Land transport

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

6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		SEPTEMBER	YTD	SEPTEMBER	YTD
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%				
Ratepayers and residents fairly/very satisfied with the roads	80%			NRB Survey:	73%
5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%				
The pavement condition index as measured by the NZTA pavement integrity index	95%				
The number of crashes causing injuries is reduced	Group and control average				
The number of fatalities and serious injury crashes on the local road network	<7				
Ratepayers and residents are satisfied with footpaths in the district	70%			NRB Survey:	63%
Availability of footpaths on at least one side of the road down the whole street	88%				
Footpath Condition rating 95% compliant with SWDC AMP Standard	95%				
The % of customer service requests relating to roads and footpaths responded to within 48 hours	95%	36/39 (92%)	115/154 (75%)	39	154
Meet annual plan footpath targets	Yes				

6.2 Roading maintenance – Fulton Hogan

A major upgrade of Give Way and Stop signs within Martinborough has been completed. The pedestrian poles around the Martinborough are programmed for an upgrade to meet appropriate standards.

Bridge and box culvert painting has been completed along Lake Ferry Road.

Rural roadside markers and watertables have been sprayed, and berm mowing will be completed prior to Christmas.

A retaining wall has been completed on Haurangi Road, this was reinstatement following the July 2017 rain event.

Ongoing unsealed road maintenance grading is programmed to meet requirements.

6.3 Other activities

Reseals Contract is 80% complete with 100% completion by early December and works being carried out by Higgins Contractors.

The final stage of Whatarangi Cliffs protection has recommenced, Fulton Hogan have programmed completion prior to Christmas end of December.

A joint South Wairarapa Carterton District Council Sealed Pavement Rehabilitation contract inclusive of Shooting Butts seal extension has been advertised and closes 1st December 2017. The contract is for 2 years.

Fulton Hogan plan to commence the final year of the Footpath renewal contract in December, works in all 3 towns will carry over into the new year.

7. Amenities

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

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

7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Users satisfied with parks and reserves	90%			NRB Survey:	94%
Ratepayers and residents are satisfied with Council playgrounds	80%			NRB Survey:	82%
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	67%				
Occupancy of pensioner housing	94%			Actual:	99.8%
Ratepayers and residents satisfied with town halls	76%			NRB Survey:	74%
Cycle strategy	Developed				
Ratepayers and residents satisfied with public toilet facilities	90%			NRB Survey:	85%
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%			NRB Survey:	91%

7.2 Parks and reserves

Card Reserve in Featherston is busy with summer sport, which includes athletics, touch rugby and a summer soccer league. Other parks and reserves have been busy with events, and many more events are lined up for over the summer.

7.3 Community housing

The Matthews flats have been surveyed for the presence of asbestos prior to plumbing work being carried out in two of the flats. No asbestos was detected. The plumbing repairs will now get underway. One vacant flat is ready to be let, and in the process of going through the waiting list, it was found that a number of people now no longer require accommodation.

7.4 Cemeteries

7.4.1. Purchases of burial plots/niches 10 October to 28 November 2017

	Greytown	Featherston	Martinborough
Niche	1		
In-ground ashes Beam			
Burial plot	1	4	2
Total			

7.4.2. Ashes interments/burials 10 October to 28 November 2017

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

7.5 Events

7.5.1. Featherston

Completed events:

NZ Trio: Exotica and Tapas (part of Kokomai Creative Festival) held Saturday, 14 October 2017 – ANZAC hall, Featherston



The Wine Project & Tell Me My Name (part of Kokomai Creative Festival) held Saturday, 21 October 2017 – ANZAC hall, Featherston



Future events:

Featherston Christmas Parade being held Saturday, 9 December 2017 – Revans, Fitzherbert & Lyon Streets, Featherston

Cross Creek Railway Ride the Rail – Friday Nights, Saturday, Sundays & Public Holidays being held from 22 September 2017 – April 2018



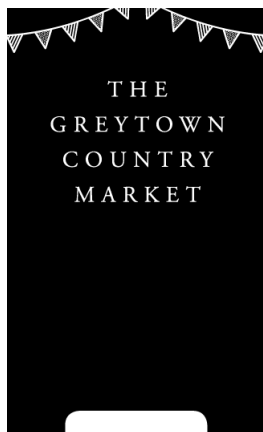
Featherston 1st Fridays being held from 1 December 2017, 5 January, 2 February & 2 March 2017

7.5.2. Greytown

Completed events:

Future events:

The Greytown Country Market being held every third Sunday of the month starting from Sunday, 15 October 2017 through to Sunday, 18 March 2018 – Stella Bull Park, Greytown



Greytown Christmas Market being held Saturday 16 December 2017

Greytown Christmas Parade being held Saturday 16 December 2017

7.5.3. Martinborough

Completed events:

Rotary Martinborough Charity Fun Ride held Sunday 29 October 2017



Friends of Martinborough Library – Family Movie Night held Friday 3 November 2017

Martinborough Community Guy Fawkes Display held Saturday 4 November 2017



Toast Martinborough held Sunday 19 November 2017



Te Heke Tuna Ki Onoke Whanau Day held Saturday, 28 October 2017 at Lake Ferry Reserve

Future events:

Martinborough Madcaps Christmas Parade & Carols in the Park being held Saturday, 16 December 2017

Pick Your Own Lavender being held 6-7 January 2018

Cruise Martinborough being held between 25-28 January 2018, Saturday, 27 January 2018 – Street Show & Shine around the Martinborough Square



Rotary Martinborough Fair being held on Saturday, 3 February and 3 March 2018



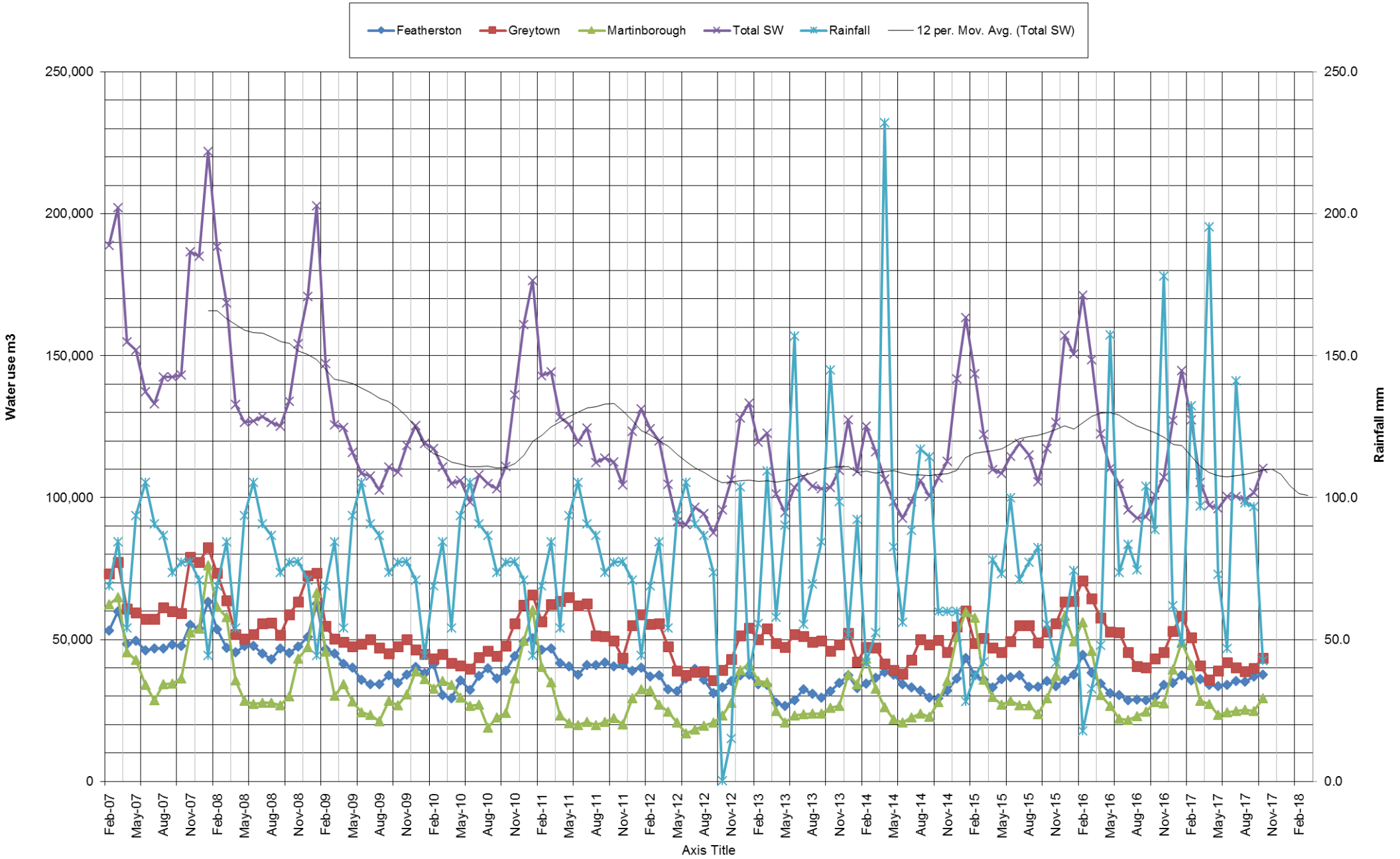
8. Appendices

- 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

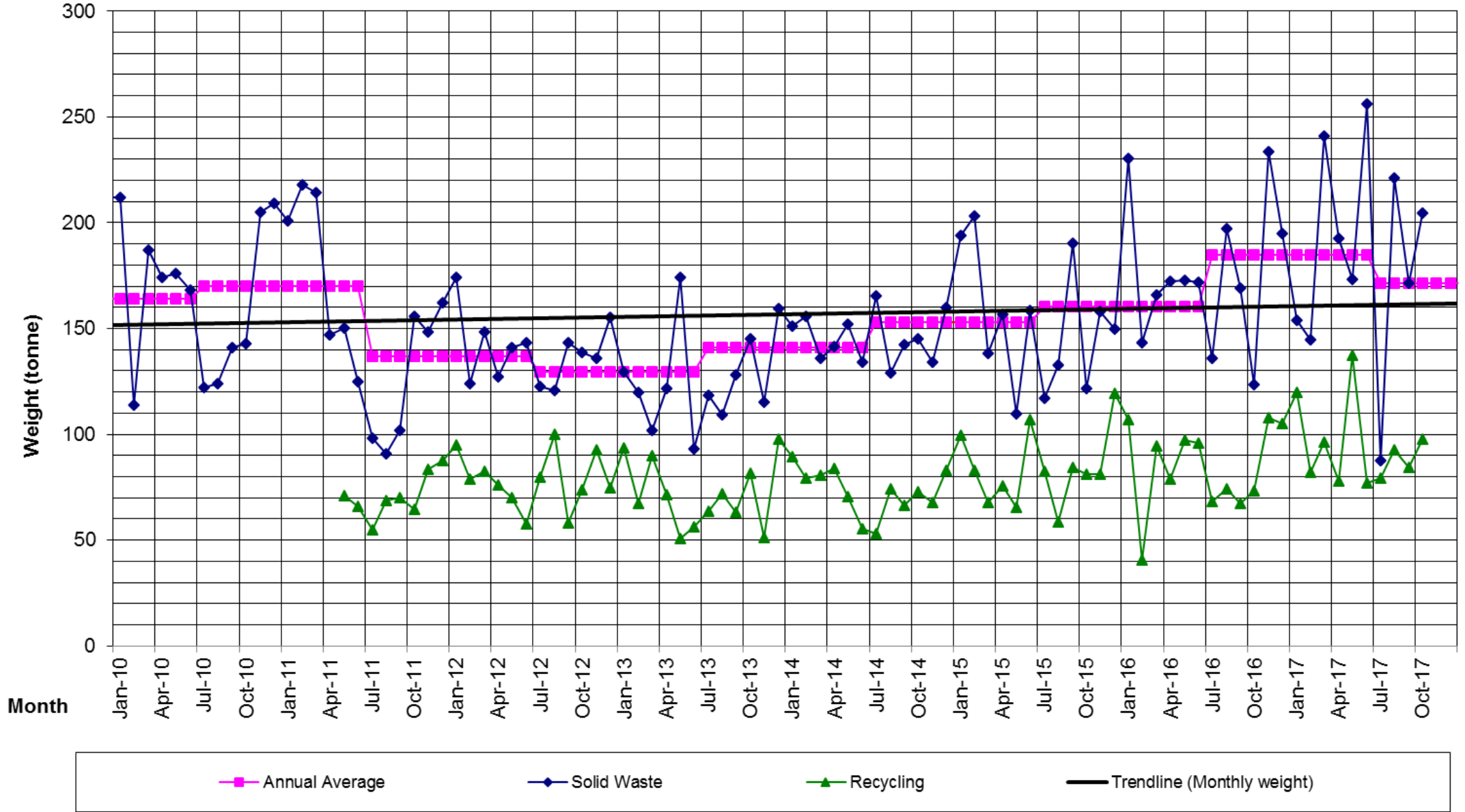
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



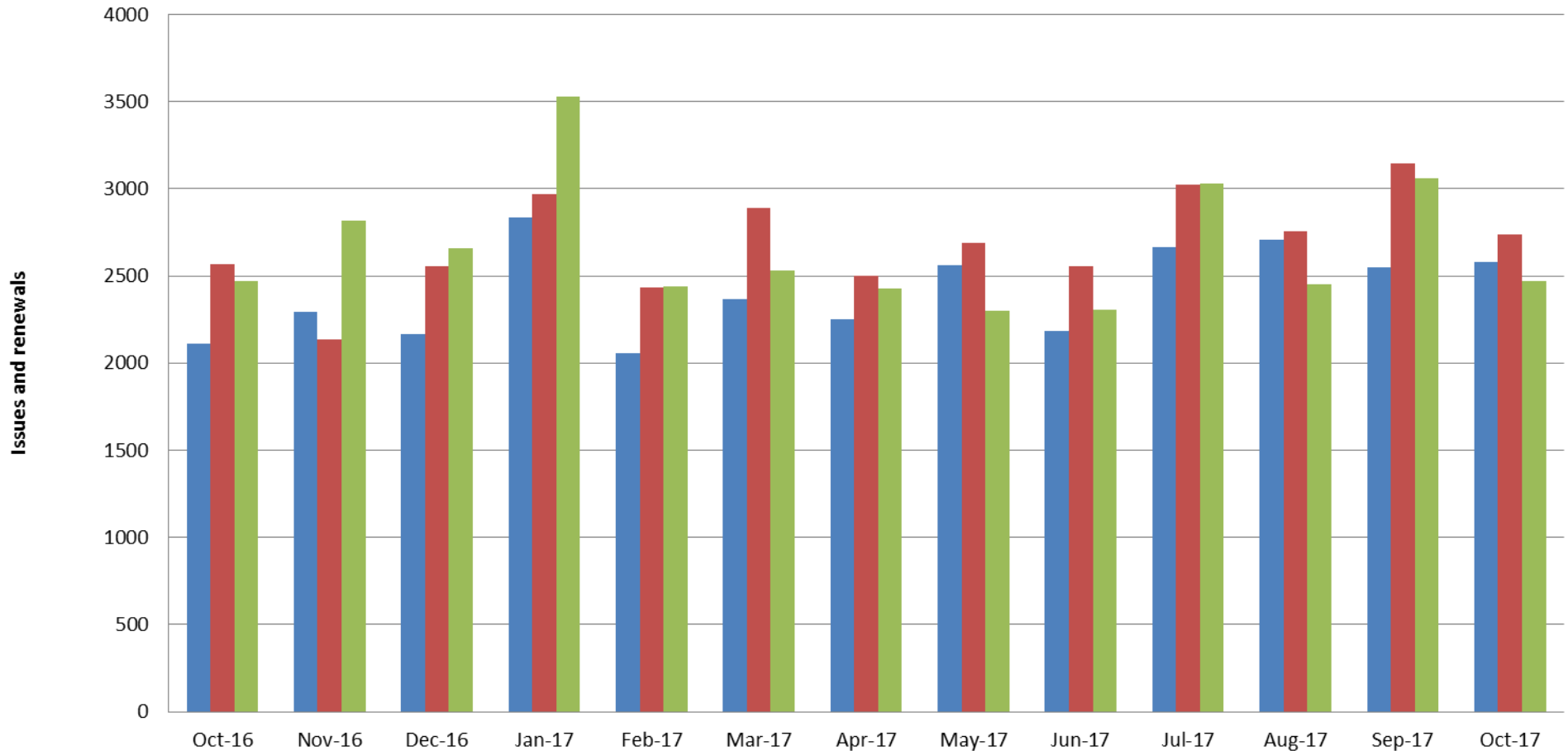
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



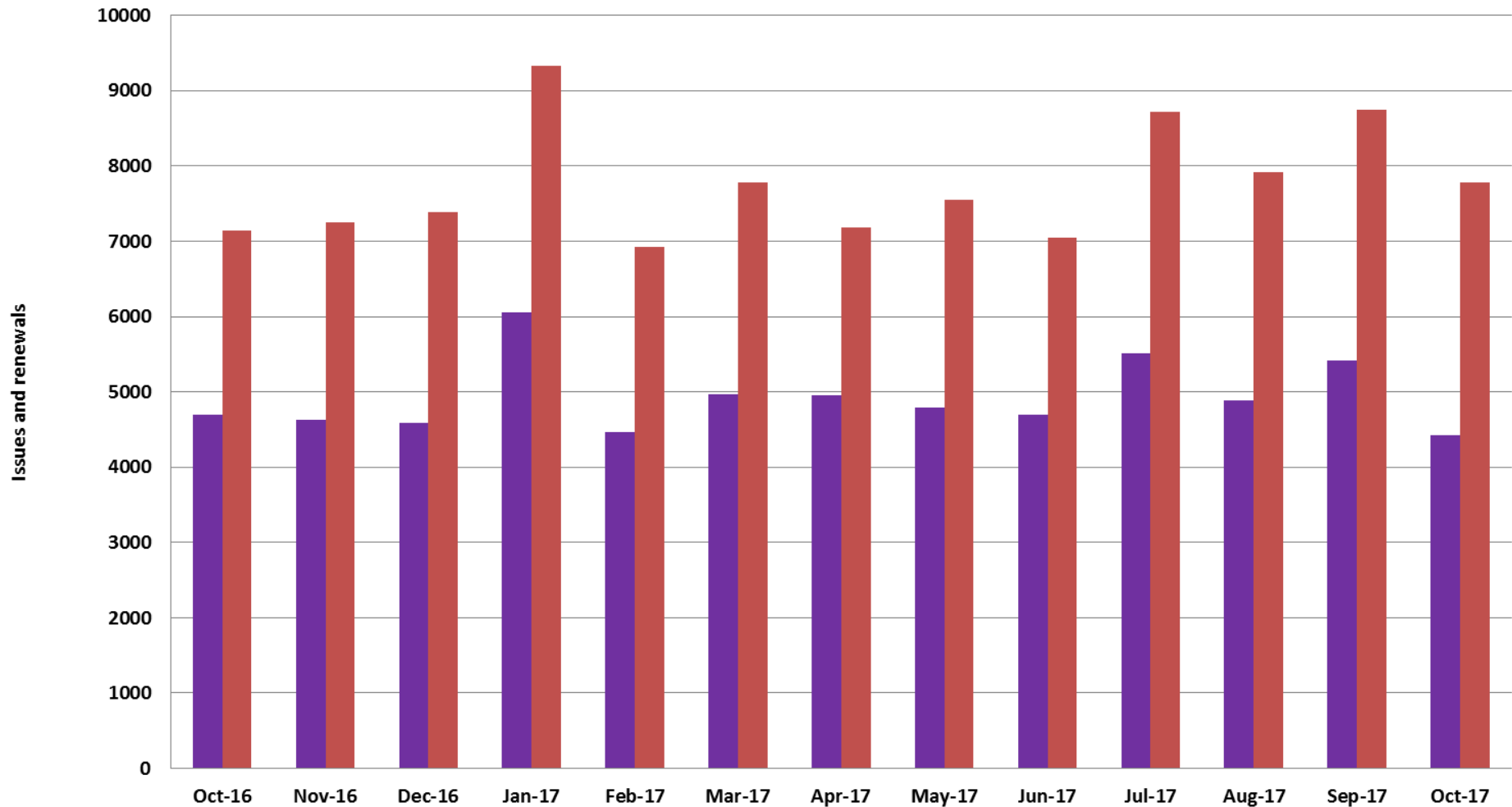
Appendix 3 – Library statistics

South Wairarapa libraries - issues and renewals to October 2017



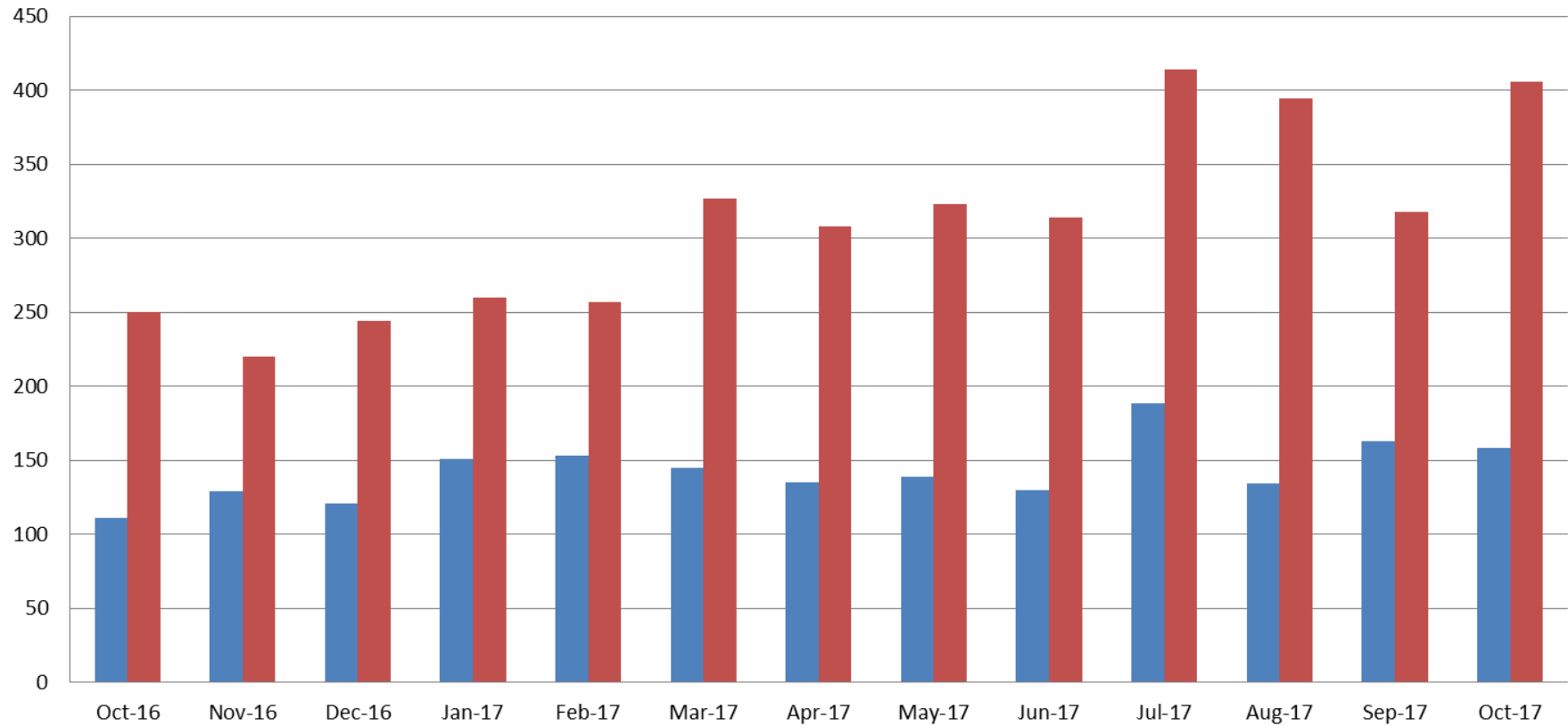
	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17
■ Featherston	2113	2296	2167	2836	2057	2369	2254	2563	2186	2663	2707	2550	2577
■ Greytown	2567	2136	2556	2967	2432	2888	2503	2687	2558	3023	2756	3143	2738
■ Martinborough	2467	2819	2661	3526	2442	2529	2427	2302	2306	3027	2451	3058	2468

Wairarapa Library Service - issues and renewals to October 2017



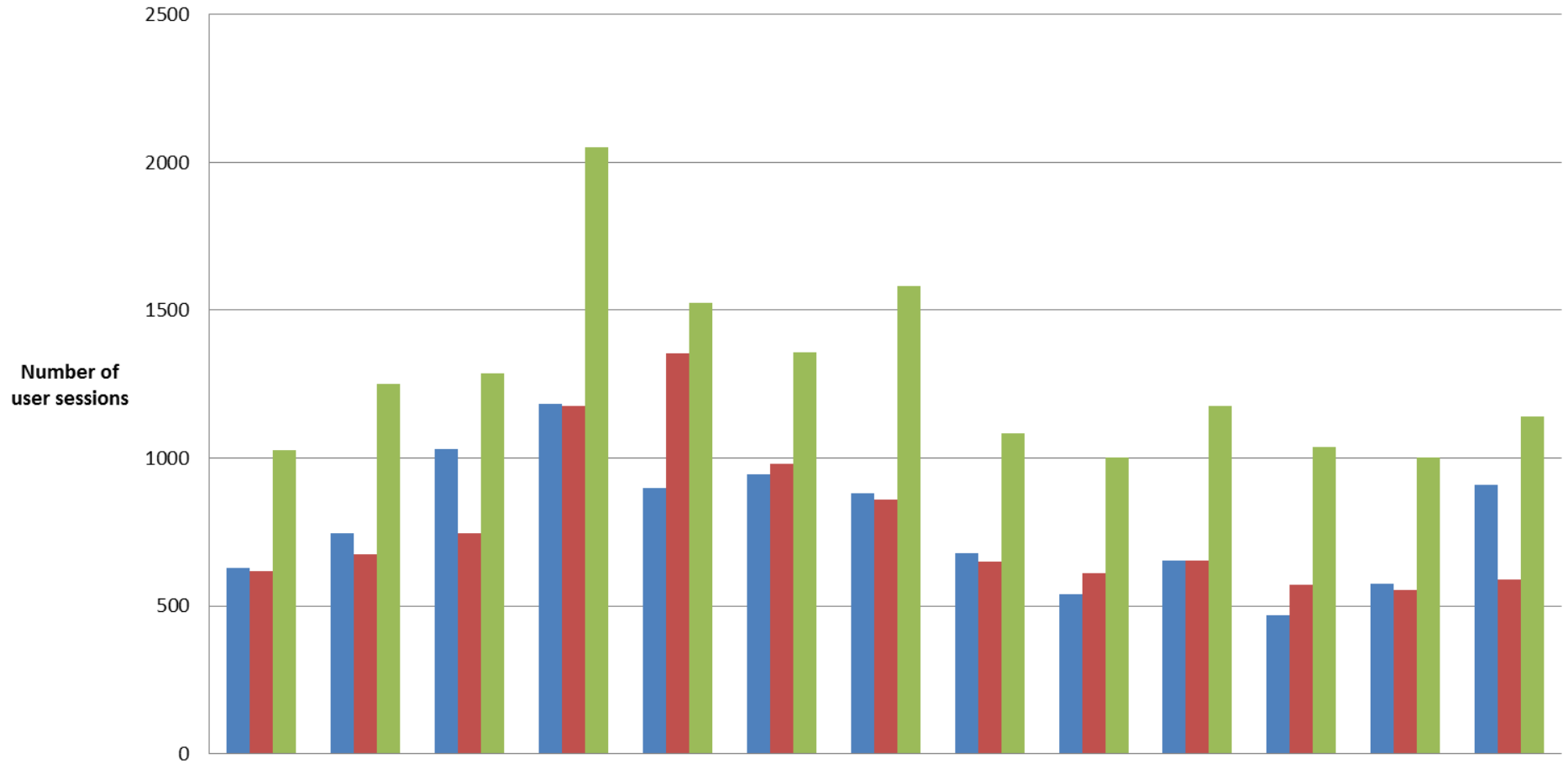
	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17
Carterton	4698	4629	4586	6051	4468	4972	4951	4794	4694	5505	4887	5422	4418
South Wairarapa	7147	7251	7384	9329	6931	7786	7184	7552	7050	8713	7914	8751	7783

Wairarapa Library Service - audio and e-book issues to October 2017



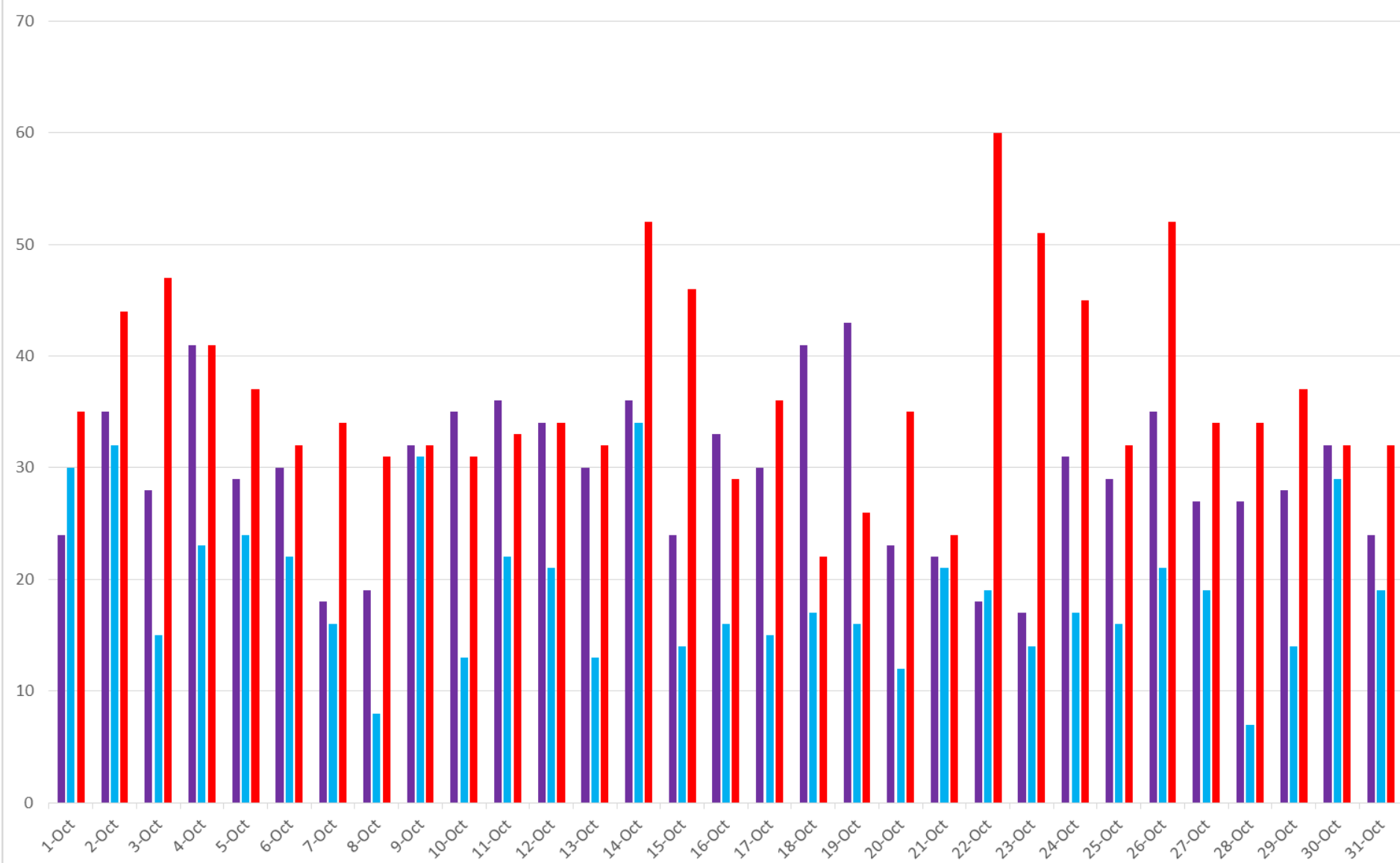
	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17
Audiobooks	111	129	121	151	153	145	135	139	130	188	134	163	158
E-books	250	220	244	260	257	327	308	323	314	414	394	318	406

APNK Wi-fi user sessions to October 2017



	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17
■ Featherston	628	745	1030	1183	900	945	882	678	540	655	469	576	911
■ Greytown	617	675	745	1177	1354	979	861	650	610	653	572	555	590
■ Martinborough	1026	1251	1288	2050	1524	1356	1581	1085	1003	1177	1036	1001	1142

Library wi-fi user sessions October 2017



GREYTOWN COMMUNITY BOARD

31 JANUARY 2018

AGENDA ITEM 7.2

ACTION ITEMS REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the information.*

1. Executive Summary

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

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

2. Appendices

Appendix 1 - Action Items to 31 January 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 31 January 2018

**Greytown Community Board
Action Items
From 22 November 2017**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
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 7-2-17 Still underway 05/12 Genealogists are almost finished with their work, just waiting on final spreadsheet 03/03/17 Genealogists touched base to say they are about two weeks away from being finished with their work. Tirsh and Helen to meet with them when they finish, and then plan the updated signage 24/5/17 Geanealogists' material now ready to be turned into signs as soon as Trish and Helen have time to format the text 05/10/2017 Planned for completion by end of October 09/11/17 Delayed - aiming for completion by Christmas 22/11/17: GCB request that the list be up to date at the time it is published. 10/01/18 In progress, not completed before Christmas because of staff workload

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
							<i>(this action is to remain live until completed)</i>
223	GCB	26-Apr-17	Resolution	GCB	GCB RESOLVED (GCB 2017/31): 1. To receive the Poppy Road Signs Project. 2. To identify possible locations for remembrance as part of the Poppy Road Signs Project. (Moved Hay/Seconded Rainford) Carried	Open	6/6/17: GCB supporting the project and to identify suitable locations 22/11/17: Christine to speak to RSA to see if they were interested in moving the project forward.
401	GCB	19-Jul-17	Resolution	Mark	GCB RESOLVED (GCB 2017/54): 1. To note the existing agreement with CityCare to pay \$120 per month to maintain (planting, weeding and watering) seven wine barrels along Greytown Main Street and that from 17 February 2017 only four barrels remained. 2. To request a credit from CityCare dating from the 17 February 2017 for three barrels per month (two were removed and one replanted with a laurel) and to note that only \$68.56 is approved as an ongoing monthly amount for care of the four remaining barrels. 3. To reject the submitted quote from CityCare for barrel maintenance noting that the new price offered by CityCare represents a 35.24% increase which is unreasonable. (Moved Hay/Seconded Cr Craig) Carried	Actioned	31/07/17 Referred to City Care for comment/action 16/08/17 Still awaiting response from City Care Kyra has been dealing with the financials; GCB has made alternative arrangements - need to discuss with Paul as he followed up the commboard unsure of result - kyra
497	GCB	30-Aug-17	Resolution	Mark	GCB RESOLVED (GCB 2017/67): 1. That a credit of \$205.76 be requested from City Care due to overcharging of the water barrelling agreement and that the Greytown Community Board do not want City Care to continue with watering the barrels. 2. To remove the City Care barrel watering commitment of \$800. 3. Add a commitment of \$170 per month for watering the town barrels payable to Greytown	Actioned	Kyra now dealing with (early years commitment in for fin year) working with Paul to sort the City care issue - kyra

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					Early Years. (Moved Cr Hay/Seconded Craig) Carried		
507	GCB	30-Aug-17	Action	Leigh Hay	Review and discuss with Council's Amenities Manager the Stella Bull Park Management Plan alongside the Lions proposal to build a two seater heritage style swing and convey a decision to the Greytown Lions	Open	
600	GCB	11-Oct-17	Resolution	Paul	GCB RESOLVED (GCB 2017/83): 1. To receive the Notice of Motion submitted by Mike Gray requesting support of the establishment of a Greytown Emergency Preparedness Liaison Group. 2. To defer consideration of the notice of motion until after a Greytown Community Board workshop and subsequent report back to the January 2018 meeting. (Moved Hay/Seconded Rainford) Carried	Open	
601	GCB	11-Oct-17	Resolution	Jennie/Helen	GCB RESOLVED (GCB 2017/84): 1. To receive the Chairperson's Report. (Moved Hay/Seconded Gray) Carried 2. To approve \$500 for Leigh Hay's travel costs to attend the award dinner for NZ's most beautiful towns in Hawkes Bay in October 2017. (Moved Rainford/Seconded Gray) Carried 3. To receive the Greytown Early Years report and approve a cost of \$538 plus GST from the beautification budget, for the purchase and transport costs of a bench seat; J Mitchell (Moved Hay/Seconded Rainford) Carried 4. To receive the St John's 3 seater bench report and approve a cost of \$718.10 plus GST from the beautification budget, for the purchase and transport costs of a bench seat; J Mitchell (Moved Hay/Seconded Rainford) Carried	Open	1 to 5 Actioned. 9/11 Have been working on Stella Bull powerbox with Dave Patten as we need to separate the power supply for the park lighting and the sculpture as well as the new outdoor powerbox from the power supply for the Old Library so that the Design Library doesn't end up paying for all the power. Waiting on pricing - hope to get done by Christmas 7/12 Chasing up pricing for power box

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					5. To approve a cost of up to \$1,500 for purchase of wine barrels and plants from the beautification budget. (Moved Hay/Seconded Cr Ammunson) Carried 6. To receive the Stella Bull Management Plan report and as per the Management Plan request Council install a powerbox to the rear of the old library for use on market days and festivals. (Moved Hay/Seconded Rainford) Carried		
653	GCB	11-Oct-17	Action	Paul	Arrange for Jeremy Holmes, WREMO, to attend the Community Board workshop to discuss community hubs	Open	
694	GCB	22-Nov-17	Resolution	Mark	GCB RESOLVED (GCB 2017/90): 1. Receive the Greytown School Students' Suggestions for Kowhai Reserve Report. 2. To support the installation of rubbish bins, trees and plants, bird feeders and a lime path at Kowhai Reserve. 3. That in recognition of Room 6 of Greytown School 2017 and their environmental project, to erect a plaque commemorating the initiative (Moved Hay/Seconded Cr Craig) Carried	Open	(plaque GCB) 7/12 Layout plan received from school - to City Care and roading team for pricing of elements
697	GCB	22-Nov-17	Resolution	Jennie	GCB RESOLVED (GCB 2017/93): 1. To receive the Applications for Financial Assistance Report. 2. To grant Greytown Rotary \$350 to assist with the costs associated with the Greytown Christmas Parade and Christmas Market. (Moved Stevenson/Seconded Hay) Carried 3. To grant Snita Ahir-Knight, payable on invoice to the Red Cross, \$655.22 plus GST to pay a one-third cost for 20 Greytown residents to attend a Red Cross psychological first aid course in order to build capacity support to help people after a disaster on the condition that the application was resubmitted on the	Actioned	28/11/17: Recipients advised - note kyra: added to commitments

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					correct form within 14 days. (Moved Hay/Seconded Rainford) Carried		
699	GCB	22-Nov-17	Resolution	Jennie	GCB RESOLVED (GCB 2017/95): 1. To receive the Chairperson's Reports. (Moved Hay/Seconded Cr Craig) Carried 2. To approve a cost of \$195 plus GST for the installation of Town Hall Christmas decorations and refreshment of ribbons. 3. To approve a cost of up to \$3,000 plus GST for promotional material. 4. To approve a cost of up to \$595 plus GST for installation of flags including traffic management plan. 5. To approve a cost of up to \$500 plus GST for a community event to celebrate the win for Best Town. 6. To approve a cost of 2 x \$288.89 for purchase of bench plaques. (Moved Hay/Seconded Rainford) Carried	Actioned	note kyra: have added to commitments
700	GCB	22-Nov-17	Resolution	Jennie	GCB RESOLVED (GCB 2017/96): 1. To receive the information. 2. To approve a cost of up to \$1,000 plus GST for promotion and support of the hub and civil defence initiatives to promote public awareness in Greytown. (Moved Hay/Seconded Stevenson) Carried	Actioned	note kyra: have added to commitments
703	GCB	22-Nov-17	Action	Mark	Forward Suzanne Fryer a list of streets recommended for speed reduction along with findings	Open	
704	GCB	22-Nov-17	Action	Paul	Write a letter of support for the Kuranui College one-stop-shop social support services initiative	Actioned	
705	GCB	22-Nov-17	Action	Murray	Seek legal advice on whether trees can be protected if the tree is important or has an historical association without land owner's permission	Actioned	A tree can be listed without owner approval, however Council has agreed that the preference is to only list trees that have landowner approval unless the tree is

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
							of such significance that it should be protected. For a tree to be listed without landowner approval the tree has to have significant merit historically, botanically or as a local amenity.
706	GCB	22-Nov-17	Action	Leigh Hay	Liaise with the Menz Shed to see if they are able to build a 'peace seat' for Kowhai Reserve	Open	
707	GCB	22-Nov-17	Action	Paul	Write and thank Room 6 of Greytown School for their contribution asking that they provide suggestions of where a lime path should be located	Actioned	
708	GCB	22-Nov-17	Action	Mark	Liaise with the Tree Advisory Group and Room 6 of Greytown School for a tree and plant recommendation for Kowhai Reserve and involve students in the planting	Open	7/12 Info to be forwarded to TAG
709	GCB	22-Nov-17	Action	Jennie	Review whether the Local Government Levy should be charged to governance as opposed to community boards	Actioned	Response sent to Leigh Hay 20.12.17. Propose this remains a Community Board cost.
710	GCB	22-Nov-17	Action	Paul	Place the Greytown inflatable slide ownership advice note on file	Actioned	

GREYTOWN COMMUNITY BOARD

31 JANUARY 2018

AGENDA ITEM 7.3

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statement for the 17/18 year.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2017 – 31 December 2017.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2017 – 31 December 2017 is attached in Appendix 1. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

2. Appendices

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

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

**Appendix 1 – Income and
Expenditure Statement for
the period 1 July 2017 – 31
December 2017**

Greytown Community Board		
Income & Expenditure to 31 December 2017		
	<u>INCOME</u>	
	Balance 1 July 2017	12,245.47
	Annual Plan 2017/18	26,868.00
29/09/2017	GREYTOWN TRUST LANDS GTOWN SLI	652.17
2/10/2017	SW ROTARY WATERSLIDE	652.17
	TOTAL INCOME	40,417.81
	<u>EXPENDITURE</u>	
	Members' Salaries	7,857.10
	Mileage reimbursements	642.13
	Total Personnel Costs	7,857.10
28/09/2017	Pinter inks - Leigh Hay	154.99
7/09/2017	AP Local Governmen Annual CBD levy 2017/18	216.67
24/10/2017	AP OfficeMax New Z Stationery etc	19.20
6/11/2017	AP OfficeMax New Z Stationery etc	4.34
30/11/2017	Most Beautiful Town - L Hay	292.54
7/12/2017	AP Greytown Early Barrels - Gtn Oct-Dec 2017	510.00
31/12/2017	Credit Citycare watering barrels	-205.76
	Total General Expenses	991.98
31/08/2017	AP Greytown Trails Grant-maintain Gtn rail trail/promotion	1,000.00
31/08/2017	AP Wairarapa U13 b GCB grant-attending Hockey tournament in	500.00
	Total Grants	1,500.00
	TOTAL EXPENDITURE	10,349.08
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	30,068.73
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2018	8,056.90
	Remove Old Welcome to Greytown Signs	1,000.00
	Resource Consent for Barrels	360.00
	Inflatable Slide	2,000.00
	Local Government annual CBD levy 2017/18	216.67
	Greytown early Years - watering town barrels	1,020.00
	Greytown Rotary - Christmas Parade and Market	350.00
	Red Cross - Snita Ahir-Knight-first aid course disaster recovery	655.20
	Installation of Town Hall Christmas decorations and refreshment of ribbons	195.00
	Promotional material	3,000.00
	Installation of flags including traffic management plan	500.00
	Community event to celebrate the win for Best Town	500.00
	Bench plaques	288.89
	Promotion and support of the hub and civil defence initiatives to promote public awareness	1,000.00
	Total Commitments	19,142.66
	add back Mileage not budgeted for as decision by remuneration authority not made when AP finalised	642.13
	BALANCE TO CARRY FORWARD	11,568.20

Greytown Beautification budget		
Budget		
2013/2014		10,300.00
2014/2015		10,000.00
2015/2016		10,220.00
2016/2017		10,460.00
2017/2018		10,710.00
Total Budget		51,690.00
17/18 expenditure		
12/11/2017	AP Design Warehouse GCB - 2 & 3 seater bench seats (outdoor)	1,207.13
11/11/2017	AP Farmlands Tui potting mix GCB	83.83
13/11/2017	AP Farmlands Tui potting mix GCB	- 41.91
12/11/2017	AP Lansdowne Nurse Herbs-singles	30.00
31/10/2017	AP Leafland Prunus lusitanica x 4	432.00
30/11/2017	AP The Sign Factor Banner PVC, banner mesh & corefluet sign	833.99
30/11/2017	AP Lamb-Peters Pri 2000 DL rack cards-Most Beautiful Town	329.00
30/11/2017	AP Lamb-Peters Pri Window/bus labels - Most Beautiful Town	359.00
30/11/2017	AP Lamb-Peters Pri Posters-Most Beautiful Town	70.00
16/17 expenditure		
	Flag makers GTN branded flags	1,498.54
	Leafland plants for wine barrels	1,836.00
	Power services	595.00
	Farmlands	252.00
	Lamb-Peters wine barrel stencils etc.	287.00
	Lansdown nursery - herb plants	105.00
15/16 expenditure		
	Marks signs	380.00
14/15 expenditure		
	City care - entrance way project	8,716.72
	City care - entrance way project	1,953.83
13/14 expenditure		
	City care	1,106.80
Total Expenditure		20,033.93
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE		31,656.07
<u>LESS: COMMITMENTS</u>		
	C Turvey 3D Designs - options welcome to Greytown signs - balance remaining	1,166.01
	Barrels and plants - balance remaining	238.08
Total Commitments		1,404.09
BALANCE TO CARRY FORWARD		30,251.98

GREYTOWN COMMUNITY BOARD

31 JANUARY 2018

AGENDA ITEM 7.4

APPLICATIONS FOR FINANCIAL ASSISTANCE

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Consider the application from The Anglican Parish of St Lukes Greytown against the grant criteria and consider allocating the requested \$750 to assist with the costs associated with designing a cable bracing system for the St Luke's protected gum tree.*
3. *Consider the application from Cobblestones Museum against the grant criteria and consider allocating the requested \$487 excl GST to pay for totara boards to display signage.*

1. Executive Summary

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

Applications will be provided to members in confidence.

2. Criteria

The criteria of the grant are:

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

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, have relevance to the Community and do not qualify for Creative Communities New Zealand funding.

2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.
3. An accountability in report form (form will be supplied), together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).

3. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
The Anglican Parish of St Lukes Greytown	No outstanding accountability forms
Cobblestones Museum	No outstanding accountability forms - Attached in Appendix 1

4. Appendices

Appendix 1 – Cobblestones Museum Accountability Report

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

Appendix 1 – Cobblestones Museum Accountability Report



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

1. Name of Organisation	Cobblestones Museum
2. Project Name	Museum Shop Sign
3. Date of Project	May 2017
4. Amount received from the Greytown Community Board	\$ 500.00

5. Provide details of the project

Cobblestones Museum is entirely run by volunteers and we rely on grants, income from visitor (door sales) and sales from our shop to operate. As part of a review looking at how we can increase awareness of our shop and therefore increase sales it was agreed that a sign for the shop was needed. This was done in strict accordance with council guidelines (and did not require resource consent). The total cost for the sign (printed locally) and the stand it sits on was \$500.

This project is part of a larger project to improve the visibility & attractiveness of the museum and the village and grounds.



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

Yes it was used exactly as per our submission

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

Cobblestones Museum is a significant asset to our community and attracts locals and visitors alike. It is great community and educational asset to Greytown and the wider Wairarapa region.

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).

Any enhancement to Cobblestones Museum is a benefit for all the Greytown Community and we hope that this sign may not only attract more visitors to our museum shop but also to the museum as well.

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

Tourism and Museum sector.



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

Ongoing awareness of Cobblestones Museum

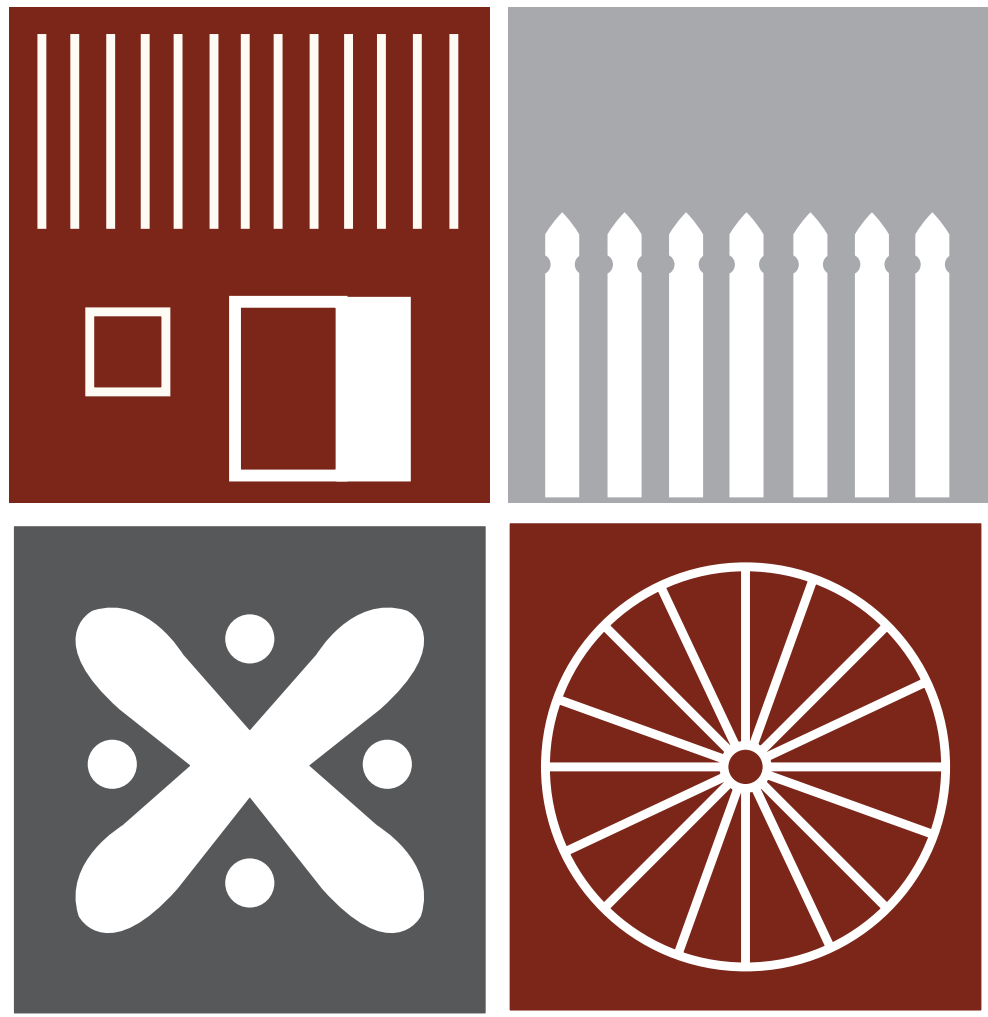
11. Was your application a one-off application or do you see the need for further funding in the future? Which other organisations supported you in your project?

GCB was the sole supporter for this project however we have a large number of ongoing projects where we require funding which we seek from local council, GCB and other funders as required.

Receipts: I have attached receipt

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.



museum shop

www.cobblestonesmuseum.org.nz

MEMBER REPORT
For Featherston, Greytown & Martinborough
Community Board Meetings
31 January 2018

Member Name	Robyn Ramsden Featherston Community Board
Group Name	Wairarapa Library Service
Group Members	Councillor Pam Colenso - SWDC Robyn Ramsden - SWDC Featherston Community Board Helen McNaught - SWDC Amenities Manager Councillor Ruth Carter - CDC Councillor Tracey O'Callaghan - CDC Anne Hughes - Carterton District Library Manager
Meeting Date	12 December 2017
Key issues from meeting	<ol style="list-style-type: none"> 1. South Wairarapa head librarians now meeting regularly with the Carterton District Library Manager. 2. There are still questions of concern around the unattended child policy. 3. Some processes around adding books to the database need addressing.
Specific item/s for Community Board consideration	None.
General	We wrapped up a successful year with lunch at a local Greytown Cafe. The group is feeling positive about moving forward into 2018.

MEMBER REPORT
for
Greytown Community Board Meeting
31st January 2018

Member Name	Mike Gray
Group Name	CB Clinics – Dec 17 and Jan 18
Meeting Date	Ist Sat of each month
Key issues from meeting	Lack of `interest` by community?
Specific item/s for Community Board consideration	Better ways to involve community. A sign could be made and displayed outside Town Centre on Friday preceding, and Saturday concerned.
General	

MEMBER REPORT

for

Greytown Community Board Meeting 31st January 2018

Member Name	Mike Gray
Group Name	Emergency Management
Meeting Date	To be re-arranged (was 24 th Jan)
Key issues from meeting	Plans for Activation – 18 th March
Specific item/s for Community Board consideration	Verbal report will be provided.
General	

MEMBER REPORT
for
Greytown Community Board Meeting
31st January 2018

Member Name	Mike Gray
Group Name	Tree Advisory Group (TAG)
Meeting Date	Awaiting TAG
Key issues from meeting	Clarification required re new trees to be incorporated in Protected Trees Register
Specific item/s for Community Board consideration	Await outcome of TAG decisions
General	

24 November 2017

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

Dear Chair

Please find enclosed a copy of the latest *Voice* newsletter from the team at Victim Support.

This quarter's edition discusses a topic which is a very sad reality, and particularly over the summer holidays. Road accidents.

None of us want to see anyone hurt or killed on the roads this summer, not one. But the unavoidable reality is that sometimes things go wrong. In fact, it's believed that 2017 is on track to finish with the worst road toll since at least 2010.

When the worst does happen, the media will update us on the road toll. But at Victim Support we know that behind every one of those statistics is a family and community devastated. A serious vehicle accident can cause grief, suffering, and turmoil for many. Lives turned upside down for parents, children, brothers, sisters, grandparents, friends, colleagues and witnesses alike.

On top of the shock and grief, there are practical and legal challenges that most of us would never think of until it happens to us. There might be insurers, emergency services, and investigators to deal with and funerals to organise. There may be a lengthy justice process to go through, with victims reliving the horrible incident in front of Police or a judge as part of the long process of piecing together what actually happened. And there may be families temporarily split to be with a loved one in hospital, possibly far away, long rehabilitation, and financial pressures.

While no one can ever undo the loss or trauma of a serious vehicle accident, Victim Support can be there for those affected in their time of need. And they might need someone to be there for months or more, as we help them through what might well be the toughest time of their life.

"These can be very challenging situations, but being there from the start really showed someone cared.... I can't fix what's happened to people, but I can help them through."

Stephen – volunteer Support Worker.

As a friend of Victim Support, we hope you'll take a few moments to read about the work we do in this issue of our quarterly newsletter *Voice*. You can read about some of the experiences of Pahia based volunteer Support Worker, Stephen, and how we've helped a mother to get by, day by day, after losing her son in a road accident.

In the last year, Victim Support has been there for 2,241 people following a fatal vehicle collision and 1,136 people after a vehicle collision. And we'll continue to be there.

If you would like additional copies of *Voice* for display or have any queries or feedback, please contact us at info@victimsupport.org.nz or on 04 474 9460.

Thank you for your ongoing support. Our work really does make a difference in people's lives.



Kevin Tso
Chief Executive





Beyond the ROAD TOLL

Wherever we are needed we'll be there

This summer families will be loading 'everything but the kitchen sink' into their cars, and hitting the road for their summer holiday. Tourists will be in their campervans and enjoying this great country of ours. And plenty of us will be going about our normal everyday business, getting from A to B.

We'll all have the same thing in common. Getting up in the morning to go where we have to, or want to go. No-one has an expectation that things will go wrong.

But tragically, for a small portion of us out there this summer, tragedy will strike on our roads. When it does, Victim Support will be there straight away to support the family and others affected.

Throughout summer, the media will focus on the road toll, reporting the incidents and talking numbers. What it may not show, is what Victim Support sees. The devastation befalling a family following incidents on our roads.

No-one wants any deaths and injuries on our roads and nobody's family deserves to suffer from it, but when an accident does happen, many can feel it's impacts. Friends, families, loved ones, witnesses, and even those first on the scene.

We supported...

1,136

after a vehicle collision



2,241

after a fatal vehicle collision

July 16/June 17

We all deal with trauma or the stress of an incident differently. Some need someone to talk to. Others need practical help to deal with Police and emergency services, ACC, insurance, or organising emergency accommodation, supplies, or a funeral.

Victim Support is often contacted immediately after a road accident, and requested to support the victims – be it those involved, family, friends, or witnesses. We might have to go to the hospital, the morgue, the family home, a relative's home, or even the scene. We might have to travel at night, or miles from home if the accident is in a more remote area. Wherever we are needed, we'll be there.

But while the media has moved on, lives are in turmoil. Families can be devastated, left without income, or travelling back and forth to a parent or child in hospital miles from home. There may be months or even years of rehabilitation for the injured.

So, behind every statistic are many lives that will never be the same. We are here to support people through this. We can't take the grief away, but we can help people to cope and get through it.

We're here to help wherever we're needed, from the point of crisis, through grief, navigation of the justice system and beyond.

GOOD LUCK ISAAC

In December, 24 year-old Isaac Giesen from Christchurch, will row solo across the Atlantic to raise funds for charity, including Victim Support.



The row is considered one of the world's most intense physical challenges, and he'll face up to 90 days alone at sea. His motivation for the event is to raise \$1m for depression and suicide awareness in New Zealand, after losing an aunt and two close friends to suicide.

Our best wishes Isaac, go hard and stay safe.

You can donate to support Isaac's campaign at www.theblueroar.com



From Kevin's desk

Here we are already, in the tail end of the year.

You may find it repetitive to hear we're busy – but we are, constantly. Busy because demand for our services is increasing, and busy because, as a charity dependent on external funding and our own fundraising, never enough resources, human and financial.

So firstly, I'd like to give enormous thanks and praise to our tremendous volunteers out providing front line services. Some travel very far or at night, or both, to support people in their homes, at the

scene, the hospital, or wherever we are needed. You are the heart of our service, and those in need are fortunate to have you there for them.

Secondly, all our staff should take a bow. All staff involved in our service delivery do a tremendous job, all with the objective of ensuring our support to victims fully meets their needs. And in the background, our National Office teams ensure we have as much capability as possible, fundraise, and ensure we meet all financial, regulatory, and funding obligations. Our teams regularly go over and beyond to 'make it all happen', and for that, I'm very thankful and grateful.

With the holiday season upcoming, we know that we will continue to be busy. Sadly, there will be accidents on our roads, there will be holiday tragedies, family violence, sexual violence, assaults, burglaries, sudden deaths, and more.

While we all absolutely wish this was not the case, years of statistics will indicate otherwise.

As always, we won't close. Our Contact Service will be open around the clock every single day, to take the calls and allocate a Support Worker to each incident. Support Workers will be on roster, ready, willing and able to commence support. Staff will be here making sure everything is working well.

Together, we're Victim Support and we're here for victims when they need us, from crisis, through recovery and justice, no matter when, no matter where. It's important work and it makes a difference in people's lives at possibly the worst time of their life.

My best wishes for the holiday season, and please take care out there.

Ngā mihi
Kevin Tso, Chief Executive

VOLUNTEER PROFILE – NORTHLAND'S STEPHEN WARD



Northland's volunteer Support Worker Stephen Ward had a long career in apparel and IT management before he and his wife left Auckland to settle in Paihia.

While being a dear friend and supporting an elderly couple, he met long-time Northland Victim Support Chair and national Board member, Pat Davis. Pat introduced Stephen to Victim Support and the rest, is history.

Keen to support people and gain as much experience as possible, Stephen's been regularly rostered on.

He's supported victims from all sorts of incidents and feels our one on one support shows that someone cares. "I'm meeting some beautiful people that I'd probably never meet, but it's in the worst

situations. The incident is the incident, but the person in front of me never deserved or expected it. So, I'm here to help and do what I can to support their needs," he said.

"I'd really enjoyed my career's people focus and loved training and empowering people. Troubleshooting and managing challenging situations is second nature to me, so I think my background has actually provided a really useful foundation for my support work, and I'd have to say, it almost feels like it's been the training to lead me here," said Stephen.

"Friends say they couldn't do this work. Well, it isn't for everyone. You have to have a passion for people to keep giving back, and the ability to detach, to have empathy but to focus on what the person in front of you needs. I sit, think, really feel for them, but focus on what I need to do, it's a structured approach."

"I've been to a family home after a suicide, with the person so utterly traumatised she couldn't remember her name or phone number. I've sat for five hours with an elderly woman while she waited for her son to fly in. She'd just lost her husband and had no friends or family nearby and she needed someone to be there," he said.

Some incidents, like road accidents can affect so many people, and have logistical

complexities. In such a case, Stephen accompanied Police to the family home when they received the devastating news, to be there for the victims. "These can be very challenging situations, but being there from the start really showed someone cared."

Asked what impact being a Support Worker has on him, Stephen believes his work has changed him. He has more empathy for others, and listens, really listens, so much more. "As a bloke, we like to fix things but in this role I can't fix what's happened to people, but I can help them through. And people I'd never normally meet take you in and accept you, it's quite humbling really. It's so rewarding to be giving something back to people."

"Stephen's commitment, professional and structured approach make him a terrific volunteer Support Worker. He's so instinctive, relating to people very easily, we're lucky to have him join our team," said local Victim Support Service Co-ordinator, Maggie Maihi.

When he's not out on support work, Stephen keeps himself busy with a bit of power lifting and light running, but loves to get into the garage to make things. He's currently making wooden trucks and trains to give to foster children, further supporting those in Northland that need a hand.

DAY BY DAY

People often say to Adalene they are surprised that she is so strong. But to Adalene, it's just how she's going, how she's feeling. She's just coping day by day, and that's enough for now.

Adalene tragically lost her oldest child, her son, in a vehicle accident earlier this year.

The accident happened in the next town, and a family member came to her home to tell her there had been an accident. They both rushed to the site, which was a busy blocked-off scene with emergency services everywhere, and Adalene's son had already been flown to hospital. He was one of several in the vehicle and tragically, another family lost their son that day too.

Victim Support contacted Adalene to provide support, and continues to do so. "My son is my eldest and I have other children at home. The Support Worker made home visits and took the time to meet us all, understand us and find out if there was anything that they needed and how we can help them as well, because they have a different way of dealing



with their emotions," said Adalene. "The support's been very good, and really practical," she said.

"It's been good to have the one-on-one support. I know I can ring any time and talk to my Support Worker. I've rung any time of the day, and sometimes after hours. She's arranged counselling with a Grief Counsellor for me too, I've needed that from the beginning," she said.

Adalene finds the fact the support is independent, really useful. "For me, I'm glad to have the support, I'll do whatever it takes to talk and get through. I found I could open up about a lot of things, and talk through my feelings and emotions, things maybe I wouldn't say to my family."

A road accident changes people's lives in an instant. It can turn a regular journey or the start of a holiday, into a living nightmare, leaving a large hole in people's lives and hearts which can take a long time to get through, and may never repair.

As Adalene says, "People might say to just get over it. I might be able to move forward one day, but for now, I just cope day by day."

Congratulations Jim!



Blenheim's Jim Thomas was given a Civic Honour by Mayor John Leggett at the Marlborough District Council recently.

Jim has been very active in his community for decades in addition to his sixteen plus

years as a Victim Support volunteer. During this time he's carried out leadership roles in the Marlborough LGC, been a Service Co-ordinator and is a volunteer Support Worker and mentor for others. "I've known Jim a very long time, and am so pleased his commitment to Victim Support, and indeed his other community work, has been recognised in this way, he's such a great asset to the region," said Canterbury/Tasman Area Manager, April Marshall.

Congratulations Jim, on your very well-deserved Civic Honour.

THEY RAN FOR US!

Twenty-nine people laced up their running shoes, donned their Team Victim Support tops, and took on the ASB Auckland Marathon in late October, raising nearly \$25,000!

Two ran the marathon, while the rest ran or walked the half, with several first-timers! The day was perfect, and fun was had by all.

Our Northern Fundraiser Robyn Scurrah organised the team and ran the half marathon, joined by GM Fundraising & Communications, Cam Cotter. Our participation wouldn't have been possible without our generous sponsors, thank you everyone.

Next up, we'll have a team of runners in Wellington's CIGNA Round the Bays this February – proudly supported by our team sponsor Find Recruitment. There's walks and runs for all, from the 6.5km fun run and walk right up to the half marathon. If you'd like to join Team Victim Support as a walker or runner for this popular Wellington waterfront event, we'd love to have you on the team! Email events@victimsupport.org.nz to find out more.



THANK YOU Toll Global!

Earlier this year we signed a partnership agreement with Toll Global Forwarding.

Already familiar with Victim Support due to a former employee being a volunteer Support Worker, Toll Global's General Manager Mark Garmey had no qualms about embracing the partnership.

"I'm really impressed with the work Victim Support does in our communities – and that so much is done by volunteers. It gives us a great appreciation of what people do in their spare time," said Mark.

Victim Support's become the flag banner for Toll Global's charity activities – with them holding special Gold Coin events throughout the year, such as Rugby Jersey Day.

"We really like that our sponsorship isn't a one-way street, but a partnership. The Victim Support team comes in and talks to our people, leaving information and providing forums for our teams. Our people like being involved, and Victim Support as a charity partner really resonates with them. Victim Support helps people who need a hand for various reasons, and our involvement with them is really positive for our people," said Mark.

"Toll Global's embraced the partnership and integrated it into their activities and corporate behaviour, which is absolutely fantastic," said Victim Support GM Funding Development & Communications, Cam Cotter. "Mark and the team have embraced this, they've included us in lunchtime talks, and talk about what we do and why they're involved with us. This kind of partnership is really meaningful and adds value to both our organisations," said Cam.

Unanticipated benefits include staff having an increased sense of safety and bonding, and feeling empowered to talk about their lives and experiences in a work setting.

Toll Global Forwarding is part of an international group and the New Zealand operation employs approximately 130 people in six offices throughout New Zealand.



2017 Victim Support Lottery

Thank you to everyone who supported us in our 2017 Victim Support Lottery.

Lottery sales have gone extremely well and it's shaped up to be our best lottery ever! Our teams and supporters from all around the country have been out and about in their communities, waving the flag for Victim Support, and selling tickets.

The lucky lottery winner will drive away in a new Honda HR-V S, thanks to the wonderful support from Honda New Zealand. Look out for more prize details in the next edition!



Thank You!

In brief

- **OUR WELLINGTON TEAM WAS A REGIONAL FINALIST IN THE WELLINGTON AIRPORT REGIONAL COMMUNITY AWARDS, HAVING WON THE WELLINGTON CITY, HEALTH AND WELLBEING CATEGORY EARLIER.**

Fabulous recognition by the community for all your work, well done Liz and the team!



Have a story to share? We'd love to hear from you. Please contact us at NATIONALOFFICE@VICTIMSUPPORT.ORG.NZ

(Text 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 NLI117, so that we may acknowledge your gift.

Value of donation \$25 \$50 \$100 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.

69 Please return this form to:
Victim Support, Freepost 100819, PO Box 3017, Wellington 6140

15 November 2017

Richard Vidulich
Greytown Lions
155 Main Street
Greytown 5712

Dear Richard

LIONS PROJECT AT STELLA BULL PARK

The Community Board wish to thank you for taking the time to present your idea for a heritage swing set to be built and installed in Stella Bull Park. The Greytown Lions do a wonderful job of supporting the local community and the Community Board appreciate and value the opportunity to be involved.

The Community Board are unable to make a decision on the Lions swing project for Stella Bull Park at this time as the Stella Bull Park Management and Development Plans do not provide for the inclusion of children's play equipment in the Park.

Council's Amenities Manager has agreed to setup a Stella Bull Park Users Group early in 2018 and have this group undertake a minor review of the Management Plan. This group would be quite large and include many sectors of the Greytown community with an interest in the Park. Feedback will be sought from the Group on whether there is an appetite for a change to the Management and Development Plans to allow playground equipment. The Lions will be invited to be part of this conversation. This would be a substantial change to the current Plan, requiring a full public consultation process under the Reserves Act 1977.

I appreciate that the timing seems protracted but unfortunately we are governed by legislation on many of the things we do. While it seems a straight forward and generous offer we must consult with stakeholders as part of the legislation.

The other issue, which again is frustrating when a community group wants to donate time, energy and resources into a project, is that we are also restricted by health and safety requirements. All new play equipment must meet the New Zealand standard NZS 5828:2015 for design, manufacture and installation. A swing would need a soft-fall area around it, which would take up a much larger space than the swing itself. Both the swing and the soft-fall require regular safety checks. This of course has financial implications for Council and the Community Board.

The above process may take some time to work through. If you had an alternative location that you wanted to consider for placement of the heritage swing the Community Board would be pleased to consider it, although the same issues regarding the New Zealand standard, the soft-fall area and the safety checks would still apply wherever the

swing was located. We are so sorry that we are not able to give you a definitive answer at this time.

Yours sincerely

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

Leigh Hay
Greytown Community Board Chair
hay4greytown@gmail.com

24 November 2017

Megan Jacobson
Greytown School
East Street
Greytown 5712

Dear Megan and Students of Room 6

SUGGESTIONS FOR KOWHAI RESERVE

The Greytown Community Board wish to thank you for your wonderful presentation. You are a source of real inspiration to our community and all your hard work and ideas will help make Greytown a better place to live. The ideas presented were well thought out and the Board could tell that a lot of thought and effort had been put into your 'Green Spaces Around Greytown' inquiry project.

The Community Board support many of the ideas put forward by Hannah, Isabella, Heath, Reuben, Caleb, Amelia, Logan, Bella, Talia, Bonnie and Nico and would like to start the process by saying yes to the following list:

- Rubbish bins for Kowhai Reserve
- More trees and plants
- Bird feeders
- A paved path

Helen McNaught, Council's Amenities Manager, summarised your letters and found that the above items appeared to be the most important to you. Thanks to your suggestions rubbish bins are already on their way to the Reserve!

Council will work with a local group called the Tree Advisory Group to get some recommendations for the types of trees and plants that would suit the Reserve and would love to have Room 6 come and help plant the trees in the autumn.

The Community Board would be delighted if Room 6 had some bird feeders to donate to the Reserve and for you to keep them topped up with food. Ms McNaught will be in touch to work out the best places to hang your feeders.

A lime path is also a great idea, the Community Board would like Room 6 to let us know where the path should be laid. Attached is a map of the Reserve, please draw in how you think the path should look and then return to Ms McNaught.

The Community Board will speak to the Greytown Menz Shed to see if they are able to build a 'Peace seat' for the Reserve. Would Room 6 like to mark on the map where the

seat should be located in relation to the path, new trees and future ideas for improvement?

The Community Board does need to be mindful of any improvements to the Reserve that would require a lot of ongoing maintenance incurring costs for the Council, or ideas that are not suitable for the Reserve for other reasons. Members of the Board are not opposed to the idea of a vegetable garden, however ongoing maintenance of the garden by Greytown School or a community group would need to be assured.

If there are other ideas that you would like to see happen in Kowhai Reserve (your presentation talks about a bird bath), you can seek confirmation from Ms McNaught that your idea is appropriate, research prices, and then apply for a grant from the Community Board to see if we are able to financially support further development of the Reserve (the application is on Council's website).

In recognition of your hard work the Community Board would like to pay for a plaque to be put up at the Reserve acknowledging your contribution in helping to make Kowhai Reserve a more inviting place. When you have finished your project we may want to have a special opening with your families, the Community Board and the Mayor to celebrate your project.

Thanks to you all for helping to make Greytown beautiful.

Yours sincerely



Leigh Hay
Greytown Community Board Chair
hay4greytown@gmail.com



Greytown Community Board

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



28 November 2017

Maree Patten
Kuranui College
East Street
Greytown 5712

Dear Maree

SUPPORT FOR ONE-STOP-SHOP

The Greytown Community Board wish to thank you for taking the time to present your social services one-stop-shop project to the Community Board on the 22 November 2017.

Kuranui College is obviously passionate and committed to this project as evidenced by the Board of Trustees approving funds to secure the services of two 24-7 youth workers for the 2018 year. Research has shown that the 24-7 youth programme helps students build connections in the school, community and with families.

The Board acknowledges and supports Kuranui College's commitment to its students and their families for embarking on a holistic easily accessible service with the end goal being to better support the student's ability to focus on learning. The Board believes the proposed programme will fill a community need for social services and alleviate the difficulty that some South Wairarapa families have of accessing services in Masterton.

The Board fully supports Kuranui College's one-stop-shop community project and any funding applications the College may make.

Yours sincerely

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

Ann Rainford
Greytown Community Board Deputy Chair
rainfordann@gmail.com

