



Martinborough Community Board

Minutes 30 March 2015

- Present:** Lisa Cornelissen (Chairperson), Pam Colenso, Victoria Read, Cr Julie Riddell and Cr Max Stevens.
- In Attendance:** Mayor Adrienne Staples (until 7:15pm), Paul Crimp (Chief Executive Officer) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 30 March 2015 between 6:30pm and 8:25pm.
- Public Participation:** Trish Higginson, Graham Higginson and Karina Hailwood (Martinborough Village MV).

PUBLIC BUSINESS

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

Mrs Cornelissen declared a conflict of interest with any matters arising regarding motor caravan parking at Coronation Park due to a personal business interest.

3. PUBLIC PARTICIPATION/PRESENTATIONS

3.1 Martinborough Village

Trish Higginson, with support from Graham Higginson and Karina Hailwood, outlined their Martinborough Village social media platform and future promotional goals. Mrs Higginson reported that the summer photo competition was very successful and presented a marketing opportunity for the future.

4. COMMUNITY BOARD MINUTES/EXPENDITURE

4.1 Martinborough Community Board Minutes – 16 February 2015

MCB RESOLVED (MCB 2015/06) that the minutes of the Martinborough Community Board meeting held on 16 February 2015 be received and confirmed as true and correct.

(Moved Cr Stevens/Seconded Read)

Carried

DISCLAIMER

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

4.2 Matters Arising

There were no matters arising.

4.3 Action Items From Previous Meeting

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

4.4 Income and Expenditure Statement to 28 February 2015

MCB RESOLVED (MCB 2015/07):

1. To receive the Income and Expenditure Statement to 28 February 2015 subject to clarification of the youth forum related expenses and commitment.

(Moved Cr Stevens/Seconded Cr Riddell)

Carried

2. Action 181: Invite Archdeacon May Croft to speak about youth programmes at the next Community Board meeting; L Cornelissen

3. Action 182: Liaise with Adi McMaster to determine whether MCB should retain a youth forum budget; Cr Riddell

5. PUBLIC PARTICIPATION/PRESENTATIONS

5.1 Martinborough Village

Members welcomed positive publicity of Martinborough, but noted that linking the Council website to private commercial ventures was not appropriate.

6. OPERATIONAL REPORTS – COUNCIL OFFICERS

6.1 Officers' Report to Community Boards

The civil defence role of community boards was unclear and Mrs Cornelissen undertook to invite the new WREMO appointee to a future meeting. Mrs Colenso had attended civil defence training.

MCB RESOLVED (MCB 2015/08) to receive the Officers' Report to Community Boards.

(Moved Cr Stevens/Seconded Read)

Carried

6.2 Pain Farm Report

MCB RESOLVED (MCB2015/09):

1. To receive the information.

(Moved Cr Stevens/Seconded Cr Riddell)

Carried

2. Action 183: Ensure all routine maintenance findings from the Pain Farm report are undertaken by Council or the lessee as appropriate, and liaise with the lessee regarding Council's wastewater plans for Pain Farm; M Allingham

DISCLAIMER

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

6.3 Report on Free Swim Tickets and Free Swim Day – Martinborough Pool
MCB RESOLVED (MCB2015/10) to receive the information.
(*Moved Cornelissen/Seconded Cr Riddell*) Carried

6.4 Report on Cedars at Considine Park
Members discussed the report noting that the cedars had been pruned as a hedge since the 1970's and that cedar species were successfully planted as shelter belts in the South Island.
MCB RESOLVED (MCB2015/11):
1. To receive the information.
2. To express extreme disappointment that the limbing works were carried out despite sustained requests from the MCB that the trees be trimmed as a hedge and that the protection status be investigated more thoroughly.
3. That options for under planting are explored.
4. That a decision on the future of the cedars be deferred for discussion in 12 months with no further trimming or pruning carried out without the express approval of Martinborough Community Board.
(*Moved Cr Stevens/Seconded Colenso*) Carried

7. COMMUNITY BOARD/COUNCILLORS REPORTS

7.1 Chair's Report

Members discussed footpaths, pedestrian crossings, rural road safety, Cecily Martin Park boundary clean-up, the status of Rangatahi II Rangitira Martinborough and donation of a Mt Bruce voucher gifted to the Board. The Community Board agreed that the workshop notes of 19 March 2015 be the MCB submission to the draft Long Term Plan.

Members discussed creating a WWI commemorative display in Martinborough Square using suitably prepared photos and planting poppies in garden beds.

MCB RESOLVED (MCB2015/12):

1. To receive the chair's report.
(*Moved Cr Riddell/Seconded Colenso*) Carried
2. To adopt the Facebook Policy.
(*Moved Cornelissen/Seconded Read*) Carried
3. Action 184: Remove the windbreak/leaf trap netting (but not the supporting posts) from Cecily Martin Park; M Allingham
4. Action 185: Liaise with Martinborough School and Martinborough Library to see if there was an opportunity to donate a Mt Bruce voucher as a prize; L Cornelissen
5. Action 186: Liaise with the Featherston Anzac Club, Wairarapa Archives, the Maori Standing Committee and the community to

DISCLAIMER

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

source as many WWI pictures (especially Martinborough pictures) as possible; Cr Stevens

6. Action 187: Find out when WWI commemorative displays and celebrations are being carried out; P Colenso
7. Action 188: Liaise with the Martinborough RSA to determine whether anyone from Martinborough is being included in their commemorations; P Colenso

MCB RESOLVED (MCB2015/13) that the Considine Park work plan be received as a recommended list of priorities of work to be carried out in Considine Park.

(Moved Cr Riddell/Seconded Read)

Carried

MCB RESOLVED (MCB2015/14) that financial assistance recipients be requested to use the grant accountability form as submitted, that return of these forms is followed up twice yearly (February and August), and that completed accountability forms are reviewed at the following scheduled MCB meeting as a financial assistance agenda item.

(Moved Cornelissen/Seconded Cr Riddell)

Carried

MCB RESOLVED (MCB2015/15) that Martinborough footpath priorities are as per the work plan, that footpaths are a priority and that improved funding will be requested by the MCB via the LTP process.

(Moved Cornelissen/Seconded Colenso)

Carried

7.2 Irrigation of Martinborough Square

MCB RESOLVED (MCB2015/16) to recommend to Council that unless there is a total water ban Martinborough Square should be irrigated.

(Moved Cornelissen/Seconded Cr Stevens)

Carried

7.3 Todd's Cutting Plantings

Cr Stevens reported that plants had died in the Todd's Cutting area and suggested they be replaced.

MCB NOTED:

1. Action 189: Obtain a quote for hebes to replace dead plants in the Todd's Cutting area; provide an option for a working bee planting or planting by Citycare; M Allingham
2. Action 190: Obtain a quote for pruning the olive trees in the Todd's Cutting area; M Allingham

7.4 Community Safety and Resilience Working Party

The Community Board agreed not to appoint a Martinborough Community Board member to the Working Party until full membership of the Board had been achieved.

DISCLAIMER

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

*MCB RESOLVED (MCB2015/17) to receive the report.
(Moved Cr Riddell/Seconded Cr Stevens)*

Carried

7.5 UFB2 and RBI2

Mr Crimp reported that the Wairarapa council's would be submitting a joint application for central government funding. If successful, funds would be prioritised for the district's main towns. Council's Policy and Reporting Manager would liaise with the Masterton and Martinborough UFB groups.

7.6 Folding Tables for Martinborough Hall

MCB RESOLVED (MCB2015/18) to purchase six rectangular 2400mm x 760mm Tubefab tables with a maximum of \$2,000 approved for expenditure.

(Moved Cr Stevens/Seconded Colenso)

Carried

8. MARTINBOROUGH BY-ELECTION

Mr Crimp advised that the elections officer had received no candidate nominations and that the legislated process was for the Community Board to decide to either readvertise the by-election vacancy or to appoint a candidate (provided more than 12 months remains until the next election period). The Community Board agreed to discuss the matter at the next scheduled meeting on the 11 May 2015.

Confirmed as a true and correct record

.....Chairperson

.....Date

DISCLAIMER

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

**Martinborough Community Board
Action Items
From 30 March 2015**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
63	MCB	16-Feb-15	Action	Pam Colenso	Provide an update on the status of the benches for Considine Park	Open	
64	MCB	16-Feb-15	Action	Lisa Cornelissen	Follow-up the status of Rangatahi II Rangitira and the return of funds loaned to the group for a fund raising activity	Open	30/3/15: The funds were secure in a bank account, the process to retrieve them to be followed up.
173	MCB	30-Mar-15	Resolution	Mark	Report on Cedars at Considine Park Members discussed the report noting that the cedars had been pruned as a hedge since the 1970's and that cedar species were successfully planted as shelter belts in the South Island. MCB RESOLVED (MCB2015/11): 1. To receive the information. 2. To express extreme disappointment that the limbing works were carried out despite sustained requests from the MCB that the trees be trimmed as a hedge and that the protection status be investigated more thoroughly. 3. That options for under planting are explored and that the work is carried out with urgency. 4. That a decision on the future of the cedars be deferred for discussion in 12 months with no further trimming or pruning carried out without the express approval of Martinborough Community Board. (Moved Cr Stevens/Seconded Colenso) Carried	Actioned	31/03 Noted. Options for underplanting are being considered
176	MCB	30-Mar-15	Resolution	Paul	MCB RESOLVED (MCB2015/14) that financial assistance recipients be requested to use the grant accountability form as submitted, that return of these forms is followed up twice yearly (February and August), and that completed accountability forms are reviewed at the following scheduled MCB meeting as a	Actioned	Register developed

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					financial assistance agenda item. (Moved Cornelissen/Seconded Cr Riddell) Carried		
177	MCB	30-Mar-15	Resolution	Mark	MCB RESOLVED (MCB2015/15) that Martinborough footpath priorities are as per the work plan, that footpaths are a priority and that improved funding will be requested by the MCB via the LTP process. (Moved Cornelissen/Seconded Colenso) Carried	Actioned	Workplan forwarded to I&S and included as MCB submission to LTP.
178	MCB	30-Mar-15	Resolution	Paul	MCB RESOLVED (MCB2015/16) to recommend to Council that unless there is a total water ban Martinborough Square should be irrigated. (Moved Cornelissen/Seconded Cr Stevens) Carried	Actioned	COUNCIL RESOLVED (DC2015/51) to defer a decision on recommendation MCB2015/16 until a policy for watering of key parks has been developed and adopted. (Moved Mayor Staples/Seconded Cr Napier) Carried
180	MCB	30-Mar-15	Resolution	Mark	MCB RESOLVED (MCB2015/18) to purchase six rectangular 2400mm x 760mm Tubefab tables with a maximum of \$2,000 approved for expenditure. (Moved Cr Stevens/Seconded Colenso) Carried	Actioned	31/03 Noted
181	MCB	30-Mar-15	Action	Lisa Cornelissen	Invite Archdeacon May Croft to speak about youth programmes at the next Community Board meeting	Open	
182	MCB	30-Mar-15	Action	Cr Riddell	Liaise with Adi McMaster to determine whether MCB should retain a youth forum budget	Open	
183	MCB	30-Mar-15	Action	Mark	Ensure all routine maintenance findings from the Pain Farm report are undertaken by Council or the lessee as appropriate, and liaise with the lessee regarding Council's wastewater plans for Pain Farm	Actioned	31/03 Council officer brought to Mr Moran's attention: 1) That the boxthorn re-growth on Pain Farm needs spraying, 2) It is the tenants responsibility to maintain fences and that it is SWDC understanding that a few need attention, 3) The need to dispose of rubbish appropriately. Council officers have followed up with Earthcare for the boxthorn regrowth in the transfer station to sprayed. The pine trees have

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
							been tidied up and a job has been set for the fence to be repaired. Mr Moran and Mr Donald have been advised that SWDC has no plans to sell Pain Farm for funding the proposed Waihinga Centre and that there is not planned change to the use of Pain Farm until at least 2025.
184	MCB	30-Mar-15	Action	Mark	Remove the windbreak/leave trap netting (but not the supporting posts) from Cecily Martin Park	Actioned	13/04 Assigned to City Care CEM 2427815
185	MCB	30-Mar-15	Action	Lisa Cornelissen	Liaise with Martinborough School and Martinborough Library to see if there was an opportunity to donate a Mt Bruce voucher as a prize	Open	
186	MCB	30-Mar-15	Action	Cr Stevens	Liaise with the Featherston Anzac Club, Wairarapa Archives, the Maori Standing Committee and the community to source as many WWI pictures (especially Martinborough pictures) as possible	Open	
187	MCB	30-Mar-15	Action	Pam Colenso	Find out when WWI commemorative displays and celebrations are being carried out	Open	
188	MCB	30-Mar-15	Action	Pam Colenso	Liaise with the Martinborough RSA to determine whether anyone from Martinborough is being included in their commemorations	Open	
189	MCB	30-Mar-15	Action	Mark	Obtain a quote for hebe's to replace dead plants in the Todd's Cutting area; provide an option for a working bee planting or planting by Citycare	Actioned	13/04 Assigned to City Care CEM 2427819
190	MCB	30-Mar-15	Action	Mark	Obtain a quote for pruning the olive trees in the Todd's Cutting area	Actioned	13/04 Assigned to City Care CEM 2427821

<i>Martinborough Community Board</i>		
<i>Income & Expenditure to 31 March 2015</i>		
<u>INCOME</u>		
Balance 1 July 2014		44,348.31
Annual Plan 2014/15		20,954.00
TOTAL INCOME		65,302.31
<u>EXPENDITURE</u>		
Members' Salaries		6,666.72
Total Personnel Costs		6,666.72
AP Flagz Limited Flags & Banners		1,802.50
AP Wairarapa & Sou MCB Grant-Educations Services		500.00
AP Local Governmen Annual C/Board Levy x 3		166.67
A McMaster Youth Forum Expenses		103.33
AP House of Travel V Read - Wn-Kerikeri May 2015		353.04
AP SOLGM Diaries		31.80
AP Greytown Hotel Community Boards Xmas function		28.98
AP NZ Community Bo V Read CB Conference May 15		760.87
Total General Expenses		3,747.19
AP Friends of Mart Guy Fawkes Event 13/14 & 14/15 \$300 each		600.00
AP 500 sausages Youth Forum fundraising siz		152.17
AP Friends of Mart Grant 2014-Guyfawkes costs assistance		200.00
Total Grants		952.17
TOTAL EXPENDITURE		11,366.08
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE		53,936.23
<u>LESS: COMMITMENTS</u>		
Salaries to 30 June 2015		3,333.28
Youth forum		475.91
Considine Park bench		700.00
Martinborough Town Hall and Community Centre Project		25,000.00
Ranatahi II Ranitira Martinborough		1,000.00
Rural South Wairarapa Sports Inc. - Astro Turf project		1,500.00
Free Swimming day		248.00
Total Commitments		32,257.19
BALANCE TO CARRY FORWARD		21,679.04

PAIN FARM

MONTHLY FINANCIAL STATEMENTS FOR THE PERIOD YEAR ENDED 31 MARCH 2015

STATEMENT OF FINANCIAL PERFORMANCE

INCOME

Rent Received

Moore	10,852.19	
Moran	43,633.36	
SWDC Land Fill Lease	6,451.10	
		60,936.65

Interest Received

Sinking Funds	2,219.67	
Other	10,005.60	
		12,225.27

Total Income		\$ 73,161.92
---------------------	--	---------------------

EXPENDITURE

Operating Expenses

General Expenses		
General Expenses	247.00	247.00

Repairs & Maintenance		
Repairs and Maintenance	6,993.38	6,993.38

Grounds Maintenance		
Fencing repairs		
Gen ground Maintenance - City Care	3,449.58	3,449.58

***Rates & Rent Payable		
Rates paid by SWDC	4,911.84	4,911.84

Corporate Services		
Allocation	8,003.97	8,003.97

In-House Prof Services		
Allocation	2,998.71	2,998.71

Insurance	1,332.09	1,332.09
------------------	----------	----------

Project Funding		
Martinborough Playgrounds	5,429.04	5,429.04

Administration Expenses

Interest - Mbo Pool	7,488.08	
Sinking Fund Contributions	-	
		7,488.08

Total Expenditure		\$ 40,853.69
--------------------------	--	---------------------

Total Surplus/(Deficit)		\$ 32,308.23
--------------------------------	--	---------------------

STATEMENT OF ACCUMULATED FUNDS

Opening Balance	01-Jul-2014	\$ 277,119.85
Total Surplus / (Deficit) Year To Date		\$ 32,308.23
Closing Balance	30-Jun-2015	\$ 309,428.08

*** Rates paid by SWDC and rates received from lease tenant will net off to zero by 30 June 2014 but

TRANSFERS IN
TRANSFERS OUT

MARTINBOROUGH COMMUNITY BOARD

11 MAY 2015

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To update the Maori Standing Committee/Community Board on activities since the last report.

Recommendations

Officers recommend that the Committee/Community Board:

1. *Receive the information.*

CHIEF EXECUTIVE REPORT

1. Executive Summary

Following on from my last report to Council, the Long Term Plan preparation continues to be a focus. While we are nearly there with the new Consultation Document, being a new document necessitates a lot of development and discussion to ensure the document meets the statutory requirements. Hopefully by the time the Council meeting is held the Consultation Document has had an audit opinion issued and adopted by Council.

The regular Rural and Provincial sector meetings were held in Wellington and the presentations, in my view, were of more strategic value than perhaps has been the case at earlier sessions. This is a pleasing development as the Local Government sector continues to address the key issues, and not just minor matters that can take a lot of time for little real progress.

Of course, the presentation of our submission to the Local Government Commission was an interesting experience and I feel our approach and points were appropriate and well received.

2. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output [note this report is as at 30 June 2014]

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

2.1 Local Government Commission/Governance Review

As indicated above, SWDC submission presentation was made to the Commission in Carterton.

There is plenty of rhetoric however the next steps are in the Commissioners hands.

Not all submissions have been heard and no definitive decision date has been set, one influencing factor will be the upcoming elections next year as any transition is usually linked to an election cycle – however it I noted that elections can be delayed by one year in certain circumstances.

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executive Forum

One meeting was held in the period between my reports, items of interest included the Wellington Airport extension, the Earthquake Commission in relation to establishing better links to local authorities in the region, Roding, though generally discussing the big projects in the western part of the region, and of course amalgamation.

3.1.2. Mayoral Forum

One Mayoral Forum was held and I am sure this will be covered in Her Worship's report.

3.2 Legislation

While no new legislation has been introduced recently, we are still bedding down the various pieces of legislation recently enacted, and I believe it will be some time before we fully understand the resourcing implications required to comply.

3.3 Wastewater Consents

Evidence has been completed for the Martinborough application, and this application is proceeding as planned.

The hearing for the Martinborough application is planned for the week commencing June 2.

3.4 Financial Statements

There are no financial statements to present this month.

3.5 Long Term Plan

The Long Term Plan is well underway, with the Consultation Document currently at audit for their final review. Hopefully by the time the Council meeting is held the supporting information, and Consultation Documentation will have been adopted and being prepared for release for consultation.

This LTP has been prepared under a new legislative process and I need to thank Kyra and Kim for their efforts in managing this new process.

3.6 Rural Broadband

Following a number of meetings it has been decided to join MDC and CDC to prepare an application under the newly announced fund for rural broadband across the Wairarapa district.

Each district will be required to provide input into the application; accordingly the working group set up will remain to coordinate this input.

We will provide circa \$2,500 toward the cost of preparing the application, and Tim Lusk will sit on the joint committee, along with one other from South Wairarapa yet to be decided.

3.7 Rates Arrears (Incl. GST)

DATE	AMOUNT \$'000	NUMBER	DAYS SINCE INSTALMENT DUE	SWDC COMPONENT \$'000 (81%)
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773
19 August 2014	\$818	592	91	\$663

DATE	AMOUNT \$'000	NUMBER	DAYS SINCE INSTALMENT DUE	SWDC COMPONENT \$'000 (81%)
30 September 2014	\$1,008	809	37	\$816
11 November 2014	\$770	627	83	\$623
27 January 2015	\$672	537	68	\$544
2 March 2015	\$784	798	10	\$635

As at 30 September 2014 the balance outstanding amounted to \$1,008K of which \$608K related to prior year (30 June 2014 and earlier).

The arrears amount of \$608K amount outstanding relating to the 30 June 2014 and prior balances has reduced to \$130K which is a good result. This has generally been through demands from the banks, which have all been settled. We are following up a number through legal avenues.

For the installment due 20 February 2015, there are approximately 478 ratepayers who missed this installment, i.e. this is the only installment that is currently outstanding for those ratepayers. This is disappointingly high.

We continue to pursue all arrears.

4. Corporate

4.1 Occupational Health and Safety

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

4.2 LGOIMA Requests

DATE	INWARDS	SUBJECT
2 March 2015	Non-Compliance related to water prosecutions.	Advised requester the issues raised are matters for the Greater Wellington Regional Council.
9 March 2015	Noise complaints in 2014, requesting location, the noise issue and any seizures made.	Details sent.
30 March 2015	Seeking advice as to whether your council have a similar stakeholder group to represent the interests of older persons	Advised no older person representative group.
31 March 2015	Request for Minutes pre 2007: Lake Ferry Community Wastewater System	
2 April 2015	Number of pollution responses logged per annum, number of spills attended to, number of prosecutions for deliberate or illegal disposal/dumping prosecutions, number of illegal disposal sites (cleanfills, ponds) identified and then number of contaminated sites in these regions, and how many of these were caused by inappropriate operational or waste disposal practices.	

PLANNING AND ENVIRONMENT GROUP REPORT

5. Resource Management

5.1 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 2014/15	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the District as a "better" place to live	65%	N/A	NRB Survey
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%	N/A	NRB Survey

5.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2014/15	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	93.6%	NCS
s.223* certificates issued within 10 working days	100%	100%	NCS (manually corrected as on-hold times not recognised by NCS)
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	100%	NCS

Council received 13 (the previous year 10) resource consent applications between 28/02/2015 and 8/04/2015. Officers provide detailed information as part of fortnightly updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

5.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management programme.

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

5.4 Local Government Act – LIM's

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

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

TYPE	YTD 1 JULY 14 TO 1 APRIL 15	PREVIOUS YTD 1 JULY 13 TO 1 APRIL 14	PERIOD 28 FEB 15 TO 1 APRIL 15	PREVIOUS PERIOD 28 FEB 14 TO 1 APRIL 14
Standard LIMs (Processed within 10 working days)	101	115	21	17
Urgent LIMs (Processed within 5 working days)	88	87	16	13
Totals	189	202	37	30

6. Building Act - Consents and Enforcement

6.1 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 2014/15	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days.
Building consent applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days. Due to staff shortages processing contractors have been used to maintain service levels.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 2016
Earthquake prone buildings reports received	100%	143/227	The government is proposing to make changes where by the assessments will need to be completed by a certain time. No further information from the government has been provided.

Building consent numbers from 1 July 2014 to 1 April 2015 (Year to Date) total 306 consents. For the same period the year before the total was 307. It should be noted however that the scale and complexity of consents has grown, this creating additional work pressures. At the same time Council is 1.5 staff down through this period, which has further exacerbated the pressures around processing of consents and carrying out of inspections.

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

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	4	\$511,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	1	\$30,000
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	51	\$4,998,086
Other (public facilities - schools, toilets, halls, swimming pools)	0	\$0
Totals	56	\$5,539,086

7. Public Protection

7.1 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	6 visits	No visits	None to date.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	

As at 1 April 2015, there are 2,866 registered dogs with 1,633 owners. There are currently 70 unregistered dogs, with 33 owners who have been or are in the process of being infringed for this offence. The following table provides a snapshot of dog control incidents for the period.

INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Attack on Pets	0	0	0
Attack on Person	1	1	0
Barking and whining	0	6	3
Lost Dogs	3	1	0
Found Dogs	3	4	1
Rushing Aggressive	0	1	0
Wandering	1	5	2
Total	8	18	6

3.3 Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	
Council responds to complaints regarding animals within 40 hours	100%	100%	

The following table provides a summary snapshot of stock control incidents between 16 February 2015 and 1 April 2015.

INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Stock	1	3	3
Total	1	3	3

3.4 Resource Management Act – afterhours Noise Control

SERVICE LEVEL – The Council will respond when I need some help with noise control.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	100%	

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 14 TO 1 APRIL 15	PREVIOUS YTD 1 JULY 13 TO 1 APRIL 14	PERIOD 28 FEB 15 TO 1 APRIL 15	PREVIOUS PERIOD 28 FEB 14 TO 1 APRIL 14
Total	82	135	38	20

3.5 Sale and Supply of Liquor Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises that sell liquor that are checked prior to renewal to make sure they comply with the Sale and Supply of Alcohol Act 2012	100%	100%	

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 14 TO 1 APRIL 15	PREVIOUS YTD 1 JULY 13 TO 1 APRIL 14	PERIOD 28 FEB 15 TO 1 APRIL 15	PREVIOUS PERIOD 28 FEB 14 TO 1 APRIL 14
On Licence	22	9*	1	1
Off Licence	16	10*	2	1
Club Licence	1	2*	1	0
Manager's Certificate	60	79*	11	8
Special Licences	41	34*	6	

Note: all figures marked with *unable to be updated due to data and reporting issues with NCS

7.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises failing to comply with Food Hygiene regulations that are re-inspected within a 3 month period and enforcement is affected if offence continues	100%	100%	

7.6.1. Bylaws

One litter complaint was received from 16 February 2015 to 1 April 2015. 50 long grass notices were issued, of which all but six owners have complied. One abandoned vehicle was reported and seven general complaints were received, four of which were rooster/chicken related.

INFRASTRUCTURE AND PLANNING GROUP REPORT

1. Group Manager highlights

The feedback from GWRC on the Martinborough WWTP consent has been encouraging with the officer's report released to SWDC on 8 April 2015. The hearing is planned for the first week in June and expected to go for two days. There will be some discussion around length of term and conditions but the general science and concepts seem to be well accepted.

Effort has been spent in the development and finalisation of the council infrastructure strategy for the next 30 years with numerous iterations having been required.

The auditor's visits also kept staff busy with questions around the long term plan, asset renewals and service levels. This process is getting more streamlined with time and repetition.

The end of summer sees the closing of the pools with patronage up over the period. Also projects in roading, bridging and amenities coming to a close such as reinforcing for the columbarium walls, reseals and rehabilitation of roads.

Subjectively it was noted that the customer service SMS system is working well and that the department is meeting all the demands in this area.

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 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		Council provides annual report to Greater Wellington for water supply consents. The compliance reports are available to Council Sept/Oct yearly.
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000**	95%		Ministry of Health supplies Council with compliance reports 6 months after year end. Reports apply to previous year.
Ratepayers and residents satisfied with level of service for water	75%	60%	NRB Survey 2013
Urgent (dirty, cloudy, smelly, or bad tasting water or no water at all) requests for service responded to within 1 day	95%		CEMs and drinking water complaints. Officer to complete
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	100%	33% per year	There is a requirement of testing all Council hydrants over a 5 year period - The costs to this will be about \$20 per test. Requirements will be 40 hydrants over 3 towns annually = 120. x \$20 = \$2400 annually to meet the required amount of testing

2.2 Services

2.2.1 Water supply capital improvements Featherston

Contract documents are near completion with tenders expected to be called for the first stage of the work in May. The first stage of work requires the supply and installation of the new bore pumps, associated pipework and the new pipeline to the plant.

2.3 Water treatment plants

The Greytown, Martinborough, Featherston and Lake Ferry wastewater treatment plants operated routinely throughout March. Heavy holiday demand has now reduced to nearly average daily demand with the recent rain fall.

Sprinkler restrictions remain in place for all supplies but will be lifted in the near future once river levels return to normal for time of year.

Daily community consumption since late December 2014 is appended for information.

2.4 Water reticulation

There were 23 reticulation repairs reported and rectified during the period.

2.5 Water races

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

Low flows in the source rivers for both systems have triggered the reduced take resource consent requirement and this remains in place until river flows return to normal for time of year.

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 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of blockages per 1000 connections	10		
Ratepayers and residents satisfaction with waste water services	70%	60%	NRB Survey 2013
% of resource consent conditions complied with to mainly complying or better**	90%		Council provides annual report to Greater Wellington for water supply consents. The compliance reports are available to Council Sept/Oct yearly.
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%		

3.2 Resource consent acquisition progress report

The tabular programme as submitted last month remains in place although the timeline for the Featherston process has yet to be confirmed. This is because Council has asked for an extension of time to enable lodgement just before Christmas this year with notification to follow early 2016.

	Current programme (@Jan15)	Proposed new programme
Martinborough WWTP		
Draft Evidence to GWRC	20/01/15	20/03/15
42A Report from GW	11/02/15	10/04/15
Final Evidence	27/02/15	24/04/15
GW Response/technical evidence	06/03/15	8/05/15
Hearing	18 & 19 March 2015	3rd & 4th (+5th) June 2015
Greytown WWTP		
Draft Evidence to GWRC	27/03/15	29/07/15
42A Report from GW	24/04/15	28/08/15
Final Evidence	15/05/15	04/09/15
GW Response/technical evidence	05/06/15	18/09/15
Hearing	24-26 June 2015	Week of 28 September 2015
Featherston WWTP		
Supplementary consent applications, Descriptions, and AEE's	N/A	November 6 2015
Notification period	N/A	Nov 11 –Dec 9 2015
Draft Evidence to GWRC		5/02/2016
42A Report from GW	24/04/15	12/02/16
Final Evidence	15/05/15	19/02/16
GW Response/technical evidence	05/06/15	26/02/16
Hearing	24-26 June 2015	Week of 13 March 2016

3.3 Waste water treatment plants

The Greytown, Martinborough, Featherston and Lake Ferry waste water treatment plants operated routinely over the period.

Normal monitoring for flow and compliance reporting continued throughout the period.

3.4 Waste water reticulation

There were six 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 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of ratepayers and residents satisfied with stormwater drains	50%	54%	NRB Survey 2013
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	90%		

No storm-water issues to report with the extended dry weather.

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

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

5.2 Waste management

The contracted kerbside collection and transfer station services were delivered routinely over the district throughout March and April.

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 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%		
Ratepayers and residents fairly/very satisfied with the roads	82%	75%	NRB Survey 2013
(20km ± 10% variation) sealed roads are resealed each year subject to availability of NZTA subsidy	100%		
The pavement condition index as measured by the NZTA pavement integrity index	95%		
The number of crashes causing injuries is reduced	Group and control average		
Ratepayers and residents are satisfied with footpaths in the district	70%	66%	NRB Survey 2013
Availability of footpaths on at least one side of the road down the whole street	90%		

6.2 Roothing maintenance – Fulton Hogan

The last month sealed pavement repairs along Western Lake Road and White Rock Road at Whakapuni Hill have been undertaken. For the first time in 3 years Whakapuni Hill is sealed.

Moroa Road has had unsealed pavement renewal for the entire unsealed length between Battersea Road and No 1 Line. Additional sites have been programmed on Tora Road.

The prolonged dry period has meant that the maintenance of unsealed pavement has been limited and on a need basis, and also managing the need to be reactive when the settled weather breaks.

Spraying of roadside posts, signs and bridge ends has commenced and the second rural berm mowing has been programmed.

Highcut trimming of overhanging trees around Greytown has commenced.

Fulton Hogan’s monthly audit and cyclic activities is done on a monthly basis and their performance is charted below.



6.3 Reseals -Higgins

The original reseal programme is complete and within budget. Two additional sites are being identified and designed on Cape Palliser Road (SPR) to meet the budget allocation.

6.4 Road rehabilitation and seal extension – Fulton Hogan

Bidwills Cutting Road and Papawai Road sites have been completed. Work is progressing on Cape Palliser Road and Te Muna seal extension which are due for completion in early May 2015.

6.5 Bridge maintenance – Higgins

A contract has been awarded to Higgins for abutment, concrete and steel works on nine bridges within the district. The roads where works are programmed are Western Lake Road, Cape Palliser Road, Haurangi Road, Hinekura Road, Moeraki Road and Bush Gully Road. Works are expected to be completed in May 2015.

7. Amenities

SERVICE LEVEL – Parks and reserves enhance the quality of life in our communities. Our playgrounds are safe and enjoyed by the community. Clean safe public swimming pools can be accessed in the District. Provision of some low

cost housing for the elderly (or in line with Council policy) in each town. Well maintained hall facilities that are available for the public to book. Public toilets are convenient, clean and safe. There is a wide range of library stock including up to date material.

7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULTS	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Users satisfied with parks and reserves	90%	95%	NRB Survey 2013
Ratepayers and residents are satisfied with Council playgrounds	75%	94%	NRB Survey 2013
Council playground equipment that meets national standards	95%		
Council pools comply with NZ swimming pool water testing standards	95%		
Ratepayers and residents satisfaction with Council swimming pools	70%	78%	NRB Survey 2013
Occupancy of pensioner housing	97%		
Ratepayers and residents satisfied with town halls use	77%	84%	NRB Survey 2013
Ratepayers and residents satisfied with public toilet facilities	60%	95%	NRB Survey 2013
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library		
Ratepayers and residents satisfied with libraries	97%	87%	NRB Survey 2013

7.2 Parks and reserves

7.2.1 Soldiers Memorial Park

Soldiers Memorial Park hosted the ANZ Young Farmers Regional Finals on the 21 March 2015. The event was largely arranged through the cricket club. The event went well; the grounds were left with a few minor issues that have been dealt with direct between Council and NZ Young Farmers.

The new car park along Kuratawhiti Street underneath the lime trees has now been completed. This will be well received by the winter sport teams.



7.2.2 Featherston Playground

The upgrade to the Featherston playground is almost complete, with two new swings and a rocker installed and an upgrade to the bark soft-fall areas. Two of the new pieces of equipment, a swing and the rocker, are designed for “big kids” and can be used by youth and adults. We hope this will reduce the damage done to equipment intended for smaller children, as well as providing some fun for the bigger kids.



Picture below: The frame for the teenage/adult swing set being installed.



7.2.3 Mowing

All mowing has resumed now after the mowing ban.

7.2.4 Ngawi

In the last report, dated 11 March, Council officers reported the Ngawi public toilet water tanks had been filled four times since Christmas. The tanks have since then had to be filled a fifth time over Easter weekend. On advice from the Residents' Association, Council officers have made the decision to remove all taps on the outside of the building and will also be removing flowing water in the bathroom and installing hand sanitiser units. This will prevent people filling water tanks for campervans, which is known to be the cause of the high volume water use.

7.3 Properties

7.3.1. ANZAC Hall

The Anzac Hall refurbishment is well under way. Most of the new roof has been completed with one last section remaining to be done after the building repairs to the clerestory. This will be done over the next few weeks. The repainting/revarnishing of the interior is largely complete and the Kiwi Hall and Supper Room floors have been stripped ready for new polyurethane.

7.4 Pensioner housing

There are five applicants on the waitlist for Martinborough, four for Greytown and eight for Featherston.

Flat inspections were carried out at the end of March. Minor repairs and maintenance have been addressed.

7.4.1. Cicely Martin

An access ramp was installed out the front of Flat 2 to give the tenant, who is now wheelchair dependent, better access to his flat.



7.5 Cemeteries

7.5.1. Featherston

There were two ashes burials in March. A new burial beam has been installed in block 1a.

7.5.2. Greytown

There was one burial in March.

7.5.3. Martinborough

There were no burials in March. The rebuild of the Services ashes wall and ashes wall 3 has begun. Contractors are doing their best to have the Services Wall rebuilt in time for ashes and plaques to be replaced by ANZAC day. A new burial beam has been installed in block 6.

7.6 Swimming Pools

7.6.1. Pool Statistics

Swimmer numbers for all pools February 2015

	Greytown	Featherston	Martinborough
February swimmer numbers	1067	342	747
Concessions as %age of total swimmers	33%	30%	38%
Peak day	8/02/2015: 176	28/02/2015: 60	8/02/2015: 97
Number of unattended days (no swimmers)	1	2	0

The statistics table for February 2014 has been included below to compare the same time last year. We can see that swimmer numbers for February

were down on last year at Greytown and Martinborough Pools and slightly up for Featherston. Council staff heard rumours about the Greytown pool being too warm, so perhaps there was some truth to this and people were heading to the river!

Swimmer numbers for all pools February 2014

	Greytown	Featherston	Martinborough
February swimmer numbers	1228	338	823
Concessions as %age of total swimmers	47%	19%	37%
Peak day	16/02/2014:153	16/02/2014:53	20/02/2014:99
Number of unattended days	1	3	1

Swimmer numbers for all pools March 2015

	Greytown	Featherston	Martinborough
March swimmer numbers (Greytown season extend until 29 March, other pools finished 15 March)	496	195	529
Concessions as %age of total swimmers	43%	41%	43%
Peak day	1/3/2015: 118	1/3/2015: 57	3/3/2015: 85
Number of unattended days (no swimmers)	8 - (all after normal season finish date of 15 March)	2	1

Again the statistics table from last year is included below for comparison. Attendance was up across all three pools for the month of March.

Swimmer numbers for all pools March 2014

	Greytown	Featherston	Martinborough
March swimmer numbers	193	58	224
Concessions as %age of total swimmers	13%	52%	37%
Peak day	2/03/2014 : 55	2/03/2014 : 21	2/03/2014: 33
Number of unattended days	2	7	1

Total Swimmer Numbers for the 2014/15 Season

	Greytown	Featherston	Martinborough	TOTAL
December (incl 30 Nov)	1317	609	1637	3563
January	3905	1140	2721	7766
February	1067	342	907	2316
March	496	195	529	1220
TOTAL	6785	2286	5794	14865

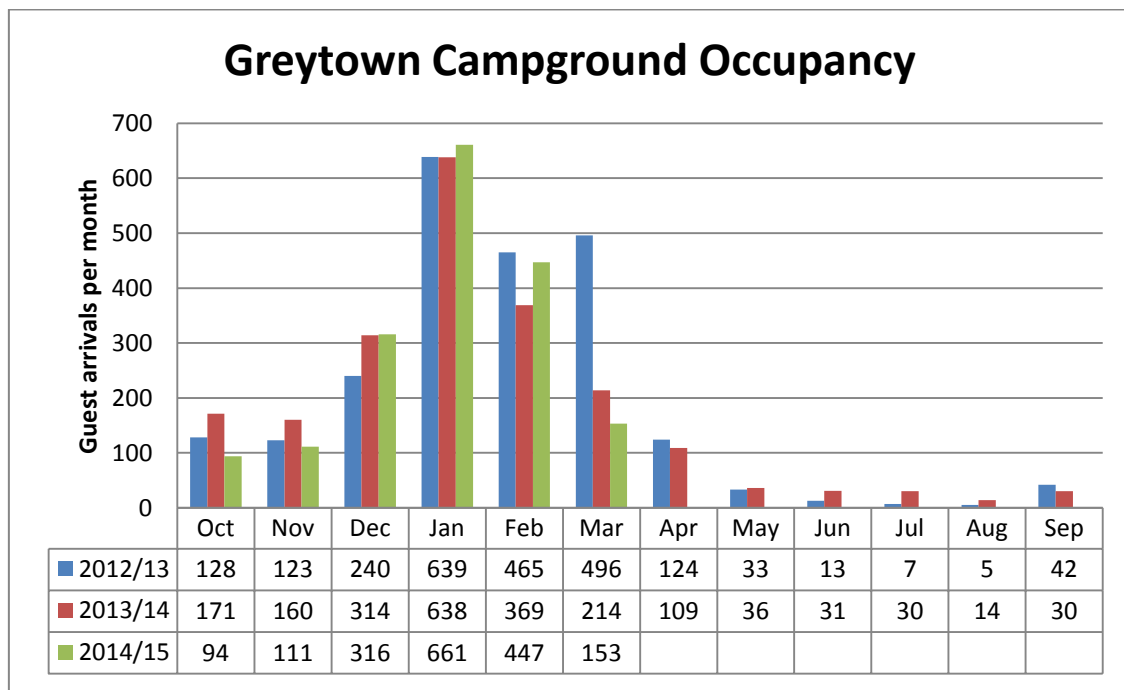
Attendance numbers for the 2014/15 season are up on the 2012/13 season, increasing from 9739 to 14865 swimmers, a difference of 5126 swimmers. Greytown Pool swimmer numbers increased by 61%, Featherston by 26% and Martinborough by 56%. As a result of this revenue was up from \$16,899.30 for the 2013/14 season to \$28,412.80 for the 2014/15 season – a difference of \$11,513.50 which is a 68% increase. Overall, all three pools had very good seasons.

7.6.2. Featherston Pool

Artist Meg Campbell has been working with the Featherston Youth Group to repaint the murals at Featherston pool. The first mural has been completed and a second one will be done later in the year.

7.7 Campgrounds

7.7.1. Greytown campground



Statistics show March 2015 down in guests compared to the last two years. New lessees have been appointed and they took over on 8 April 2015. Ken Ryan and Nina Kyle have positive plans for the future of the campground and Council officers are looking forward to working with them.

7.8 Libraries

7.8.1. Featherston

Featherston library is having craft days for the school holidays – the first week is Minion and Ninja Turtle Crafts and the following week is ice-block stick crafts.



Featherston is also having a competition – every time you borrow some books you can go in the draw to guess the number of lollies in the jar. The nearest guess will win the jar full at the end.

8. Civil defence and emergency management

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

8.1 Key Performance Indicators

CIVIL DEFENCE AND EMERGENCY MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULTS	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents are prepared for an emergency	65%		NRB Survey 2013
Regional Civil Defence Emergency Plan developed and implemented	Implemented		

8.2 Wellington Regional Emergency Management Office (WREMO)

8.2.1. Update

Interviews have been conducted (7 in total) for Operational Readiness and Community Resilience roles. Formal offers have been made for both positions with an agreed start date of 20 April 2015. The Community Resilience role will take a little longer due to Easter holiday breaks. The WREMO Duty Officer and Craig Hamilton will continue to be the points of contact.

9. Appendices

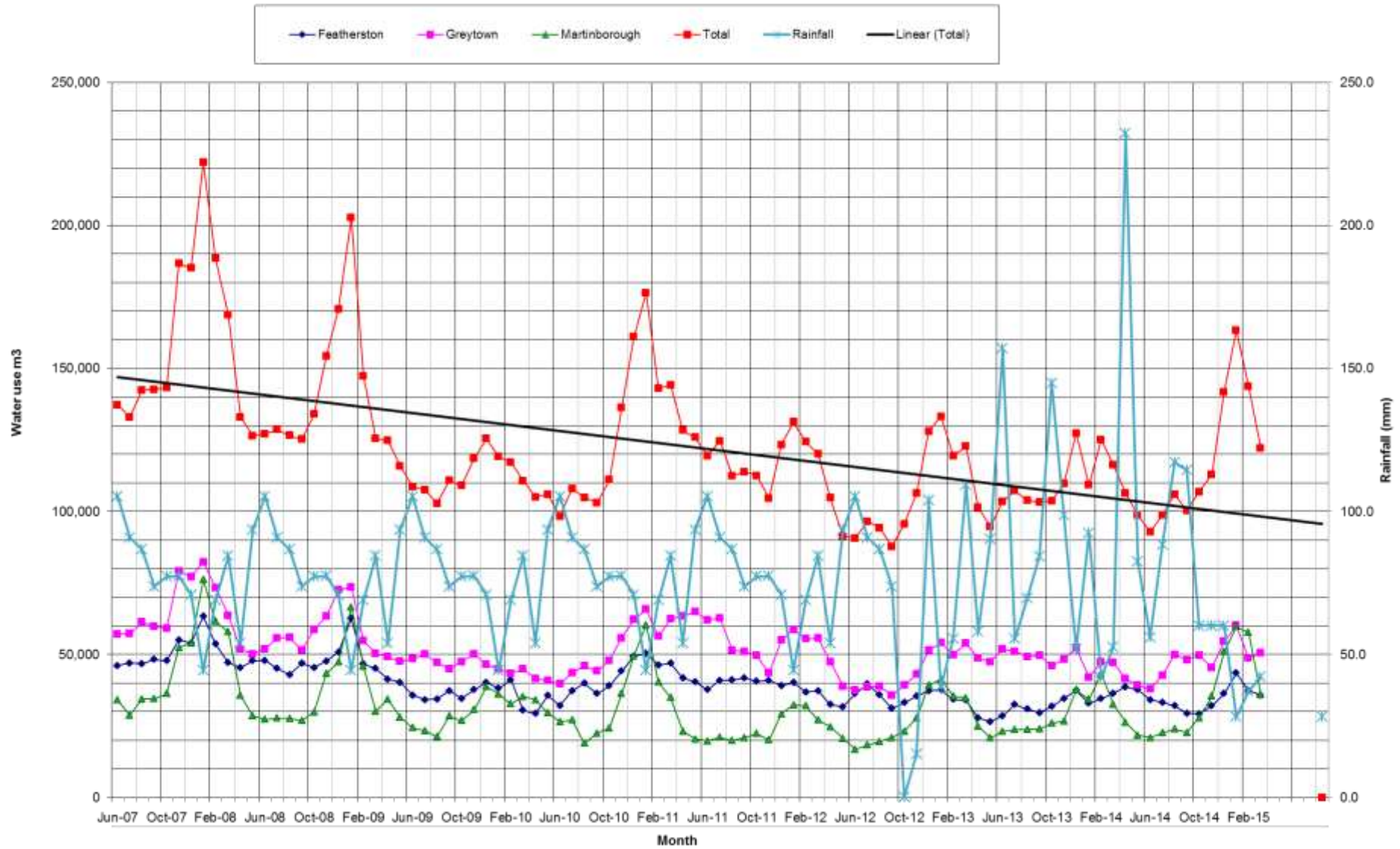
Appendix 1 - Monthly water usage

Appendix 2 - Waste exported to Bonny Glen

Appendix 3 - Library statistics

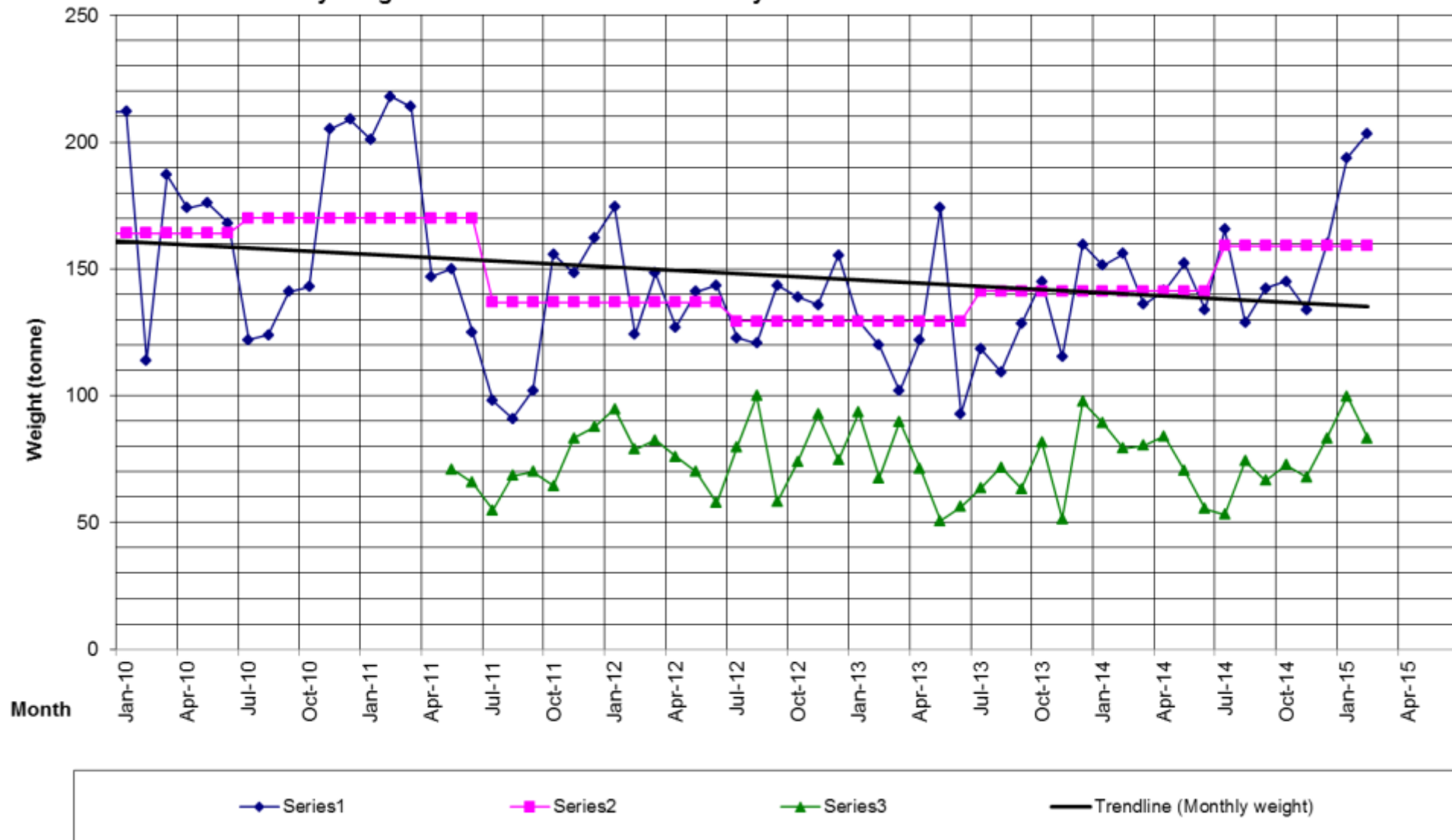
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



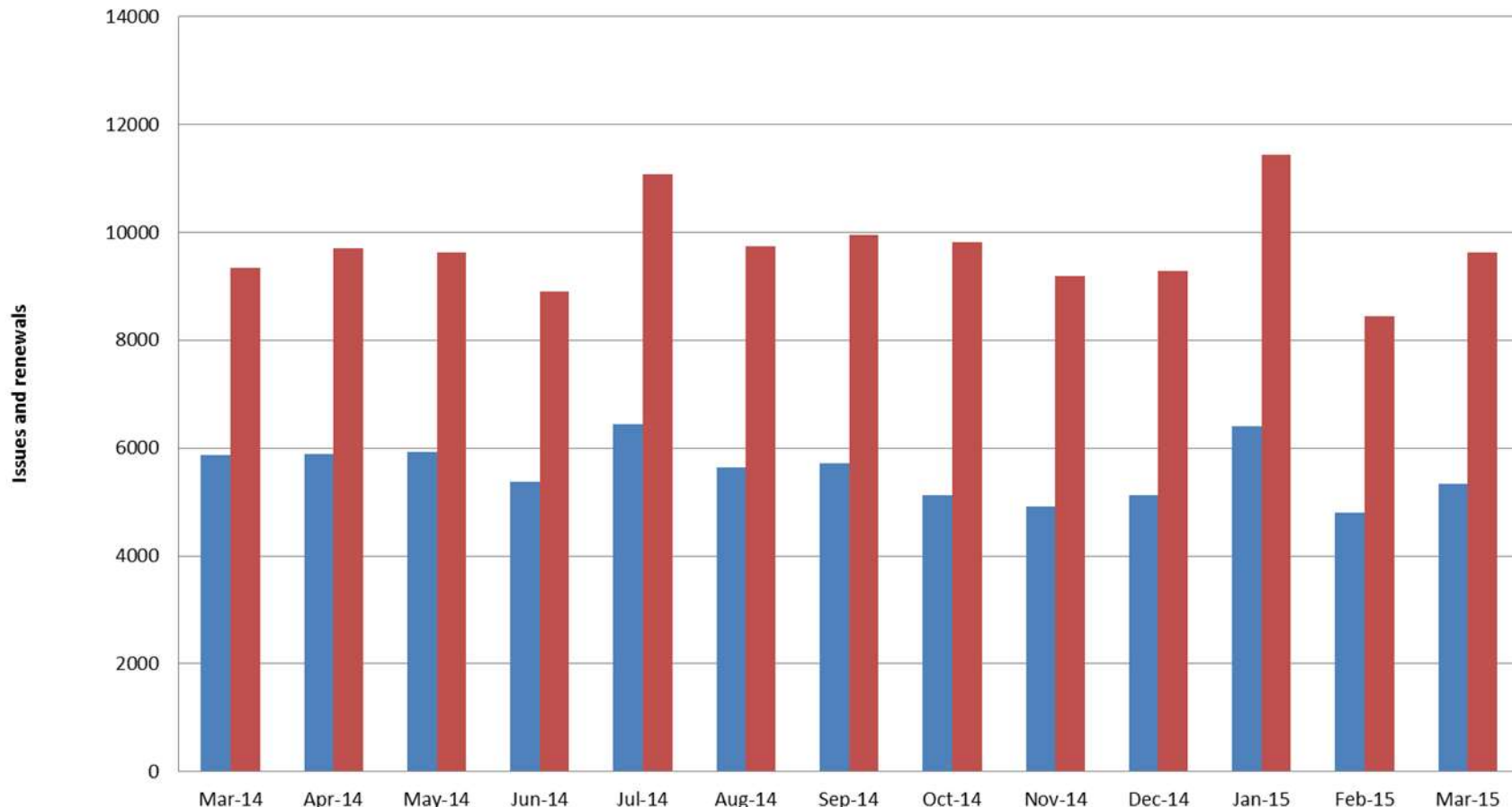
Appendix 2 - Waste Exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



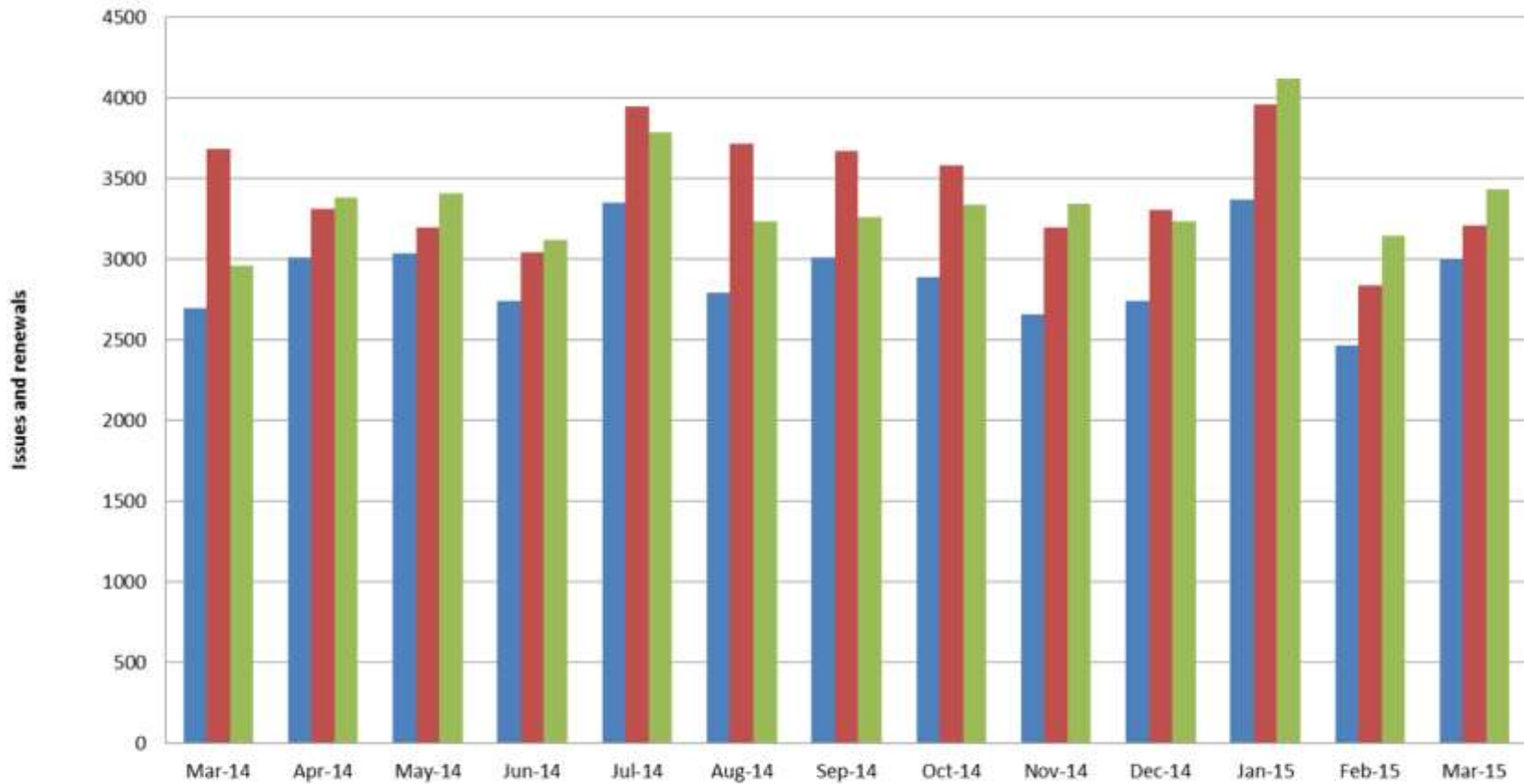
Appendix 3 - Library Statistics

Wairarapa Library Service - issues and renewals to March 2015



	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15
■ Carterton	5876	5892	5929	5368	6451	5643	5720	5129	4921	5122	6406	4810	5341
■ South Wairarapa	9336	9700	9632	8906	11084	9749	9942	9808	9197	9279	11443	8442	9631

South Wairarapa libraries - issues and renewals to March 2015



	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15
■ Featherston	2694	3008	3034	2740	3351	2795	3013	2890	2657	2741	3368	2466	2994
■ Greytown	3681	3313	3193	3045	3949	3717	3669	3583	3195	3302	3958	2834	3206
■ Martinborough	2961	3379	3405	3121	3784	3237	3260	3335	3345	3236	4117	3142	3431

MARTINBOROUGH COMMUNITY BOARD

11 MAY 2015

AGENDA ITEM 6.2

MARTINBOROUGH COMMUNITY BOARD VACANCY

Purpose of Report

To provide options to fill the community board vacancy.

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the information.*
2. *That the Martinborough Community Board requests the Council give further notice of a by-election to fill the extraordinary vacancy OR*
3. *That, since no nominations were received for the extraordinary vacancy in the Martinborough Community Board , the Board resolves that the vacancy will be filled by the appointment by the Board at its next meeting on 22 June 2015.*

1. Executive Summary

The vacancy created by the resignation of Adie McMaster has been advertised in accordance with the Electoral Act.

No nominations were received.

2. Discussion

Section 117A of the Local Electoral Act 2001 provides that, if the Council is unable to fill by election an extraordinary vacancy in the office of an elected member of a community board, the Community Board may (instead of having the local authority conduct a further election in accordance with section 120) determine by resolution that the vacancy will be filled by the appointment by the Community Board of a person named in the resolution who is qualified to be elected as a member (i.e. is on the Parliamentary roll as an elector).

The Board may make such a resolution at this meeting or at its next one (but not later than that).

If the Board elects to fill the vacancy by resolution, section 118 of the Local Electoral Act requires that:

- (i) The Board give public notice of the resolution and include the process or criteria by which the person named in the resolution was selected for appointment — and,
- (ii) Following that public notice (but no later than 30 days after that notification) confirm the appointment at a meeting of the Board. The appointee will be treated as having been elected from the date when the appointment is confirmed.

Contact Officer: Paul Crimp, Chief Executive Officer

2014

Our community, Our vision



Martinborough Community Board
Three Year Plan

Our Vision for Martinborough and District

- Martinborough is a safe, prosperous, liveable town that is well connected to Wellington and the Wairarapa region.
- An involved community that is engaged and family friendly, providing opportunities for all residents.
- A district that continues to grow its presence on the world stage through tourism, wine and food, agriculture and fishing.

Our Vision for Martinborough Community Board

- A proactive Community Board that makes a real difference to the Martinborough Ward Community.
- Actively engaged with all sectors of the community throughout Martinborough and District.
- Continue to be seen by SWDC as an effective partner in Martinborough Ward issues.

Priority Areas

1. Martinborough Town Hall & Town Centre Precinct

Revitalise the Martinborough Town Centre and develop a modern, community centre that will benefit the Martinborough Ward and beyond.

2. Our Young People

Promote positive youth development and provide appropriate recreational and leisure facilities.

3. Sense of Community

Foster an engaged, involved community that is seen as a major benefit for current and potential future residents.

4. A Pedestrian and Cycle friendly district

Ensure our town and district are safe and appealing for those travelling on foot and by bicycle.

5. Community Assets

Work with SWDC to ensure our community assets are well-maintained and encourage community use and involvement.

Background to this Plan

Martinborough Community Board agreed to develop a 3 year plan at a meeting on Dec 9th 2013.

The purpose of this plan is to:

- Develop a vision
- Identify priority areas and key projects
- Allow budget setting and targeted funding for maximum benefit
- Provide clear criteria and priorities for allocating discretionary funding
- Provide a basis for discussions with and submissions to SWDC to drive the development of Martinborough

Martinborough Community Board Members

Lisa Cornelissen (chair)

Email: martinboroughlisa@cornelissen.co.nz

Phone: (028) 2553 4857

Pam Colenso (deputy chair)

Email: pmcolenso@xtra.co.nz

Phone: (06) 306 9503

Mobile: (027) 441 4892

Adi McMaster

Email: pakohe@infoegen.co.nz

Phone: (06) 306 9064

Mobile: (027) 482 2220

Victoria Read

Email: victoria@victoriaread.co.nz

Phone: (06) 306 8570

Mobile: (027) 227 1252

Julie Riddell (Councillor Representative)

Email: julie.riddell@swdc.govt.nz

Phone: (06) 372 7550

Max Stevens (Councillor Representative)

Email: max.stevens@swdc.govt.nz

Phone: (06) 306 9095

Priority Areas

1. Martinborough Town Hall and Town Centre Precinct

Revitalise the Martinborough Town Centre and develop a modern, community centre that will benefit all residents in the Martinborough Ward and beyond.

Lead Community Board Member: Victoria Read

MCB role: Advocate and Fund where appropriate

Initiative	Timing	Actions / Responsibilities
Work with MTHWG, SWDC & SGL to promote development of a welcoming, multi-use public space that is well connected to the Square and Town Centre.	2014	All members of MCB are members of the MTHWG. Community Engagement and Meeting Attendance.
Allocation of funds from Pain Farm and MCB, where appropriate, to facilitate the planning of this project.	2014	Pain Farm funding allocated for 2014 / 15
Allocation of funds from Pain Farm and MCB to sub-projects with high community benefit, which may not be covered by fund-raising.	2015	TBC as project progresses
Deliver some Christmas Spirit to the centre of Martinborough by working with Martinborough Business Association to provide Christmas Lighting and Decorations in the Square and surrounds.	2014	Lisa to discuss Square lighting with MBA and Olive Festival Committee

2. Our Young People

Promote Positive youth development and provide appropriate recreational and leisure facilities.

Lead Community Board Member: Adi McMaster

MCB role: Lead and Fund where appropriate

Initiative	Timing	Actions / Responsibilities
Investigate new opportunities to engage with youth, e.g. a youth representative on MCB.	2014	Lisa to discuss with Greytown & Featherston CB chairs.
Encourage our younger people to actively contribute to the our community. Begin by engaging youth in the Town Hall Project.	2014	Discuss with Town Hall user groups to identify possible committee members.
Facilitate community-led projects with high benefit to youth and consider funding where appropriate. This position to be reflected in our funding criteria.	2014	Lisa to develop funding criteria
Work with the community to gauge the interest in re-forming a Martinborough Swimming Club to drive usage of the pool. Work with a Swimming Club / SWDC to develop and improve the pool facility.	2014	
Continue to work with other agencies (MIA, MHSCC) and community groups to deliver the best outcomes for our young people.	Ongoing	Adi

3. Sense of Community

Work towards an engaged, involved community that is a draw card for people considering living and working in the Wairarapa.

Lead Community Board Member: Pam Colenso

MCB role: Lead and Fund where appropriate

Initiative	Timing	Actions / Responsibilities
Continue to support the Christmas Parade and Carols in the Square.		
Refine our funding criteria to ensure that those projects / community groups which deliver the widest benefit to Martinborough Ward in the most cost effective manner are prioritised for funding.	Feb 2014	Lisa to draft new funding criteria for approval at Feb MCB meeting. Once agreed criteria to be uploaded to SWDC website and communicated.
Put in place a more structured approach to community engagement which covers rural areas and community groups, with each group having a lead MCB member who will meet with them at least twice a year. See APPENDIX 1.	Feb 2014	Lisa to draft a community engagement plan for discussion at Feb 2014 MCB meeting.
Use this engagement strategy to develop policy and formulate submissions to SWDC during LTP and Annual Plan processes.	Apr to Jun 2014	Lisa & Pam to lead MCB submissions to SWDC

Initiative	Timing	Actions / Responsibilities
Celebrate key dates and community successes. e.g. WW1 anniversary, Christmas decorations, Town Hall milestones, etc.		
Develop a communication strategy to grow community understanding of the work of the MCB. This will include, but is not limited to, the Martinborough Star, Facebook, SWDC website.		Lisa / Vicky
Attend SWDC meetings at least twice a year to present and report on the progress of this plan.	Ongoing	Lisa to present this strategy to SWDC.

4. A Pedestrian and Cycle friendly district

Ensure our town and district are safe and appealing for those travelling on foot and by bicycle.

Lead Community Board Member: Lisa Cornelissen

MCB role: Lead, Advocate and Fund where appropriate

Initiative	Timing	Actions / Responsibilities
Work with SWDC during the LTP and Annual Plan processes to ensure sufficient budget and resources are allocated to maintain existing footpaths and create new ones.	Apr – June 2014	Lisa and Pam
Work with SWDC and community organisations (Martinborough Business Association, Lions, Cycle Clubs) to research, plan and develop a cycle / walking trail around the vineyards.	2014	Lisa and Max
Ensure our children are safe to walk and cycle to school by working with SWDC to prioritise footpaths in the vicinity of the school.		Lisa
Given the location of the school on the Heavy Vehicle Bypass consult with the School and Interested Parties to implement a 40km speed limit past the school.		Pam
Support and Encourage cycling events within the Martinborough Ward.		Lisa
Advocate for continued and improved public transport links to Wellington and the Wairarapa region.		Lisa

5. Community Assets

Work with SWDC to ensure our community assets are well-maintained and encourage community use and involvement.

Lead Community Board Member: Max / Lisa

MCB role: Lead and Fund where appropriate

Initiative	Timing	Actions / Responsibilities
Support the Considine Park Committee to continue to develop this park in line with the Development Plan.	Ongoing	Pam and Vicky
Utilise our engagement strategy and revised funding criteria to identify priorities for development of community assets including Parks & Reserves, Swimming Pool, Playground and Library.	Ongoing	
Utilise our communication strategy to ensure Martinborough Ward residents are well-informed and encouraged to make the most of our community assets.	Ongoing	Lisa & Vicky

APPENDIX 1

Community Engagement

Rural Areas

Ngawi / Lake Ferry / Pirinoa	Pam Colenso
Tora / Tutumuri	Victoria Read
Hinakura / Longbush / Moiki / Ponotahi	Julie Riddell
Kahutara	Lisa Cornelissen

Community / Demographic Groups

Families and children	Victoria Read
Youth	Adi McMaster
Graffiti Working Party	Julie Riddell
Our older people	Pam Colenso and Julie Riddell?
Tourism and Business	Lisa Cornelissen
Iwi / Marae	Lisa Cornelissen and Victoria Read
Sporting Clubs	Max Stevens
Emergency Services / Civil Defence	Julie Riddell

MCB Budget July 2014 to June 2015 - updated

INCOME

Carried Forward	44,348.31
Annual Plan	20,954.00
TOTAL INCOME	65,302.31

EXPENDITURE

Members Salaries	10,000.00
-------------------------	------------------

General Expenses

Conferences and Meetings	2,000.00
Community Board Levies	166.67
Meeting Costs	28.98
SOLGM Diaries	31.80
Other	0.00
Total General Expenses	2,227.45

Strategic Objectives

Martinborough Town Hall & Town Centre Precinct

2013_14 Town Hall Project	25,000.00
Folding trestle tables	2,000.00

Our Young People

Youth Forum / RII R remaining commitment	475.91
Expenses claimed	274.09
School Holiday Swims	200.00
Free Swim Day - Wellington Anniverssary	48.00
School Holiday Programme	0.00

Sense of Community

2013_14 Martinborough Banners	1,802.50
Christmas Decorations / Competition	0.00
Guy Fawkes	600.00

Pedestrian & Cycle Friendly

Funds for Vineyard Walkway	0.00
----------------------------	------

Community Assets

2013_14 Considine Park Bench	700.00
------------------------------	--------

Contingency	0.00
-------------	------

TOTAL STRATEGIC OBJECTIVES	31,100.50
-----------------------------------	------------------

Financial Assistance

Life Education Trust	500.00
R2R events (subject to budgetted proposals)	1,000.00
Rural South Wai Sports Inc	1,500.00
Fireworks - additional grant	200.00
May grants	6,800.00
Total Financial Assistance	10,000.00

TOTAL EXPENDITURE	53,327.95
--------------------------	------------------

BUDGETTED SURPLUS/(DEFICIT)	11,974.36
------------------------------------	------------------

MCB Budget July 2015 to June 2016 - DRAFT

INCOME

Carried Forward	11,974.36	Includes commitments listed below, will be higher due to PY salary underspend
Annual Plan	20,954.00	
TOTAL INCOME	32,928.36	

EXPENDITURE

Members Salaries	10,005.00
-------------------------	------------------

General Expenses

Member Training	0.00	LGNZ training rates \$625 pp per day
Conferences and Meetings	0.00	None noted
Other	250.00	
Total General Expenses	250.00	

Strategic Objectives

Martinborough Town Hall & Town Centre Precinct

Town Hall Project	0.00	\$25,000 committed in 2014/15
-------------------	------	-------------------------------

Our Young People

Youth Initiatives	1,000.00
School Holiday Swims	200.00
Free Swim Day	100.00

Sense of Community

Christmas - decorations / flags / lighting	5,000.00	Do we want to fund this or look at lighting a tree in the Square? MBA has costed lighting.
Fireworks	400.00	
WW1 Commemorations	2,000.00	
Other community events	0.00	

Pedestrian & Cycle Friendly

Vineyard walkway / cycleway scoping	0.00	Could we scope a project including Todds Rd, Oxford St
Cycle stands in key areas around town?	1,000.00	

Community Assets

Parks & Reserves - Considine Park planting	500.00	Have discussed funding planting or donation to Lions in return for work
Martinborough Pool	0.00	
Playground	0.00	
Library	0.00	
Contingency	0.00	

TOTAL STRATEGIC OBJECTIVES	10,200.00
-----------------------------------	------------------

Financial Assistance

Nov grants	5,000.00
May Grants	5,000.00
Total Financial Assistance	10,000.00

TOTAL EXPENDITURE	30,455.00
--------------------------	------------------

BUDGETTED SURPLUS/(DEFICIT)	2,473.36
------------------------------------	-----------------

Commitments carried forward from 2014_15

Waiinga Centre (Town Hall project)	25,000.00	
Tables for Town Hall	2,000.00	
R2R events (subject to budgetted proposals)	1,000.00	Rangatahi II Rangitira
Rural South Wai Sports Inc	1,500.00	
2013_14 Considine Park Bench	700.00	

From: **Trish** <trishhigginson@xtra.co.nz>
Date: 30 March 2015 at 22:15
Subject: Re: Invitation to talk to Martinborough Community Board
To: Lisa Cornelissen <martinboroughlisa@cornelissen.co.nz>
Cc: Suzanne Clark <suzanne.clark@swdc.govt.nz>, Julie Riddell <julie.riddell@swdc.govt.nz>, Max Stevens <max.stevens@swdc.govt.nz>, Pam Colenso <pmcolenso@xtra.co.nz>, Victoria Read <victoria@victoriaread.co.nz>, "Karina (Cool Change)" <karina@coolc.co.nz>

Dear board members,

We appreciate the invitation to come and talk to you tonight
Here's the link to the Martinborough village website as some of you said you had not seen it yet

<http://www.martinborough-village.co.nz>

Any feedback you have is appreciated - as mentioned the website has had more than 3,000 views in 4 weeks from both inside & outside NZ, this site is a huge asset for Martinborough as the site is mobile friendly & is designed to be a main point of contact for Visitors to town.

Vicky asked "what do you want from us?"

On reflection:

some links would be good, on social media and your website/s

We are happy to reciprocate - the MV website is still in early stages but we plan to add community pages as it grows, we are publishing regular local themed blogs, business & service listings & a nostalgia section

Our goal is to work together to promote Martinborough, please let us know how we can best achieve this alongside the community board.

Yours sincerely

The MV team

www.martinborough-village.co.nz

"Let us show you the magic of our special town"