

MARTINBOROUGH COMMUNITY BOARD

**Agenda
12 December 2018**

**Notice of a meeting to be held in the South Wairarapa District Council Chambers,
19 Kitchener Street, Martinborough on Wednesday 12 December 2018 at 6:30pm.**

MEMBERSHIP OF THE COMMITTEE

Lisa Cornelissen (chair), Fiona Beattie, Victoria Read, Maree Roy, Cr Pam Colenso and Cr Pip Maynard and Maisie Arnold-Barron (student representative).

PUBLIC BUSINESS

1. APOLOGIES:

2. CONFLICTS OF INTEREST:

3. PUBLIC PARTICIPATION:

- 3.1 Craig Percy (developer) and Lucy Cooper (Perception Planning), speaking about the Orchards Retirement Village, Greytown

6:35pm

4. 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.

5. COMMUNITY BOARD MINUTES:

- 5.1 Minutes for Approval: Martinborough Community Board
Minutes of 23 October 2018

Pages 1-4

***Proposed Resolution:** That the minutes of the Martinborough Community Board meeting held on 23 October 2018 be confirmed as a true and correct record.*

6. CHIEF EXECUTIVE AND STAFF REPORTS:

- 6.1 Officers' Report to Community Boards
6.2 Action Items Report
6.3 Income and Expenditure Report
6.4 Schedule of Ordinary Meetings
6.5 SWDC Logo and Branding Working Party Report

Pages 5-49

Pages 50-56

Pages 57-65

Pages 66-69

Pages 70-72

6.6 Change to Naming of Public Roads, Private Roads and Rights-of-Way Policy **Pages 73-81**

6.7 Applications for Financial Assistance **Pages 82-87**

7. NOTICES OF MOTION:

7.1 None advised

8. CHAIRPERSON'S REPORT:

8.1 Chair's Report **Pages 88-108**

8.1.1. Community Board Projects

8.1.2. Community Board Budget

8.1.3. Community Board Workshop

8.1.4. Martinborough Parking Survey

9. MEMBER REPORTS (INFORMATION):

Martinborough Community Board

Minutes – 23 October 2018

- Present:** Lisa Cornelissen (Chair), Victoria Read, Fiona Beattie, Maree Roy and Maisie Arnold-Barron (student representative).
- In Attendance:** Mayor Viv Napier, Mark Allingham (Group Manager Infrastructure and Services), Russell O’Leary (Planning and Environment Manager), Russell Hooper (Planning Manager) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 23 October 2018 between 6:30pm and 7:50pm.

PUBLIC BUSINESS

1. APOLOGIES

MCB RESOLVED (MCB 2018/64) to receive apologies from Cr Pip Maynard and Cr Pam Colenso.

(Moved Cornelissen/Seconded Beattie)

Carried

2. CONFLICTS OF INTEREST

Mrs Cornelissen declared a conflict of interest with agenda item ‘6.4 Dublin Street West and New York Street West’ as she lived and ran a business situated on Dublin Street West.

3. PUBLIC PARTICIPATION

There was no public participation.

4. ACTIONS FROM PUBLIC PARTICIPATION

There were no actions from public participation.

5. COMMUNITY BOARD MINUTES

5.1 Martinborough Community Board Minutes – 27 August 2018

MCB RESOLVED (MCB 2018/65) that the minutes of the Martinborough Community Board meeting held on 27 August 2018 be received and confirmed as a true and correct record.

(Moved Roy/Seconded Read)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Dublin Street West and New York Street West

Mr Hooper discussed the consultation process as well as process to be undertaken once Council adopted the new name with members.

MCB RESOLVED (MCB 2018/66):

1. To receive the Dublin Street West and New York Street West Report.

(Moved Read/Seconded Beattie)

Carried

2. To support the name Vintners Lane to replace Dublin Street West.

(Moved Read/Seconded Beattie)

Carried

6.2 Officers' Report to Community Boards

Mr Allingham discussed NZTA speed limit changes and the Martinborough cenotaph repairs and improvements with members.

MCB RESOLVED (MCB 2018/67) to receive the Officers' Report.

(Moved Cornelissen/Seconded Beattie)

Carried

6.3 Action Items Report

MCB RESOLVED (MCB 2018/68):

1. To receive the Action Items Report.

(Moved Cornelissen /Seconded Read)

Carried

2. Action 695: Review the 18/19 footpath maintenance programme in conjunction with the report prepared by Maree Roy and Cr Pam Colenso and circulate an email to members with suggested reprioritisation of pram/mobility crossings for redevelopment; L Cornelissen

6.4 Income and Expenditure Report

MCB RESOLVED (MCB 2018/69) to receive the Income and Expenditure Statement for the period 1 July 2018 to 31 August 2018.

(Moved Cornelissen/Seconded Beattie)

Carried

6.5 Financial Assistance Accountability Report

MCB RESOLVED (MCB 2018/70) to receive the Financial Assistance Accountability Report.

(Moved Beattie/Seconded Roy)

Carried

7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIRPERSON'S REPORT

8.1 Chairperson's Report

Members discussed the Poppy Places project, the Community Board budget, parking restrictions and Council's Trading in Public Places Bylaw.

Members were broadly in support of utilising the town beautification budget to replace the flag tracking system to secure cost savings for erecting and removing flags, but deferred to a workshop to allow communications with South Wairarapa Rotary and Toast Martinborough.

MCB RESOLVED (MCB 2018/71):

1. To receive the Chair's Report.
2. To receive the projects report.
3. To receive the Community Board budget.
4. To request SWDC to include town centre parking and footpath funding as items for discussion in the next Annual Planning process.

(Moved Cornelissen/Seconded Beattie)

Carried

5. Action 696: Arrange for Citycare to provide Martinborough Community Board low maintenance and drought hardy plant recommendations for under planting the olive trees on SH53 at the entrance to Martinborough; M Allingham
6. Action 697: Determine potential locations for Martinborough Square Road signs (for poppy places), send to MCB members for feedback and then forward to Council's Roding Manager for action; L Cornelissen
7. Action 698: Determine a potential location for hanging the poppy places plaque in Martinborough Square and order the plaque; L Cornelissen
8. Action 699: Investigate the obligations and conditions of the Trading in Public Places Bylaw, liaise with Council's Environmental Team about enforcing the Bylaw, identify the specific areas in Martinborough Square that traders are permitted to sell, and then organise a workshop with members; V Read

MCB RESOLVED (MCB 2018/72):

1. To receive the tabled funding request.
2. To grant MADCAPS \$1600 for a Christmas Parade Traffic Management Plan and Brass Band expenses; \$250 payable to MADCAPS, and \$1350 excluding GST to be paid directly to Traffic Safe NZ on invoice.
3. To allocate the remaining \$400 from the Christmas Event Budget to Xmas Magic in Martinborough.
4. To grant an additional \$600 from the general budget to Xmas Magic in Martinborough, to bring the total grant to \$1,000.

(Moved Cornelissen/Seconded Beattie)

Carried

9. MEMBERS REPORTS (INFORMATION):

There were no reports from members.

10. CORRESPONDENCE

10.1 Inwards

From Victim Support, to Martinborough Community Board, dated 13 September 2018

10.2 Outwards

To Ed Martin, from Martinborough Community Board, dated 18 September 2018

To Martinborough Business Association, from Martinborough Community Board, dated 18 September 2018

MCB RESOLVED (MCB 2018/73) that the inwards correspondence be received and the outwards correspondence be approved.

(Moved Beattie/Seconded Cornelissen)

Carried

Confirmed as a true and correct record

.....Chairperson

.....Date

MARTINBOROUGH COMMUNITY BOARD

12 DECEMBER 2018

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the Officers' Report.*

CHIEF EXECUTIVE

1. Executive Summary

The finalisation of the Annual Report has been front and centre since the last report, this process has once again gone extremely well with special thanks to Kyra Low and Jennie Mitchell.

A productive meeting was held between the three Wairarapa councils, the Regional Council, and Wairarapa Water Ltd, to advance the discussion on the future requirements for water in the Wairarapa. The main output will be a position type statement about future water requirements and possible solutions. This will inform our Annual Plan debate, and is a key part of the Regional Economic Development Strategy.

The Wairarapa Economic Development Strategy and Action Plan, due for release shortly, is a progressive and actionable Plan. While this is a long term plan, we need to commence implementation as soon as possible, and we are progressing discussions on the transition from writing to implementation.

It is pleasing to observe that the Wairarapa Councils are actively engaged in Wairarapa wide, long term matters that need to be discussed and resolved now, the future is not that far away!.

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	2016/17	2017/18	2017/18	COMMENTS
		ACTUAL	TARGET	ACTUAL	
Opportunities are provided for the community to have its views heard	Ratepayers and residents feel they can contact a Council member to raise an issue or problem	79% (13/14: 73%)	75%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 79% (2014: 73%) positive response, 13% (2014: 16%) felt they were unable to comment.
	Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	63% (13/14: 62%)	75%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 63% (2014: 62%) positive response, 23% (2014: 21%) felt they were unable to comment.
Council determines what activities it should engage in through consultation and regulatory requirements then sets clear direction	Ratepayers and residents are satisfied with Council's decisions and actions	70% (14/15: 59%)	80%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 70% (2014: 59%) positive response, 14% (2014: 11%) felt they were unable to comment. The 2014/15 result of 59% was a separate survey with a sample size of 117, and was used to provide an interim indication. The NRB survey size of 300, which is our main survey and has a significantly lower margin of error. The previous NRB survey was in 2013/14. The result for that survey was 76% satisfied with a further 8% unable to comment.
	Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)	65% (13/14: 64%)	80%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 65% (2014: 64%) positive response, 14% (2014: 14%) felt they were unable to comment.
Community Boards make decisions that consider local issues	Community Board decision - making reports on local issues	GTN 96% FTN 95% MBA 92%	90%	GTN 90% FTN 94% MBA 93%	This measure reports on the percentage of resolutions made that relate solely to local issues.
	% of ratepayers and residents who know how to contact a community board member	69% (13/14: 65%)	71%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 69% (2014: 65%) positive response, 0% (2014: 14%) felt they were unable to comment.
Opportunities are available to raise local issues and understand what will happen as a result	Ratepayers and residents satisfied with the way Council involves the public in the decisions it makes	47% (13/14: 49%)	72%	-	The National Research Bureau (NRB) Customer Satisfaction survey was not carried out this year. For the 2015/16 year, in addition to the 47% (2014: 49%) positive response, 31% (2014: 26%) felt they were neither satisfied nor dissatisfied, and 5% (2014: 5%) felt they were unable to comment.
Opportunities are available to raise issues relating to Maori through the Maori Standing Committee	The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications	100%	100%	100%	Maori Standing Committee met on 7 occasions. In total 24 resource consent applications were considered. (2017: 7 meetings and 21 resource consent applications).

2.1 Representation Review

Submissions closed 21 September.

Hearings and deliberations were held 24th October.

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executives Forum

One Chief Executives forum was held during the reporting period.

Agenda items included NZTA Update, Wellington Regional Amenities Fund (of which the Wairarapa Economic Development Strategy is a subset), and the Wellington Regional Amenities fund.

3.1.2. Featherston Wastewater Application

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

Interpretations on sections and provisions in the Regional Councils Proposed Natural Resources Regional Plan have caused issues for us; we continue to discuss these with the Regional Council.

3.1.3. Alistair Scott and Jacqui Dean

MP's Alistair Scott, and Jacqui Dean met with Deputy Mayor Jephson, Councillor Vickery, and I to discuss matters local government.

Jacqui Dean is the shadow minister for Local Government.

We had a wide ranging discussion on local issues and wider local government matters.

4. Corporate

4.1 Annual Report for the Year Ended 30 June 2018

The Annual Report for the year ended 30 June 2018 is presented at this meeting for adoption.

We have had another good year, with costs and revenues controlled and variances forecast and well understood.

We are in a strong financial position, and this, allied with our strong understanding of our infrastructural assets means we are well set up for the future.

4.2 Occupational Health and Safety

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

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

A health and safety report is included in Appendix 1.

4.3 Waihinga Centre/Martinborough Town Hall

The project continues, completion has been recalculated following some weather and materials delays as previously advised with a completion date of October. This remains subject to normal construction risks, weather, materials and the like.

Occupancy is now planned for October/November.

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.

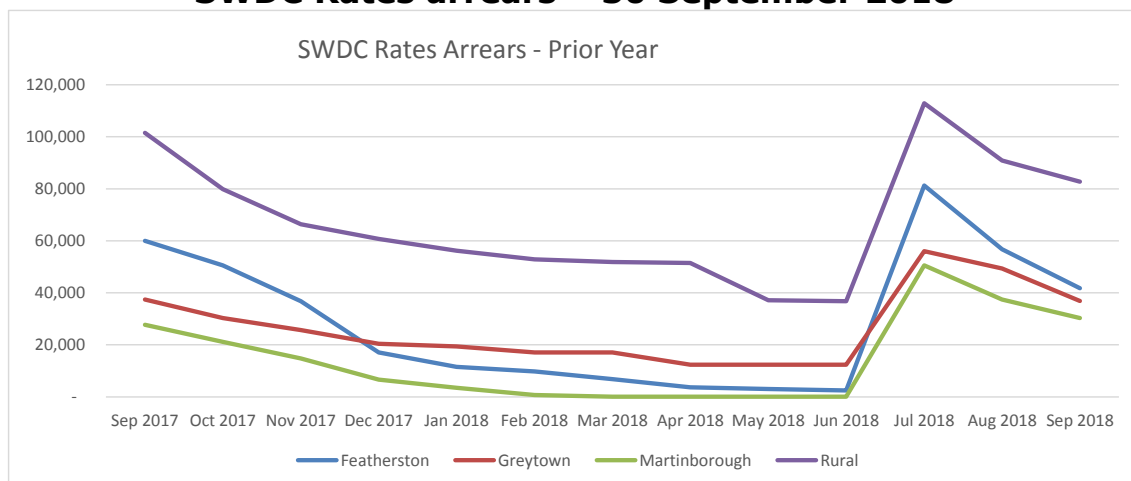
The financial summary, attached as Appendix 2, is reviewed by the construction committee and also presented and discussed at the audit and risk meeting. This summary includes variations to the original programme; variations are approved at the construction team meetings.

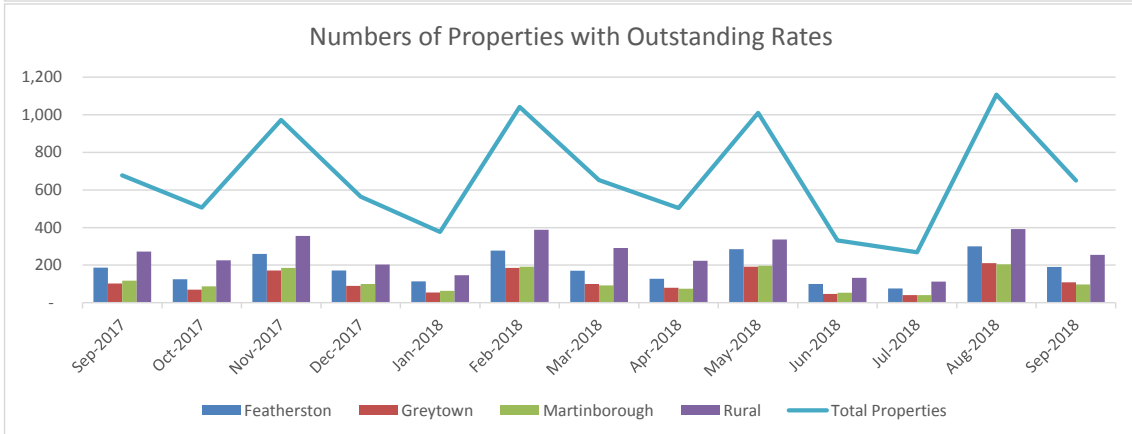
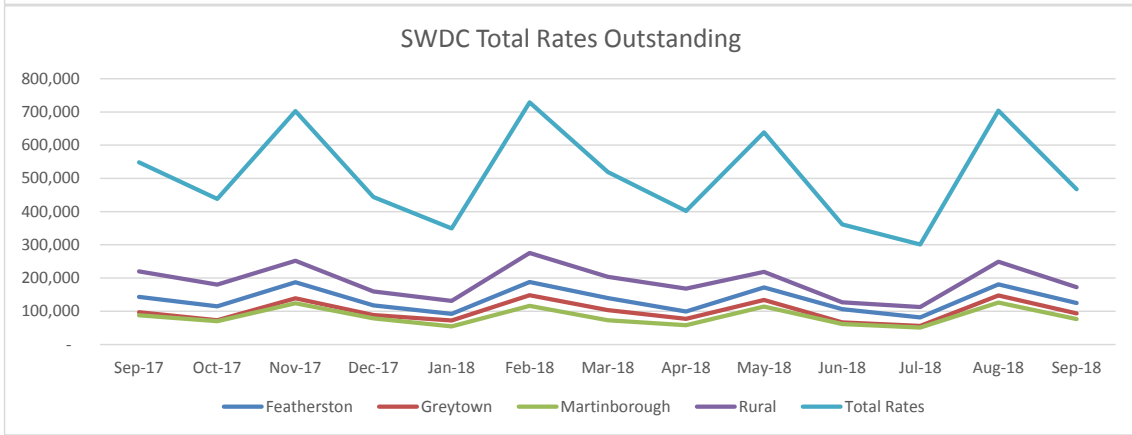
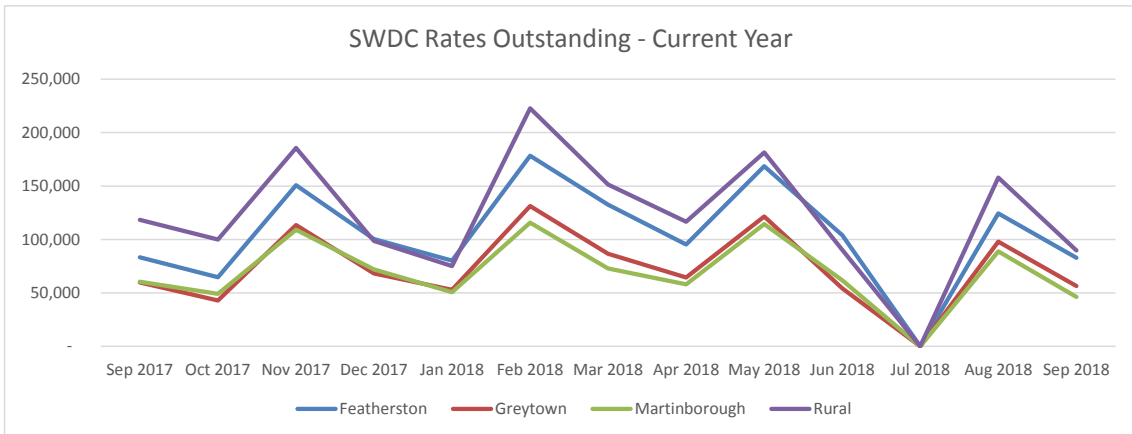
4.4 Rates Arrears (Incl. GST) as at 30 June 2018

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

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

SWDC Rates arrears – 30 September 2018





4.5 LGOIMA Requests

TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
Population projections	Information supplied
Pool Fencing	Information supplied
HRT system for Featherston Sewage.	
Costs associated with Cape Palliser Road	Information Supplied
Total cost of legal advice and services in the three years to 20 June 2018 in matters relating to defamation.	Information Supplied
Total increase in property value for the residential zoned portion of each of 3 SWDC towns from the 2014 RV to the 2017 RV and related increase s in rates take.	
Featherston Wastewater	
Information relating to GIS Systems	Information Supplied

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 – Health and Safety Report

Appendix 2 – Waihinga Centre Finances

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Health and Safety Report

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

HEALTH AND SAFETY STRATEGY

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

RESOURCING

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

HEALTH AND SAFETY – DRIVING CONTINUOUS IMPROVEMENT (lead indicators)

Training

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

Engaging with our people

Health and Safety at Work Team have recently:

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

Working with Volunteers

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

Near Miss reports

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

Wellness

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

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

Working with our Contractors

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

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

HEALTH AND SAFETY ACCIDENT & INCIDENT REPORTING (Lag indicators)

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

RISK MANAGEMENT

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

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

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

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

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

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

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

When assessing risk profile consider:

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

Low risk

Pre-qual

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

Review

Contractor Induction
Contractor agreement
Annual review

Medium risk

Pre-qual

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

Review

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

High/Extreme risk

Pre-qual

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

Review

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

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

Appendix 2 – Waihinga Centre Finances

SWDC
Waiinga Centre
Project forecast - Actuals to October 2018

DRAFT

Per Council decision 18.1.2017

\$ 5,132,010

Made up as follows:	Budget	Invoiced to 31.10.2018	Invoices to come	Forecast spend
Rigg Zschokke Construction Contract	4,223,709	3,556,013	647,696	4,203,709
Rigg Zschokke Agreed Variations*		27,387	19,639	47,026
		<u>3,583,400</u>	<u>667,335</u>	<u>4,250,735</u>
Insurance		27,442	576	28,018
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		47,500		
Warren and Mahoney - Site Monitoring		35,235		
Warren and Mahoney - Variations*		11,578		
		<u>94,312</u>	-	<u>94,312</u>
Development & Design Variations**		112,876	-	5,325
QS Services to completion	50,000			107,551
Venture Consulting		27,500	2,500	
Clendon Burns & Park		13,438		
		<u>40,938</u>	<u>2,500</u>	<u>43,438</u>
Budgeted Core costs	5,132,010			
Plus Contingency	200,000			194,173
Overall budget	<u>\$ 5,332,010</u>	<u>4,636,771</u>	<u>665,086</u>	<u>\$ 5,326,183</u>

***Construction Variations to date:**

Rigg Zschokke	Invoiced to 31.10.2018	Invoices to come	Forecast spend
Removal of asbestos	7,310		
Insurance obtained directly	(20,000)		
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	9,500		
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)	
Remove existing structural steel bracing	3,500	1,500	
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		
Materials supply savings	(5,000)		
Foundation beam kitchen	3,885		
Sawcut slab		1,750	
Subfloor ventilation		2,995	
Delete acoustic lining & insulation		(5,800)	
Replace soffit linings town hall balcony		5,085	
Alter data & store cupboard		1,750	
Autex lining entry lobby		1,700	
Carpark & seal repair		(15,800)	
Pumbing alterations - Café & kitchen		7,490	
Structural steel variations - drawings		34,000	
Door to library service area		1,265	
Library shelf savings		(20,000)	
	<u>27,387</u>	<u>19,639</u>	<u>47,026</u>
Warren and Mahoney			
Alternative cladding product + Addl Toilet	11,578	0	11,578

****Development & Design Variations:**

SGL	5,500		
Engeo Geotech	13,715		
Holmes Consulting - Design & Fire	8,475		
HVAC Design	7,990	675	
Rawlinsons (Quantity Surveyers)	5,000		
Warren and Mahoney - Design(SWDC excl from original budget)	45,158		
Holmes Consulting - Construction Monitoring	27,038		
Savings on paint costs (TBC)		(6,000)	
	<u>112,876</u>	<u>(5,325)</u>	<u>107,551</u>
Net cost/(savings) from Variations:			<u>194,173</u>

PLANNING AND ENVIRONMENT

1. Resource Management

1.1 Resource Management Act - District Plan

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

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

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	83%	15 of 19 Land Use applications were processed within statutory timeframes. 18 of 22 Subdivision applications were processed within statutory timeframes. 7 of 7 permitted boundary activity applications were processed within statutory timeframes. Total 40/48. NCS.
s.223 certificates issued within 10 working days	100%	94%	15 of 16 s223 certificates were processed within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	93%	14 of 15 s224 certificates processed. NCS.

Officers provide detailed information as fortnightly updates on all consents direct to Council and Community Board members, so this information is not listed here.

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

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

1.4 Local Government Act – LIM's

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2017-18
Non-urgent LIMs are processed within 10 days	100%	98%	G:\LIMs\LIMS PROCESSED 2017-18

TYPE	YTD 1 ST JULY 2018 TO 30 TH SEPTEMBER 2018	PREVIOUS YTD 1 ST JULY 2017 TO 30 TH SEPTEMBER 2017	PERIOD 1 ST SEPTEMBER 2018 TO 30 TH SEPTEMBER 2018	PREVIOUS PERIOD 1 ST SEPTEMBER 2017 TO 30 TH SEPTEMBER 2017
Standard LIMs (Processed within 10 working days)	74	50	24	24
Urgent LIMs (Processed within 5 working days)	9	14	2	4
Totals	83	64	26	28

2. Public Protection

2.1 Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – 134 CCC's were issued within 20WD
Building consent applications are processed within 20 working days	100%	100%	NCS – 135 consents were issued within 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2020. Council was re-accredited in January 2018
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOF's and Swimming Pools	Yes	Yes	Building Consents Council inspects all new work to ensure compliance (September 2018 – 431 inspections) BWOF's – Total 169 – average of 3 audits per month required, 2 audit carried out in September. Swimming Pools –

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Earthquake prone buildings reports received	90%	N/A	<p>Total 279 – average of 7 audits per month required. 12 audit carried out in September.</p> <p>Under previous legislation 148 of 229 known premises had been addressed.</p> <p>Under the new legislation, all buildings needed to be re-assessed. Council has now reviewed the potential Earthquake Prone Buildings (EQP) and letters have been sent to owners advising them of their buildings status.</p> <p>104 letters sent out in total. 69 - identified as no longer EQP 20 - require engineer assessment 12 - still being assessed by LGE 15 - identified as EQP and have been sent notices to be affixed to the building.</p>

TYPE – AUGUST 2018	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	5	\$905,800
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	10	\$311,425
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	118	\$6,904,485
Other (public facilities - schools, toilets, halls, swimming pools)	11	\$468,329
Totals	144	\$17,545,004

2.2 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	1 visits	100%	1 visit to school holiday program in Greytown
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 62/62
Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	100%	2/2

INCIDENTS REPORTED FOR PERIOD 1 AUGUST 18 TO 30 SEPTEMBER 18	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	1	-	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking and whining	6	-	-
Lost Dogs	-	1	3
Found Dogs	-	-	3
Rushing Aggressive	4	-	1
Wandering	12	3	11
Welfare	-	-	-
Fouling	-	-	-
Uncontrolled	-	-	-

2.3 Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 8 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 18 incidents

INCIDENTS REPORTED	TOTAL FOR PERIOD 1 AUGUST 2018 TO 30 SEPTEMBER 2018
Stock	6

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 26/26 attended within timeframe

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2018 TO 30 SEPTEMBER 2018	PREVIOUS YTD 1 JULY 2017 TO 30 SEPTEMBER 2017	PERIOD 1 SEPTEMBER 2018 TO 30 SEPTEMBER 2018	PREVIOUS PERIOD 1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017
Total	26	13	16	3

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%	30.0%	MAGIQ data. All premises inspected at new or renewal application stage (15/50*). *Number of inspections completed of licences coming up for renewal within the YTD period. 120 licences in total. Total number of licences is subject to change month by month as new businesses open and existing premises close.
Premises that are high risk are inspected annually, while low or medium risk premises are audited no less than once every three years.	100%	27.3%	MAGIQ data. There are no high risk premises in the district. Low and medium risk premises are inspected every 3 years as part of the renewal process. There are currently 22 low and medium licences due for renewal or new inspections in the coming 12 months. 6 of these have been inspected as at 30 September 2018. Total number of licences is subject to change month by month as new businesses open and existing premises close. (6/22)
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	0%	No CLEG meetings scheduled to date.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2018 TO 30 SEPTEMBER 2018	PREVIOUS YTD 1 JULY 2017 TO 30 SEPTEMBER 2017	PERIOD 1 SEPTEMBER 2018 TO 30 SEPTEMBER 2018	PREVIOUS PERIOD 1 1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017
On Licence	5	3	0	1
Off Licence	6	2	2	1

Club Licence	3	1	1	1
Manager's Certificate	18	31	13	10
Special Licence	9	9	3	2
Temporary Authority	4	0	2	0
Total	45	46	21	15

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 17/18	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	FHR – 6 FCP (Food Act) – 69 FCP (Deemed) – 5 NP – 29 The changes in the Food Act 2014 require that businesses have an appropriate Risk Based Measure in place by end of transition period (Feb 2019). Total number of premises is subject to change month by month as new businesses open and existing premises close.
Premises are inspected in accord with regulatory requirements.	100%	35.14%	FCP verifications – 26/74 *Total number of premises is subject to change month by month as new businesses open and existing premises close.

2.7 Bylaws

Between 1 July 2018 and 30 September 2018 there were three notices relating to trees and hedges, seven litter and five abandoned vehicle complaints.

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

INFRASTRUCTURE AND SERVICES

1. Group Manager highlights

Recruiting is complete and an appointment has been made for the group administrator starting on 15 October. Recruitment is about to start for the Amenities Manager position.

With possible changes to services in waters and transport it is an important time to look at the department in regards to shared services and how services can be delivered within the South Wairarapa district. Discussions are still ongoing regarding the combining of the Wairarapa roads contracts and further market analysis is to be done. This will be the final phase in the roading service and contract review determining the procurement contract model.

A focus of the last few months has been the delivery on community board and council actions. Many of these tasks are now complete and the department is looking how it can best communicate and deliver these localised activities through the boards and community.

The Annual report audit is complete with the senior staff being engaged with audit and the corporate services staff for two weeks reviewing the annual report and performance indicators.

Work continues on the annual works programs and long term projects such as the water upgrades and waste water consents.

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

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
The total number of complaints received by the local authority about drinking water pressure or flow per 1000 connections	<15	0	0.25 per 1000 (1 complaints)	0	1
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.75 per 1000 (3 complaints)	0.75 per 1000 (3 complaints)	0	3
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	1	0.25 per 1000 (1 complaints)	1	1
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	(1/1) 100%	Median Time 2mins	0	1
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	(1/1) 100%	Median Time 2h 36mins	0	1
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	(17/26) 65%	Median Time 18h 27mins	26	50
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	(21/26) 81%	Median Time 36h 47mins	26	50
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	20%	20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		41.3%		

2.2 Water supply capital improvements

2.2.1. Featherston water supply

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

Request for proposal currently being prepared to convert one of the raw water storage ponds adjacent to the water treatment plant. This will give approximately 2 days storage at peak summer usage for both Featherston and Greytown.

2.2.2. Water reticulation renewal

Stage 3 of the trunk main renewal contract completed for Greytown water main to the Waiohine plant.

2.3 Water treatment plants

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

2.4 Water reticulation

There were 26 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 City Care Ltd (CCL) to maintain satisfactory flows. There were 4 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	
		AUG	YTD	AUG	YTD
Number of blockages per 1000 connections	<10	0.48 per 1000 (3 complaint)		3	3
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	0	0	0	0
Attendance time: from notification to arrival on site	< 1 Hr	1/3 (33%)	Median Time 1h 2min	3	9
Resolution time: from notification to resolution of fault	< 4 Hrs	1/3 (33%)	Median Time 3h 4m	3	9
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0
No. of complaints per 1000 connections received about sewage odour	< 15	1 per 1000 (1 complaint)	.24 per 1000 (1 complaint)	1	3
No. of complaints per 1000 connections received about sewage systems faults	< 15	2	0.24 per 1000 (1 complaint)	1	3
No. of complaints per 1000 connections received about sewage system blockages	< 15	0.48 per 1000 (2 complaint)	1.1 per 1000 (5 complaint)	2	5
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%	3/3 (100%)	89% (8/9)	3	9

3.2 Waste water treatment plants

3.2.1. Capital and consents

Featherston WWTP

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

Two further meetings with neighbour and Iwi to provide more information and answer questions. No further meetings have been planned, however discussion around the suggested working group are on-going.

The flow into the plant following the recent dry weather is getting low so the WWTP may stop discharging later in October.

Staged improvements at Greytown WWTP

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

Irrigation at Martinborough WWTP

At Martinborough WWTP irrigation to land stopped in May and has restarted in September. The Ruamahanga River level has started to get low and since the 22 September we have started irrigating to land again.

Since starting to irrigate to land in November, 186 bales of bailage have been cut.

Waite Street, Featherston renewal

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

3.3 Operational

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

3.3.1. 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 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	55%			NRB survey:	57%
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) 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 abatement notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

There was 2 storm water blockages reported during the period.

5. Solid waste management

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

5.1 Key Performance Indicators

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6		6		
Volume of waste disposed out of district	Decreasing by 2.5%	Increase of 1% compared to SEP 2017	Current average annual increased 21% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

6. Land transport

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

6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		APRIL	YTD	APRIL	YTD
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%				
Ratepayers and residents fairly/very satisfied with the roads	80%			NRB Survey:	73%
5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%				
The pavement condition index as measured by the NZTA pavement integrity index	95%				
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 Roothing Maintenance – Fulton Hogan

From 3 - 6 September road closures occurred on Ponatahi and White Rock Roads. The wet climatic conditions also caused slips and dropouts on White Rock, Tora, Te Awaiti, Pahaoa, Wainuioru, Moeraki, Ngakonui, Summerhill, Hinekura, Longbush and Lake Ferry Roads. All roads are open but there are remedial works required over the drier summer period.



Flooding and road closure at Haungarua Bridge, Ponatahi Road



Flooding and road closure White Rock Road approximately 3km before Tukurumuri School



Drop out and road closure at Ushers Hill, White Rock Road

95km of grading was carried out during August; 83 km of the graded length was completed with a tow behind roller. The rolling operation provided a tight smooth surface with less loose material.

153 m³ of maintenance metal was applied to various unsealed roads.

Preseal repairs were carried out on the sealed road network. Both urban and rural sections were repaired.

Kerb and channel repairs were completed on Papawai Road.

Drainage works were carried out behind Ngwai Village in conjunction with the KawaKawa Trust. As part of this work culverts and sumps were flushed out in Ngwai village.

Spraying of road side drains, signs and marker pegs commenced as part of spring vegetation control. No spray zones have been identified and marked out.

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

6.3 Other activities

Higgins Contactors have commenced on the seal extension and sealed pavement rehabilitation on Western Lake Road and is programmed to be completed by the end of November 2018.

Calibre Consultants have been engaged to carry out scoping Geotechnical Reports for "The Glue Pot" on Te Awaiti Road and "Johnsons Hill" on Cape Palliser Road, along with design of the pier renewal on Tora Farm Settlement Bridge.

The bus stop on Fitzherbert Street, Featherston adjacent to Birdwood Street has been relocated and became operational on 30 September 2018.

7. Amenities

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

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

7.1 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:	
Ratepayers and residents satisfied with town halls	76%			NRB Survey:	74%

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS	INCIDENTS
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

7.2.1. Featherston

Work has commenced on the site adjacent to the Town Square for the installation of the Featherston Camp Memorial Sculpture. This work is being carried out by the Sculpture Trust, but council's parks and reserves contractors will also be doing some landscaping in the area.



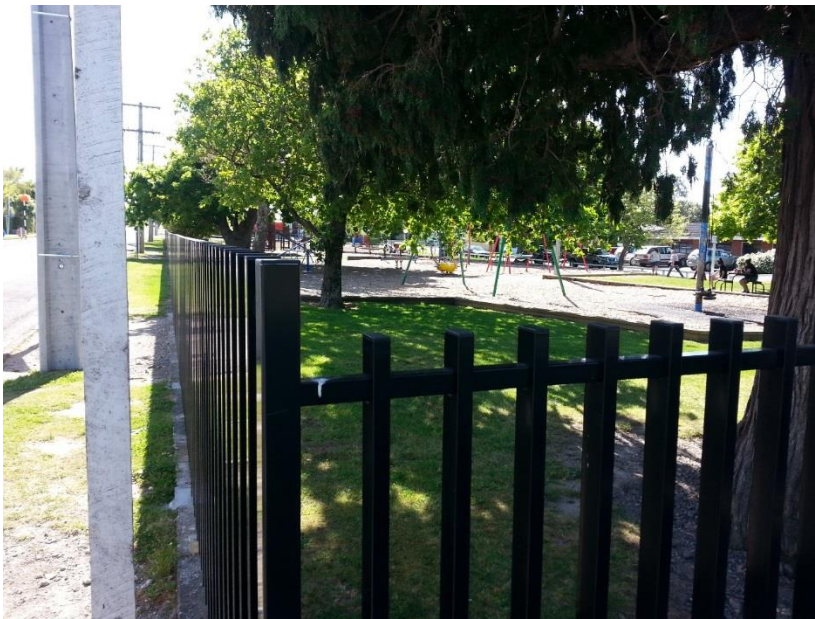
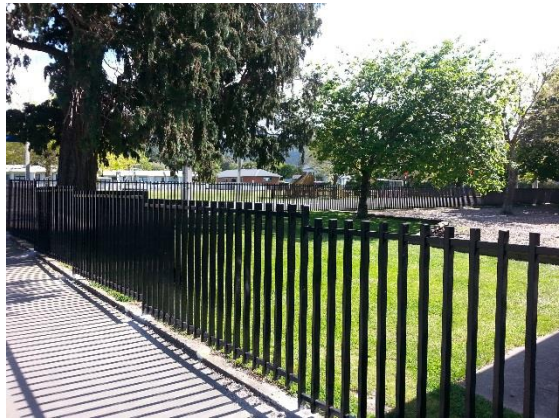
A new seat has been placed in the small park near the wind sculpture. This seat was given as a memorial for Peter Norden, and was placed with the assistance of the Featherston Beautification Group.



As part of the work for the installation of the Featherston Camp Memorial Sculpture, council approved the relocation of the bus stop from in front of the site to a few metres east near the Windgrass sculpture.



The new fence on the Birdwood Street side of the Featherston playground has been completed. This was the only fence originally planned, to prevent small people from running onto Birdwood St. However, the community has asked for the fencing to be continued around the whole playground, and a price for this is being obtained.



7.2.2. Greytown

The Arbor Reserve toilet has been painted and tidied up, and even the resident rooster is happy!!



7.3 Community housing

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

7.4 Cemeteries

7.4.1. Purchases of burial plots/niches 11 September to 10 October 2018

	Greytown	Featherston	Martinborough
Niche	1	0	0
In-ground ashes Beam	0	0	0
Burial plot	4	2	0
Total	5	2	0

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

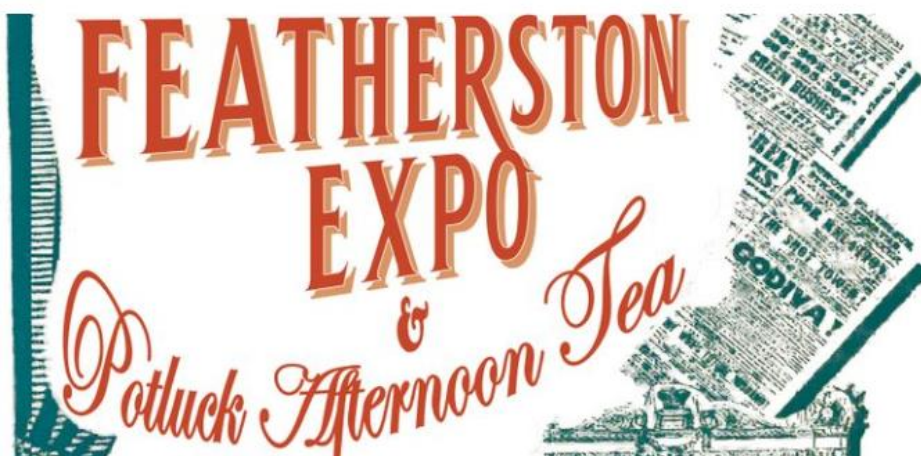
	Greytown	Featherston	Martinborough
Burial	3	3	0
Ashes in-ground	0	0	0
Ashes wall	0	0	0
Total	3	3	0

7.5 Events

7.5.1. Featherston

Completed events:

Featherston Expo – held on Sunday, 30 September 2018



Community Barn Dance & Pie Contest - held Saturday 15 September 2018



Future events:

Dedication of Camp Memorial Sculpture – 10 November 2018

Armistice Day Commemorations – 11 November 2018

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

Featherston Market – being held every fourth Saturday: 27 October, 24 November, 22 December 2018, 26 January, 23 February and 23 March 2019

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

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



7.5.2. Greytown

Completed events: Nil

Future events:

The Greytown Country Market – being held 21 October, 18 November, 23 December 2018, 20 January, 17 February and 17 March 2019



7.5.3. Martinborough

Completed events: Nil

Future events:

Martinborough Charity Fun Ride – being held Sunday, 28 October 2018



Toast Martinborough – being held on Sunday, 18 November 2018



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

8. Libraries

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

9. Appendices

Appendix 1 - Monthly water usage

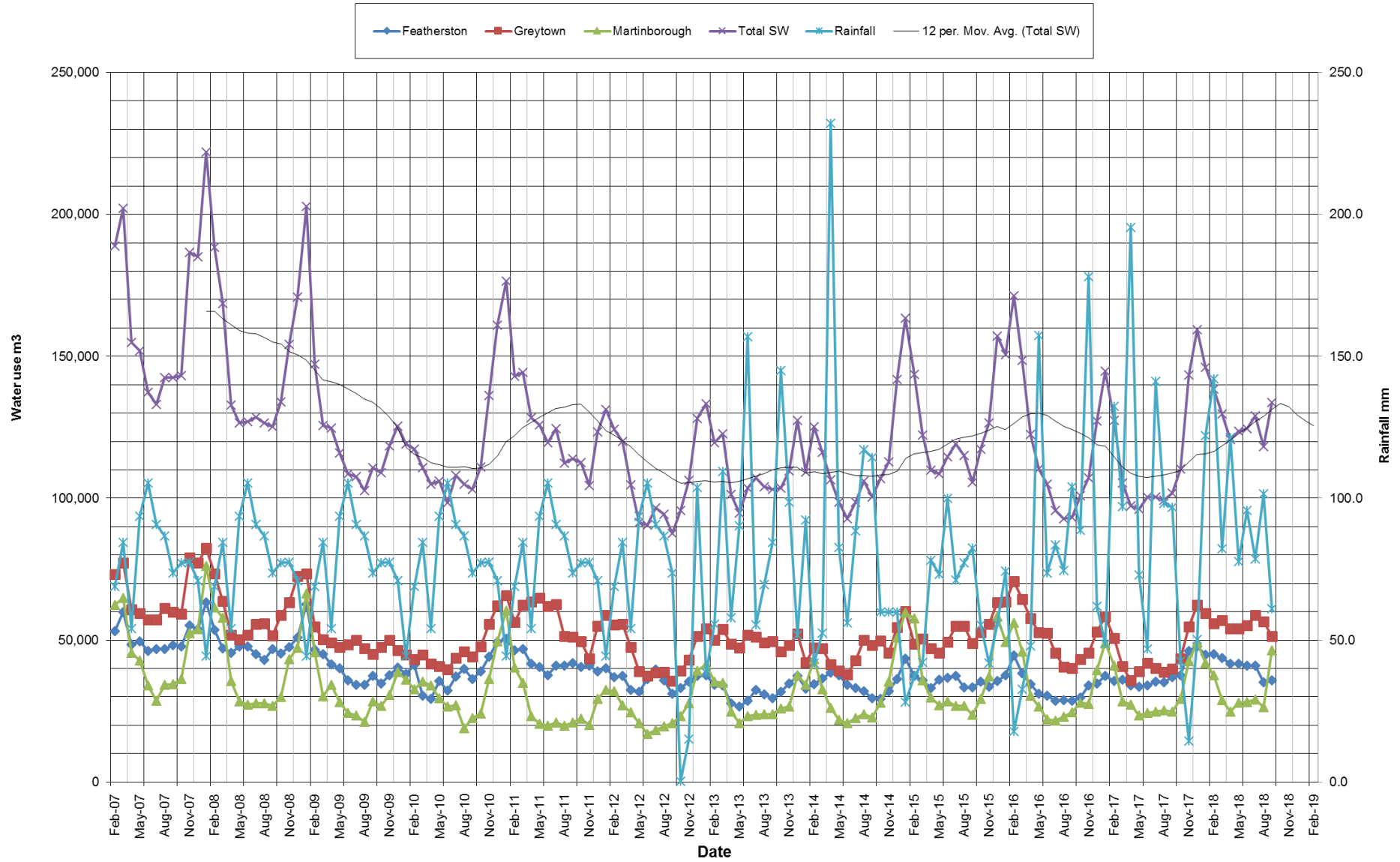
Appendix 2 - Waste exported to Bonny Glen

Appendix 3 - Library statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

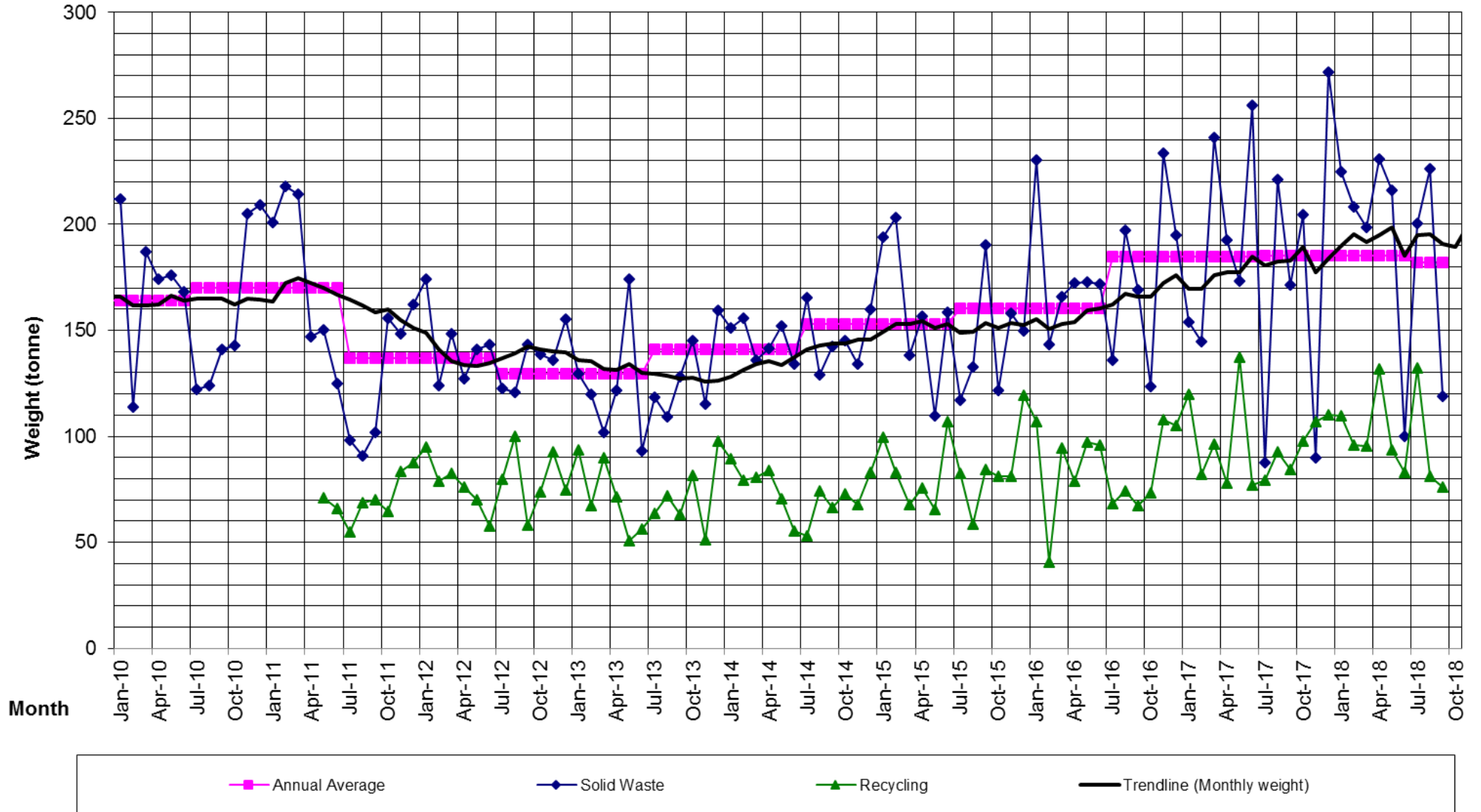
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



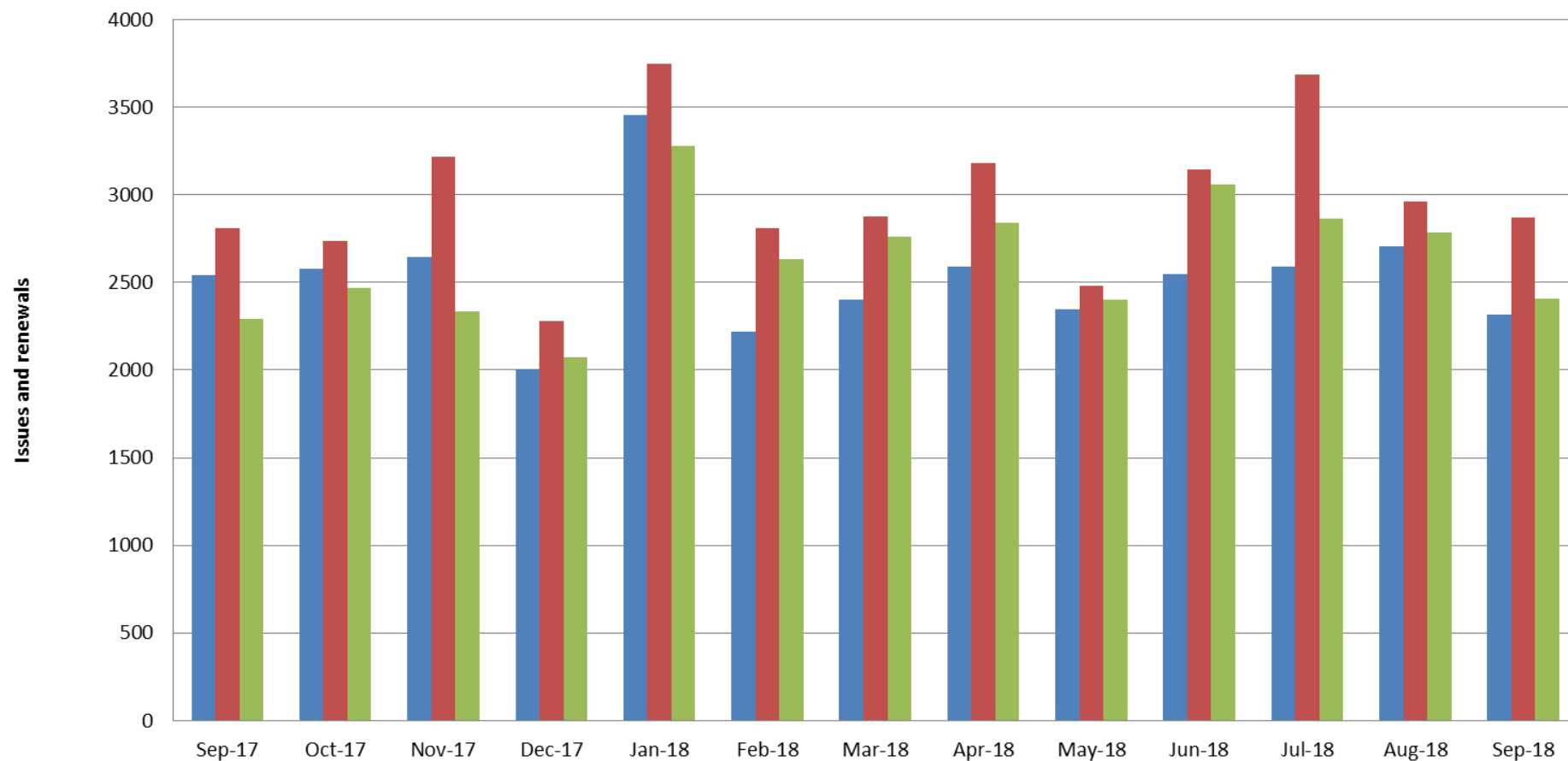
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



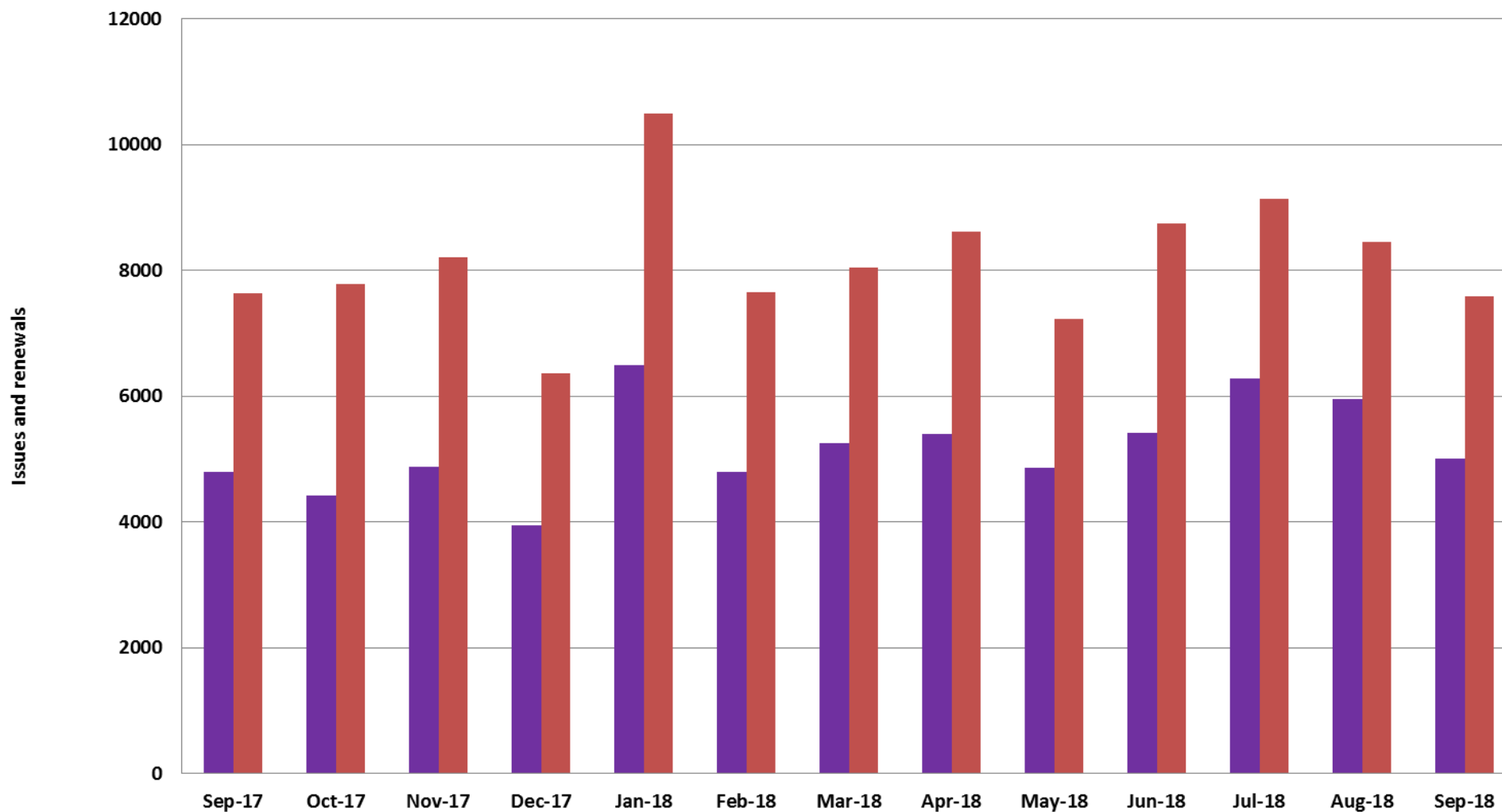
Appendix 3 – Library statistic

South Wairarapa libraries - issues and renewals to September 2018



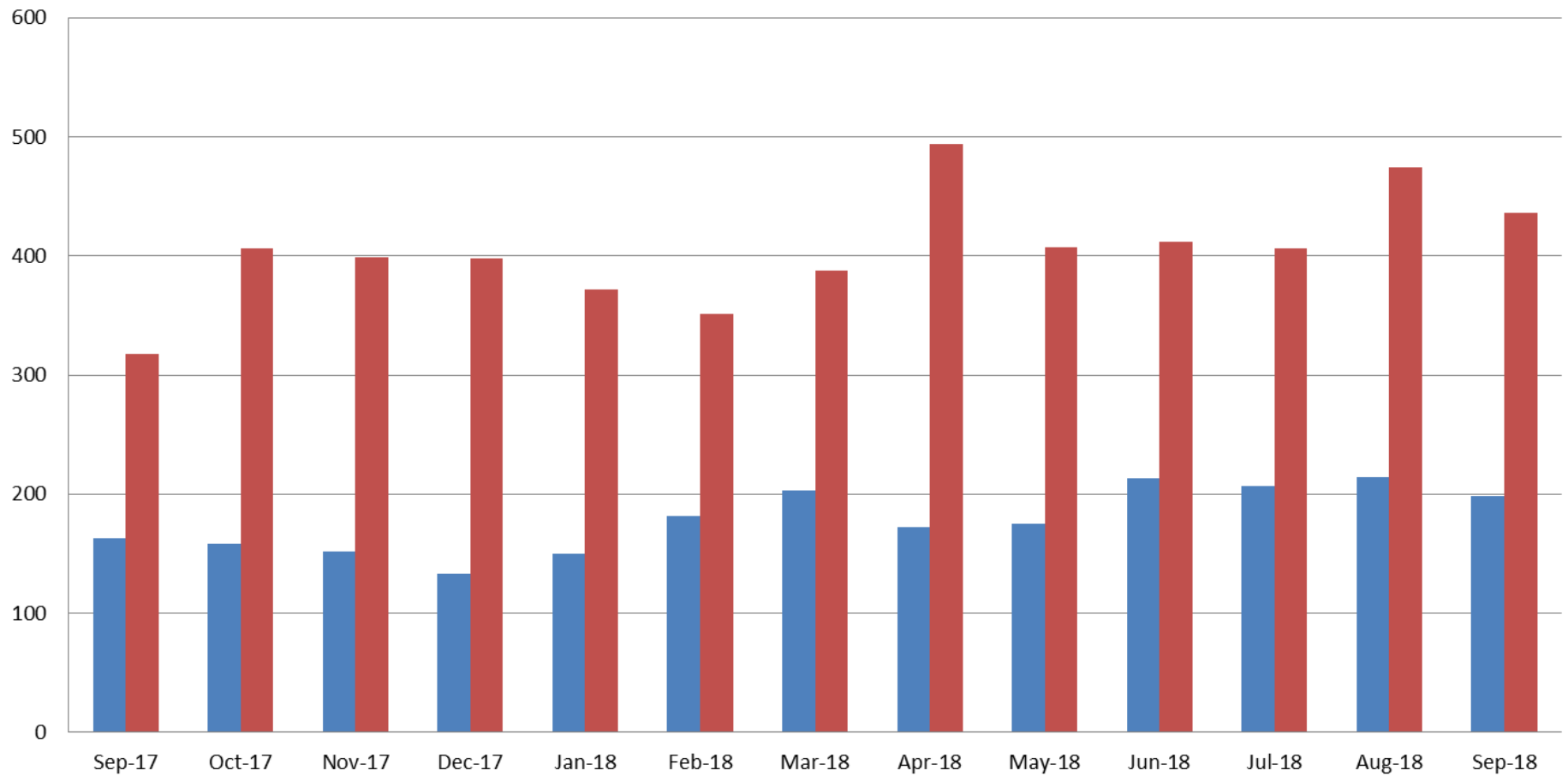
	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18
Featherston	2543	2577	2647	2006	3456	2216	2400	2590	2348	2550	2588	2703	2316
Greytown	2811	2738	3218	2278	3748	2809	2878	3178	2483	3143	3689	2964	2872
Martinborough	2289	2468	2336	2071	3281	2632	2761	2842	2400	3058	2866	2784	2407

Wairarapa Library Service - issues and renewals to September 2018



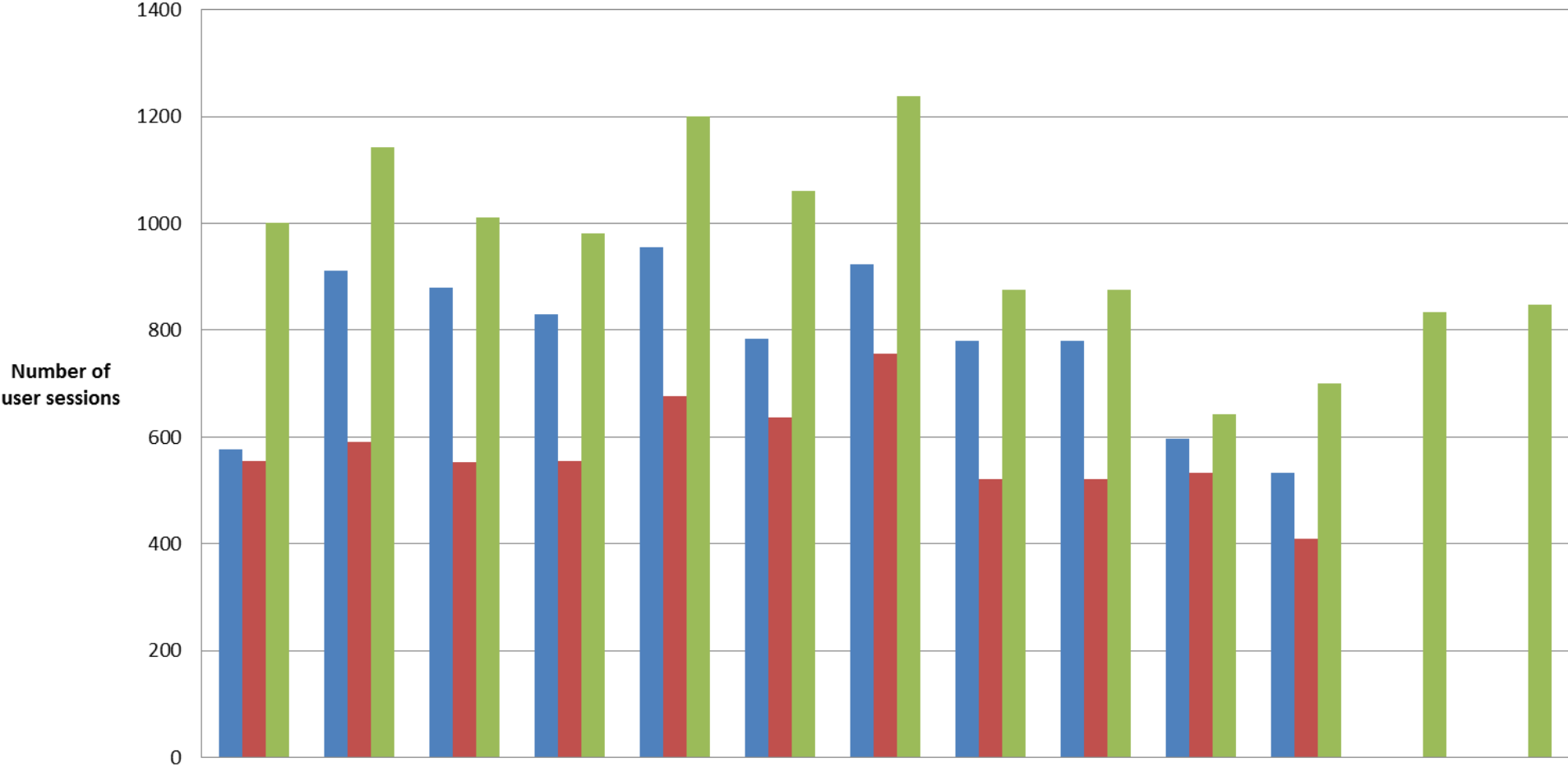
	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18
Carterton	4792	4418	4870	3940	6500	4789	5261	5397	4861	5422	6279	5962	5009
South Wairarapa	7643	7783	8201	6355	10485	7657	8039	8610	7231	8751	9143	8451	7595

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



	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18
■ Audiobooks	163	158	152	133	150	182	203	172	175	213	207	214	198
■ Ebooks	318	406	399	398	372	351	388	494	407	412	406	474	436

APNK Wi-fi user sessions to September 2018



	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18
■ Featherston	576	911	879	829	955	784	923	781	781	596	533		
■ Greytown	555	590	553	555	677	636	757	521	521	532	409		
■ Martinborough	1001	1142	1011	981	1201	1060	1239	876	876	643	701	834	847

MARTINBOROUGH COMMUNITY BOARD

12 DECEMBER 2018

AGENDA ITEM 6.2

ACTION ITEMS REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

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

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

2. Appendices

Appendix 1 - Action Items to 12 December 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 12 December 2018

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
584	9-Oct-17	Resolution	Cr Colenso	MCB RESOLVED (MCB 2017/96) 1. To receive the Greater Wellington Regional Council (GWRC) Bus Shelter on Ohio Street report 2. To defer further discussion on potential artists and murals at the next MCB workshop. (Moved Cornelissen/Seconded Roy) Carried	Open	12/3/18: Cr Colenso undertook to put an artists brief together
22	29-Jan-18	Action	Lisa Cornelissen	Liaise with the Martinborough Swimming Club treasurer and Mr Crimp about possible transfer and management of remaining Club funds	Open	2/11/18: Council is able to manage the funds but they would need to be spent sooner rather than later. There should be no liability that comes with the grant, apart from its use being swimming pool related.
238	23-Apr-18	Action	Mark	Ensure final works on the Martinborough cenotaph are completed by 31 May as indicated in 14 March 2018 timeline and advise Cr Colenso when work is going to start	Open	25/05 Street lighting contractor has been contacted and has promised that cenotaph light will be fixed 1 June at the latest. Stone mason believes the structure of the monument is sound. 25/6/18 History of works request is being reviewed and discussion to be held at next MCB meeting. 10/08 New light and pole to be erected and cenotaph to be plastered and painted - see 455 below 26/09 Work in progress
356	11-Jun-18	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2018/39): 1. To receive the Chair's Report including the current Community Board projects list. (Moved Cr Colenso /Seconded Read) Carried 2. To agree to investigate alternative venues for MCB meetings with a view to increasing engagement and to discuss further at a workshop with a view to bringing back a proposal to the next meeting. (Moved Cr Colenso/Seconded Read) Carried 3. To receive the Wings Over Wairarapa Report and to agree that the Community Board were not a promotional body and to refer Wings Over Wairarapa	Open	28/6/18: WOW advised of MCB decision 27/8/18: Meetings will be rotated, Waiinga Centre and the Marae will be first options 26 Nov 18 meeting to be in Council Chambers, January 19 to be Waiinga Centre

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				to the Martinborough Business Association. (Moved Read/Seconded Cr Maynard) Carried		
361	11-Jun-18	Action	Mark	Discuss the proposal to move the existing shade structure at Martinborough Pool to the northern side of the pool area with the shade cloth appropriately tilted in a workshop (close action 731)	Actioned	<ul style="list-style-type: none"> Nov 2017 – SWDC - Installation of Pergola from the Playground at the Pool (not feasible pergola not to code) SWDC to move existing shade at the Princess Street end of the pool closer to the toddlers pool. 24/09 Mark currently arranging with contractors to undertake work immediately. 7/11/18: Done
455	16-Jul-18	Resolution	Mark	<p>MCB RESOLVED (MCB 2018/48):</p> <ol style="list-style-type: none"> To receive the Officers' Report. To agree that the light and pole is replaced, ensuring that the new light bulb meets the Dark Sky standard (2200 kelvins or lees). That repointing is undertaken as necessary. That the cenotaph plinth is plastered and painted to look like new concrete, painted grey, and that an anti-slip texture is applied. <p>(Moved Cornelissen/Seconded Cr Colenso) Carried</p>	Open	<p>17/08 Work in progress. Pole and light to be replaced w/c 20 August; plastering and painting work to follow</p> <p>24/09 Work in progress; almost complete</p>
458	16-Jul-18	Action	Cr Colenso	Provided Considine Park Users Group members are all in favour of fireworks being held in Considine Park, invite Martinborough School to organise the 2018 Guy Fawkes event	Actioned	<p>27/8/18: Considine Park Committee happy for fireworks to go ahead, provided it is moved away from cricket pitch. Cr Colenso to liaise with School and officers.</p> <p>23/10/18: Mba Cricket Club to run the event,</p> <p>2/11/18: Event cancelled, action closed</p>
549	27-Aug-18	Resolution	Mark	<p>MCB RESOLVED (MCB2018/53):</p> <ol style="list-style-type: none"> Not to support a pedestrian crossing on Jellicoe Street at this time, as support has been given to painting yellow lines on the corners of Venice/Jellicoe and Naples/Jellicoe Streets, and these safety improvements will move traffic away from junctions. <p>(Moved Cornelissen/Seconded Read) Carried</p>	Open	26/09 Road marking contractor is scheduled for March 2019
556	27-Aug-18	Resolution	Mark	<p>MCB RESOLVED (MCB 2018/60):</p> <ol style="list-style-type: none"> To receive the Martinborough School Parking Report. 	Open	24/10/18: School looking at centralising parking.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				2. To defer a decision until the Footpath Strategy has been viewed by the Community Board. (Moved Cornelissen/Secoded Beattie) Carried		
560	27-Aug-18	Action	Mark	Paint regulation length yellow lines on the corners of Jellicoe/Broadway Streets and Venice/Jellicoe Streets and Naples/Jellicoe Streets	Open	26/09 Road marking contractor scheduled to come March 2019
562	27-Aug-18	Action	Mark	Ensure that the Pain Farm lease arrangements are returned to a long term lease now that the prime time for securing grazing leases is approaching	Open	24/09 Deferred to January 2019
563	27-Aug-18	Action	Lisa Cornelissen	Setup a meeting with Martinborough School, Martinborough Kindergarten and Council officers to determine why the School views the muddy berms as a safety concern and whether communication around alternative drop-off/pickup locations may solve the problem	Actioned	24/10/18: Superseded by direct conversation with school
564	27-Aug-18	Action	Mark	Advise MCB members whether the new flag tracking system could be fitted while the old system remained in place (in order that flags can be utilised until end of life), and the time requirement for a decision on the flag tracking system	Open	21/09 MCB updated. Waiting on MCB to provide list and photos of flagpoles for FlagTrax so quote can be finalised. 7/11/18: Ordered
565	27-Aug-18	Action	Cr Colenso	Determine whether the town flags could be used or modified for the proposed flag tracking system	Actioned	21/09 MCB advised this can be done but probably only worth it with new flags
566	27-Aug-18	Action	Lisa Cornelissen	Work with Waihinga Trust to itemise a list of Martinborough playground equipment that is being put back in the playground, but needs refurbishing, and forward to Mayor Napier so consideration can be given for refurbishment to be paid for from Council's playground maintenance budget	Open	24/10/18: Waiting on further info.
567	27-Aug-18	Action	Mark	Inform Martinborough Community Board once NZTA (via their traffic info page) are setup to display all road closure information in the South Wairarapa	Actioned	4/10 Tim working with NZTA on this
568	27-Aug-18	Action	Mark	When the Martinborough footpath maintenance programme has been completed, communicate that programme to the Community Board	Actioned	
687	23-Oct-18	Resolution	Russell	MCB RESOLVED (MCB 2018/66): 1. To receive the Dublin Street West and New York	Actioned	2/11/18: Action in hand, report to Council 12 Dec.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				Street West Report. (Moved Read/Seconded Beattie) Carried 2. To support the name Vintners Lane to replace Dublin Street West. (Moved Read/Seconded Beattie) Carried		
692	23-Oct-18	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2018/71): 1. To receive the Chair's Report. 2. To receive the projects report. 3. To receive the Community Board budget. 4. To request SWDC to include town centre parking and footpath funding as items for discussion in the next Annual Planning process. (Moved Cornelissen /Seconded Beattie) Carried	Open	
693	23-Oct-18	Resolution	Jennie	MCB RESOLVED (MCB 2018/72): 1. To receive the tabled funding request. 2. To grant MADCAPS \$1600 for a Christmas Parade Traffic Management Plan and Brass Band expenses; \$250 payable to MADCAPS, and \$1350 excluding GST to be paid directly to Traffic Safe NZ on invoice. 3. To allocate the remaining \$400 from the Christmas Event Budget to Xmas Magic in Martinborough. 4. To grant an additional \$600 from the general budget to Xmas Magic in Martinborough, to bring the total grant to \$1,000. (Moved Cornelissen/Seconded Beattie) Carried	Actioned	In Commitments
695	23-Oct-18	Resolution	Lisa Cornelissen	Review the 18/19 footpath maintenance programme in conjunction with the report prepared by Maree Roy and Cr Pam Colenso and circulate an email to members with suggested reprioritisation of pram/mobility crossings for redevelopment	Actioned	1 Nov 18: LC emailed following list to Mark Kitchener / Panama as part of footpath reseal Dublin / Broadway upgrade Square / Kansas new Cologne / Broadway upgrade x 2 Strasbourg / Sackville upgrade Grey / Jellicoe upgrade Weld / Jellicoe New
696	23-Oct-18	Action	Mark	Arrange for Citycare to provide Martinborough Community Board low maintenance and drought hardy	Open	

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				plant recommendations for under planting the olive trees on SH53 at the entrance to Martinborough		
697	23-Oct-18	Action	Lisa Cornelissen	Determine potential locations for Martinborough Square Road signs (for poppy places), send to MCB members for feedback and then forward to Council's Roading Manager for action	Open	31 Oct 18: LC emailed Tim Langley with images of four major intersection on Square asking for advice on sign placement
698	23-Oct-18	Action	Lisa Cornelissen	Determine a potential location for hanging the poppy places plaque in Martinborough Square and order the plaque	Open	11 Nov 18: Plaque ordered. Placement still tbc.
699	23-Oct-18	Action	Vicky Read	Investigate the obligations and conditions of the Trading in Public Places Bylaw, liaise with Council's Environmental Team about enforcing the Bylaw, identify the specific areas in Martinborough Square that traders are permitted to sell, and then organise a workshop with members	Open	

MARTINBOROUGH COMMUNITY BOARD

12 DECEMBER 2018

AGENDA ITEM 6.3

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statements.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2018 – 30 September 2018.*
2. *Receive the Income and Expenditure Statement for the period 1 July 2018 - 31 October 2018.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2018 – 30 June 2018 is attached in Appendix 1. The Income and Expenditure Statement for 1 July 2018 – 30 September 2018 is attached in Appendix 2 and 1 July 2018 -31 October 2018 is in Appendix 3.

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

2. Appendices

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

Appendix 2 - Income and Expenditure Statement for 1 July 2018 – 30 September 2018

Appendix 3 - Income and Expenditure Statement for 1 July 2018 – 31 October 2018

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

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

<i>Martinborough Community Board</i>	
<i>Income & Expenditure For the year ended 30 June 2018</i>	
INCOME	
Balance 1 July 2017	7,575.00
Annual Plan 2017/18	26,868.00
aztec inflatable for mba Pool	2,400.00
inflatable slide sold to gtn com board	2,000.00
TOTAL INCOME	38,843.00
EXPENDITURE	
Members' Salaries	15,714.22
Total Personnel Costs	15,714.22
AP Local Governmen Annual CBD levy 2017/18	216.67
Exp from Wages correction V Read Parking	102.00
Exp from Wages correction V Read Conf Mileage	105.12
Exp from Wages correction V Read Conf dinner	28.00
AP OfficeMax New Z Stationery etc	4.99
AP Canvasland Hold 2 inflatables - Mbo pool	4,524.41
AP Mr S G Campbell Totara cheeseboard/tag gift-power box ar	55.00
AP Martinborough M Donation - Martinborough Communtiy Boar	300.00
Total General Expenses	5,336.19
AP Citizens Advice MCB grant - general running of bureau	350.00
AP Martinborough C Grant-assist repair/service sewing machi	500.00
AP Friends of Mart Outdoor movie evening-Waihinga Centre Wa	500.00
AP Martinborough J Community Guy Fawkes event grant	653.00
AP Martinborough N MCB grant-transport senior teams to away	950.00
AP Traffic Safe Ne Mbo Xmas Parade TMP 2017	1,220.00
AP Ruamahanga Heal Community Garden - MCB grant	1,000.00
Refund MBoro Hockey Club - Guy	-111.00
AP South Wairarapa MCB grant - Homework/Breakfast club	600.00
AP The Sign Factor 12 ANZAC project coreflutes	469.56
AP Hau Ariki Marae Grant for redevelopment of the atea Mara	1,500.00
AP Tuhirangi Netba Costs towards new eqmnt & entering team	250.00
AP Southern Junior Grant - towards costs new equip for juni	750.00
AP Maths Wairarapa MCB grant-school maths competition	300.00
Correction Jnl Comm Board Mbo Music grant from GCB to MCB	1,000.00
Total Grants	9,931.56
TOTAL EXPENDITURE	30,981.97
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	7,861.03
BALANCE TO CARRY FORWARD	7,861.03

**Appendix 1 - Income and
Expenditure Statement for 1
July 2018 – 30 September
2018**

Martinborough Community Board		
Income & Expenditure For the Period Ended 30 September 2018		
	<u>INCOME</u>	
	Balance 1 July 2018	7,861.03
	Annual Plan 2018/19	27,639.00
	TOTAL INCOME	35,500.03
	<u>EXPENDITURE</u>	
	Members' Salaries	3,987.21
	Mileage reimbursements	81.76
	Total Personnel Costs	4,068.97
30/06/2018	AP Local Governmen CBEC levy for 2018/19	216.68
13/07/2018	Survey Monkey	101.74
20/07/2018	Wood and Screws for Anzac project	84.70
	Total General Expenses	403.12
29/08/2018	AP Bombora Events MCB grant 2018 Festival in tora Jan 19	500.00
29/08/2018	AP Life Education Trust - Deliver life skills mobile classroom pgm	500.00
29/08/2018	AP Martinborough Squash Club - Leaf protection system in gutters	1,000.00
29/08/2018	AP Martinborough T Software to online version with website	300.00
29/08/2018	AP Citizens Advice Towards costs with running service	350.00
	Total Grants	2,650.00
	TOTAL EXPENDITURE	7,122.09
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	28,377.94
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2019	12,197.79
	Mileage to 30 June 2019	418.24
	Student representative honorarium \$50 per meeting	250.00
	Engagement programme	398.26
	Martinborough basketball backboards and posts	500.00
	Martinborough school	500.00
	Martinborough Business Association CCTV	1,000.00
	Martinborough Youth Trust Discover Programme attendance	1,025.00
	Total Commitments	16,289.29
	BALANCE TO CARRY FORWARD	12,088.65

Martinborough Community Board	
Beautification fund For the Period Ended 30 September 2018	
Balance 1 July 2018 - Beautification	45,076.92
Annual Plan 2018/19 - Beautification	10,710.00
TOTAL INCOME	55,786.92
Total Beautification	730.00
TOTAL EXPENDITURE	730.00
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	55,056.92
<u>LESS: COMMITMENTS</u>	
Waihinga Centre	30,000.00
Bike racks including installation	450.00
Water fountain	17,500.00
Total Commitments	47,950.00
BALANCE TO CARRY FORWARD	7,106.92

Appendix 1 - Income and Expenditure Statement for 1 July 2018 – 31 October 2018

Martinborough Community Board		
Income & Expenditure For the Period Ended 31 OCTOBER 2018		
	<u>INCOME</u>	
	Balance 1 July 2018	7,861.03
	Annual Plan 2018/19	27,639.00
	TOTAL INCOME	35,500.03
	<u>EXPENDITURE</u>	
	Members' Salaries	5,316.28
	Mileage reimbursements	0.00
	Total Personnel Costs	5,316.28
30/06/2018	AP Local Governmen CBEC levy for 2018/19	216.68
13/07/2018	Survey Monkey	101.74
20/07/2018	Wood and Screws for Anzac project	84.70
	Total General Expenses	403.12
29/08/2018	AP Bombora Events MCB grant 2018 Festival in tora Jan 19	500.00
29/08/2018	AP Life Education Trust - Deliver life skills mobile classroom pgm	500.00
29/08/2018	AP Martinborough Squash Club - Leaf protection system in gutters	1,000.00
29/08/2018	AP Martinborough T Software to online version with website	300.00
29/08/2018	AP Citizens Advice Towards costs with running service	350.00
	Total Grants	2,650.00
	TOTAL EXPENDITURE	8,369.40
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	27,130.63
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2019	10,868.72
	Mileage to 30 June 2019	500.00
	Student representative honorarium \$50 per meeting	250.00
	Engagement programme	398.26
	Martinborough basketball backboards and posts	500.00
	Martinborough school	500.00
	Martinborough Business Association CCTV	1,000.00
	Martinborough Youth Trust Discover Programme attendance	1,025.00
	MADCAPS for Christmas Parade	250.00
	Traffic Safety NZ for Christmas Parade Traffic Mgmt Plan	1,350.00
	Xmas Magic in Martinborough - Christmas budget	400.00
	Xmas Magic in Martinborough - General budget	600.00
	Total Commitments	17,641.98
	BALANCE TO CARRY FORWARD	9,488.65

<i>Martinborough Community Board</i>		
<i>Beautification fund for the Period Ended 31 October 2018</i>		
	Balance 1 July 2018 - Beautification	45,076.92
	Annual Plan 2018/19 - Beautification	10,710.00
	TOTAL INCOME	55,786.92
	Total Beautification	0.00
	TOTAL EXPENDITURE	-
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	55,786.92
	<u>LESS: COMMITMENTS</u>	
	Waihinga Centre	30,000.00
	Bike racks including installation	450.00
	Water fountain	17,500.00
	Total Commitments	47,950.00
	BALANCE TO CARRY FORWARD	7,836.92

MARTINBOROUGH COMMUNITY BOARD

12 DECEMBER 2018

AGENDA ITEM 6.4

SCHEDULE OF ORDINARY MEETINGS

Purpose of Report

To provide Councillors with the proposed schedule of ordinary meetings for Council, community boards and committees for 2019.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Schedule of Ordinary Meetings Report.*
2. *Adopts the 2019 schedule of ordinary meetings for Martinborough Community Board to the end of September.*
3. *Sets a meeting start time for ordinary meetings.*
4. *Delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.*

1. Background

Each year Council adopts a schedule of Council, committee and community board meeting dates for the coming 12-month period. The schedule complies with Council policy and meets the Local Government Act 2002 requirements to 'hold meetings that are necessary for the good government of its district'.

The Community Board is being asked to adopt the schedule of meetings as presented to Council and set a meeting start time for ordinary meetings.

A meeting schedule, once adopted, can be amended so there is still flexibility to respond to a change of circumstances. For clarity the Community Board has been asked to endorse the recommended process should such a change arise.

2. Discussion

2.1 Proposed 2019 Schedule of Ordinary Meetings

A proposed schedule of 2019 meetings is provided in Appendix 1. Meetings are scheduled every six weeks as per Council policy. Where possible community board meetings are coordinated to be in the same week for Council officer work flow purposes.

The calendar has been aligned with legislative timeframes for Council to adopt the Long Term Plan and Annual Report during scheduled Council ordinary meetings.

If there is urgent business that cannot wait until the next scheduled ordinary meeting, section 8 of Standing Orders outlines how an extraordinary meeting may be called by the Board.

Martinborough Community Board have indicated an intention to move their meetings to Thursday except where there is a clash with a public holiday. Both the Council adopted schedule and the proposed new dates are shown in Appendix 1. If the Board elect to adopt the Thursday schedule then a recommendation to Council to alter the schedule is required due to how the Council resolution was worded.

2.2 Meeting Times

Meeting times have been retained the same as for 2018. The Community Board should decide on a time that suits members.

2.3 Venue

Martinborough Community Board have indicated a desire to use varying venues. Council officers will work with the Chair to ensure the public have adequate notice.

2.4 2019 Local Government Elections

The 2019 local government elections will be held on the 12 October 2019, with results declared 17-23 October 2019 (or as soon as practicable). There will not be an ordinary meeting for community boards in October, instead the Chief Executive will call the first meeting of the triennium which is expected to be scheduled towards the end of October.

The new Council and community boards will adopt a schedule of meetings for the remainder of the year.

2.5 Public Notification

Once the meeting schedule has been adopted by all of the community boards and the Maori Standing Committee the schedule will be published on our website.

3. Appendices

Appendix 1 – Proposed Schedule of Ordinary Meetings 2019

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 –Proposed Schedule of Ordinary Meetings 2019

**SOUTH WAIRARAPA DISTRICT COUNCIL
PROGRAMME OF MEETINGS 2019**

<i>MEETING</i>	<i>TIME</i>	<i>DAY</i>	<i>JAN MTG 2019</i>	<i>FEB MTG 2019</i>	<i>MAR MTG 2019</i>	<i>APR MTG 2019</i>	<i>MAY MTG 2019</i>	<i>JUN MTG 2019</i>	<i>JUL MTG 2019</i>	<i>AUG MTG 2019</i>	<i>SEP MTG 2019</i>
Martinborough Community Board	6:30PM	Mon	28	-	11	29	-	10	15	26	-
Featherston Community Board	7:00PM	Tues	29	-	12	23	-	4	16	27	-
Greytown Community Board	7:00PM	Wed	30	-	13	24	-	5	17	28	-
Martinborough Community Board	6:30PM	Thurs	31		14	17 (Wed)		6	18	29	
Maori Standing Committee	6:30PM	Mon	-	11	25	-	6	17	29	-	9
COUNCIL	9.00AM	Wed	-	20		3	15	26	-	7	18

NOTES:

1. The dates of all other meetings will be separately notified
2. Waitangi Day: 6 February 2019
3. Easter: Good Friday 19 April 2019 and Easter Monday 22 April 2019
4. Anzac Day: Thursday 25 April 2019
5. Queen's Birthday: Monday 3 June 2019
6. Labour Day: Monday 28 October 2019

COUNCIL MEETING VENUE:

Waihinga Centre Martinborough: 26 June

WBS Room, Greytown Town Centre: 3 April, 7 August

Kiwi Hall, Featherston: 20 February, 15 May, 18 September

Election: 12 October 2019

MARTINBOROUGH COMMUNITY BOARD

12 DECEMBER 2018

AGENDA ITEM 6.5

SWDC LOGO AND BRANDING WORKING PARTY

Purpose of Report

To inform Community Boards and Maori Standing Committee of the progress on the new SWDC logo.

Recommendations

Officers recommend that the Council:

1. *Receive the SWDC Logo and Branding Working Party Report.*

1. Executive Summary

Advertisements for design studios, agencies and graphic designers to register their interest (EOI) in the development of the new council logo and request briefing documents resulted in 21 requests for the briefing papers.

We received 8 submissions from design companies, advertising agencies and graphic design companies from across the Wairarapa and Wellington. All submissions were on time and all signed confidentiality clauses and Conflict of interest forms. No conflict of interest was recorded.

A short list of four companies was drawn up and appointments made to meet with the Logo Working party. We met with the four short-listed candidates on Thursday 18th October 2018.

Jennie Mitchell, (Group Manager Corporate Support) made special arrangements for our new communications manager (who starts on 25th Oct) to attend the meetings. We found this extremely valuable and added to the robustness of the decision making process.

Candidates presented to us, we had a range of questions for all of them from members of the Logo working party. The views of those members of the working party who were unable to attend the interviews were sought via phone, email & tx.

We accessed the companies and rated them against the following criteria.

1. Partnership Potential
2. Strategic Thinking

3. Market Research
4. Ability to Work Across All Platforms
5. Value for Money
6. Credentials/Experience
7. Creativity
8. Project Management

Of the four companies the standout company was Satellite Design. We were unanimous in our agreement that would be the ideal fit for SWDC. They were the only company that gave a further presentation (in addition to their original submission) on how we would proceed from here and had clearly given a lot of thought to the needs of SWDC.

We also undertook reference checks with clients of Satellite Design all of whom could not recommend them highly enough.

Council agreed we appoint Satellite Design as our agency of choice to work on our logo.

We have started to first of the meetings to begin the process. Members of the logo working party and Reuben Tipoki (MSC) attended. The purpose was to use photos to create a mood board. We also had input from other council staff and councillors.

2. Background on Satellite Design

Satellite Design is based in Tauherenikau, South Wairarapa. They sit firmly in the geographic heart of our region. They have the experience and proven track record, both internationally and locally. They are passionate about the Wairarapa and have the ability to deliver our vision. When considering the final company we also had to ensure that council were getting value for money.

We believe that Jo Lysaght and Dave Murray from Satellite Design will be the perfect fit for SWDC.

They specialise in responsive websites, graphic design and illustration, and many other services that answer clients many different digital needs. With 20 years agency experience we can confidently say they know their way around the changing digital world and can provide us with hassle-free solutions. They were very strategic in their thinking about the needs of SWDC.

They do not out source as they have all the technical knowledge and experience in house. This has big implications for SWDC, in terms of cost savings and deadlines.

Their references were exemplary. Details of their references are available. To summarise comments from clients "With Satellite Design you are getting

big city experience, knowledge and service levels with small town prices and accessibility.

3. Transparency and Robustness of the Process

While it has taken slightly longer than anticipated to get to this point and for the successful applicant to be chosen we believe the process has been robust, transparent and above all very professional. We have confidence this will result in a better outcome for council and our ratepayers and a level of transparency in our processes which will stand the council in good stead in the long term.

4. Where To From Here?

We have started work on a mood board and together with extensive briefing documents presented earlier work has now begun. We have to structure the process around council meeting so hope to have it finished in time for the Feb meeting or April at the latest.

5. Bi-Lingual Logo/Input from MSC

All logos will be bi-lingual. The words are "Te Waharoa o Wairarapa" which translates as "Gateway to the Wairarapa" will be included in our logo. Cr Maynard (who sits on the MSC) emphasised at the interviews the need to consider our Maori heritage in the design.

6. Communications

We issued a press release to local papers on Wednesday 24th October regarding the new appointment. This will be done in consultation with the Logo working party and the new communications manager.

6. Conclusion

We are on track with new logo development and are very pleased with the decision to appoint Satellite Design.

Written By: Leigh Hay, Chair Council Logo and Branding Part

MARTINBOROUGH COMMUNITY BOARD

12 DECEMBER 2018

AGENDA ITEM 6.6

CHANGE TO NAMING OF PUBLIC ROADS, PRIVATE ROADS AND RIGHTS-OF-WAY POLICY

Purpose of Report

To report on Council approved changes to the Policy on Naming of Public Roads, Private Roads and Rights-of-Way. In particular, for a simpler and effective process for requests correcting the spelling of existing road names.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Approved Change to Naming of Public Roads, Private Roads and Rights-of-Way report.*

1. Background

The South Wairarapa District Council is responsible for the naming of roads and under its current policy, right of ways serving more than four sites.

A consistent and considered approach is needed when naming roads in the District.

Roads are named to ensure ease of identification for the Council, the public, and especially for key service providers such as emergency response organisations (police / fire / ambulance), and postal and utility services.

The Council is empowered to name roads under Sections 319 and 319A of the Local Government Act of 1974 (LGA 1974).

The "Policy on Naming of Public Roads, Private Roads and Rights-of-Way" (the Policy) includes provision for changing road names (4.4 of the Policy).

Correcting the spelling of a road name is set out as a reason for changing road names.

Section 4.4.3 of the Policy sets out the procedure for changing a road name. This includes a requirement for a significant majority of residents and owners along the road to support the proposed name change.

On the 24 October 18, Council approved an amendment to the Policy to allow a more simple procedure for correcting spelling errors. In future,

spelling errors could be amended via an officer report and approval by Council without carrying out consultation. Officers would then correct the spelling where appropriate, and subsequently notify residents and owners.

A recent request has been made for the correction of the spelling of Hinakura Road to Hinekura Road and Pah Road to Pā Road. Liaising with the multitude of residents and owners along roads such as Hinakura Road or Pah Road to ascertain support of a spelling correction is considered to be an unnecessary level of consultation and would consume a significant amount of officer time, and is seen as not relevant to the effective correcting and updating of road names.

2. Approved Changes

The Policy on Naming of Public Roads, Private Roads and Rights-of-Way was amended as below (additions underlined);

4.4 CHANGING EXISTING ROAD NAMES

4.4.1 Where there is uncertainty about a road name, generally the most recently gazetted name will be the officially recognized name for the road.

4.4.2 A name change will only be made if the Council considers that the change will result in a clear benefit to the community. Reasons for changing road names may include:

- To correct the spelling*
- To eliminate duplication in spelling or sound*
- To clarify a situation where more than one name is used for a road*
- To make geographical corrections*
- To assign different names to separate ends of a road with a permanently impassable section somewhere along the length*

4.4.3 Where a road name is requested to be changed, a significant majority of residents and owners along the road must support the proposed change. The applicant shall also provide any history relating to the existing street name. The road name change report shall be presented to the relevant Community Board for comment prior to the Council meeting. However, the final decision to allow a road name to be changed and the new name of the road is always at the discretion of the Council.

4.4.4 Where a road name is requested to be changed to correct a demonstrated spelling error, the change shall be presented to Council for approval without the requirement for prior consultation with the relevant Community Board and residents and landowners.

Council also elected to make the following change to the Policy. Officers will also forward any requests that they consider should be reviewed by the Maori Standing Committee (for example the use of Māori given or family names, or Māori area names).

4.4.3 Where a road name is requested to be changed, a significant majority of residents and owners along the road must support the proposed change. The applicant shall also provide any history relating to the existing street name. The road name change report shall be presented to the relevant Community Board and to the Maori Standing Committee, (if required), for comment prior to the Council meeting. However, the final decision to allow a road name to be changed and the new name of the road is always at the discretion of the Council.

3. Consultation

Recommended changes to this Policy are normally reviewed by community boards prior to Council. As the change was a process change rather than a request to approve significant changes, the Audit and Risk Working Party were comfortable that it be considered by Council on the 24 October 2018. The community boards and Māori Standing Committee are now being advised of the changes.

4. Appendices

Appendix 1 - Policy on Naming of Public Roads, Private Roads and Rights-of-Way (as amended)

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed by: Jennie Mitchell, Group Manager Corporate Support

Appendix 1 - Policy on Naming of Public Roads, Private Roads and Rights-of- Way (as amended)



Policy on Naming of Public Roads, Private Roads and Rights-of-Way

1.0 RATIONALE:

The South Wairarapa District Council is responsible for naming roads within its boundaries. A consistent and comprehensive approach is needed for naming of roads in the District. Roads are named to ensure ease of identification for the Council, the public and key services such as emergency, postal and utility services. The Council is empowered to name roads under Section 319A of the Local Government Act of 1974. The procedures under which the Council wishes to achieve the abovementioned objectives are defined below.

2.0 PURPOSE:

To set out guidelines and standards relating to the naming of public roads, private roads and rights-of-ways in the South Wairarapa District. The Council's policy will apply to new or unnamed roads, both public and private, including roads with existing names that may be locally, but not officially, recognized and will also apply to proposals to change the name of an officially named road. The policy also includes areas that would benefit from an official address for identification purposes such as private rights-of-way serving more than four lots. This policy is critical for correct addressing, which is used by emergency services, making our community safer.

3.0 DEFINITIONS (for purposes of this Policy only):

Road – A generic term that for the purposes of this policy only encompasses public roads, private roads and rights-of-ways that serve more than four lots.

Private Road – any roadway, place or arcade laid out on private land by the owner thereof intended for the use of the public generally. Private roads are not maintained by the Council but shall be formally named for the reasons set out in Sections 1.0 and 2.0 of this Policy.

Public Road – Any road open to public travel that is under the jurisdiction of and maintained by the Council.

Rights-of-Way (Private Way) - An easement, a privilege to pass over the land of another, whereby the holder of the easement acquires a reasonable and usual enjoyment of the property,

(normally the right to pass and re-pass) and the owner of the land retains the benefits and privileges of ownership consistent with the right of way easement. Rights-of-ways are not maintained by the Council but those rights-of-ways that serve more than four lots may be formally named for the reasons set out in Sections 1.0 and 2.0 of this Policy.

Suggested Suffixes – Terms such as “road”, “street”, “lane” etc. are to be used in circumstances appropriate to the physical situation, with the following suffix definitions acting as a guide:

Avenue	A wide straight road planted with trees on either side
Boulevard	A wide, main road, often planted with rows of trees
Circle	A street surrounding a circular or oval shaped space
Common	A street with a reserve or public open space along one side
Court	A short enclosed road, i.e. a cul-de-sac
Crescent	A crescent shaped street, generally with both ends intersecting the same street
Crest	A road running along the top or summit of a hill
Cul-de-sac	A short enclosed road
Drive	An especially scenic road or a main connecting route in a subdivision
Glade	A tree covered street or passage between streets
Green	As for Common, but not necessarily bounded by a reserve
Grove	A road that often features a group of trees standing together
Heights	A road traversing high ground
Lane	A narrow road
Lookout	A road leading to or having a view of fine natural scenery
Parade	A public promenade or road
Place	A short, sometimes narrow road
Ridge	A road along the top of a hill
Rise	A road going to a higher place of position
Road	A route between places, general usage
Row	A road with a line of professional buildings on either side
Street	A road that usually has houses on both sides
Track	A narrow country street that may end in pedestrian access
View	A road commanding a wide panoramic view across the surrounding areas
Way	A narrow road, often synonymous with lane

4.0 GUIDELINES:

4.1 GENERAL

- 4.1.1 The naming of roads provides a unique address to enable a property to be identified for power, telephone, mail and emergency services.
- 4.1.2 The Council is responsible for naming roads.
- 4.1.3 The Council will actively promote the formal naming of

existing unnamed (or informally named) public or private roads and any rights-of-ways that serve more than four lots.

4.1.4 All approved road and rights-of-way names, both public and private, will be recorded in the Council's GIS system and flagged as a public road, private road or rights-of-way.

4.1.5 This Policy will be reviewed and amended from time to time.

4.2 PROCEDURE FOR NAMING ROADS

4.2.1 Applications for naming all roads that are created or extended as part of a subdivision are required to be submitted as part of the resource consent process.

4.2.2 To assist Council in assigning a name, an application for subdivision consent where a road is proposed to be named shall include three possible road names to Council for consideration and approval. For rights of way serving more than four lots where it is proposed to name the right of way, the users of the right of way shall jointly submit an agreed proposed name which shall be adopted by Council subject only to the guidelines for the selection of new road names being satisfied.

The names should be listed in order of preference with a brief statement of their significance. The applicant must also submit a concept/survey plan identifying the road, and pay the appropriate fee.

4.2.3 Once Council receives the application, it will check the suitability of the preferred and alternative names against its Policy.

4.2.4 The road naming application will be submitted to the relevant Community Board for a recommendation prior to consideration and decision by Council. The final decision to approve the name shall remain at the discretion of Council.

4.2.5 The Council will approve, amend or decline the name by way of a formal resolution adopted by Council.

4.2.6 Council will advise the applicant in writing of the decision.

4.2.7 Council will ensure that the road naming process is completed and the signs are installed at no cost to Council before the Section 224C certificate is prepared for issue. Performance bonds will not be accepted.

4.2.8 Applications for naming of existing roads are required to be submitted to the Council's Chief Executive Officer. The Council will consider and make a decision on the road name application and will follow steps 4.2.3 to 4.2.5.

4.2.9 The Council also requires to be consulted for naming of existing private roads and rights-of-way to ensure that a current or proposed name complies with Council policy and the various agencies to be informed are appropriately advised.

- 4.2.10 Applications for private road and rights-of-way names are to be submitted to the Council on a standard form that is available from the Council office after consideration by officers. Such applications will be submitted to the Council for the adoption of a name, or names.
- 4.2.11 Immediately after Council approves the name of any road, the Council will advise Land Information NZ, Quotable Value, Council's rating and GIS departments and all emergency services in the area of the name of the road.

4.3 GUIDELINES FOR THE SELECTION OF NEW ROAD NAMES

- 4.3.1 There must not be another road with the same name in the South Wairarapa District emergency services area; this includes same road names with a different suffix. However, existing roads with the same names as of the date of adoption of this Policy are allowed.
- 4.3.2 Identical names with different spellings will not be accepted (e.g. Beach, Beech).
- 4.3.3 The name should have significant local content or meaning.
- 4.3.4 Names are to be selected in proportion to the length of the road. Long names on short cul-de-sac's can be difficult to display on a map.
- 4.3.5 The end name for the roadway should be the one that most accurately reflects the type of roadway that it is.
- 4.3.6 All private roads and rights-of-ways serving more than four lots are to have the suffix "Lane" or "Way".
- 4.3.7 Where the road is a continuation of an existing named road, or will in the future link to an existing named road, then the current road name will automatically apply.
- 4.3.8 Names are entirely at the discretion of Council, whether for policy reasons or for other considerations.

4.4 CHANGING EXISTING ROAD NAMES

- 4.4.1 Where there is uncertainty about a road name, generally the most recently gazetted name will be the officially recognized name for the road.
- 4.4.2 A name change will only be made if the Council considers that the change will result in a clear benefit to the community. Reasons for changing road names may include:
- To correct the spelling
 - To eliminate duplication in spelling or sound
 - To clarify a situation where more than one name is used for a road
 - To make geographical corrections
 - To assign different names to separate ends of a road with a permanently impassable section somewhere along the length

- 4.4.3 Where a road name is requested to be changed, a significant majority of residents and owners along the road must support the proposed change. The applicant shall also provide any history relating to the existing street name. The road name change report shall be presented to the relevant community board and to the Maori Standing Committee, (if required), for comment prior to the Council meeting. However, the final decision to allow a road name to be changed and the new name of the road is always at the discretion of the Council.
- 4.4.4 Where a road name is requested to be changed to correct a demonstrated spelling error, the change shall be presented to Council for approval without the requirement for prior consultation with the relevant community board and residents and landowners.

4.5 SIGNAGE

- 4.5.1 If Council approves the name of a road as part of a subdivision, a standard Council road sign shall be created and erected at the applicant's expense. This requirement will usually be a Section 224 condition of resource consent.
- 4.5.2 Street signs on private roads and rights-of-ways must have the word "Private" under the street name and the applicant is required to pay for the sign, its installation and maintenance.
- 4.5.3 Repair, maintenance or replacement of any road sign for a private road or rights-of-way will not be at Council's expense.
- 4.5.4 Council will provide and erect nameplates and posts for existing public roads that are newly named (not part of a recent subdivision).
- 4.5.5 Council will maintain all road signs on public roads.
- 4.5.6 Where appropriate, and at the discretion of Council, when signage for a road that has a significant historic name is to be replaced, a sign plate may be erected that identifies the historic significance of the name.

MARTINBOROUGH COMMUNITY BOARD

12 DECEMBER 2018

AGENDA ITEM 6.7

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 Martinborough Cricket Club requesting \$2,116 to pay for cricket pitch covers for Considine Park.*

1. Executive Summary

The Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget.

Applicant	Amount Requested
Martinborough Cricket Club	\$2,116

2. Criteria

The criteria of the grant are:

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations that will be fully accountable for any grants received.
2. Successful applicants are required to expend grants received within twelve months of payment being made. Any extension must be approved by MCB.
3. Successful applicants must provide a quarterly report to the MCB detailing progress, with a final report, including evidence of the grant expenditure (copies of invoices or receipts), to be provided within 3 months of a grant being expended.
4. The MCB Strategic Grant application form must be completed in full and include the latest financial statements for the applicant. MCB may also

request further detailed financial analysis for larger grant applications (\$1,000 or higher).

5. Strategic Grant Applications will be considered twice a year. Applications for strategic grants must reach Council by the 14th May or 30th September. Applications will be considered at the next available MCB meeting.
6. The maximum grant available will be equal to the available grant pool unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).
7. Grant applications may be considered at other times of year at the discretion of the MCB if exceptional circumstances are deemed to exist.

3. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
Martinborough Cricket Club	No outstanding accountability forms – see Appendix 1 for last form yet which has not yet been presented.

4. Appendices

Appendix 1 – Martinborough Cricket Club Accountability Form

Contact Officer: Suzanne Clark, Committee Secretary

Appendix 1 – Martinborough Cricket Club Accountability Form



Martinborough Community Board Strategic Grants Accountability Form

Martinborough Community Board (MCB) Strategic Grants are awarded to organisations or individuals for specific projects that have the potential to provide long-lasting benefit to the Martinborough Ward Community and which support the MCB Vision and Priority Areas outlined in the "Martinborough Community Board – 3 year plan to 2019".

Successful applicants must provide a quarterly report to the MCB detailing progress and submit this Strategic Grants Accountability Form within 3 months of the grant being expended. No further grants will be considered until we have received this feedback form.

Please return the completed form along with bank statements, invoices and receipts identifying the grant expenditure to –

Suzanne Clark
South Wairarapa District Council
PO Box 6
Martinborough 5741
Suzanne.clark@swdc.govt.nz

1.	Name of Organisation	Martinborough Cricket Club
2.	Project Name	To assist with the costs associated with purchasing new cricket gear bags, balls, grips and score books
3.	Date of Grant	June 2017
4.	Amount of Grant	\$794.00
5.	Please provide a summary of the project	
Due to the growing numbers of the cricket club and old gear wearing out, the club needed to replace team bags, balls, and scorecards.		



Martinborough Community Board Strategic Grants Accountability Form

6.	Please provide details of how the grant was spent, explaining any expenditure which was not used for the intended purpose as outlined in your grant application.
Exact grant amount was spent on replacing items such as scorebooks, practice balls and team gear bags.	
7.	How has your project provided long-lasting benefit to the Martinborough Ward community?
Enabling and encouraging children to play and develop team and cricket skills.	
8.	How has your project furthered the MCB's stated Vision and Priority Areas?
By helping provide facilities to encourage Martinborough children to be involved in a community sporting activity, with children from at least five schools participating in our club.	
9.	Please provide details of funding received from other organisations in support of this project
None	



Martinborough Community Board Strategic Grants Accountability Form

10.	If this was not a one-off application please outline likely future funding requirements for this project.
None	
11.	Bank Statements, Invoices and Receipts, Please provide copies of: <ul style="list-style-type: none">- Bank Statement with the grant fund deposit highlighted- Bank Statements with the grant expenditure highlighted- Invoices and Receipts for all expenditure items

Thank you for taking the time to complete this form, this allows us to carefully consider the success of our strategic grants, and helps us to allocate our future funding to achieve the best outcomes for the Martinborough Ward community.

MARTINBOROUGH COMMUNITY BOARD

12 DECEMBER 2018

AGENDA NO 8.1

CHAIR'S REPORT

Purpose of Report

To inform Martinborough Community Board of the Chair's actions since the last meeting and to raise items for discussion and decision.

Recommendations

That the Martinborough Community Board:

1. *Receive the information*
2. *Discuss each item, receive associated reports and adopt the recommended resolutions.*

1. Meetings and Events

10 October 2018	Infrastructure and Planning – Apology Given
2 October 2018	Mayor and Community Board Chairs
6 November 2018	Mens Shed regarding progressing projects until a new Amenities Manager is appointed.
6 November 2018	Daphne Geisler regarding a Kansas Street property
13 November 2018	Community Board Chairs
15 November 2018	MCB Workshop

Looking ahead:

27 November 2018	Waste Water Community Liaison Group
28 November 2018	Infrastructure and Planning
28 November 2018	Annual Plan Working Party

Current Community Board Projects

A record of Martinborough Community Board projects with target dates and the responsible member or SWDC if the action currently lies with Council.

- June 2017 – SWDC Pain Farm Lease – due to be progressed in Jan 2019
- Nov 2017 – SWDC – Shade at Martinborough Pool. One of the existing shelters has been moved to provide increased shade – query whether the angle could / should be adjusted for better effectiveness?

- Dec 2017 – SWDC – Martinborough Square Cenotaph repairs, first raised in May 2015. Repairs completed. Damage caused after the plinth was concreted will be reassessed in New Year to see if we are happy with repairs or would like the plinth painting. Lisa working with Dark Sky Association to assess the 'dark sky friendliness' of the new light.
- Oct 2018 – Underplanting the Olive Trees at the entrance to Martinborough.
- Nov 2018 – LC - Poppy Road Signs Project. The plaque has been ordered, Lisa is waiting for a response from Tim Langley regarding placement of road signage.
- June 2019 – MCB – Consider a Beautiful Towns and Cities Awards nomination - when Waihinga Centre completed
- Ongoing – PC - Bus Shelter beautification
- Ongoing – ALL – Facebook
- Ongoing – LC/VR – LTP/AP
- Ongoing – MCB - Advocacy: Public Recycling Bins, Rubbish Collection Days, District Plan review, Footpath Funding, Speed Limits and Road Safety on Tourism routes
- Ongoing – LC - Community Engagement

Completed Projects/Initiatives

- Martinborough Christmas Event – MADCAPS are organising the Parade and Fiona Couchman is organising a fantastic evening of entertainment in the Square
- Parking issues around Martinborough School – this is now being dealt with directly between the School and SWDC, there is no further role for Martinborough Community Board at this time.
- SWDC Consultation with Residents on naming of Dublin Street West and New York Street West.
- 3 year footpath priorities are no longer a CB responsibility.
- Circular seating in Martinborough Square. SWDC has agreed to allocate funding in the 2019/20 financial year.
- School Zone 40km speed signs
- Bike Stands (in association with Lionesses)
- WW1 Commemorations – Photo Exhibition in the Square
- Power Box in Martinborough Square painted with an ANZAC Poppy design
- Beautification Funds allocated to provide a public drinking fountain and bottle filler in the Waihinga Park

- Considine Park Committee formed and first meeting held March 13th
- Appointment of a youth representative to MCB
- Basketball Nets for the court at the Martinborough Playground
- Facilitating the possible use of Considine Park for cricket
- Purchase of new pool play equipment and sale of slide to Greytown MCB
- Town Banners hung

Recommendation: Receive the information and make updates as necessary.

2. 2018_19 Budget

Budget attached.

Recommendation: Receive the Budget.

3. MCB Workshop

Meeting notes attached.

Matters arising:

- Flag Trax – budget allocation
- SWDC Hawkers Policy – general discussion
- MCB Meeting Times and Locations – covered under a separate paper

Recommendations:

1. *Receive the notes.*
2. *Allocate up to \$7,000 towards the Flag Trax system from Town Beautification Funds.*
3. *Create an Action for Officers to confirm the number of systems/poles this would fund. Also to confirm whether two systems could go on one pole if 2 flags were preferred. MCB will then provide SWDC with a list of poles for the new system.*

4. Martinborough Parking Survey

Survey attached.

Recommendation:

1. *Receive the Survey*
2. *Recommend to SWDC that the existing car park outside OMG is extended to become an accessible parking space.*
3. *Create an Action for Lisa to work with the Business Association on a joint communication to the Association members.*
4. *Recommend to SWDC that organisers of Cycling events are provided with information on parking that is away from the Martinborough Town Centre.*

5. Appendices

Appendix 1 – MCB Budget

Appendix 2 – MCB Workshop Notes

Appendix 3 – Martinborough Parking Survey

Appendix 1 – MCB Budget

MCB Budget July 2018 to June 2019

Updated 16 November 2018

INCOME

Carried Forward	7,861.03	Reconciled with SWDC I&E
Annual Plan	27,639.00	
TOTAL INCOME	35,500.03	

EXPENDITURE

Members Salaries	16,185.00
Allowance for Mileage	500.00

General Expenses

Community Board Levy	216.67
Youth Rep meeting attendance bfwd	150.00
Youth Rep meeting attendance	400.00
Total General Expenses	766.67

Strategic Objectives

1. An Engaged, Involved Community

Fireworks	0.00	No fireworks event in 2018
Matherapa	300.00	
Community Engagement	500.00	bfwd from 2017_18 \$117 spent on Christmas Survey Parking survey \$39 so far.
Youth Initiatives	0.00	Can be funded via Grants / Financial Assistance

2. A Well Connected, Liveable and Accessible District

0.00 No budget allocated this is an advocacy role

3. A Vibrant Martinborough Town Centre

Waihinga Park and Playground		
Basketball back boards and posts	500.00	bfwd from 2017_18
Poppy Road Signs	200.00	Plaque and launch costs tbc
Christmas		
Christmas Event Funding	2,600.00	\$1,600 Parade, \$1,000 Christmas Magic sponsorship

4. Ensuring the best deal for local decision-making

0.00 No budget required

5. Ensure that Pain Farm continues to be managed in the spirit of the original bequest

0.00 No budget required

6. A Sustainable District

0.00 Can be funded via Grants / Financial Assistance

7. A professional and well respected Community Board

CB conference attendance for one delegate	1,500.00	Estimate, SWDC also pays for one (tbc)
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TOTAL STRATEGIC OBJECTIVES	5,600.00
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Financial Assistance

May 2018 Martinborough School bfwd	500.00	
Aug 2018 Bombora Events Tora Festival	500.00	
Aug 2018 MBA Security Cameras	1,000.00	
Aug 2018 Wairarapa CAB	350.00	
Aug 2018 Life Education Trust	500.00	
Aug 2018 Mboro Squash Club	1,000.00	
Aug 2018 Mboro Youth Trust	1,025.00	
Aug 2018 Mboro Toy Library	300.00	
March Grants Pool	5,000.00	? Dates for 2019 grants
Total Financial Assistance	10,175.00	

TOTAL EXPENDITURE	32,726.67
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BUDGETTED SURPLUS/(DEFICIT)	2,773.36
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Town Beautification

Martinborough Beautification Budget cfwd	-112.58
Martinborough Beautification Budget 2018/19	10,710.00
Budget	10,597.42

Less Commitments:

Waihinga Park Water Fountain	2,760.50
Balance	7,836.92

Appendix 2 – MCB Workshop Notes

MCB Workshop Notes

Thurs 15th November 2018, 3.15pm, Circus

**Present – Lisa Cornelissen, Fiona Beattie, Cllr Pam Colenso, Cllr Pip Maynard, Maree Roy
Apologies: Victoria Read**

Purpose – to allow members to have an in depth discussion around current issues, and to ensure all members are well informed and able to debate the issues and make decisions at the following formal MCB meeting.

1. Flag Trax

There was a broad consensus that new flag systems should be focussed on Kitchener Street and the Square. There are four poles around the Square but some may be compromised by future tree growth. There are a number of options on Kitchener for the remaining flags.

Pam has recommended looking for a new flag design with no white.

ACTION: ALL to meet at Martinborough Square at 6.10pm before our next MCB meeting on 26 November to discuss the pros and cons of single vs double tracks and to agree final locations.

2. Hawkers

Discussion postponed.

ACTION: ALL to review SWDC's current policy before next MCB meeting.

3. Parking Survey

There have been a high number of responses to this survey with a small majority not wanting to see any time limits on parking. It was noted that some pressure on parking on Kitchener might be relieved by the closure of the ANZ and the library moving to the Waihinga Centre. Members discussed possible actions that could be taken to improve the overall situation including:

- A joint MCB / MBA communication to encourage business owners and their employees not to park outside their own or other businesses in the centre of town.
- Some educational communication of the current parking rules particularly around parking too close to junctions.
- See if Council can provide cycling event organisers with a designated meeting and parking areas. Some organisers currently use the School Hall and park on the streets around the School.
- Encourage SWDC to consider parking requirements as part of Spatial Planning Exercise or Annual Plan process.
- Recommend to SWDC that the existing car park outside OMG is extended and becomes an Accessible Parking Space.
- Members noted that the opening of the Waihinga Centre may cause the same staff vs customer parking issues around the Centre.

ACTIONS:

LISA to further analyse survey results to better understand the views of town centre businesses vs. other respondents,

LISA to share survey results with the Business Association and suggest they submit to the Annual Plan on areas of concern for their members.

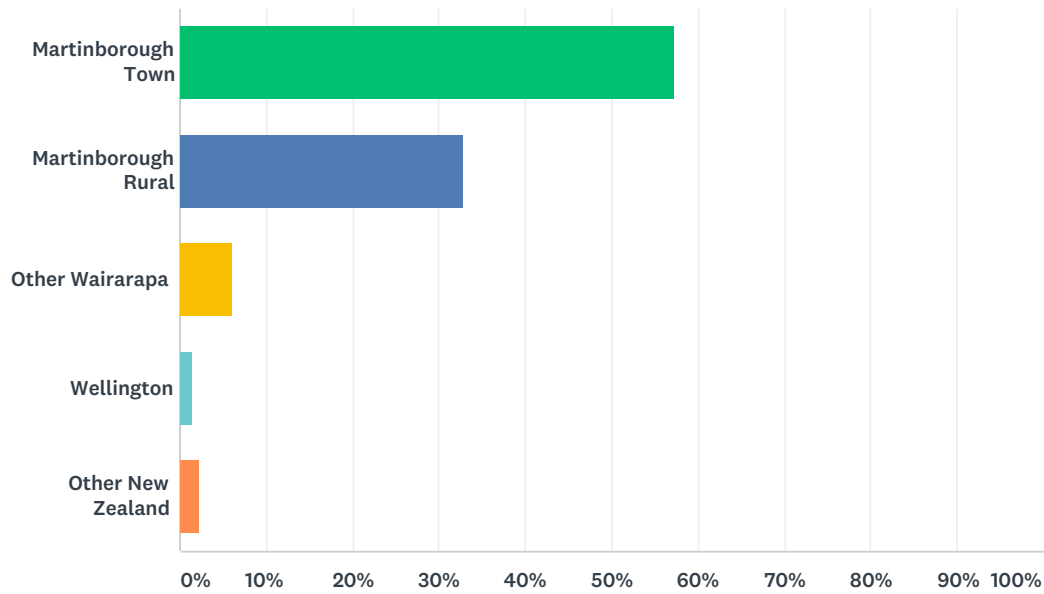
LISA to talk to SWDC about Cycle Event communication and whether Council could provide them with parking information that is outside of the town centre.

4. Community Board Conference
11-13 April New Plymouth
ACTION: ALL MCB members to let Lisa know if they wish to attend
LISA to talk to Margaret Craig about Greytown Town Hall Community Board award entry.
LISA to check criteria for entry to CB awards and Keep NZ Beautiful.
5. Email Addresses
Council can provide CB members with e-mail addresses in the following format.
first.last.mcb@swdc.govt.nz
MCB members to let Lisa know if they would like to go ahead with this during this term.
6. Meeting Schedule and Locations
The revised meeting schedule was discussed and Lisa suggested we look to base our meetings at the Waihinga Centre, next year but also travel to the Marae and Pirinoa Hall for one meeting each.
Members discussed moving the start time of the meeting to 5.30pm
ACTION: LISA to discuss an earlier start time with Vicky, Suzanne and Paul.
7. Future Workshops to be scheduled as and when needed on Thursdays
8. AOB
Members noted that work was underway at the entrance to town, this is back on the SWDC action list and we look forward to seeing new planting going in.
Lisa updated members on the completed Cenotaph – Lee Mauger has been invited to see if the light is 'Dark Sky Friendly'.
The Poppy Place plaque for the Square has arrived. ACTION: Pam to check proposed locations with the RSA.

Appendix 3 – Martinborough Parking Survey

Q1 Where is your primary residence?

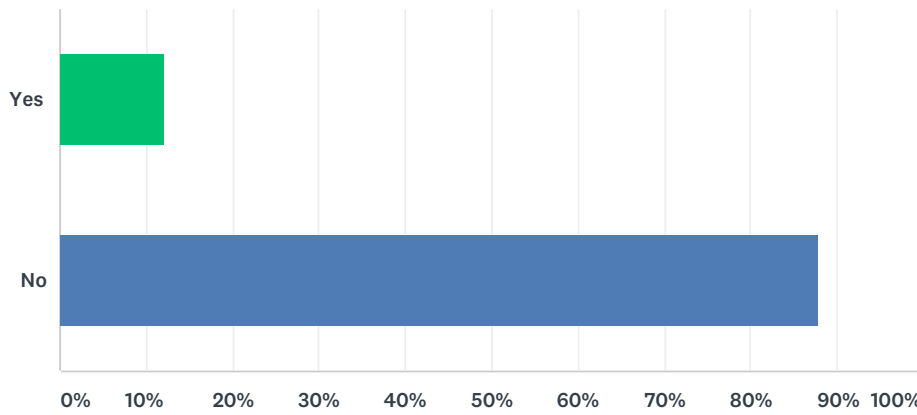
Answered: 131 Skipped: 1



ANSWER CHOICES	RESPONSES	
Martinborough Town	57.25%	75
Martinborough Rural	32.82%	43
Other Wairarapa	6.11%	8
Wellington	1.53%	2
Other New Zealand	2.29%	3
TOTAL		131

Q2 Do you own or operate a business in Martinborough Town Centre (within one block of Martinborough Square)?

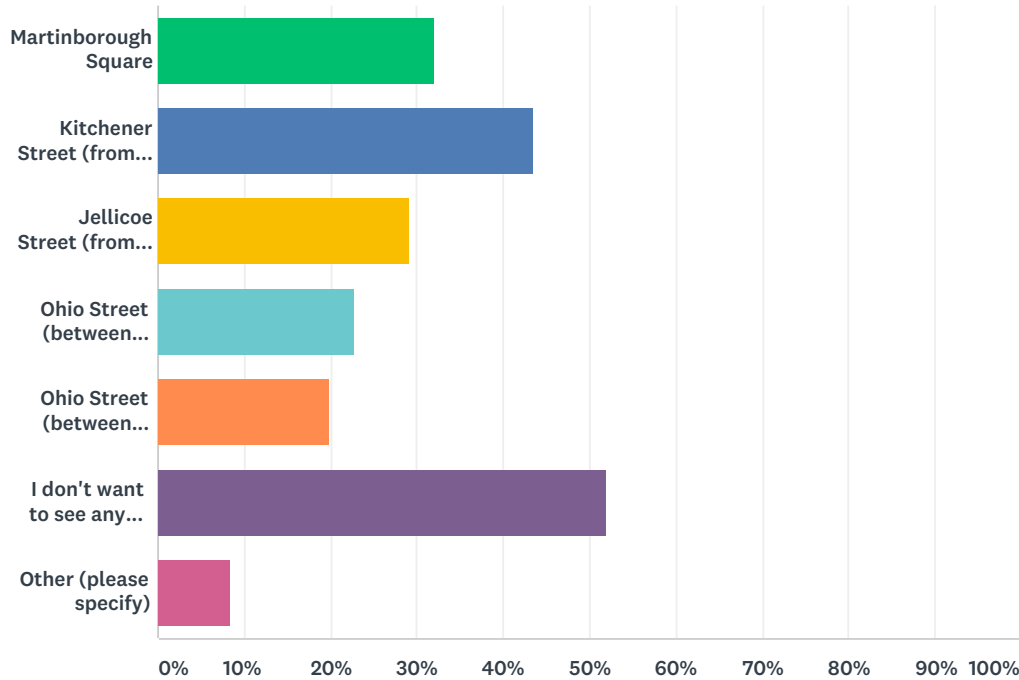
Answered: 132 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	12.12%	16
No	87.88%	116
TOTAL		132

Q3 Thinking about daytime parking restrictions please tick all streets where you would like to see the time that people can park reduced (eg. to 90 or 120 minutes).

Answered: 131 Skipped: 1



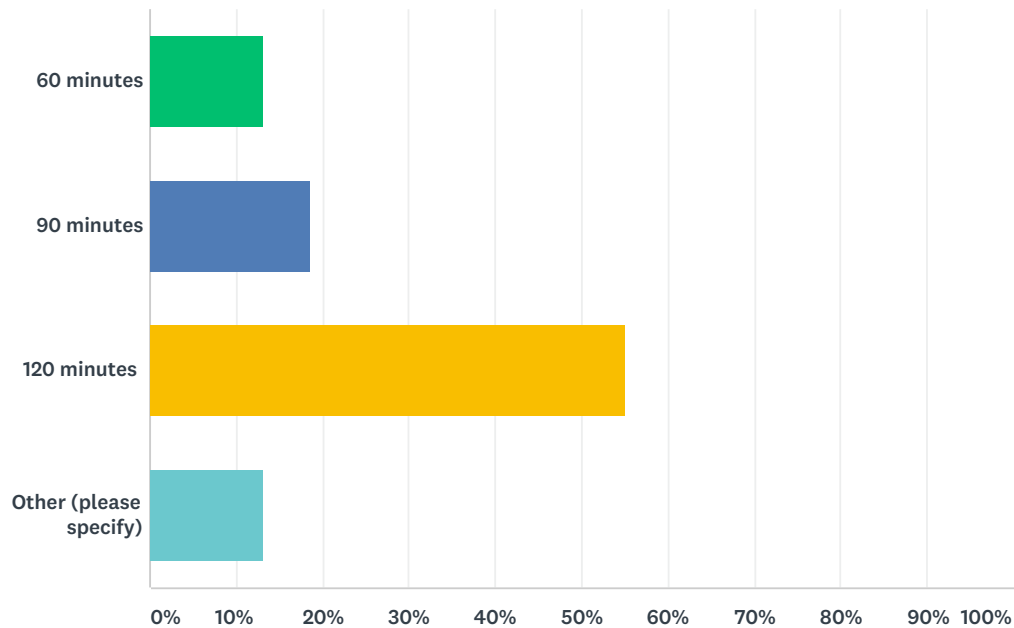
ANSWER CHOICES	RESPONSES
Martinborough Square	32.06% 42
Kitchener Street (from Ohio to the Square)	43.51% 57
Jellicoe Street (from Naples to the Square)	29.01% 38
Ohio Street (between Kitchener and Strasbourg)	22.90% 30
Ohio Street (between Kitchener and Naples)	19.85% 26
I don't want to see any parking restrictions in Martinborough	51.91% 68
Other (please specify)	8.40% 11
Total Respondents: 131	

#	OTHER (PLEASE SPECIFY)	DATE
1	finest for bad parking, parking over foot paths and parking on the grass in the square	11/13/2018 2:07 PM
2	allowing time for a movie in Jellicoe st	11/7/2018 6:16 PM
3	Texas St from Square to Naples and Naple St from texas to Jellicoe St	11/7/2018 2:18 PM
4	I have no thoughts about this. I own and run a cellar door.	11/7/2018 1:13 PM
5	Weekend restrictions on Jellicoe, and Kitcheners Street.	11/4/2018 6:19 PM
6	Restrictions only for large events & summer weekends	11/4/2018 1:02 PM
7	All streets leading from the square for 1 block	11/4/2018 11:08 AM
8	Restrictions on the outside of the square, inside of the square could be long term parking	11/4/2018 9:42 AM
9	On the yellow line by the ANZ ATM. People always parking here and blocking the driveway!	11/4/2018 9:40 AM
10	Broadway street, and ohio	11/4/2018 9:29 AM

11	Who will police it, when will they police it. Assume a full time parking enforcement officer will not be viable, therefore this becomes unfair. Martinborough is so well laid out walking from place to place is easy.	11/4/2018 9:13 AM
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Q4 If Daytime Parking time limits were introduced what would be your preferred limit.

Answered: 129 Skipped: 3



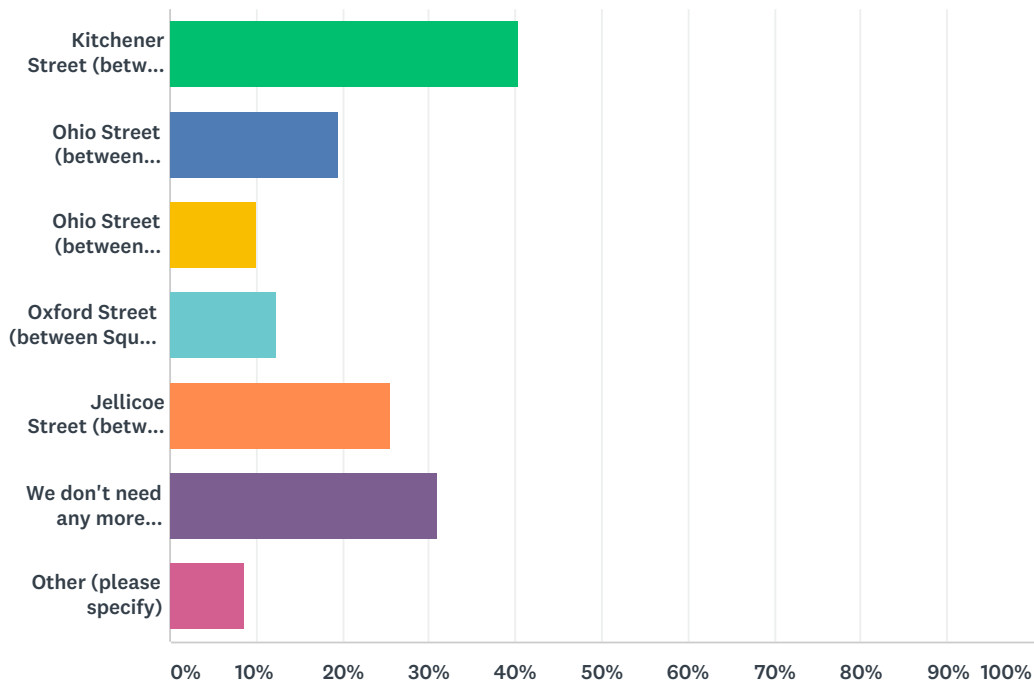
ANSWER CHOICES	RESPONSES	
60 minutes	13.18%	17
90 minutes	18.60%	24
120 minutes	55.04%	71
Other (please specify)	13.18%	17
TOTAL		129

#	OTHER (PLEASE SPECIFY)	DATE
1	never.	11/13/2018 2:07 PM
2	60 minutes around the Square, 90 minutes on the access roads to the Square	11/10/2018 12:25 AM
3	I am opposed to time restrictions. There should be other options presented and not just time restrictions. Forward planning by the council would help address the issue i.e designating land for parking. How many times do people actually exceed the parking limit. Parking limits also detract from the charm of a small rural town	11/7/2018 5:57 PM
4	N/a	11/7/2018 1:13 PM
5	None	11/7/2018 8:05 AM
6	Not required	11/5/2018 2:41 PM
7	360	11/5/2018 8:33 AM
8	dont want any time limits	11/4/2018 3:18 PM
9	None, thinking of restrictions is ridiculous in a town our size	11/4/2018 1:28 PM
10	If restricted parking is implemented it could restrict people coming through doing wine tours	11/4/2018 1:01 PM
11	I would like staff, who work in town, to have no restriction as some work late hours and may not wish to walk to far at night.	11/4/2018 12:28 PM
12	None	11/4/2018 12:25 PM
13	No limits	11/4/2018 11:54 AM

14	Having parking restrictions would mean issues for people who work in town.	11/4/2018 10:37 AM
15	600 minutes	11/4/2018 10:31 AM
16	None	11/4/2018 9:40 AM
17	None, unless they can be fairly enforced	11/4/2018 9:13 AM

Q5 Where would you like to see additional disabled / accessible parking spaces in Martinborough?

Answered: 129 Skipped: 3



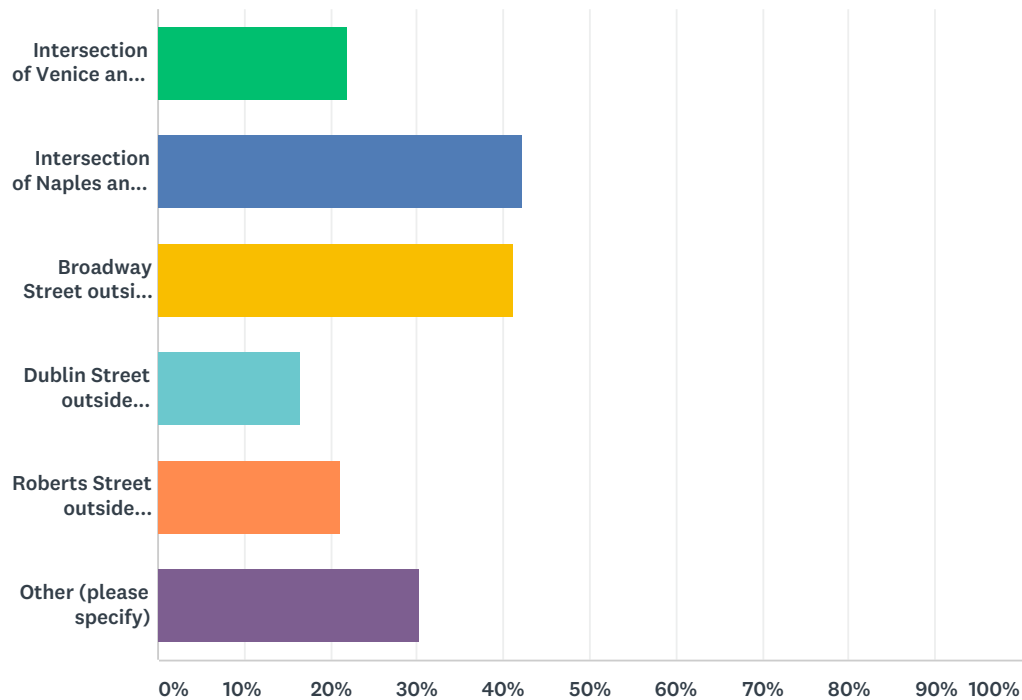
ANSWER CHOICES	RESPONSES	
Kitchener Street (between Ohio and the Square)	40.31%	52
Ohio Street (between Kitchener and Strasbourge)	19.38%	25
Ohio Street (between Kitchener and Naples)	10.08%	13
Oxford Street (between Square and Cork)	12.40%	16
Jellicoe Street (between Square and Naples)	25.58%	33
We don't need any more accessible / disabled parking spaces in Martinborough Town Centre	31.01%	40
Other (please specify)	8.53%	11
Total Respondents: 129		

#	OTHER (PLEASE SPECIFY)	DATE
1	n/a	11/7/2018 8:30 PM
2	Havenot studied where they all are but need to be on the flat like those at the back of P&K	11/7/2018 2:18 PM
3	N/A	11/7/2018 1:13 PM
4	I don't feel knowledgeable enough to answer on behalf of people who are disabled about what their needs are	11/4/2018 9:40 PM
5	1 in each of these areas	11/4/2018 8:47 PM
6	Don't know	11/4/2018 2:32 PM
7	Outside new library	11/4/2018 12:28 PM
8	It would need to be where the angled parking is - so maybe on the Jellicoe side of the square?	11/4/2018 11:08 AM
9	Everywhere where there is room and safe access to the footpath. Accessibility in martinborough is very poor, it is difficult to navigate a wheelchair.	11/4/2018 10:33 AM

10	Maybe that empty lot on the corner of Strasbource and not Ohio but the diagonal one	11/4/2018 10:16 AM
11	Ok	11/4/2018 9:22 AM

Q6 Please tick any of the following streets or intersections where you believe parking is causing a hazard to road and footpath users.

Answered: 109 Skipped: 23



ANSWER CHOICES	RESPONSES
Intersection of Venice and Jellicoe Streets (Burger Craft intersection)	22.02% 24
Intersection of Naples and Jellicoe Streets (Gawith Burrige and Tom Wilsons intersection)	42.20% 46
Broadway Street outside South Wairarapa District Council and Dot Kids	41.28% 45
Dublin Street outside Martinborough School	16.51% 18
Roberts Street outside Martinborough School	21.10% 23
Other (please specify)	30.28% 33
Total Respondents: 109	

#	OTHER (PLEASE SPECIFY)	DATE
1	when people park in the square!	11/13/2018 2:07 PM
2	P&K/Mitre 10 side of Texas Street - obstructing vision when driving out of their car park	11/10/2018 12:25 AM
3	Exiting the Square into Jellicoe Street - can be dangerous driving when car is exiting the first park outside The Bach.	11/9/2018 4:19 PM
4	Cnr Ohio & Kitchener Street, cars drive far to fast around corner and sometimes even on the curb, makes it tricky with pedestrain crossing on Kitchener	11/8/2018 5:06 PM
5	Road between Mitre 10 and Martinborough Hotel and Mitre 10 and the timber yard	11/7/2018 7:17 PM
6	None - we need more designated carparking not less!	11/7/2018 6:41 PM
7	None of the above	11/7/2018 3:12 PM
8	Have not particularly noticed others to be able to comment	11/7/2018 2:18 PM
9	None	11/7/2018 1:26 PM
10	N/A	11/7/2018 1:13 PM

11	-	11/7/2018 12:17 PM
12	no concerns	11/7/2018 11:51 AM
13	None	11/6/2018 7:01 PM
14	None	11/5/2018 6:29 AM
15	None	11/4/2018 10:56 PM
16	Kitchener St between the square and Ohio St	11/4/2018 10:42 PM
17	Ohio & Kitchener towards Naples	11/4/2018 7:14 PM
18	Jellicoe/Ohio both sides	11/4/2018 6:19 PM
19	Not aware of any parking hazards	11/4/2018 2:32 PM
20	None	11/4/2018 1:56 PM
21	None	11/4/2018 1:28 PM
22	None	11/4/2018 1:13 PM
23	on the corner of the corner of the hotel	11/4/2018 12:32 PM
24	Ohio street	11/4/2018 12:28 PM
25	I personally don't have a problem	11/4/2018 12:25 PM
26	Works fine	11/4/2018 11:54 AM
27	Ohio St between Square and Venice. It is too narrow for parking on both sides and traffic trying to get in and out of Mitre 10 car park.	11/4/2018 10:56 AM
28	Not sure of any	11/4/2018 10:53 AM
29	Road outside Mitre 10 carpark - especially when the P&K van is parked on the shop side. It's very hard to see if cars are coming.	11/4/2018 10:21 AM
30	Kitchener & Princess	11/4/2018 10:04 AM
31	Corner Kansas & the square	11/4/2018 9:42 AM
32	Ok	11/4/2018 9:22 AM
33	The hazards to footpath users come from scooter and bike riders	11/4/2018 9:13 AM

Q7 Please let us know if you have any other thoughts on parking in Martinborough that you would like Martinborough Community Board to consider.

Answered: 39 Skipped: 93

#	RESPONSES	DATE
1	instead of wasting time money & effort on parking limits which would still require someone to enforce them! start to enforce the way people park.	11/13/2018 2:07 PM
2	Bar four and six person Surrey-type 'bicycles' from parking in car parking spaces in the centre of the village.	11/10/2018 12:25 AM
3	Council should consider purchasing a plot of land for a municipal parking lot. Especially since the town hall will have no real parking lot when it opens.	11/9/2018 9:21 PM
4	more parks in general to help cope with the summer season	11/7/2018 8:30 PM
5	Maybe angle parking outside Pand K to create more parks on the P and K side of the road - we need more !!!! If people work in these areas they should be parking away>>> same in the Mitre 10 car park....these should be for visitors/clients/shoppers	11/7/2018 6:41 PM
6	Can vehicles be parked in a different pattern between Ohio St and the Square. ie.angle parks. One side only ?	11/7/2018 6:16 PM
7	Are there any statistics that suggest parking time is causing the issue. I don't believe parking restrictions are in keeping with a small rural town and with no budget to police the restrictions the understanding human nature would suggest they will not be adhered to. This is an issue that the council should be addressing through its geo spacial planning and conversion of land for parking. Like all infrastructure proper planning is needed to address the issue. Other options could be angled parking on one side of Jellicoe and kitchener street. More signs to parking. Gain Use of land or purchase next to fire brigade, behind church opposite P&K and next to brewery etc. think more widely	11/7/2018 5:57 PM
8	Find a section and create a carpark and have none in square. Encourage people to walk around town	11/7/2018 5:25 PM
9	Commuters leaving cars on Ohio to catch early bus. Cars there for 10 hrs	11/7/2018 3:49 PM
10	N/A	11/7/2018 1:13 PM
11	is it time to designate an area as full day parking lot? Perhaps on the outskirts/princess street or similar if council has land available.	11/7/2018 11:51 AM
12	IF restrictions are needed, then 60 minutes should cover all that one needs to do. But my strong preference is for no limits. It's a friendly town, let's keep it that way _ even for drivers. But equally, all-day parking outside a business must be a no-no.	11/7/2018 11:09 AM
13	Be goid to know exactly how much of a problem parking is in Martinborough	11/7/2018 8:05 AM
14	No plenty of side streets	11/6/2018 7:01 PM
15	parking outside gawith burridge..gives poor visability coming out from naples onto jellicoe, often have to edge out onto jellicoe to see traffic coming from lake ferry end of town,	11/5/2018 7:31 AM
16	Keep car from ice cream van off Square but ice cream van is fine	11/5/2018 6:29 AM
17	Push bikers that take all the parking when they do there racing . And then leave and spend nothing in the town	11/5/2018 6:27 AM
18	Please don't increase parking spaces at the expense of parking space size - the angle and parallel parks are nice and generous for larger vehicles (utes etc) and those of us with kids and all their gear.	11/4/2018 10:42 PM
19	A ban on shopkeepers' parking at or near their shops: it would significantly reduce the parking problem they complain about!	11/4/2018 9:41 PM

20	It would be good to remove one car park space on the intersection between Naples and Jellicoe - when you drive out of Mitre 10 carpark onto Jellicoe it's often very hard to see traffic coming towards you on Jellicoe from the Square because you can't see past the parked cars, unless you edge out into the road (not ideal). This issue is especially bad if a car parked is a Jeep style car or Ute.	11/4/2018 9:40 PM
21	Do not introduce parking meters	11/4/2018 8:47 PM
22	Parking is a problem but so is the footpaths. Please do another survey on footpaths	11/4/2018 7:28 PM
23	Parking spaces need to be uniform. Some are too small for my car. Further the parking spaces on the PnK side of Jellicoe, if parked in the spaces, doors open into posts or signs making it difficult for front seat and back seat passengers. The double parking on Kitcheners is painful and a hoot all at once.	11/4/2018 6:19 PM
24	Parking outside of P&K Carpark makes leaving the Carpark hazardous. Particularly large vans obscuring view of traffic, including P&K blue van.	11/4/2018 3:50 PM
25	Seriously? For our tiny town and the tourism we have - NO PARKING RESTRICTIONS!!!	11/4/2018 1:28 PM
26	I have a huge issue with businesses allowed to park there vehicles up on the square in summer and use the square as their area to sell their products (e.g Gelato!) If you want to do this, you should be charged for parking every time you are there....you will have to have a council authority sticker to say you have paid for parking etc....it takes up parking for consumers, and ruins the look of the corner of the square. When we have the Martinborough Fair all business/stall holders have to pay to park up.....so why don't these guys! I think it ruins the look, they should go into a building instead of parking their caravan on the square.	11/4/2018 12:32 PM
27	Ensure they are long enough for farm vehicles and the parks in Jellicoe need to be more levelled to take the camber off where the parks are.	11/4/2018 12:20 PM
28	Plenty of space to park and walk	11/4/2018 11:54 AM
29	No	11/4/2018 11:44 AM
30	Maybe more angle parking in some streets would provide me carparks. Please no metres!!!!	11/4/2018 10:53 AM
31	Please would you consider writing P90:-) in the parking spaces v adding more signs...	11/4/2018 10:33 AM
32	Martinborough is almost completely walkable, it is so compact and interconnected. Council should consider providing more accessible parking in and around the square for those who need it, the rest of us can walk or bike. Pedestrianize the square with a shared surface for cars and people.	11/4/2018 10:33 AM
33	How about angle parking on one side of the road on kitcheners st between the square and Ohio. Plenty of width in the road and would enable more parking spaces and ease of getting in and out of them. This is always a very congested area.	11/4/2018 10:15 AM
34	Specific owners and their staff parking outside their businesses.	11/4/2018 10:09 AM
35	.	11/4/2018 10:04 AM
36	There needs to be a balance between having spaces readily available for those that live and work in Martinborough and those that come to enjoy the recreation and hospitality of the region. Good luck on getting the balance right!	11/4/2018 9:49 AM
37	There needs to be some sort of poll put up on the yellow lines outside kitcheners diary where the drive way is, this drive way gets blocked on a daily basis with people using the atp machine etc, this will stop people parking there	11/4/2018 9:42 AM
38	I don't think there is a problem with parking the town is small enough to walk.	11/4/2018 9:40 AM
39	We have got so use to pulling up and parking outside the business that we want to go to that people can't handle parking a bit further away. Try dealing with parking in Wellington and you would learn not to grumble!	11/4/2018 9:14 AM