



MARTINBOROUGH COMMUNITY BOARD

Agenda
12 March 2018

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

MEMBERSHIP OF THE COMMITTEE

Lisa Cornelissen (chair), Fiona Beattie, Victoria Read, Maree Roy, Cr Pam Colenso and Cr Pip Maynard.

PUBLIC BUSINESS

1. APOLOGIES:

6.5 CONSIDERATION OF REPORT 6.5:

Appointment of Student Representative to Martinborough Community Board Pages 84-86

2. CONFLICTS OF INTEREST:

3. PUBLIC PARTICIPATION/PRESENTATIONS:

3.1 None advised

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 29 January 2018 Pages 1-6

Proposed Resolution: *That the minutes of the Martinborough Community Board meeting held on 29 January 2018 be confirmed as a true and correct record.*

6. CHIEF EXECUTIVE AND STAFF REPORTS:

6.1 **Officers' Report to Community Boards** Pages 7-54

Jo Dean, **Wairarapa councils' Zero-waste Coordinator**, to introduce herself and her role.

6.2 Action Items Report Pages 55-63

6.3 Income and Expenditure Report Pages 64-67

6.4	Naming of New Right of Way, White Rock Road, Martinborough	Pages 68-83
6.5	Appointment of Student Representative to Martinborough Community Board	Pages 84-86
7.	NOTICES OF MOTION:	
7.1	None advised	
8.	CHAIRPERSON'S REPORT:	
8.1	Chair's Report	Pages 87-93
8.1.1.	Community Board Projects	
8.1.2.	Martinborough Workshop Report	
8.1.3.	Beautification Funds	
8.1.4.	Community Board Budget	
9.	MEMBER REPORTS (INFORMATION):	
9.1	Wairarapa Library Service	Page 94
9.2	Poppy Places Project	Page 95
10.	CORRESPONDENCE	
	<i>Proposed Resolution: That the inwards correspondence be received.</i>	
10.1	Inwards	
	From Greytown Trails Trust to South Wairarapa community boards, February 2018 issue	Pages 96-97
	From Victim Support to Martinborough Community Board, dated 1 March 2018	Pages 98-102

Martinborough Community Board

Minutes – 29 January 2018

Present:	Lisa Cornelissen (Chair from 6:45pm), Fiona Beattie, Vicky Read (Chair until 6:45pm), Maree Roy and Cr Pam Colenso.
In Attendance:	Mayor Viv Napier (from 6:37pm), Mark Allingham (Group Manager Infrastructure and Services) and Suzanne Clark (Committee Secretary).
Conduct of Business:	The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 29 January 2018 between 6:30pm and 8:35pm.
Also in Attendance:	Lisa Cornelissen (Martinborough TOP 10 Holiday Park) and Maisie Arnold-Barron.

PUBLIC BUSINESS

Mrs Read tabled a Poppy Road Signs Project update for consideration as part of 6.2 Action Items Report.

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. PUBLIC PARTICIPATION

3.1 Lisa Cornelissen, Martinborough TOP 10 Holiday Park

Mrs Cornelissen gave Mr Cornelissen's apologies and tabled a summary of feedback from residents and businesses on Dublin Street West. From this informal survey there was not a consensus on naming, and Mrs Cornelissen requested independent engagement from Council to bring about a quick resolution.

Mrs Cornelissen left the meeting at 6:35pm.

4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Martinborough TOP 10 Holiday Park

Mrs Read acknowledged the survey undertaken by Mrs Cornelissen, noting that it had been undertaken by a resident and that consultation on road name changes needed to be more robust. Concern was also

expressed that current delegations did not permit the Board to conduct formal consultation or make road name changes.

Cr Colenso undertook to be the Community Board lead for the Dublin Street West and New York Street West street renaming consultation with assistance from Mrs Beattie.

MCB NOTED:

1. Action 13: Collate potential new street names for consideration in place of Dublin Street West and New York Street West; Cr Colenso
2. Action 14: Work with the Martinborough Community Board to formulate a consultation proposal, for Council to engage with residents, in a timely manner; M Buchanan

Mrs Cornelissen joined the meeting at 6:45pm.

Mrs Read vacated the chair.

Mrs Cornelissen assumed the chair.

5. COMMUNITY BOARD MINUTES

5.1 Martinborough Community Board Minutes – 27 November 2017

MCB RESOLVED (MCB 2018/01) that the minutes of the Martinborough Community Board meeting held on 27 November 2017 be received and confirmed as a true and correct record subject to the following corrections:

‘from the Martinborough Beautification Fund’ should be placed after ‘\$3,450.50’ in resolution MCB2017/105.

‘from the Martinborough Beautification Fund’ should be placed after ‘\$500.00 in resolution MCB2017/108.

(Moved Cornelissen/Seconded Beattie)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Officers’ Report to Community Boards

MCB RESOLVED (MCB 2018/02) to receive the Officers’ Report.

(Moved Read/Seconded Cr Colenso)

Carried

6.2 Action Items Report

Members reviewed the action items and discussed the Martinborough Cenotaph, Waihenga bridge jumping, speed limits, setting footpath priorities, moving the Martinborough Playground pergola to Martinborough Swimming Pool, setting a date for a Considine Park Committee meeting, Martinborough Cemetery fencing, storm water drainage KPI’s, and the Poppy Places project.

MCB RESOLVED (MCB 2018/03):

1. To receive the Action Items Report.
(*Moved Beattie/Seconded Roy*) Carried
2. Action 15: Due to a shortage of available engineers, ask Waihinga Centre engineers if they were able to structurally assess the Martinborough cenotaph when they are next in Martinborough; M Allingham
3. Action 16: Return all Martinborough inflatable tools to the Martinborough Pool by Waitangi weekend and ensure inflatables are put away at the end of the day; M Allingham
4. Action 17: Liaise with the chairs of FCB and GCB about future loans of Martinborough Pool inflatables including responsibility for damage; L Cornelissen
5. Action 18: Write to the Poppy Places Trust requesting that Memorial Square Street and the Soldiers Memorial Park be considered as Poppy Places and rewrite the summary paragraph so both places are individually recognised; M Roy
6. Action 19; Advise MCB what the process for speed limit changes is under the new NZTA guidelines and when Council can take part in a speed limit change request; M Allingham
7. Action 20: Investigate a 40km 'when children are present' school speed zone on Dublin Street and Roberts Street; M Allingham
8. Action 21: Discuss Council officer's recommendation to remove the Pain Farm shelter belt in light of the farm visit in a workshop, with a view to providing a recommended course of action; L Cornelissen

6.3 Income and Expenditure Report

MCB RESOLVED (MCB 2018/04) to receive the Income and Expenditure Statement for the period 1 July 2017 to 31 December 2018.
(*Moved Cornelissen/Seconded Read*) Carried

6.4 Community Board Grants Accountability Report

MCB RESOLVED (MCB 2018/05) to receive the Community Board Grants Accountability Report.
(*Moved Beattie/Seconded Cr Colenso*) Carried

6.5 Applications for Financial Assistance.

MCB RESOLVED (MCB 2018/06):

1. To receive the Applications for Financial Assistance Report.
2. To grant The Anglican Parish of South Wairarapa \$600 plus GST to assist with the Martinborough Homework and Breakfast Club.
(*Moved Beattie/Seconded Cornelissen*) Carried

7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIRPERSON'S REPORT

8.1 Chairperson's Report

For future years Council officers would supply Martinborough Community Board with a footpath condition report and the Board would prioritise works from the report. Members undertook to review the Martinborough Christmas Parade event, discussed potential reallocation of the now defunct Martinborough Swimming Club funds and possible Martinborough beautification projects.

Representatives from MADCAPs to be invited to a workshop prior to the next MCB meeting to discuss Martinborough Christmas Parade.

MCB RESOLVED (MCB 2018/07):

1. To receive the Chair's Report including the current Community Board projects list.
(Moved Beattie/Seconded Cr Colenso) Carried
2. Action 22: Liaise with the Martinborough Swimming Club treasurer and Mr Crimp about possible transfer and management of remaining Club funds; L Cornelissen

MCB RESOLVED (MCB 2018/08):

1. That subject to Waihinga Centre project completion date being the 17/18 financial year, that the 17/18 new footpath funding be directed to the Texas Street project.
2. To put a temporary halt on the Roberts Street footpath priority and to wait for a report on footpath options for the Martinborough School area from Council's Roding Manager, with the intention of addressing school speed signage targeting Dublin and Robert Streets as a first step.
3. That if consistent with the option in the forthcoming Roding Manager's report, request Council allocate roading budget to start kerbing on Roberts Street before winter.
4. That subject to the Roding Manager's report the MCB to request additional funding via the LTP.
(Moved Cornelissen/Seconded Read) Carried

MCB RESOLVED (MCB 2018/09):

1. To receive the allocation of Beautification Funds Report.
2. That \$500 be set aside from the Beautification Budget to repaint the power box in Martinborough Square.

3. To allocate the remaining beautification funds to Soldiers Memorial Park and Waihinga Park in line with the Martinborough Square Development Plan with specific items to be advised.
(Moved Cornelissen/Seconded Beattie) Carried
4. Action 23: Add installation/purchase of water fountain for Waihinga Park to the project list; L Cornelissen
5. Action 24: Liaise with Vicky Read for design ideas (in line with the Martinborough Square Development Plan) and request a price for the circular seating as outlined in the Plan; M Allingham

MCB RESOLVED (MCB 2018/10):

1. To receive the budget.
2. To fund the 2017 Martinborough Christmas Parade traffic management plan up to \$1,403 including GST.
(Moved Cornelissen/Seconded Beattie) Carried

9. MEMBERS REPORTS (INFORMATION):

9.1 Wairarapa Library Service

MCB RESOLVED (MCB 2018/11) to receive the Wairarapa Library Service report.

(Moved Beattie/Seconded Cr Colenso) Carried

10. CORRESPONDENCE

10.1 Inwards

From South Wairarapa District Council, to Lisa Cornelissen, Martinborough Community Board, dated 20 December 2017

From Victim Support, to Lisa Cornelissen, Martinborough Community Board, dated 24 November 2017

From Rebecca Harper, Martinborough Community Board, dated 22 December 2017

10.2 Outwards

To Maree Patten, Kuranui College, from Lisa Cornelissen, Martinborough Community Board, dated 28 November 2017

To Di Marment, Martinborough Lionesses, from Lisa Cornelissen, Martinborough Community Board, dated 7 December 2017

To Rebecca Harper, from Martinborough Community Board, dated 13 December 2017

MCB RESOLVED (MCB 2018/12) that the inwards and outwards correspondence be received and approved.

(Moved Cornelissen/Seconded Beattie) Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

MARTINBOROUGH COMMUNITY BOARD

12 MARCH 2018

AGENDA ITEM 6.1

CHIEF EXECUTIVE OFFICER REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the **Officers' Report**.*

CHIEF EXECUTIVE

1. Executive Summary

The preparation of the 2018/28 Long Term Plan has dominated proceedings since the last report. While good progress has been made, we are issuing the Consultation Document some five weeks earlier than previous years which has meant usual processing timeframes have been compressed.

The Christmas break allowed us to catch our breath, and to a certain extent **contemplate the amalgamation "no" vote.**

This result came somewhat too late for us to make substantive changes to our operations in the current LTP considerations, but does provide the benefit of additional time to consider what, if anything, we want to do differently in the future.

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	2016/17	COMMENTS
			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		75%	79%	The National Research Bureau (NRB) Customer Satisfaction survey was carried out late 2016. In addition to the 79% (2014: 73% 2011 75%) positive response, 13% (2014: 16% 2011 14%) felt they were unable to comment.
	Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views		72%	63%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 63% (2014: 62% 2011 55%) positive response, 23% (2014: 21% 2011 28%) felt they were unable to comment.
Council determines what activities it should engage in through consultation and regulatory requirements then sets clear direction	Ratepayers and residents are satisfied with Council's decisions and actions		80%	70%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 70% (2014: 76% 2011 73%) positive response, 14% (2014: 8% 2011 9%) felt they were unable to comment.
	Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)		79%	65%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 65% (2014: 64% 2011 59%) positive response, 14% (2014: 14% 2011 9%) felt they were unable to comment.
Community Boards make decisions that consider local issues	Community Board decision - making reports on local issues		90%	Greytown 98% Featherston 97% Martinborough 97%	This measure reports on the percentage of resolutions made that relate solely to local issues. (year ended 30 June 2016)
	% of ratepayers and residents who know how to contact a community board member		68%	69%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 69% (2014: 64% 2011 59%) positive response, 0% (2014: 14% 2011 9%) felt they were unable to comment.
Opportunities are available to raise local issues and understand what will happen as a result	Ratepayers and residents satisfied with the way Council involves the public in the decision it makes		70%	47%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 47% (2014: 49% 2011 50%) positive response, 31% (2014: 26% 2011 25%) indicated they were neither satisfied nor dissatisfied, and 5% (2014: 5% 2011 5%) felt they were unable to comment.
Opportunities are available to raise issues relating to Maori through the Maori Standing Committee	The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications		100% applicable applications	100%	Maori Standing Committee met on 6 occasions. In total 5 resource consent applications were considered, however due to the timing of the meetings 1 was considered outside normal meetings. (Year ended 30 June 2016)

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. *Chief Executive Forum*

No CE forum was held during the reporting period.

3.1.2. *Mayoral Forum*

No Mayoral forum was held during the reporting period.

3.1.3. *Community Boards*

A further round of Community Board meetings were held.

3.1.4. *WREMO*

Regional Chief Executives, and WREMO executives, met to discuss the results of the WREMO review, and agree new outputs for WREMO.

New initiatives included WREMO employing a dedicated training professional, and assistant to improve training quality, a dedicated communications and marketing advisor, and appoint a full time recovery coordinator (as is required by legislation).

Our share, based on ratepayer numbers, of the increase is \$4,900. This has been incorporated in the LTP budgets.

3.1.5. *NZTA*

We continue discussions with NZTA in regards to the special purpose road, and the reduction in subsidy rate we will receive for this road.

Our discussions are largely around how much of this road transfers to our network, and over what timeframe, and how much is retained as effectively SPR.

4. Corporate

4.1 Long Term Plan

The Long Term Plan consultation document, and supporting information, is due to be adopted 14 March.

This is considerably earlier than previous LTP's and is driven by the Audit New Zealand timetable.

The Audit New Zealand team, up to four members, will be onsite from 19 February to 2 March, and are required to review and issue an audit opinion on the Consultation Document.

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.

4.3 Waihinga Centre/Martinborough Town Hall

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

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

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

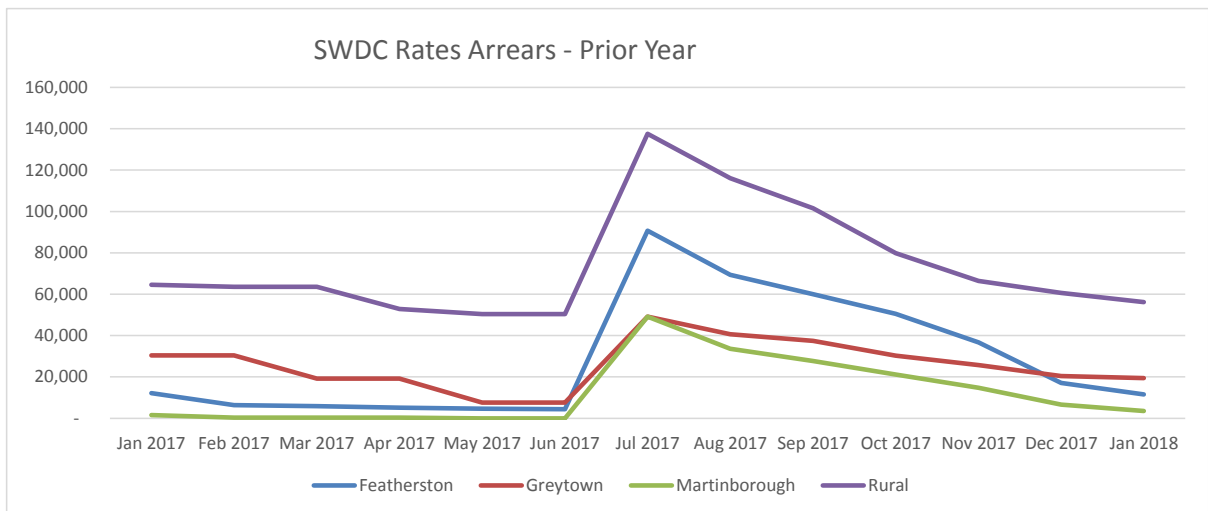
The project is progressing well, and there are no red or even orange flags at this stage.

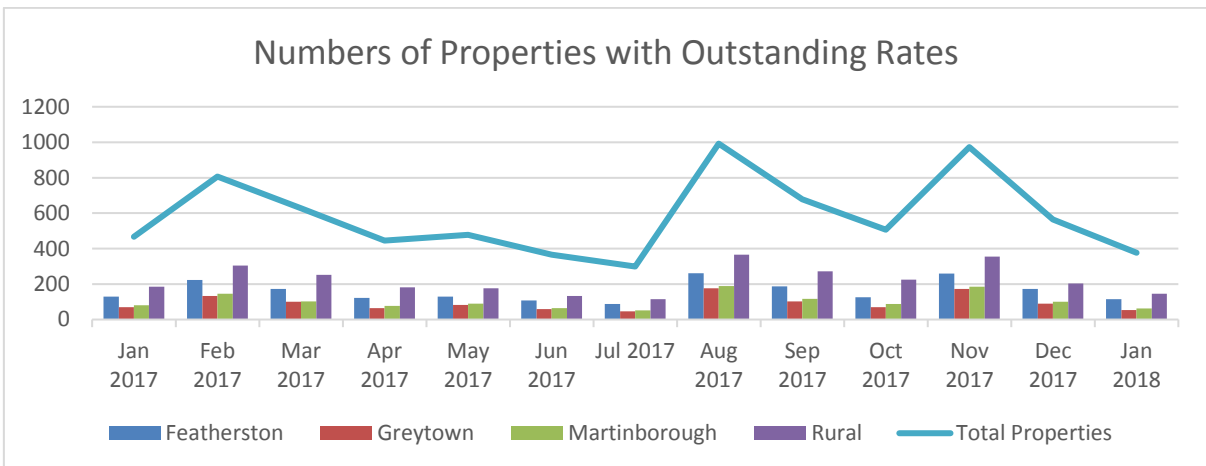
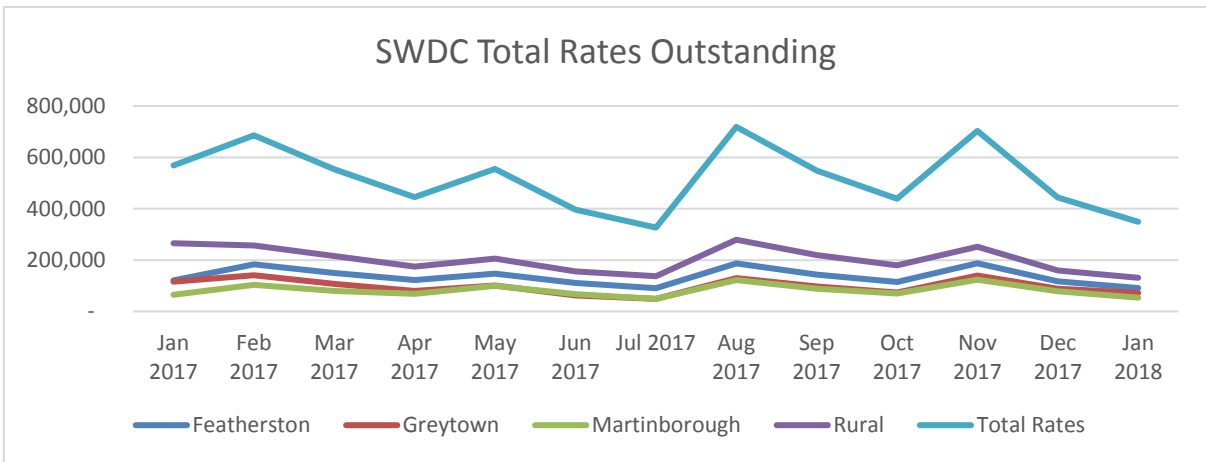
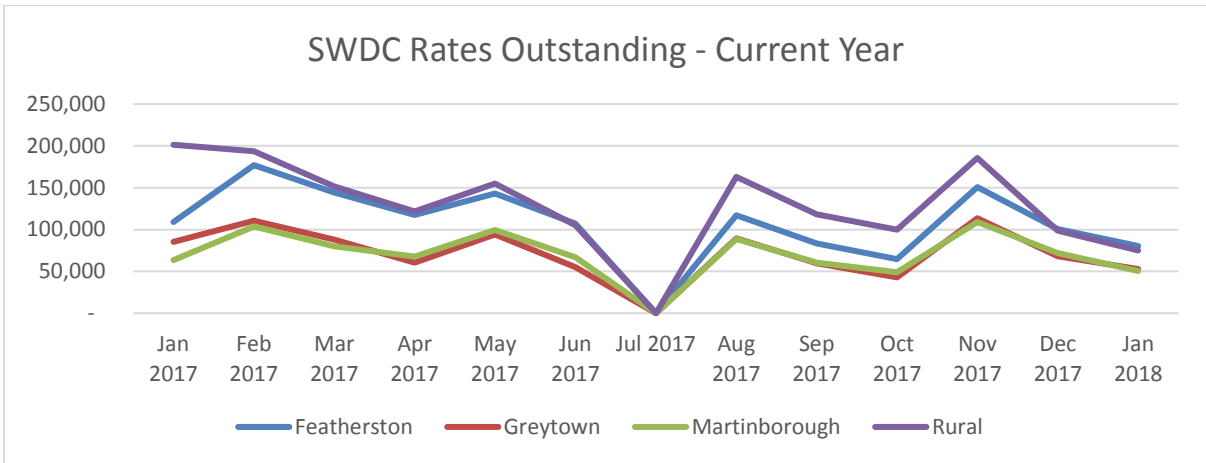
4.4 Rates Arrears (Incl. GST)

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

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

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





4.5 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
21 December 17	Mileage allowance payments.	
9 January 18	Pesticide use.	
9 January 18	Chamber of Commerce subscription. Council owned housing. Audit and Risk Oversight.	
9 January 18	Staff numbers.	
9 January 18	Average Residential Rates.	
15 January 18	Any reports/ memos/ briefings prepared on the existence of asbestos in water infrastructure prepared in the last two years.	
18 January 18	Dog statistics since 1996.	
18 January 18	Entertainment related expenses 2017.	
25 January 18	Amounts collected by your authority on behalf of a Regional Council.	
25 January 18	Absenteeism - staff and councillors.	
25 January 18	Membership to external groups.	
7 February 18	The top noisiest streets.	

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

5. Appendices

Appendix 1 – Waihinga Centre Finances

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Waihinga Centre Finances

SWDC
Waihinga Centre
Project forecast - Actuals to December 2017

Per Council decision 18.1.2017

\$ 5,132,010

Made up as follows:	Budget	Invoiced to 31.12.2017	Invoices to come	Forecast spend
Rigg Zschokke Construction Contract	4,223,709	1,284,009	2,939,700	4,223,709
Rigg Zschokke Agreed Variations*		53,995	3,704	57,699
		<u>1,338,004</u>	<u>2,943,404</u>	<u>4,281,408</u>
Professional fees (design team) to Jan-17	509,459			
Adamsons Survey		6,581		
Engeo Geotech		17,160		
Holmes Consulting - Design & Fire		137,425		
HVAC Design		14,175		
Perception Planning		6,918		
Warren and Mahoney - Design		327,200		
		<u>509,459</u>	-	<u>509,459</u>
Other fees to Jan-17 (including SGL, QS)	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	-	<u>268,343</u>
Architect & Engineer construction monitoring	80,000			
Holmes Consulting - Construction Monitoring		47,402	99	
Warren and Mahoney - Site Monitoring		33,158	7,842	
Warren and Mahoney - Variations*		11,578	6,000	
		<u>92,137</u>	<u>13,941</u>	<u>106,078</u>
Development & Design Variations**		71,759	11,151	82,909
QS Services to completion	50,000			
Venture Consulting		15,000	15,000	
Clendon Burns & Park		13,438	3,562	
		<u>28,438</u>	<u>18,562</u>	<u>47,000</u>
Budgeted Core costs	5,132,010			
Plus Contingency	200,000			158,186
Overall budget	\$ 5,332,010	2,308,139	2,987,057	\$ 5,290,196

***Construction Variations to date:**

Rigg Zschokke	Invoiced to 31.12.2017	Invoices to come	Forecast spend
Removal of asbestos	7,310		
Insurance obtained directly		(20,000)	
JLT Insurance	20,108		
Concrete Foundation to supper room well	6,965		
Replace piles and joists supper room		7,500	
Replace ceiling joists supper room	2,000	500	
Temporary structural support	5,500	4,000	
Concrete under existing foundation		1,000	
Supper room framing connection to external wall	500	500	
Extend concrete overlay to areas of demolished chimney		3,500	
Retain brick wall to supper room		(1,500)	
Overlay existing stage floor		5,000	
Remove existing structural steel bracing	1,000	4,000	
Supper room lintel beams		500	
Supper room brick wall connections		1,000	
Toilet to back of house		3,704	
Delete recessed floors to toilets, tiles to floor		(1,000)	
Holmes Construction issue	6,727	0	
Materials supply savings		(5,000)	
Foundation beam kitchen	3,885		
	<u>53,995</u>	<u>3,704</u>	<u>57,699</u>
Warren and Mahoney			
Alternative cladding product (Rodeca)	10,678		
Additional monitoring costs		6,000	
Revision re additional toilet	900		<u>17,578</u>

JNL and Other Savings To be confirmed

****Development & Design Variations:**

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

Net cost/(savings) from Variations:

158,186

PLANNING AND ENVIRONMENT

1. Resource Management

1.1 Resource Management Act - District Plan

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

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

The Greytown Structure Plan - Plan Change 9, has been notified for further submissions and these closed on 31 January 2018. The next step is to prepare a Section 42A Report for the hearing of submissions. It is currently anticipated that the hearings will take place on or about March 26 – 29, 2018.

Consultants have been appointed to progress the Martinborough urban residential expansion proposals. Over the next two weeks a detailed work programme will be developed. This work will run through the rest of this year (refer to Councils Actions report for some further detail).

The proposed plan change relating to protected trees has been on hold while a response from the Tree Advisory Group in Greytown was awaited. This has now been received, but is yet to be evaluated. An initial review of their proposals will be undertaken before any commitment of time is made for detailed evaluation of their proposals. This will be done in the next 2 weeks or so.

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	NCS. 80 resource consents processed.
s.223 certificates issued within 10 working days	100%	93%	NCS. 2 of 29 went beyond time as previously reported.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	NCS. 24 s224 certificates processed.

Council received 38 applications between 1 November 2017 and 31 January 2018. Detailed information as part of regular updates, subject to data

availability, on all consents has been sent direct to Council and Community Board members, so this information is not listed here.

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

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

1.4 Local Government Act – LIM's

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

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

TYPE	YTD 1 JULY 2017 TO 31 ST JANUARY 2018	PREVIOUS YTD 1 JULY 2016 TO 31 ST JANUARY 2017	PERIOD 1 ST NOVEMBER 2017 TO 31 ST JANUARY 2018	PREVIOUS PERIOD 1 ST NOVEMBER 2016 TO 31 ST JANUARY 2017
Standard LIMs (Processed within 10 working days)	105	117	43	46
Urgent LIMs (Processed within 5 working days)	39	34	19	20
Totals	144	103	62	66

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%	98.6%	NCS – 211 of 214 CCC's were issued within 20WD . NCS status error caused incorrect report data for 3 CCC's which went overtime .
Building consent applications are processed within 20 working days	100%	100%	NCS – 274 consents were issued within 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review (end of January 2018) in progress (comments below).
Council 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 (1 Nov 2017 – 31 Jan 2018 – 664 inspections). BWOF's Total of 169 – on average of 3 audits per month required, 8 audits in 1 Nov 2017 – 31 Jan 2018. Swimming Pools Total of 279 – on average of 8 audits per month required, 30 audits in 1 Nov 2017 – 31 Jan 2018.
Earthquake prone buildings reports received	90%	N/A	Under previous legislation 148 of 229 known premises had been addressed. Under the new legislation, all buildings needed to be re-assessed. Council has now reviewed potential Earthquake Prone Buildings (EQP). Letters are yet to be sent to owners advising them of their buildings status.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	5	\$406,000.00
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	7	\$184,200.00
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	100	\$9,171,233.00
Other (public facilities - schools, toilets, halls, swimming pools)	1	\$45,000.00
Totals	113	\$9,806,433.00

The Accreditation Review of Councils Building Control Authority (BCA) took place on the last day of January / first 2 days of February 2018. Two IANZ assessors and a Ministry of Business, Innovation and Employment (MBIE) assessor undertook the review.

The review process was quite different from previous assessments. MBIE has issued new instructions to the auditors and has produced an extremely prescriptive system for evaluating compliance of the BCA. They have stated that the focus is now entirely on process compliance.

This by definition excludes any assessment of qualitative outcomes or outcomes in general, with the underlying thinking being that if process is mindlessly followed and documented, then the desired outcomes should ensue.

I have significant doubts about that; in brief much of it (but not all) struck me as a strict tick box approach which had little relevance to whether a building was fit for purpose or not – this of course being the aim of the law - that a building is safe and sanitary for people to use and occupy.

Because of the changed system, Council has not been given a clear compliance sign-off as was the case with the 3 previous audits which were more technically based. There were 13 matters that the audit identified as **needing correction, or in the new language were deemed to be “general non compliances”**.

Having had these matters set out in the exit interview on 2 February, that result is reasonable for Council (about par for all Councils being audited under the new system for the first time). Many of the matters are quite **“trivial”** and/or easily remedied. Work to do so has already begun. One or two matters are important and these must be quickly rectified. Council has 3 months to advise IANZ that it has addressed the matters identified.

2.2 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	1	Visit to South Featherston Primary prior to Xmas. A proposed time has been scheduled for Featherston Primary with follow up required to finalise this.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	98.5%	K:\resource\Bylaw Officers\Registers\VAC Service Requests.xls 132/134 One complaint was responded to in 6.5 hours due to high workloads (3 other service requests on the same day). The second complaint response failure was due to a message not being passed to the bylaws officers from the after hour's team.
Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	86.7%	13/15 One complaint was notified 2 weeks after the attack so the complaint was not prioritised. The second complaint was responded to in 1.75 hours. This was an email notification on the weekend so the complaint was not received immediately, there was no imminent danger in this case.

INCIDENTS REPORTED 1 NOVEMBER 2017 TO 31 JANUARY 2018	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	4	2	1
Attack on Person	1	-	1
Attack on Stock	-	-	2
Barking and whining	7	4	3
Lost Dogs	-	1	3
Found Dogs	-	1	3
Rushing Aggressive	1	-	-
Wandering	17	8	8
Welfare	2	2	-
Fouling	-	1	1
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 9/9 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 13/13 incident

INCIDENTS REPORTED	TOTAL 1 JULY 17 – 31 OCTOBER 17
Stock	3

2.4 Resource Management Act – afterhours Noise Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	96.2%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls 50/52 Two complaints on the same night (Boxing Day 2017) were responded to within 2 hours.

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2017 TO 31 JANUARY 2018	PREVIOUS YTD 1 JULY 2016 TO 31 JANUARY 2017	PERIOD 1 NOVEMBER 2017 TO 31 JANUARY 2018	PREVIOUS PERIOD 1 NOVEMBER 2016 TO 31 JANUARY 2017
Total	52	73	31	40

2.5 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	32.3%	There are 31 premises that are high or medium risk. Of these, 10 have been inspected. The premises yet to be inspected have been scheduled to have an unannounced compliance check during the 2017/18 reporting period.
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Group agreement.	100%	-	CLEG has not scheduled any enforcement activity in South Wairarapa to date. Staff are currently liaising with Police and Regional Public Health for compliance inspections to be completed.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2017 TO 31 JANUARY 2018	PREVIOUS YTD 1 JULY 2016 TO 31 JANUARY 2017	PERIOD 1 NOVEMBER 2017 TO 31 JANUARY 2018	PREVIOUS PERIOD 1 NOVEMBER 2016 TO 31 JANUARY 2017
On Licence	21	13	10	5
Off Licence	7	10	3	2
Club Licence	2	4	1	1
Manager's Certificate	65	52	25	17
Special Licence	43	38	24	22
Temporary Authority	0	0	0	0
Total	138	117	63	47

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENTS SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	NCS data
Premises are inspected in accord with regulatory requirements.	100%	100%	NCS data

2.7 Bylaws

Between 1 November 2017 and 31 January 2018 there were three notices issued relating to trees and hedges, eight for litter and six abandoned vehicle complaints received.

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

INFRASTRUCTURE AND SERVICES

1. Group Manager highlights

The Long Term Plan is still dominating the department's time and resources with Audit due in for the first review in the coming weeks. There is also the starting of several of our renewals contracts which have been let and are getting underway currently. Footpaths are already well underway and the water, sewer, road rehabilitation and the seal extension are all to start soon.

The irrigation to land in Martinborough is another success with the second cut for bailage taken. The Greytown works has commenced for the installation of the plant and associated works.

One of the smaller but more pleasing works was the use of the children in Featherston to carry out some painting. Where possible we hope to link with community groups in the future to assist in development. Kuranui College for example, has put forward a desire to work with the councils on recycling in the school. These initiatives can benefit all when done well.

The following section is also one for discussion which is the section 17a Reviews required by council.

1.1 Section 17a Reviews (contracts)

Local authorities are now under an obligation to review the cost effectiveness of current arrangements for meeting community needs for good quality infrastructure, local public services and local regulation. Where a review is undertaken local authorities must consider options for the governance, funding and delivery of infrastructure, local public services and local regulation that include, but are not limited to:

- a) in-house delivery
- b) delivery by a CCO, whether wholly owned by the local authority, or a CCO where the local authority is a part owner
- c) another local authority
- d) another person or agency (for example central government, a private sector organisation or a community group).

We are currently developing a forward programme by identifying those services where changes to levels of service are planned and where contracts are due for expiration in the next two years. These are Amenities, Waters and Transport.

It would be difficult to do a rigorous review without reviewing the legislative and regulatory developments. For example, water and wastewater in the wake of Havelock North and the freshwater management plan.

Some of the options that must be considered include options for delivery by a joint council owned '**Council Controlled Organisation**' (CCO), and delivery by another local authority. The section 17A requirement was introduced, in part, to encourage local authorities to collaborate with others. With services where collaborative delivery with other local authorities is a realistic

prospect, it would be prudent to agree on a joint review and this has been discussed with the Wairarapa councils.

A first cut report will be delivered to council on the options to be considered applicable to enable more focus to be given to the more feasible services and options.

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	
		DECEMBER	YTD	DECEMBER	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		605		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		100%		
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%		98%		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	95%		98%		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.25 per 1000 (1 complaint)	2.28 per 1000 (9 complaints)	1	9
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	1.52 per 1000 (6 complaints)	3.29 per 1000 (13 complaints)	6	13
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0.25 per 1000 (1 complaint)	1.52 per 1000 (6 complaints)	1	6
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	(0/3) 0%	Median Time 53mins	3	32
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	(1/3) 33%	Median Time 3h 46mins	3	32
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	(36/44) 82%	Median Time 22h 5mins	44	207
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	(34/44) 77%	Median Time 25h 26mins	44	207
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	20%	20%		

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS	INCIDENTS
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%	38.5%	

2.2 Water supply capital improvements

2.2.1. Featherston/Greytown (Woodside) water supply

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

2.2.2 Water reticulation renewal

The tender for Stage 3 of the trunk main renewal contract from the railway line to the plant was awarded to Higgins and is due to start in March.

2.3 Water treatment plants

The Martinborough plant operated routinely over the period with some replacement of monitoring equipment. The plant is due to have the controller upgraded (existing is obsolete) which will provide improved treatment and bacteriological compliance. The Waiohine plant and Greytown Bore have operated routinely, though there continues to be high demand, including overnight.

Pirinoa pipeline replacement has completed the 50mm main approximately 300m to improve service provision; connection was completed before Christmas. Installation of the replacement filters is due later in February.

2.4 Water reticulation

There were 44 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 four invoice requests issued 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	
		DECEMBER	YTD	DECEMBER	YTD
Number of blockages per 1000 connections	<10	0.5 per 1000 (2 complaint)	8.05 per1000 (33 complaint)	2	33
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	0.97	0.97 per 1000 connections (4 overflow)	0.97 per 1000 connections (4 overflow)
Attendance time: from notification to arrival on site	< 1 Hr	2/3 (67%)	Median Time 47min	3	45
Resolution time: from notification to resolution of fault	< 4 Hrs	2/3 (67%)	Median Time 2h 00m	3	45
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0
No. of complaints per 1000 connections received about sewage odour	< 15	0	1	0	1
No. of complaints per 1000 connections received about sewage systems faults	< 15	0.24 per1000 (1 complaint)	2.68 per 1000 (11 complaint)	1	11
No. of complaints per 1000 connections received about sewage system blockages	< 15	0.5 per 1000 (2 complaint)	8.05 per1000 (33 complaint)	2	33
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%	91% (41/45)	3	45

3.2 Waste water treatment plants

3.2.1. Capital and consents

Featherston Waste Water consent application

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

We are at a stage that there is a legal discussion about the acceptability of the proposal planned for February.

Staged improvements at Martinborough and Greytown WWTPs

At Martinborough WWTP irrigation to land has commenced and operated satisfactorily over the Christmas breaks. Full completion of all systems and telemetry was completed in mid-December. Handover to CCL was completed on 9 February.

At the Greytown site, contractual, design and cost finalisation are under discussion with Water Force NZ and site establishment and site works are anticipated to commence in February. The contractor is still aiming for a completion date in May 2018.

3.3 Operational

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

3.2.2. Wastewater reticulation

There were 3 pipeline blockages reported during the period.

4. Storm water drainage

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

4.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	55%			NRB survey:	57%
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatements notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

5. Solid waste management

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

5.1 Key Performance Indicators

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

5.2 Waste management

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

6. Land transport

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

6.1 Key Performance Indicators

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

6.2 Roading Maintenance – Fulton Hogan

Upgrade of pedestrian crossing signs and post in the Martinborough Square has commenced.

Sealed road digouts are under way on Lake Ferry and Kahutara Roads, these will be followed by digouts Western Lake and Bidwills Cutting Roads.

Vegetation control was completed before Christmas, but with the climatic conditions over the Christmas and New Year periods growth is being monitored to determine whether an intervention programme needs to be introduced.

2018/2019 pre-seal inspection are under way to allow a jump start on these repairs in preparation for next seasons programme.

Ongoing unsealed road maintenance grading is programmed to meet requirements.

6.3 Other activities

Reseals renewals have been completed within the district and completed on budget.

Whatarangi Cliff contract has been completed.

A joint South Wairarapa, Carterton District Council Sealed Pavement Rehabilitation contract inclusive of Shooting Butts seal extension has been let to Higgins Contractors. Subject to satisfactory performance the contract includes the 2018/2019 programme.

Fulton Hogan have commenced footpath renewals in Featherston and works are planned over the next 3 months.

Joint contracts with Carterton and Masterton District Councils have been let for the supply and installation of LED street lighting. Works are programmed for completion before 1 July 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, seven public toilets and 22 other properties. The Amenities Manager is the contract manager for the City Care parks and reserves contract, and also for the management of the libraries.

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

7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Users satisfied with parks and reserves	90%			NRB Survey:	94%
Ratepayers and residents are satisfied with Council playgrounds	80%			NRB Survey:	82%
Council playground equipment that meets national standards	100%				
Council pools comply with NZ swimming pool water testing standards	100%				
Ratepayers and residents satisfaction with Council swimming pools	67%				
Occupancy of pensioner housing	94%			Actual:	99.8%
Ratepayers and residents satisfied with town halls	76%			NRB Survey:	74%
Cycle strategy	Developed				
Ratepayers and residents satisfied with public toilet facilities	90%			NRB Survey:	85%
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library				
% of ratepayers and residents satisfied with libraries	90%			NRB Survey:	91%

7.2 Parks and reserves

Parks and reserves are busy with summer sport and events, and the City Care team are busy trying to keep on top of grass and weed growth resulting from the warm and wet weather.

7.2.1. Featherston

Featherston Youth group have made a start on the picket fence at the library/information centre reserve. They managed to pick the hottest day of the year to start work, and since then have been slotting in work between high heat, rain and wind.

7.2.2. Martinborough

Discussions are under way with Martinborough Cricket Club with a view to using part of Considine Park for junior cricket, as an overflow from the facilities at the school. The Club is working with the South Wairarapa Pony Club on relocating the jumps and fitting in around their timetable.

7.3 Community housing

The plumbing replacement work on two of the Matthews flats has been completed and they will be ready to rent out next week. Westhaven had a vacancy, and the next tenant from the waiting list will move in next week. There will shortly be a vacancy at Cicely Martin flats in Martinborough as a result of a tenant moving on.

7.4 Cemeteries

7.4.1. Purchases of burial plots/niches 29 November 2017 to 9 February 2018

	Greytown	Featherston	Martinborough
Niche			
In-ground ashes Beam		2	
Burial plot	1	3	1
Total	1	5	1

7.4.2. Ashes interments/burials 29 November 2017 to 9 February 2018

	Greytown	Featherston	Martinborough
Burial	1	2	1
Ashes in-ground	3	1	
Ashes wall			
Total	4	3	1

7.5 Toilets

The public toilets have had heavy use over the summer season, which has brought with it a certain amount of vandalism and anti-social behaviour – faeces in urinals or on floors, toilet bowls stuffed with paper, cutting locks off etc. **The toilet in Greytown’s Arbor Reserve is particularly subject to vandalism, with the destruction of a hand-basin and several toilet roll holders, and most recently, the mysterious disappearance of the waste-water pipe under the sink.** There has been very positive feedback from visitors about the new toilets at Ngawi and the availability of the new dump station. This dump station was unfortunately subjected to vandalism in mid-January.

7.6 Swimming pools

The swimming pools have been very busy as people enjoy the hot weather **and the free swimming. Early in the New Year, Greytown’s inflatable slide had to be sent off for repair; Martinborough pools’ new inflatables arrived** and were shared with Greytown until the slide came back. The new Aztec **“maze” and the two Octonuts purchased by Martinborough Community Board** have been a big hit. School swimming started at the beginning of February, with regular bookings on weekday mornings for the urban primary schools in all three towns, as well as a number of one-off events for Kuranui College and some of the rural schools. The patient transfer system at Martinborough pool has been restored to working order at the request of the school – this means that a wheelchair user can be lifted into and out of both the learner pool and the main pool.

7.6.1. Swimmer numbers for all pools December and January

December Swimming Statistics			
	Greytown	Featherston	Martinborough
Number of Swimmers	3393	2363	1779 [Note : opened one week later than other pools]
Change from December 2016	↑ 297%	↑ 154%	↑ 65%
Peak day – number of swimmers	30/12/2017: 320	8/12/17 : 206	30/12/17 : 262
Number of unattended days (no swimmers), excluding 25 December	0	0	0

January Swimming Statistics			
	Greytown	Featherston	Martinborough
Number of Swimmers	5420	3251	3678
Change from January 2017	↑ 208%	↑ 357%	↑ 344%
Peak day – number of swimmers	23/01/2018: 435	14/01/2018 : 218	20/01/2018 : 325
Number of unattended days (no swimmers)	0	0	0

Daily visitor number charts for December and January are provided in the tables above.

7.6.2. Featherston

Completed events:

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



Featherston 1st Fridays held from 1 December 2017, 5 January (*cancelled due to wet weather*) & 2 February 2018

Featherston 1st Fridays: A Fab Feathy Fiesta



Future events:

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



Featherston 1st Fridays being held 2 March 2018

The Wellington Anglican Diocese Games being held Sunday, 25 February 2018

7.6.3. *Greytown*

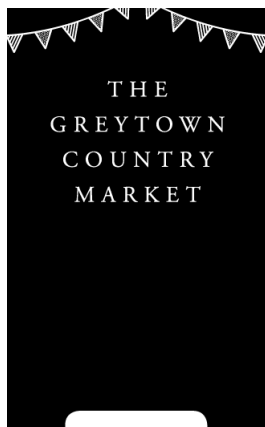
Completed events:

Greytown Christmas Market & Christmas Parade held Saturday 16 December 2017



Future events:

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



Park to Paddock Challenge being held on Friday, 30 March 2018



7.6.4. Martinborough

Completed events:

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

Pick Your Own Lavender held 6-7 January 2018

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



Rotary Martinborough Fair held on Saturday, 3 February 2018



Future events:

Rotary Martinborough Fair being held on Saturday, 3 March 2018



Martinborough Round the Vines being held on Sunday, 18 March 2018



Rotary Martinborough Fair being held on Saturday, 3 March 2018

Meander Over Martinborough being held on Sunday, 1 April 2018



7.8 Libraries

The libraries have been busy over December and January with the Summer Reading Programme, this year with the theme of “Wild About Reading”. Two story-reading events were held at each library, the Little Dog Barking Theatre Company and Rhubarb/Mary Kippenberger Storyteller at Featherston, before a grande finale event for participants from all three libraries at the Anzac Hall with Zappo the Magician.





Featherston Library also held the iRead programme for children 10-15 years and even managed to fit in some summer craft, including some serious chalk fun on the concrete between the library and the information centre building.



8. Appendices

Appendix 1 - Monthly water usage

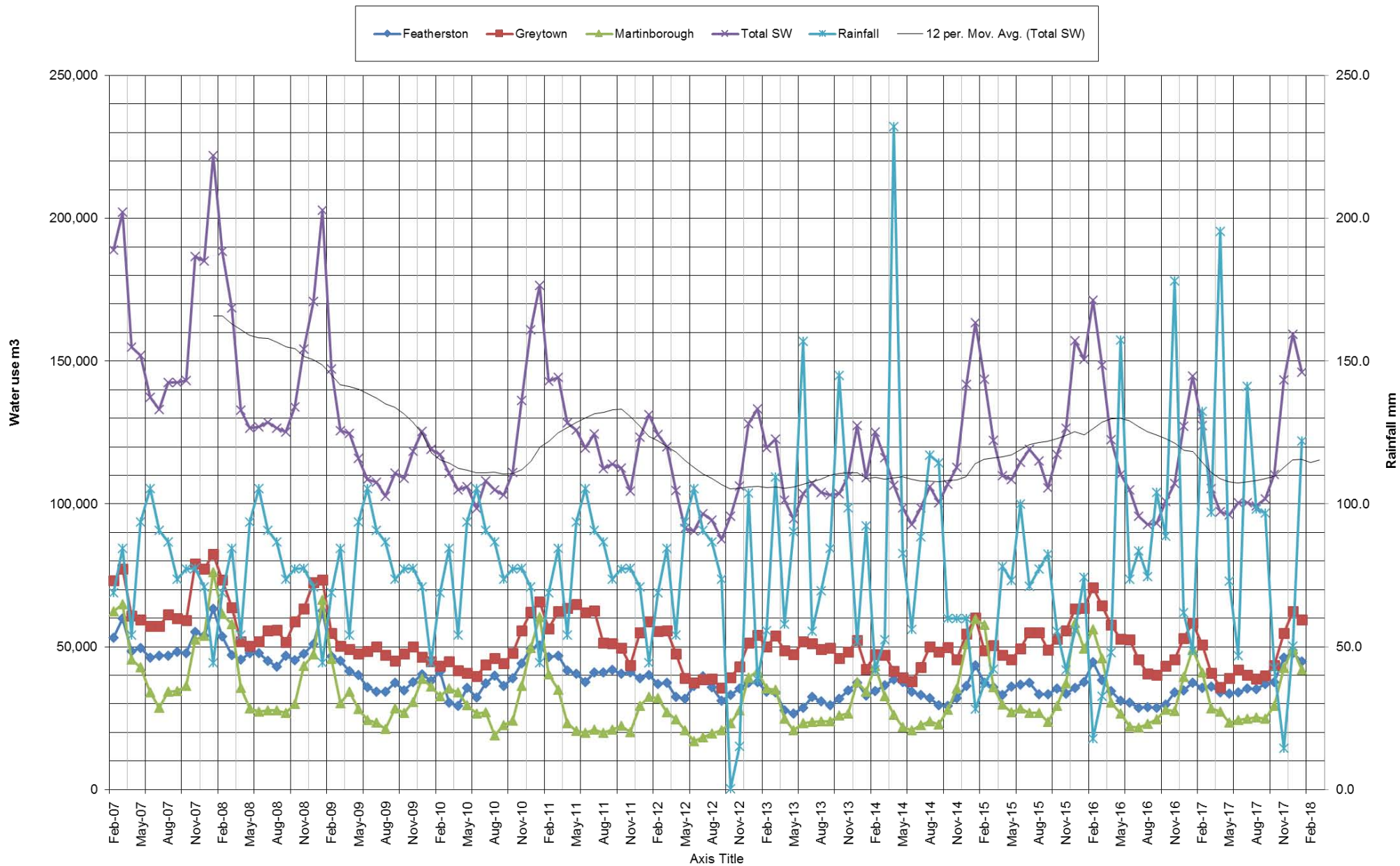
Appendix 2 - Waste exported to Bonny Glen

Appendix 3 - Library statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

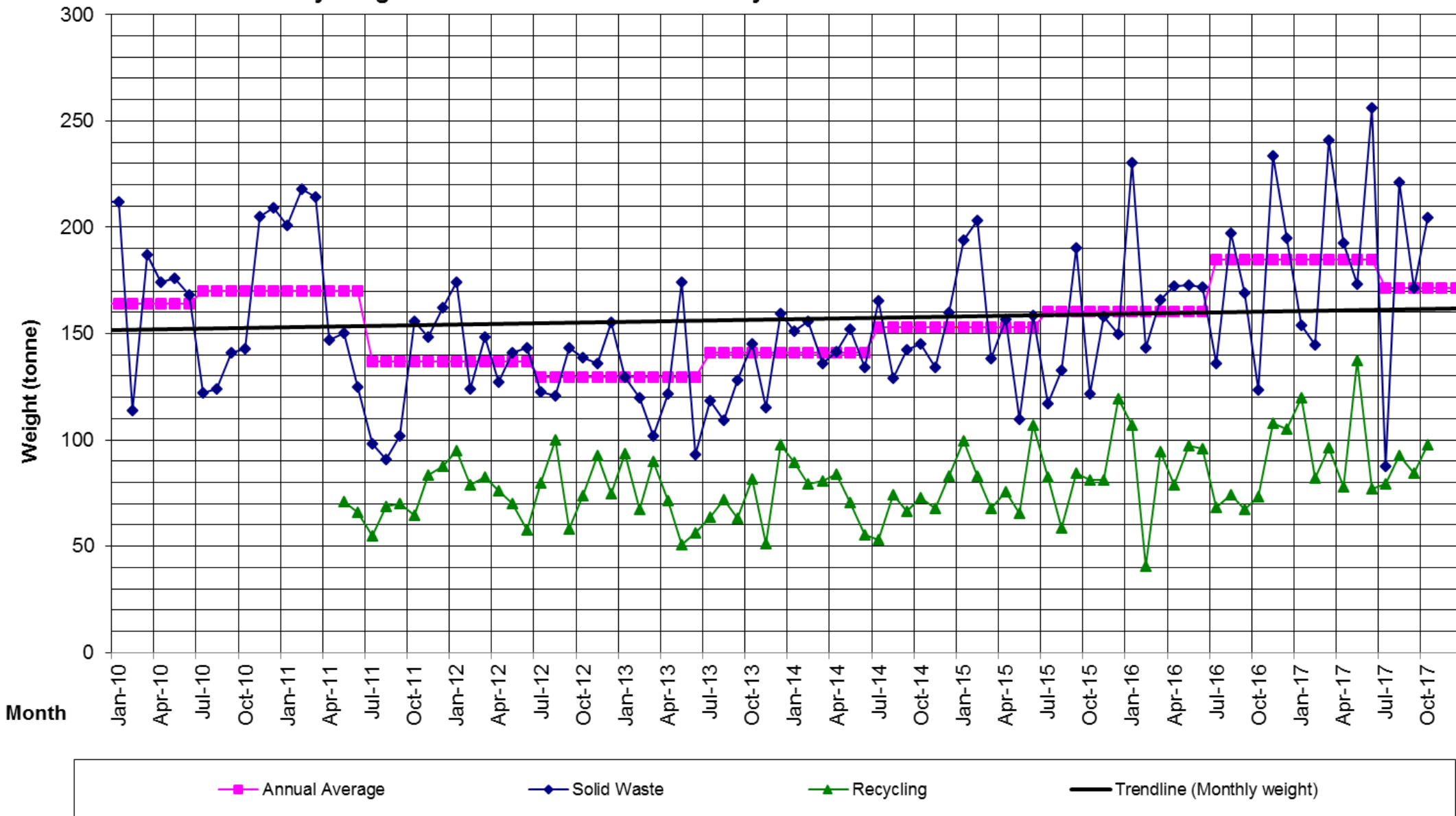
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



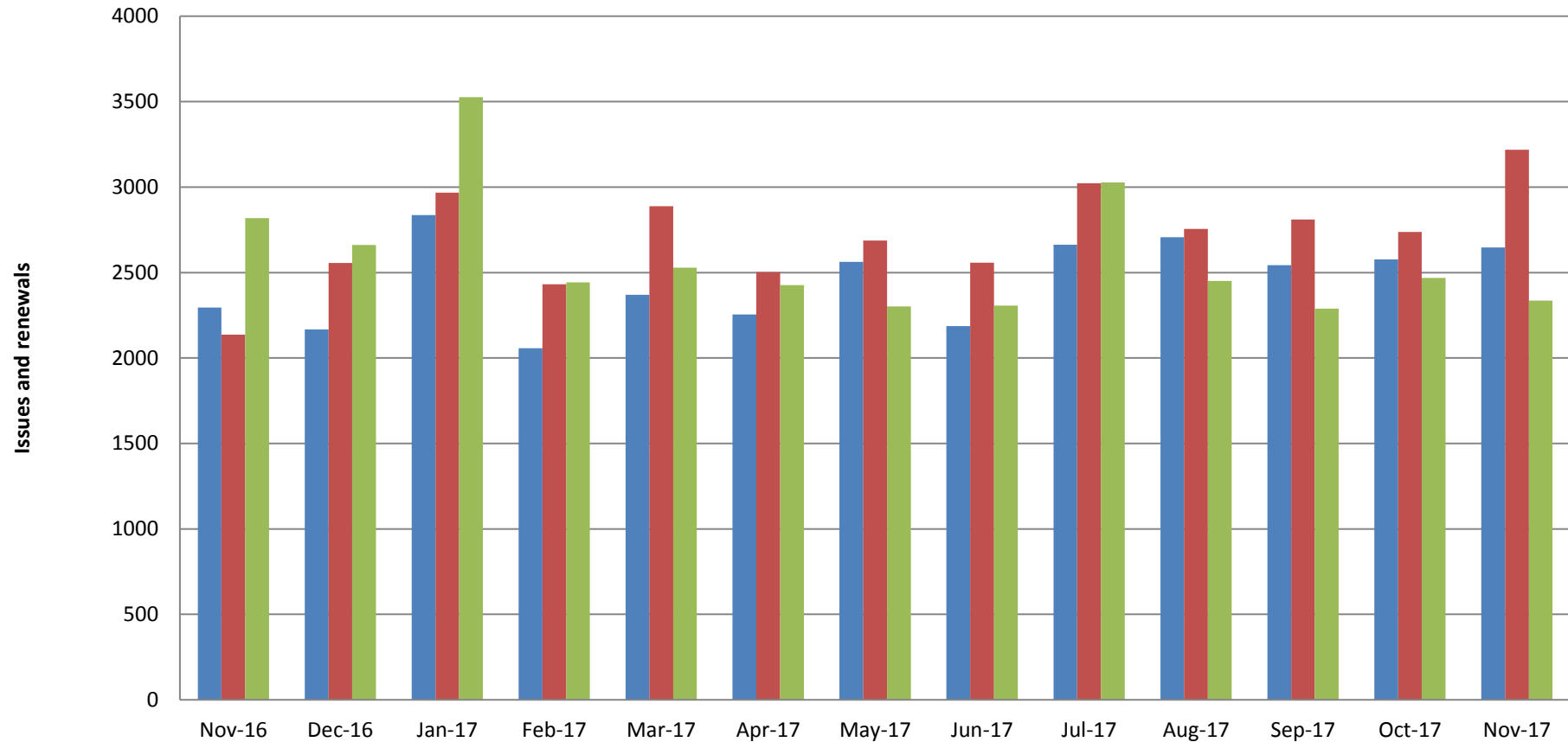
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



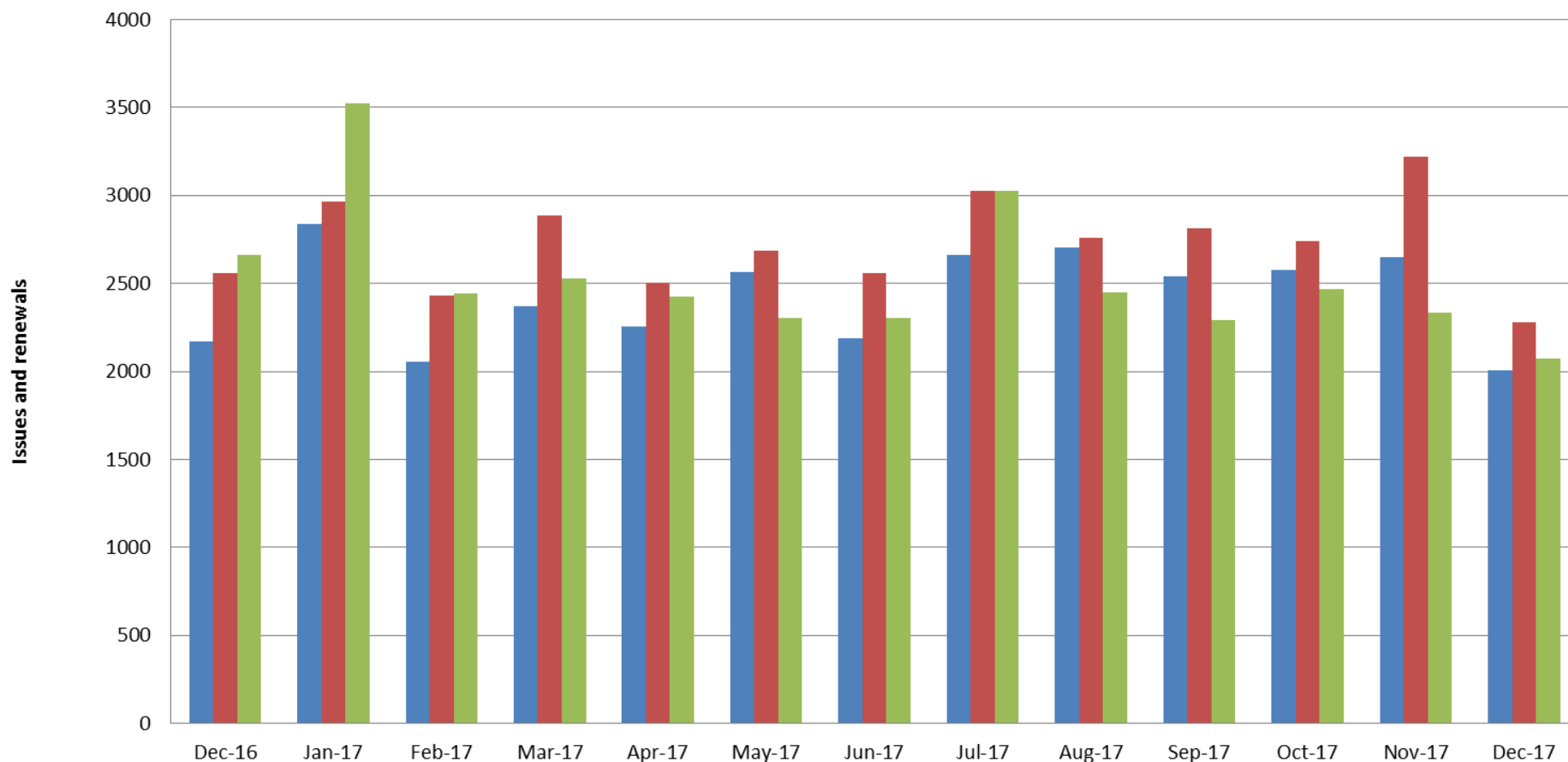
Appendix 3 – Library statistics

South Wairarapa libraries - issues and renewals to November 2017



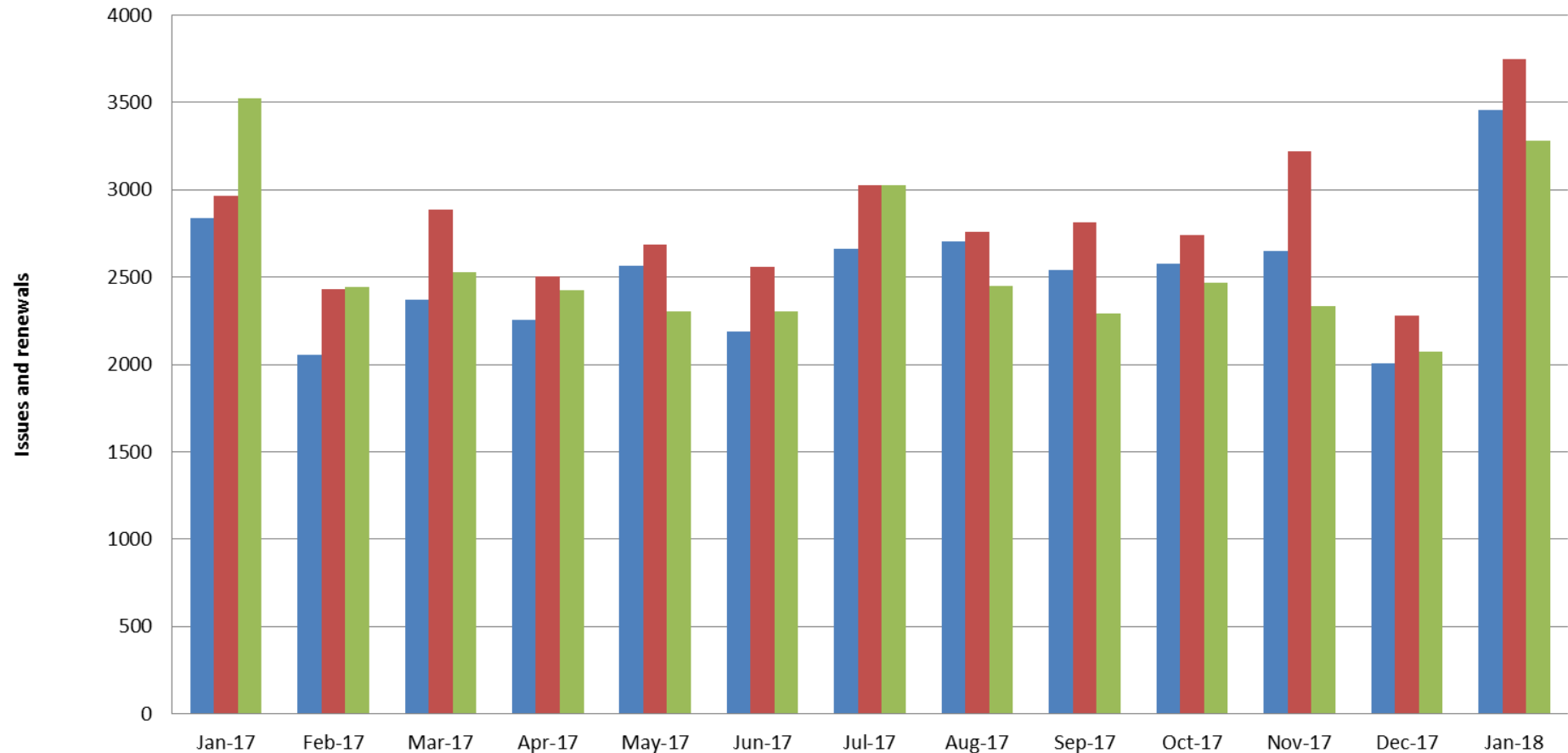
	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
■ Featherston	2296	2167	2836	2057	2369	2254	2563	2186	2663	2707	2543	2577	2647
■ Greytown	2136	2556	2967	2432	2888	2503	2687	2558	3023	2756	2811	2738	3218
■ Martinborough	2819	2661	3526	2442	2529	2427	2302	2306	3027	2451	2289	2468	2336

South Wairarapa libraries - issues and renewals to December 2017



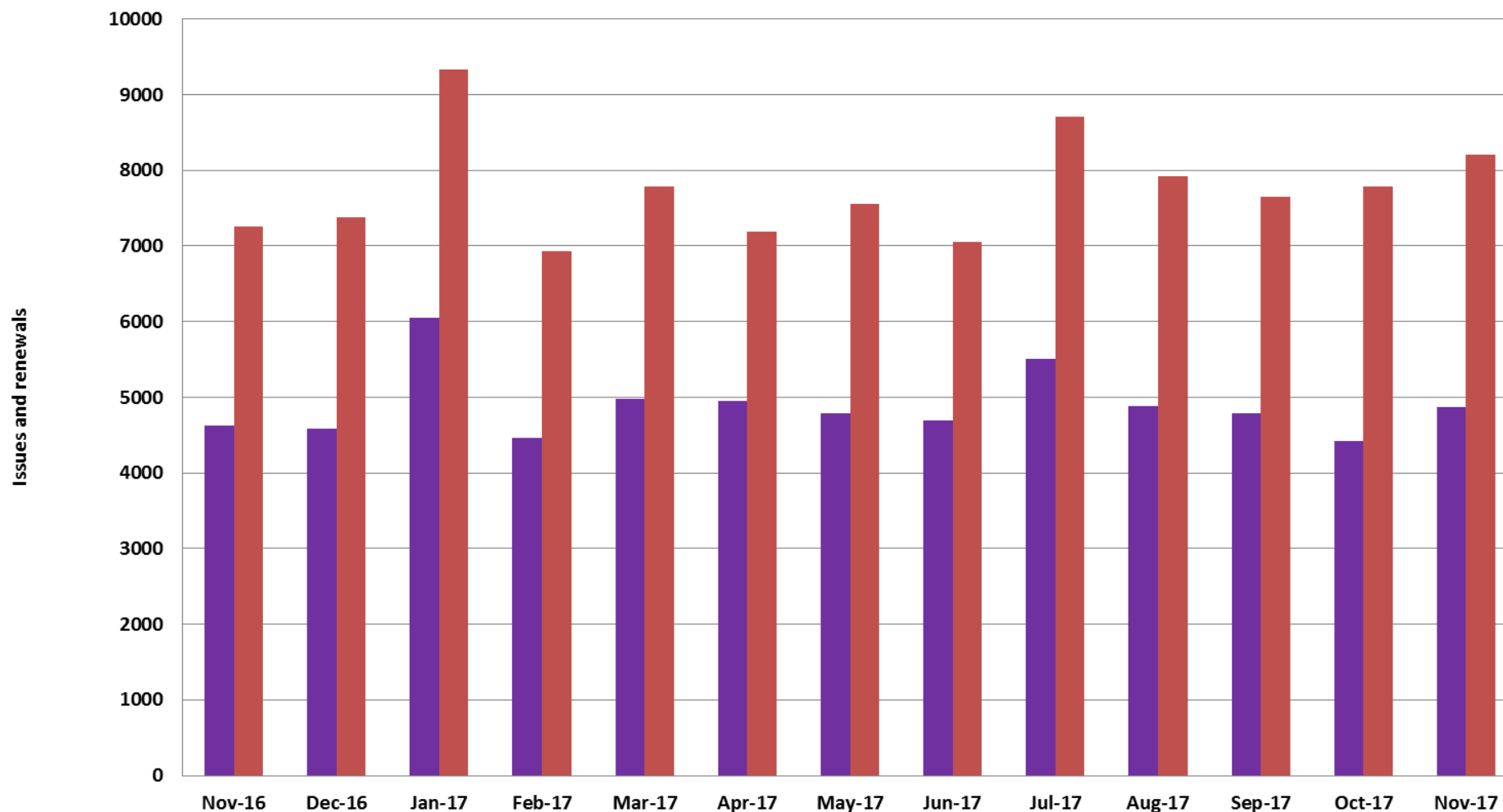
	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Featherston	2167	2836	2057	2369	2254	2563	2186	2663	2707	2543	2577	2647	2006
Greytown	2556	2967	2432	2888	2503	2687	2558	3023	2756	2811	2738	3218	2278
Martinborough	2661	3526	2442	2529	2427	2302	2306	3027	2451	2289	2468	2336	2071

South Wairarapa libraries - issues and renewals to January 2018



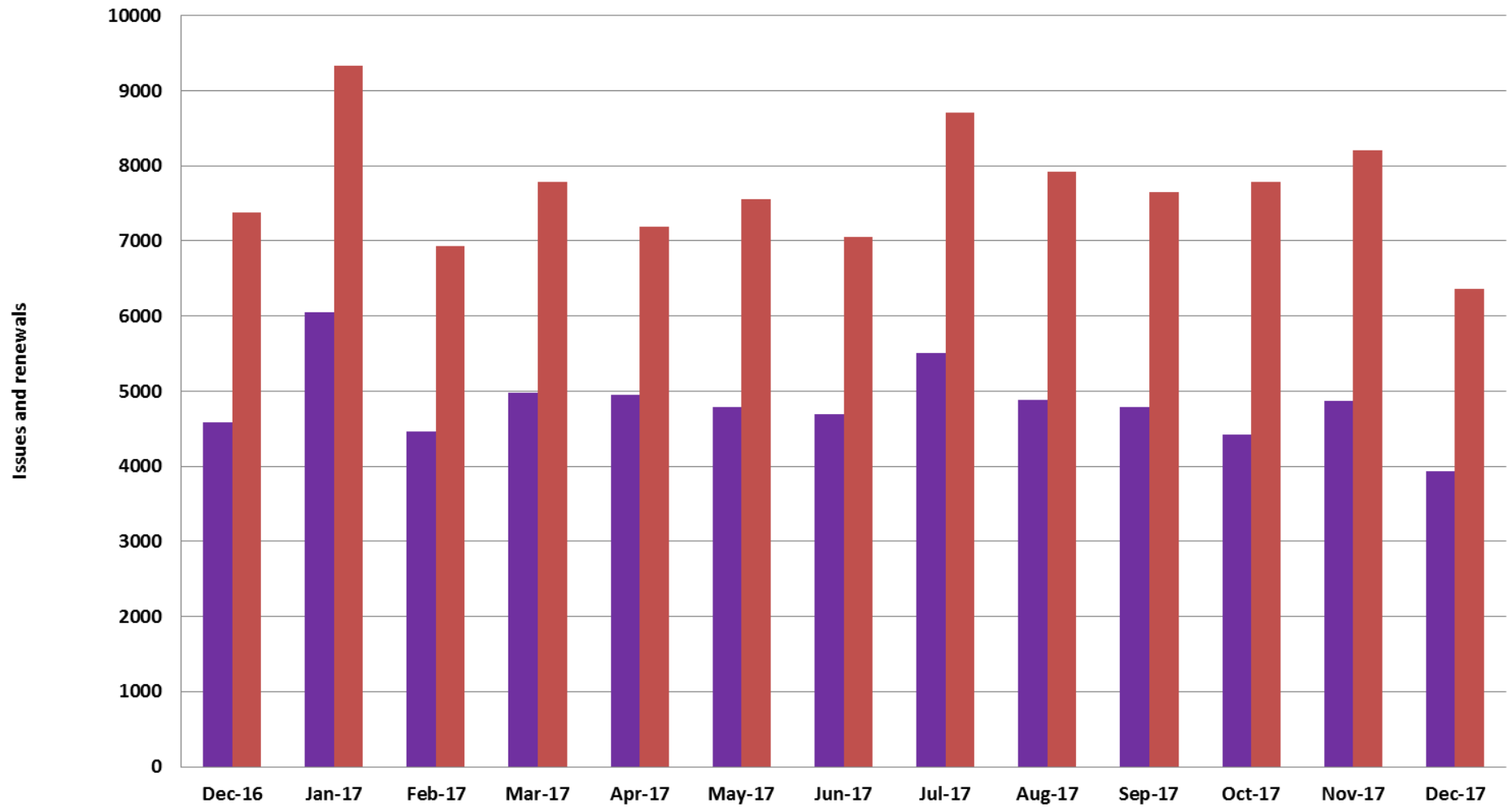
	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18
■ Featherston	2836	2057	2369	2254	2563	2186	2663	2707	2543	2577	2647	2006	3456
■ Greytown	2967	2432	2888	2503	2687	2558	3023	2756	2811	2738	3218	2278	3748
■ Martinborough	3526	2442	2529	2427	2302	2306	3027	2451	2289	2468	2336	2071	3281

Wairarapa Library Service - issues and renewals to November 2017



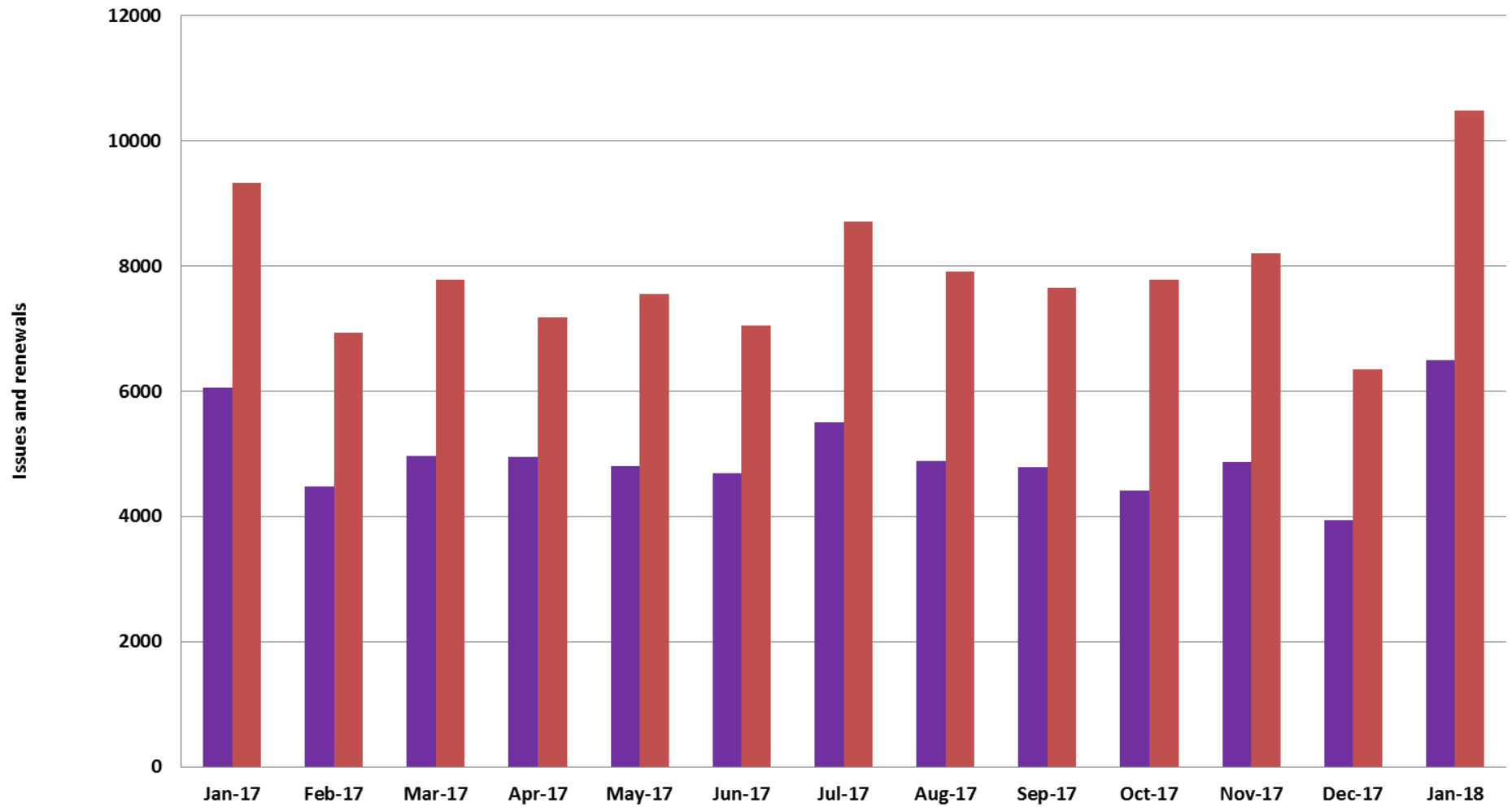
	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Carterton	4629	4586	6051	4468	4972	4951	4794	4694	5505	4887	4792	4418	4870
South Wairarapa	7251	7384	9329	6931	7786	7184	7552	7050	8713	7914	7643	7783	8201

Wairarapa Library Service - issues and renewals to December 2017



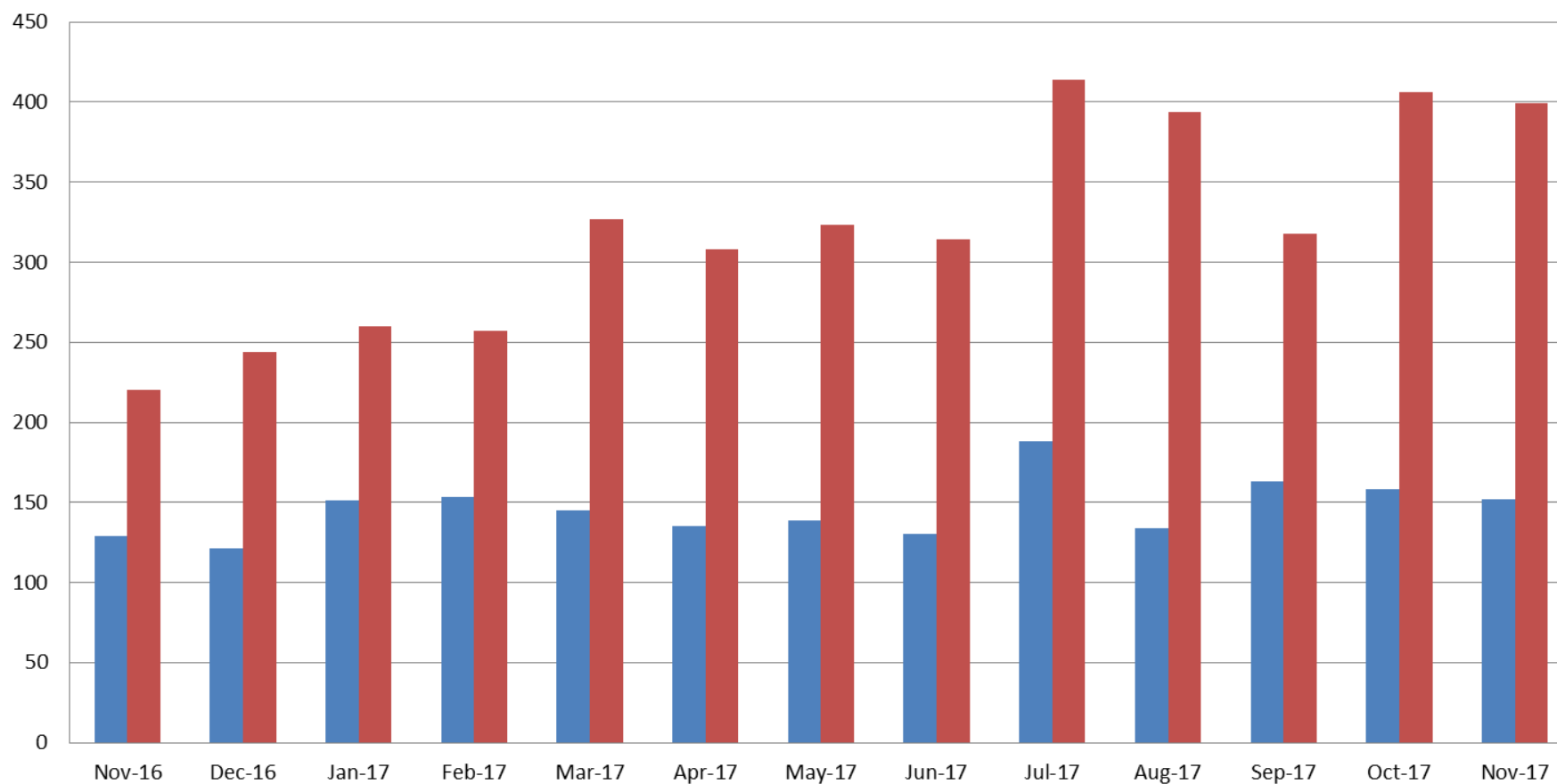
	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
■ Carterton	4586	6051	4468	4972	4951	4794	4694	5505	4887	4792	4418	4870	3940
■ South Wairarapa	7384	9329	6931	7786	7184	7552	7050	8713	7914	7643	7783	8201	6355

Wairarapa Library Service - issues and renewals to January 2018



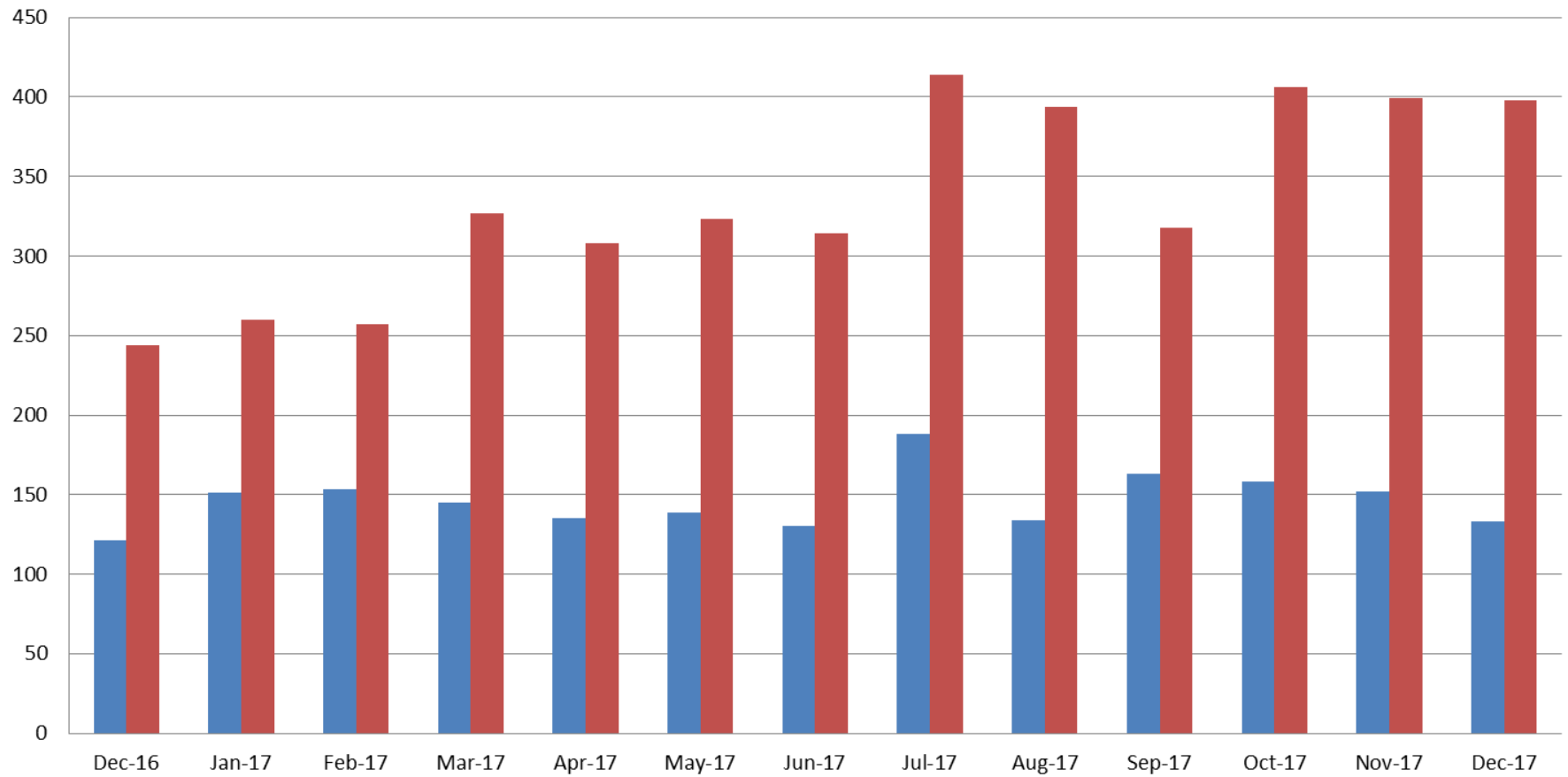
	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18
■ Carterton	6051	4468	4972	4951	4794	4694	5505	4887	4792	4418	4870	3940	6500
■ South Wairarapa	9329	6931	7786	7184	7552	7050	8713	7914	7643	7783	8201	6355	10485

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



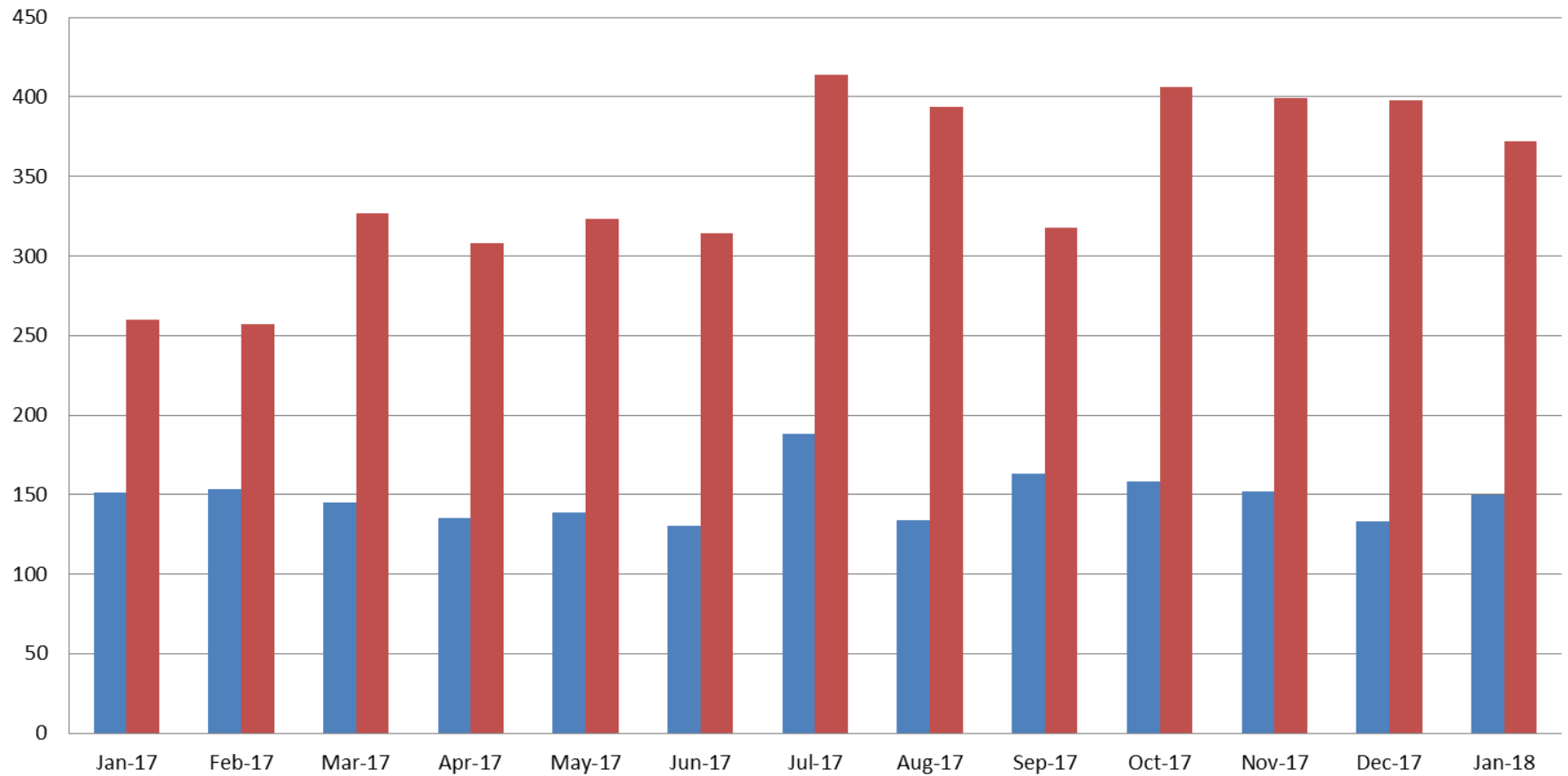
	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
■ Audiobooks	129	121	151	153	145	135	139	130	188	134	163	158	152
■ E-books	220	244	260	257	327	308	323	314	414	394	318	406	399

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



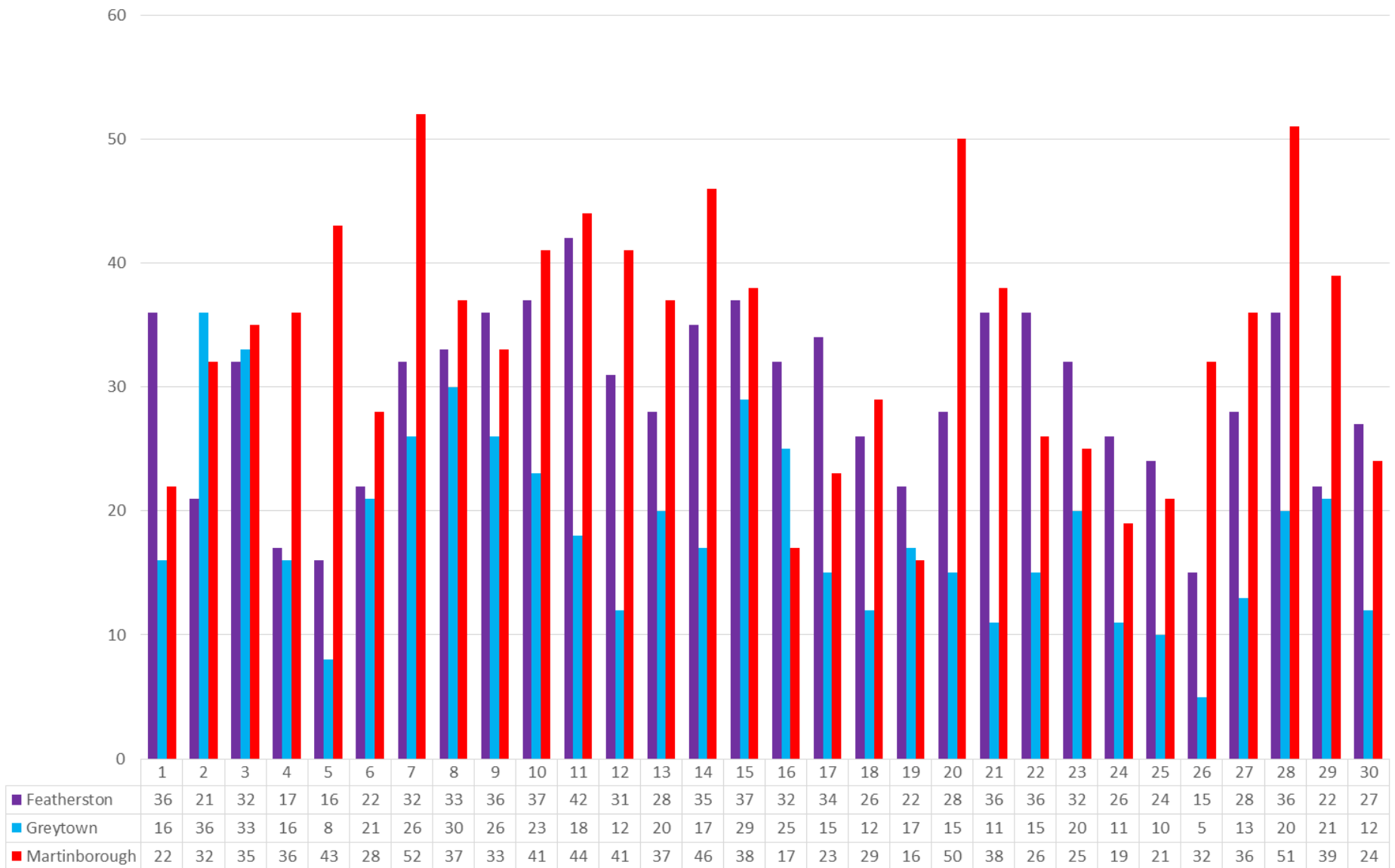
	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
■ Audiobooks	121	151	153	145	135	139	130	188	134	163	158	152	133
■ E-books	244	260	257	327	308	323	314	414	394	318	406	399	398

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

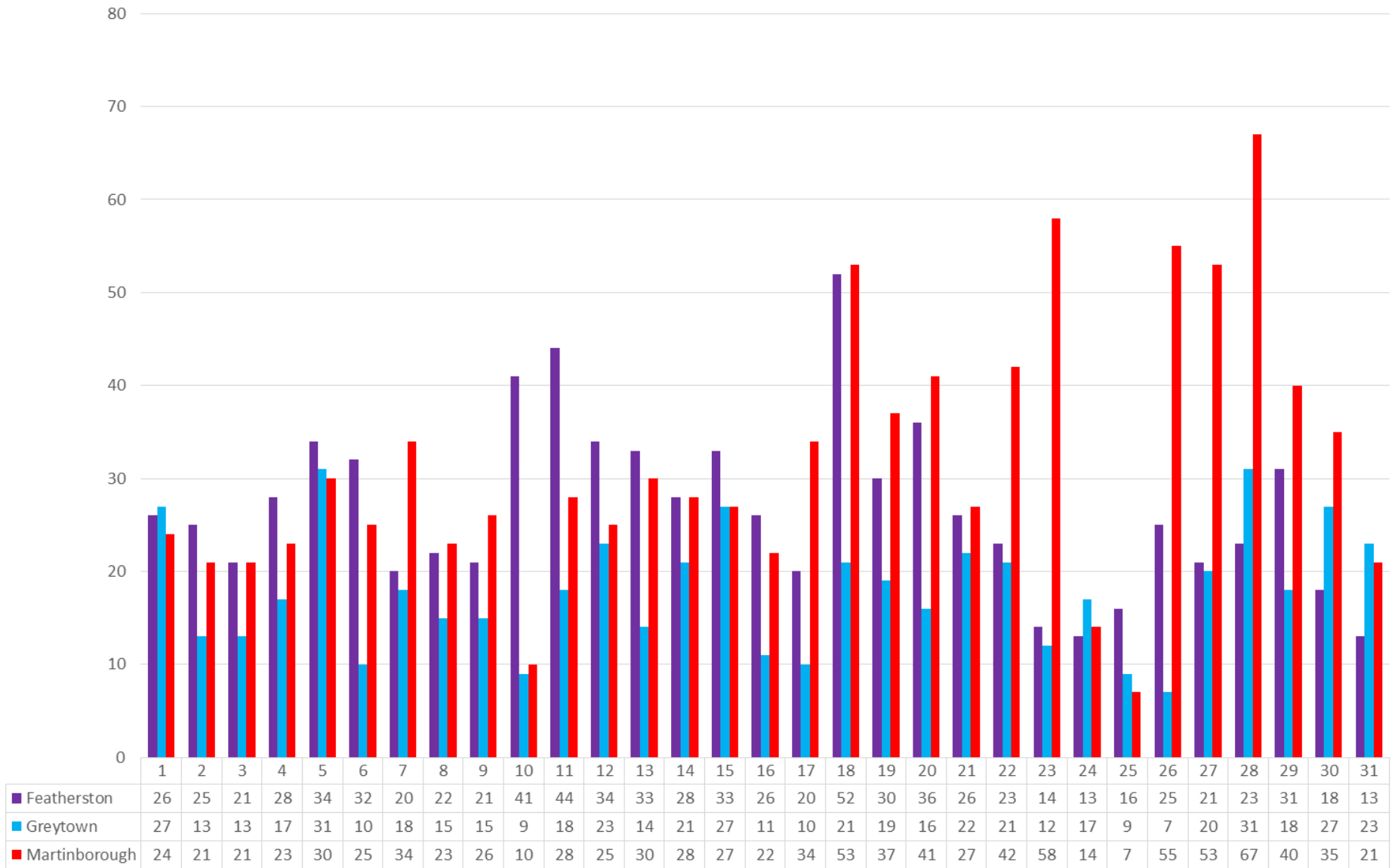


	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18
■ Audiobooks	151	153	145	135	139	130	188	134	163	158	152	133	150
■ E-books	260	257	327	308	323	314	414	394	318	406	399	398	372

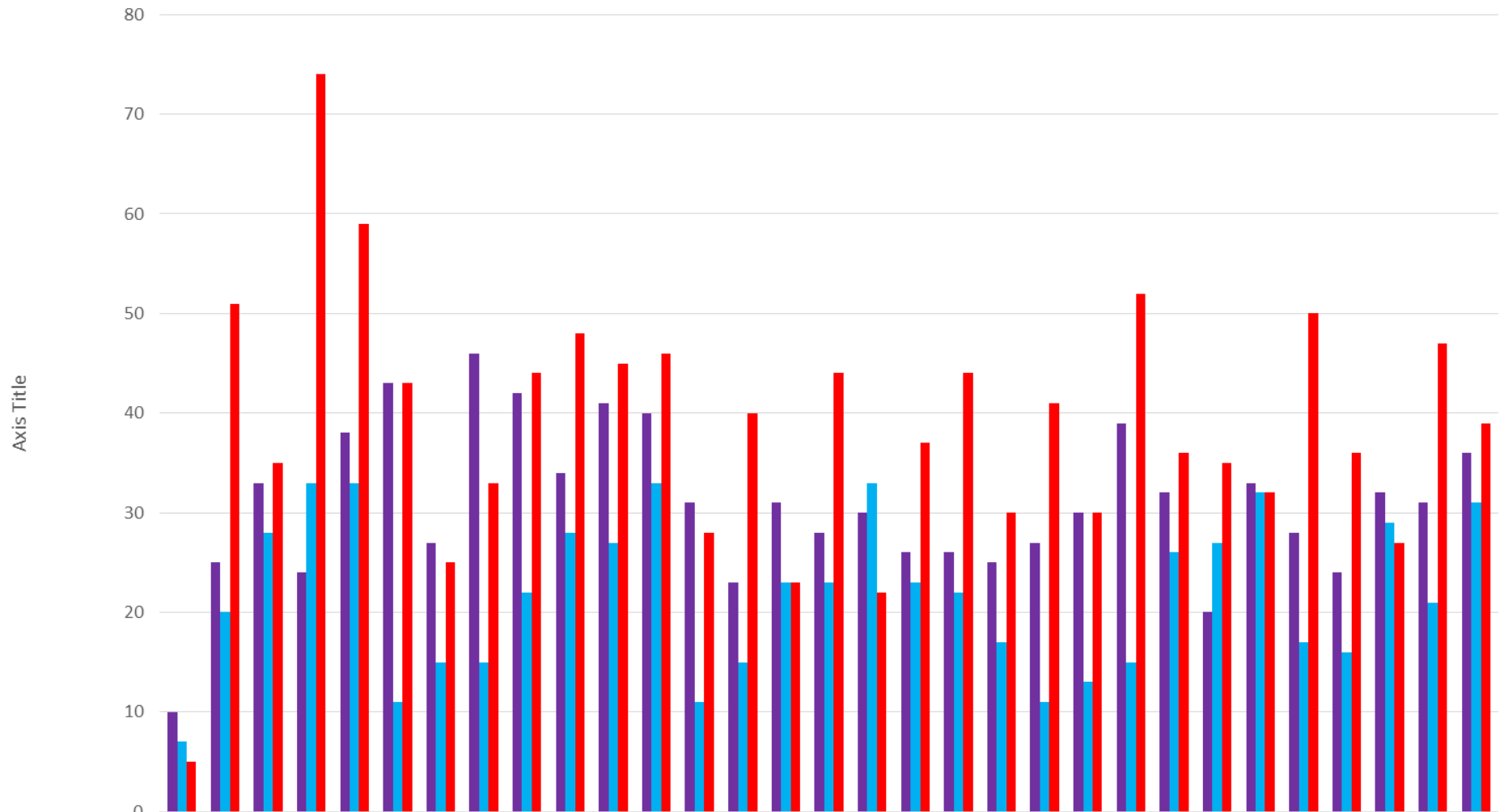
Library wi-fi user sessions November 2017



Library wi-fi user sessions December 2017



Library wi-fi user sessions January 2018



	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
■ Featherston	10	25	33	24	38	43	27	46	42	34	41	40	31	23	31	28	30	26	26	25	27	30	39	32	20	33	28	24	32	31	36
■ Greytown	7	20	28	33	33	11	15	15	22	28	27	33	11	15	23	23	33	23	22	17	11	13	15	26	27	32	17	16	29	21	31
■ Martinborough	5	51	35	74	59	43	25	33	44	48	45	46	28	40	23	44	22	37	44	30	41	30	52	36	35	32	50	36	27	47	39

MARTINBOROUGH COMMUNITY BOARD

12 MARCH 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 the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

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

2. Appendices

Appendix 1 - Action Items to 12 March 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 12 March 2018

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
415	18-Jul-16	Action	Pam Colenso	Put together a proposal for displaying historic WWI photos, to include costs and timeframes, for the Martinborough Community Board to consider at the 29 August meeting	Open	30/1/17: To meet with Mate Higginson, visited Wairarapa Archives and Waiouru Museum.
209	24-Apr-17	Action	Maree Roy	Write to Gareth Winter and the Martinborough Museum to ascertain interest in assisting with the Poppy Road Signs Project and whether they could assist in providing the needed information	Open	29/5/17: Research under way, considering Jellico, Kitchener, Robert, French Streets and Martinborough Square. 29/1/18: Research into the five sites almost complete. Paper tabled at meeting 29/1/18
213	24-Apr-17	Action	Paul	Provide a report on Health and Safety requirements to enable use of volunteers on SWDC land to achieve community goals	Open	This has proven somewhat more complicated than first envisaged, hopefully will be available for second meeting in 2018, H & S advisor not available until late January
215	24-Apr-17	Action	Lisa Cornelissen	Initiate a discussion with the Martinborough Lions and the Martinborough Mens Shed about their members being part of a volunteer pool for the Martinborough community and mentoring youth volunteers	Open	27/11/17: To revisit in April 2018 when new Kuranui principal has settled in
279	29-May-17	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2017/44): 1. To receive the Beautiful Towns and Cities Awards Report. (Moved Read/Seconded Beattie) Carried 2. To coordinate a nomination for the 2017/2018 Beautiful Towns and Cities Awards and to consider this further in a workshop and the March 2018 Community Board meeting. (Moved Beattie/Seconded Cr Maynard) Carried	Actioned	Criteria announced June 1st: https://www.knzb.org.nz/calendar/beautiful-awards-2017/ Awards on October 13th Discussed 20 Feb at workshop
581	9-Oct-17	Resolution	Mark	MCB RESOLVED (MCB 2017/93): 1. That the following information from the Pain Farm inspector and from Council officers (house and cottage) is requested for future Pain Farm Estate reporting:	Actioned	10/10 Noted. 9/11 Assuming that this is not required for every future report, but in fact as a final report wrapping up the current lease. (a) and (b) checking with John Donald as to his availability

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				<p>a) Farm – list and condition of infrastructure including fences, tracks and farm buildings.</p> <p>b) Farm – condition of pasture including fertiliser usage and pasture rotation.</p> <p>c) Farm – what kind of checks are in place at the end or renewal of the farm lease to make sure obligations on both sides have been met.</p> <p>d) House and Cottage – the condition of the house and cottage outlining likely costs to be incurred over the next 10 years.</p> <p>(Moved Cornelissen/Secoded Read) Carried</p>		to do. (c) to be done jointly by John Donald and Amenities Manager. (d) subject to MCB approval, will look to have Pain Farm pay for a professional report, not just limited to 10 years. 19/01 In progress
584	9-Oct-17	Resolution	Lisa Cornelissen	<p>MCB RESOLVED (MCB 2017/96)</p> <p>1. To receive the Greater Wellington Regional Council (GWRC) Bus Shelter on Ohio Street report</p> <p>2. To defer further discussion on potential artists and murals at the next MCB workshop.</p> <p>(Moved Cornelissen/Secoded Roy) Carried</p>	Open	
588	9-Oct-17	Action	Mark	<p>Liaise with GWRC to see if the indicator that used to be on their graphs showing when a bridge will close can be reinstated on their website</p>	Actioned	<p>16/11/17 GWRC and Capital Journeys are looking at ways to keep the bridge open for longer by allowing light vehicle access over the one lane bridge across the Dip This is due to the build up of gravel in the river now supplying better support to the bridge piers. The gravel build up has now reduced the capacity of the stream to carry flows. There is works programmed above the bridge to contain the stream flow.</p> <p>19/1/18: Request made to GWRC and their reply was 'not displayed due to closure responsibility being NZTA or authority' They will reconsider if they can come up with suitable disclaimer.</p>
590	9-Oct-17	Action	Mark	<p>In light of complaints from wheelchair users complete an investigation into the engineering</p>	Open	<p>16/11/17 A survey will be carried out of the grades on the crossing to determine whether it</p>

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				of the raised crossing on Texas Street between P&K car park and the Martinborough Hotel		meets the appropriate standards. Being done as part of the 17/18 footpath programme.
591	9-Oct-17	Action	Lisa Cornelissen	Review the Martinborough Square Development Plan and Martinborough survey results to formulate a list of opportunities for improving the Square within existing budgets and Plan restrictions taking into consideration the Dark Sky application to use down lights not up lights	Open	
719	27-Nov-17	Resolution	Mark	MCB RESOLVED (MCB 2017/105): 1. To receive Martinborough Town Centre Public Bike Rack Proposal Report. 2. To approve the bike rack proposal and purchase of bike racks as proposed totalling \$8,456.50, including installation, and to authorise Community Board expenditure of \$3,450.50 from the Martinborough beautification fund with the balance to be paid by the Martinborough Lionesses. (Moved Cornelissen/Seconded Read) Carried	Actioned	7/12 Racks being ordered - note kyra added to commitments 29/1/18: Resolution corrected - should be from MCB beautification funds 12/2/18 Bike racks received in beautification commitments - in hand.
724	27-Nov-17	Action	Mark	Obtain a quote to remove the barbed wire from the old Martinborough Cemetery and rebuild the fence in keeping with the fence at Considine Park	Actioned	7/12 Fencing contractors to be identified for quoting 19/1 still trying to find a fencing contractor who isn't scared off by having to comply with H&S legislation 24/01 new fencing contractor found! Being priced at the moment 29/1/18: Comment from MCB: Can city care take barbed wire off as first step if improvement work can not be started in a timely manner? 23/02 Barbed wire removed
725	27-Nov-17	Action	Mark	Provide an email to MCB on current works and maintenance plans for the old Martinborough Cemetery	Actioned	19/01 Email sent

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
727	27-Nov-17	Action	Lisa Cornelissen	Discuss lifting of the governance KPI for 'know how to contact a member of a community board' at an LTP workshop	Open	
730	27-Nov-17	Action	Mark	Notify a Considine Park Committee meeting date	Open	19/1 Looking at this now that Christmas is over and people are getting back from holiday 2/3/18: In progress
731	27-Nov-17	Action	Mark	Provide an update on external funding sourced (as advised in Council's annual plan letters) to erect shading/ pergola; and if no funding is available advise the board so the Board can look at other funding options	Open	19/01 Pergola roof structure is intact but will require new support poles. Emailed MCB re whether they want to get new pricing for recycling the pergola. 2/3/18: Getting pricing organised
732	27-Nov-17	Action	Mark	Provide a timeline for completion of the Martinborough Cenotaph repairs; ensuring its upgrade for Anzac Day 2018	Open	19/1 Planning for completion before Anzac Day 2018 29/1/18: From MCB: Email MCB members a detailed timeline of needed repairs and timeframe for the cenotaph and ensure the new lighting is compliant with the Martinborough Dark Sky Reserve requirements 2/3/18: Amenities manager providing update email to members.
735	27-Nov-17	Action	Cr Colenso	Coordinate erecting Martinborough Christmas banners with Toast Martinborough	Actioned	
737	27-Nov-17	Action	MCB Members	Provide the Chair with top three priority LTP areas by the 29 November 2017	Actioned	
739	27-Nov-17	Action	Fiona Beattie	Purchase new basketball nets for the Martinborough basketball hoop	Actioned	
1	29-Jan-18	Resolution	Paul	MCB RESOLVED (MCB 2018/01) that the minutes of the Martinborough Community Board meeting held on 27 November 2017 be received and confirmed as a true and correct record subject to the following corrections: 'from the Martinborough Beautification Fund' should be placed after '\$3,450.50' in resolution MCB2017/105.	Actioned	

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				'from the Martinborough Beautification Fund' should be placed after '\$500.00 in resolution MCB2017/108. (Moved Cornelissen/Seconded Beattie) Carried		
6	29-Jan-18	Resolution	Jennie	MCB RESOLVED (MCB 2018/06): 1. To receive the Applications for Financial Assistance Report. 2. To grant The Anglican Parish of South Wairarapa \$600 plus GST to assist with the Martinborough Homework and Breakfast Club. (Moved Beattie/Seconded Cornelissen) Carried	Actioned	27/02/18 added as commitment in I & e
8	29-Jan-18	Resolution	Mark	MCB RESOLVED (MCB 2018/08): 1. That subject to Waihinga Centre project completion date being the 17/18 financial year, that the 17/18 new footpath funding be directed to the Texas Street project. 2. To put a temporary halt on the Roberts Street footpath priority and to wait for a report on footpath options for the Martinborough School area from Council's Roding Manager, with the intention of addressing school speed signage targeting Dublin and Robert Streets as a first step. 3. That if consistent with the option in the forthcoming Roding Manager's report, request Council allocate roading budget to start kerbing on Roberts Street before winter. 4. That subject to the Roding Manager's report the MCB to request additional funding via the LTP. (Moved Cornelissen/Seconded Read) Carrie	Open	1. Funding already committed elsewhere this year. 2. Signs will be installed over the next 2 months.
9	29-Jan-18	Resolution	Jennie	MCB RESOLVED (MCB 2018/09): 1. To receive the allocation of Beautification	Actioned	27/02/18 done added to I & e reports

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				Funds Report. 2. That \$500 be set aside from the Beautification Budget to repaint the power box in Martinborough Square. 3. To allocate the remaining beautification funds to Soldiers Memorial Park and Waihinga Park in line with the Martinborough Square Development Plan with specific items to be advised. (Moved Cornelissen/Seconded Beattie) Carried		
10	29-Jan-18	Resolution	Jennie	MCB RESOLVED (MCB 2018/10): 1. To receive the budget. 2. To fund the 2017 Martinborough Christmas Parade traffic management plan up to \$1,403 including GST. (Moved Cornelissen/Seconded Beattie) Carried	Actioned	27/02/18 added to I & e reports
13	29-Jan-18	Action	Cr Colenso	Collate potential new street names for consideration in place of Dublin Street West and New York Street West	Open	
14	29-Jan-18	Action	Murray	Work with the Martinborough Community Board to formulate a consultation proposal, for Council to engage with residents, in a timely manner	Open	See also, Council resolution DC2017/169.
15	29-Jan-18	Action	Mark	Due to a shortage of available engineers, ask Waihinga Centre engineers if they were able to structurally assess the Martinborough cenotaph when they are next in Martinborough	Actioned	2/3/18: Meeting with engineer next week. Closed as item 732 covers this.
16	29-Jan-18	Action	Mark	Return all Martinborough inflatable tools to the Martinborough Pool by Waitangi weekend and ensure inflatables are put away at the end of the day	Actioned	Done

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
17	29-Jan-18	Action	Lisa Cornelissen	Liaise with the chairs of FCB and GCB about future loans of Martinborough Pool inflatables including responsibility for damage	Open	
18	29-Jan-18	Action	Maree Roy	Write to the Poppy Places Trust requesting that Memorial Square Street and the Soldiers Memorial Park be considered as Poppy Places and rewrite the summary paragraph so both places are individually recognised	Open	
19	29-Jan-18	Action	Mark	Advise MCB what the process for speed limit changes is under the new NZTA guidelines and when Council can take part in a speed limit change request	Actioned	Email sent
20	29-Jan-18	Action	Mark	Investigate a 40km 'when children are present' school speed zone on Dublin Street and Roberts Street	Open	9/2/18 To be installed. Currently obtaining prices and assessing layout.
21	29-Jan-18	Action	Lisa Cornelissen	Discuss Council officer's recommendation to remove the Pain Farm shelter belt in light of the farm visit in a workshop, with a view to providing a recommended course of action	Open	
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	
23	29-Jan-18	Action	Lisa Cornelissen	Add installation/purchase of water fountain for Waihinga Park to the project list	Open	
24	29-Jan-18	Action	Mark	Liaise with Vicky Read for design ideas (in line with the Martinborough Square Development Plan) and request a price for the circular seating as outlined in the Plan	Open	

MARTINBOROUGH COMMUNITY BOARD

12 MARCH 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 for the 17/18 year.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2017 – 31 January 2018.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2017 – 31 January 2018 is included in Appendix 1. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

2. Appendices

Appendix 1 - Income and Expenditure Statement for 1 July 2017 – 31 January 2018

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

Appendix 1 - Income and
Expenditure Statement for 1
July 2017 – 31 January 2018

Martinborough Community Board		
Income & Expenditure to 31 January 2018		
	<u>INCOME</u>	
	Balance 1 July 2017	7,575.09
	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	38,843.09
	<u>EXPENDITURE</u>	
	Members' Salaries	9,166.62
	Total Personnel Costs	9,166.62
7/09/2017	AP Local Governmen Annual CBD levy 2017/18	216.67
2/10/2017	Exp from Wages correction V Read Parking	102.00
2/10/2017	Exp from Wages correction V Read Conf Mileage	105.12
2/10/2017	Exp from Wages correction V Read Conf dinner	28.00
24/10/2017	AP OfficeMax New Z Stationery etc	4.99
21/12/2017	AP Canvasland Hold 2 inflatables - Mbo pool	4,524.41
	Total General Expenses	4,981.19
1/07/2017	AP Citizens Advice MCB grant - general running of bureau	350.00
7/09/2017	AP Martinborough C Grant-assist repair/service sewing machi	500.00
7/09/2017	AP Friends of Mart Outdoor movie evening-Waihinga Centre Waihinga	500.00
17/10/2017	AP Martinborough J Community Guy Fawkes event grant	653.00
24/10/2017	AP Martinborough N MCB grant-transport senior teams to away	950.00
	Total Grants	2,953.00
	TOTAL EXPENDITURE	17,100.81
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	21,742.28
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2018	6,747.38
	Flag Hanging	600.00
	WWI Commemorations	1,000.00
	Engagement programme	500.00
	Martinborough Health and Ruamahanga Health Trust Garden Project	1,000.00
	Bike racks including installation	3,450.50
	Martinborough basketball hoops	500.00
	The Anglican Parish of South Wairarapa	600.00
	Martinborough Christmas Parade traffic management plan 2017	1,403.00
	Total Commitments	15,800.88
	add back Mileage not budgeted for as decision by remuneration authority not made when AP finalised	0.00
	BALANCE TO CARRY FORWARD	5,941.40

<i>Martinborough Beautification budget</i>	
Budget	
2013/2014	10,300.00
2014/2015	10,000.00
2015/2016	10,220.00
2016/2017	10,460.00
2017/2018	10,710.00
Total Budget	51,690.00
17/18 expenditure	
AP Martin A Street mural project	3,000.00
Total Expenditure	3,000.00
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	48,690.00
LESS: COMMITMENTS	
Committed to Waihinga Centre	30,000.00
Bike racks including installation	3,450.50
Materials required to paint the Martinborough Square power box	500.00
Soldiers Memorial Park and Waihinga Park in line with the Martinborough Square Development Plan with specific items to be advised.	14,739.50
Total Commitments	48,690.00
BALANCE TO CARRY FORWARD	0.00

MARTINBOROUGH COMMUNITY BOARD

12 MARCH 2018

AGENDA ITEM 6.4

NAMING OF NEW RIGHT OF WAY, WHITE ROCK ROAD, MARTINBOROUGH

Purpose of Report

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

Recommendations

Officers recommend that the:

1. *Naming of New Right of Way, White Rock Road, Martinborough Report be received, and*
2. *Community Board support the use of the **name "Romina Way".***

1. Background

Mr Murray Cole seeks to name a private road as part of a rural subdivision (RC 160073) of White Rock Road, Martinborough – approximately 1km from the Lake Ferry Road intersection.

Council names roads and private ways in the South Wairarapa pursuant to Section 319(1)(j) of the Local Government Act 1974.

Council has requested that road naming applications are first considered by the relevant Community Board.



2. Discussion

2.1 *Legal situation*

Under Council's guidelines (Clause 4.2) for road naming, owners are requested to suggest at least three possible road names.

In general, the names are to be listed in preference order with a brief statement of their significance.

The developer has requested that the following names are considered;

Option 1:

- Romina Way

Option 2:

- Emilana Way

Option 3:

- Dell Orto Way

2.2 Assessment of Council Policy

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

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

There are no existing roads or right of ways which include **"Romina", "Emilana" or "Dell Orto"** within the Wairarapa, or New Zealand for that matter.

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

Not applicable.

4.3.3 The name should have significant local content or meaning.

The application and supporting email set out why the preferred names have been selected. Significant local content or meaning of the preferred names is not provided.

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

None of the three proposed road names are particularly long and can be clearly displayed 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.

Way (a narrow road) often synonymous with lane is considered consistent with the policy.

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

All three proposed roads have the suffix "Way" so would meet this requirement.

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

Not applicable.

3. Conclusion

It is recommended that the Community Board support the applicants preferred **road name being "Romina Way"**. This name is generally consistent with the guideline criteria in the road naming policy.

4. Appendices

Appendix 1 - Road name request documents

Contact Officer: Russell Hooper, Planning Manager

Reviewed By: Murray Buchanan, Group Manager Planning and Environment

Appendix 1 - Road Name Request Documents

Application for a New Road or Right of Way Name



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

The application must include:

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

1 Applicant Details

Contact Name

Address

Telephone

Email

Signature Date

2 Road Details and Proposed Names

Road 1 Vested in Council Private

Legal description

First Choice

Second Choice

Third Choice

Road 2 Vested in Council Private

Legal description

First Choice

Second Choice

Third Choice

Road 3 Vested in Council Private

Legal description

First Choice

Second Choice

Third Choice

3 Background Details

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

Road 1

Romina Way is of significance to the immediate history of this development. The family relating to the development

Road 2

→ → and family connected to the Martinborough Hotel owners (Hotel Owners: Mario Hotels Ltd)

Road 3

→ →
2nd & 3rd Choices relate also
Also related to the Estate name "Casalulla Park"

Notes:

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



Title Plan - LT 519345

Survey Number LT 519345
Surveyor Reference 1695 Life Enriched Holidays Ltd
Surveyor Michael Phillip Patrick Shaw
Survey Firm Adamson Shaw (Masterton)
Surveyor Declaration

Survey Details

Dataset Description Lots 1 - 7 being subdivision of Lots 1 - 3 DP 90273
Status Initiated
Land District Wellington
Submitted Date
Survey Class Class B
Survey Approval Date
Deposit Date

Territorial Authorities

South Wairarapa District

Comprised In

CT WN58A/72
CT WN58A/71
CT WN58A/70

Created Parcels

Parcels	Parcel Intent	Area	CT Reference
Lot 1 Deposited Plan 519345	Fee Simple Title	1.2425 Ha	815697
Lot 2 Deposited Plan 519345	Fee Simple Title	1.1778 Ha	815698
Lot 3 Deposited Plan 519345	Fee Simple Title	4.1186 Ha	815699
Lot 4 Deposited Plan 519345	Fee Simple Title	1.2390 Ha	815700
Lot 5 Deposited Plan 519345	Fee Simple Title	4.2529 Ha	815701
Lot 6 Deposited Plan 519345	Fee Simple Title	2.9728 Ha	815702
Lot 7 Deposited Plan 519345	Fee Simple Title	1.3331 Ha	815703
Area A Deposited Plan 519345	Easement		
Area B Deposited Plan 519345	Easement		
Area C Deposited Plan 519345	Easement		
Area D Deposited Plan 519345	Easement		
Area E Deposited Plan 519345	Easement		
Area F Deposited Plan 519345	Easement		
Area G Deposited Plan 519345	Easement		
Area H Deposited Plan 519345	Easement		
Total Area		<hr/> 16.3367 Ha	

Prepared by: Mike Shaw
Licensed Cadastral Surveyor
mike@adamsonshaw.co.nz

7. Dec. 2017

Land Registration District

Wellington

Plan Number

LT 519345

Territorial Authority

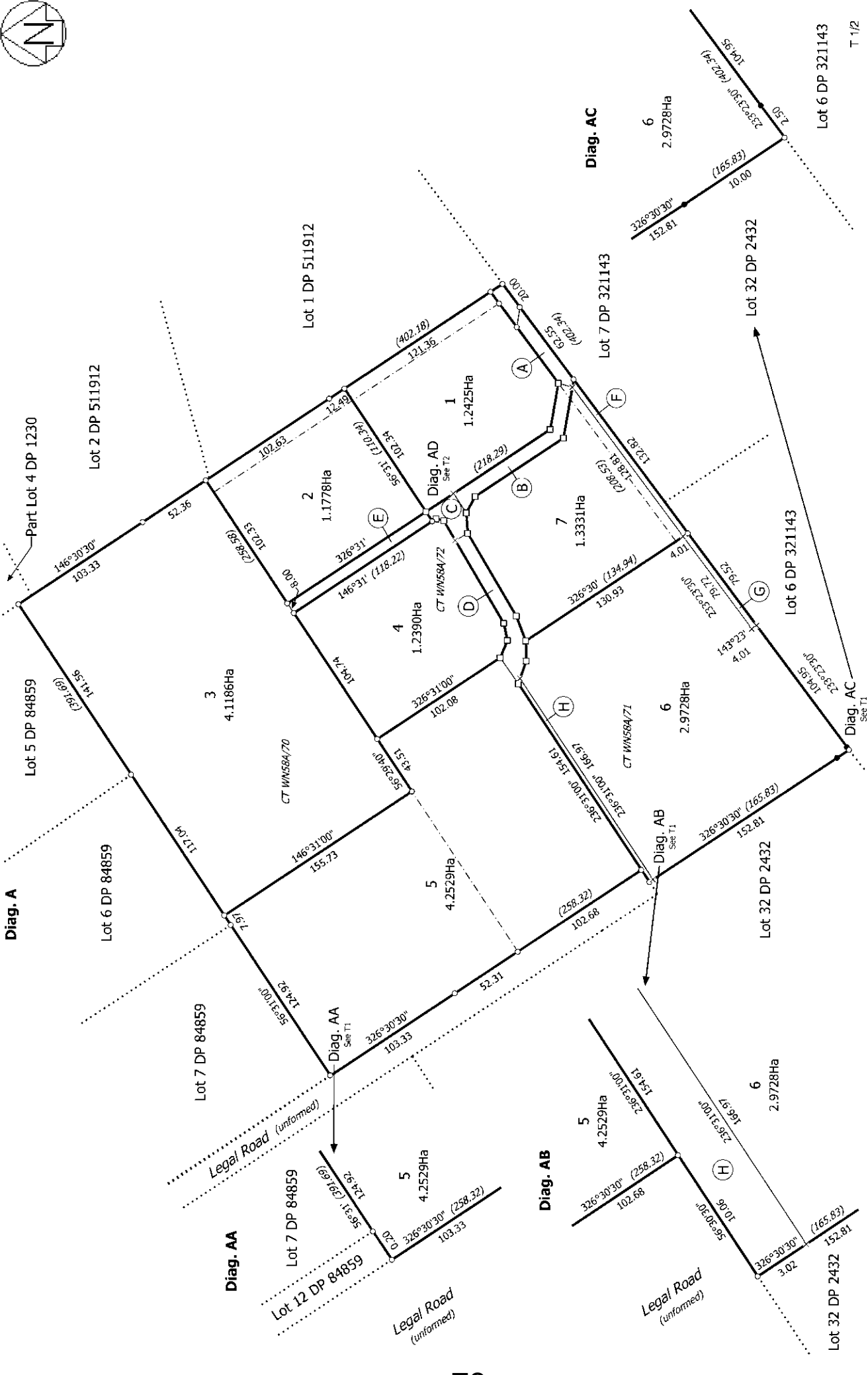
South Wairarapa District

Memorandum of Easements			
Purpose	Shown	Servient Tenement	Dominant Tenement
Right of way Right to convey electricity Right to convey telecommunications and computer media	A, B, C	Lot 5 (hereon)	Lots 1 – 4, 6 & 7 (hereon)
	D		Lots 4, 6 & 7 (hereon)
	E	Lot 3 (hereon)	Lots 2 & 4 (hereon)
Right to drain stormwater	A	Lot 5 (hereon)	Lot 1 DP 511912 (CT 786991)
	C, D		Lot 3 (hereon)
	F	Lot 7 (hereon)	Lot 1 DP 511912 (CT 786991) Lot 5 (hereon)
	G	Lot 6 (hereon)	
	H		Lots 3 & 5 (hereon)

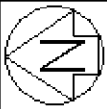
Wairarapa - 411 Queen Street PO Box 696 Masterton 5840 p. 06 370 0027
 EMAIL: enquire1@adamsonshaw.co.nz WEBSITE: www.adamsonshaw.co.nz
 Wellington | Karori | Porirua | Wairarapa

Memorandum of Easements in Gross			
Purpose	Shown	Servient Tenement	Grantee
Right to convey electricity	A, B, C	Lot 5 (hereon)	Powerco Limited
Right to convey telecommunications and computer media	A, B, C, D	Lot 5 (hereon)	Chorus New Zealand Ltd

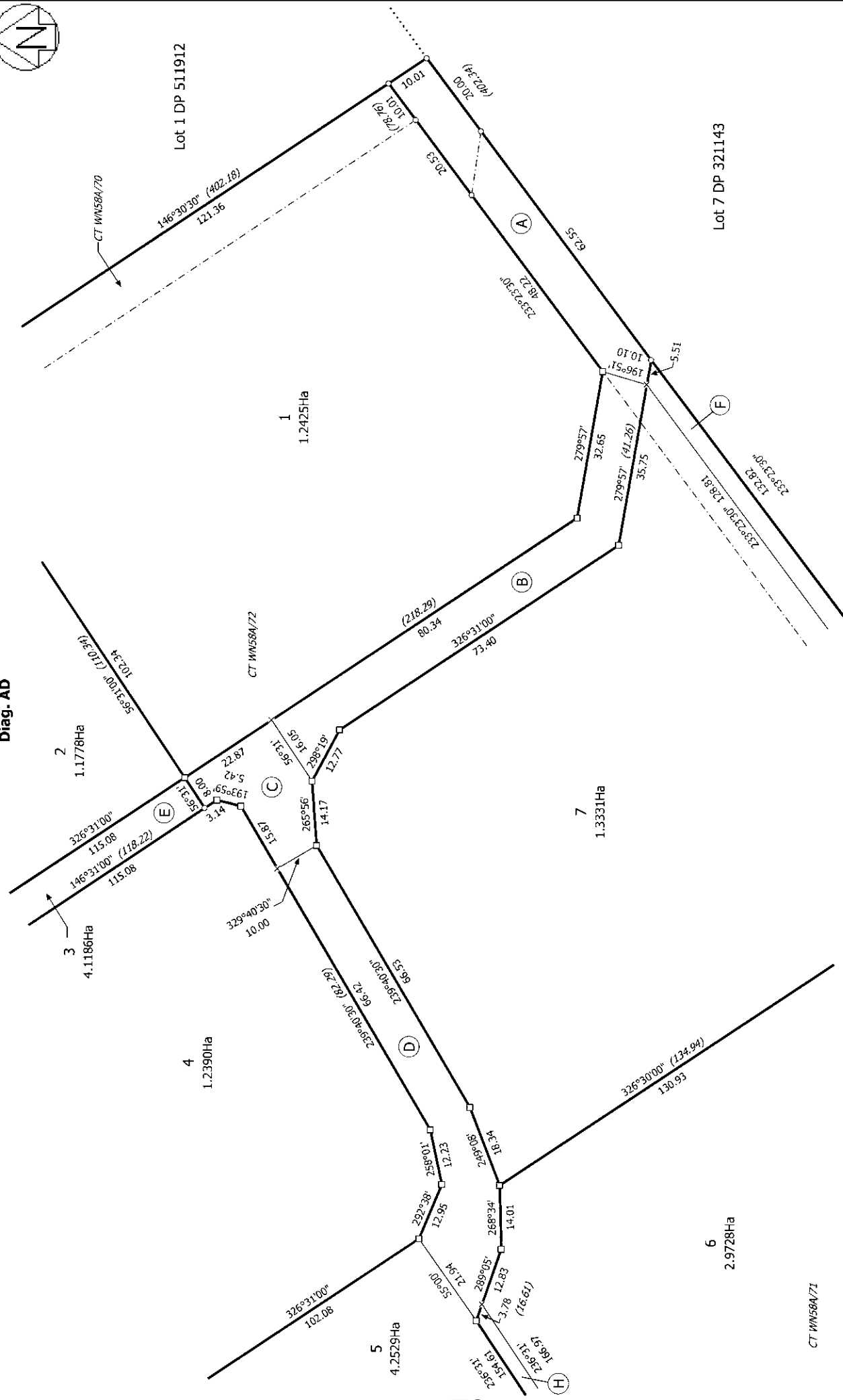
Schedule of Existing Easements to be Surrendered			
Purpose	Shown (previously shown)	Servient Tenement	Document
Right of way Right to convey electricity Right to convey telecommunications	A DP 90273	Lot 3 DP 90273 (CT WN58A/72)	5177797.3



<p>Land District: Wellington</p> <p>Digitally Generated Plan</p> <p>Generated on: 20/12/2017 09:49am Page 4 of 5</p>	<p>Lots 1 - 7 being subdivision of Lots 1 - 3 DP 90273</p>	<p>Surveyor: Michael Phillip Patrick Shaw Firm: Adamson Shaw (Masterston)</p>	<p>Title Plan LT 519345 DRAFT</p>
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Diag. AD



T 2/2

Title Plan
LT 519345
DRAFT

Surveyor: Michael Phillip Patrick Shaw
Firm: Adamson Shaw (Masterston)

Lots 1 - 7 being subdivision of Lots 1 - 3 DP 90273

Land District: Wellington

Digitally Generated Plan
Generated on: 20/12/2017 09:49am Page 5 of 5



PREPARED FOR : LIFE ENRICHED HOLIDAYS LTD

WHITE ROCK ROAD MARTINBOROUGH 6 LOT SUBDIVISION ROADING

DRAWING INDEX

- 1695 EN-01 LOCATION PLAN
- 1695 EN-02 PLAN & LONG SECTION CH 00 - 170
- 1695 EN-03 PLAN & LONG SECTION CH 170 - 350
- 1695 EN-04 PLAN 350 - 520 & TYPICAL SECTIONS
- 1695 EN-05 LONG SECTION 350 - 560
- 1695 EN-06 ENTRANCE WAY WIDENING
- 1695 EN-07 CROSS SECTION CH 9.4 TO 160
- 1695 EN-08 CROSS SECTION CH 180 TO 340
- 1695 EN-09 CROSS SECTION CH 360 TO 560

FOR CONSTRUCTION

NOTE:

1. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL SERVICES ON SITE PRIOR TO WORK COMMENCING.
2. ALL WORK IS TO BE CARRIED OUT IN ACCORDANCE WITH NZS 4404:2010 LAND DEVELOPMENT AND SUBDIVISION ENGINEERING.
3. LEVELS ARE IN TERMS OF AN ASSUMED DATUM

No.	Revision	By	Chk	Appd	Date
B	STORMWATER DETAILS ALTERED	TOH			14-9-17
C	CROSSINGS & STORMWATER DETAILS ALTERED	TOH			12-12-17
D	LOT 1 CROSSING MOVED	TOH			15-12-17



Scale
1:2500

Design		Approved For Issue	
Drawn	T O'H	18-4-17	
Dsg Verifier			
Dwg Check			

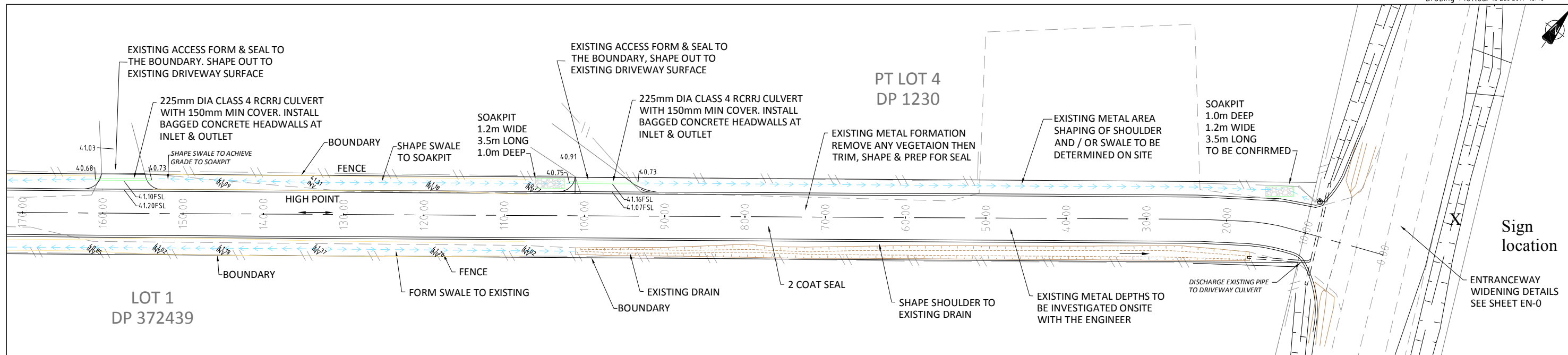
Date
80

Client:
LIFE ENRICHED HOLIDAYS LTD

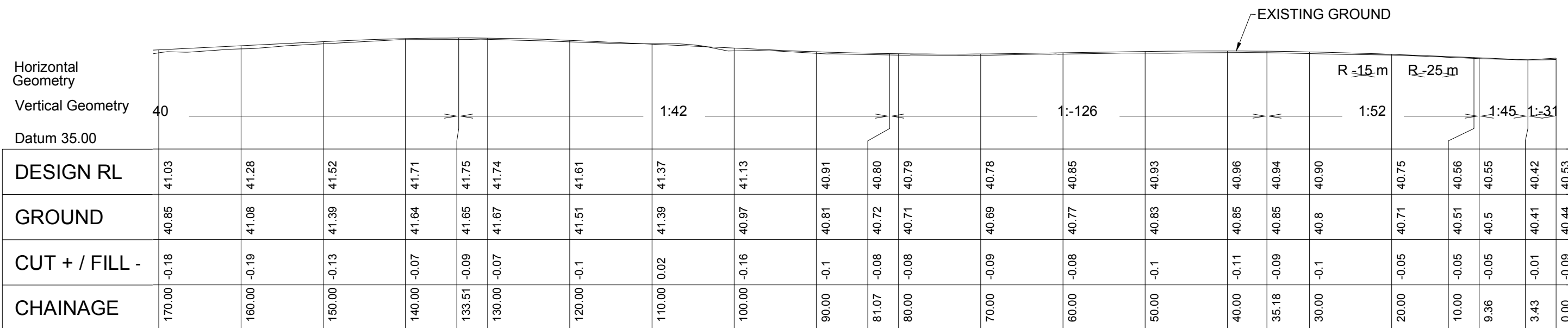
Project:
6 LOT SUBDIVISION
WHITE ROCK ROAD

Title:
RIGHT OF WAY
LOCATION PLAN

Project No.	1695		
Drawing No.	Page No.	Rev.	
EN-01			D



RIGHT OF WAY PLAN 00 - 170.00



LONG SECTION 00 - 170.00 H 1:500 V 1:100 @ A3

**APPROVED FOR CONSTRUCTION
BY SWDC 22 MAY 2017**

FOR CONSTRUCTION

No.	Revision	By	Chk	Appd	Date
A	ENTRANCE WIDENING ALTERED	TOH			25-7-17
B	CULVERTS ADDED	TOH			13-12-17



Scale	1:500
Design	TOH
Drawn	12-4-17
Dsg Verifier	
Dwg Check	
Approved For Issue	81
Date	

Client: MURRAY COLE

Project: 6 LOT SUBDIVISION
WHITE ROCK ROAD

Title: RIGHT OF WAY
PLAN & LONG SECTION
CH 00 TO CH 170

Project No.	1695
Drawing No.	EN-02
Page No.	
Rev.	B

Russell Hooper- Planning Manager

To: Mike Shaw
Subject: RE: Scan Casalulla Road name

From: Mike Shaw [<mailto:mike@adamsonshaw.co.nz>]
Sent: Thursday, 1 March 2018 2:27 p.m.
To: Russell Hooper- Planning Manager
Subject: Fwd: Scan Casalulla Road name

More information on Road naming Russell for Casellula Park.

Mike Shaw

Director



Wairarapa - 411 Queen Street, PO Box 696, Masterton 5840 p. 06 370 0027
Email: mike@adamsonshaw.co.nz Website: www.adamsonshaw.co.nz
Wellington | Karori | Porirua | Wairarapa

This Email is confidential. If you are not the intended recipient please advise us immediately and delete the original message.
Thank you.

----- Forwarded message -----

From: Murray Cole <murray.cole@global-ats.com>
Date: 1 March 2018 at 13:27
Subject: Re: Scan Casalulla Road name
To: Mike Shaw <mike@adamsonshaw.co.nz>

Hello Mike .

Appreciate details required for naming of the new road into Casalulla Estate .

The preferred name" Romina Way " was elected for a number of connected reasons .

The Estate is called Casalullachosen as

derived from a famous Wine /Cheese product and area of wine industry originally from Italy and suited this subdivision in terms of those connections and its proximity to Breckenridge as an international resort .

This subdivision was created/ developed by the..... Family Cole / Zini ... NZ / ItalianWho are keenly investing in Martinborough .

The family have been connected in MARTINBOROUGH for 10 years through the ownership of the PETIT hotel on Kitchener St

The family has owned the MARTINBOROUGH HOTEL for 6 YEARS and are part of an International HOTEL group/ of small hotels named MARIO HOTELS LTD .

The family own the MARTINBOROUGH LODGE on Naples St being further developed as a Luxury Lodge

The family are further investing in Martinborough and have recently acquired Stonecutter Vineyard to develop a new Italian grape variety .

The Family have recently acquired Strowan Farm on Ferry Rd for a new project .

The preferred name is.... ROMINA WAY .

.....being the name of the first NZ/ Italian grand daughter of 10 months and suited to both the the area and the estate development to reference the next generation that will bring further wine and product development connections to Martinborough ..

< Granddaughter and daughter of Dr Alastair Cole /NZ and Elena Zini/ Italy : Cannes Award winning , Movie Directors ; re Indigenous peoples linguistic Anthropology " Colours of the Alphabet "and "Multi Lingual Love " coming to NZ shortly to complete similar indigenous NZ movie

Appreciate the best consideration of council committee to approve this name .

Many Thanks Murray Cole : DirectorLife Enriched Holidays Ltd / Mario Hotels Ltd

MARTINBOROUGH COMMUNITY BOARD

12 MARCH 2018

AGENDA ITEM 6.5

STUDENT REPRESENTATIVE APPOINTMENT

Purpose of Report

To seek Community Board approval to make a student appointment to the Board.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Student Representative Appointment Report.*
2. *To appoint Maisie Arnold-Barron as a student representative, in an advocacy role with non-voting rights to the Martinborough Community Board, until the end of the triennium.*
3. *That an honorarium payment of \$50 per ordinary meeting attended be made to the student representative.*

1. Background

In the 2017 Martinborough Community Board Strategy, the Community Board have recognised youth, family, schools and sporting clubs as key community demographic groups. These groups in particular are made up of young people.

In the same document the Community Board's vision for Martinborough is to have an involved community that is engaged and family friendly that provides opportunities to residents of all ages.

Student representation is now common on school boards of trustees. The education sector understand that students have a major stake in decisions and provide a formal framework to engage them. **Today's youth will inherit the decisions made today about our district and as such have a major stake in these decisions.** Student representation provides an advocacy voice for young people across the local government sector.

2. Discussion

2.1 Appointment to Community Board

Appointment to a community board could be on a yearly or triennium basis, or as needed by resignations. The community board should agree the term with their student representative.

Boards should seek youth that have strong connections to the community they are representing, and ideally the student should reside in that town.

Representatives may be found by approaching school principals or teachers for suitable recommendations, seeking applications, or on recommendation of a member.

Community boards are governed by the Local Government Act and membership is governed by the Local Electoral Act 2001. The student role is therefore advocacy only with non-voting rights.

2.2 Duties of Student Representative

It is up to the community board to direct and mentor the student and provide clear direction on what they expect from the appointment, what engagement with their peers is required, and any special projects the board would like them to conduct.

The community board should also consider how decisions made at board level concerning youth interests need to be reported back to that demographic and whether the student representative has a role to play in doing that.

3. Legislation

3.1 Local Government Act 2002

The Local Government Act 2002 Section 50 states:

50 Membership of community boards

The membership of a community board consists of-

- (a) members elected under the Local Electoral Act 2001; and*
- (b) members (if any) of, and appointed in accordance with the Local Electoral Act 2001 by, the territorial authority in whose district the relevant community is situated.*

3.2 Local Electoral Act 2001

Where a local authority chooses to appoint members to a community board, the Local Electoral Act 2001 states:

19F Membership of community boards

(3) The persons who are appointed under subsection (1)(c) as members of the community board must-

- (a) be members of, and must be appointed by, the territorial authority for the district in respect of which the community is constituted; and*

(b) if the territorial authority is divided into wards, also be members of the territorial authority representing a ward in which the community is situated.

4. Financial Considerations

An honorarium payment for eight ordinary meetings a year would need to be met by the Board. There has been a precedent set by the Greytown Community Board of \$50 paid for each meeting attended, which is equivalent to what a student representative on a school board of trustees would be paid.

5. Conclusion

Interest has been expressed from Martinborough Community Board and the proposed candidate to enter into a student representation agreement. It is recommended that this now be formalised.

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

MARTINBOROUGH COMMUNITY BOARD

12 MARCH 2018

AGENDA ITEM 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

7 February 2018	I&P Working Party
7 February 2018	LTP Working Party
20 February 2018	LTP Working Party
20 February 2018	MCB Workshop
28 February 2018	LTP Working Party
28 February 2018	Community Board Chairs

Looking ahead:

14 March 2018	Community Board Review
5 April 2018	Community Board Workshop to review progress against Strategic Plan

2 Current Community Board Projects

I have been working through the minutes and noted that we have a number of initiatives and areas of work in the pipe line. I thought it would be useful **to record these in the Chair's report** with target dates and the responsible member or SWDC if the action currently lies with Council.

- Nov 2017 – SWDC – First Considine Park Committee meeting still to be held
- Nov 2017 – SWDC - Bike Stands (in association with Lionesses)
- Nov 2017 – SWDC - Installation of Pergola from the Playground at the Pool
- Dec 2017 – SWDC – Martinborough Square Cenotaph repairs, first raised in May 2015, must be done by 2018 ANZAC commemorations.
- Q1 2018 – SWDC report. Resolve speed and parking issues around the School on Dublin and Roberts Street.
- Q1 2018 – MCB - Allocate Beautification funds to Soldiers Memorial and Waihinga Parks
- Q1 2018 – MCB to progress Martinborough Square Development Plan, Price circular seating and request funding in the LTP
- March 2018 – PC Consultation with Residents on naming of Dublin Street West and New York Street West
- April 2018 – MR/LC - Square Beautification plan including possible painting of green cabinet with an ANZAC poppy design (MR)
- Q2 2018 – SWDC – 3 year footpath priorities. Footpath Condition Report needed from SWDC to allow MCB to set priorities
- April 2018 – PC - WW1 Commemorations
- April 2018 – MCB - Start Christmas Parade planning with MADCAPS
- June 2018 – MCB – Consider a Beautiful Towns and Cities Awards nomination – criteria released on 1 June 2018
- July 2018 – LC review possible funding for a water fountain and bottle filler in the new Waihinga Centre park
- Ongoing – VR - Town Entrance Sign (in association with MBA)
- Ongoing – PC - Bus Shelter beautification
- Ongoing – VR – Facebook
- Ongoing – LC - Tourism Route Road Safety report to NZTA
- Ongoing – MR - Poppy Road Signs Project
- Ongoing – LC/VR - LTP
- Ongoing – MCB - Advocacy: Public Recycling Bins, Rubbish Collection Days, District Plan review, Speed Limits and Road Safety on Tourism routes
- Ongoing – LC - Community Engagement – future survey subjects could include LTP and Square Beautification priorities

3 Completed Projects/Initiatives

- Appointment of a youth member 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.

4 MCB Workshop Report – 20 Feb 2018

Attached as Appendix 1.

Recommendation: Receive the report.

5 Beautification Funds

Report to be tabled.

Recommendation: Discuss the options and agree the allocation of funds.

6 Budget

Attached as Appendix 2.

Recommendation: Receive the Budget

7 Appendices

Appendix 1 – MCB Workshop Report

Appendix 2 – MCB Budget

Appendix 1 – MCB Workshop Report

MCB Workshop Agenda

Tues 20th February, 3.15pm, 18 Weld Street

Present – Lisa Cornelissen, Victoria Read, Maree Roy

Apologies – Pam Colenso, Fiona Beattie

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 formal MCB meeting on 12 March 2018.

1. Beautification funds

MCB 2018/09 resolution: “To allocate the remaining beautification funds to Soldiers Memorial Park and the Waihinga Park in line with the Martinborough Square Development Plan with specific items to be advised.”

A range of options were discussed, with Vicky to circulate options before the next MCB meeting.

2. Pain Farm Shelter Belt

Discussion deferred until more people present

3. Christmas Parade

Lisa has invited MADCAPS to meet with MCB to discuss options before the April 23rd MCB meeting.

4. Beautiful Towns and Cities awards: <https://www.knzb.org.nz/calendar/beautiful-awards-2017/>

Criteria are released in June, the general feeling was to wait and consider an application in 2019 when the Waihinga Centre project is completed

5. Bus Shelter beautification and Power Box in the Square

A mural for the bus stop was discussed, a way forward could be to develop a brief and seek Expressions of Interest from local artists.

Members noted the wonderful work Allison Hudson is doing on the power box in the Square and discussed a ‘ribbon cutting’ or similar event when it is completed.

6. AOB

Other items discussed included a possible grant application for the Old Martinborough Cemetery, the work to be completed on the Cenotaph, the options for Members to put items on the MCB agenda without going through the Chair’s report, Native Reserves and Wetlands.

Appendix 2 – MCB Budget

INCOME

Carried Forward	7,575.09
Annual Plan	26,868.00
TOTAL INCOME	34,443.09

EXPENDITURE

Members Salaries	15,914.00
-------------------------	------------------

General Expenses

Community Board Levy	216.67
Stationery	4.99
V Read conference expenses correction	235.12 Lisa to Query
Contingency	195.01
Total General Expenses	651.79

Strategic Objectives

A Vibrant Martinborough Town Centre

Waihinga Centre	
Contingency for community engagement	500.00
Christmas	
Christmas Parade funding including fees	1,403.00 Increased from \$650
Martinborough Banners	
Provision for banner hanging	600.00 Pretty sure this has come in well below \$600
Youth - Basketball hoop repairs	0.00 Nets donated by Martinborough TOP 10

An Engaged, Involved Community

Fireworks	542.00 \$500 plus \$42 SWDC fees
Matherapa	200.00
WW1 Commemorations	1,000.00
Poppy Road signs Project	0.00 Costs unknown
Community Engagement	500.00 Each survey will cost in the region of \$150
TOTAL STRATEGIC OBJECTIVES	4,745.00

Financial Assistance

May 2017 grant cfwd Citizens Advice	350.00
May 2017 grant cfwd Netball Club	950.00
Sept 2017 Boomerang Bags	500.00
Sept 2017 Friends of Martinborough Library	500.00
Nov 2017 Community Garden	1,000.00
Jan 2018 Breakfast Club	600.00
May Grants Pool	5,000.00
Total Financial Assistance	8,900.00

TOTAL EXPENDITURE	30,210.79
--------------------------	------------------

BUDGETTED SURPLUS/(DEFICIT)	4,232.30
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Town Beautification

Martinborough Beautification Budget cfwd	40,980.00
Martinborough Beautification Budget 2017/18	10,710.00
Budget	51,690.00

Less Commitments:

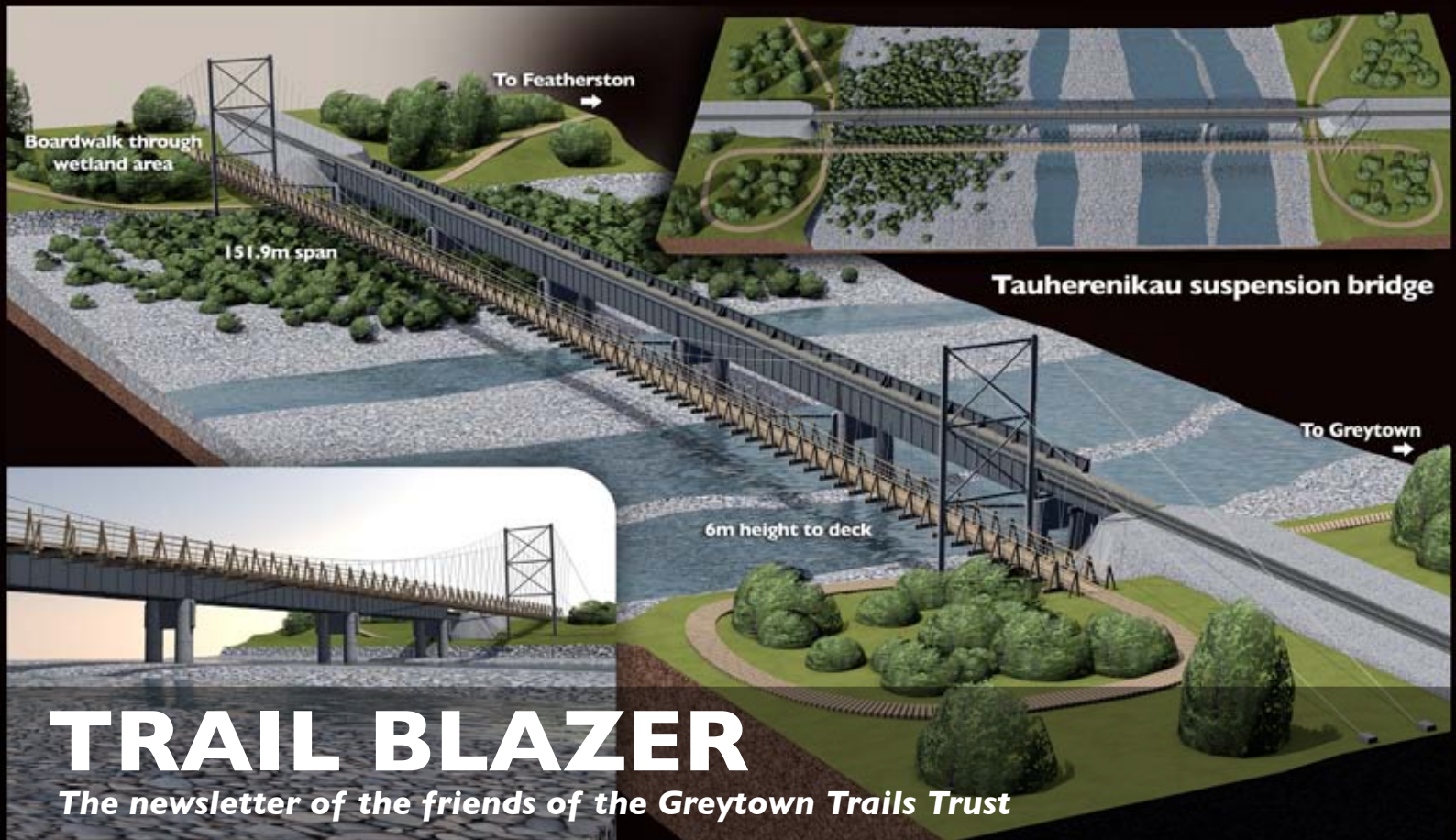
Waihinga Centre Stage 2	30,000.00
Martinborough Mural Walk	3,000.00
Bike Stands	3,450.50
Martinborough Square Power Box	500.00
Balance	14,739.50

MEMBER REPORT
 For Featherston, Greytown & Martinborough
 Community Board Meetings
 13 March 2018

Member Name	Robyn Ramsden Featherston Community Board
Group Name	Wairarapa Library Service Working Party
Group Members	Councillor Pam Colenso - SWDC Robyn Ramsden - SWDC Featherston Community Board Helen McNaught - SWDC Amenities Manager Councillor Ruth Carter - CDC Councillor Tracey O'Callaghan - CDC Anne Hughes - Carterton District Library Manager Also in attendance: Carrie McKenzie - Community Services Manager - CDC
Meeting Date	27 February 2018
Key issues from meeting	<ol style="list-style-type: none"> 1. Unattended Child Policy. Noise isn't the issue for the WLS WP. We are concerned that we, and our Libraries are meeting Legislative requirements around unaccompanied minors. We are confident this is being addressed by Management. 2. Volunteering Wairarapa proposed to use Library space to recruit volunteers on a once a week basis. This is approved pending a suitable time for all four libraries.
Specific item/s for Community Board consideration	For Featherston Community Board: It is the FCB's responsibility to submit to the Council on an extension to the Featherston Library. This is because the request has come from members of that Community. Cr. Pam Colenso has agreed to review the submission. But this does not exclude members of the Featherston Community Board also reviewing the submission.
General	The WLS WP meetings are reducing down to quarterly. Our next meeting is on 5 June.

MEMBER REPORT
for
Martinborough Community Board Meeting
12 03 2018

Member Name	Maree Roy
Group Name	Martinborough Community Board
Meeting Date	12 03 2018
Key issues from meeting	
Specific item/s for Community Board consideration	ACTION ITEM 209: Poppy Road Signs Project [commenced 24 04 2017] Status: OPEN
General	Update for NOTES: Two sites have been registered with the Trust and assigned back to the Community Board/Council. The sites are Soldiers Memorial Park and Memorial Square. Progress on preparing the complete stories of the sites is under way.



Welcome to the January 2018 issue of Trail Blazer.

The Greytown Rail Trail was established in 2010. As usual there is a long list of people to thank for their continuing efforts in maintaining the Trail, too numerous to mention here but suffice it to say the Trail has never looked better. We also want to thank those of the public who use the trail and continue to donate generously through the donation boxes. The development of the next section of trail, 11 km from Featherston to Woodside, is very exciting and the help we are getting from a multitude of individuals and organisations is very humbling. It is a great community we live in.



Shane Atkinson.
Chair Greytown Trails Trust

Bridging the gap

Progress on the Greytown Trails Trust bridge proposal over the Tauherenikau river is going well with an initial design (shown in the artists impression above) completed and approved by Greater Wellington Regional Council river engineers.

The bridge will have span of 130m and steel towers over 17m high. It will be braced off the existing rail bridge some 7m downstream.

The Greytown Trails Trust is expecting a price of around \$500k for the bridge and KiwiRail approval is in the pipeline.

Land owner agreements have been negotiated and are awaiting legal signoff.

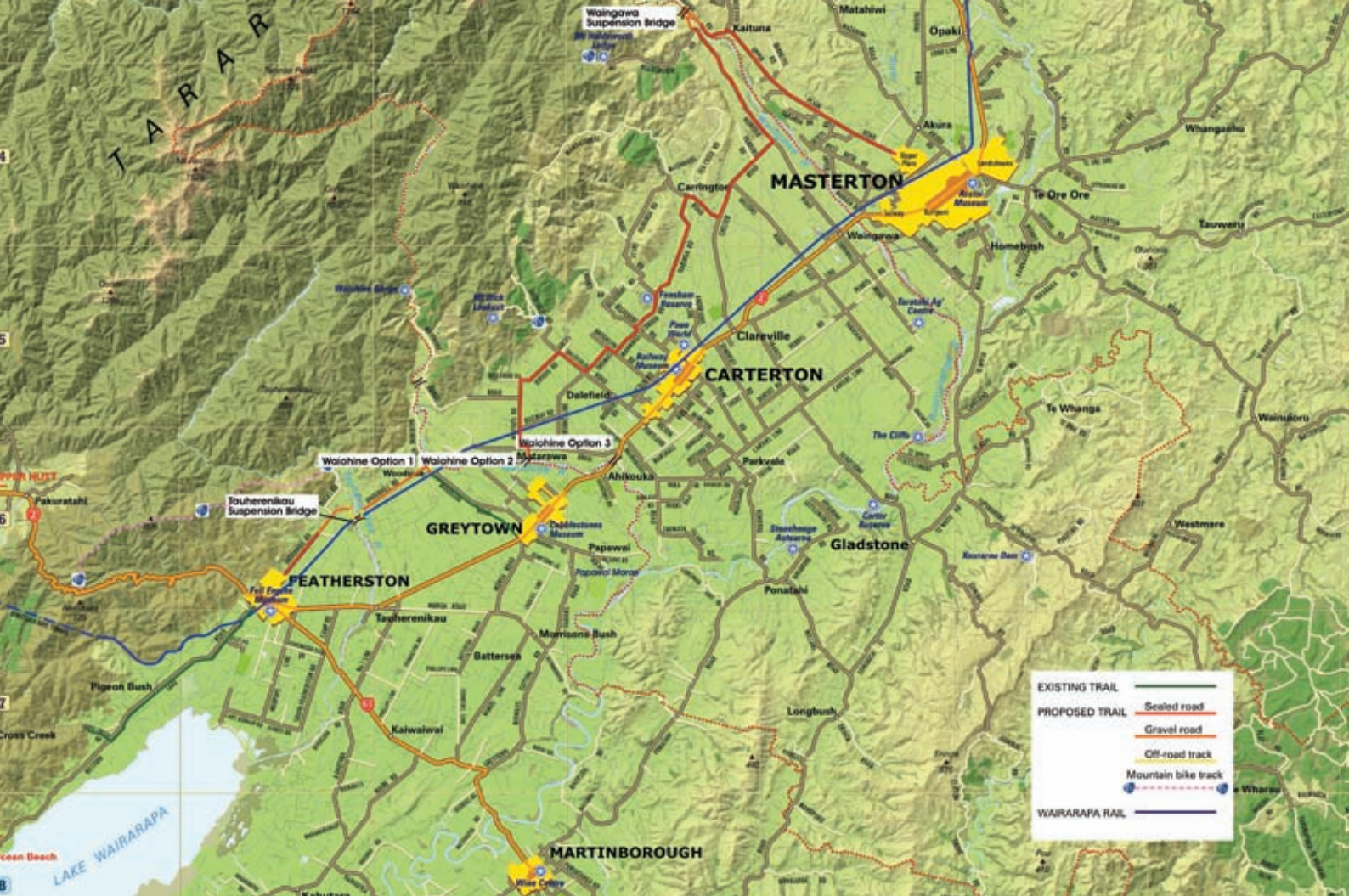
The riverside tracks have been marked out and once Greater Wellington Regional Council river engineers have approved them construction will start mainly with volunteers. The tracks will be built to NZ Cycle Trail grade one standard and will be attractive and picturesque, especially on the Woodside (north) side where the native bush is established.

The Trust hopes that the project will be shovel ready by April with all approvals gained and tracks complete.



Leave it to the experts!

A qualified engineer and active mountain climber, Abseil Access co-founder Martin Wilson is a director who likes to get his hands dirty. An early indication of Martin's intent to ensure that safety is a core element of the company's work ethic was Martin's involvement in setting up the Industrial Rope Access Association of NZ 1997. Martin's passion is designing and constructing suspension bridges.



The Five Towns Trails Trust

A trail linking the five Wairarapa towns, Featherston, Martinborough, Greytown, Carterton and Masterton is on the drawing board of a new entity named the Five Towns Trails Trust. The proposed Trail will be a significant new experience readily accessible from Wellington City and offering a great experience of the Wairarapa. Bridge infrastructure is key to crossing various rivers and some other trail work and road alignment will be required. Promotion will occur through Destination Wairarapa and WREDA Destination and Marketing. The proposed five towns trail recently received an accolade as one of five "Signature Trails" in a review of cycle projects in the Wellington region.



Wow look at the growth!

The existing trail is now used more and more by visitors and locals. The Cotter Street entrance plantings have grown up and show the benefits of our volunteers efforts in planting, weeding and watering. It features in the publicity about Wairarapa ("The Greytown Trail is a 5km route used as a walking track and cycle trail connecting Greytown to Woodside Station. The fully fenced trail has a slight incline to the station, with views of paddocks, Tararua mountains and stands of oak trees").



2017 Trail Hero

Our 2017 trail hero is Ted Ward who has gone the extra mile mowing the grass alongside the trail during 2017.

Recent and upcoming events:

The Huri Huri Wairarapa Cycle Festival, run in January 2018 in conjunction with the New Zealand Cycle Classic saw a multitude of families riding the Greytown Rail Trail.

HOW TO DONATE

To make a donation please contact Doug Ferguson 06 304 8911
d.j.fergie@xtra.co.nz

1 March 2018

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

Dear Board Members

None of us want to get that call, do we?

Every day, as parents, brothers, sisters, aunts, uncles, we go about our lives without a second thought that something might happen. Something might cause our lives and those of our loved ones, to be turned upside down.

But one day it did for Sam, who very kindly shares her story with us in this quarter's *Voice* newsletter, enclosed.

It started out as a normal day for Sam. She was at work and really busy. She'd missed a couple of calls from her teenage son, but when a call from his friend came through, in the moment it took to answer it, she had worry on her mind.

And it was one of those calls. The one that tells you something is wrong with your loved one.

Sam's son was victim of a serious aggravated robbery, an event that has had a long and serious impact on them. We've supported Sam through this time, dipping in and out of her life as needed.

But every day our phones are ringing. Every day, unexpected events happen in our communities. Every day, people's lives are interrupted and sadly, other mums, dads, siblings, friends, get one of those calls that something has happened.

No-one should have to face life's unexpected traumas or the consequences of crime, alone. We're here, 24/7, to help people cope, to get through the grief and trauma. To help with practical advice and to support them through the justice process, and beyond.

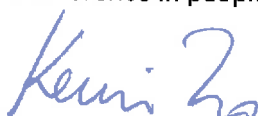
As a friend of Victim Support, we hope you'll take a few minutes to read *Voice*, to read about the work we do. When you read Sam's story, you'll also hear about Sue, one of our highly trained and skilled volunteer Support Workers, who has supported Sam over multiple years now, from the time of the incident, to after the offender's imprisonment, and may need to support her again.

You'll also read about another volunteer Helen, a critical care nurse who understood the distress an incident can bring, and wanted to help more. She's been volunteering for a few years now, and hopes to do so, for much longer yet.

We can't get by without our wonderful, incredible volunteers. They're the backbone of our organisation and every year tens of thousands of people would be suffering in our communities if it weren't for them. After intensive and specialised training, our volunteers and staff provide tailored support so that people like Sam get the help they need, when they need it.

No-one expects to be a victim of crime or trauma, and no-one wants to get that phone call. But if they do, we're here for them. And that's because of supporters like you.

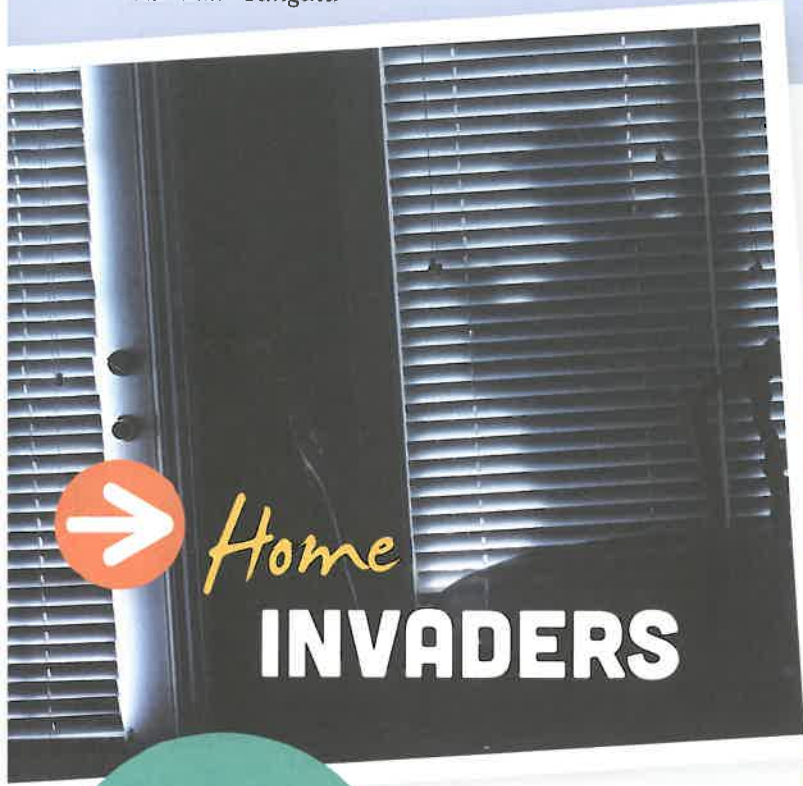
Thank you for your ongoing support. Our work really does make a difference in people's lives.



Kevin Tso
Chief Executive

Thank you for supporting our work





Home

INVADERS

Wherever we
 are needed
 we'll be
 there

A quick poll with friends revealed several of us have had our homes burgled at some time.

While our experiences varied, we all shared something in common.

We all felt invaded. The perpetrator had been in our private space but we knew nothing of them. Would they come again?

Our homes are our sanctuaries, and particularly to the elderly or those living alone, a burglary is cruel and frightening. To a young family, a burglary can create further hardship, frighten children, and add stress to the family. To the retail staff who have faced an aggressive, possibly armed person intending to rob, intimidate, or worse, this is an incredibly frightening experience.

Victim Support helps those traumatised following a burglary, robbery or home invasion. Usually people are referred by Police, or call us directly. "The important thing is, that people feel comfortable asking for help", said Kevin Tso, Victim Support's Chief Executive. "Sometimes all people want is a phone call to let them know that someone cares, or some advice and support on how to cope emotionally."

"For others, it's practical advice on making their home more secure, or ongoing support until they get back on track and feel safe in their home again. People react differently and we'll support each person's specific needs."

A burglary's impact is traumatic. Whether the crime took place in their home, place of work, whether they were a witness or the crime affected a family member, people need support to feel safe, cope, and to get back to their daily lives.

We're here for you, 24/7, 365.

GILL WON THE LOTTERY!

There were smiles all round at Pukekohe Honda when Gill Morrison was presented with her new Honda HR-V.

Gill won first prize in the 2017 Victim Support Lottery. "I've been on cloud nine ever since I got the phone call to say I've won, this is simply amazing!" said Gill. "I just couldn't believe I'd won, but I'm really pleased to have been a part of this, Victim Support do such good work in the community."

"We had another great line up of prizes and the response to our lottery has been terrific. We're very grateful Honda New Zealand partnered with us – having the Honda HR-V as first prize is just fantastic, an excellent drawcard, and the Honda dealers' support has been fabulous too. I'm thrilled for Gill and am sure she'll really enjoy her new car," said Victim Support's GM Fundraising, Cam Cotter.

The lottery is our key fundraiser, and raised over \$120,000 to help us support victims in local communities nationwide. Staff, volunteers and supporters all came together to sell tickets in their communities.

Gill was presented her new car by Victim Support's Robyn Scurrah, and Kerry Brocas of Pukekohe Honda.



Thank you to all our prize providers in the Victim Support Lottery.

HONDA

Special thanks to our principal lottery partner, Honda New Zealand.

Breville NZ Limited • Michael Hill • QT Museum Wellington
 Avis Budget Group • Weta Workshop • Floriditas • Panasonic
 New Zealand • Spark • Scentre Group • House of Travel

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





Ngā mihi o te tau hou. When in holiday mode it's easy to switch off from the news and forget what day it is – but unfortunately, crime and accidents don't take a break. So we don't either, with our Contact Centre open 24/7, so that we can respond to calls for help,

From Kevin's desk

And help we did. We supported over **3,400** victims from Christmas Eve to mid January. People needing support for a multitude of incidents – road accidents, drownings, domestic disputes, sudden deaths, homicide, burglary and more.

The latter – burglary and robberies are certainly not exempt from the holiday season. Over the Christmas break we've supported 316 victims of burglary, home invasion and robbery.

People whose lives were suddenly invaded, in varying circumstances. It can take time for a person to feel safe in their homes again, to not have sleepless nights, to not live in fear, and our Support Workers are there for them. An independent person who can help provide free support, specific to their needs.

I'm very grateful to Sam, who shared her story with us in this issue. Sam's son was victim of an aggravated robbery. A criminal assault on those we love is incredibly difficult for all involved and not something we just get over, but with good support, we can get through at our own pace.

Demand for our services is unpredictable. While we know we'll be needed every day – to what extent and where, we don't know. Without any kind of support tailored to a person's needs, coping with the trauma can be extremely difficult, long and painful.

But that's why we're here.

Ngā mihi
Kevin Tso, Chief Executive



Want to make a difference in someone's life?
Call now to volunteer
0800 865 868

VOLUNTEER PROFILE - HAMILTON'S HELEN NIXON

As a critical care nurse, Waikato's volunteer Support Worker Helen Nixon is well aware of the distress a traumatic event can have on a person and their loved ones.

With all her children left home the time was right to find a way of helping out more, and Victim Support fitted the bill.

Helen feels she draws upon her experience often. "Even from personal experience I know an incident can affect many people, and differently. And grief. Grief's horrible but until you've experienced it you might think it'll all be OK," said Helen.

Helen's been a Support Worker for a few years, supporting victims of all sorts of incidents. She's completed additional sexual and family violence trainings, and hopes to undertake specialist homicide training too.

Support Workers enter people's lives at a difficult time. "We're neutral and don't judge," she said. "It doesn't really feel like I'm doing anything extraordinary, but then a person will say, gosh, that was so great, thank you for all you've done for me. Our support gives people a chance to talk and ask for help. We're here and we care. The victim guides the pace and tells me what they want and I take it from there."

As well as emotional support, Victim Support provides practical support too, sometimes things people might not consider when grieving or traumatised. "A family was so thankful when

I suggested they might like to take the deceased's favourite clothes to the funeral home," said Helen.

Helen's found people react differently. Following a burglary for example, some people are really frightened while others employ the famous kiwi staunchness.

"People are grateful for practical and independent advice. One elderly gentleman told me, having been burgled twice, that his family told him to get a dog, which was the last thing he wanted! Some people are very distressed following burglaries, while others get in to gear quickly, changing locks, adding security lights etc, and appreciate that someone cares."

"It's very tough for retailers though. Many are family owned and don't have the means to shut up shop and take time out after a robbery. They might have been assaulted or threatened with a machete, an absolutely frightening experience, but have no choice but to be back in the shop an hour later. We provide whatever support we can," said Helen.

Helen has plenty to keep her busy, working as a nurse, helping out with grandchildren, and family life. "But I see myself being a volunteer for quite some time. Some of the people I've supported may need more support in the future, and I'd like to be there," said Helen.

PROTECT YOUR HOME

Don't be an easy target – do what you can to protect your home.

- Always lock up - install good quality locks and use them – but check you can escape easily in an emergency
- Lock the front door if you're out the back, in the garden, or inside working, resting or studying
- Keep tools and ladders away and lock garden sheds
- Keep trees and shrubs trimmed
- Keep windows secure

- Don't leave notes on the door stating you're not home
- When you go away, make sure your home looks "lived in"
- Get to know your neighbours
- Mark your valuables and guard your keys
- Join a Neighbourhood Support Group



SAM'S STORY

No parent wants that call. The one telling you something's happened.

But Sam got that call. Her teenage son was the victim of a serious aggravated robbery. She was horrified by the details of the incident and the Police told her to expect a call from Victim Support.

The prolonged impact of such crime can be huge – for those directly affected, and their loved ones.

"From that first phone call, [volunteer Support Worker] Sue was great," said Sam. "She was immediately caring and supportive, and said that she was here for me in whatever capacity I needed, when I needed her. In hindsight, that made me feel in control, right from the start," she said.

"I'm a mother and I want to protect my child, but someone put him in a hideous situation. That ability to protect and control was taken from me but Sue allowed me to gain control back and her help was great. We always just chatted and always she gave amazing advice," said Sam.

"By supporting me, she was doing two jobs really – supporting me through ups and downs, plus helping me as a mum to support my son through his emotions and behaviours, and things to look for. She'd say maybe you could do this, try that, never imposing her thoughts, but chucking it out there for me to grab it if I wanted. She gave me little tactics to work through with him, and talked through what his process might be, so I could understand better. She was really good at judging when I was receptive and tailoring it to what I needed at the time," Sam added.



"I knew she had my back. Absolutely had my back."

With robberies there's often a fear the perpetrator may return or offend elsewhere. "Sue gave me practical information and reassurance of what to do, in fact she was very good at bringing me back if I was hyped. Before we got off the phone she would always make a time for our next call, but I knew that in between times if I needed support I could get in touch. There were times when things would spiral but I always felt like this wraparound support was there for me. Sue was my "safe place" through the whole process. I had a lot of support

from family and friends, but Sue was distanced from that, and I felt completely safe with her, that I could say anything."

Sam's support is over multiple years, as the impact of an incident is prolonged through arrest, court, sentencing, appeals, parole and beyond.

Sam found the incident's legal process very frustrating. Sue and the court advisor did all they could, keeping her fully informed, but other elements of the legal case were very frustrating and difficult. "Sue helped me with my Victim Impact Statement and her support gave me the strength to read it in Court. It was really important to me to have the chance to do this and let the Judge know the effects of this incident on my family," she said.

Sue came in to Sam's life during a very difficult time. "If we had to get through any of that without Sue, it would have been extremely difficult. She was always there with good solid support, a good mix of empathy and advice, and never talked down or made light of anything. I knew she had my back. Absolutely had my back. I'll never forget that and will always be grateful," said Sam.

"If there's one thing I can do to give back, it's to encourage anyone who finds themselves in need of support, to just take it. It's so incredibly valuable."

FAREWELL GENELLE

Former Victim Support manager Genelle Gordon, passed away in early December, after a very courageous and dignified battle with cancer.

Genelle made a significant contribution at Victim Support, and shaped our successful service delivery to victims. She was in a new role of GM Service Delivery, when she left in 2015 to manage her health.

Gone, but never forgotten, our deepest sympathies to Genelle's family during this time.



ROUND THE BAYS!

We were thrilled with the turnout for Team Victim Support at Wellington's recent Round the Bays fun run.

Forty-four runners joined the team, raising \$10,391! An awesome effort and our huge thanks to our friends at Find Recruitment who not only partnered with us for the event, but joined the running team and helped fundraise too. It's a great event for all ages, and we hope you can join us next year!

With thanks to



Help us get our share!

Please vote for us – every day!

Victim Support Waitakere is a finalist in the *Trusts Million Dollar Mission*. The Trusts is a West Auckland organisation that gives back to the community and the public can vote for any of the finalists in the *Million Dollar Mission*.

Each vote equates to \$5, and when a million dollars is reached, the *Trusts* will award each finalist their amount.

We'll need to vote quickly to ensure we get our share. Voting opens 1 March and you can vote once per day. Go to milliondollarmission.co.nz and vote Victim Support!





THANK YOU

Sky City Auckland Community Trust!

We were fortunate to receive funding from Sky City Auckland Community Trust, to assist us in our work in Counties Manukau.

The funding supported the recruitment, training and expenses of new volunteer Support Workers in the community. Given the nature and range of situations our Support Workers will encounter, we undertake a rigorous selection and training process to ensure they are fully equipped to provide the appropriate support to address each person's specific needs. "We provide a critical service at the time of need, which might be the toughest and most painful time of a person's life," said Grace Chan-Nuualitia, Victim Support's Area Manager for Counties Manukau. "We'll be there for the victim for as long as they need us, and for free, so local support like this from Sky City Auckland Community Trust is absolutely vital to ensuring we have Support Workers ready, willing and fully able to support those who need us."

No-one should ever have to face the painful aftermath of crime, trauma or suicide alone, and Victim Support's free services are available in Counties Manukau, and nationwide.

You can read more about Sky City Auckland Community Trust at skycityauckland.co.nz/about-us/community/grants



Victim Support's Cam Cotter and Robyn Scurrah with Sky City Auckland's Natalie Vincent and Ashi Porini.

LOCAL HEROES RECOGNISED

Victim Support volunteers Christine Cowell and Donne Knoef were recently recognised as Kiwibank Local Heroes.

Christine's been part of the Counties Manukau team for eight years and is well known for her calm, sensible and holistic approach coupled with her vast experience over multiple incident types.



Donne with her Kiwibank medal

Based in Buller, Donne's hugely experienced, having provided support for the entire West Coast for over 20 years. A sexual violence and homicide specialist, Donne also undertakes all types of support, regularly.

Both women are tremendous assets to their local teams and very highly regarded by colleagues and their local communities.

Alexandra volunteer and LGC member Judy Elliott-Hall also received an award for her work on numerous community committees.

Congratulations and our thanks to you all for your dedicated commitment supporting victims.

Volunteers Get Together

Some teams used their latest get togethers to reflect, thank and recognise volunteers' invaluable contributions.

Our thanks to local businesses, LGCs and others who contributed generously to make these events possible.



Volunteer Sean Edwards, pictured with wife Eva, received the Auckland Volunteer of the Year Award, at the Auckland volunteer function. They're pictured with CE Kevin Tso, and Inspector Ben Offner.

(Tear here)

Yes! Here is my donation to help victims of crime and trauma

Mr Mrs Miss Ms Other

Name

Postal address

Postcode

Phone

Email

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

Donate via internet banking to: **BNZ 020500 0493163 00**

Please ensure that you use your details as reference along with the code NL0218 so that we may acknowledge your gift.

Value of donation \$25 \$50 \$100 Other \$ _____

Gifts over \$5 are tax deductible.

Cheque. Made payable to Victim Support

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

Mastercard Visa Amex

Name of cardholder

Card Number

Expiry date

Signature

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

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

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

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